

*The cover depicts both the Minneapolis skyline at the beginning of this century in 1904 and the skyline in 1999 as we enter the new millennium.*

**COUNCIL ADOPTED  
MAYOR APPROVED  
BUDGET**

December 9, 1999

**MAYOR**

***Sharon Sayles Belton***

**CITY COUNCIL**

<b><i>Jackie Cherryhomes, President</i></b>	<b>5<sup>th</sup> Ward</b>
<b><i>Joe Biernat, Vice President</i></b>	<b>3<sup>rd</sup> Ward</b>
<b><i>Paul Ostrow</i></b>	<b>1<sup>st</sup> Ward</b>
<b><i>Joan Campbell</i></b>	<b>2<sup>nd</sup> Ward</b>
<b><i>Barbara Johnson</i></b>	<b>4<sup>th</sup> Ward</b>
<b><i>Jim Niland</i></b>	<b>6<sup>th</sup> Ward</b>
<b><i>Lisa Goodman</i></b>	<b>7<sup>th</sup> Ward</b>
<b><i>Brian Herron</i></b>	<b>8<sup>th</sup> Ward</b>
<b><i>Kathy Thurber</i></b>	<b>9<sup>th</sup> Ward</b>
<b><i>Lisa McDonald</i></b>	<b>10<sup>th</sup> Ward</b>
<b><i>S. Dore' Mead</i></b>	<b>11<sup>th</sup> Ward</b>
<b><i>Sandra Colvin Roy</i></b>	<b>12<sup>th</sup> Ward</b>
<b><i>Barrett Lane</i></b>	<b>13<sup>th</sup> Ward</b>

**BOARD OF ESTIMATE AND TAXATION**

<b><i>Gordon L. Nelson</i></b>	<b>President (Elected)</b>
<b><i>Wallace K. Swan</i></b>	<b>Vice President (Elected)</b>
<b><i>Sharon Sayles Belton</i></b>	<b>Mayor</b>
<b><i>Jackie Cherryhomes</i></b>	<b>President, City Council</b>
<b><i>Joan Campbell</i></b>	<b>Chair, City Council Ways &amp; Means/Budget Committee</b>
<b><i>Robert Fine</i></b>	<b>Representative of Park and Recreation Board</b>
<b><i>Laurie Savran</i></b>	<b>Representative of Library Board</b>

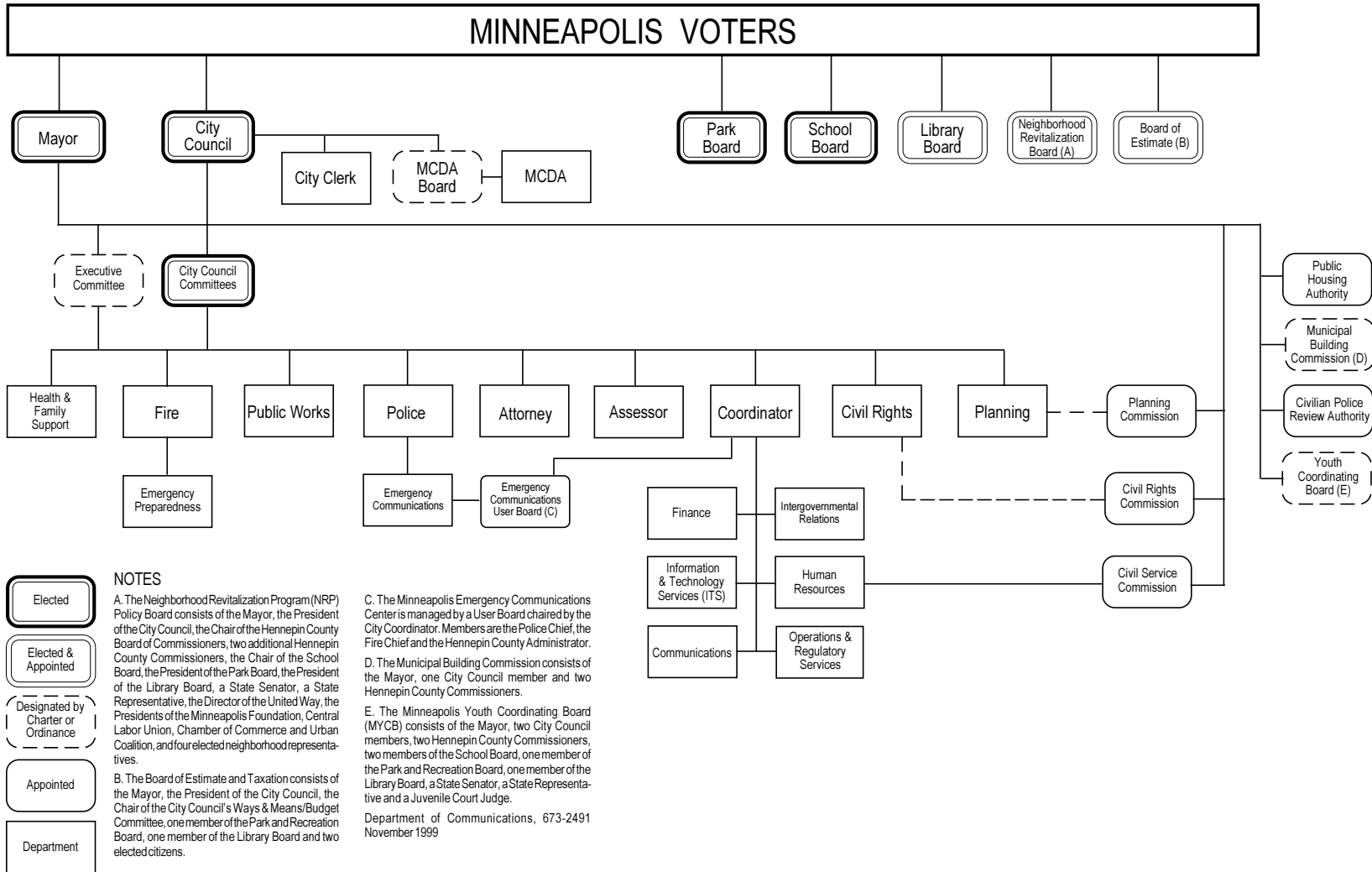
## Charter Department Heads / Assistant City Coordinators

<i>Scott Renne</i>	City Assessor
<i>Jay Heffern</i>	City Attorney
<i>Kathleen O'Brien</i>	City Coordinator
<i>Mary Small</i>	Communications Director
<i>David Doth</i>	Health Commissioner
<i>Rocco Forte</i>	Fire Chief
<i>John Moir</i>	Finance Officer
<i>Ann Eilbracht</i>	Human Resources Director
<i>Andrea Hart-Kajer</i>	Intergovernmental Relations Director
<i>Robert Olson</i>	Police Chief
<i>Kenneth White</i>	Civil Rights Director
<i>David Sonnenberg</i>	City Engineer
<i>Merry Keefe</i>	City Clerk
<i>Charles Ballentine</i>	Planning Director
<i>Don Saelens</i>	Chief Information Officer
<i>John Bergquist</i>	Operations / Regulatory Services

## Independent Boards/Agencies

<i>Cora McCorvey</i>	Public Housing Authority Executive Director
<i>Steve Cramer</i>	Minneapolis Community Development Agency Executive Director
<i>Mary Merrill Anderson</i>	Minneapolis Park and Recreation Board Superintendent
<i>Mary Lawson</i>	Minneapolis Library Board Director

# City of Minneapolis



## NOTES

A. The Neighborhood Revitalization Program (NRP) Policy Board consists of the Mayor, the President of the City Council, the Chair of the Hennepin County Board of Commissioners, two additional Hennepin County Commissioners, the Chair of the School Board, the President of the Park Board, the President of the Library Board, a State Senator, a State Representative, the Director of the United Way, the Presidents of the Minneapolis Foundation, Central Labor Union, Chamber of Commerce and Urban Coalition, and four elected neighborhood representatives.

B. The Board of Estimate and Taxation consists of the Mayor, the President of the City Council, the Chair of the City Council's Ways & Means/Budget Committee, one member of the Park and Recreation Board, one member of the Library Board and two elected citizens.

C. The Minneapolis Emergency Communications Center is managed by a User Board chaired by the City Coordinator. Members are the Police Chief, the Fire Chief and the Hennepin County Administrator.

D. The Municipal Building Commission consists of the Mayor, one City Council member and two Hennepin County Commissioners.

E. The Minneapolis Youth Coordinating Board (MYCB) consists of the Mayor, two City Council members, two Hennepin County Commissioners, two members of the School Board, one member of the Park and Recreation Board, one member of the Library Board, a State Senator, a State Representative and a Juvenile Court Judge.

Department of Communications, 673-2491  
November 1999

# FINANCIAL PLANS

**General Fund**  
(In Thousands)

**City of Minneapolis**

**Summary**

	1997 Actual	1998 Actual	1999 Current Budget	% Change from prior year	2000 Adopted	% Change from prior year	2001 Forecast	% Change from prior year	2002 Forecast	% Change from prior year	2003 Forecast	% Change from prior year
<b>Sources</b>												
Property Taxes	51,131	52,373	53,787	2.7%	55,915	4.0%	57,872	3.5%	59,898	3.5%	61,994	3.5%
Franchise Fees	20,252	18,974	19,685	3.7%	19,800	0.6%	20,196	2.0%	20,600	2.0%	21,012	2.0%
Licenses and Permits	14,059	15,522	16,800	8.2%	16,097	-4.2%	16,419	2.0%	16,747	2.0%	17,082	2.0%
LGA	54,888	56,256	58,057	3.2%	59,505	2.5%	60,993	2.5%	62,517	2.5%	64,080	2.5%
HACA	13,007	13,002	15,932	22.5%	17,550	10.2%	17,550	0.0%	17,550	0.0%	17,550	0.0%
Charges for Services	13,363	13,672	13,768	0.7%	14,348	4.2%	14,348	0.0%	14,348	0.0%	14,348	0.0%
Fines and Forfeits	5,852	6,321	6,000	-5.1%	6,200	3.3%	6,231	0.5%	6,262	0.5%	6,293	0.5%
Interest & Internal Working Capital Charges	1,848	2,767	1,250	-54.8%	1,550	24.0%	1,550	0.0%	1,550	0.0%	1,550	0.0%
Transfers In	12,735	13,406	14,652	9.3%	12,537	-14.4%	12,674	1.1%	12,815	1.1%	12,959	1.1%
Other	15,005	14,409	17,490	21.4%	15,324	-12.4%	15,495	1.1%	15,669	1.1%	15,845	1.1%
<b>Total</b>	<b>202,140</b>	<b>206,702</b>	<b>217,421</b>	<b>5.2%</b>	<b>218,826</b>	<b>0.6%</b>	<b>223,328</b>	<b>2.1%</b>	<b>227,956</b>	<b>2.1%</b>	<b>232,714</b>	<b>2.1%</b>
<b>Uses</b>												
Police	81,106	82,746	84,391	2.0%	87,596	3.8%	90,324	3.1%	93,137	3.1%	96,037	3.1%
Fire	35,023	35,684	37,220	4.3%	38,330	3.0%	39,548	3.2%	40,805	3.2%	42,098	3.2%
Public Works	34,962	36,470	38,155	4.6%	32,613	-14.5%	33,300	2.1%	34,002	2.1%	34,719	2.1%
Other Departments	43,702	45,226	48,330	6.9%	49,981	3.4%	51,402	2.8%	52,865	2.8%	54,369	2.8%
Total Departments	194,793	200,126	208,096	4.0%	208,520	0.2%	214,575	2.9%	220,809	2.9%	227,224	2.9%
Non-departmental Programs	1,387	1,658	3,489	110.4%	2,680	-23.2%	2,707	1.0%	2,734	1.0%	2,761	1.0%
Pension Credit	(5,319)	(4,783)	(4,500)	-5.9%	(4,320)	-4.0%	(4,039)	-6.5%	(3,777)	-6.5%	(3,531)	-6.5%
Transfers Out	8,815	8,561	10,336	20.7%	11,946	15.6%	11,886	-0.5%	11,827	-0.5%	11,768	-0.5%
<i>Prior Years Cost Reductions To Balance</i>						<i>n/a</i>	<i>-</i>	<i>n/a</i>	<i>(1,800)</i>	<i>n/a</i>	<i>(3,637)</i>	<i>102.1%</i>
<i>Cost Reduction Required To Balance</i>						<i>n/a</i>	<i>(1,801)</i>	<i>n/a</i>	<i>(1,837)</i>	<i>2.0%</i>	<i>(1,871)</i>	<i>1.9%</i>
<b>Total</b>	<b>199,676</b>	<b>205,562</b>	<b>217,421</b>	<b>5.8%</b>	<b>218,826</b>	<b>0.6%</b>	<b>223,328</b>	<b>2.1%</b>	<b>227,956</b>	<b>2.1%</b>	<b>232,714</b>	<b>2.1%</b>
Change in Fund Balance	2,464	1,140	-		-		0		0		0	

# Convention Center

(In Thousands)

# CITY OF MINNEAPOLIS

	1997 Actual	1998 Actual	1999 Current Budget	% Change from prior year	2000 Budget	% Change from prior year	2001 Forecast	% Change from prior year	2002 Forecast	% Change from prior year	2003 Forecast	% Change from prior year	2004 Forecast	% Change from prior year
<b>Operating Revenues:</b>														
Charges For Services	2,953	3,015	2,827	-6.2%	3,115	10.2%	3,177	2.0%	3,241	2.0%	3,306	2.0%	3,372	2.0%
Rents	5,198	5,193	5,220	0.5%	5,312	1.8%	5,418	2.0%	5,527	2.0%	5,637	2.0%	5,750	2.0%
Other Miscellaneous Operating	1,636	1,646	1,969	19.6%	1,720	-12.6%	1,754	2.0%	1,789	2.0%	6,073	239.4%	10,612	74.7%
Total Operating Revenues	9,787	9,854	10,077	2.3%	10,147	0.7%	10,350	2.0%	10,557	2.0%	15,016	42.2%	19,734	31.4%
<b>Operating Expenses:</b>														
Convention Center Operations	10,927	10,885	12,294	12.9%	12,409	0.9%	12,905	4.0%	13,422	4.0%	19,094	42.3%	25,099	31.4%
Finance	240	259	277	6.9%	241	-13.0%	249	3.4%	258	3.4%	266	3.4%	275	3.4%
Human Resources	36	45	46	2.2%	47	2.2%	49	3.4%	50	3.4%	52	3.4%	54	3.4%
Total Operating Expenses	11,203	11,189	12,617	12.8%	12,697	0.6%	13,203	4.0%	13,730	4.0%	19,413	41.4%	25,428	31.0%
Operating Revenues Over (Under) Operating Expenses	(1,416)	(1,335)	(2,540)	90.3%	(2,550)	0.4%	(2,853)	11.9%	(3,173)	11.2%	(4,397)	38.6%	(5,695)	29.5%
<b>Non-Operating Revenues:</b>														
Sales Tax	21,287	24,097	25,000	3.7%	26,000	4.0%	27,040	4.0%	28,122	4.0%	29,246	4.0%	30,490	4.3%
Entertainment Tax	6,048	6,015	6,700	11.4%	6,500	-3.0%	6,695	3.0%	6,896	3.0%	7,103	3.0%	7,504	5.6%
Food Tax	6,400	7,147	7,650	7.0%	7,400	-3.3%	7,548	2.0%	7,699	2.0%	7,853	2.0%	8,185	4.2%
Liquor Tax	1,935	2,363	2,165	-8.4%	2,700	24.7%	2,754	2.0%	2,809	2.0%	2,865	2.0%	2,923	2.0%
Lodging Tax	2,514	2,752	2,890	5.0%	2,900	0.3%	2,987	3.0%	3,077	3.0%	3,169	3.0%	3,571	12.7%
Interest	938	1,050	925	-11.9%	925	0.0%	1,146	23.9%	1,181	3.1%	1,216	3.0%	1,253	3.0%
State Financing of Existing Debt	0	0	813	N/A	1,517	n/a	3,288	N/A	81,527	2379.5%	0	-100.0%	0	N/A
Total Non-Operating Revenues	39,122	43,424	46,143	6.3%	47,942	3.9%	51,458	7.3%	131,310	155.2%	51,452	-60.8%	53,925	4.8%
<b>Non-Operating Expenses</b>														
GMCVA	3,463	3,963	4,494	13.4%	4,910	9.3%	4,910	0.0%	4,622	-5.9%	4,622	0.0%	4,622	0.0%
Retirement Incentive	12	13	14	7.7%	16	14.3%	0	-100.0%	0	N/A	0	N/A	0	N/A
Neighborhood Early Learning Centers	0	0	3,089	N/A	0	N/A	0	N/A	0	N/A	0	N/A	0	N/A
Convention Center Completion Project	358	230	589	156.1%	360	-38.9%	360	0.0%	0	-100.0%	0	N/A	0	N/A
Avenue of the Arts - Convention Center Related	0	0	100	N/A	100	N/A	100	0.0%	0	N/A	0	N/A	0	N/A
Convention Center - Ongoing Equipment and Improvement	762	719	741	3.1%	844	13.9%	618	-26.8%	720	16.5%	720	0.0%	720	0.0%
Transfer To General Fund - Entertainment Tax	5,176	5,089	5,675	11.5%	5,400	-4.8%	6,045	11.9%	6,146	1.7%	6,253	1.7%	6,554	4.8%
Transfer To Spec Rev - Target Ctr Reserve	872	926	1,200	29.6%	830	-30.8%	650	-21.7%	750	15.4%	850	13.3%	950	11.8%
Transfer To Spec Rev - Conv Center Reserve	950	950	950	0.0%	950	0.0%	1,047	10.2%	1,100	5.1%	1,155	5.0%	1,213	5.0%
Transfer To Debt Service	16,317	17,908	16,788	-6.3%	20,855	24.2%	24,405	17.0%	25,928	6.2%	27,302	5.3%	27,419	0.4%
Transfer To Enterprise - Parking Fund	7,757	8,384	8,736	4.2%	11,508	31.7%	8,985	-21.9%	9,108	1.4%	9,212	1.1%	9,263	0.6%
Transfer To Internal Service - ITS Data	56	56	56	0.0%	57	1.8%	56	-1.8%	56	0.0%	56	0.0%	56	0.0%
Transfer to Internal Service - HR Benefits	0	8	8	0.0%	8	0.0%	8	0.0%	8	0.0%	8	0.0%	8	0.0%
Payment to Existing Bond Holders	0	0	0	N/A	0	N/A	0	N/A	81,527	N/A	0	N/A	0	N/A
Total Non-Operating Expenses	35,723	38,246	44,360	16.0%	45,838	3.3%	47,184	2.9%	129,965	175.4%	50,178	-61.4%	50,805	1.2%
					58,535									
<b>Total Change to Fund Balance</b>	<b>\$ 1,983</b>	<b>\$ 3,843</b>	<b>\$ (757)</b>		<b>\$ (446)</b>		<b>\$ 1,421</b>		<b>\$ (1,827)</b>		<b>\$ (3,122)</b>		<b>\$ (2,574)</b>	

Intergovernmental Services Fund

Five Year Financial Plan

	1997 Actual	1998 Actual	% Change from prior year	1999 Current	% Change from prior year	2000 Budget	% Change from prior year	2001 Forecast	% Change from prior year	2002 Forecast	% Change from prior year	2003 Forecast	% Change from prior year	2004 Forecast	% Change from prior year
<b>City Clerk Sources</b>	1,319	1,552	17.7%	1,414	-8.9%	1,373	-2.9%	1,407	2.5%	1,443	2.5%	1,479	2.5%	1,516	2.5%
<b>City Clerk Uses</b>	1,199	1,261	5.2%	1,299	3.0%	1,312	1.0%	1,345	2.5%	1,378	2.5%	1,413	2.5%	1,448	2.5%
Sources Over (under) Uses	120	291		115		61		63		64		66		67	
<b>ITS Sources:</b>															
Charge For Services	1,431	1,592	11.3%	1,266	-20.5%	1,397	10.3%	1,396	-0.1%	1,396	0.0%	1,396	0.0%	1,396	0.0%
ITS Data Departmental Base Charges	0	0	n/a	0	n/a	0	n/a	1,000	n/a	2,000	n/a	3,000	50.0%	4,000	33.3%
ITS Data Departmental Rate Increase	0	0	n/a	0	n/a	0	n/a	1,000	n/a	1,000	0.0%	1,000	0.0%	1,000	0.0%
Tsf From Gen Fd - ITS Data Charges	4,143	4,226	2.0%	4,307	1.9%	5,307	23.2%	4,307	-18.8%	4,307	0.0%	4,307	0.0%	4,307	0.0%
Tsf From Spec Rev Fds-ITS Data Charges	83	56	-32.5%	56	0.0%	57	1.8%	57	0.0%	57	0.0%	57	0.0%	57	0.0%
Tsf From Cap Proj Fds-ITS Data Charges	5	5	0.0%	5	0.0%	5	0.0%	5	0.0%	5	0.0%	5	0.0%	5	0.0%
Tsf From Cap Proj Fds-SISP Pay Go Projects	0	0	n/a	0	n/a	142	n/a	0	n/a	0	n/a	0	n/a	0	n/a
Tsf From Enterprise Fds-ITS Data Charges	2,031	2,031	0.0%	2,031	0.0%	2,033	0.1%	2,033	0.0%	2,033	0.0%	2,033	0.0%	2,033	0.0%
Tsf From Enterprise Fds-SISP Pay Go Projects	0	0	n/a	0	n/a	168	n/a	0	n/a	0	n/a	0	n/a	0	n/a
Tsf From Int Service Fds-ITS Data Charges	67	67	0.0%	67	0.0%	69	3.0%	69	0.0%	69	0.0%	69	0.0%	69	0.0%
Tsf From Comp Units-ITS Data Charges	0	n/a	n/a	0	n/a	43	n/a	43	0.0%	43	0.0%	43	0.0%	43	0.0%
Tsf From Comp Units - Park PRIRS Syst Debt		0	n/a	0	n/a	93	n/a	93	0.0%	93	0.0%	93	0.0%	93	0.0%
Tsf From Grants-911 Phone Syst Debt		0	n/a	0	n/a	108	n/a	108	0.0%	108	0.0%	108	0.0%	108	0.0%
ITS Sources -Existing Debt Payment	2,319	2,566	10.7%	4,379	70.7%	2,909	-33.6%	2,909	0.0%	2,909	n/a	2,909	n/a	2,909	n/a
<b>Total ITS Sources</b>	10,079	10,543	4.6%	12,111	14.9%	12,331		13,020	5.6%	14,020	7.7%	15,020	7.1%	16,020	6.7%
<b>ITS Uses</b>	9,101	10,357	13.8%	12,184	17.6%	14,910	22.4%	15,283	2.5%	15,665	2.5%	16,056	2.5%	16,458	2.5%
ITS Uses - SISP/Fiscol Debt (Existing)	2,319	2,566	10.7%	3,740	45.8%	2,681	-28.3%	5,601	108.9%	5,506	-1.7%	5,407	-1.8%	4,097	-24.2%
ITS Uses - HRIS Debt (Existing)	210	880	319.0%	1,275	44.9%	1,278	0.2%	1,285	0.5%	1,289	0.3%	1,296	0.5%	0	-100.0%
ITS Uses - Other Misc Debt (Existing)	0	0	0.0%	255	n/a	250	-2.0%	240	-4.0%	197	-17.9%	240	21.8%	195	-18.8%
ITS Uses - SISP Debt - 2000 to 2002 Sale	0	0	n/a	0	n/a	250	n/a	2,340	836.0%	3,915	67.3%	5,490	40.2%	6,920	26.0%
<b>Total ITS Uses</b>	11,630	13,803	18.7%	17,454	26.5%	19,369		24,749		26,572		28,489		27,670	
<b>ITS Sources Over (under) Uses</b>	(1,551)	(3,260)		(5,343)		(7,038)		(11,729)		(12,552)		(13,469)		(11,650)	
Change in Fund Balance	(1,431)	(2,969)		(5,228)		(6,977)		(11,666)		(12,488)		(13,404)		(11,583)	
Fund Balance	(1,453)	(4,422)		(9,650)		(16,627)		(28,293)		(40,781)		(54,185)		(65,767)	



# Engineering Materials and Testing

# City of Minneapolis

# Summary

	1997 Actual	1998 Actual	1999 Original Budget	% Change from prior year	2000 Budget	% Change from prior year	2001 Forecast	% Change from prior year	2002 Forecast	% Change from prior year	2003 Forecast	% Change from prior year	2004 Forecast	% Change from prior year
<b>Sources</b>														
Asphalt Sales	1,842,405	2,255,405	2,350,000	4%	2,693,876	15%	2,772,987	3%	2,854,200	3%	2,937,578	3%	3,023,187	3%
Concrete Sales	797,085	18,664	0	-100%	0	0%	0	0%	0	0%	0	0%	0	0%
Engineering Lab	733,821	759,247	720,000	-5%	837,000	16%	837,000	0%	837,000	0%	837,000	0%	837,000	0%
<b>Total</b>	<b>3,373,311</b>	<b>3,033,316</b>	<b>3,070,000</b>	<b>1%</b>	<b>3,530,876</b>	<b>15%</b>	<b>3,609,987</b>	<b>2%</b>	<b>3,691,200</b>	<b>2%</b>	<b>3,774,578</b>	<b>2%</b>	<b>3,860,187</b>	<b>2%</b>
<b>Uses</b>														
Asphalt Plant	1,926,795	2,180,518	2,442,584	12%	2,413,439	-1%	2,459,620	2%	2,506,843	2%	2,555,136	2%	2,604,528	2%
Concrete Plant	893,916	77,296	105,654	37%	-	-100%	-	N/A	-	N/A	-	N/A	-	N/A
Laboratory Expenses	780,015	765,526	889,933	16%	1,003,614	13%	1,033,090	3%	1,063,513	3%	1,094,915	3%	1,127,329	3%
Finance	83,654	93,408	101,161	8%	96,819	-4%	100,018	3%	103,325	3%	106,746	3%	110,283	3%
Transfers	4,793	6,264	6,264	0%	7,000	12%	7,105	1%	7,212	1%	7,320	1%	7,430	1%
Retirement Incentive	8,330	7,344	9,000	23%	10,000	11%	10,150	1%	10,302	1%	10,457	1%	10,614	1%
<b>Total</b>	<b>3,697,503</b>	<b>3,130,358</b>	<b>3,554,600</b>	<b>14%</b>	<b>3,530,876</b>	<b>-1%</b>	<b>3,609,987</b>	<b>2%</b>	<b>3,691,200</b>	<b>2%</b>	<b>3,774,578</b>	<b>2%</b>	<b>3,860,187</b>	<b>2%</b>
<b>Change in Fund Balance</b>	<b>(324,192)</b>	<b>(97,042)</b>	<b>(484,600)</b>	<b>499%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>N/A</b>

Equipment Services

City of Minneapolis

Summary

	1997 Actual	1998 Actual	1999 Original	% Change from prior year	2000 Budget	% Change from prior year	2001 Forecast	% Change from prior year	2002 Forecast	% Change from prior year	2003 Forecast	% Change from prior year	2004 Forecast	% Change from prior year
<b>Operations Sources</b>														
Charges For Service	1,897,023	156,916	1,370,000	773%	175,000	-87%	177,625	1%	180,289	1%	182,994	1%	185,739	1%
Sales and Other Taxes	5,055	-	-	N/A	-	N/A	-	N/A	-	N/A	-	N/A	-	N/A
Charges for Sale	1,587,314	1,266,323	1,805,500	43%	1,715,500	-5%	1,715,500	0%	1,715,500	0%	1,715,500	0%	1,715,500	0%
Equipment Rate Increase	-	-	-	N/A	1,000,000	N/A	1,000,000	0%	1,000,000	0%	1,000,000	0%	1,000,000	0%
Interest	2,072	4,649	-	-100%	1,000	N/A	1,000	N/A	1,000	N/A	1,000	N/A	1,000	N/A
Rents	12,968,013	19,738,182	16,410,000	-17%	19,503,000	19%	20,795,545	7%	22,107,478	6%	23,439,090	6%	24,790,677	6%
Gains	65,962	223,474	100,000	-55%	170,000	70%	170,000	0%	170,000	0%	170,000	0%	170,000	0%
Other Misc Revenues	523,189	400,828	364,000	-9%	412,000	13%	412,000	0%	412,000	0%	412,000	0%	412,000	0%
	17,048,628	21,790,371	20,049,500	-8%	22,976,500	15%	24,271,670	6%	25,586,268	5%	26,920,584	5%	28,274,915	5%
<b>Non-operations Sources</b>														
Transfers	770,000	-	-		-		-		-		-		-	
<b>Total Sources</b>	<b>17,818,628</b>	<b>21,790,371</b>	<b>20,049,500</b>	<b>-8%</b>	<b>22,976,500</b>	<b>15%</b>	<b>24,271,670</b>	<b>6%</b>	<b>25,586,268</b>	<b>5%</b>	<b>26,920,584</b>	<b>5%</b>	<b>28,274,915</b>	<b>5%</b>
<b>Uses</b>														
<b>Operations Uses</b>														
Maintenance	8,875,753	8,845,862	7,760,828	-12%	9,685,207	25%	9,934,796	3%	10,191,779	3%	10,456,395	3%	10,728,892	3%
Municipal Garage	984,998	851,347	1,154,306	36%	1,211,263	5%	1,243,015	3%	1,275,719	3%	1,309,406	3%	1,344,107	3%
Operations	6,383,295	11,391,918	10,804,800	-5%	10,815,277	0%	11,153,114	3%	11,502,164	3%	11,862,812	3%	12,235,453	3%
Purchasing	5,352,678	6,991,601	6,785,000	-3%	2,207,000	-67%	7,140,105	224%	7,247,207	1%	7,355,915	1%	7,466,253	1%
Finance Support	314,198	364,624	403,534	11%	432,074	7%	446,365	3%	461,144	3%	476,428	3%	492,234	3%
Total Operations Uses	21,910,922	28,445,352	26,908,468	-5%	24,350,821	-10%	29,917,395	23%	30,678,013	3%	31,460,956	3%	32,266,940	3%
<b>Non-Operations Uses</b>														
Transfers	33,235	49,150	49,150	0%	51,000	4%	51,000	0%	51,000	0%	51,000	0%	51,000	0%
Debt Service	457,087	913,323	1,542,500	69%	1,756,500	14%	1,756,500	0%	1,756,500	N/A	1,813,510	N/A	2,105,520	N/A
Retirement Incentive	117,681	123,339	131,000	6%	135,000	3%	-	-100%	-	N/A	-	N/A	-	N/A
Capital Facilities	-	-	4,000,000	N/A	-	N/A	-	N/A	-	N/A	-	N/A	-	N/A
Capital Equipment	-	-	-	N/A	-	N/A	-	N/A	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!
Total Non-Operations Uses	608,003	1,085,812	5,722,650	427%	1,942,500	-66%	1,807,500	-7%	1,807,500	0%	1,864,510	3%	2,156,520	16%
<b>Total Uses</b>	<b>22,518,925</b>	<b>29,531,164</b>	<b>32,631,118</b>	<b>10%</b>	<b>26,293,321</b>	<b>-19%</b>	<b>31,724,895</b>	<b>21%</b>	<b>32,485,513</b>	<b>2%</b>	<b>33,325,466</b>	<b>3%</b>	<b>34,423,460</b>	<b>3%</b>
<b>Change to Fund Balance</b>	<b>(4,700,297)</b>	<b>(7,740,793)</b>	<b>(12,581,618)</b>	<b>63%</b>	<b>(3,316,821)</b>	<b>-74%</b>	<b>(7,453,225)</b>	<b>125%</b>	<b>(6,899,246)</b>	<b>-7%</b>	<b>(6,404,882)</b>	<b>-7%</b>	<b>(6,148,545)</b>	<b>-4%</b>

	1997 Actual	1998 Current	1999 Budget	% Change from prior year	2000 Forecast	% Change from prior year	2001 Forecast	% Change from prior year	2002 Forecast	% Change from prior year	2003 Forecast	% Change from prior year	2004 Forecast	% Change from prior year
<b>Operations Sources</b>														
Charges For Service	3,379	5,487	8,000	46%	5,000	-38%	5,075	1%	5,151	1%	5,228	1%	5,307	1%
Charges for Sale	572,793	399,057	440,500	10%	500,500	14%	500,500	0%	500,500	0%	500,500	0%	500,500	0%
Rents	1,607,837	1,797,617	1,850,000	3%	1,750,000	-5%	1,776,250	1%	1,802,894	1%	1,829,937	1%	1,857,386	1%
Other Misc Revenues	21	63	-	-100%	-	N/A	-	N/A	-	N/A	-	N/A	-	N/A
<b>Total Operations Sources</b>	<b>2,184,030</b>	<b>2,202,224</b>	<b>2,298,500</b>	<b>4%</b>	<b>2,255,500</b>	<b>-2%</b>	<b>2,281,825</b>	<b>1%</b>	<b>2,308,545</b>	<b>1%</b>	<b>2,335,666</b>	<b>1%</b>	<b>2,363,193</b>	<b>1%</b>
<b>Uses</b>														
<b>Operations Uses</b>														
Personnel	615,669	614,762	657,147		660,963	1%	684,097	3%	708,040	4%	732,821	4%	758,470	4%
Contractual Services	400,548	509,014	649,150	28%	692,644	7%	703,034	1%	713,579	1%	724,283	1%	735,147	1%
Operatating Budget	119,048	102,796	140,400	37%	140,400	0%	142,506	2%	144,644	2%	146,813	1%	149,015	1%
Equipment	286,200	455,211	682,000	50%	442,000	-35%	448,630	1%	455,359	1%	462,190	1%	469,123	1%
Finance	78,549	91,156	100,884	11%	108,018	7%	111,591	3%	115,286	3%	119,107	3%	123,058	3%
<b>Total Non-Operations Uses</b>	<b>1,500,014</b>	<b>1,772,939</b>	<b>2,229,581</b>	<b>26%</b>	<b>2,044,025</b>	<b>-8%</b>	<b>2,089,858</b>	<b>2%</b>	<b>2,136,908</b>	<b>2%</b>	<b>2,185,214</b>	<b>2%</b>	<b>2,234,814</b>	<b>2%</b>
<b>Non-Operations Sources</b>														
Transfer from General Fund			220,000	N/A	1,195,000	443%	1,195,000	0%	1,195,000	0%	1,159,000	-3%	975,000	-16%
Transfer from Capital					372,000	N/A	1,662,000	347%	230,000	-86%	2,740,000	1091%	-	N/A
Bond Proceeds					-	N/A	-	N/A	-	N/A	4,555,000	N/A	-	N/A
<b>Total Non-Operations Sources</b>	<b>-</b>	<b>-</b>	<b>220,000</b>	<b>N/A</b>	<b>1,567,000</b>	<b>N/A</b>	<b>2,857,000</b>	<b>82%</b>	<b>1,425,000</b>	<b>-50%</b>	<b>8,454,000</b>	<b>493%</b>	<b>975,000</b>	<b>-88%</b>
<b>Non-Operations Uses</b>														
Capital Pay As You Go					2,049,000	N/A	3,207,000	57%	1,775,000	-45%	4,192,000	136%	975,000	-77%
Capital Bonded						N/A	-	N/A	-	N/A	4,555,000	N/A	-	N/A
<b>Total Non-Operations Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>N/A</b>	<b>2,049,000</b>	<b>N/A</b>	<b>3,207,000</b>	<b>57%</b>	<b>1,775,000</b>	<b>-45%</b>	<b>8,747,000</b>	<b>N/A</b>	<b>975,000</b>	<b>-89%</b>
<b>Total Sources</b>	<b>2,184,030</b>	<b>2,202,224</b>	<b>2,518,500</b>	<b>14%</b>	<b>3,822,500</b>	<b>N/A</b>	<b>5,138,825</b>	<b>34%</b>	<b>3,733,545</b>	<b>-27%</b>	<b>10,789,666</b>	<b>189%</b>	<b>3,338,193</b>	<b>-69%</b>
<b>Total Uses</b>	<b>1,500,014</b>	<b>1,772,939</b>	<b>2,229,581</b>	<b>26%</b>	<b>4,093,025</b>	<b>84%</b>	<b>5,296,858</b>	<b>29%</b>	<b>3,911,908</b>	<b>-26%</b>	<b>10,932,214</b>	<b>179%</b>	<b>3,209,814</b>	<b>-71%</b>
<b>Change to Fund Balance</b>	<b>684,016</b>	<b>429,285</b>	<b>288,919</b>	<b>-33%</b>	<b>(270,525)</b>	<b>-194%</b>	<b>(158,033)</b>	<b>-42%</b>	<b>(178,363)</b>	<b>13%</b>	<b>(142,549)</b>	<b>-20%</b>	<b>128,379</b>	<b>-190%</b>

## Sewer Fund

## City of Minneapolis

## Summary

	1997 Actual	1998 Actual	% Change from prior year	1999 Approved Budget	% Change from prior year	2000 Agency Phase Budget	% Change from prior year	2001 Forecast	% Change from prior year	2002 Forecast	% Change from prior year	2003 Forecast	% Change from prior year	2004 Forecast	% Change from prior year
<b>Operating Revenues:</b>															
Utility Charges	43,669,716	48,761,625	11.7%	49,700,000	1.9%	54,825,000	10.3%	57,895,200	5.6%	60,211,008	4.0%	62,499,026	3.8%	63,999,003	2.4%
Late Payment Revenue	356,710	345,536	-3.1%	131,000	-62.1%	395,224	201.7%	417,357	5.6%	434,051	4.0%	450,545	3.8%	461,358	2.4%
Sewer Availability Charges	1,066,230	785,950	-26.3%	700,000	-10.9%	1,000,000	42.9%	-	-100.0%	-	-	-	-	-	-
Grants	-	-	-	4,230,000	-	1,426,401	100.0%	-	-100.0%	-	-	-	-	-	-
Other Revenue	266,134	(25,030)	-109.4%	508,496	-2131.5%	400,000	-21.3%	400,000	0.0%	400,000	0.0%	400,000	0.0%	400,000	0.0%
<b>Total Operating Revenues</b>	<b>45,358,790</b>	<b>49,868,081</b>	<b>9.9%</b>	<b>55,269,496</b>	<b>10.8%</b>	<b>58,046,625</b>	<b>5.0%</b>	<b>58,712,557</b>	<b>1.1%</b>	<b>61,045,059</b>	<b>4.0%</b>	<b>63,349,571</b>	<b>3.8%</b>	<b>64,860,361</b>	<b>2.4%</b>
<b>Operating Expenses:</b>															
Sewer Design	1,058,743	1,114,454	5.3%	1,303,766	17.0%	1,938,543	48.7%	1,996,699	3.0%	2,056,600	3.0%	2,118,298	3.0%	2,181,847	3.0%
Sewer Maintenance	5,986,166	6,715,278	12.2%	5,639,937	-16.0%	5,708,230	1.2%	6,604,759	15.7%	6,848,401	3.7%	7,147,854	4.4%	7,578,289	6.0%
Decision Packages On-Going Expenses			-		-	827,000	-	851,810	3.0%	877,364	3.0%	903,685	3.0%	930,796	3.0%
Decision Packages One-Time Expenses			-		-	225,000	-		-100.0%		-		-		-
Street Cleaning			-		-	4,458,363	-	4,636,698	4.0%	4,822,165	4.0%	5,015,052	4.0%	5,215,654	4.0%
Storm Water Management	380,239	433,379	14.0%	545,396	25.8%	-	-100.0%	-	-	-	-	-	-	-	-
Met Council - Waste Charges	27,578,460	26,478,067	-4.0%	26,494,007	0.1%	26,494,007	0.0%	27,272,750	2.9%	27,272,750	0.0%	28,197,250	3.4%	29,121,750	3.3%
Overhead Charges/SAC Fees	3,399,238	3,321,923	-2.3%	4,383,790	32.0%	4,383,790	0.0%	1,697,176	-61.3%	1,719,455	1.3%	1,774,760	3.2%	1,830,753	3.2%
Utility Billing/Computer/Administrative	124,630	109,248	-12.3%	150,853	38.1%	135,005	-10.5%	2,282,945	1591.0%	2,351,434	3.0%	2,421,977	3.0%	2,494,636	3.0%
<b>Total Operating Expenditures</b>	<b>38,527,476</b>	<b>38,172,349</b>	<b>-0.9%</b>	<b>38,517,749</b>	<b>0.9%</b>	<b>44,169,938</b>	<b>14.7%</b>	<b>45,342,837</b>	<b>2.7%</b>	<b>45,948,170</b>	<b>1.3%</b>	<b>47,578,876</b>	<b>3.5%</b>	<b>49,353,725</b>	<b>3.7%</b>
<b>Operating Revenue over (Under) Expenses</b>	<b>6,831,314</b>	<b>11,695,732</b>	<b>71.2%</b>	<b>16,751,747</b>	<b>43.2%</b>	<b>13,876,687</b>	<b>-17.2%</b>	<b>13,369,720</b>	<b>-3.7%</b>	<b>15,096,889</b>	<b>12.9%</b>	<b>15,770,695</b>	<b>4.5%</b>	<b>15,506,636</b>	<b>-1.7%</b>
<b>Non-Operating Financing Activities:</b>															
*Bond Proceeds	261,644	5,987,453	2188.4%	18,450,000	208.1%	11,419,000	-38.1%	8,622,000	-24.5%	8,327,000	-3.4%	4,601,000	-44.7%	8,298,000	80.4%
<b>Non-Operating Expenses</b>															
Debt Service	3,456,097	3,623,950	4.9%	8,401,498	131.8%	12,883,000	53.3%	12,399,971	-3.7%	5,678,096	-54.2%	5,038,681	-11.3%	5,596,471	11.1%
Capital Outlay	-	6,620,060	-	25,625,000	287.1%	12,369,000	-51.7%	10,172,000	-17.8%	10,877,000	6.9%	7,851,000	-27.8%	11,848,000	50.9%
Transfers (Engineering 2000 Decision Package)	732,362	470,642	-35.7%	1,175,249	149.7%	2,289,044	94.8%	1,266,154	-44.7%	1,270,222	0.3%	1,276,851	0.5%	1,283,998	0.6%
<b>Total Non-Operational Expenses</b>	<b>4,188,459</b>	<b>10,714,652</b>	<b>155.8%</b>	<b>35,201,747</b>	<b>228.5%</b>	<b>27,541,044</b>	<b>-21.8%</b>	<b>23,838,125</b>	<b>-13.4%</b>	<b>17,825,318</b>	<b>-25.2%</b>	<b>14,166,532</b>	<b>-20.5%</b>	<b>18,728,469</b>	<b>32.2%</b>
<b>Increase/(Decrease) to Fund Balance</b>	<b>2,904,499</b>	<b>6,968,533</b>		<b>-</b>		<b>(2,245,357)</b>		<b>(1,846,405)</b>		<b>5,598,571</b>		<b>6,205,163</b>		<b>5,076,167</b>	

Water Fund

City of Minneapolis

Summary

	1997 Actual	1998 Actual	% Change from prior year	1999 Original	% Change from prior year	2000 Agency Phase Budget	% Change from prior year	2001 Forecast	% Change from prior year	2002 Forecast	% Change from prior year	2003 Forecast	% Change from prior year	2004 Forecast	% Change from prior year
Operating Revenues:															
Water Service Charges	32,952,539	36,834,239	11.8%	36,000,000	-2.3%	44,424,346	23.4%	45,615,570	2.7%	49,447,278	8.4%	53,254,718	7.7%	57,089,058	7.2%
Internal Billing/Other	6,698,908	7,592,998	13.3%	6,555,525	-13.7%	1,633,200	-75.1%	6,187,262	278.8%	6,338,905	2.5%	6,495,648	2.5%	6,657,672	2.5%
Total Operating Revenues	39,651,447	44,427,237	12.0%	42,555,525	-4.2%	46,057,546	8.2%	51,802,832	12.5%	55,786,183	7.7%	59,750,366	7.1%	63,746,730	6.7%
Operating Expenses:															
Administrative Costs	688,663	650,264	-5.6%	762,557	17.3%	717,450	-5.9%	738,974	3.0%	761,143	3.0%	783,977	3.0%	807,496	3.0%
Decision Packages On-Going Expenses	-	-	-	-	-	900,000	100.0%	927,000	3.0%	954,810	3.0%	983,454	3.0%	1,012,958	3.0%
Engineering	969,613	1,045,764	7.9%	1,639,114	56.7%	568,245	-65.3%	585,292	3.0%	602,851	3.0%	620,937	3.0%	639,565	3.0%
Water Treatment	15,413,522	15,687,619	1.8%	15,500,429	-1.2%	16,658,406	7.5%	16,672,168	0.1%	16,863,334	1.1%	17,369,234	3.0%	17,890,310	3.0%
Water Distribution	6,365,530	6,519,186	2.4%	6,364,201	-2.4%	6,626,014	4.1%	6,638,364	0.2%	6,837,515	3.0%	7,042,641	3.0%	7,253,920	3.0%
Major Repairs	2,201,342	3,109,210	41.2%	3,102,207	-0.2%	3,111,898	0.3%	5,057,121	62.5%	6,088,861	20.4%	6,723,602	10.4%	7,561,465	12.5%
Finance	3,326,857	3,797,028	14.1%	4,021,040	5.9%	4,078,803	1.4%	4,250,860	4.2%	4,378,386	3.0%	4,509,737	3.0%	4,645,028	3.0%
Retirement Incentive	96,588	105,410	9.1%	117,000	11.0%	130,000	11.1%	-	-100.0%	-	-	-	-	-	-
Total Operating Expenditures	29,062,115	30,914,481	6.4%	31,506,548	1.9%	32,790,816	4.1%	34,869,779	6.3%	36,486,900	4.6%	38,033,582	4.2%	39,810,742	4.7%
Operating Revenue over (Under) Expenses	10,589,332	13,512,756	27.6%	11,048,977	-18.2%	13,266,730	20.1%	16,933,053	27.6%	19,299,283	14.0%	21,716,784	12.5%	23,935,988	10.2%
Non-Operating Financing Activities:															
*Bond Proceeds	-	-	-	19,375,000	-	21,585,000	11.4%	-	-100.0%	-	-	-	-	-	-
Non-Operating Expenses															
Debt Service	4,285,498	4,616,824	7.7%	3,744,000	-18.9%	8,027,000	114.4%	10,374,263	29.2%	11,727,924	13.0%	12,384,493	5.6%	12,205,613	-1.4%
Capital Outlay	5,773,729	11,025,204	91.0%	21,375,000	93.9%	24,085,000	12.7%	5,500,000	-77.2%	6,000,000	9.1%	6,500,000	8.3%	7,000,000	7.7%
Transfer to ITS	2,027,005	2,045,483	0.9%	2,045,483	0.0%	2,046,005	0.0%	2,107,385	3.0%	2,170,607	3.0%	2,235,725	3.0%	2,302,797	3.0%
Transfers to ITS (Eng. 2000 Decision Package)	-	-	-	-	-	339,077	N/A	2,173,506	541.0%	2,236,728	2.9%	2,301,846	2.9%	2,368,918	2.9%
Total Non-Operational Expenses	12,086,232	17,687,511	46.3%	27,164,483	53.6%	34,497,082		20,155,154	-41.6%	22,135,259	9.8%	23,422,064	5.8%	23,877,328	1.9%
<b>Increase/(Decrease) to Fund Balance</b>	<b>(1,496,900)</b>	<b>(4,174,755)</b>		<b>3,259,494</b>		<b>354,648</b>		<b>(3,222,101)</b>		<b>(2,835,976)</b>		<b>(1,705,280)</b>		<b>58,660</b>	

Parking

City of Minneapolis

Summary

	1997 Actual	1998 Actual	1999 Approved Budget	% Change from prior year	2000 Forecast	% Change from prior year	2001 Forecast	% Change from prior year	2002 Forecast	% Change from prior year	2003 Forecast	% Change from prior year	2004 Forecast	% Change from prior year
<b>Operating Revenues:</b>														
Parking Ramp and Lot Fees	30,450	34,087	34,394	0.9%	36,192	5.2%	37,514	3.7%	38,889	3.7%	40,318	3.7%	41,804	3.7%
TAD Ramps	7,698	9,405	9,584	1.9%	10,011	4.5%	10,411	4.0%	10,828	4.0%	11,261	4.0%	11,712	4.0%
Future Ramps	0	0	1,302		1,362	4.6%	6,295	362.2%	6,848	8.8%	7,317	6.8%	7,612	4.0%
Other Revenue	142	109	907	732.1%	1,092	20.4%	1,093	0.1%	1,094	0.1%	1,094	0.1%	1,095	0.1%
Total Operating Revenues	38,290	43,601	46,187	5.9%	48,657	5.3%	55,314	13.7%	57,659	4.2%	59,990	4.0%	62,223	3.7%
<b>Operating Expenses:</b>														
Administrative Costs	625	785	1,201	53.0%	800	-33.4%	824	3.0%	849	3.0%	874	3.0%	900	3.0%
Decision Packages					2,558	-								
Parking Ramp Operations	18,160	18,065	21,593	19.5%	21,006	-2.7%	24,271	15.5%	24,999	3.0%	25,749	3.0%	26,521	3.0%
TAD Ramps	4,243	5,710	6,233	9.2%	6,139	-1.5%	6,323	3.0%	6,513	3.0%	6,708	3.0%	6,909	3.0%
On Street Traffic Enforcement	1,995	1,937	2,167	11.9%	2,237	3.2%	2,304	3.0%	2,373	3.0%	2,444	3.0%	2,518	3.0%
Total Operating Expenses	25,023	26,497	31,194	17.7%	32,740	5.0%	33,722	3.0%	34,734	3.0%	35,776	3.0%	36,849	3.0%
Operating Revenues Over														
(Under) Operating Expenses	13,267	17,104	14,993	-12.3%	15,917	6.2%	21,591	35.6%	22,925	6.2%	24,214	5.6%	25,374	4.8%
<b>Non-Operating Revenues:</b>														
Sales Tax - Convention Center Related Debt Service	7,757	8,658	8,536	-1.4%	12,478	46.2%	9,108	-27.0%	9,212	1.1%	9,263	0.6%	9,263	0.0%
Capital - Special Assessment	0	0	2,750	0.0%	0	-100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Other	238	235	3,485	1383.0%	235	-93.3%	235	0.0%	235	0.0%	235	0.0%	235	0.0%
Total Non-Operating Revenues	7,995	8,893	14,771	66.1%	12,713	-13.9%	9,343	-26.5%	9,447	1.1%	9,498	0.5%	9,498	0.0%
<b>Non-Operating Expenses</b>														
Capital - Pay as You Go	1,792	1,923	2,503	30.2%	2,390	-4.5%	1,930	-19.2%	2,180	13.0%	2,680	22.9%	2,930	9.3%
Circulator/Other Light Rail Expenses					3,351		3,872		216		4,099		454	
Capital - Special Assessment	0	0	2,900	0.0%	0	-100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Subtotal Capital	1,792	1,923	5,403	181.0%	5,741	6.3%	5,802	1.1%	2,396	-58.7%	6,779	182.9%	3,384	-50.1%
Debt Service - Current														
Debt Service - Future	13,304	13,618	14,894	9.4%	15,181	1.9%	15,653	3.1%	15,641	-0.1%	16,255	3.9%	16,500	1.5%
Subtotal Debt Service	0	0	669	0.0%	816	22.0%	3,291	303.3%	4,789	45.5%	5,214	8.9%	5,150	-1.2%
Subtotal Debt Service	13,304	13,618	15,563	14.3%	15,997	2.8%	18,944	18.4%	20,430	7.8%	21,469	5.1%	21,650	0.8%
Transfer to the General Fund														
Transfer to Other Funds	6,400	6,740	6,948	3.1%	8,350	20.2%	6,043	-27.6%	6,043	0.0%	6,043	0.0%	6,043	0.0%
Subtotal Transfer	474	400	495	23.8%	5,177	945.9%	748	-85.6%	862	15.2%	822	-4.6%	822	0.0%
Subtotal Transfer	6,874	7,140	7,443	4.2%	13,527	81.7%	6,791	-49.8%	6,905	1.7%	6,865	-0.6%	6,865	0.0%
Other														
	13	12	15	25.0%	15	0.0%	0	-100.0%	0	0.0%	0	0.0%	0	0.0%
Total Non-Operating Expenses	21,983	22,693	28,424	25.3%	35,280	24.1%	31,537	-10.6%	29,731	-5.7%	35,113	18.1%	31,899	-9.2%
<b>Total System Increase/(Decrease) to Fund Balance</b>	(721)	3,304	1,340		(6,650)		(603)		2,640		(1,401)		2,973	
<b>TAD System Increase/(Decrease)</b>	3,455	3,695	3,351		3,872		216		4,099		454		4,349	
<b>City System Increase/(Decrease)</b>	(4,176)	(391)	(2,011)		(10,522)		(819)		(1,458)		(1,854)		(1,376)	

# Solid Waste

# City of Minneapolis

# Summary

	1997 Actual	1998 Actual	1999 Original Budget	% Change from prior year	2000 Forecast	% Change from prior year	2001 Forecast	% Change from prior year	2002 Forecast	% Change from prior year	2003 Forecast	% Change from prior year	2004 Forecast	% Change from prior year
<b>Operating Revenue</b>														
Sanitation Fees	21,174	21,000	21,150	1%	21,250	0%	21,250	0%	21,250	0%	21,250	0%	21,250	0%
Charges for Services	294	359	400	11%	400	0%	406	1%	412	1%	418	1%	425	1%
Recyclable Sales	31	0	0	N/A	0	N/A	0	N/A	0	N/A	0	N/A	0	N/A
Sale of Scrap	519	569	400	-30%	400	0%	406	1%	412	1%	418	1%	425	1%
Assessment Revenue	114	71	77	8%	77	0%	78	1%	78	0%	78	0%	78	0%
Miscellaneous Revenue	11	11	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
HC Grants	1,028	1,008	1,000	-1%	1,000	0%	1,000	0%	1,000	0%	1,000	0%	1,000	0%
<b>Total Operating Revenue</b>	<b>23,171</b>	<b>23,018</b>	<b>23,027</b>	<b>0%</b>	<b>23,127</b>	<b>0%</b>	<b>23,140</b>	<b>0%</b>	<b>23,152</b>	<b>0%</b>	<b>23,165</b>	<b>0%</b>	<b>23,177</b>	<b>0%</b>
<b>Operating Expenses</b>														
Collection	9,708	9,919	10,971	11%	11,131	1%	11,228	1%	11,328	1%	11,430	1%	11,535	1%
Recycling	4,078	4,212	3,769	-11%	3,765	0%	3,803	1%	3,843	1%	3,883	1%	3,924	1%
Disposal	4,815	4,824	4,505	-7%	4,603	2%	4,606	0%	4,608	0%	4,611	0%	4,614	0%
Yardwaste	1,704	1,865	2,417	30%	2,433	1%	2,456	1%	2,479	1%	2,503	1%	2,527	1%
Large Item/Problem Item	711	779	689	-12%	689	0%	692	0%	695	0%	697	0%	700	0%
Transfer Station	488	691	714	3%	692	-3%	696	1%	700	1%	705	1%	709	1%
Finance	170	164	208	27%	205	-1%	205	0%	205	0%	205	0%	205	0%
Retirement Incentive	7	9	9	0%	9	0%	0	0%	0	0%	0	0%	0	0%
Internal Service Charges	34	10	10	0%	11	10%	10	-9%	10	0%	10	0%	10	0%
<b>Total Operating Expenses</b>	<b>21,715</b>	<b>22,473</b>	<b>23,292</b>	<b>4%</b>	<b>23,538</b>	<b>1%</b>	<b>23,696</b>	<b>1%</b>	<b>23,868</b>	<b>1%</b>	<b>24,045</b>	<b>1%</b>	<b>24,226</b>	<b>1%</b>
Operating Revenues Over (Under) Operating Expenses	<b>1,456</b>	<b>545</b>	<b>(265)</b>		<b>(411)</b>		<b>(556)</b>		<b>(716)</b>		<b>(880)</b>		<b>(1,048)</b>	
<b>Non-Operational Revenue</b>														
Transfers	106	0	0	N/A	0	N/A	0	N/A	0	N/A	0	N/A	0	N/A
<b>Total Non-Operating Revenue</b>	<b>106</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>N/A</b>	<b>0</b>	<b>N/A</b>
<b>Non-Operating Exepenses</b>		22,944												
Bond Redemption	500	471	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Utility Billing Payment														
<b>Total Non-Operating Expenses</b>	<b>500</b>	<b>471</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	
<b>Total Change to Fund Balance</b>	<b>1,062</b>	<b>74</b>	<b>(265)</b>	<b>-458%</b>	<b>(411)</b>	<b>55%</b>	<b>(556)</b>	<b>35%</b>	<b>(716)</b>	<b>29%</b>	<b>(880)</b>	<b>23%</b>	<b>(1,048)</b>	<b>19%</b>





**SELF-INSURANCE FUND**

**FIVE YEAR FINANCIAL PLAN  
(In Thousands)**

	1997 Actual	1998 Actual	1999 Original	% Change from prior year	2000 Budget	% Change from prior year	2001 Forecast	% Change from prior year	2002 Forecast	% Change from prior year	2003 Forecast	% Change from prior year	2004 Forecast	% Change from prior year
<b>Sources</b>														
Alternative Dispute Resolution Fees	0	1	130	12900%	189	45%	194	2%	199	3%	205	3%	212	3%
Benefit Administration	245	396	334	-16%	380	14%	391	3%	403	3%	415	3%	428	3%
Dental	2,206	2,471	2,700	9%	2,735	1%	2,817	3%	2,902	3%	2,989	3%	3,078	3%
Health Insurance	19,733	21,484	25,245	18%	25,321	0%	26,587	5%	27,916	5%	29,312	5%	30,778	5%
Liability	5,619	5,494	6,503	18%	5,607	-14%	6,341	13%	7,175	13%	8,118	13%	9,186	13%
Life Insurance	977	993	1,013	2%	1,099	8%	1,154	5%	1,212	5%	1,272	5%	1,336	5%
Minneflex	1,131	1,124	1,350	20%	1,150	-15%	1,185	3%	1,220	3%	1,257	3%	1,294	3%
Occupational Health Services	643	257	487	89%	325	-33%	335	3%	345	3%	355	3%	366	3%
Retirement Incentive	624	656	727	11%	769	6%	0	-100%	0	n/a	0	n/a	0	n/a
Severance Pool	1,623	1,842	1,500	-19%	1,500	0%	1,545	3%	1,591	3%	1,639	3%	1,688	3%
Worker's Compensation	9,918	7,473	7,318	-2%	7,529	3%	7,156	-5%	7,514	5%	7,739	3%	7,971	3%
Other	(1)	(1)	0	-100%	0	n/a	0	n/a	0	n/a	0	n/a	0	n/a
<b>Total Sources</b>	<b>42,718</b>	<b>42,190</b>	<b>47,307</b>	<b>-11%</b>	<b>46,604</b>	<b>-1%</b>	<b>47,704</b>	<b>2%</b>	<b>50,477</b>	<b>6%</b>	<b>53,302</b>	<b>6%</b>	<b>56,337</b>	<b>6%</b>
<b>Uses</b>														
Alternative Dispute Resolution Fees	10	87	130	49%	188	45%	194	3%	199	3%	205	3%	212	3%
Benefit Administration	263	314	339	8%	362	7%	391	8%	403	3%	415	3%	427	3%
Dental	2,438	2,372	2,700	14%	2,735	1%	2,817	3%	2,902	3%	2,989	3%	3,078	3%
Health Insurance	19,458	20,977	24,400	16%	25,321	4%	26,587	5%	27,916	5%	29,312	5%	30,778	5%
Liability	6,983	7,249	8,102	12%	8,162	1%	8,407	3%	8,659	3%	8,919	3%	9,186	3%
Life Insurance	1,335	1,341	1,858	39%	1,099	-41%	1,154	5%	1,212	5%	1,272	5%	1,336	5%
Minneflex	1,183	1,127	1,350	20%	1,150	-15%	1,185	3%	1,220	3%	1,257	3%	1,294	3%
Occupational Health Services	336	204	333	63%	325	-2%	335	3%	345	3%	355	3%	366	3%
Retirement Incentive	613	655	727	11%	769	6%	0	-100%	0	n/a	0	n/a	0	n/a
Severance Pool	1,405	1,509	1,500	-1%	1,500	0%	1,545	3%	1,591	3%	1,639	3%	1,688	3%
Worker's Compensation	6,686	7,216	6,656	-8%	6,688	0%	7,156	7%	7,514	5%	7,739	3%	7,972	3%
Other	0	0	0	n/a	0	n/a	0	n/a	0	n/a	0	n/a	0	n/a
<b>Total Uses</b>	<b>40,710</b>	<b>43,051</b>	<b>48,095</b>	<b>12%</b>	<b>48,299</b>	<b>0%</b>	<b>49,770</b>	<b>3%</b>	<b>51,961</b>	<b>4%</b>	<b>54,102</b>	<b>4%</b>	<b>56,337</b>	<b>4%</b>
<b>Change in Fund Balance</b>	<b>2,008</b>	<b>(861)</b>	<b>(788)</b>	<b>-8%</b>	<b>(1,695)</b>	<b>115%</b>	<b>(2,066)</b>	<b>22%</b>	<b>(1,484)</b>	<b>-28%</b>	<b>(801)</b>	<b>-46%</b>	<b>0</b>	<b>-100%</b>

# FINANCIAL SCHEDULES

**SCHEDULE ONE**  
**FUND SUMMARY - CHANGES TO FUND BALANCE**

	PROJECTED REVENUES	TRANSFERS IN	TRANSFERS OUT	EMPLOYEE EXPENSES	NON-EMPLOYEE EXPENSES	CAPITAL	DEBT SERVICE	TOTAL APPROPRIATION	BUDGETED CHANGE
<b>GENERAL AND SPECIAL REVENUE FUNDS</b>									
General	206,289,500	12,537,000	11,944,500	154,682,043	52,000,402	199,555	0	218,826,500	0
Grants - Federal	10,576,634	70,700	46,500	3,176,899	7,423,935	0	0	10,647,334	0
CDBG/UDAG	22,485,000	0	12,953,618	2,520,764	6,408,695	1,923	0	21,885,000	600,000
Grants - Other	9,395,488	0	0	2,215,600	7,175,473	1,165	0	9,392,238	3,250
Convention Center Related	56,572,430	0	39,608,057	7,059,002	11,867,680	0	0	58,534,739	-1,962,309
Convention Facilities Reserve	0	950,000	0	0	0	0	0	0	950,000
Arena Reserve	0	2,018,792	0	0	0	0	0	0	2,018,792
Employee Retirement	11,390,200	0	1,800,000	0	11,390,200	0	0	13,190,200	-1,800,000
Police Special Revenue	940,000	0	70,700	493,862	723,304	0	0	1,287,866	-347,866
Total General/Special Rev.	317,649,252	15,576,492	66,423,375	170,148,170	96,989,689	202,643	0	333,763,877	-538,133
<b>DEBT SERVICE</b>									
Bond Redemption - Multi-Purpose	28,012,400	7,700,525	0	0	0	0	35,191,500	35,191,500	521,425
Bond Redemption - Special Asmt	5,331,000	206,450	0	0	0	0	5,681,382	5,681,382	-143,932
Development Projects	2,167,000	36,890,511	0	0	0	0	39,012,511	39,012,511	45,000
Park Acquisition & Improve - Debt	7,000	0	0	0	0	0	6,696	6,696	304
Total Debt	35,517,400	44,797,486	0	0	0	0	79,892,089	79,892,089	422,797
<b>Capital Projects - Permanent Improvements</b>									
	47,409,700	1,776,500	617,956	4,635,776	9,258,777	36,145,500	0	50,658,009	-1,471,809
<b>ENTERPRISE</b>									
Sewer Rental	69,465,625	0	2,289,044	6,112,442	38,057,496	12,369,000	12,883,000	71,710,982	-2,245,357
Water Utility	67,642,546	0	2,385,077	18,077,960	14,860,856	24,112,000	8,027,000	67,462,893	179,653
Municipal Parking	49,056,680	11,743,000	11,193,533	4,894,532	27,858,941	2,390,000	15,997,000	62,334,006	-1,534,326
Solid Waste and Recycling	23,027,000	72,000	12,000	6,912,550	16,645,538	41,000	0	23,611,088	-512,088
Total Enterprise	209,191,851	11,815,000	15,879,654	35,997,484	97,422,831	38,912,000	36,907,000	225,118,969	-4,112,118
<b>INTERNAL SERVICE</b>									
Engineering Materials and Testing	3,187,000	0	7,000	1,307,390	2,216,482	0	0	3,530,872	-343,872
Equipment	25,232,000	812,000	51,000	15,824,179	11,233,667	0	1,756,500	28,865,346	-2,821,346
Lands And Buildings	4,596,424	0	23,000	2,952,243	1,721,709	0	47,000	4,743,952	-147,528
Public Works Stores	3,676,650	0	11,000	581,771	1,342,778	0	75,000	2,010,549	1,666,101
Intergovernmental Service	2,769,743	12,934,574	6,989,500	4,761,214	10,580,597	0	350,000	22,681,311	-6,976,994
Self Insurance	46,069,209	533,616	0	10,145,266	37,255,664	0	896,500	48,297,430	-1,694,605
Total Internal Service	85,531,026	14,280,190	7,081,500	35,572,063	64,350,897	0	3,125,000	110,129,460	-10,318,244
<b>City Total</b>	<b>695,299,229</b>	<b>88,245,668</b>	<b>90,002,485</b>	<b>246,353,493</b>	<b>268,022,194</b>	<b>75,260,143</b>	<b>119,924,089</b>	<b>799,562,404</b>	<b>-16,017,507</b>
<b>INDEPENDENT BOARDS</b>									
Estimate And Taxation	216,200	0	0	194,044	22,956	0	0	217,000	-800
Library	19,521,327	0	0	14,998,276	4,572,394	591,669	0	20,162,339	-641,012
MCDA	107,856,777	52,827,674	65,743,390	10,155,332	19,913,875	35,170,691	11,445,760	142,429,048	18,255,403
Mpls Neighborhood Rev.	2,141,616	0	0	842,505	1,153,000	0	0	1,995,505	146,111
Municipal Building Commission	8,171,422	0	0	3,680,498	2,749,631	1,554,000	0	7,984,129	187,293
Park Board	66,303,064	4,602,000	1,249,072	36,959,075	22,987,460	9,548,322	0	70,743,929	161,135
Youth Coordinating Board	9,309,156	212,337	212,337	1,124,197	8,180,809	4,150	0	9,521,493	0
Total Independent Boards	213,519,562	57,642,011	67,204,799	67,953,927	59,580,125	46,868,832	11,445,760	253,053,443	18,108,130
<b>Total All Funds</b>	<b>908,818,791</b>	<b>145,887,679</b>	<b>157,207,284</b>	<b>314,307,420</b>	<b>327,602,319</b>	<b>122,128,975</b>	<b>131,369,849</b>	<b>1,052,615,847</b>	<b>2,090,623</b>

**SCHEDULE TWO**  
**REVENUES BY FUND AND TYPE**

	1997 Actual	1998 Actual	1999 Current	2000 Target	2000 Mayor's Recommended	2000 Final	Percent Change
<b>General (0100)</b>							
Property Taxes	51,135,768	52,373,283	55,915,000	55,915,000	53,823,000	55,915,000	
Sales and Other Taxes		3,008					
Franchise Fees	20,251,798	18,973,939	19,800,000	19,800,000	19,800,000	19,800,000	
Licenses and Permits	14,058,576	15,521,537	15,500,000	16,015,000	16,015,000	16,097,500	3.9%
Federal Government	51,545						
State Government	77,889,833	78,950,995	87,442,000	87,442,000	87,442,000	87,442,000	
Local Government	1,259,699	1,576,263	1,137,000	1,137,000	1,137,000	1,137,000	
Charges For Services	12,591,007	13,142,923	14,263,600	14,824,100	14,286,600	14,286,600	0.2%
Charges For Sales	402,231	537,079	61,400	61,400	61,400	61,400	
Fines and Forfeits	5,845,537	6,320,983	6,200,000	6,200,000	6,200,000	6,200,000	
Special Assessments	2,386,526	2,323,781	2,600,000	2,750,000	2,750,000	2,750,000	5.8%
Interest	980,389	1,978,005	700,000	700,000	700,000	700,000	
Gains	867,989	788,590	850,000	850,000	850,000	850,000	
Rents	39,423	33,097	33,000	33,000	33,000	33,000	
Contributions	623,849	158,405	281,000	281,000	281,000	281,000	
Other Miscellaneous	644,898	619,363	736,000	736,000	736,000	736,000	
Operating Transfers In	12,734,869	12,917,022	13,062,000	12,362,000	12,362,000	12,537,000	-4.0%
<b>Total General</b>	<b>201,763,937</b>	<b>206,218,273</b>	<b>218,581,000</b>	<b>219,106,500</b>	<b>216,477,000</b>	<b>218,826,500</b>	<b>0.1%</b>
<b>SPECIAL REVENUE FUNDS:</b>							
<b><u>Arena Reserve (2600)</u></b>							
Operating Transfers In	1,470,791	1,499,452	2,018,792	2,018,792	2,018,792	2,018,792	
<b><u>CDBG/UDAG (0400)</u></b>							
Federal Government	25,038,822	18,682,161	21,885,000	21,885,000	21,885,000	21,885,000	
Charges For Sales/Service	59,602						
Interest	383,470	287,251					
Other Miscellaneous	853,530	963,769	600,000	600,000	600,000	600,000	
<b>Total CDBG/UDAG</b>	<b>26,335,424</b>	<b>19,933,181</b>	<b>22,485,000</b>	<b>22,485,000</b>	<b>22,485,000</b>	<b>22,485,000</b>	
<b><u>Convention Center (0760)</u></b>							
Sales and Other Taxes	38,184,380	42,373,340	45,500,000	45,500,000	45,500,000	45,500,000	
Charges For Services	2,953,382	3,015,315	3,115,000	3,115,000	3,115,000	3,115,000	
Charges For Sales							
Interest	1,211	253					
Gains	937,286	1,049,319	925,000	925,000	925,000	925,000	
Rent	5,197,950	5,193,366	5,312,430	5,312,430	5,312,430	5,312,430	
Other Miscellaneous	1,636,383	1,646,026	1,720,000	1,720,000	1,720,000	1,720,000	
<b>Total Convention Center</b>	<b>48,910,592</b>	<b>53,277,619</b>	<b>56,572,430</b>	<b>56,572,430</b>	<b>56,572,430</b>	<b>56,572,430</b>	
<b><u>Convention Facilities Reserve (2790)</u></b>							
Operating Transfers In	950,000	950,000	950,000	950,000	950,000	950,000	
<b><u>Employee Retirement (0990)</u></b>							
Property Taxes	9,789,289	8,977,895	4,984,200	4,984,200	4,984,200	4,984,200	
Sales and Other Taxes	825	515					
State Government	10,983,139	8,880,491	6,406,000	6,406,000	6,406,000	6,406,000	
Local Governments							
Other Miscellaneous	82,240						
<b>Total Employee Retirement</b>	<b>20,855,493</b>	<b>17,858,901</b>	<b>11,390,200</b>	<b>11,390,200</b>	<b>11,390,200</b>	<b>11,390,200</b>	
<b><u>Federal Grants (0300)</u></b>							
Federal Government	8,492,067	14,969,679	13,638,677	10,576,634	10,576,634	10,576,634	-22.5%
State Government	1,339,393	23,840	42,966				
Local Governments	457,650						
Charges For Services	64,008						
Contributions							
Other Miscellaneous	350						
Operating Transfers In	70,400	70,400	141,100	70,700	70,700	70,700	-49.9%
<b>Total Federal Grants</b>	<b>10,423,868</b>	<b>15,063,919</b>	<b>13,822,743</b>	<b>10,647,334</b>	<b>10,647,334</b>	<b>10,647,334</b>	<b>-23.0%</b>
<b><u>Grants - Other (0600)</u></b>							
Sales and Other Taxes	100,441	56,464					
Federal Government	359	68,009	217,390	3,250	3,250	3,250	-98.5%
State Government	3,541,966	4,214,869	9,120,344	9,120,344	9,120,344	9,120,344	
Local Governments	3,852,739	2,948,820	222,509	222,509	222,509	222,509	
Charges For Services	353,765	454,197					
Charges For Sales	5,605	5,661					
Interest	25,831	92,725					
Gains	500						
Contributions	291,754	322,780	209,218	49,385	49,385	49,385	-76.4%
Other Miscellaneous	115,422	77,341					
Operating Transfers In	670,455	470,439					
<b>Total Grants-Other</b>	<b>8,958,837</b>	<b>8,711,305</b>	<b>9,769,461</b>	<b>9,395,488</b>	<b>9,395,488</b>	<b>9,395,488</b>	<b>-3.8%</b>
<b><u>Police Special Revenue (2100)</u></b>							
Sales and Other Taxes	340,809	349,411	340,000	340,000	340,000	340,000	
Licenses & Permits	44,471	97,088	200,000	200,000	200,000	200,000	
Federal Government Grants	585,160	592,985	400,000	400,000	400,000	400,000	
Interest	28						
Other Miscellaneous							
<b>Total Police Special Revenue</b>	<b>970,468</b>	<b>1,039,484</b>	<b>940,000</b>	<b>940,000</b>	<b>940,000</b>	<b>940,000</b>	
<b>Total Special Revenue Funds</b>	<b>118,875,473</b>	<b>118,333,861</b>	<b>117,948,626</b>	<b>114,399,244</b>	<b>114,399,244</b>	<b>114,399,244</b>	<b>-3.0%</b>

**SCHEDULE TWO**  
**REVENUES BY FUND AND TYPE**

	1997 Actual	1998 Actual	1999 Current	2000 Target	2000 Mayor's Recommended	2000 Final	Percent Change
<b>DEBT SERVICE FUNDS:</b>							
<b><u>Bond Redemp. - Multi Purpose (5250)</u></b>							
Property Taxes	14,656,925	14,591,631	22,360,400	22,360,400	22,360,400	22,360,400	
Sales and Other Taxes	1,249	844					
State Government	3,752,528	3,754,109	3,952,000	3,952,000	3,952,000	3,952,000	
Special Assessments	173,606	119,063	188,000	188,000	188,000	188,000	
Interest	-4,546	34,143	2,000	2,000	2,000	2,000	
Gain	1,162,139	1,394,199	1,510,000	1,510,000	1,510,000	1,510,000	
Rents	91,991	493,943					
Other Misc. Revenue	12,849	2					
Operating Transfers In	5,011,835	7,896,443	7,700,525	7,700,525	7,700,525	7,700,525	
Proceeds of L/T Liab	3,989	116,200					
Total Bond Redemption	24,862,565	28,400,577	35,712,925	35,712,925	35,712,925	35,712,925	
<b><u>Bond Redemption - Spec. Assmt (5450)</u></b>							
Special Assessments	5,702,002	5,550,718	5,398,500	5,113,000	5,113,000	5,113,000	-5.3%
Interest			18,000	18,000	18,000	18,000	
Gains	484,336	532,073	357,400	200,000	200,000	200,000	-44.0%
Operating Transfers In	602,993	555,424	202,993	206,450	206,450	206,450	1.7%
Total Bond Redempt Spec Assmt	6,789,331	6,638,215	5,976,893	5,537,450	5,537,450	5,537,450	-7.4%
<b><u>Debt Service - Develop. Projects</u></b>							
Interest	6,167	1,737,607		1,517,000	1,517,000	1,517,000	
Gains	1,307,562	450,839	70,000	70,000	70,000	70,000	
Rents	689,666	550,000	610,000	580,000	580,000	580,000	-4.9%
Proceeds of L/T Liab		18,530,000					
Operating Transfers In	34,884,533	36,268,582	31,482,476	36,890,511	36,890,511	36,890,511	17.2%
Total Debt Service - Devel Projects	36,887,928	57,537,028	32,162,476	39,057,511	39,057,511	39,057,511	21.4%
<b><u>Park Acquisition &amp; Impr. Debt (5360)</u></b>							
Special Assessments	37,984		7,000	7,000	7,000	7,000	
Interest							
Gains	6,219						
Total Park Acq & Imprv Debt	44,203		7,000	7,000	7,000	7,000	
<b>Total Debt Service Funds</b>	<b>68,584,027</b>	<b>92,575,820</b>	<b>73,859,294</b>	<b>80,314,886</b>	<b>80,314,886</b>	<b>80,314,886</b>	<b>8.7%</b>
<b>CAPITAL PROJECTS FUNDS:</b>							
<b><u>Permanent Improv. Projects</u></b>							
Property Taxes	1,344,390	1,338,476	1,938,700	1,938,700	1,938,700	1,938,700	
Sales and Other Taxes	114	77					
Licenses and Permits	63,034	70,778	290,000	290,000	290,000	290,000	
Federal Government	242,615		12,000	12,000	12,000	12,000	
State Government	18,323,755	7,598,343	8,901,000	8,901,000	8,901,000	9,214,000	3.5%
Local Governments	284,970	204,999	143,000	143,000	143,000	143,000	
Charges For Services	11,930,376	9,315,019	8,300,000	8,300,000	8,300,000	8,300,000	
Charges For Sales	807,735	683,164	85,000	85,000	85,000	85,000	
Special Assessments	586,869	448,465	1,400,000	1,400,000	1,400,000	1,400,000	
Interest	1,743	-325					
Gains	1,776,363	2,780,894					
Rents	70,938	56,374					
Contributions	168,221						
Other Miscellaneous	200,275	2,076,343					
Operating Transfers In	34,154,239	35,862,790	291,000	814,000	814,000	1,776,500	510.5%
Bond Proceeds	283,204,455	34,720,414	26,160,000	26,160,000	25,596,000	26,027,000	-0.5%
Total Permanent Improvement	353,160,092	95,155,811	47,520,700	48,043,700	47,479,700	49,186,200	3.5%
<b><u>Parking Ramp Construction (75A)</u></b>							
Gains	277,734	-77,849					
Proceeds of L/T Liab	18,730,000						
Total Municipal Parking	19,007,734	-77,849					
<b>Total Capital Projects Funds</b>	<b>372,167,826</b>	<b>95,077,962</b>	<b>47,520,700</b>	<b>48,043,700</b>	<b>47,479,700</b>	<b>49,186,200</b>	<b>3.5%</b>
<b>ENTERPRISE FUNDS:</b>							
<b><u>Municipal Parking (7500)</u></b>							
Licenses and Permits	62,280	114,582	102,000	155,000	155,000	155,000	52.0%
State Government	727		750				
Charges For Services	37,253,979	42,622,886	47,328,860	47,684,930	47,684,930	48,084,930	1.6%
Charges For Sales	890,556	904,422	801,000	801,000	801,000	801,000	
Special Assessments	-1,431	14,548	110,000	15,000	15,000	15,000	-86.4%
Interest	3,925	4,239	750	750	750	750	
Gains		46,083					
Rents	65,163	170,304	78,400				
Contributions			407,500				
Other Miscellaneous	17,380	44,894	392,900				
Operating Transfers In	7,992,109	8,618,624	9,108,376	8,893,000	12,713,000	11,743,000	28.9%
Proceeds of L/T Liab							
Total Municipal Parking	46,284,688	52,540,582	58,330,536	57,549,680	61,369,680	60,799,680	4.2%

**SCHEDULE TWO**  
**REVENUES BY FUND AND TYPE**

	1997 Actual	1998 Actual	1999 Current	2000 Target	2000 Mayor's Recommended	2000 Final	Percent Change
<b>Sewer (7300)</b>							
Licenses and Permits	3,086		12,000	12,000	12,000	12,000	
Federal Government	10,767						
State Government	7,391	-3,522	100,000	10,000	10,000	10,000	-90.0%
Local Government	5,055		1,426,401	1,426,401	1,426,401	1,426,401	
Charges For Services	45,096,752	49,798,087	56,416,504	56,489,728	56,489,728	56,489,728	0.1%
Special Assessments	92,966	98,546					
Gains		186,151					
Other Miscellaneous	142,773	-25,030	108,496	108,496	108,496	108,496	
Operating Transfers In	261,644	5,987,453					
Proceeds of L/Term Liab			11,419,000	11,419,000	11,419,000	11,419,000	
Total Sewer	45,620,434	56,041,685	69,482,401	69,465,625	69,465,625	69,465,625	0.0%
<b>Solid Waste (7700)</b>							
Local Government	1,027,627	1,008,000	1,000,000	1,000,000	1,000,000	1,000,000	
Charges For Services	21,468,017	21,359,466	21,550,000	21,550,000	21,650,000	21,550,000	
Charges For Sales	549,821	568,899	400,000	400,000	400,000	400,000	
Special Assessments	113,712	71,008	77,000	77,000	77,000	77,000	
Contributions	50						
Other Miscellaneous	11,019	10,513					
Operating Transfers In	106,370					72,000	
Total Solid Waste	23,276,616	23,017,886	23,027,000	23,027,000	23,127,000	23,099,000	0.3%
<b>Water (7400)</b>							
Licenses and Permits	13,825	8,064	16,000	16,000	16,000	16,000	
Federal Government	40,847						
Charges For Services	37,912,943	42,167,414	42,933,000	45,924,346	45,924,346	45,924,346	7.0%
Charges For Sales	1,382,787	1,892,023	1,085,000	1,590,000	1,590,000	1,590,000	46.5%
Special Assessments	293,167	340,811					
Interest	373	1,361					
Gains	355	258,270					
Rents	4,878	9,816	4,000	4,000	4,000	4,000	
Other Miscellaneous	2,272	7,748	17,525	23,200	23,200	23,200	32.4%
Proceeds of L/T Liab			20,085,000	20,085,000	20,085,000	20,085,000	
Total Water	39,651,447	44,685,507	64,140,525	67,642,546	67,642,546	67,642,546	5.5%
<b>Total Enterprise Funds</b>	<b>154,833,185</b>	<b>176,285,660</b>	<b>214,980,462</b>	<b>217,684,851</b>	<b>221,604,851</b>	<b>221,006,851</b>	<b>2.8%</b>
<b>INTERNAL SERVICE FUNDS:</b>							
<b>Equipment (6100)</b>							
Sales and Other Taxes	5,055						
Charges For Services	1,900,402	162,403	1,378,000	180,000	180,000	180,000	-86.9%
Charges For Sales	2,160,106	1,665,144	2,246,000	2,211,000	2,211,000	2,211,000	-1.6%
Interest	2,072	4,649		1,000	1,000	1,000	
Gain	65,962	273,208	100,000	175,000	175,000	175,000	75.0%
Rents	14,575,850	21,535,799	18,260,000	21,255,000	22,255,000	22,255,000	21.9%
Other Miscellaneous	523,210	400,762	364,000	410,000	410,000	410,000	12.6%
Operating Transfers In	770,000			1,567,000	1,567,000	812,000	
Proceeds of L/Term Liability			1,100,000				
Total Equipment	20,002,657	24,041,965	23,448,000	25,799,000	26,799,000	26,044,000	11.1%
<b>Intergovernmental Service (6400)</b>							
Charges For Services	2,707,066	2,976,181	2,565,300	2,766,575	2,766,575	2,766,575	7.8%
Charges For Sales	14,276	-52,330	167	3,168	3,168	3,168	1797.0%
Interest	11,017	18					
Gains	-14,065	-368					
Contributions	30,819						
Other Misc. Revenues	438						
Operating Transfers In	8,648,153	8,951,794	11,924,620	10,624,620	10,934,574	12,934,574	8.5%
Total Intergovernmental Service	11,397,704	11,875,295	14,490,087	13,394,363	13,704,317	15,704,317	8.4%
<b>Lands and Buildings (6200)</b>							
Charges For Services	910,227	1,570,123	1,515,000	1,515,000	1,515,000	1,515,000	
Charges For Sales	1,475						
Interest	12	19					
Rents	2,612,877	2,569,400	3,060,424	3,075,424	3,075,424	3,075,424	0.5%
Other Miscellaneous	8,949		6,000	6,000	6,000	6,000	
Total Lands and Buildings	3,533,540	4,139,542	4,581,424	4,596,424	4,596,424	4,596,424	0.3%
<b>Engineering Materials/Testing (6000)</b>							
Charges For Services	720,557	745,377	837,000	837,000	837,000	837,000	
Charges For Sales	2,554,629	2,230,980	2,350,000	2,350,000	2,350,000	2,350,000	
Interest	11						
Other Misc.	98,115	56,959					
Total Paving	3,373,312	3,033,316	3,187,000	3,187,000	3,187,000	3,187,000	
<b>Public Works Stores (6300)</b>							
Charges For Services	173,200	318,103	280,000	330,000	330,000	330,000	17.9%
Charges For Sales	3,687,245	3,430,399	3,352,600	3,346,600	3,346,600	3,346,600	-0.2%
Interest	5	75	50	50	50	50	
Other Miscellaneous	55						
Total Public Works Stores	3,860,505	3,748,577	3,632,650	3,676,650	3,676,650	3,676,650	1.2%

**SCHEDULE TWO**  
**REVENUES BY FUND AND TYPE**

	1997 Actual	1998 Actual	1999 Current	2000 Target	2000 Mayor's Recommended	2000 Final	Percent Change
<b><u>Self-Insurance (6900)</u></b>							
Charges For Services	38,383,854	39,451,003	44,480,609	44,480,609	44,480,609	44,480,609	
Interest		164					
Other Miscellaneous	4,089,017	2,205,757	1,588,600	1,588,600	1,588,600	1,588,600	
Operating Transfers In	244,916	323,178	533,616	533,616	533,616	533,616	
Bond Proceeds							
Total Self-Insurance	42,717,787	41,980,102	46,602,825	46,602,825	46,602,825	46,602,825	
<b>Total Internal Service Funds</b>	<b>84,885,505</b>	<b>88,818,797</b>	<b>95,941,986</b>	<b>97,256,262</b>	<b>98,566,216</b>	<b>99,811,216</b>	<b>4.0%</b>
<b><u>INDEPENDANT BOARDS:</u></b>							
<b><u>Board of Estimate (1000)</u></b>							
Property Taxes	99,026	100,110	104,200	104,200	104,200	104,200	
Sales and Other Taxes	8	6					
State Government	102,349	104,035	112,000	112,000	112,000	112,000	
Total Board of Estimate	201,383	204,151	216,200	216,200	216,200	216,200	
<b><u>Library Board (1800 &amp; 4400)</u></b>							
Property Taxes	8,554,212	8,751,504	9,598,063	9,598,063	9,598,063	9,598,063	
Sales and Other Taxes	728	504					
Federal Government	55,862	39,126					
State Government	8,612,709	8,377,570	8,555,337	8,555,337	8,551,337	8,551,337	0.0%
Local Governments	22,500	23,038					
Charges For Services	649,724	595,697	604,427	604,427	604,427	604,427	
Charges For Sales	-2,476	2,191	1,000	1,000	1,000	1,000	
Rents	21,852	20,219	21,000	21,000	21,000	21,000	
Contributions	45,306	10,871	343,000	343,000	343,000	343,000	
Other Miscellaneous	4,179	6,655	2,500	2,500	2,500	2,500	
Operating Transfers In	2,550,750	1,044,771					
Bond Proceeds			400,000	400,000	400,000	400,000	
Total Library Board	20,515,346	18,872,146	19,525,327	19,525,327	19,521,327	19,521,327	0.0%
<b><u>MCDA (All Funds)</u></b>							
Property Taxes	60,530,076	60,456,159	66,250,128	66,250,128	66,250,128	66,250,128	
Federal Government	517,224	148,563	274,039	274,039	274,039	274,039	
State Government	3,555,516	5,626,414	1,171,150	1,171,150	1,171,150	1,171,150	
Local Government	679,939						
Charges For Services	11,297,107	10,642,485	10,186,411	10,186,411	10,186,411	10,186,411	
Charges For Sales	5,164,684	2,281,219	3,865,350	3,865,350	3,865,350	3,865,350	
Interest	3,462,258	5,500,733	9,964,135	9,964,135	9,964,135	9,964,135	
Gain	10,978,873	9,709,684					
Rents	3,127,195	6,788,724	2,727,511	2,727,511	2,727,511	2,727,511	
Contributions	20,000	1,196,303					
Other Miscellaneous	6,808,990	6,260,232	13,418,053	13,418,053	13,418,053	13,418,053	
Operating Transfers In	50,903,816	57,563,795	55,630,754	55,584,754	55,795,904	52,827,674	-5.0%
Bond Proceeds	220,918	239,243					
Total MCDA	157,266,596	166,413,554	163,487,531	163,441,531	163,652,681	160,684,451	-1.7%
<b><u>Municipal Build. Commission (1100)</u></b>							
Property Taxes	2,237,705	2,294,402	2,383,200	2,383,200	2,383,200	2,383,200	
Sales and Other Taxes	190	132					
Federal Government		6,663					
State Government	833,973	839,353	872,000	872,000	872,000	872,000	
Local Government			2,678,438	2,678,438	2,678,438	2,678,438	
Charges For Services	2,975,330	3,621,004	533,884	533,884	533,884	533,884	
Charges For Sales	105,633	90,294	79,000	79,000	79,000	79,000	
Interest	217	-1					
Rents	66,573	68,396	68,900	68,900	68,900	68,900	
Other Miscellaneous	81,280	4,838	2,000	2,000	2,000	2,000	
Operating Transfers In	1,181,438	503,895					
Bond Proceeds			1,554,000	1,554,000	1,554,000	1,554,000	
Total Municipal Bldg Comm	7,482,339	7,428,976	8,171,422	8,171,422	8,171,422	8,171,422	
<b><u>Neighborhood Revit. Program (2300)</u></b>							
State Government	1,774,879	1,777,198	2,130,616	2,130,616	2,130,616	2,130,616	
Gains	9,548	7,861	7,500	7,500	7,500	7,500	
Contributions	3,500		3,500	3,500	3,500	3,500	
Other Miscellaneous	107,226	1,564					
Total Neigh Revitalization	1,895,153	1,786,623	2,141,616	2,141,616	2,141,616	2,141,616	

**SCHEDULE TWO**  
**REVENUES BY FUND AND TYPE**

	1997 Actual	1998 Actual	1999 Current	2000 Target	2000 Mayor's Recommended	2000 Final	Percent Change
<b><u>Park and Recreation Board</u></b>							
Property Taxes	24,009,972	24,787,949	28,394,936	28,394,936	28,394,936	28,394,936	
Sales and Other Taxes	-2,658	-1,492	5,055	5,055	5,055	5,055	
Licenses & Permits	3,356	3,397					
Federal Government		160,000					
State Government	15,886,070	16,116,268	16,024,004	16,024,004	16,024,004	16,024,004	
Local Government	4,977,656	1,441,014	1,025,000	1,025,000	1,025,000	1,025,000	
Charges For Services	11,073,199	11,645,001	12,819,854	12,819,854	12,819,854	12,819,854	
Charges For Sales	724,085	721,816	44,500	44,500	44,500	44,500	
Fines and Forfeits	147,516	263,712	274,200	274,200	274,200	274,200	
Special Assessments	26,148	25,760					
Interest	6,916	4,534	5,000	5,000	5,000	5,000	
Gains	57,093	27,421					
Rents	2,615,589	2,909,028	3,130,440	3,130,440	3,130,440	3,130,440	
Contributions	663,832	802,504	74,700	74,700	74,700	74,700	
Other Miscellaneous	2,170,965	2,022,921	2,305,375	2,305,375	2,305,375	2,305,375	
Operating Transfers In	7,302,334	7,512,480	3,502,000	3,502,000	4,502,000	4,602,000	31.4%
Bond Proceeds			2,525,000	2,525,000	2,200,000	2,200,000	-12.9%
Total Park & Rec Board	69,662,073	68,442,313	70,130,064	70,130,064	70,805,064	70,905,064	1.1%
<b><u>Youth Coordinating Board (2200)</u></b>							
Federal Government	488,553	128,023	475,816	475,816	475,816	475,816	
State Government	669,620	834,480	805,000	805,000	805,000	805,000	
Local Government	8,113,925	7,750,898	5,521,471	5,521,471	5,521,471	5,521,471	
Interest							
Gains	217,819	209,191	85,000	85,000	85,000	85,000	
Rents	63,805	39,889	72,240	72,240	72,240	72,240	
Contributions	1,026,661	952,153	2,349,629	2,349,629	2,349,629	2,349,629	
Other Miscellaneous		21,626					
Operating Transfers In	85,575	336,592	212,337	212,337	212,337	212,337	
Total Youth Coord Board	10,665,958	10,272,852	9,521,493	9,521,493	9,521,493	9,521,493	
<b>TOTAL ALL REVENUES:</b>	<b>1,268,798,801</b>	<b>1,050,730,988</b>	<b>1,042,025,721</b>	<b>1,049,953,096</b>	<b>1,052,871,700</b>	<b>1,054,706,470</b>	<b>1.0%</b>



**SCHEDULE THREE**

**OPERATING EXPENDITURES BY FUND AND AGENCY**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Mayor's Recommended	2000 Final	Percent Change
<b>General (0100)</b>							
Assessor	2,511,899	2,570,068	2,623,616	2,604,613	2,604,613	2,604,613	-0.7%
Corrections	840,388	793,746	845,000	845,000	845,000	845,000	
Hud Projects	205,506	580,000	620,000	400,000	400,000	400,000	-35.5%
Interfund Transfers	8,815,463	8,560,735	9,489,026	9,766,000	9,954,000	11,944,500	25.9%
Unfunded Pension Exp.	-5,319,001	-4,782,847	-4,500,000	-4,320,000	-4,320,000	-4,320,000	-4.0%
Attorney	3,038,564	3,266,824	3,858,191	3,950,488	4,088,488	4,088,488	6.0%
Retirement Incentive	260,616	276,220	290,000	332,000	332,000	332,000	14.5%
Contingency	80,156	8,837	2,000,000	2,000,000	1,162,792	1,102,192	-44.9%
City Council	915,090	941,244	1,005,588	1,011,408	1,011,408	1,011,408	0.6%
City Clerk	2,877,739	2,963,709	2,999,018	3,113,850	3,113,850	3,113,850	3.8%
City Clerk Elections	725,913	759,837	778,541	935,727	935,727	935,727	20.2%
Fire Department	35,022,931	35,683,608	37,217,440	38,330,418	38,330,418	38,330,418	3.0%
Civil Rights	1,249,583	1,362,251	1,370,876	1,373,204	1,618,279	1,618,279	18.0%
Mayor	795,778	889,183	872,350	886,542	886,542	886,542	1.6%
Planning Department	1,751,332	1,114,609	1,617,255	1,636,146	1,636,146	1,636,146	1.2%
Police Department	76,620,760	82,247,567	84,421,239	87,596,482	87,596,482	87,596,482	3.8%
Civilian Police Review	437,329	506,126	504,213	499,775	499,775	499,775	-0.9%
Health Department	3,479,869	3,669,363	3,605,894	3,717,006	3,717,006	3,717,006	3.1%
Public Works - Engineering Design	309,838	383,683	435,933	749,537	749,537	749,537	71.9%
Public Works - Streets & Malls	23,801,798	24,341,777	23,094,910	18,574,773	19,774,773	19,774,773	-14.4%
Public Works - Sewer Maintenance	478,786	500,904	393,143				-100.0%
Public Works - Administration	777,561	773,176	885,406	1,682,167	1,682,167	1,682,167	90.0%
Public Works - Transportation	9,593,578	10,469,961	10,155,451	9,941,660	10,346,660	10,408,260	2.5%
Communications	294,099	1,796,255	1,791,026	1,707,868	1,707,868	1,807,868	0.9%
Human Resources	3,531,138	3,822,144	4,144,916	4,349,789	4,349,789	4,349,789	4.9%
Finance Department	4,938,532	5,607,823	5,699,613	5,857,478	5,857,478	5,857,478	2.8%
Licenses & Consumer Svcs.	4,343,006	4,341,260	4,374,413	4,483,967	4,483,967	4,611,967	5.4%
City Coordinator	415,694	432,381	466,223	828,279	828,279	953,279	104.5%
Intergovernmental Relations	396,118	493,158	480,593	525,134	525,134	525,134	9.3%
Inspections	10,624,395	10,477,222	11,242,126	11,633,822	11,708,822	11,763,822	4.6%
Information & Technology Services	1,374,658	244,369					
<b>Total General</b>	<b>195,189,116</b>	<b>205,095,193</b>	<b>212,782,000</b>	<b>215,013,133</b>	<b>216,477,000</b>	<b>218,826,500</b>	<b>2.8%</b>
<b>SPECIAL REVENUE FUNDS:</b>							
<b>Federal Grants (0300)</b>							
Non-Departmental	16,364	56,577	42,886	42,886	42,886	42,886	
Interfund Transfers	895,403	3,628,922	46,500	46,500	46,500	46,500	
Attorney	209,019	488,541	558,388	644,066	644,066	644,066	15.3%
Fire Department	33,996	29,266	29,266	25,266	25,266	25,266	-13.7%
Planning Department	3,000	6,000	6,000	6,000	6,000	6,000	
Police Department	3,132,937	3,205,848	3,336,369	1,173,347	1,173,347	1,173,347	-64.8%
Health Department	5,699,326	4,714,878	4,903,620	5,742,232	5,742,232	5,742,232	17.1%
City Coordinator				250,001	250,001	250,001	
Communications	266,631	127,226	475,235	479,145	479,145	479,145	0.8%
Finance Department	63,362	125,618	115,705	121,194	121,194	121,194	4.7%
Licenses & Consumer Svcs.	211,593	945,909	2,124,430	2,116,697	2,116,697	2,116,697	-0.4%
<b>Total Grants</b>	<b>10,531,631</b>	<b>13,328,785</b>	<b>11,638,399</b>	<b>10,647,334</b>	<b>10,647,334</b>	<b>10,647,334</b>	<b>-8.5%</b>
<b>CDBG/UDAG Fund (0400)</b>							
Non-Departmental	3,252,677	2,207,540	921,959	814,759	808,481	1,108,481	20.2%
Interfund Transfers	16,414,317	12,946,518	13,173,718	13,384,168	13,328,618	12,953,618	-1.7%
City Clerk - Total							
Civil Rights	300,027	361,372	308,667	297,765	297,765	297,765	-3.5%
Planning Department	1,164,593	1,046,890	1,099,304	1,092,861	1,092,861	1,092,861	-0.6%
Health Department	1,119,127						
Public Works - General Services	46,026	49,696	161,697	164,139	162,498	162,498	0.5%
Communications	166,136	349,165	1,782,486	1,561,074	1,560,835	1,635,835	-8.2%
Finance Department	363,185	347,764	439,736	428,733	428,733	428,733	-2.5%
Licenses & Consumer Svcs.		166,682					
Inspections	445,814	232,909	200,000	200,000	198,000	198,000	-1.0%
Neighborhood Services	2,721,431	3,288,926	4,001,433	4,037,529	4,007,209	4,007,209	0.1%
<b>Total CDBG/UDAG</b>	<b>25,993,360</b>	<b>20,997,485</b>	<b>22,089,000</b>	<b>21,981,028</b>	<b>21,885,000</b>	<b>21,885,000</b>	<b>-0.9%</b>
<b>Grants - Other (0600)</b>							
Non-Departmental	333,461	430,774	1,071,589	1,071,589	1,071,589	1,071,589	
Interfund Transfers	422,760	72,006	6,500				
Attorney		7,693		22,525	22,525	22,525	
Fire Department	52,221	2,756	3,250				-100.0%
Planning Department	9,000	16,393					
Police Department	449,849	1,027,027	524,473	199,750	199,750	199,750	-61.9%
Health Department	41,609	97,553					
City Coordinator				20,000	20,000	20,000	
Communications	40,653	132,487	256,953	267,244	267,244	267,244	4.0%
Finance Department	37,320	36,935	68,969	71,698	71,698	71,698	4.0%
Inspections		39,299					
Neighborhood Services	7,325,702	6,449,222	7,605,893	7,729,797	7,729,797	7,729,797	1.6%
Convention & Visitors Assoc.	54,090	168,597	9,635	9,635	9,635	9,635	
<b>Total Grants</b>	<b>8,766,665</b>	<b>8,480,742</b>	<b>9,547,262</b>	<b>9,392,238</b>	<b>9,392,238</b>	<b>9,392,238</b>	<b>-1.6%</b>

**SCHEDULE THREE**  
**OPERATING EXPENDITURES BY FUND AND AGENCY**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Mayor's Recommended	2000 Final	Percent Change
<b>Convention Center Related (0760)</b>							
Non-Departmental			889,176				
Interfund Transfers	31,128,348	33,320,748	35,133,782	36,758,057	36,758,057	39,608,057	12.7%
Retiree Incentive	12,035	13,182	12,000	16,000	16,000	16,000	33.3%
Human Resources	36,072	44,726	46,306	47,432	47,432	47,432	2.4%
Finance Department	240,169	258,798	276,631	240,603	240,603	240,603	-13.0%
Convention & Visitors Assoc.	3,463,200	3,963,000	4,494,300	4,394,300	5,160,000	4,910,000	9.2%
Convention Center Opers.	12,047,900	11,833,668	12,823,304	13,135,569	13,252,647	13,252,647	3.3%
Convention Center Site		11,208	460,000	460,000	460,000	460,000	
<b>Total Convention</b>	<b>46,927,724</b>	<b>49,445,329</b>	<b>54,135,499</b>	<b>55,051,961</b>	<b>55,934,739</b>	<b>58,534,739</b>	<b>8.1%</b>
<b>Employee Retirement (0990)</b>							
Interfund Transfers						1,800,000	
MPLS Employee Retirement	6,985,421	6,392,755	3,975,000	4,301,200	4,301,200	4,301,200	8.2%
Police Relief Association	9,146,118	6,130,244	5,890,000	5,361,000	5,361,000	5,361,000	-9.0%
Fire Department Relief Association	4,723,952	5,335,900	5,272,500	1,728,000	1,728,000	1,728,000	-67.2%
<b>Total Empl. Retirement</b>	<b>20,855,491</b>	<b>17,858,899</b>	<b>15,137,500</b>	<b>11,390,200</b>	<b>11,390,200</b>	<b>13,190,200</b>	<b>-12.9%</b>
<b>Police Special Revenue (2100)</b>							
Interfund Transfers	70,400	70,666	70,666	70,700	70,700	70,700	0.0%
Police Department	805,408	989,950	1,212,136	1,216,166	1,216,166	1,216,166	0.3%
Finance Department		696	1,000	1,000	1,000	1,000	
<b>Total Police Revenue</b>	<b>875,808</b>	<b>1,061,312</b>	<b>1,283,802</b>	<b>1,287,866</b>	<b>1,287,866</b>	<b>1,287,866</b>	<b>0.3%</b>
<b>Total Special Revenue Funds</b>	<b>113,950,679</b>	<b>111,172,552</b>	<b>113,831,462</b>	<b>109,750,627</b>	<b>110,537,377</b>	<b>114,937,377</b>	<b>1.0%</b>
<b>Permanent Improvement Projects</b>							
Workhouse Site Costs	7,634						
Interfund Transfers	166,185	647,141	7,979	9,000	767,956	767,956	9524.7%
Unfunded Pension Expenses			-350,000				-100.0%
Retirement Incentive	60,769	65,957	26,000	80,000	80,000	80,000	207.7%
Contingency							
Public Works - Engineering Design	2,877,623	3,104,183	3,653,489	4,792,528	4,792,528	4,792,528	31.2%
Public Works - Streets & Malls	362,179	369,210	363,624	435,666	1,105,666	1,105,666	204.1%
Public Works - General Services	521,337	616,998	669,217	510,104	510,104	510,104	-23.8%
Finance Department	368,233	444,002	592,800	659,755	659,755	659,755	11.3%
Near North Implementation			100,000	100,000	100,000	100,000	
New Central Library			138,000	87,500	87,500	87,500	
Bldg. Comm. - Capital Improvement							
Public Works - General Services-Capital	9,988,448	10,653,249	6,665,000	5,957,000	4,710,000	7,517,500	12.8%
Public Works - Sewer Construction-Capital	8,193,350	5,375,212	3,850,000			4,228,000	9.8%
Public Works - Streets & Malls-Capital	21,282,036	13,829,950	25,201,000	7,796,000	7,273,000	19,475,000	-22.7%
Public Works - Transportation-Capital	7,054,622	5,078,246	4,628,000	1,193,000	1,193,000	3,895,000	-15.8%
Public Works - Water-Capital	2,252,550	1,010,085					
Non-Departmental Capital	4,350,845	856,174	278,000	1,846,500	2,951,000	708,000	154.7%
SISPP	2,170,425	8,385,591	5,350,000	11,961,300	6,256,000	6,556,000	22.5%
Convention Center Site	175,723	7,214,508		175,000	175,000	175,000	
Mpls Building Energy Plan	1,364,626	3,154,954					
<b>Total Perm. Improvement</b>	<b>61,196,584</b>	<b>60,805,459</b>	<b>51,173,109</b>	<b>35,603,353</b>	<b>30,661,509</b>	<b>50,658,009</b>	<b>-1.0%</b>
<b>DEBT SERVICE FUNDS:</b>							
<b>Bond Redemption - Multi Purpose</b>							
Debt - Service	22,185,267	27,585,647	30,790,500	35,191,500	35,191,500	35,191,500	14.3%
Interfund Transfers	400,000	4,199,744					
<b>Total Debt Service</b>	<b>22,585,267</b>	<b>31,785,391</b>	<b>30,790,500</b>	<b>35,191,500</b>	<b>35,191,500</b>	<b>35,191,500</b>	<b>14.3%</b>
<b>Bond Redemption - Special Assessment</b>							
Debt - Service	6,517,602	8,112,807	5,864,600	5,681,382	5,681,382	5,681,382	-3.1%
<b>Debt Service - Development Projects</b>							
Debt - Service	35,931,527	82,000,548	32,112,480	39,012,511	39,019,207	39,019,207	21.5%
<b>Park Acquisition &amp; Improvement Debt</b>							
Debt - Service	29,912		17,708				
<b>Total Debt Service Funds</b>	<b>65,064,308</b>	<b>121,898,746</b>	<b>68,785,288</b>	<b>79,885,393</b>	<b>79,892,089</b>	<b>79,892,089</b>	<b>16.1%</b>
<b>INTERNAL SERVICE FUNDS:</b>							
<b>Engineering Materials and Testing(6000)</b>							
Interfund Transfers	4,793	6,264	6,264	7,000	7,000	7,000	11.7%
Retirement Incentive	8,330	7,344	9,000	10,000	10,000	10,000	11.1%
Public Works - Paving Products	3,600,775	3,023,388	3,438,171	3,417,053	3,417,053	3,417,053	-0.6%
Finance Department	83,661	93,414	101,161	96,819	96,819	96,819	-4.3%
<b>Total Paving Projects</b>	<b>3,697,560</b>	<b>3,130,411</b>	<b>3,554,596</b>	<b>3,530,872</b>	<b>3,530,872</b>	<b>3,530,872</b>	<b>-0.7%</b>
<b>Equipment (6100)</b>							
Debt Service - Non Dept.	457,087	913,323	1,542,500	1,756,500	1,756,500	1,756,500	13.9%
Interfund Transfers	33,235	49,150	49,150	51,000	51,000	51,000	3.8%
Retirement Incentive	117,681	123,339	131,000	135,000	135,000	135,000	3.1%
Public Works - Equipment	21,596,752	28,080,785	26,504,934	23,918,747	23,918,747	23,918,747	-9.8%
Public Works - General Services	1,421,471	1,681,799	2,478,697	2,526,007	1,936,007	1,936,007	-21.9%
Finance Department	392,757	455,785	504,418	540,092	540,092	540,092	7.1%
Public Works - Bldngs & Structures			4,000,000	2,049,000	2,049,000	528,000	-86.8%
<b>Total Perm. Improvements</b>	<b>24,018,983</b>	<b>31,304,181</b>	<b>35,210,699</b>	<b>30,976,346</b>	<b>30,386,346</b>	<b>28,865,346</b>	<b>-18.0%</b>

**SCHEDULE THREE**

**OPERATING EXPENDITURES BY FUND AND AGENCY**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Mayor's Recommended	2000 Final	Percent Change
<b><u>Lands and Buildings (6200)</u></b>							
Debt Service - Non Dept.	9,826	20,955	22,000	47,000	47,000	47,000	113.6%
Interfund Transfers	19,611	121,866	21,866	23,000	23,000	23,000	5.2%
Retirement Incentive	10,705	7,887	13,000	10,000	10,000	10,000	-23.1%
Public Works - General Services	4,017,444	4,463,008	4,464,337	4,585,964	4,585,964	4,585,964	2.7%
Finance Department	92,932	111,981	120,055	77,988	77,988	77,988	-35.0%
<b>Total Lands and Bldgs..</b>	<b>4,150,518</b>	<b>4,725,697</b>	<b>4,641,258</b>	<b>4,743,952</b>	<b>4,743,952</b>	<b>4,743,952</b>	<b>2.2%</b>
<b><u>Public Works Stores (6300)</u></b>							
Debt Service - Non Dept.	73,940	79,979	55,000	75,000	75,000	75,000	36.4%
Interfund Transfers	9,786	10,431	10,431	11,000	11,000	11,000	5.5%
Public Works - Paving Products	429,127	411,828	1,523,260	1,522,680	1,522,680	1,522,680	0.0%
Public Works - Transportation	217,283	246,473	1,455,791	265,109	265,109	265,109	-81.8%
Finance Department	154,369	165,842	173,382	136,760	136,760	136,760	-21.1%
<b>Total Public Works-Stores</b>	<b>884,505</b>	<b>914,552</b>	<b>3,217,864</b>	<b>2,010,549</b>	<b>2,010,549</b>	<b>2,010,549</b>	<b>-37.5%</b>
<b><u>Intergovernmental Service (6400)</u></b>							
Debt Service - Non Dept.	41,813	182,238	150,000	350,000	350,000	350,000	133.3%
Interfund Transfers	2,361,804	2,910,533	5,799,369	4,989,500	4,989,500	6,989,500	20.5%
Retirement Incentive	4,527	5,235	11,369	7,000	7,000	7,000	-38.4%
City Clerk - Total	1,199,677	1,261,320	1,299,081	1,311,768	1,311,768	1,311,768	1.0%
Finance Department	88,833	90,977	107,525	107,645	107,645	107,645	0.1%
Information & Technology Services	8,967,560	10,614,125	11,274,331	13,515,398	13,915,398	13,915,398	23.4%
<b>Total Intergov. Services</b>	<b>12,664,213</b>	<b>15,064,428</b>	<b>18,641,675</b>	<b>20,281,311</b>	<b>20,681,311</b>	<b>22,681,311</b>	<b>21.7%</b>
<b><u>Self Insurance (6900)</u></b>							
Debt - Service Non - Dept	753,527	806,073	1,066,500	896,500	896,500	896,500	-15.9%
Health and Welfare	25,818,385	27,324,962	31,808,250	31,804,263	31,804,263	31,804,263	
Attorney	3,428,699	3,426,793	3,523,324	3,719,024	3,797,999	3,797,999	7.8%
Workers Compensation	5,896,908	6,112,364	5,700,000	5,700,000	5,700,000	5,700,000	
Liability	2,893,393	3,010,229	3,293,353	3,293,353	3,293,353	3,293,353	
Retirement Incentive	613,465	654,986	726,864	769,000	769,000	769,000	5.8%
Alternate Disputes Resolution	9,952	86,891	129,976	188,232	188,232	188,232	44.8%
Human Resources	599,200	510,497	411,408	381,695	381,695	381,695	-7.2%
Finance Department	699,342	1,118,008	1,435,302	1,466,388	1,466,388	1,466,388	2.2%
<b>Total Self Insurance</b>	<b>40,712,871</b>	<b>43,050,804</b>	<b>48,094,977</b>	<b>48,218,455</b>	<b>48,297,430</b>	<b>48,297,430</b>	<b>0.4%</b>
<b>Total Internal Service Funds</b>	<b>86,128,650</b>	<b>98,190,072</b>	<b>113,361,069</b>	<b>109,761,485</b>	<b>109,650,460</b>	<b>110,129,460</b>	<b>-2.9%</b>
<b>ENTERPRISE FUNDS:</b>							
<b><u>Sewer Rental (7300)</u></b>							
Debt - Service Non - Dept	3,456,097	3,623,950	8,401,498	12,883,000	12,883,000	12,883,000	53.3%
Interfund Transfers	732,361	470,641	1,175,249	2,033,900	2,289,044	2,289,044	94.8%
Retirement Incentive	20,665	19,797	25,000	25,000	25,000	25,000	
Public Works - Engineering Design	1,438,998	1,547,849	1,849,162	1,938,543	2,163,543	2,163,543	17.0%
Public Works - Streets & Malls				4,458,363	4,458,363	4,458,363	
Public Works - Sewer Maintenance	36,963,893	36,515,297	36,517,734	36,586,027	37,413,027	37,413,027	2.5%
Finance Department	103,972	89,461	125,853	110,005	110,005	110,005	-12.6%
SISPP		707,225					
Public Works - Sewer-Capital		5,912,856	25,625,000	12,369,000	12,369,000	12,369,000	-51.7%
<b>Total Sewer Rental</b>	<b>42,715,987</b>	<b>48,887,075</b>	<b>73,719,496</b>	<b>70,403,838</b>	<b>71,710,982</b>	<b>71,710,982</b>	<b>-2.7%</b>
<b><u>Water Revenue (7400)</u></b>							
Debt - Service Non - Dept	4,285,498	4,616,824	3,744,000	8,027,000	8,027,000	8,027,000	114.4%
Interfund Transfers	2,027,005	2,045,483	2,045,483	2,046,000	2,385,077	2,385,077	16.6%
Retirement Incentive	96,588	105,410	117,000	130,000	130,000	130,000	11.1%
Public Works - Administration	53,060	49,354	56,541				
Public Works - Water	25,585,600	26,962,665	27,311,967	27,113,768	28,013,768	28,188,768	3.2%
Public Works - Engineering Design				568,245	568,245	568,245	
Finance Department	3,326,856	3,797,019	4,021,040	4,078,803	4,078,803	4,078,803	1.4%
SISPP		707,225					
Public Works - Water Capital	5,773,787	10,318,043	21,375,000	24,085,000	24,085,000	24,085,000	12.7%
<b>Total Water Revenues</b>	<b>41,148,394</b>	<b>48,602,023</b>	<b>58,671,031</b>	<b>66,048,816</b>	<b>67,287,893</b>	<b>67,462,893</b>	<b>15.0%</b>
<b><u>Municipal Parking (7500)</u></b>							
Debt - Service Non - Dept	13,303,556	13,617,536	15,563,000	15,997,000	15,997,000	15,997,000	2.8%
Interfund Transfers	6,873,680	7,140,018	7,443,408	9,525,542	13,526,533	11,193,533	50.4%
Interfund Transfers		46,083					
Retirement Incentive	12,901	11,863	15,000	15,000	15,000	15,000	
Public Works - Transportation	22,641,990	24,104,011	28,528,891	27,425,430	29,982,930	29,982,930	5.1%
Finance Department	385,896	457,103	498,741	518,660	518,660	518,660	4.0%
Licenses & Consumer Services	1,994,987	1,937,172	2,166,812	2,236,883	2,236,883	2,236,883	3.2%
SISPP		23,021					
Public Works - Transp.-Capital Other		1,924,077					
Public Works - Transp.-Capital Other	3,277,133	10,887,887	15,902,867				
Public Works - Transp.-Capital Other		5,020,558	23,000,000				
Public Works - Transportation-Capital	1,791,783	1,899,922	5,403,000	2,390,000	2,390,000	2,390,000	-55.8%
<b>Total Muni. Parking</b>	<b>50,281,925</b>	<b>67,069,251</b>	<b>98,521,719</b>	<b>58,108,515</b>	<b>64,667,006</b>	<b>62,334,006</b>	<b>-36.7%</b>

**SCHEDULE THREE**

**OPERATING EXPENDITURES BY FUND AND AGENCY**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Mayor's Recommended	2000 Final	Percent Change
<b>Solid Waste and Recycling (7700)</b>							
Debt - Service Non - Dept	499,523						
Interfund Transfers	107,814	10,102	10,102	12,000	12,000	12,000	18.8%
Retirement Incentive	7,109	6,261	9,000	9,000	9,000	9,000	
SISPP		471,483					
Public Works - Solid Waste	21,503,308	22,292,155	23,063,857	23,312,993	23,312,993	23,384,993	1.4%
Finance Department	170,458	164,613	208,485	205,095	205,095	205,095	-1.6%
Total Solid Waste	22,288,211	22,944,613	23,291,444	23,539,088	23,539,088	23,611,088	1.4%
<b>Total Enterprise Funds</b>	<b>156,434,518</b>	<b>187,502,963</b>	<b>254,203,690</b>	<b>218,100,257</b>	<b>227,204,969</b>	<b>225,118,969</b>	<b>-11.4%</b>
<b>City Total</b>	<b>677,963,854</b>	<b>784,664,985</b>	<b>814,136,618</b>	<b>768,114,248</b>	<b>774,423,404</b>	<b>799,562,404</b>	<b>-1.8%</b>
<b>INDEPENDENT BOARDS:</b>							
<b>Board of Estimate (1000)</b>							
Board of Estimate and Taxation	193,373	195,155	206,322	217,000	217,000	217,000	5.2%
<b>Library Board (1800 &amp; 4400)</b>							
Unfunded Pension Expenses	0	-308,706	-300,000				
Library Board	17,819,870	18,138,140	18,621,755	19,766,339	19,762,339	19,762,339	6.1%
Library Board - Capital Improvement	2,051,724	1,118,729	700,000	400,000	400,000	400,000	-42.9%
Total Library Board	19,871,594	18,948,163	19,021,755	20,166,339	20,162,339	20,162,339	6.0%
<b>MCDA (All Funds)</b>							
Interfund Transfers	1,455,000	561,000					
MCDA	156,347,665	164,741,054	143,309,718	142,229,098	142,229,098	142,429,048	-0.6%
Total MCDA	157,802,665	165,302,054	143,309,718	142,229,098	142,229,098	142,429,048	-0.6%
<b>Municipal Building Commission (1100)</b>							
Interfund Transfers	451,000	218,000					
Building Commission	5,503,858	5,793,589	6,282,534	6,430,129	6,430,129	6,430,129	2.3%
Building Commission Capital	1,367,231	1,818,050	1,321,000	1,554,000	1,554,000	1,554,000	17.6%
Total Muni. Bldg. Comm.	7,322,089	7,829,639	7,603,534	7,984,129	7,984,129	7,984,129	5.0%
<b>Neighborhood Revitalization Prog (2300)</b>							
Total NRP	1,709,474	1,954,474	2,141,616	1,995,505	1,995,505	1,995,505	-6.8%
<b>Park and Recreation Board (All Funds)</b>							
Unfunded Pension Exp.	-922,280	-943,766	-850,000	-842,000	-842,000	-842,000	-0.9%
Park Board	51,020,179	55,465,606	55,889,488	58,075,611	58,075,611	58,067,759	3.9%
Park Museum	4,058,544	4,354,685	4,749,304	5,149,670	5,149,670	5,149,670	8.4%
Park Board - Capital Improvement	14,458,067	11,141,153	5,256,000	9,110,500	6,410,500	8,368,500	59.2%
Total Parks and Rec.	68,614,511	70,017,679	65,044,792	71,493,781	68,793,781	70,743,929	8.8%
<b>Youth Coordinating Board (2200)</b>							
Total YCB	6,173,218	7,634,422	6,703,310	9,521,493	9,521,493	9,521,493	42.0%
<b>Total Independent Boards</b>	<b>261,686,924</b>	<b>271,881,586</b>	<b>244,031,047</b>	<b>253,607,345</b>	<b>250,907,345</b>	<b>253,053,443</b>	<b>3.7%</b>
<b>TOTAL OPERATING EXP.</b>	<b>939,650,778</b>	<b>1,056,546,571</b>	<b>1,058,167,665</b>	<b>1,021,721,593</b>	<b>1,025,330,749</b>	<b>1,052,615,847</b>	<b>-0.5%</b>

**SCHEDULE FOUR**  
**YEAR 26 (2000) - COMMUNITY DEVELOPMENT BLOCK GRANT**  
**FINAL APPROVED BUDGET**

**Capital/Other**

<b>Organization</b>	<b>Project (If Applicable)</b>	<b>Year 25 (1999) Allocation</b>	<b>Year 26 (2000) Mayor's Recommended</b>	<b>Year 26 (2000) Final Approved Budget</b>
Capital Long-Range Improvement Committee	Projects within recommended Capital Improvement Plan	326,718	540,168	3,398
Department of Health and Family Support	Greater Minneapolis Day Care Association, Childcare Facilities Loan/Grant Program	438,000	433,620	433,620
Department of Health and Family Support	Legal Aid Society	50,000	49,500	49,500
Department of Health and Family Support	Minneapolis Employment and Training Program/Minneapolis Community Development Agency - Industry Cluster Program (Living Wage Jobs)	100,000	99,000	99,000
Department of Health and Family Support	Minneapolis Employment and Training Program - Adult Training, Placement and Retention	444,000	439,560	439,560
Eastside Neighborhood Services	Capital Campaign	250,000	247,500	547,500
Genesis II For Women	Capital Campaign	25,000	0	0
Heart of the Beast		23,867	23,628	23,628
Illusion Theater	Capital Campaign	0	0	75,000
Inspections Department	Boarded Building Demolition	200,000	198,000	198,000
J.D. Rivers Discovery Garden		25,000	0	0
Mercado	Capital Campaign - Accessibility Improvements	0	0	25,000
Minneapolis American Indian Center	Minneapolis American Indian Center	114,139	112,998	112,998
Minneapolis Community Development Agency	Greater Minneapolis Metropolitan Housing Corporation Homeownership Recycling Program	633,000	633,000	633,000
Minneapolis Community Development Agency	Jordan Major Housing Redevelopment	200,000	175,230	177,000
Minneapolis Community Development Agency	Multifamily Rental and Cooperative Housing Program	1,452,000	2,482,000	2,482,000
Minneapolis Community Development Agency	Neighborhood Economic Development Fund and Community Economic Development Fund (including Affordable Housing Strategy \$250,000 in Year 25 Final)	750,000	198,000	198,000
Minneapolis Community Development Agency	Rehabilitation Support Program	629,000	287,100	287,100
Minneapolis Community Development Agency	Residential Finance Department - Loan and Grant Programs	1,531,000	1,293,930	1,293,930
Minneapolis Community Development Agency	Vacant and Boarded Housing Recycling Program	3,273,000	3,297,690	3,297,690
Minneapolis Park and Recreation Board	Hiawatha Park	0	247,500	247,500
Minneapolis Public Housing Authority	General Rehabilitation	352,759	349,231	349,231
Public Works	Community Center Operations	47,558	49,500	49,500
Sustainable Resources Center	Community Gardens for Minneapolis	25,000	24,750	24,750
<b>Total Capital/Other</b>		<b>10,890,041</b>	<b>11,181,905</b>	<b>11,046,905</b>

**SCHEDULE FOUR**  
**YEAR 26 (2000) - COMMUNITY DEVELOPMENT BLOCK GRANT**  
**FINAL APPROVED BUDGET**

**Public Service**

15% Department of Housing and Urban Development Required Cap =

\$ 2,715,000

<b>Organization</b>	<b>Project (If Applicable)</b>	<b>Year 25 (1999) Allocation</b>	<b>Year 26 (2000) Mayor's Recommended</b>	<b>Year 26 (2000) Final Approved Budget</b>
Department of Health and Family Support	Community Clinics through Neighborhood Health Care Network	448,000	448,000	448,000
Department of Health and Family Support	Curfew/Truancy Center - Operated through the Minneapolis Urban League	119,000	119,000	119,000
Department of Health and Family Support	Domestic Abuse Project (DAP)	57,692	57,692	57,692
Department of Health and Family Support	Dental Services through Children's Dental Services	19,000	19,000	19,000
Department of Health and Family Support	Greater Minneapolis Day Care Association - Coordinated Child Development	552,000	552,000	552,000
Department of Health and Family Support	Harriet Tubman Women's Shelter	71,220	71,220	71,220
Department of Health and Family Support	Head Start, operated by Parents in Community Action	113,000	113,000	113,000
Department of Health and Family Support	Minneapolis Employment and Training Program - Summer Youth	386,458	386,458	386,458
Department of Health and Family Support	Minneapolis Employment and Training Program - Youth School-to-Career	257,337	257,337	257,337
Department of Health and Family Support	Minnesota Aids Project	41,000	41,000	41,000
Department of Health and Family Support	Minnesota Age and Opportunity	137,000	137,000	137,000
Department of Health and Family Support	Senior Coordinating Board - Senior Public Service Programs	0	25,000	25,000
Department of Health and Family Support	Southeast Seniors - Living at Home/Block Nurse Programs	25,000	0	0
Department of Health and Family Support	Way to Grow	377,000	377,000	377,000
Department of Health and Family Support	Yellow Bike Coalition	20,000	0	0
Minneapolis Park and Recreation Board	Teen Teamworks	70,000	70,000	70,000
Minneapolis Public Housing Authority	Project Self-Sufficiency	38,000	38,000	38,000
Rainbow Taxi	Accessible Vans	38,188	0	0
<b>Total Public Service</b>		<b>2,769,895</b>	<b>2,711,707</b>	<b>2,711,707</b>

Cap is based upon \$1.2 million estimated program income.

**SCHEDULE FOUR**  
**YEAR 26 (2000) - COMMUNITY DEVELOPMENT BLOCK GRANT**  
**FINAL APPROVED BUDGET**

<u>Administration</u>		20% Department of Housing and Urban Development Required Cap =		\$ 3,627,400
<b>Organization</b>	<b>Project (If Applicable)</b>	<b>Year 25 (1999) Allocation</b>	<b>Year 26 (2000) Mayor's Recommended</b>	<b>Year 26 (2000) Final Approved Budget</b>
Civil Rights Department	Fair Housing Initiative	308,667	297,765	297,765
Department of Communications	Grants and Special Projects	223,431	219,207	219,207
Finance Department	Administration	439,736	428,733	428,733
Department of Health and Family Support	Administration and Advocacy	151,988	178,301	178,301
Department of Health and Family Support	Neighborhood Services Administration	81,103	90,886	90,886
Department of Health and Family Support	Senior Coordinating Board - Administration	66,000	66,000	66,000
Department of Health and Family Support	Way to Grow Administration	46,635	46,635	46,635
Minneapolis Advisory Committee on People with Disabilities	Administration	5,000	0	0
Minneapolis Community Development Agency	Business Finance Department - Neighborhood Business Association Assistance Program	174,000	74,000	174,000
Minneapolis Community Development Agency	Citizen Participation	355,000	320,000	355,000
Minneapolis Community Development Agency	General Administration	43,000	36,000	36,000
Minneapolis Community Development Agency	Program Administration	49,000	44,000	44,000
Minneapolis Community Development Agency	Somali Outreach (Citizen Participation)	25,000	0	0
Minneapolis Public Housing Authority	Citizen Participation	100,000	100,000	100,000
Minneapolis Youth Coordinating Board	Administration	51,200	49,000	49,000
Minneapolis Youth Coordinating Board	What's Up Program	75,000	0	0
Planning Department	Commercial Corridor Study	0	0	0
Planning Department	Administration	1,099,304	1,092,861	1,092,861
Total Administration		3,294,064	3,043,388	3,178,388
<b>Grand Total CDBG</b>		16,954,000	16,937,000	16,937,000
<b>Projected CDBG Entitlement</b>		16,954,000	16,937,000	16,937,000
<b><u>Other Consolidated Plan Funded Projects</u></b>				
<b>Organization</b>	<b>Funding Source</b>	<b>Year 25 (1999) Final</b>	<b>Year 26 (2000) Mayor's Recommended</b>	<b>Year 26 (2000) Final Approved Budget</b>
Minneapolis Community Development Agency	HOME Investment Partnerships Program (HOME)	3,663,000	3,630,000	3,630,000
Emergency Shelter Grants Program (ESGP)	Emergency Shelter Grants Program (ESGP)	798,000	628,000	628,000
Minnesota Housing Finance Agency	Housing Opportunities for Persons with AIDS (HOPWA)	674,000	690,000	690,000
Total Other Consolidated Plan Funded Projects		5,135,000	4,948,000	4,948,000
<b>Total Consolidated Plan Projects</b>		22,089,000	21,885,000	21,885,000

Cap is based upon \$1.2 million estimated program income.

**Footnotes**

- (a) The attached allocations are based on the current estimates of the City's FY 2000 Consolidated Plan grant amount. If this grant amount is different and results in a substantial change in the proposed use of funds, there will be another public hearing prior to the April 2000 grant submission.
- (b) As part of the East Side Neighborhood Services workout plan to fulfill the 1999 City Commitment of \$923,000, the City will contribute above previous commitment, to the capital fund drive by allocating \$300,000 in the year 2001 and \$323,000 in the year 2002. Staff is directed to work with Council Member Biernat to find a bridge loan so construction of the new ESNS building could begin as expeditiously as possible.
- (c) Direct \$25,000 of the Greater Minneapolis Day Care allocation to Agape Children's Crisis Day Care Center for the purposes of fixing interior damage and to address other needed repairs to bring the facility up to child care standards.

## SCHEDULE 5 PERMANENT POSITIONS BY AGENCY AND FUND

	1997 Authorized	19698 Authoriz ed	1999 Authorized	2000 Agency Target	2000 Mayor Recommended	2000 Final Approved Budget	Percent of Fund Total
<b>General Fund 0100</b>							
Assessor	40.00	40.00	39.00	38.00	38.00	38.00	1.53%
City Attorney	40.33	40.33	51.96	48.96	48.96	48.96	1.97%
City Clerk	46.90	46.65	46.75	46.75	46.75	46.75	1.88%
City Clerk Elec & Voter Reg	9.00	9.00	9.50	9.00	9.00	9.00	0.36%
City Council	13.00	13.00	13.00	13.00	13.00	13.00	0.52%
Civil Rights	19.27	18.42	19.65	18.65	20.65	20.65	0.83%
Civilian Police ReviewAuth.	6.00	7.00	7.00	7.00	7.00	7.00	0.28%
Fire Department	481.50	482.50	482.50	483.00	483.00	483.00	19.44%
Health & Family Support Department	12.56	14.31	15.21	15.21	15.21	15.21	0.61%
Mayor	13.00	13.00	13.00	13.00	13.00	13.00	0.52%
Planning Department	15.20	14.20	20.20	22.30	22.30	22.30	0.90%
Police Department	1,138.10	1,158.63	1,160.13	1,184.18	1,184.18	1,184.18	47.67%
<b>Total</b>	<b>1,834.86</b>	<b>1,857.04</b>	<b>1,877.90</b>	<b>1,899.05</b>	<b>1,901.05</b>	<b>1,901.05</b>	
<u>City Coordinator</u>							
City Coordinator	5.00	5.00	5.00	9.00	9.00	9.00	0.36%
Communications	9.00	12.75	14.75	14.00	14.00	14.00	0.56%
Finance Department	87.30	91.40	86.15	87.00	87.00	87.00	3.50%
Human Resources	39.50	48.50	49.50	49.50	49.50	49.50	1.99%
Intergovernmental Relations	4.00	4.00	4.00	4.00	4.00	4.00	0.16%
<u>Operations and Regulatory Services</u>							
Inspections	144.00	156.00	156.00	153.00	153.00	154.00	6.20%
<u>Operations and Regulatory Services</u>							
Licenses & Consumer Serv	68.25	68.25	68.25	66.25	66.25	68.25	2.75%
<b>Total City Coordinator</b>	<b>357.05</b>	<b>385.90</b>	<b>383.65</b>	<b>382.75</b>	<b>382.75</b>	<b>385.75</b>	
<u>Public Works</u>							
Administration	9.20	9.20	9.20	20.00	20.00	20.00	0.81%
Engineering Design	7.50	7.50	7.50	11.00	11.00	11.00	0.44%
Field Services	135.80	135.70	137.10	134.60	109.50	109.50	4.41%
Sewer	6.50	6.50	6.50	0.00	0.00	0.00	0.00%
Transportation	60.39	60.29	61.29	56.74	56.74	56.74	2.28%
<b>Total Public Works</b>	<b>219.39</b>	<b>219.19</b>	<b>221.59</b>	<b>222.34</b>	<b>197.24</b>	<b>197.24</b>	
<b>FUND TOTAL</b>	<b>2,411.30</b>	<b>2,462.13</b>	<b>2,483.14</b>	<b>2,504.14</b>	<b>2,481.04</b>	<b>2,484.04</b>	



## SCHEDULE 5 PERMANENT POSITIONS BY AGENCY AND FUND

	1997 Authorized	1998 Authorized	1999 Authorized	2000 Agency Target	2000 Mayor's Recommended	2000 Final Approved Budget	Percent of Fund Total
<b>Grants-Federal Fund 0300</b>							
City Attorney	7.00	7.00	11.37	11.37	11.37	11.37	22.59%
Fire Department	0.50	0.50	0.50	0.00	0.00	0.00	0.00%
Health & Family Support Department	35.61	18.70	19.70	22.90	22.90	22.90	45.49%
Police Department	47.95	34.45	32.85	0.57	0.57	0.57	1.13%
<b>Total</b>	<b>91.06</b>	<b>60.65</b>	<b>64.42</b>	<b>34.84</b>	<b>34.84</b>	<b>34.84</b>	
<u>City Coordinator</u>							
City Coordinator	0.00	0.00	0.00	2.00	2.00	2.00	3.97%
Communications	0.00	0.45	0.45	0.45	0.45	0.45	0.89%
Finance Department	0.50	2.60	2.05	2.05	2.05	2.05	4.07%
<i>Operations and Regulatory Services</i>							
Licenses & Consumer Serv	12.00	11.00	11.00	11.00	11.00	11.00	21.85%
<b>Total City Coordinator</b>	<b>12.50</b>	<b>14.05</b>	<b>13.50</b>	<b>15.50</b>	<b>15.50</b>	<b>15.50</b>	
<b>FUND TOTAL</b>	<b>103.56</b>	<b>74.70</b>	<b>77.92</b>	<b>50.34</b>	<b>50.34</b>	<b>50.34</b>	
<b>CDBG/UDAG Fund 0400</b>							
Civil Rights	4.73	4.58	4.35	4.35	4.35	4.35	12.24%
Health & Family Support Department	7.05	8.60	6.15	6.15	6.15	6.15	17.30%
Planning Department	16.80	17.80	18.80	16.70	16.70	16.70	46.98%
<b>Total</b>	<b>28.58</b>	<b>30.98</b>	<b>29.30</b>	<b>27.20</b>	<b>27.20</b>	<b>27.20</b>	
<u>City Coordinator</u>							
Communications	2.00	2.00	3.55	3.55	3.55	3.55	9.99%
Finance Department	5.55	4.90	4.90	4.80	4.80	4.80	13.50%
<b>Total City Coordinator</b>	<b>7.55</b>	<b>6.90</b>	<b>8.45</b>	<b>8.35</b>	<b>8.35</b>	<b>8.35</b>	
<b>FUND TOTAL</b>	<b>36.13</b>	<b>37.88</b>	<b>37.75</b>	<b>35.55</b>	<b>35.55</b>	<b>35.55</b>	
<b>Grants-Other Fund 0600</b>							
City Attorney	0.00	0.00	0.00	0.50	0.50	0.50	1.47%
Health & Family Support Department	11.95	28.36	29.91	29.64	29.64	29.64	86.95%
Police Department	3.45	6.17	5.77	0.00	0.00	0.00	0.00%

## SCHEDULE 5 PERMANENT POSITIONS BY AGENCY AND FUND

	1997 Authorized	1998 Authorized	1999 Authorized	2000 Agency Target	2000 Mayor's Recommended	2000 Final Approved Budget	Percent of Fund Total
<b>Total</b>	<b>15.40</b>	<b>34.53</b>	<b>35.68</b>	<b>30.14</b>	<b>30.14</b>	<b>30.14</b>	
<i>City Coordinator</i>							
Communications	0.00	5.00	3.00	3.00	3.00	3.00	8.80%
Finance Department	1.55	0.50	0.95	0.95	0.95	0.95	2.79%
<b>Total City Coordinator</b>	<b>1.55</b>	<b>5.50</b>	<b>3.95</b>	<b>3.95</b>	<b>3.95</b>	<b>3.95</b>	
<b>FUND TOTAL</b>	<b>16.95</b>	<b>40.03</b>	<b>39.63</b>	<b>34.09</b>	<b>34.09</b>	<b>34.09</b>	
<b>Convention Center Related 0760</b>							
<i>City Coordinator</i>							
Finance Department	5.00	5.00	5.00	4.00	4.00	4.00	3.17%
Human Resources	1.00	1.00	1.00	1.00	1.00	1.00	0.79%
<i>Operations and Regulatory Services</i>							
Convention Ctr Operations	114.35	119.00	119.00	121.00	121.00	121.00	96.03%
<b>Total City Coordinator</b>	<b>120.35</b>	<b>125.00</b>	<b>125.00</b>	<b>126.00</b>	<b>126.00</b>	<b>126.00</b>	
<b>FUND TOTAL</b>	<b>120.35</b>	<b>125.00</b>	<b>125.00</b>	<b>126.00</b>	<b>126.00</b>	<b>126.00</b>	
<b>Estimate And Taxation Fund 1000</b>							
Board Of Estimate And Taxation	2.00	2.00	2.00	2.00	2.00	2.00	100.00%
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	
<b>FUND TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	
<b>Municipal Building Commission Fund 1100</b>							
Building Commission	54.25	54.00	61.00	59.00	59.00	59.00	100.00%
<b>Total</b>	<b>54.25</b>	<b>54.00</b>	<b>61.00</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>	
<b>FUND TOTAL</b>	<b>54.25</b>	<b>54.00</b>	<b>61.00</b>	<b>59.00</b>	<b>59.00</b>	<b>59.00</b>	
<b>Police Special Revenue Fund 2100</b>							
Police Department	6.00	6.25	6.75	6.25	6.25	6.25	100.00%
<b>Total</b>	<b>6.00</b>	<b>6.25</b>	<b>6.75</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>	
<b>FUND TOTAL</b>	<b>6.00</b>	<b>6.25</b>	<b>6.75</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>	

# SCHEDULE 5

## PERMANENT POSITIONS BY AGENCY AND FUND

	1997 Authorized	1998 Authorized	1999 Authorized	2000 Agency Target	2000 Mayor's Recommended	2000 Final Approved Budget	Percent of Fund Total
<b>Mnrpb Administrative Fund</b>							
<b>2300</b>							
Dept Of Neighborhood Services (Old)	20.00	0.00	0.00	0.00	0.00	0.00	
<b>Total</b>	<b>20.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>FUND TOTAL</b>	<b>20.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Permanent Improvement Fund</b>							
<b>4100</b>							
<u>City Coordinator</u>							
Finance Department	7.50	8.35	8.65	9.70	9.70	9.70	12.65%
Near North Implementation	0.00	0.00	0.00	2.50	2.50	2.50	3.26%
<b>Total City Coordinator</b>	<b>7.50</b>	<b>8.35</b>	<b>8.65</b>	<b>12.20</b>	<b>12.20</b>	<b>12.20</b>	
<u>Public Works</u>							
Engineering Design	43.60	43.60	43.60	53.60	53.60	53.60	69.93%
Property Services	4.00	4.00	5.00	4.85	4.85	4.85	6.33%
Streets & Malls	5.50	5.50	5.00	6.00	6.00	6.00	7.83%
<b>Total Public Works</b>	<b>53.10</b>	<b>53.10</b>	<b>53.60</b>	<b>64.45</b>	<b>64.45</b>	<b>64.45</b>	
<b>FUND TOTAL</b>	<b>60.60</b>	<b>61.45</b>	<b>62.25</b>	<b>76.65</b>	<b>76.65</b>	<b>76.65</b>	
<b>Paving Products Fund</b>							
<b>6000</b>							
<u>City Coordinator</u>							
Finance Department	1.60	1.70	1.70	1.60	1.60	1.60	7.41%
<b>Total City Coordinator</b>	<b>1.60</b>	<b>1.70</b>	<b>1.70</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	
<u>Public Works</u>							
Engineering Materials & Testing	24.70	22.20	22.20	20.00	20.00	20.00	92.59%
<b>Total Public Works</b>	<b>24.70</b>	<b>22.20</b>	<b>22.20</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	
<b>FUND TOTAL</b>	<b>26.30</b>	<b>23.90</b>	<b>23.90</b>	<b>21.60</b>	<b>21.60</b>	<b>21.60</b>	
<b>Equipment Fund</b>							
<b>6100</b>							
<u>City Coordinator</u>							
Finance Department	9.70	9.30	8.75	8.80	8.80	8.80	3.43%
<b>Total City Coordinator</b>	<b>9.70</b>	<b>9.30</b>	<b>8.75</b>	<b>8.80</b>	<b>8.80</b>	<b>8.80</b>	
<u>Public Works</u>							

## SCHEDULE 5 PERMANENT POSITIONS BY AGENCY AND FUND

	1997 Authorized	1998 Authorized	1999 Authorized	2000 Agency Target	2000 Mayor's Recommended	2000 Final Approved Budget	Percent of Fund Total
Equipment	103.00	97.00	83.60	237.60	237.60	237.60	92.56%
Property Services	10.30	10.30	10.30	10.30	10.30	10.30	4.01%
<b>Total Public Works</b>	<b>113.30</b>	<b>107.30</b>	<b>93.90</b>	<b>247.90</b>	<b>247.90</b>	<b>247.90</b>	
<b>FUND TOTAL</b>	<b>123.00</b>	<b>116.60</b>	<b>102.65</b>	<b>256.70</b>	<b>256.70</b>	<b>256.70</b>	
<b>Lands &amp; Building Fund</b>							
<b>6200</b>							
<u>City Coordinator</u>							
Finance Department	1.70	2.10	2.10	1.25	1.25	1.25	2.50%
<b>Total City Coordinator</b>	<b>1.70</b>	<b>2.10</b>	<b>2.10</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	
<u>Public Works</u>							
Property Services	43.15	43.15	49.15	48.85	48.85	48.85	97.50%
<b>Total Public Works</b>	<b>43.15</b>	<b>43.15</b>	<b>49.15</b>	<b>48.85</b>	<b>48.85</b>	<b>48.85</b>	
<b>FUND TOTAL</b>	<b>44.85</b>	<b>45.25</b>	<b>51.25</b>	<b>50.10</b>	<b>50.10</b>	<b>50.10</b>	
<b>Public Works Stores Fund</b>							
<b>6300</b>							
<u>City Coordinator</u>							
Finance Department	3.10	3.25	3.25	2.50	2.50	2.50	23.81%
<b>Total City Coordinator</b>	<b>3.10</b>	<b>3.25</b>	<b>3.25</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	
<u>Public Works</u>							
Engineering Materials & Testing	6.10	6.10	6.00	6.00	6.00	6.00	57.14%
Transportation	2.00	2.00	2.00	2.00	2.00	2.00	19.05%
<b>Total Public Works</b>	<b>8.10</b>	<b>8.10</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	
<b>FUND TOTAL</b>	<b>11.20</b>	<b>11.35</b>	<b>11.25</b>	<b>10.50</b>	<b>10.50</b>	<b>10.50</b>	
<b>Intergovernmental Services Fund</b>							
<b>6400</b>							
City Clerk	6.00	5.00	5.00	5.00	5.00	5.00	6.73%
<b>Total</b>	<b>6.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	
<u>City Coordinator</u>							
Finance Department	2.00	2.00	2.00	1.90	1.90	1.90	2.56%
Information Technology Services	68.35	67.35	66.35	67.35	67.35	67.35	90.71%
<b>Total City Coordinator</b>	<b>70.35</b>	<b>69.35</b>	<b>68.35</b>	<b>69.25</b>	<b>69.25</b>	<b>69.25</b>	

# SCHEDULE 5

## PERMANENT POSITIONS BY AGENCY AND FUND

	1997 Authorized	1998 Authorized	1999 Authorized	2000 Agency Target	2000 Mayor's Recommended	2000 Final Approved Budget	Percent of Fund Total
<b>FUND TOTAL</b>	<b>76.35</b>	<b>74.35</b>	<b>73.35</b>	<b>74.25</b>	<b>74.25</b>	<b>74.25</b>	
<b>Self-Insurance Fund</b>							
<b>6900</b>							
City Attorney	37.17	40.67	41.67	43.67	43.67	43.67	71.86%
<b>Total</b>	<b>37.17</b>	<b>40.67</b>	<b>41.67</b>	<b>43.67</b>	<b>43.67</b>	<b>43.67</b>	
<i>City Coordinator</i>							
Finance Department	3.00	10.00	11.00	11.10	11.10	11.10	18.27%
Human Resources	4.50	6.00	6.00	5.25	5.25	5.25	8.64%
Human Resources - Alternative Dispute Resolution	0.00	0.00	0.00	0.75	0.75	0.75	1.23%
<b>Total City Coordinator</b>	<b>7.50</b>	<b>16.00</b>	<b>17.00</b>	<b>17.10</b>	<b>17.10</b>	<b>17.10</b>	
<b>FUND TOTAL</b>	<b>44.67</b>	<b>56.67</b>	<b>58.67</b>	<b>60.77</b>	<b>60.77</b>	<b>60.77</b>	
<b>Sewer Rental Fund</b>							
<b>7300</b>							
<i>City Coordinator</i>							
Finance Department	2.00	1.70	2.20	1.80	1.80	1.80	1.70%
<b>Total City Coordinator</b>	<b>2.00</b>	<b>1.70</b>	<b>2.20</b>	<b>1.80</b>	<b>1.80</b>	<b>1.80</b>	
<i>Public Works</i>							
Engineering Design	18.90	18.90	18.90	19.90	19.90	19.90	18.76%
Field Services	0.00	0.00	0.00	25.30	25.30	25.30	23.85%
Sewer	57.20	54.70	57.10	55.10	59.10	59.10	55.70%
<b>Total Public Works</b>	<b>76.10</b>	<b>73.60</b>	<b>76.00</b>	<b>100.30</b>	<b>104.30</b>	<b>104.30</b>	
<b>FUND TOTAL</b>	<b>78.10</b>	<b>75.30</b>	<b>78.20</b>	<b>102.10</b>	<b>106.10</b>	<b>106.10</b>	
<b>Water Revenue Fund</b>							
<b>7400</b>							
<i>City Coordinator</i>							
Finance Department	55.30	55.30	54.30	53.30	53.30	53.30	17.59%
<b>Total City Coordinator</b>	<b>55.30</b>	<b>55.30</b>	<b>54.30</b>	<b>53.30</b>	<b>53.30</b>	<b>53.30</b>	
<i>Public Works</i>							
Administration	0.50	0.50	0.50	0.00	0.00	0.00	0.00%
Engineering Design	0.00	0.00	0.00	9.00	9.00	9.00	2.97%
Water Department	257.25	257.75	257.75	240.75	240.75	240.75	79.44%

## SCHEDULE 5 PERMANENT POSITIONS BY AGENCY AND FUND

		1997	1998	1999	2000	2000	2000 Final	
		Authorized	Authorized	Authorized	Agency	Mayor's	Approved	Percent of
					Target	Recommended	Budget	Fund Total
<b>Total</b>	<b>Public Works</b>	<b>257.75</b>	<b>258.25</b>	<b>258.25</b>	<b>249.75</b>	<b>249.75</b>	<b>249.75</b>	
	<b>FUND TOTAL</b>	<b>313.05</b>	<b>313.55</b>	<b>312.55</b>	<b>303.05</b>	<b>303.05</b>	<b>303.05</b>	
<b>Municipal Parking Fund</b>								
<b>7500</b>								
<i>City Coordinator</i>								
	Finance Department	7.40	10.10	10.10	9.60	9.60	9.60	11.33%
	<i>Operations and Regulatory Services</i>							
	Licenses & Consumer Serv	36.00	36.00	37.00	37.00	37.00	37.00	43.66%
	<b>Total City Coordinator</b>	<b>43.40</b>	<b>46.10</b>	<b>47.10</b>	<b>46.60</b>	<b>46.60</b>	<b>46.60</b>	
<i>Public Works</i>								
	Transportation	42.25	42.25	43.95	38.15	38.15	38.15	45.01%
	<b>Total Public Works</b>	<b>42.25</b>	<b>42.25</b>	<b>43.95</b>	<b>38.15</b>	<b>38.15</b>	<b>38.15</b>	
	<b>FUND TOTAL</b>	<b>85.65</b>	<b>88.35</b>	<b>91.05</b>	<b>84.75</b>	<b>84.75</b>	<b>84.75</b>	
<b>Solid Waste Fund</b>								
<b>7700</b>								
<i>City Coordinator</i>								
	Finance Department	3.20	3.90	3.90	3.65	3.65	3.65	3.21%
	<b>Total City Coordinator</b>	<b>3.20</b>	<b>3.90</b>	<b>3.90</b>	<b>3.65</b>	<b>3.65</b>	<b>3.65</b>	
<i>Public Works</i>								
	Solid Waste	112.60	115.30	114.90	109.90	109.90	109.90	96.79%
	<b>Total Public Works</b>	<b>112.60</b>	<b>115.30</b>	<b>114.90</b>	<b>109.90</b>	<b>109.90</b>	<b>109.90</b>	
	<b>FUND TOTAL</b>	<b>115.80</b>	<b>119.20</b>	<b>118.80</b>	<b>113.55</b>	<b>113.55</b>	<b>113.55</b>	
	<b>TOTAL ALL FUNDS</b>	<b>3,750.11</b>	<b>3,787.96</b>	<b>3,817.11</b>	<b>3,971.39</b>	<b>3,952.29</b>	<b>3,955.29</b>	

# CAPITAL PROGRAM

# SUMMARY OF 2000-2004 CAPITAL PROGRAM

<b>By Asset Group</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
<i>Parking</i>	13,190	1,930	2,180	2,680	2,930
<i>Sewer, Storm Drain &amp; Flood</i>	15,369	13,172	13,276	11,731	14,848
<i>Water Works</i>	26,085	15,515	14,045	29,100	30,300
<i>General Public Facilities</i>	10,313	8,267	11,678	22,992	12,702
<i>Libraries</i>	400	2,710	2,691	1,600	1,800
<i>Parks &amp; Recreation</i>	4,300	3,075	3,100	3,425	3,750
<i>Transportation</i>	24,662	28,940	30,209	30,539	33,611
<b>Totals</b>	<b>\$94,319</b>	<b>\$73,609</b>	<b>\$77,179</b>	<b>\$102,067</b>	<b>\$99,941</b>

<b>By Funding Source</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
<i>Paygo-Parking</i>	3,640	1,930	2,180	2,680	2,930
<i>Bonds-Parking</i>	10,800	0	0	0	0
<i>Paygo-Water</i>	4,000	4,000	4,500	5,000	5,500
<i>Reimbursable Water Projects</i>	2,000	2,000	2,000	2,000	2,000
<i>Bonds-Water</i>	20,085	9,515	7,545	22,100	22,800
<i>Paygo-MISA</i>	7,923	8,749	6,770	7,136	6,232
<i>Paygo-CSA</i>	143	41	56	74	60
<i>Paygo-Assessments</i>	1,400	1,450	1,500	1,550	1,600
<i>Bonds-Assessments</i>	2,880	3,270	4,954	4,542	5,539
<i>Paygo-PSI</i>	1,045	1,064	1,320	4,227	0
<i>Bonds-PSI</i>	0	4,083	2,023	11,791	4,300
<i>Paygo-PI Tax Levy Base</i>	385	385	385	385	385
<i>Paygo-PI Tax Levy PW I Gap</i>	4,000	6,000	8,000	10,000	12,000
<i>Paygo-PI Tax Levy Pk Bd I Gap</i>	0	325	650	975	1,300
<i>Paygo-Park BD Insurance Proceeds</i>	500	0	0	0	0
<i>Paygo-CDBG</i>	0	535	535	535	535
<i>Paygo-NRP Funding</i>	150	0	0	0	0
<i>Bonds-Net Debt Bonds ( NDB )</i>	16,500	16,500	16,500	16,500	16,500
<i>Bonds-NDB Reallocation</i>	1,099	(2,310)	1,485	(2,659)	(88)
<i>Bonds-NDB for Prior Year Costs</i>	(1,100)	(600)			
<i>Reimbursable Paving Projects</i>	3,000	3,000	3,000	3,000	3,000
<i>Reimbursable Traffic Projects</i>	500	500	500	500	500
<i>Paygo-Sewer, Storm Drain &amp; Flood</i>	944	2,292	3,151	5,376	4,793
<i>Reimbursable Sewer &amp; Storm Drain Projects</i>	3,000	3,000	3,000	3,000	3,000
<i>Bonds-Sewer, Storm Drain &amp; Flood</i>	11,425	7,880	7,125	3,355	7,055
<b>Totals</b>	<b>\$94,319</b>	<b>\$73,609</b>	<b>\$77,179</b>	<b>\$102,067</b>	<b>\$99,941</b>

<b>By Funding Source</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
<i>Paygo</i>	24,130	26,771	29,047	37,938	35,335
<i>Reimbursable Projects</i>	8,500	8,500	8,500	8,500	8,500
<i>Bonds</i>	61,689	38,338	39,632	55,629	56,106
<b>Totals</b>	<b>\$94,319</b>	<b>\$73,609</b>	<b>\$77,179</b>	<b>\$102,067</b>	<b>\$99,941</b>

PSI = Public Safety Capital Initiative



# BOND Redemption Fund Fund 5250

09-Dec-99

Levy max set by the Board of Estimate & Taxation  
( September )

Levy required for existing debt service

Additional levy for 2000 debt service  
related to the uses shown below

Dec Final

2000

Difference

1999

\$25,816,000

\$3,900,000

\$21,916,000

Dec Final

\$21,916,000

\$21,916,000

\$3,900,000

Dec Final

	Requested	August CLIC	September Bd of Est & Tx	November Mayor's	December Council's
<b>POSSIBLE USES</b>	<u>\$7,800,000</u>	<u>\$5,325,000</u>	<u>\$3,900,000</u>	<u>\$3,900,000</u>	<u>\$3,900,000</u>
To backfill CDBG Capital cut from \$ 1,300,000 to \$ 300,000	\$1,000,000	\$1,000,000	\$0	\$0	\$0
Public Works Capital Infrastructure Report & Debt Reduction Program	\$2,000,000 \$900,000	\$2,000,000 \$900,000	\$2,000,000 \$900,000	\$ 0, Pk Fund \$ 2M \$900,000	\$2,000,000 \$900,000
Regional radio system 800 MHz	\$1,000,000	\$1,000,000	\$1,000,000	see Public Safety Initiative	see Public Safety Initiative
ITS Related Debt Service Previously Paid for by the General Fund				\$3,000,000	\$1,000,000
Park Board	<u>\$2,900,000</u>	<u>\$425,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Capital Request Above Adopted Plan	900,000	100,000	0	0	0
Capital Backlog	1,000,000	325,000	0	0	0
Capital Backlog Bottineau	1,000,000		0	0	0
Mayor's Not Levied City Council's Not Levied				\$0	\$0
Property Tax Levy For Fund 5250	<u>\$29,716,000</u>	<u>\$27,241,000</u>	<u>\$25,816,000</u>	<u>\$25,816,000</u>	<u>\$25,816,000</u>
Increase from 1999	<u>\$7,800,000</u>	<u>\$5,325,000</u>	<u>\$3,900,000</u>	<u>\$3,900,000</u>	<u>\$3,900,000</u>

## Property Tax Increases Required to Support the Adopted Capital Improvement Program

Increase for	2001	2002	2003	2004	2005
<b>Debt Reduction Program</b> 15 steps 2013	900,000 step # 3	900,000 step # 4	900,000 step # 5	900,000 step # 6	900,000 step # 7
<b>Public Works</b>					
<b>Infrastructure Gap</b> 10 steps 2008	2,000,000 step # 3	2,000,000 step # 4	2,000,000 step # 5	2,000,000 step # 6	2,000,000 step # 7
<b>Park Board's</b>					
<b>Infrastructure Gap</b> 8 steps 2008	325,000 step # 1	325,000 step # 2	325,000 step # 3	325,000 step # 4	325,000 step # 5
<b>Public Safety</b>					
<b>Capital Initiative</b> 3 steps 2003	500,000 step # 1	500,000 step # 2	500,000 step # 3		
<b>Total Yearly Increase</b>					
<b>Property Taxes</b>	\$3,725,000	\$3,725,000	\$3,725,000	\$3,225,000	\$3,225,000
<b>From Previous Year</b>					
<b>For Adopted Capital Program</b>					

# **Council's Adopted & Mayor Approved**

## **Capital Program for**

### **Public Safety Initiative ( PSI )**

		<u><b>\$29,854,000</b></u>
	<b>Completed In</b>	
<b>A) 800 MHz</b>	<b>2003</b>	<b>\$16,554,000</b>
<b>B) New Police Precient # 3</b>	<b>2004</b>	<b>\$8,000,000</b>
<b>C) New Fire Station</b>	<b>2001</b>	<b>\$5,300,000</b>

**Council's Adopted & Mayor Approved  
Capital Program for**

<b>Public Safety Initiative ( PSI )</b>	<b>\$29,854,000</b>
A) 800 MHz	<b>\$16,554,000</b>
B) New Police Precient # 3	<b>\$8,000,000</b>
C) New Fire Station	<b>\$5,300,000</b>

**Property Tax Levy Impact**

	2000	2001	2002	2003	2004	2005
Levy Required	none	500,000	1,000,000	1,500,000	1,500,000	1,500,000
Levy Increase from preceding Year	\$0	\$500,000	\$500,000	\$500,000	\$0	\$0

	2006	2007	2008	2009	2010	2011
Levy Required	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Levy Increase from preceding Year	\$0	\$0	\$0	\$0	\$0	\$0

	2012	2013	2014	2015	2016	2017
Levy Required	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Levy Increase from preceding Year	\$0	\$0	\$0	\$0	\$0	\$0

	2018	2019	2020	2021	2022	2023
Levy Required	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Levy Increase from preceding Year	\$0	\$0	\$0	\$0	\$0	\$0

**Council's Adopted & Mayor Approved  
Capital Program for**

<b>Public Safety Initiative ( PSI )</b>	<b>\$29,854,000</b>
A) 800 MHz	\$16,554,000
B) New Police Precient # 3	\$8,000,000
C) New Fire Station	\$5,300,000

**General Fund Savings vs Debt Service Costs**

	2000	2001	2002	2003	2004	2005
General Fund Savings	0	0	1,119,320	1,152,899	1,187,486	1,223,111
Culm General Fund Savings	0	0	1,119,320	2,272,219	3,459,705	4,682,816
Culm Saving Exceed DS By	0	0	1,029,185	1,958,994	2,710,183	2,715,644
Culm Debt Service ( DS )	0	0	(90,135)	(313,225)	(749,523)	(1,967,173)
	2006	2007	2008	2009	2010	2011
General Fund Savings	1,259,804	1,330,870	1,370,796	1,411,920	1,454,278	1,497,906
Culm General Fund Savings	5,942,620	7,425,865	8,796,662	10,208,582	11,662,859	13,160,765
Culm Saving Exceed DS By	2,522,643	2,538,463	2,444,534	2,421,179	2,470,419	2,519,250
Culm Debt Service ( DS )	(3,419,978)	(4,887,403)	(6,352,128)	(7,787,403)	(9,192,440)	(10,641,515)
	2012	2013	2014	2015	2016	2017
General Fund Savings	1,542,843	1,589,128	1,636,802	1,685,906	1,736,484	1,788,578
Culm General Fund Savings	14,703,608	16,292,737	17,929,539	19,615,446	21,351,929	23,140,507
Culm Saving Exceed DS By	2,597,818	2,710,197	2,885,499	3,101,868	3,388,289	3,722,305
Culm Debt Service ( DS )	(12,105,790)	(13,582,540)	(15,044,040)	(16,513,578)	(17,963,640)	(19,418,203)
	2018	2019	2020	2021	2022	2023
General Fund Savings	1,842,235	1,897,503	1,954,428	2,013,060	2,073,452	2,135,656
Culm General Fund Savings	24,982,743	26,880,245	28,834,673	30,847,733	32,921,186	35,056,841
Culm Saving Exceed DS By	4,108,278	4,550,668	5,054,033	5,598,031	6,213,621	6,880,676
Culm Debt Service ( DS )	(20,874,465)	(22,329,578)	(23,780,640)	(25,249,703)	(26,707,565)	(28,176,165)

# Public Safety Initiative ( PSI ) Projects & Estimated Costs

**\$29,854,000**

**\$16,554,000**

## A) 800 MHz

	2000	2001	2002	2003	2004
Infrastructure	528,000		2,800,000	1,955,000	
Equipment				10,575,000	
One Time Exp		365,000		331,000	
<b>Totals</b>	<b>\$528,000</b>	<b>\$365,000</b>	<b>\$2,800,000</b>	<b>\$12,861,000</b>	<b>\$0</b>

**\$8,000,000**

## B) New Police Precient # 3

	2000	2001	2002	2003	2004
process to ID & decide on site		x			
develope plans					
site acquisition			500,000 <sup>x</sup>	500,000 <sup>x</sup>	
clearance/demolition				200,000	
relocation				200,000	
planning/engineering			25,000	100,000	200,000
facility construction				2,000,000	3,600,000
project admin/mangt				50,000	100,000
other					254,469
subtotal		0	525,000	3,050,000	4,154,469
3.50% General Fund overhead charge		0	18,375	106,750	145,406
<b>Totals</b>	<b>\$0</b>	<b>\$543,375</b>	<b>\$3,156,750</b>	<b>\$4,299,875</b>	<b>\$0</b>

**\$5,300,000**

## C) New Fire Station

	2000	2001	2002	2003	2004
process to ID & decide on site		x			
develope plans		x			
site acquisition	500,000				
clearance/demolition					
relocation					
planning/engineering					
facility construction					
project admin/mangt					
other					
subtotal	500,000	4,620,773	0		
3.50% General Fund overhead charge	17,500	161,727	0		
<b>Totals</b>	<b>\$517,500</b>	<b>\$4,782,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Annually  
Capture  
General  
Fund  
Savings  
of  
\$1,119,320**

in construction #  
in construction #  
in construction #  
4,620,773  
in construction #  
in construction #

**Council's Adopted & Mayor Approved  
Capital Program for  
Public Safety Initiative ( PSI )**

A) 800 MHz

B) New Police Precient # 3

C) New Fire Station

\$29,854,000

\$16,554,000

\$8,000,000

\$5,300,000

	1999	2000 <sup>1</sup>	2001 <sup>2</sup>	2002 <sup>3</sup>	2003 <sup>4</sup>	2004 <sup>5</sup>	2005 <sup>6</sup>
<b>Revenue Summary</b>							
General Fund Transfer	220,000						
PI Tax Fund		220,000	220,000	220,000	184,000	to DS*	to DS*
PI Tax Fund - Bonds					1,760,000		
Radio Shop Transfer	350,000	350,000	350,000	350,000	293,000	to DS*	to DS*
Radio Shop Transfer Bonds					2,795,000		
Fire Station # 6 sale					500,000		
Fire Station # 10 sale					2,250,000		
Public Safety Initiative*		to Gen Fund	400,000	750,000	1,000,000	to DS*	to DS*
Public Safety Initiative Bonds			4,083,000	2,023,375	7,235,750	4,299,875	0
<b>Totals</b>	<b>570,000</b>	<b>570,000</b>	<b>5,053,000</b>	<b>3,343,375</b>	<b>16,017,750</b>	<b>4,299,875</b>	<b>0</b>

\*Levy of \$ 500,000 in 2001

\*\*Levy of \$ 1,000,000 in 2002

\*\*\*Levy of \$ 1,500,000 in 2003 ->

	1999	2000	2001	2002	2003	2004	2005
<b>Expenditure Summary</b>							
800 MHz	0	528,000	365,000	2,800,000	12,861,000	0	0
New Police Precient # 3	0	0	0	543,375	3,156,750	4,299,875	0
New Fire Station	0	517,500	4,782,500	0	0	0	0
<b>Totals</b>	<b>0</b>	<b>1,045,500</b>	<b>5,147,500</b>	<b>3,343,375</b>	<b>16,017,750</b>	<b>4,299,875</b>	<b>0</b>

	1999	2000	2001	2002	2003	2004	2005
<b>Cash Flow Summary</b>							
Begining Yr	0	570,000	94,500	0	0	0	0
Funds provided	570,000	570,000	5,053,000	3,343,375	16,017,750	4,299,875	0
Funds Spent	0	(1,045,500)	(5,147,500)	(3,343,375)	(16,017,750)	(4,299,875)	0
<b>End of Yr Bal</b>	<b>\$570,000</b>	<b>\$94,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Public Safety Initiative ( PSI ) Projects & Estimated Costs

	Request	Difference	Mayor
	2,000,000	(1,000,000)	1,000,000
	300,000	(100,000)	200,000
	300,000	(100,000)	200,000
	325,000	0	325,000
	6,000,000	(400,000)	5,600,000
	150,000	0	150,000
	600,000	(345,531)	254,469
	9,675,000	(1,945,531)	7,729,469
	338,625	(68,094)	270,531
	<u>\$10,013,625</u>	<u>(\$2,013,625)</u>	<u>\$8,000,000</u>

**\$8,000,000**

## B) New Police Precinct # 3

	process to ID & decide on site
	develop plans
	site acquisition
	clearance/demolition
	relocation
	planning/engineering
	facility construction
	project admin/mangt
	other
	subtotal
3.50%	General Fund overhead charge
	<b>Totals</b>

Estimated Construction inflation				Request	Difference	Mayor
	100		Base			
\$3,500,000	3.50%	1993				
		1994				
		1995		500,000	0	500,000
		1996		0	0	0
		1997		0	0	0
		1998		0	0	0
		1999		4,620,773	0	4,620,773
		2000		0	0	0
		2001		0	0	0
		2002		5,120,773	0	5,120,773
		< --Plus site estimate		179,227	0	179,227
				<u>\$5,300,000</u>	<u>\$0</u>	<u>\$5,300,000</u>

**\$5,300,000**

## C) New Fire Station

	process to ID & decide on site
	develop plans
	site acquisition
	clearance/demolition
	relocation
	planning/engineering
	facility construction
	project admin/mangt
	other
	subtotal
3.50%	General Fund overhead charge
	<b>Totals</b>

4,770,141  
500,000  
5,270,141  
Rounded to  
**\$5,300,000**



## 2000 Target Strategy

**Title: Redesign Downtown Fire and EMS Response**

**Department:** Fire Department

**Organization:** Fire Suppression and Emergency Medical Service

**Fund #** 0100                      **Agency #** 280

**Organization #** 2820

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	0	0	(16)	4 Captains, 4 FMO's, 8 Firefighters

**Proposal Description:** The Mayor has directed city departments to develop proposals to trim 3% from their budgets. For the Fire Department this means a 1.1 million dollar cut.

**PROPOSAL:** Build a new fire station in the downtown area located between the existing Station 6 located at 115 East 15<sup>th</sup> St. and the existing Station 10 located at 19 No. 4<sup>th</sup> St. Once the new fire stations is built we would move Engine 6, Ladder 11, and Rescue 1 into the new station. Engine 10 would be put out of service. The cost of this project would be funded largely by the sale of the existing fire stations and savings generated by reduced maintenance and personnel expense. Station 6 has an estimated market value of \$2,250,000 while Station 10's estimated market value is \$500,000. This proposal would cut one fire station reducing the number of fire stations from 20 to 19, and would cut one engine company reducing the number of engine companies from 20 to 19. Cutting one company equals a reduction of 16 FTE's.

**Savings on building/apparatus maintenance:**

Maintenance on existing Station 6	\$45,162	annually (our most expensive upkeep)
Maintenance on existing Station 10	\$24,156	
Maintenance on apparatus	\$ 9,500	
Apparatus rental fee from Public Works	\$12,000	

**Savings on personnel wages and benefits:**

Four Captains	\$294,552
Four Fire Motor Operators	\$272,712
Eight Firefighters	<u>\$387,792</u>
Subtotal:	\$1,045,874

Cost to maintain new station:                      \$11,000 (using Station 27 as a reference)

**TOTAL SAVINGS:**                                      \$1,034,874

**Cost of the proposal:**

New 4 bay fire station approximately \$3,500,000 (using Station 27, which was built in 1994, as a reference)

Acquisition of property in the area of 12<sup>th</sup> & Hennepin: approximately \$500,000.

Total to build, not adjusted for inflation, is approximately \$4,000,000.

**RECAP OF INCOME AND SAVINGS**

Income from sale of property	\$2,750,000
Savings on maintenance	\$ 90,818
Savings on wages/benefits	<u>\$ 955,056</u>
<b>TOTAL</b>	<b>\$3,759,874</b>

**RECAP OF EXPENSES**

New Fire Station	\$3,500,000
Land acquisition	<u>\$ 500,000</u>
<b>TOTAL</b>	<b>\$4,000,000</b>

**Impact on Services:**

Projected savings of \$1,034,874 would not be realized until year 2003. There would be a marginal effect on the response time of the first-in company.

# Public Safety Initiative (PSI)

A) 800 MHz

B) New Police Precient # 3

C) New Fire Station

## Bond Issues & Estimated Total Debt Service

	4,165,000	2001
	2,065,000	2002
	7,380,000	2003
Bond Issues -->	<u>4,385,000</u>	2004
\$17,995,000	\$17,995,000	

	Issue 2001 \$4,165,000 P2001 Prip	Issue 2002 \$2,065,000 P2002 Prip	Issue 2003 \$7,380,000 P2003 Prip	Issue 2004 \$4,385,000 P2004 Prip	Total Debt Service	Balance ( Deficit )	Debt Service GUIDE	Culm Debt Service	Property Tax Levy	
2001	issue	na	na	na	90,135	(2,635)	87,500	2001	90,135	500,000
2002	0	issue	na	na	223,090	1,910	225,000	2002	313,225	1,000,000
2003	0	0	issue	na	436,298	26,203	462,500	2003	749,523	1,500,000
2004	165,000	265,000	80,000	issue	1,217,650	244,850	1,462,500	2004	1,967,173	1,500,000
2005	400,000	200,000	0	60,000	1,452,805	9,695	1,462,500	2005	3,419,978	1,500,000
2006	400,000	200,000	25,000	75,000	1,467,425	(4,925)	1,462,500	2006	4,887,403	1,500,000
2007	400,000	200,000	25,000	100,000	1,464,275	(2,225)	1,462,500	2007	6,352,128	1,500,000
2008	400,000	200,000	25,000	100,000	1,435,275	27,225	1,462,500	2008	7,787,403	1,500,000
2009	400,000	200,000	25,000	100,000	1,405,038	57,463	1,462,500	2009	9,192,440	1,500,000
2010	400,000	200,000	100,000	100,000	1,449,075	13,425	1,462,500	2010	10,641,515	1,500,000
2011	400,000	200,000	150,000	100,000	1,464,275	(1,775)	1,462,500	2011	12,105,790	1,500,000
2012	400,000	200,000	100,000	200,000	1,476,750	(14,250)	1,462,500	2012	13,582,540	1,500,000
2013	400,000	200,000	125,000	200,000	1,461,500	1,000	1,462,500	2013	15,044,040	1,500,000
2014	400,000	0	375,000	200,000	1,469,538	(7,038)	1,462,500	2014	16,513,578	1,500,000
2015	0	0	800,000	200,000	1,450,063	12,438	1,462,500	2015	17,963,640	1,500,000
2016	0	0	850,000	200,000	1,454,563	7,938	1,462,500	2016	19,418,203	1,500,000
2017	0	0	900,000	200,000	1,456,263	6,238	1,462,500	2017	20,874,468	1,500,000
2018	0	0	800,000	350,000	1,455,113	7,388	1,462,500	2018	22,329,575	1,500,000
2019	0	0	800,000	400,000	1,451,063	11,438	1,462,500	2019	23,780,640	1,500,000
2020	0	0	775,000	500,000	1,469,063	(6,563)	1,462,500	2020	25,249,703	1,500,000
2021	0	0	725,000	600,000	1,457,863	4,638	1,462,500	2021	26,707,565	1,500,000
2022	0	0	700,000	700,000	1,468,600	(6,100)	1,462,500	2022	28,176,165	1,500,000
	\$4,165,000	\$2,065,000	\$7,380,000	\$4,385,000	\$28,176,165	\$386,335	\$28,562,500			

\$17,561 average margin per year



# FIVE Year Capital 2000 - 2004 for CDBG, Net Debt, PI Tax Levy ADOPTED DECEMBER of 1999

RESOURCES*	2000 - 2004		2000 - 2004		2000 - 2004		Final
	Cap Plan	Differences	CLIC	Differences	Mayor	Differences	
Net Debt	92,500	0	92,500	0	92,500	0	92,500
Pay as You Go ( PI Tax )	1,925	0	1,925	0	1,925	0	1,925
Regular CDBG	6,500	(5,000)	1,500	1,175	2,875	(535)	2,140
PW CDBG Capital Reduction ( Fund 525 ) of \$ 1,000,000	0	5,000	5,000	(5,000)	0	0	0
Parking Fund Transfer	0	0	0	2,000	2,000	(1,750)	250
PI Tax Increase for PW Infrastructure Report ( Fund 525 ) 10 steps 1999 - 2008	30,000	0	30,000	(10,000)	20,000	10,000	30,000
PI Tax Increase for Park Board's Backlog ( Fund 525 ) 9 steps 2000 - 2008	0	4,875	4,875	(1,825)	3,250	0	3,250
Sub Totals	\$130,925	\$4,875	\$135,800	(\$13,450)	\$122,350	\$7,715	\$130,065

\*Funding above excludes the Public Safety Capital Initiative ( PSI )

## RESOURCE REALLOCATION

Capital Plan's Reallocation 1998 Resources between years October of 1999	(2,334) (139)
Capital Plan's Resources	\$128,452

Capital Plan's Reallocation 1998 CLIC's Reallocation of Resources 1999 recd October of 1999	(2,473) 0 0 0
CLIC's Capital Resources	\$133,327

Capital Plan's Reallocation 1998 Mayor's Reallocation of Resources 1999 recd November of 1999	(2,473) 0 0 0
Mayor's Capital Resources	\$119,877

Capital Plan's Reallocation 1998 Council's Reallocation of Resources 1999 recd December of 1999	(2,473) 0 0 0
Council's Capital Resources	\$127,592

## SUMMARY

	Dec 98 Cap Plan	Differences	Aug 99 CLIC	Differences	Nov 99 MAYOR	Differences	Dec 99 Final
SOURCES	128,452	4,875	133,327	(13,450)	119,877	7,715	127,592
USES	(128,452)	(4,875)	(133,327)	13,450	(119,877)	(7,715)	(127,592)
Balance Available	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Mayor's Adjustments From CLIC's Recommended Net Debt / PITax / CDBG  
Capital Program Funding 2000 - 2004**

Cap Plan	Changes	HERE		2000	2001	2002	2003	2004
92,500	0	92,500						
1,925	0	1,925	Net Debt	18,500	18,500	18,500	18,500	18,500
6,500	(3,825)	2,675	PI Tax	385	385	385	385	385
30,000	(8,000)	22,000	CDBG	535	535	535	535	535
130,925	(11,825)	119,100	PW Infrastructure Rpt	2,000	2,000	4,000	6,000	8,000
	-9.0%			21,420	21,420	23,420	25,420	27,420
		1,190	Art in Public Places ( add on )					
		775	1% for the arts-->	214	214	234	254	274
		415	Arts in Prog	155	155	155	155	155
			HD01 add on	59	59	79	99	119

**NOTE THE PUBLIC SAFETY INITIATIVE (PSI) CAPITAL  
DOLLARS ARE NOT INCLUDED HERE**

**Mayor's Adjustments From CLIC's Recommended Net Debt / PITax / CDBG**

	2000	2001	2002	2003	2004
Reduction of CDBG \$ from Adopted Program	(765)	(765)	(765)	(765)	(765)
Parking Fund one time transfer	2,000				
PW Gap Funding pushed out a year	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
(\$11,825)					
5yr Capital Cuts	(765)	(2,765)	(2,765)	(2,765)	(2,765)

Art in Public Places ( add on )	HD01	2000	2001	2002	2003	2004
Funds Needed to Balance Program		59	59	79	99	119
		(824)	(2,824)	(2,844)	(2,864)	(2,884)

Brings amount up to 1%

**Funds Provided by**

City Hall Remodeling (space planner)	GMO6a			400	600	600
City Hall Mech Sys Imp ( Bldg Comm )	GMO8				500	500
Animal Shelter	HS03	875	-->	(875)		
	Status	51	(2,824)	(3,319)	(1,764)	(1,784)

brings projected level to \$ 200,000/yr  
leaves \$ 500,000/yr. up from \$440,000 in 2002  
moves project to 2003

**-8.7% PUBLIC WORKS**

Gap Program Buildings & Facilities	GM01G		69			
Gap Program Street Renovation	T09G		147	2,344	80	
Fremont Ave Bridge	T45G					250
Street Renovation Program	T02	523	no program effect			
Gap Program Near North/North River Ind	T83G					574
Gap Program Logan Park Ind	T10G					1,067
800 MHz System	800MHz	372	1,662		2,552	
	Status	946	(946)	(975)	888	107
Resource Reallocation		(946)	946			
Resource Reallocation				975	(868)	(107)
	Status	0	0	0	0	0

reduces Gap program in 2001 by \$ 69,000  
deletes Gap prog in 2001 & 2002, reduces 2003  
\$ in 2003 tear down  
funds available based on revised program for 2000  
splits Gap project between 2004 & 2005  
moves Gap project from 2004 to 2005  
system costs part of Public Safety Initiative

balance 2000 & 2001  
balance 2002 - 2004

**FIVE Year Capital 2000 - 2004 for  
CDBG, Net Debt, PI Tax Levy  
ADOPTED DECEMBER of 1999**

	2000	2001	2002	2003	2004	Totals 2000 - 2004
<b>Resources*</b>						
Mayor's recommended Program	\$22,234	\$20,873	\$24,456	\$24,716	\$27,598	\$119,877
City Council Adjustments						
Delete CDBG Capital Funding in 2000	(635)					
Delete Parking Fund Transfer substitution for PW's Infrastructure Rpt	(2,000)					(2,000)
Add Parking Fund Transfer	250					
Add back PW's Infrastructure Rpt	2,000	2,000	2,000	2,000	2,000	10,000
City Council 's Subtotals	\$21,949	\$22,873	\$26,456	\$26,716	\$29,598	\$127,592
Mayor's Uses	(22,234)	(20,873)	(24,456)	(24,716)	(27,598)	(119,877)
City Council Available Funds	(\$285)	\$2,000	\$2,000	\$2,000	\$2,000	\$7,715

\* funding above excludes the Public Safety Capital Initiative (PSI)

Uses	2000	2001	2002	2003	2004	Totals 2000 - 2004
HD01 add on ( Art in Public Places )		(20)	(20)	(20)	(20)	(80)
<b>Restoration of Public Works Gap Projects</b>						
Buildings & Facilities Gap Project	GM01G	(69)				(69)
Street Renovation Program Gap Project	T03G	(147)	(2,344)	(80)	(268)	(2,839)
Near North/North River Ind Gap Project	T83G				(574)	(574)
Logan Park Ind Gap Project	T10G				(1,067)	(1,067)
Parkway Paving Gap Project	T01G		(200)	(100)	(100)	(400)
Update Signs, Lighting, Signals Gap Project	T65G	(311)	(450)	(710)	(870)	(2,341)
Alley Resurfacing Gap Project	T12G	(15)	(85)	(110)	(135)	(345)
<b>Subtotals USES</b>	(\$22,234)	(\$21,435)	(\$27,555)	(\$25,736)	(\$30,632)	(\$127,592)

**Summary**

Sources	21,949	22,873	26,456	26,716	29,598	127,592
Reallocation of Resources Between Years	285	(1,438)	1,099	(980)	1,034	0
Approved Capital Program	22,234	21,435	27,555	25,736	30,632	127,592
Uses	(22,234)	(21,435)	(27,555)	(25,736)	(30,632)	(127,592)
<b>Totals</b>	\$0	\$0	\$0	\$0	\$0	\$0



Adopted December 9, 1999  
NET DEBT / PITax / CDBG CAPITAL PROGRAM 2000 - 2004

ARTS COMMISSION

CODE	PROJECT NAME	2000 CBR	2000 CLIC	2000 Mayor	2000 Final	2001 CBR	2001 CLIC	2001 Mayor	2001 Final	2002 CBR	2002 CLIC	2002 Mayor	2002 Final	2003 CBR	2003 CLIC	2003 Mayor	2003 Final	2004 CBR	2004 CLIC	2004 Mayor	2004 Final
HD01	Arts In Public Places	155	155	\$214	\$214	155	155	\$214	\$234	155	155	\$234	\$254	155	155	\$254	\$274	155	155	\$274	\$294

MUNICIPAL BUILDING COMMISSION

CODE	PROJECT NAME	2000 CBR	2000 CLIC	2000 Mayor	2000 Final	2001 CBR	2001 CLIC	2001 Mayor	2001 Final	2002 CBR	2002 CLIC	2002 Mayor	2002 Final	2003 CBR	2003 CLIC	2003 Mayor	2003 Final	2004 CBR	2004 CLIC	2004 Mayor	2004 Final
GM07	Life Safety Improvements City	207	207	207	207	213	213	213	213	220	220	220	220					1,368	0		
GM08	Mechanical Systems Upgrades City	207	207	207	207	213	213	213	213	220	220	220	220					4,177	824	500	500
GM09	Ground Floor Public Restrooms City													1,000	1,000	500	500				
GM10	Bigg Rotunda Repairs & Mitc City	156	156	156	156	180	180	180	180	188	166	188	188					62	0		
GM11	Tower & Interior Court Elevators																				
	TOTALS	\$570	\$570	\$570	\$570	\$586	\$586	\$586	\$586	\$608	\$608	\$608	\$608	\$1,000	\$1,000	\$500	\$500	\$5,783	\$1,000	\$500	\$500

LIBRARY BOARD

CODE	PROJECT NAME	2000 CBR	2000 CLIC	2000 Mayor	2000 Final	2001 CBR	2001 CLIC	2001 Mayor	2001 Final	2002 CBR	2002 CLIC	2002 Mayor	2002 Final	2003 CBR	2003 CLIC	2003 Mayor	2003 Final	2004 CBR	2004 CLIC	2004 Mayor	2004 Final
HD05	Roosevelt Community Library Imp					800	600	600	600	841	641	641	641	300	300	300	300	300	300	300	300
HD06	Webber Park Library Expansion					50	50	50	50	200	200	200	200								
HD07	Central Lib Secondary Exit					1,100	1,100	1,100	1,100	800	800	800	800								
HD08	Summer Foundation & Site Improvements					0	0	0	0												
HD09	Central Lib. Subbasement/Mezz Area Sprinkler Sys	400	400	400	400	510	510	510	510	750	750	750	750								
HD10	Linden Hills					50	50	50	50												
HD11	Central Lib Chiller/Wall System					400	400	400	400	300	300	300	300	700	700	700	700	500	500	500	500
HD12	North Regional									0	0	0	0	600	600	600	600	1,000	1,000	1,000	1,000
HD13	Franklin Historic renovation																				
HD14	Southeast																				
	SUBTOTALS LIBRARY BOARD	\$400	\$400	\$400	\$400	\$2,710	\$2,710	\$2,710	\$2,710	\$2,691	\$2,691	\$2,691	\$2,691	\$1,600	\$1,600	\$1,600	\$1,600	\$1,800	\$1,800	\$1,800	\$1,800

Summary Library Board

Year	CPlan 98	CBR- Plan	CBR	CLIC	Mayor	Final
2000	1,780	1,360	400	400	400	400
2001	2,591	118	2,710	2,710	2,710	2,710
2002	1,125	1,566	2,691	2,691	2,691	2,691
2003	1,200	1,000	1,600	1,600	1,600	1,600
Totals		\$7,176	\$7,401	\$7,401	\$7,401	\$7,401
Requests over CIP by this Amount		\$225	over by			
2004		1,800	1,800	1,800	1,800	1,800
2000 - 2004		\$9,201	\$9,201	\$9,201	\$9,201	\$9,201



NET DEBT / PITax / CDBG

PUBLIC WORKS

CODE	PROJECT NAME	2000 CBR	2000 CLIC	2000 Mayor	2000 Final	2001 CBR	2001 CLIC	2001 Mayor	2001 Final	2002 CBR	2002 CLIC	2002 Mayor	2002 Final	2003 CBR	2003 CLIC	2003 Mayor	2003 Final	2004 CBR	2004 CLIC	2004 Mayor	2004 Final
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PUBLIC WORKS "BASE PROJECTS" SUMMARY

PW REVENUE SHORT/FALL FUNDING	600	600	600	600	600	600	600	600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PW GENERAL SERVICES (GM) TOTALS	6,882	6,882	6,510	6,510	3,482	3,482	1,900	1,900	574	574	574	574	200	200	200	200	8,908	8,908	6,908	6,908	300	300	300	300
PW TRANSPORTATION, BIKE (T) TOTALS	203	203	203	203	0	0	0	0	6130	5,900	5,900	5,900	8,240	8,052	5,500	5,500	8,908	6,908	6,908	6,908	300	300	300	300
PW TRANSPORTATION (T) TOTALS	444	444	444	444	493	493	493	493	683	683	683	683	493	493	493	493	691	691	691	691	691	691	691	691
PW BRIDGES (I) TOTALS	511	511	511	511	200	200	200	200	608	608	608	608	439	439	439	439	1,008	1,008	1,008	1,008	1,390	790	790	790
PW MISCELLANEOUS TOTALS	1,320	1,320	1,320	1,320	1,175	1,475	1,475	1,475	798	798	798	798	1,089	1,089	1,089	1,089	821	821	821	821	3,082	3,082	3,082	3,082
PW PAVING, MSA (I) TOTALS	4,068	4,068	3,543	3,543	4,890	4,890	4,890	4,890	4,492	4,492	4,492	4,492	2,965	2,965	2,965	2,965	8,240	8,240	8,240	8,240	8,240	8,240	8,240	8,240
PW PAVING LOCAL (I) TOTALS	4,068	4,068	3,543	3,543	4,890	4,890	4,890	4,890	4,492	4,492	4,492	4,492	2,965	2,965	2,965	2,965	8,240	8,240	8,240	8,240	8,240	8,240	8,240	8,240
<b>PUBLIC WORKS TOTALS</b>	<b>\$15,305</b>	<b>\$15,305</b>	<b>\$14,410</b>	<b>\$14,410</b>	<b>\$11,619</b>	<b>\$11,318</b>	<b>\$10,258</b>	<b>\$10,258</b>	<b>\$14,188</b>	<b>\$14,258</b>	<b>\$14,258</b>	<b>\$14,258</b>	<b>\$14,200</b>	<b>\$14,012</b>	<b>\$11,460</b>	<b>\$11,460</b>	<b>\$14,200</b>	<b>\$13,600</b>	<b>\$13,600</b>	<b>\$13,600</b>	<b>\$13,600</b>	<b>\$13,600</b>	<b>\$13,600</b>	<b>\$13,600</b>

PUBLIC WORKS "INFRASTRUCTURE GAP PROJECTS" SUMMARY

PW GENERAL SERVICES (GM) TOTALS	400	400	400	400	500	500	431	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
PW TRANSPORTATION (T) TOTALS	582	548	548	548	356	556	556	887	230	0	0	450	200	200	200	910	300	300	300	1,170	300	300	300	1,170
PW BRIDGES (I) TOTALS	0	0	0	0	2,314	2,314	2,314	2,314	0	0	0	360	1,181	861	861	861	779	779	528	528	779	779	528	528
PW MISCELLANEOUS TOTALS	550	550	550	550	350	350	350	350	150	150	150	350	250	250	250	350	250	250	250	350	250	250	250	350
PW PAVING (I) TOTALS	1,020	1,020	1,020	1,020	778	778	831	793	4,438	4,438	2,092	4,521	5,798	5,798	5,716	5,908	8,171	7,798	6,185	6,185	8,171	7,798	6,185	6,185
<b>PUBLIC WORKS "GAP" PROJECT TOTALS</b>	<b>\$2,552</b>	<b>\$2,516</b>	<b>\$2,516</b>	<b>\$2,516</b>	<b>\$4,496</b>	<b>\$4,496</b>	<b>\$4,262</b>	<b>\$4,824</b>	<b>\$5,318</b>	<b>\$5,096</b>	<b>\$2,742</b>	<b>\$5,821</b>	<b>\$7,907</b>	<b>\$7,607</b>	<b>\$7,527</b>	<b>\$8,527</b>	<b>\$10,000</b>	<b>\$9,615</b>	<b>\$7,724</b>	<b>\$7,724</b>	<b>\$10,000</b>	<b>\$9,615</b>	<b>\$7,724</b>	<b>\$7,724</b>

PUBLIC WORKS GRAND TOTALS

<b>\$17,857</b>	<b>\$17,821</b>	<b>\$16,926</b>	<b>\$16,926</b>	<b>\$16,116</b>	<b>\$16,416</b>	<b>\$14,538</b>	<b>\$15,080</b>	<b>\$19,504</b>	<b>\$19,344</b>	<b>\$17,000</b>	<b>\$20,079</b>	<b>\$22,107</b>	<b>\$21,619</b>	<b>\$18,987</b>	<b>\$19,987</b>	<b>\$24,200</b>	<b>\$23,215</b>	<b>\$21,324</b>	<b>\$24,338</b>
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PUBLIC WORKS PROJECTS FOR OTHER DEPARTMENTS

HS05: Fire Training Campus - Classrooms																					2,894	0	0	0
HS07: 3rd Precinct Police Station																					10,014	0	0	0
<b>PW PROJECTS FOR OTHER DEPARTMENTS TOTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,908</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

NET DEBT / PITax / CDBG

PUBLIC WORKS

CODE	PROJECT NAME	2000 CBR	2000 CLIC	2000 Mayor	2000 Final	2001 CBR	2001 CLIC	2001 Mayor	2001 Final	2002 CBR	2002 CLIC	2002 Mayor	2002 Final	2003 CBR	2003 CLIC	2003 Mayor	2003 Final	2004 CBR	2004 CLIC	2004 Mayor	2004 Final
Revenue Shortfall Funding Past Projects																					
<b>TOTAL PUBLIC WORKS PAST SHORTFALLS</b>		600	600	600	600	600	600	600	600												
		\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600												

**GENERAL SERVICES**

GM01	Building & Facilities Improvements	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,300	1,300	1,300	1,300
GM02	Public Works Facilities Project	5,200	5,200	5,200	5,200	800	800	800	800	4,700	4,700	4,700	4,700	4,300	4,300	4,300	4,300	5,608	5,608	5,608	5,608
PSI	300 MHz Regional Trunked Radio System	372	372	See PSI	See PSI	1,662	1,002	See PSI	See PSI	230	0	See PSI	See PSI	2,740	2,552	See PSI	See PSI				
GM03	Farmers Market Reroofing of Display sheds	310	310	310	310																
GM05	Reskinning Public Service Center Building									0	0	0	0	0	0	0	0				
<b>TOTALS GENERAL SERVICES</b>		\$6,882	\$6,882	\$6,510	\$6,510	\$3,462	\$3,462	\$1,800	\$1,800	\$6,130	\$5,900	\$5,900	\$5,900	\$8,240	\$8,052	\$5,500	\$5,500	\$6,908	\$6,908	\$6,908	\$6,908

**GENERAL SERVICES "INFRASTRUCTURE GAP PROJECTS"**

GM01G	Building & Facilities Improvement Program	400	400	400	400	500	500	431	500	500	500	500	500	500	500	500	500	500	500	500	500
<b>TOTALS GENERAL SERVICES "GAP PROJECTS"</b>		\$400	\$400	\$400	\$400	\$500	\$500	\$431	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500

**BRIDGES**

T41	Major Bridge Repair and Rehabilitation	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200
T43	Chicago Avenue South Bridge									393	393	393	393								
T48	Royalston Avenue Bridge	74	74	74	74																
T49	Camden Bridge Rehabilitation									15	15	15	15								
T50	St. Anthony Parkway Bridge over B.N. R.R.	237	237	237	237																
T46	1st Avenue South Bridge													239	239	239	239				
T44	Pleasant Avenue Bridge																	808	808	808	808
T47	Plymouth Avenue/BNSF, Bassett Creek													0	0	0	0				
<b>TOTALS BRIDGES</b>		\$511	\$511	\$511	\$511	\$200	\$200	\$200	\$200	\$608	\$608	\$608	\$608	\$438	\$438	\$438	\$438	\$1,008	\$1,008	\$1,008	\$1,008

**BRIDGES "INFRASTRUCTURE GAP PROJECTS"**

T52G	Cedar Lake Parkway Bridge					2,314	2,314	2,314	2,314												
T45G	Fremont Avenue South Bridge													624	324	324	324	250	250	0	0
T42G	East River Road over Bridal Veil Falls																	528	528	528	528
T47G	Plymouth Avenue/BNSF, Bassett Creek																				
<b>TOTALS BRIDGE "GAP PROJECTS"</b>		\$0	\$0	\$0	\$0	\$2,314	\$2,314	\$2,314	\$2,314	\$0	\$0	\$0	\$0	\$1,161	\$861	\$861	\$861	\$779	\$779	\$528	\$528

Adopted December 9, 1999

NET DEBT / PITax / CDBG

PUBLIC WORKS

CODE	PROJECT NAME	2000 CBR	2000 CLIC	2000 Mayor	2000 Final	2001 CBR	2001 CLIC	2001 Mayor	2001 Final	2002 CBR	2002 CLIC	2002 Mayor	2002 Final	2003 CBR	2003 CLIC	2003 Mayor	2003 Final	2004 CBR	2004 CLIC	2004 Mayor	2004 Final
<b>MISCELLANEOUS</b>																					
T01	Parkway Paving	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650
T58	Defective Hazardous Sidewalks and Complete	120	120	120	120	125	125	125	125	130	130	130	130	135	135	135	135	140	140	140	140
Tx2	Riverstation Streetscape Improvements	150	150	150	150																
Tx3	Humboldt Ave. N. Greenway	400	400	400	400	400	400	400	400												
T06G	Urban Village					0	300	300	300	0	300	300	300					800	0	0	0
<b>TOTALS MISCELLANEOUS</b>		<b>\$1,320</b>	<b>\$1,320</b>	<b>\$1,320</b>	<b>\$1,320</b>	<b>\$1,175</b>	<b>\$1,475</b>	<b>\$1,475</b>	<b>\$1,475</b>	<b>\$780</b>	<b>\$1,080</b>	<b>\$1,080</b>	<b>\$1,080</b>	<b>\$785</b>	<b>\$785</b>	<b>\$785</b>	<b>\$785</b>	<b>\$1,390</b>	<b>\$790</b>	<b>\$790</b>	<b>\$790</b>
<b>MISCELLANEOUS "GAP PROJECTS"</b>																					
T0TG	Parkway Paving	550	550	550	550	350	350	350	350	150	150	150	150	250	250	250	250	250	250	250	250
<b>TOTALS MISCELLANEOUS "GAP PROJECTS"</b>		<b>\$550</b>	<b>\$550</b>	<b>\$550</b>	<b>\$550</b>	<b>\$350</b>	<b>\$350</b>	<b>\$350</b>	<b>\$350</b>	<b>\$150</b>	<b>\$150</b>	<b>\$150</b>	<b>\$150</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>	<b>\$250</b>
<b>TRANSPORTATION "BIKE RELATED"</b>																					
T51	Dinkytown Bikeway Connection Bridge	203	203	203	203					574	574	574	574	200	200	200	200	300	300	300	300
T60	Henn/Lyndale Bicycle Bridge									\$574	\$574	\$574	\$574	\$200	\$200	\$200	\$200	\$300	\$300	\$300	\$300
<b>TOTALS BIKE RELATED</b>		<b>\$203</b>	<b>\$203</b>	<b>\$203</b>	<b>\$203</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$574</b>	<b>\$574</b>	<b>\$574</b>	<b>\$574</b>	<b>\$200</b>	<b>\$200</b>	<b>\$200</b>	<b>\$200</b>	<b>\$300</b>	<b>\$300</b>	<b>\$300</b>	<b>\$300</b>
<b>TRANSPORTATION</b>																					
T54	M New Traffic Signals	0	0	0	0					220	220	220	220								
T55	Intersection Improvements (Central - St Anthony)	7	7	7	7																
T62	M Computerized Traffic Control Expansion					4	4	4	4	3	3	3	3	3	3	3	3	4	4	4	4
T63	Controller Conversion	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200
T64	M Priority Vehicle Control System	12	12	12	12	14	14	14	14									200	200	200	200
T65	M Traf Sig, Signing & Lighting Improvement	225	225	225	225	275	275	275	275	280	280	280	280	280	280	280	280	312	312	312	312
T75	M Adaptive Control Expansion																	150	150	150	150
<b>TOTALS TRANSPORTATION</b>		<b>\$444</b>	<b>\$444</b>	<b>\$444</b>	<b>\$444</b>	<b>\$493</b>	<b>\$493</b>	<b>\$493</b>	<b>\$493</b>	<b>\$683</b>	<b>\$683</b>	<b>\$683</b>	<b>\$683</b>	<b>\$483</b>	<b>\$483</b>	<b>\$483</b>	<b>\$483</b>	<b>\$891</b>	<b>\$691</b>	<b>\$691</b>	<b>\$691</b>
<b>TRANSPORTATION "INFRASTRUCTURE GAP PROJECTS"</b>																					
T85G	Update Signs - Lighting - Signals	0	174	174	174	0	0	0	311	0	0	0	450	0	0	0	710	0	0	0	870
T59G	Commuter Bicycle Route System	372	372	372	372	556	556	556	556	230	0	0	0	200	200	200	200	300	300	300	300
T78G	50th/France Lot/Streetscape	210	PK Fund	PK Fund	PK Fund																
<b>TOTALS TRANSPORTATION "GAP PROJECTS"</b>		<b>\$582</b>	<b>\$546</b>	<b>\$546</b>	<b>\$546</b>	<b>\$556</b>	<b>\$556</b>	<b>\$556</b>	<b>\$867</b>	<b>\$230</b>	<b>\$0</b>	<b>\$0</b>	<b>\$450</b>	<b>\$200</b>	<b>\$200</b>	<b>\$200</b>	<b>\$910</b>	<b>\$300</b>	<b>\$300</b>	<b>\$300</b>	<b>\$1,170</b>

NET DEBT / PITax / CDBG

PUBLIC WORKS

CODE	PROJECT NAME	2000 CBR	2000 CLIC	2000 Mayor	2000 Final	2001 CBR	2001 CLIC	2001 Mayor	2001 Final	2002 CBR	2002 CLIC	2002 Mayor	2002 Final	2003 CBR	2003 CLIC	2003 Mayor	2003 Final	2004 CBR	2004 CLIC	2004 Mayor	2004 Final
<b>PAVING "MSA" PROJECTS</b>																					
T04	M CSAH Cooperative Projects																				
T13	M Hiawatha Avenue I-94 - E. 31st St.]																				
T16	M (SEMI) Project II																				
T21	M 17th Avenue South (Phase I & II)																				
T22	M Hiawatha Avenue (46th to Crosstown Hwy.)	250	250	250	250	195	195	195	195												
T23	M Hiawatha/Minnehaha RR Project (Phase I & II)																				
T25	M Nicollet Avenue South Phase I and Phase II	382	382	382	382					137	137	137	137	116	116	116	116				
T26	M Tenth Street South									191	191	191	191	410	410	410	410				
T28	M Hennepin Avenue South Phase I and Phase II	172	172	172	172	166	166	166	166												
T29	M Sixth Street South																				
T30	M Chicago Avenue South (E. 46th to E 49th)					181	181	181	181	0	0	0	0							101	101
T31	M Harrison Street N.E.	223	223	223	223																
T34	M LeSalle Avenue South																				
T35	M 27th Avenue South									335	335	335	335								
T39	M 4th Street South	28	28	28	28									306	306	306	306				
T89	M Como Avenue Southeast																			9	9
T88	M Richfield Road																			461	461
T87	M 135W (42nd Street - Crosstown)					6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6
<b>TOTALS MSA PROJECTS</b>		<b>\$1,278</b>	<b>\$1,278</b>	<b>\$1,279</b>	<b>\$1,279</b>	<b>\$798</b>	<b>\$798</b>	<b>\$798</b>	<b>\$798</b>	<b>\$921</b>	<b>\$921</b>	<b>\$921</b>	<b>\$921</b>	<b>\$1,088</b>	<b>\$1,088</b>	<b>\$1,088</b>	<b>\$1,088</b>	<b>\$821</b>	<b>\$821</b>	<b>\$821</b>	<b>\$821</b>

PAVING "LOCAL" PROJECTS

T02	M Miscellaneous Segments					0	0	0	0					0	0	0	0			948	948
T03	M Renovation Program	2,260	2,260	1,737	1,737	4,890	4,890	4,890	4,890	4,262	4,262	4,262	4,262	2,897	2,897	2,897	2,897			1,919	1,919
T05	M Second Street S.E. Commercial	1,806	1,806	1,806	1,806																
T11	M Alley Retaining Wall Rehabilitation			0	0					115	115	115	115	25	25	25	25			100	100
T12	M Alley Resurfacing	0	0	0	0	0	0	0	0	115	115	115	115	43	43	43	43			115	115
<b>TOTALS "LOCAL" PROJECTS</b>		<b>\$4,066</b>	<b>\$4,066</b>	<b>\$3,543</b>	<b>\$3,543</b>	<b>\$4,890</b>	<b>\$4,890</b>	<b>\$4,890</b>	<b>\$4,890</b>	<b>\$4,492</b>	<b>\$4,492</b>	<b>\$4,492</b>	<b>\$4,492</b>	<b>\$2,965</b>	<b>\$2,965</b>	<b>\$2,965</b>	<b>\$2,965</b>	<b>\$3,082</b>	<b>\$3,082</b>	<b>\$3,082</b>	<b>\$3,082</b>

PAVING "INFRASTRUCTURE GAP" PROJECTS

T04G	M CSAH Cooperative Projects	158	158	158	158																
T02G	M Miscellaneous Segments					466	466	466	466	879	879	879	879							2,678	2,678
T03G	M Renovation Program					147	147	0	147	2,344	2,344	0	2,344	3,717	3,717	3,637	3,717			1,784	1,784
T81G	M Mid-City Industrial Paving Area Phase I & II									1,213	1,213	1,213	1,213							1,330	1,330
T83G	M Near North/North River Industrial													0	0	0	0			1,312	1,312
T10G	M Logan Park Industrial													0	0	0	0			1,067	1,067
T11G	M Alley Retaining Wall Rehabilitation	40	40	40	40	30	30	30	45	0	0	0	85	75	75	75	185			0	135
T12G	M Alley Resurfacing	150	150	150	150	135	135	135	135	0	0	0	0	72	72	72	72				
T32G	M 15th Avenue SE													340	340	340	340				
T05G	M Second Street S.E. Commercial							0	0												
T08G	M 31st Avenue N and California Street N	672	672	672	672																
T85G	M North Loop Industrial													1,592	1,592	1,592	1,592				
T84G	M Oak Lake, 10th & 6th Ave N													0	0	0	0				
<b>TOTALS PAVING "GAP" PROJECTS</b>		<b>\$1,020</b>	<b>\$1,020</b>	<b>\$1,020</b>	<b>\$1,020</b>	<b>\$778</b>	<b>\$778</b>	<b>\$631</b>	<b>\$793</b>	<b>\$4,436</b>	<b>\$4,436</b>	<b>\$2,092</b>	<b>\$4,521</b>	<b>\$5,796</b>	<b>\$5,796</b>	<b>\$5,716</b>	<b>\$5,906</b>	<b>\$8,171</b>	<b>\$7,786</b>	<b>\$6,145</b>	<b>\$8,189</b>

TOTALS PAVING RELATED PROJECTS

<b>\$6,365</b>	<b>\$6,365</b>	<b>\$5,842</b>	<b>\$5,842</b>	<b>\$6,466</b>	<b>\$6,466</b>	<b>\$6,319</b>	<b>\$6,481</b>	<b>\$9,849</b>	<b>\$9,849</b>	<b>\$7,505</b>	<b>\$9,934</b>	<b>\$9,849</b>	<b>\$9,849</b>	<b>\$9,769</b>	<b>\$9,959</b>	<b>\$12,074</b>	<b>\$11,689</b>	<b>\$10,048</b>	<b>\$12,092</b>
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Adopted December 9, 1999  
 Minneapolis Park & Recreation Board  
 Infrastructure Gap Closure

	1999 **	2000 **	2001 **	2002 **	2003 **	2004 **	2005 **	2006 **	2007 **	2008 **
Annual Funding Req at inflation of 3.0%										
Site	3,982,004	4,101,464	4,224,508	4,351,243	4,481,790	4,616,233	4,754,720	4,897,362	5,044,283	5,195,611
Buildings	2,154,491	2,219,126	2,285,700	2,354,271	2,424,899	2,497,646	2,572,575	2,649,762	2,729,245	2,811,122
Sub-Total Required **	\$6,136,495	\$6,320,590	\$6,510,208	\$6,705,514	\$6,906,679	\$7,113,879	\$7,327,295	\$7,547,114	\$7,773,528	\$8,006,733
12/98 Approved Capital Plan Capital Plan 2003 carryfwd		2,100,000	2,200,000	2,000,000	2,200,000					
		100,000		200,000		2,200,000	2,200,000	2,200,000	2,200,000	2,200,000
Annual Gap Adjusted for Inflation		\$4,120,590	\$4,310,208	\$4,505,514	\$4,706,679	\$4,913,879	\$5,127,295	\$5,347,114	\$5,573,528	\$5,806,733
50 % of Annual Gap										
										50% of Gap \$2,903,367
Annual Gap Closure **	\$325,000									
step # 1 2001		0	325,000	325,000	325,000	325,000	325,000	325,000	325,000	325,000
step # 2 2002			0	325,000	325,000	325,000	325,000	325,000	325,000	325,000
step # 3 2003				0	325,000	325,000	325,000	325,000	325,000	325,000
step # 4 2004					0	325,000	325,000	325,000	325,000	325,000
step # 5 2005						0	325,000	325,000	325,000	325,000
step # 6 2006							0	325,000	325,000	325,000
step # 7 2007								0	425,000	425,000
step # 8 2008									0	425,000
Gap Closure ** -->		\$0	\$325,000	\$650,000	\$975,000	\$1,300,000	\$1,625,000	\$2,050,000	\$2,475,000	\$2,900,000
To Adjust Capital Plan to a \$ 2.2 M Annual Level		100,000		200,000						
Capital Plan		2,100,000	2,200,000	2,000,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000
Revised Capital Program after adding Gap Closure **		\$2,200,000	\$2,525,000	\$2,850,000	\$3,175,000	\$3,500,000	\$3,825,000	\$4,250,000	\$4,675,000	\$5,100,000
Increase From Previous Year In Capital Program			\$325,000	\$325,000	\$325,000	\$325,000	\$325,000	\$425,000	\$425,000	\$425,000
Increase from Current Capital Plan		\$100,000	\$325,000	\$850,000	\$975,000	\$1,300,000	\$1,625,000	\$2,050,000	\$2,475,000	\$2,900,000
Cumulative Increase from Current Capital Plan		\$425,000	\$1,275,000	\$2,250,000	\$3,550,000	\$5,175,000	\$7,225,000	\$9,700,000	\$12,600,000	

**Adopted December 9, 1999  
Park Board Capital Funding**

**NET DEBT / PITax / CDBG**

**PARK & RECREATION BOARD**

	2000 C Plan	2000 CBR	2000 CLIC	2000 Mayor & Final	2001 C Plan	2001 CBR	2001 CLIC	2001 Mayor & Final	2002 C Plan	2002 CBR	2002 CLIC	2002 Mayor & Final	2003 C Plan	2003 CBR	2003 CLIC	2003 Mayor & Final	2004 CBR	2004 CLIC	2004 Mayor & Final
<b>Adopted Capital Program</b>	\$2,100	\$4,900	\$2,525	\$2,200	\$2,200	\$5,900	\$2,850	\$2,525	\$2,000	\$6,900	\$3,175	\$2,850	\$2,200	\$6,900	\$3,500	\$3,175	\$8,900	\$3,825	\$3,500
Adopted Capital Program Reallocation	2,100		2,100	2,100	2,200		2,200	2,200	2,000		2,000	2,000	2,200		2,200	2,200		2,200	2,200
Requested Capital Program		2,900				2,900				2,900				2,900			2,900		
Gap Closure Program **		2,000	325	0		3,000	650	325		4,000	975	650		4,000	1,300	975	6,000	1,625	1,300

**OTHER FUNDING**

	2000 C Plan	2000 CBR	2000 CLIC	2000 Mayor & Final	2001 C Plan	2001 CBR	2001 CLIC	2001 Mayor & Final	2002 C Plan	2002 CBR	2002 CLIC	2002 Mayor & Final	2003 C Plan	2003 CBR	2003 CLIC	2003 Mayor & Final	2004 CBR	2004 CLIC	2004 Mayor & Final
<b>FOR Bottineau Park Neigh Center</b>			\$500	\$1,500															
Transfer From Parking Fund				1,000															
Insurance Proceeds ( Estimated )			500	500															
<b>** PROPERTY TAX INCREASE FOR PARK BOARD'S CAPITAL BACKLOG</b>			2000 CLIC	2000 Mayor			2001 CLIC	2001 Mayor			2002 CLIC	2002 Mayor			2003 CLIC	2003 Mayor		2004 CLIC	2004 Mayor
			325	0			650	325			975	650			1,300	975		1,625	1,300

**CAPITAL REVENUE TOTALS**

	\$4,900	\$3,025	\$3,700*		\$2,850	\$2,525			\$3,175	\$2,850			\$3,500	\$3,175			\$3,825	\$3,500
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\* Total does not include \$ 350,000 that will be provided for the Interpretive Center in 2000 & 2001. These funds will be passed through to the St Anthony Historical Organization on a Reimbursement Basis.

# MSA FUNDING FIVE YEAR CAPITAL PROGRAM 2000 - 2004

Adopted December 9, 1999

## PUBLIC WORKS

CODE		PROJECT NAME			2000	2000	2000	2001	2001	2001	2002	2002	2002	2003	2003	2003	2004	2004	2004
					CLIC	Mayor	Final	CLIC	Mayor	Final	CLIC	Mayor	Final	CLIC	Mayor	Final	CLIC	Mayor	Final
T43	M	Chicago Avenue South Bridge									418	418	418						
T48	M	Royalston Avenue Bridge			487	487	487												
T49	M	Camden Bridge Rehabilitation									343	343	343						
T46	M	1st Avenue South Bridge												360	360	360			
<b>TOTALS BRIDGES</b>					<b>\$487</b>	<b>\$487</b>	<b>\$487</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$761</b>	<b>\$761</b>	<b>\$761</b>	<b>\$360</b>	<b>\$360</b>	<b>\$360</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
T54	M	New Traffic Signals									100	100	100						
T62	M	Computerized Traffic Control Expansion			95	95	95	96	96	96	65	65	65						
T64	M	Priority Vehicle Control System			329	329	329	392	392	392				70	70	70			
T65	M	Traf. Sig. Signaling & Lighting Improvement			16	16	16	48	48	48	58	58	58	0	0	0			
T75	M	Adaptive Control Expansion															150	150	150
<b>TOTALS TRANSPORTATION</b>					<b>\$439</b>	<b>\$439</b>	<b>\$439</b>	<b>\$536</b>	<b>\$536</b>	<b>\$536</b>	<b>\$223</b>	<b>\$223</b>	<b>\$223</b>	<b>\$70</b>	<b>\$70</b>	<b>\$70</b>	<b>\$727</b>	<b>\$727</b>	<b>\$727</b>
Tx4	M	Golden Valley Road Lighting					302												
T16	M	Hiawatha Avenue (I-94 - E. 31st St.)			911	911	911												
T13	M	SEMI (Phase II)									1,846	1,846	1,846						
T21	M	Third Avenue South (Phase I & II)						4,181	4,181	4,181							1,138	1,138	1,138
T22	M	Hiawatha Avenue (49th to Crosstown Hwy.)			100	100	100												
T23	M	Hiawatha/Minnehaha R/R Project (Phase I & II)									443	443	443	299	299	299			
T25	M	Nicolllet Avenue R/R Phase I and Phase II			2,173	2,173	2,173							2,257	2,257	2,257			
T26	M	Tenth Street South									1,844	1,844	1,844						
T28	M	Hennepin Avenue South Phase I and Phase II			2,266	2,266	2,266	2,646	2,646	2,646									
T29	M	Sixth Street South															1,739	1,739	1,739
T30	M	Chicago Avenue South (E. 46th to E 49th)						1,219	1,219	1,219									
T31	M	Harrison Street N.E.			937	937	937												
T34	M	LaSalle Avenue South									1,478	1,478	1,478						
T35	M	27th Avenue South												2,631	2,631	2,631			
T39	M	4th Street South			308	308	308												
T89	M	Como Avenue Southeast															1,047	1,047	1,047
T99	M	Richfield Road															1,581	1,581	1,581
T97	M	I-93W (42nd Street - Crosstown)						167	167	167	167	167	167	167	167	167			
<b>TOTALS MSA PROJECTS</b>					<b>\$6,095</b>	<b>\$6,095</b>	<b>\$6,997</b>	<b>\$8,213</b>	<b>\$8,213</b>	<b>\$8,213</b>	<b>\$5,778</b>	<b>\$5,778</b>	<b>\$5,778</b>	<b>\$5,354</b>	<b>\$5,354</b>	<b>\$5,354</b>	<b>\$5,505</b>	<b>\$5,505</b>	<b>\$5,505</b>
T32G	M	15th Avenue SE												1,352	1,352	1,352			
<b>TOTALS PAVING "GAP PROJECTS"</b>					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,352</b>	<b>\$1,352</b>	<b>\$1,352</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## SUMMARY

TOTALS BRIDGES	487	487	487	0	0	0	761	761	761	360	360	360	0	0	0	0	0	0
TOTALS TRANSPORTATION	439	439	439	536	536	536	223	223	223	70	70	70	727	727	727	727	727	727
TOTALS MSA PROJECTS	6,095	6,095	6,997	8,213	8,213	8,213	5,778	5,778	5,778	5,354	5,354	5,354	5,505	5,505	5,505	5,505	5,505	5,505
TOTALS PAVING "GAP PROJECTS"	0	0	0	0	0	0	0	0	0	1,352	1,352	1,352	0	0	0	0	0	0
TOTALS NET DEBT REQUIRED FOR MSA PROGRAM																		
TOTALS MSA FUNDING	\$7,021	\$7,021	\$7,923	\$8,749	\$8,749	\$8,749	\$6,760	\$6,760	\$6,760	\$7,136	\$7,136	\$7,136	\$8,232	\$8,232	\$8,232	\$6,232	\$6,232	\$6,232

## SUMMARY of MSA ALLOTMENT STATUS

	2000	2000	2000	2001	2001	2001	2002	2002	2002	2003	2003	2003	2004	2004	2004
	CLIC	Mayor	Final	CLIC	Mayor	Final	CLIC	Mayor	Final	CLIC	Mayor	Final	CLIC	Mayor	Final
Estimated 12/31/99 Carryforward for Construction Balance	\$1,006	\$1,006	\$1,006	\$635	\$635	\$333	(\$864)	(\$864)	(\$1,166)	(\$374)	(\$374)	(\$676)	(\$260)	(\$260)	(\$582)
Estimated Construction Apportionment	7,250	7,250	7,250	7,250	7,250	7,250	7,250	7,250	7,250	7,250	7,250	7,250	7,250	7,250	7,250
Estimate of Available Funding	8,256	8,256	8,256	7,885	7,885	7,583	6,386	6,386	6,084	6,876	6,876	6,574	6,990	6,990	6,688
MSA Program here	(7,621)	(7,621)	(7,823)	(8,749)	(8,749)	(8,749)	(6,760)	(6,760)	(6,760)	(7,136)	(7,136)	(7,136)	(6,232)	(6,232)	(6,232)
Estimated 12/31/00 Carryforward	\$635	\$635	\$333	(\$864)	(\$864)	(\$1,166)	(\$374)	(\$374)	(\$676)	(\$260)	(\$260)	(\$562)	\$758	\$758	\$456

# ASSESSMENT PROGRAM

Adopted December 9, 1999

## PUBLIC WORKS

CODE	PROJECT NAME	2000	2000	2000	2001	2001	2001	2002	2002	2002	2003	2003	2003	2004	2004	2004
		CLIC ASSMB	Mayor ASSMB	Final ASSMB	CLIC ASSMB	Mayor ASSMB	Final ASSMB	CLIC ASSMB	Mayor ASSMB	Final ASSMB	CLIC ASSMB	Mayor ASSMB	Final ASSMB	CLIC ASSMB	Mayor ASSMB	Final ASSMB
T43	M Chicago Avenue South Bridge							242	242	242						
T48	M Royalston Avenue Bridge	65	65	65												
T46	M 1st Avenue South Bridge										265	265	265			
<b>TOTALS BRIDGES</b>		<b>\$65</b>	<b>\$65</b>	<b>\$65</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$242</b>	<b>\$242</b>	<b>\$242</b>	<b>\$265</b>	<b>\$265</b>	<b>\$265</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
T52G	Cedar Lake Parkway Bridge				61	61	61									
<b>TOTALS BRIDGE "GAP PROJECTS"</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$61</b>	<b>\$61</b>	<b>\$61</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
T01	Parkway Paving	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
T56	Defective Hazardous Sidewalks and Complete	1,400	1,400	1,400	1,450	1,450	1,450	1,500	1,500	1,500	1,550	1,550	1,550	1,600	1,600	1,600
<b>TOTALS MISCELLANEOUS</b>		<b>\$1,450</b>	<b>\$1,450</b>	<b>\$1,450</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>\$1,550</b>	<b>\$1,550</b>	<b>\$1,550</b>	<b>\$1,600</b>	<b>\$1,600</b>	<b>\$1,600</b>	<b>\$1,650</b>	<b>\$1,650</b>	<b>\$1,650</b>
T01G	Parkway Paving	50	50	50	30	30	30	20	20	20	25	25	25	25	25	25
<b>TOTALS MISCELLANEOUS "GAP PROJECTS"</b>		<b>\$50</b>	<b>\$50</b>	<b>\$50</b>	<b>\$30</b>	<b>\$30</b>	<b>\$30</b>	<b>\$20</b>	<b>\$20</b>	<b>\$20</b>	<b>\$25</b>	<b>\$25</b>	<b>\$25</b>	<b>\$25</b>	<b>\$25</b>	<b>\$25</b>
Tx4	M Golden Valley Beard Lighting			100												
T04	M CSAH Cooperative Projects	210	210	210	150	150	150	750	750	750	750	750	750	750	750	750
T16	M SEMI (Phase II)				423	423	423	1,416	1,416	1,416				134	134	134
T21	M Third Avenue South (Phase I & II)															
T25	M Waukegan Avenue South Phase I and Phase II	156	156	156							456	456	456			
T26	M Tenth Street South															
T28	M Hennepin Avenue South Phase I and Phase II	473	473	473	573	573	573	200	200	200						
T29	M Sixth Street South															
T30	M Chicago Avenue South (E. 46th to E 49th)				208	208	208							172	172	172
T31	M Harrison Street N.E.	112	112	112												
T34	M LaSalle Avenue South							110	110	110						
T35	M 27th Avenue South										575	575	575			
T39	M 4th Street South	74	74	74												
T89	M Come Avenue Southeast															
T88	M Richfield Road													626	626	626
<b>TOTALS MSA PROJECTS</b>		<b>\$1,025</b>	<b>\$1,025</b>	<b>\$1,125</b>	<b>\$1,354</b>	<b>\$1,354</b>	<b>\$1,354</b>	<b>\$2,476</b>	<b>\$2,476</b>	<b>\$2,476</b>	<b>\$1,781</b>	<b>\$1,781</b>	<b>\$1,781</b>	<b>\$1,691</b>	<b>\$1,691</b>	<b>\$1,691</b>
T02	Miscellaneous Street Segments															
T03	Renovation Program	553	553	450	1,318	1,300	1,319	1,058	0	1,058	723	500	723	227	227	227
T05	Second Street S.E. Commercial	391	391	391										481	481	481
T11	Alley Retaining Wall Rehabilitation							35	35	35	15	15	15	50	50	50
T12	Alley Resurfacing							35	35	35	31	31	31	85	85	85
<b>TOTALS "LOCAL" PROJECTS</b>		<b>\$944</b>	<b>\$944</b>	<b>\$841</b>	<b>\$1,319</b>	<b>\$1,300</b>	<b>\$1,319</b>	<b>\$1,128</b>	<b>\$70</b>	<b>\$1,128</b>	<b>\$769</b>	<b>\$546</b>	<b>\$769</b>	<b>\$843</b>	<b>\$843</b>	<b>\$843</b>
T02G	Miscellaneous Street Segments				66	66	66	242	242	242						
T03G	Renovation Program				40	40	40	546	546	546	1,173	1,173	1,173	550	550	550
T03G	Mid-City Industrial Paving Area Phase I & II							302	302	302				446	446	446
T03G	Near North/North River Industrial													326	326	326
T10G	Logan Park Industrial													588	In 2005	588
T11G	Alley Retaining Wall Rehabilitation	10	10	10	10	10	10							770	In 2005	770
T12G	Alley Resurfacing	100	100	100	90	90	90				35	35	35			
T32G	M 15th Avenue SE										54	54	54			
T09G	M 31st Avenue NE and California Street N	389	389	389							318	318	318			
T85G	North Loop Industrial															
<b>TOTALS PAVING "GAP PROJECTS"</b>		<b>\$499</b>	<b>\$499</b>	<b>\$499</b>	<b>\$206</b>	<b>\$206</b>	<b>\$206</b>	<b>\$1,090</b>	<b>\$1,090</b>	<b>\$1,090</b>	<b>\$1,858</b>	<b>\$1,958</b>	<b>\$1,858</b>	<b>\$2,680</b>	<b>\$1,322</b>	<b>\$2,680</b>

## SUMMARY

BRIDGES	65	65	65	0	0	0	242	242	242	265	265	265	0	0	0
BRIDGE "GAP PROJECTS"	0	0	0	61	61	61	0	0	0	0	0	0	0	0	0
MISCELLANEOUS	1,450	1,450	1,450	1,500	1,500	1,500	1,550	1,550	1,550	1,600	1,600	1,600	1,650	1,650	1,650
MISCELLANEOUS "GAP PROJECTS"	50	50	50	30	30	30	20	20	20	25	25	25	25	25	25
MSA PROJECTS	1,025	1,025	1,125	1,354	1,354	1,354	2,476	2,476	2,476	1,781	1,781	1,781	1,691	1,691	1,691
"LOCAL" PROJECTS	944	944	841	1,319	1,300	1,319	1,128	70	1,128	769	546	769	843	843	843
PAVING "GAP PROJECTS"	499	499	499	206	206	206	1,090	1,090	1,090	1,858	1,958	1,858	2,680	1,322	2,680
<b>TOTALS</b>	<b>\$4,033</b>	<b>\$4,033</b>	<b>\$4,030</b>	<b>\$4,470</b>	<b>\$4,451</b>	<b>\$4,470</b>	<b>\$6,506</b>	<b>\$5,448</b>	<b>\$6,506</b>	<b>\$6,296</b>	<b>\$6,075</b>	<b>\$6,298</b>	<b>\$6,888</b>	<b>\$5,531</b>	<b>\$6,888</b>



# Adopted December 9, 1999 PARKING FUND CAPITAL PROGRAM

PROJECT NAME CODE	2000				2001				2002				2003				2004			
	CBR	CLIC	Mayor	Final	CBR	CLIC	Mayor	Final	CBR	CLIC	Mayor	Final	CBR	CLIC	Mayor	Final	CBR	CLIC	Mayor	Final
<b>CURRENT REVENUE</b>																				
T66	1,500	1,500	1,500	1,500	1,750	1,750	1,750	1,750	2,000	2,000	2,000	2,000	2,750	2,500	2,500	2,500	2,750	2,750	2,750	2,750
T67	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150
T70	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
T71	500	500	500	500																
<b>SUBTOTALS</b>	<b>2,180</b>	<b>2,180</b>	<b>2,180</b>	<b>2,180</b>	<b>1,930</b>	<b>1,930</b>	<b>1,930</b>	<b>1,930</b>	<b>2,180</b>	<b>2,180</b>	<b>2,180</b>	<b>2,180</b>	<b>2,930</b>	<b>2,680</b>	<b>2,680</b>	<b>2,680</b>	<b>2,930</b>	<b>2,930</b>	<b>2,930</b>	<b>2,930</b>

\* These Capital projects are annual in nature and therefore their appropriations expire at year end

<b>CURRENT REVENUE PARKING FUND GAP</b>																				
T66G	0	0			0	0			0	0			0	0			0	0		
T76G	0	210	210	210																
<b>SUBTOTALS</b>	<b>0</b>	<b>210</b>	<b>210</b>	<b>210</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>CURRENT REVENUE SUBTOTALS</b>	<b>\$2,180</b>	<b>\$2,390</b>	<b>\$2,390</b>	<b>\$2,390</b>	<b>\$1,930</b>	<b>\$1,930</b>	<b>\$1,930</b>	<b>\$1,930</b>	<b>\$2,180</b>	<b>\$2,180</b>	<b>\$2,180</b>	<b>\$2,180</b>	<b>\$2,930</b>	<b>\$2,680</b>	<b>\$2,680</b>	<b>\$2,680</b>	<b>\$2,930</b>	<b>\$2,930</b>	<b>\$2,930</b>	<b>\$2,930</b>
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Plus Transfer to the Park Board For Bottineau Park Neighb Center			1,000	1,000																
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Transfer to PW Gap Closure Prog 2000			2,000	0																
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<b>CURRENT REVENUE TOTALS</b>			<b>\$5,390</b>	<b>\$3,390</b>			<b>\$1,930</b>	<b>\$1,930</b>			<b>\$2,180</b>	<b>\$2,180</b>			<b>\$2,680</b>	<b>\$2,680</b>			<b>\$2,930</b>	<b>\$2,930</b>
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PROJECT NAME CODE	2000				2001				2002				2003				2004	
	CBR	CLIC	SEE	COMMENT	CBR	CLIC	SEE	COMMENT	CBR	CLIC	SEE	COMMENT	CBR	CLIC	SEE	COMMENT		
T73	15,000	0	0	0					15,000	0	0	0						
T74																		
<b>SUBTOTALS</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

COMMENT: Specific Ramp considerations are made based on individual assessment of need, Financial study, consideration of LRT and other factors at time of specific request

# Storm Water, Sewer, and Flood Mitigation Utility Fund ( SWSFL )

Includes changes made by City Council in the fall of 1999

TOTALs	1998	1999	Phased Flood Mitigation Projects													
			2000 Request	2000 Final	2001 Request	2001 Final	2002 Request	2002 Final	2003 Request	2003 Final	2004 Request	2004 Final	2005 Request	2005 Final	2006 Request	2006 Final
1,250	1,250	0	E. 43rd St. & Park Ave. -Pond(26a)													
3,900	0	3,300	PS50 Acquisition of Critical Property 0 0													
400	0	400	Acquisition of Non-Critical Property 500 500													
1,750	0	0	Design Engineering 0 0													
1,850	185	0	Storm Pond Construction & CE 1,750 1,750													
			Storm Drain Construction & CE 1,685 1,685													
\$9,050	\$1,435	\$3,700	Subtotal \$3,915 \$3,915													
450	450	0	33rd Ave. N. to Miss. River - Storm Drain(6)**													
4,050	0	2,025	PS51 Design Engineering 0 school related project													
\$4,500	\$450	\$2,025	Storm Drain Construction & CE 2,025 2,025													
			Subtotal \$2,025 \$2,025													
1,750	1,750	0	E. 60th St. & 1st Ave. S. - Pond (34)													
3,250	0	3,250	PS52 Acquisition of Critical Property 0 0 0 0													
400	0	400	Acquisition of Non-Critical Property 0 0 0 0													
1,300	0	0	Design Engineering 0 0 0 0													
2,600	0	0	Storm Pond Construction & CE 1,300 1,300 0 0													
\$9,300	\$1,750	\$3,650	Storm Drain Construction & CE 1,300 1,300 1,300 1,300													
			Subtotal \$2,600 \$2,600 \$1,300 \$1,300													
			Plus Mn DOT \$ 1.4 M In 2002													
2,300	525	1,775	Jackson Square - Pond (9)**													
300	300	0	PS53 Acquisition of Non-Critical Property school related project													
1,940	0	1,940	Design Engineering 0 0 0 0													
1,060	0	1,060	Storm Pond Construction & CE 0 0 0 0													
\$5,600	\$825	\$4,775	Storm Drain Construction & CE 0 0 0 0													
			Subtotal \$2,600 \$2,600 \$1,300 \$1,300													
175	175	0	Pump Station to Minnehaha Creek ( 29,30 )**													
2,075	0	2,075	PS58 Design Engineering school related project													
\$2,250	\$175	\$2,075	Storm Drain Construction & CE 0 0 0 0													
			Subtotal \$420 \$420 \$1,580 \$1,580													
1,000	1,000	0	29th & Logan Ave's. N. - Pond (37)													
2,250	0	2,250	PS54 Acquisition of Critical Property 0 0 0 0													
420	0	0	Acquisition of Non-Critical Property 0 0 0 0													
920	0	0	Design Engineering 420 420 0 0													
2,600	0	0	Storm Pond Construction & CE 0 0 920 920													
\$7,250	\$1,000	\$2,250	Storm Drain Construction & CE 0 0 660 660													
			Subtotal \$420 \$420 \$1,580 \$1,580 \$2,000 \$2,000													
1,000	1,000	0	E. 37th St. & Columbus Ave. - Pond (12,21,22)													
3,100	0	1,800	PS55 Acquisition of Critical Property 0 0 0 0													
450	0	0	Acquisition of Non-Critical Property 1,300 1,300 0 0													
3,450	0	0	Design Engineering 450 450 0 0													
5,350	0	0	Storm Pond Construction & CE 510 510 0 0													
\$13,350	\$1,000	\$1,800	Storm Drain Construction & CE 0 0 1,925 1,925													
			Subtotal \$510 \$510 \$1,750 \$1,750 \$3,975 \$3,975													
			1,015 1,015 3,300 3,300													
300	300	0	Crystal Lake new storm drain to ( 5 )													
3,200	0	0	PS56 Design Engineering 300 300 0 0													
\$3,500	0	0	Storm Drain Construction & CE 0 0 1,600 1,600													
			Subtotal \$300 \$300 \$1,600 \$1,600 \$1,600 \$1,600													
375	375	0	Lake Hiawatha new storm drain to ( 27 )													
4,125	0	0	PS57 Design Engineering 375 375 0 0													
\$4,500	0	0	Storm Drain Construction & CE 0 0 1,375 1,375													
			Subtotal \$375 \$375 \$1,375 \$1,375 \$0 \$0													
			0 0 1,375 1,375 1,375 1,375													
300	300	0	New storm drains when MnDOT upgrades 35W storm drains ( 18 )													
2,335	0	0	PS59 Design Engineering 300 300 0 0													
\$2,635	0	0	Storm Drain Construction & CE 0 0 780 780													
			Subtotal \$300 \$300 \$780 \$780 \$780 \$780													
			0 0 775 775													

# Storm Water, Sewer, and Flood Mitigation Utility Fund ( SWSFL )

Includes changes made by City Council in the fall of 1999

## SUMMARY of Phased Flood Mitigation Projects

			2000	2000	2001	2001	2002	2002	2003	2003	2004	2004	2005	2005	2006	2006
			Request	Final	Request	Final	Request	Final	Request	Final	Request	Final	Request	Final	Request	Final
TOTALs	1998	1999														
5,000	5,000	0														
14,700	525	12,375														
3,570	925	800														
9,360	0	1,940														
29,305	185	5,180														
\$61,935	\$6,635	\$20,275														
Acquisition of Critical Property Total			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Acquisition of Non-Critical Property Total			500	500	1,300	1,300	300	300	300	300	0	0	0	0	0	0
Design Engineering Total			795	795	450	450	300	300	300	300	0	0	0	0	0	0
Storm Pond Construction & CE Total			3,560	3,560	920	920	1,925	1,925	1,015	1,015	0	0	0	0	0	0
Storm Drain Construction & CE Total			4,990	4,990	3,335	3,335	4,050	4,050	1,600	1,600	7,055	7,055	2,155	2,155	775	775
Annual Total			\$9,845	\$9,845	\$6,005	\$6,005	\$6,275	\$6,275	\$2,915	\$2,915	\$7,055	\$7,055	\$2,155	\$2,155	\$775	\$775

## TOTALs 1998 1999 Flood Mitigation Projects

			2000	2000	2001	2001	2002	2002	2003	2003	2004	2004	2005	2005	2006	2006
			Request	Final	Request	Final	Request	Final	Request	Final	Request	Final	Request	Final	Request	Final
390																
1,650		1,650														
750	750												390	390		
3,825	175	650														
1,350			1,500	1,500												
525					1,350	1,350										
850					525	525										
440							850	850								
\$9,780	\$925	\$2,300														
Subtotals			\$1,500	\$1,500	\$1,875	\$1,875	\$850	\$850	\$440	\$440	\$0	\$0	\$390	\$390	\$0	\$0

## Recurring Projects

			2000	2000	2001	2001	2002	2002	2003	2003	2004	2004	2005	2005	2006	2006
			Request	Final	Request	Final	Request	Final	Request	Final	Request	Final	Request	Final	Request	Final
PS01a	Storm Tunnel Rehabilitation		500	500	1,000	1,000	1,200	1,200	1,500	1,500	1,500	1,500	1,500	1,500	1,700	1,700
PS01b	Sanitary Tunnel Rehabilitation		0	0	0	0	500	500	750	750	1,000	1,000	1,000	1,000	1,100	1,100
PS01c	Sanitary Sewer Tunnel Rehabilitation		150	150	200	200	300	300	400	400	600	600	800	800	1,200	1,200
PS02	Miscellaneous Storm Drains		200	200	200	200	200	200	200	200	200	200	200	200	220	220
PS04	US EPA Storm Water Regulation Implem		100	100	150	150	200	200	250	250	250	250	250	250	280	280
PS08	Chain of Lakes Water Quality Imp						150	150	150	150						
Subtotals	Subtotals		\$950	\$950	\$1,550	\$1,550	\$2,550	\$2,550	\$3,250	\$3,250	\$3,550	\$3,550	\$3,750	\$3,750	\$4,480	\$4,480

## New Requests

			2000	2000	2001	2001	2002	2002	2003	2003	2004	2004	2005	2005	2006	2006
			Request	Final	Request	Final	Request	Final	Request	Final	Request	Final	Request	Final	Request	Final
PS-PkBd	Park Bd Sewer Capital		0	0	0	0	500	500	600	600	700	700	800	800	900	900
PS03	Storm & Sewer work Street Renovation		74	74	222	222	101	101	1,526	1,526	543	543	600	600	630	630
PS07	Powderhorn Park				520	520										
PS61	Flood Area # 43														550	550
PS62	Flood Area # 46														200	200
Subtotals	Subtotals		\$74	\$74	\$742	\$742	\$601	\$601	\$2,126	\$2,126	\$1,243	\$1,243	\$1,400	\$1,400	\$2,280	\$2,280

2000 - 2006		
Plan	Diff	Request
0	8,466	8,466
20,090	0	20,090
5,055	0	5,055
35,025	0	35,025
\$60,160	\$8,466	\$68,626

## SUMMARY

			2000	2000	2001	2001	2002	2002	2003	2003	2004	2004	2005	2005	2006	2006
			Request	Final	Request	Final	Request	Final	Request	Final	Request	Final	Request	Final	Request	Final
New Requests			74	74	742	742	601	601	2,126	2,126	1,243	1,243	1,400	1,400	2,280	2,280
Recurring Projects			950	950	1,875	1,875	2,550	2,550	3,250	3,250	3,550	3,550	3,750	3,750	4,480	4,480
Flood Mitigation Phased Projects			1,500	1,500	1,875	1,875	850	850	440	440	0	0	390	390	0	0
Flood Mitigation Phased Projects			9,845	9,845	6,005	6,005	6,275	6,275	2,915	2,915	7,055	7,055	2,155	2,155	775	775
Grand Totals			\$12,368	\$12,368	\$10,172	\$10,172	\$10,276	\$10,276	\$8,731	\$8,731	\$11,848	\$11,848	\$7,695	\$7,695	\$7,535	\$7,535

# WATER WORKS

## CAPITAL PROGRAM 2000 - 2008

### EXISTING FACILITIES

Project #	2000	2001	2002	2003	2004	2005	2006	2007	2008
DWP Centrifuge Replacement	500	500	500	500					
New Baffle Walls for Finished Water Reservoirs	800								
Repair & Seal Reservoir Roofs	500								
Large Gate & Valve Replacement	170	180	190	200	210	220	230	240	250
Watermain Replacement and/or Cleaning & Lining	1,700		1,900	2,687	3,323	5,200	5,400	5,600	5,800
Meter Replacement	1,900	670	330	200	0	0	0	0	0
Large Watermain Cleaning & Lining	470	490	490	1,188	1,732	3,520	3,815	3,595	3,575
Manhole Repair/Replacement	135	140	145	150	155	160	165	170	175
Clean Pipeline PS #4 to CHFP open Reservoir	750	700							
Roof Repair & Replacement	100								
Complete Scada System	2,500	2,000	2,000	0	0	0	0	0	0
<b>EXISTING FACILITIES Subtotals</b>	<b>\$9,525</b>	<b>\$4,670</b>	<b>\$5,555</b>	<b>\$4,926</b>	<b>\$5,420</b>	<b>\$9,100</b>	<b>\$9,410</b>	<b>\$9,605</b>	<b>\$9,800</b>

### NEW FACILITIES

Project #	2000	2001	2002	2003	2004	2005	2006	2007	2008
New 40 M Gal Finished Water Res & Pump Station SW PS	11,500	500							
Gates & Manholes	1,000								
<b>NEW FACILITIES Subtotals</b>	<b>\$12,500</b>	<b>\$500</b>	<b>\$70</b>	<b>\$75</b>	<b>\$80</b>	<b>\$85</b>	<b>\$90</b>	<b>\$95</b>	<b>\$100</b>

### ULTRAFILTRATION

#### Scenario I ( adj \$\$\$ )

	2000	2001	2002	2003	2004	2005	2006	2007	2008
Studies	1,000	1,035							
Design		6,210	6,420						
Columbia Heights 40MGD				22,100	22,800				
Fridley Membranes I						21,250	21,780		
Fridley Membranes II							18,360	19,920	
Distribution & Pumping Upgrades	1,000	1,035							
<b>Ultrafiltration Subtotals</b>	<b>\$2,000</b>	<b>\$8,280</b>	<b>\$6,420</b>	<b>\$22,100</b>	<b>\$22,800</b>	<b>\$21,250</b>	<b>\$41,140</b>	<b>\$19,920</b>	<b>\$0</b>

### OTHER MAJOR PROJECTS

Project #	2000	2001	2002	2003	2004	2005	2006	2007	2008
FSP Modification	200	4,300	3,500	3,500					
St Paul/Minneapolis Interconnection	100	1,000	5,000	5,000					
Alternate Water Source, (wells, Rice Creek)					2,000	2,000	2,000	2,000	2,000
<b>Totals</b>	<b>\$300</b>	<b>\$5,300</b>	<b>\$8,500</b>	<b>\$8,500</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>

**Summary of Requested Capital Projects**

	2000	2001	2002	2003	2004	2005	2006	2007	2008
EXISTING FACILITIES	9,525	4,670	5,555	4,925	5,420	9,100	9,410	9,605	9,800
NEW FACILITIES	12,560	565	70	75	80	85	90	95	100
ULTRAFILTRATION	2,000	8,280	6,420	22,100	22,800	21,250	41,140	19,920	0
OTHER MAJOR PROJECTS	300	5,300	8,500	8,500	2,000	2,000	2,000	2,000	2,000
<b>GRAND TOTALS</b>	<b>\$24,385</b>	<b>\$18,815</b>	<b>\$20,545</b>	<b>\$35,600</b>	<b>\$30,300</b>	<b>\$32,435</b>	<b>\$52,640</b>	<b>\$31,620</b>	<b>\$11,900</b>

**ADOPTED WATER WORKS  
CAPITAL PROGRAM 2000 - 2008**

	Costs 2000-2008	2000	2001	2002	2003	2004	2005	2006	2007	2008
<b>Summary of Funded Capital Projects</b>										
EXISTING FACILITIES	\$68,010	9,525	4,670	5,555	4,925	5,420	9,100	9,410	9,605	9,800
NEW FACILITIES	\$13,720	12,560	565	70	75	80	85	90	95	100
ULTRAFILTRATION	\$143,910	2,000	8,280	6,420	22,100	22,800	21,250	41,140	19,920	0
<b>GRAND TOTALS</b>	<b>\$225,640</b>	<b>\$24,085</b>	<b>\$13,515</b>	<b>\$12,045</b>	<b>\$27,100</b>	<b>\$28,300</b>	<b>\$30,435</b>	<b>\$50,640</b>	<b>\$29,620</b>	<b>\$9,900</b>

**Financing Plan**

	2000-2008	2000	2001	2002	2003	2004	2005	2006	2007	2008
Recommended Water Capital	\$225,640	24,085	13,515	12,045	27,100	28,300	30,435	50,640	29,020	9,900
Recommended Pay as You Go	(\$50,000)	(4,000)	(4,000)	(4,500)	(5,000)	(5,500)	(6,000)	(6,500)	(7,000)	(7,500)
Bond Program	\$175,640	\$20,085	\$9,515	\$7,545	\$22,100	\$22,800	\$24,435	\$44,140	\$22,620	\$2,400

**PROJECTS NOT INCLUDED in the  
CURRENT ADOPTED WATER  
CAPITAL PROGRAM**

	Project #	2000-2008	2000	2001	2002	2003	2004	2005	2006	2007	2008
FSP Modification	IC 1	\$11,500	200	4,300	3,500	3,500					
St Paul/Minneapolis Interconnection	IB 1	\$11,100	100	1,000	5,000	5,000					
Alternate Water Source,	IC 3	\$10,000					2,000	2,000	2,000	2,000	2,000
<b>GRAND TOTALS</b>		<b>\$32,600</b>	<b>\$300</b>	<b>\$5,300</b>	<b>\$8,500</b>	<b>\$8,500</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>

**Ultra Filtration Program**  
**Summary of Major Cost Components for Minneapolis Water Works**  
**Capital Outlays Scenario I ( 1999 dollars )**

phasing provided by Director of Water Works  
 all dollars in millions

	2000	2001	2002	2003	2004	2005	2006	2007	2008	Totals
Studies	1	1								\$2
Design		6	6							\$12
CH Demolition									x	\$0
CH 40 MGD				20	20					\$40
Fridley Upgrades			x							\$0
Fridley Membranes I						18	18			\$36
Fridley Membranes II							16	16		\$32
Fridley GAC										\$0
Distribution & Pumping Upgrades	1	1	x						x	\$2
<b>TOTALS</b>	<b>\$2</b>	<b>\$8</b>	<b>\$6</b>	<b>\$20</b>	<b>\$20</b>	<b>\$18</b>	<b>\$34</b>	<b>\$16</b>	<b>\$0</b>	<b>\$124</b>

**Ultra Filtration Program**  
**Summary of Major Cost Components for Minneapolis Water Works**  
**Capital Outlays Scenario I ( Estimated Inflation Adjusted dollars )**

phasing provided by Director of Water Works  
 all dollars in millions

3.50%

	2000	2001	2002	2003	2004	2005	2006	2007	2008	Totals
Studies	1.000	1.035	1.07	1.105	1.14	1.175	1.21	1.245	1.28	
Design		6.210	6.420							2.035
CH 40 MGD				22.100	22.800					12.630
Fridley Membranes I						21.150	21.780			44.900
Fridley Membranes II							19.360	19.920		42.930
Distribution & Pumping Upgrades	1.000	1.035	0.000							39.280
<b>TOTALS</b>	<b>2.000</b>	<b>8.280</b>	<b>6.420</b>	<b>22.100</b>	<b>22.800</b>	<b>21.150</b>	<b>41.140</b>	<b>19.920</b>	<b>0.000</b>	<b>143.810</b>

# Proforma Rate Estimates of Last December vs Current with Proforma Impacts Since Last December

<u>SWSFM</u> <u>RATES</u>	last years Est	Diff	Current Est	
2000	\$0.16	\$0.04	\$0.20	2000
2001	\$0.14	\$0.02	\$0.16	2001
2002	\$0.12	\$0.00	\$0.12	2002
2003	\$0.12	\$0.00	\$0.12	2003
2004	\$0.12	(\$0.04)	\$0.08	2004
2005	\$0.12	(\$0.04)	\$0.08	2005

<u>Water</u> <u>RATES</u>	last years Est	Diff	Current Est	
2000	\$0.12	\$0.00	\$0.12	2000
2001	\$0.14	\$0.02	\$0.16	2001
2002	\$0.15	\$0.03	\$0.18	2002
2003	\$0.17	\$0.02	\$0.19	2003
2004	\$0.19	\$0.00	\$0.19	2004
2005	\$0.20	\$0.00	\$0.20	2005

### Proforma Impacts Since Last December

1999 street cleaning cost transfer to fund	\$1,300,000	
Flood Mit Changes Oct 18, 1999 letter		
Fld Area # 12	\$1,300,000	in 2001
Fld Area # 26	\$500,000	in 2000
Fld Area # 37	\$2,000,000	in 2002
Fld Area # 43 ( New )	\$500,000	in 2006
Fld Area # 46 ( New )	\$200,000	in 2006
Flood Mit Change Nov 4, 1999 Fact sheet	\$1,500,000	in 2000
SWSFM paying all street cleaning costs	\$3,900,000	/year
Sewer Mtce Park Bd sys	\$500,000	/year
Sewer Capital Park Bd sys	\$500,000	/year
3 DPs totaling	\$669,000	/year
4 DPs totaling	\$1,378,500	
	<u>\$8,678,500</u>	
one Time Impact	<u>\$5,069,000</u>	/year
	<u>\$5,569,000</u>	/year
annual Impact		

### Proforma Impacts Since Last December

2 DPs totaling	<u>\$471,600</u>
one Time impact	

3700 Columbus	
43rd & Park	
Logan Ave North	
Abbott Hospital	
Humboldt Ave South	
Jefferson School	
start in 2000	
start in 2000	
start in 2002	
start in 2000	
start in 2000	
start in 2000	
start in 2000	
start in 2002	
start in 2002	
start in 2000	
start in 2002	
Impact	

### Combined RATES

	last December's Est	Diff	Current Est	
2000	\$0.28	\$0.04	\$0.32	2000
2001	\$0.28	\$0.04	\$0.32	2001
2002	\$0.27	\$0.03	\$0.30	2002
2003	\$0.29	\$0.02	\$0.31	2003
2004	\$0.31	(\$0.04)	\$0.27	2004
2005	\$0.32	(\$0.04)	\$0.28	2005

**Water and Storm Water, Sewer, Flood Mitigation ( SWSFM ) Utility Pro Forma  
Base Scenario @ 3% Inflation For Operating Cost Centers**  
Meets Cash Goals for Funds on a Combined Basis After 2005  
Water Works Capital Plan Based on Approved Capital Program  
Funds Water Ultra Filtration Program 2000 to 2007 of \$ 144,000,000 in Capital Costs  
Storm Water, Sewer, Flood Mitigation Utility fully funds the Approved Flood Mitigation Program  
& All debt Service associated with Storm Drains, Flood Control & Flood Mitigation & Sewer  
SWSFM Funds Park Board's Sewer Mice Starting in 2000 & Capital Starting in 2002 Under Public Works  
SWSFM Funds All Street Cleaning starting in 2000  
Includes Misc DP Funding Recommended by Mayor  
NO Fund Transfer to General Fund For Payment in Lieu of Taxes

Utility Rates (\$/100 CF)

Water

Effective Date	Increase	Total Rate	% Change
01/01/00	0.10	1.05	7.2%
01/01/01	0.14	1.23	7.0%
01/01/02	0.16	1.29	4.9%
01/01/03	0.06	1.35	4.7%
01/01/04	0.08	1.43	5.9%
01/01/05	0.10	1.53	7.0%
01/01/06	0.12	1.65	7.8%
01/01/07	0.16	1.81	9.7%
01/01/08	0.18	1.99	9.9%
01/01/09	0.19	2.18	9.5%
01/01/10	0.19	2.37	8.7%
01/01/11	0.20	2.57	8.4%
01/01/12	0.10	2.67	3.9%
01/01/13	0.05	2.72	1.9%
01/01/14	0.05	2.77	1.8%
01/01/15	0.05	2.82	1.8%

Storm Water, Sewer, Flood Mitigation

Effective Date	Increase	Total Rate	% Change
01/01/00	0.20	2.87	7.5%
01/01/01	0.16	3.03	5.6%
01/01/02	0.12	3.15	4.0%
01/01/03	0.12	3.27	3.8%
01/01/04	0.08	3.35	2.4%
01/01/05	0.08	3.43	2.4%
01/01/06	0.08	3.51	2.3%
01/01/07	0.08	3.58	2.3%
01/01/08	0.08	3.67	2.2%
01/01/09	0.08	3.75	2.2%

Combined Rate Impact

Effective Date	Increase	Total Rate	% Change
01/01/00	0.23	3.08	7.1%
01/01/01	0.22	3.27	5.8%
01/01/02	0.22	3.48	6.4%
01/01/03	0.22	3.70	6.3%
01/01/04	0.24	3.94	6.5%
01/01/05	0.26	4.20	6.6%
01/01/06	0.32	4.52	7.6%
01/01/07	0.32	4.84	7.1%
01/01/08	0.30	5.14	6.2%
01/01/09	0.31	5.45	6.0%
01/01/10	0.27	5.72	5.0%
01/01/11	0.28	6.00	4.9%
01/01/12	0.18	6.18	3.0%
01/01/13	0.13	6.31	2.1%
01/01/14	0.13	6.44	2.1%
01/01/15	0.13	6.57	2.0%



**Proforma  
City of Minneapolis, Minnesota**

**Water Utility**

Revenues & Expenditures	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Revenues:						Meets Cash Goals for Funds						
Utility Charges	31,746,634	32,011,389	32,725,094	36,834,239	39,000,000	42,042,000	46,120,074	50,685,961	55,501,128	60,329,726	65,387,423	67,947,922
Other Revenue	1,524,000	914,597	2,068,908	694,398	492,525	607,301	522,520	538,195	554,341	570,971	588,101	605,744
Other Revenue-Reimbursed Construction	-	-	1,171,414	1,142,908	2,000,000	2,000,000	2,051,250	2,078,813	2,107,753	2,138,141	2,170,048	2,203,560
Sewer Billing and Collection	2,690,000	2,690,000	2,690,000	2,690,080	2,071,798	2,104,947	2,168,095	2,253,138	2,369,136	2,440,210	2,513,417	2,513,417
Solid Waste Billing and Collection	1,025,680	1,169,413	866,000	1,169,000	1,381,192	1,403,298	1,445,397	1,488,759	1,533,422	1,579,424	1,626,807	1,675,911
<b>Total Revenues</b>	<b>36,988,214</b>	<b>36,785,399</b>	<b>39,824,416</b>	<b>42,530,523</b>	<b>44,945,504</b>	<b>48,057,546</b>	<b>52,307,336</b>	<b>57,024,866</b>	<b>61,966,776</b>	<b>66,967,399</b>	<b>72,222,689</b>	<b>74,946,244</b>

Expenditures:	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Cost Centers:												
Public Works - Administration	38,596	42,599	53,060	46,364	56,541	68,237	99,994	61,794	63,637	65,547	67,513	69,538
Utility Billing	3,764,027	4,055,577	2,904,254	3,214,575	3,478,284	3,567,187	3,674,203	3,784,429	3,897,962	4,014,900	4,135,347	4,259,408
Transfer to ITS	1,566,320	1,566,320	2,027,095	2,045,483	2,046,005	2,107,385	2,170,365	2,170,607	2,236,725	2,302,797	2,371,881	2,443,037
Water Administration	755,943	561,682	635,603	600,510	705,016	717,450	783,977	781,143	783,977	807,496	831,721	856,673
Treatment - Operations	13,640,051	13,996,246	14,223,517	10,803,959	10,802,214	10,946,777	781,143	11,813,436	11,891,339	12,320,694	12,690,316	13,071,024
Treatment - Maintenance	4,469,237	4,535,527	6,365,530	3,839,310	4,025,289	4,848,532	5,248,698	5,248,698	5,407,395	5,598,618	5,736,706	5,808,805
Distribution	889,117	855,071	969,613	1,045,764	1,639,114	698,245	585,292	7,387,943	7,606,581	7,837,966	8,073,004	8,073,004
Engineering/PW Design	-	-	-	-	-	500,000	551,250	602,861	607,753	636,595	658,752	678,514
Major Repairs - Reimbursed	2,484,682	2,380,718	2,201,342	3,109,210	1,702,207	1,711,866	1,805,871	1,860,048	1,915,849	1,973,324	2,032,524	2,093,500
Major Repairs	-	-	-	-	-	66,200	66,200	66,200	66,200	66,200	66,200	66,200
DP y2k Work SL, ITS Stand, Eng 2000	-	-	-	-	-	273,000	273,000	273,000	273,000	273,000	273,000	273,000
DP Eng 2000 Software & Implem	-	-	-	-	-	z	z	z	z	z	z	z
Transfer to General Fund in Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to Other Funds (General Fund Mid-Year)	-	-	-	-	160,000	-	-	-	-	-	-	-
Treatment Infrastructure Maintenance O&M	-	-	-	-	800,000	800,000	2,400,000	3,200,000	3,800,000	4,200,000	4,800,000	5,200,000
Distribution Infrastructure Maintenance O&M	-	-	-	-	100,000	100,000	300,000	450,000	600,000	750,000	900,000	1,050,000
Contribution to MERF	877,437	999,191	1,190,005	944,360	672,926	763,097	800,000	800,000	800,000	800,000	800,000	800,000
Financial Accounting & Operations	-	82,023	422,803	582,433	641,756	559,861	576,657	593,957	611,775	630,128	648,032	668,503
Retirement Incentives	-	-	96,888	105,410	117,000	130,000	-	-	-	-	-	-
Water Ultra-Purification Debt Service	-	-	-	-	-	50,000	300,000	750,000	1,800,000	5,200,000	9,500,000	9,500,000
Utility Billing Computer System	-	-	-	707,225	465,021	-	-	-	-	-	-	-
Pay As Go Capital Costs - Reimbursed/Assessed	-	-	1,097,368	1,142,808	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Pay As Go Capital Costs	971,368	1,920,899	4,676,418	6,772,409	1,500,000	4,000,000	4,000,000	4,500,000	5,000,000	5,500,000	6,000,000	6,500,000
Carry-Over Pay As Go Capital Costs	-	-	-	-	4,000,000	2,042,647	-	-	-	-	-	-
Debt Service Payments	2,831,493	4,183,134	2,574,500	2,782,000	5,230,484	8,026,367	7,862,513	8,181,674	8,294,493	8,115,613	5,808,045	5,758,656
Debt Service-Adopted Capital Program	-	-	-	-	-	870,000	2,511,750	3,546,250	4,090,000	4,090,000	4,249,250	4,860,000
Debt Service - 92 Revenue Bonds	6,898,000	-	-	-	-	-	-	-	-	-	-	-
Incremental O&M Costs for Ultra	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>36,005,261</b>	<b>35,207,927</b>	<b>39,437,406</b>	<b>44,364,407</b>	<b>46,377,536</b>	<b>51,006,507</b>	<b>52,878,062</b>	<b>56,643,847</b>	<b>60,379,284</b>	<b>65,927,402</b>	<b>70,239,001</b>	<b>73,284,214</b>
<b>Excess of Revenues (Expenditures)</b>	<b>(2,019,047)</b>	<b>1,577,472</b>	<b>387,010</b>	<b>(1,833,884)</b>	<b>(1,432,032)</b>	<b>(2,948,961)</b>	<b>(368,756)</b>	<b>381,020</b>	<b>1,617,492</b>	<b>1,059,996</b>	<b>1,983,588</b>	<b>1,652,030</b>

Cash	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Beginning Balance	4,840,855	4,648,940	5,818,803	10,805,303	8,661,000	7,228,968	4,280,007	3,911,251	4,292,271	5,900,763	6,969,769	8,953,347
Net Increase/Decrease	(191,915)	4,167,863	1,968,700	(2,144,300)	(1,432,032)	(2,948,961)	(368,756)	381,020	1,617,492	1,059,996	1,983,588	1,652,030
Ending Balance	4,648,940	8,816,803	10,805,303	8,661,000	7,228,968	4,280,007	3,911,251	4,292,271	5,900,763	6,969,769	8,953,347	10,605,377
Carry Forward Reserve-Prior Year Capital Projects	-	-	-	(6,042,647)	(2,042,647)	-	-	-	-	-	-	-
<b>Cash Unrestricted</b>	<b>4,648,940</b>	<b>8,816,803</b>	<b>10,805,303</b>	<b>2,618,353</b>	<b>5,186,321</b>	<b>4,280,007</b>	<b>3,911,251</b>	<b>4,292,271</b>	<b>5,900,763</b>	<b>6,969,769</b>	<b>8,953,347</b>	<b>10,605,377</b>

**Storm Water, Sewer, Flood Mitigation Utility**

**Proforma  
City of Minneapolis, Minnesota**

Revenues & Expenditures	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
<b>Revenues:</b>												
Utility Charges	38,663,359	42,082,608	43,669,716	48,008,299	51,000,000	54,825,000	57,895,200	60,211,008	62,499,026	63,999,003	65,534,979	67,042,264
Late Payment Revenue	410,329	378,527	358,710	345,538	357,650	395,224	417,357	434,051	450,545	461,358	472,431	483,769
Sewer Availability Charges	232,770	425,100	1,066,230	785,960	1,000,000	1,000,000	n/a	n/a	n/a	n/a	n/a	n/a
MCES Loan Repayment	1,426,356	1,426,356	1,426,356	1,426,356	1,426,356	1,426,356	n/a	n/a	n/a	n/a	n/a	n/a
Grants	-	-	-	2,030,804	2,430,000	-	-	-	-	-	-	-
Other Revenue	725,560	570,831	829,186	1,758,702	536,498	400,000	400,000	400,000	400,000	400,000	400,000	400,000
<b>Total Revenues</b>	<b>42,456,384</b>	<b>44,883,322</b>	<b>47,348,198</b>	<b>54,356,647</b>	<b>56,763,502</b>	<b>58,046,625</b>	<b>58,712,567</b>	<b>61,045,059</b>	<b>63,349,571</b>	<b>64,850,361</b>	<b>66,407,410</b>	<b>67,926,052</b>
<b>Expenditures:</b>												
<b>Cost Centers:</b>												
Sewer Design	1,175,832	1,114,803	1,058,764	1,114,473	1,303,766	1,938,543	1,998,899	2,056,600	2,118,298	2,181,847	2,247,303	2,314,722
Sewer Maintenance	5,385,670	5,268,544	5,686,196	6,415,300	5,636,937	5,796,756	5,933,759	6,117,851	6,301,490	6,490,535	6,686,251	6,885,806
DP Sewer MISC	-	-	-	-	-	362,000	372,860	384,046	395,527	407,434	419,557	432,247
Met Council - Environmental Services-Contract	28,988,268	29,120,364	29,004,816	26,479,069	25,604,461	25,800,000	27,212,780	27,272,750	28,197,250	29,121,750	29,815,125	30,709,579
Met Council-Environ. Services-City Costs	954,667	1,055,522	1,009,239	931,924	1,632,184	1,639,056	954,546	954,546	968,804	1,019,281	1,043,529	1,074,835
Storm Water Management	256,483	232,066	380,263	433,391	545,396	-	-	-	-	-	-	-
Finance	-	78,671	103,973	99,460	125,853	111,505	114,850	118,296	121,845	125,500	129,265	133,143
Retirement Incentive	-	-	-	20,665	18,797	25,000	-	-	-	n/a	n/a	n/a
Utility Billing/Collection & ITS	2,690,000	2,690,000	2,690,000	2,690,000	2,071,788	2,104,947	2,168,065	2,233,138	2,300,132	2,369,136	2,440,210	2,513,417
Transfers to Other Funds	125,640	113,500	376,684	119,249	163,500	120,000	-	-	-	-	-	-
Utility Billing Computer System	-	-	-	707,225	452,165	-	-	-	-	-	-	-
DP Operating Materials & Supplies	-	-	-	-	-	230,000	236,900	244,000	251,327	258,867	266,633	274,632
DP Sewer Related Equipment Replacement	-	-	-	-	-	97,000	99,910	102,907	105,995	109,174	112,450	115,823
DP y2k Work St, ITS Stand, Eng 2000	-	-	-	-	-	194,000	-	-	-	-	-	-
DP Eng 2000 Software & Implem	-	-	-	-	-	61,500	61,500	61,500	-	-	-	-
DP Stormwater Design Manual	-	-	-	-	-	100,000	-	-	-	-	-	-
DP Infiltration Inflow Study	-	-	-	-	-	125,000	300,000	300,000	175,000	-	-	-
Street Sweeping ( Summer Sweep )	-	-	-	700,000	-	-	-	-	-	-	-	-
Street Cleaning Costs Currently in General Fund	-	-	-	1,300,000	-	4,600,000	4,784,000	4,975,380	5,174,374	5,381,349	5,596,603	5,820,467
Transfer to General Fund in Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Sewer-Infrastructure-Maintenance Sanitary	-	-	-	-	-	-	z	z	z	z	z	z
Sewer-Infrastructure-Maintenance Storm Drainage	-	-	-	-	-	-	50,000	50,000	100,000	150,000	200,000	300,000
Sewer-Infrastructure-Maintenance Storm Tunnel	-	-	-	-	-	-	50,000	50,000	100,000	200,000	300,000	400,000
Sewer-Infrastructure-Maintenance Sanitary Tunnel	-	-	-	-	-	-	25,000	50,000	50,000	75,000	100,000	125,000
Sewer-Park Board-Maintenance	-	-	-	-	-	500,000	515,000	530,450	546,364	562,754	579,637	597,026
Sewer-Park Board-Capital	-	-	-	-	-	500,000	515,000	530,450	546,364	562,754	579,637	597,026
Working Capital Charge	-	800,872	511,397	207,703	-	16,776	-	-	-	700,000	800,000	1,000,000
Sanitary Sewer Capital	-	-	-	-	100,000	150,000	200,000	300,000	400,000	500,000	600,000	800,000
Sanitary Tunnel Rehabilitation	-	-	-	-	-	-	-	500,000	750,000	1,000,000	1,000,000	1,100,000
Storm Tunnel Rehabilitation	-	-	-	-	-	-	-	500,000	750,000	1,000,000	1,000,000	1,100,000
Storm Miscellaneous	-	-	-	-	250,000	500,000	1,000,000	1,200,000	1,500,000	1,500,000	1,500,000	1,700,000
EPA Storm Water Regulations	-	-	-	-	200,000	200,000	200,000	200,000	200,000	200,000	200,000	220,000
Deferred Stormwater Flood Mitigation	-	-	-	-	-	100,000	150,000	200,000	250,000	250,000	250,000	260,000
Carry-over Pay as go flood	-	-	-	-	-	300,000	800,000	4,400,000	4,400,000	5,500,000	4,600,000	4,700,000
Debt Service Payment - CSO	2,631,518	2,711,204	2,944,701	2,501,000	3,760,000	2,000,000	0	0	0	0	0	0
Debt Service Payment - Existing Flood Mitigation	-	-	-	-	-	823,242	3,789,850	4,204,418	4,505,253	4,314,088	4,569,841	4,350,001
Debt Service Payment - St. Drains	-	-	-	-	814,328	9,098,350	8,777,750	8,777,750	8,777,750	8,777,750	8,777,750	8,777,750
Debt Service - 92 Revenue Bonds	-	-	-	-	-	841,528	703,260	589,750	364,500	589,500	367,500	-
Debt Service - Great River Road	7,602,000	-	-	-	-	421,905	400,243	390,293	360,093	340,130	320,250	-
Debt Service - Flood Control	366,078	354,378	355,878	361,363	336,668	649,950	314,800	202,800	-	-	-	-
<b>Total Expenditures</b>	<b>50,088,155</b>	<b>43,339,823</b>	<b>44,142,365</b>	<b>42,058,990</b>	<b>58,459,289</b>	<b>61,838,661</b>	<b>59,716,841</b>	<b>58,529,648</b>	<b>60,113,227</b>	<b>63,899,060</b>	<b>64,273,414</b>	<b>65,811,267</b>
<b>Excess of Revenues (Expenditures)</b>	<b>(7,629,761)</b>	<b>1,543,399</b>	<b>3,205,832</b>	<b>12,297,656</b>	<b>(2,695,786)</b>	<b>(3,792,036)</b>	<b>(1,004,284)</b>	<b>2,515,411</b>	<b>3,236,344</b>	<b>961,281</b>	<b>2,133,996</b>	<b>2,114,795</b>
<b>Cash</b>												
Beginning Balance	(3,715,144)	(15,732,662)	(13,160,002)	(10,917,446)	2,659,000	(36,786)	(3,828,822)	(4,833,106)	(2,317,695)	918,649	1,879,930	4,013,926
Net Increase/Decrease	(12,017,519)	2,572,860	2,242,556	13,576,446	(2,695,786)	(3,792,036)	(1,004,284)	2,515,411	3,236,344	961,281	2,133,996	2,114,795
Ending Balance	(15,732,662)	(13,160,002)	(10,917,446)	2,659,000	(36,786)	(3,828,822)	(4,833,106)	(2,317,695)	918,649	1,879,930	4,013,926	6,128,721
Carry Forward Reserve-Prior Year Capital Projects	-	-	-	(5,760,000)	(2,000,000)	-	-	-	-	-	-	-
Cash Unrestricted	(15,732,662)	(13,160,002)	(10,917,446)	2,659,000	(2,036,786)	(3,828,822)	(4,833,106)	(2,317,695)	918,649	1,879,930	4,013,926	6,128,721

## WATER FUND RATE CONSIDERATIONS

**RATE SCENARIO THAT SUPPORTS THE FOLLOWING:**  
 3% general inflation in expend  
 Treatment Mtce Gap below plan level  
 Distribution Mtce Gap at plan level  
 Capital projects per CLIC \*  
 Including Ultra Filtration  
 Requested DPs  
 Meets cash goal starting in 2006.

AVERAGE Water Bill Increases				AVERAGE Water Bill	
Monthly Increase	Yearly Increase	% Increase		Total Monthly	Total Yearly
			1999	\$12.75	\$153.00
\$1.00	\$12.00	7.8%	2000	\$13.75	\$165.00
\$1.33	\$16.00	9.7%	2001	\$15.08	\$181.00
\$1.50	\$18.00	9.9%	2002	\$16.58	\$199.00
\$1.58	\$19.00	9.5%	2003	\$18.17	\$218.00
\$1.58	\$19.00	8.7%	2004	\$19.75	\$237.00
\$1.67	\$20.00	8.4%	2005	\$21.42	\$257.00
\$0.83	\$10.00	3.9%	2006	\$22.25	\$267.00

2000 at \$ .12

Effective Date	Rate Increase	Total Rate \$1.53	% Increase
01/01/00	\$0.12	\$1.65	7.8%
01/01/01	\$0.16	\$1.81	9.7%
01/01/02	\$0.18	\$1.99	9.9%
01/01/03	\$0.19	\$2.18	9.5%
01/01/04	\$0.19	\$2.37	8.7%
01/01/05	\$0.20	\$2.57	8.4%
01/01/06	\$0.10	\$2.67	3.9%

LOW VOLUME CONSUMPTION ELDERLY CONSUMER AVERAGE Water Bill Increases				LOW VOLUME CONSUMPTION ELDERLY CONSUMER AVERAGE Water Bill	
Monthly Increase	Yearly Increase	% Increase		Total Monthly	Total Yearly
			1999	\$6.12	\$73.44
\$0.48	\$5.76	7.8%	2000	\$6.60	\$79.20
\$0.64	\$7.68	9.7%	2001	\$7.24	\$86.88
\$0.72	\$8.64	9.9%	2002	\$7.96	\$95.52
\$0.76	\$9.12	9.5%	2003	\$8.72	\$104.64
\$0.76	\$9.12	8.7%	2004	\$9.48	\$113.76
\$0.80	\$9.60	8.4%	2005	\$10.28	\$123.36
\$0.40	\$4.80	3.9%	2006	\$10.68	\$128.16

# STORM WATER, SEWER, FLOOD MITIGATION UTILITY FUND RATE CONSIDERATIONS

## RATE SCENARIO THAT SUPPORTS

### THE FOLLOWING:

3% general inflation in expend

Infrastructure Mtce Gap Closure at plan level

Infrastructure Capital Gap Closure at plan level

Current Council Adopted Flood

Mitigation Program as of Nov 1999

Park Board Sewer Mtce program starting in 2000

Park Board Sewer Capital program starting in 2002

All Street Cleaning starting in 2000

Requested DPs, except one

Meets cash goal starting in 2006

## AVERAGE BILL

Increases

Monthly Increase	Yearly Increase	% Increase
	11.52	
\$1.20	\$14.40	7.5%
\$0.96	\$11.52	5.6%
\$0.72	\$8.64	4.0%
\$0.72	\$8.64	3.8%
\$0.48	\$5.76	2.4%

## AVERAGE BILL

	Total Monthly	Total Yearly
1999	\$16.02	\$192.24
2000	\$17.22	\$206.64
2001	\$18.18	\$218.16
2002	\$18.90	\$226.80
2003	\$19.62	\$235.44
2004	\$20.10	\$241.20
2005	\$20.58	\$246.96
2006	\$21.06	\$252.72

2000 at \$ .20

Effective Date	Rate Increase	Total Rate \$2.67	% Increase
01/01/00	\$0.2000	\$2.8700	7.5%
01/01/01	\$0.1600	\$3.0300	5.6%
01/01/02	\$0.1200	\$3.1500	4.0%
01/01/03	\$0.1200	\$3.2700	3.8%
01/01/04	\$0.0800	\$3.3500	2.4%
01/01/05	\$0.0800	\$3.4300	2.4%
01/01/06	\$0.0800	\$3.5100	2.3%

## LOW VOLUME CONSUMPTION

### ELDERLY CONSUMER

#### AVERAGE Bill

Increases

Monthly Increase	Yearly Increase	% Increase
\$0.80	\$9.60	7.5%
\$0.64	\$7.68	5.6%
\$0.48	\$5.76	4.0%
\$0.48	\$5.76	3.8%
\$0.32	\$3.84	2.4%

## LOW VOLUME CONSUMPTION

### ELDERLY CONSUMER

#### AVERAGE Bill

	Total Monthly	Total Yearly
1999	\$10.68	\$128.16
2000	\$11.48	\$137.76
2001	\$12.12	\$145.44
2002	\$12.60	\$151.20
2003	\$13.08	\$156.96
2004	\$13.40	\$160.80
2005	\$13.72	\$164.64
2006	\$14.04	\$168.48

# COMBINED WATER FUND RATE and STORM WATER, FLOOD MITIGATION & SEWER UTILITY FUND RATE CONSIDERATIONS

2000 at \$ .32

Effective Date	Rate Increase	Total Rate	% Increase
		\$4.20	
01/01/00	\$0.32	\$4.52	7.6%
01/01/01	\$0.32	\$4.84	7.1%
01/01/02	\$0.30	\$5.14	6.2%
01/01/03	\$0.31	\$5.45	6.0%
01/01/04	\$0.27	\$5.72	5.0%
01/01/05	\$0.28	\$6.00	4.9%
01/01/06	\$0.18	\$6.18	3.0%

AVERAGE Bill				AVERAGE Bill		
Increases					Total Monthly	Total Yearly
Monthly Increase	Yearly Increase	% Increase				
			1999	\$28.77	\$345.24	
\$2.20	\$26.40	7.6%	2000	\$30.97	\$371.64	
\$2.29	\$27.52	7.4%	2001	\$33.26	\$399.16	
\$2.22	\$26.64	6.7%	2002	\$35.48	\$425.80	
\$2.30	\$27.64	6.5%	2003	\$37.79	\$453.44	
\$2.06	\$24.76	5.5%	2004	\$39.85	\$478.20	
\$2.15	\$25.76	5.4%	2005	\$42.00	\$503.96	
\$1.31	\$15.76	3.1%	2006	\$43.31	\$519.72	

## LOW VOLUME CONSUMPTION ELDERLY CONSUMER AVERAGE Bill

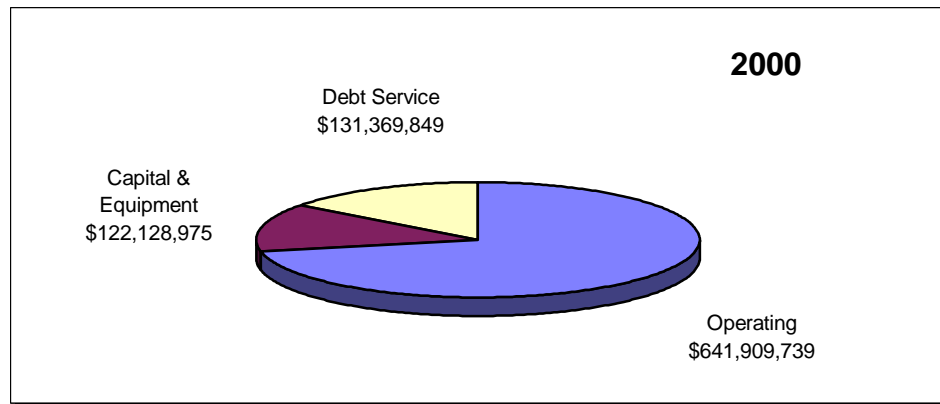
Increases					Total Monthly	Total Yearly
Monthly Increase	Yearly Increase	% Increase				
			1998	\$16.80	\$201.60	
\$1.28	\$15.36	7.6%	1999	\$18.08	\$216.96	
\$1.28	\$15.36	7.1%	2000	\$19.36	\$232.32	
\$1.20	\$14.40	6.2%	2001	\$20.56	\$246.72	
\$1.24	\$14.88	6.0%	2002	\$21.80	\$261.60	
\$1.08	\$12.96	5.0%	2003	\$22.88	\$274.56	
\$1.12	\$13.44	4.9%	2004	\$24.00	\$288.00	
\$0.72	\$8.64	3.0%	2005	\$24.72	\$296.64	

## LOW VOLUME CONSUMPTION ELDERLY CONSUMER AVERAGE Bill

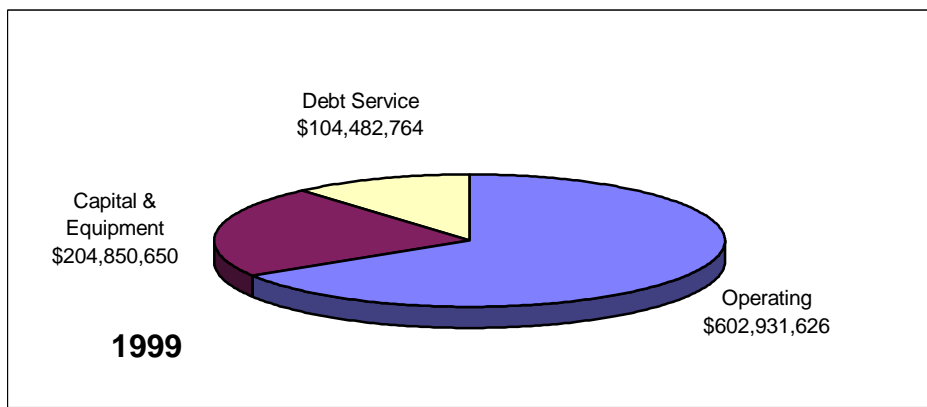
# CHARTS and GRAPHS

# TOTAL NET BUDGET 2000 and 1999 Final Adopted

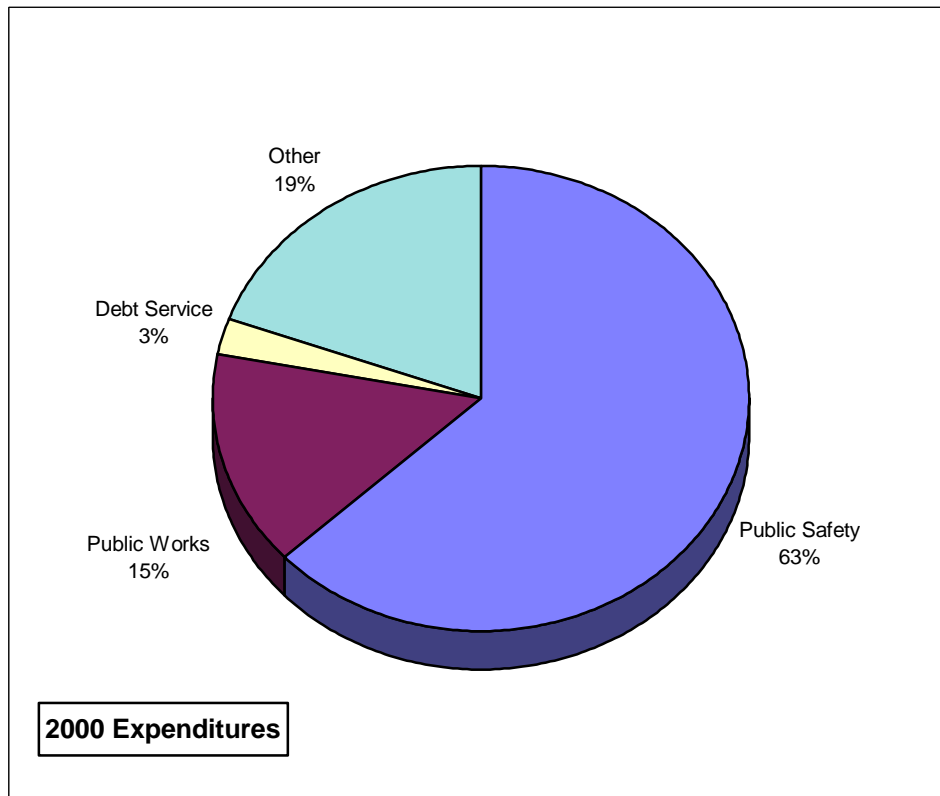
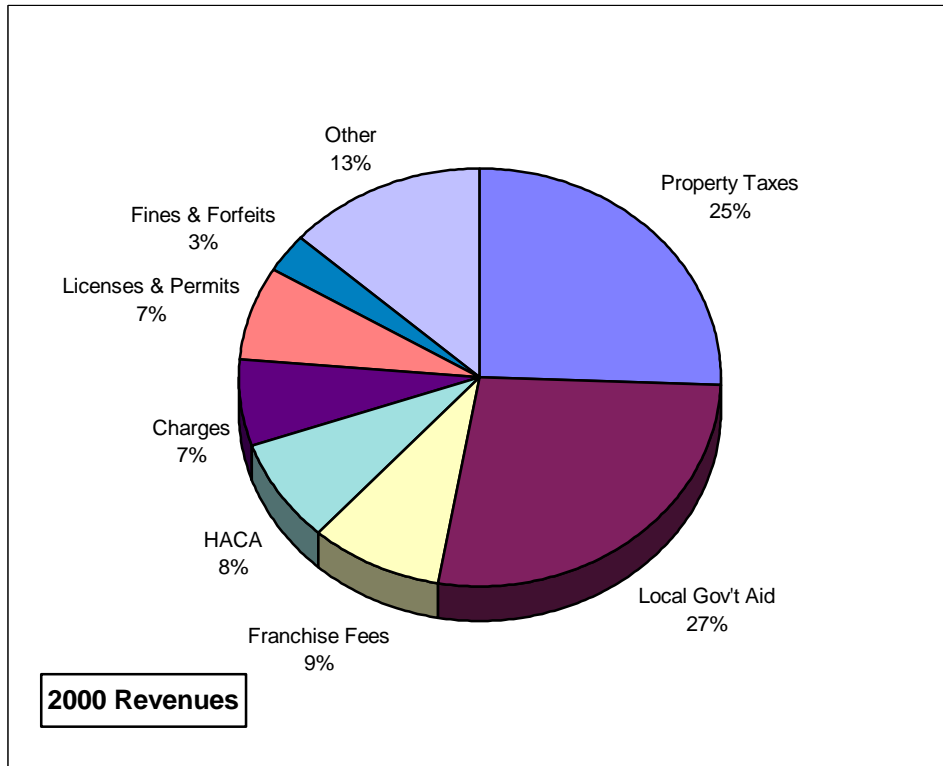
*The Total Net Budget in 2000 is \$895,408,563*



*The Total Net Budget in 1999 was \$912,265,040.*

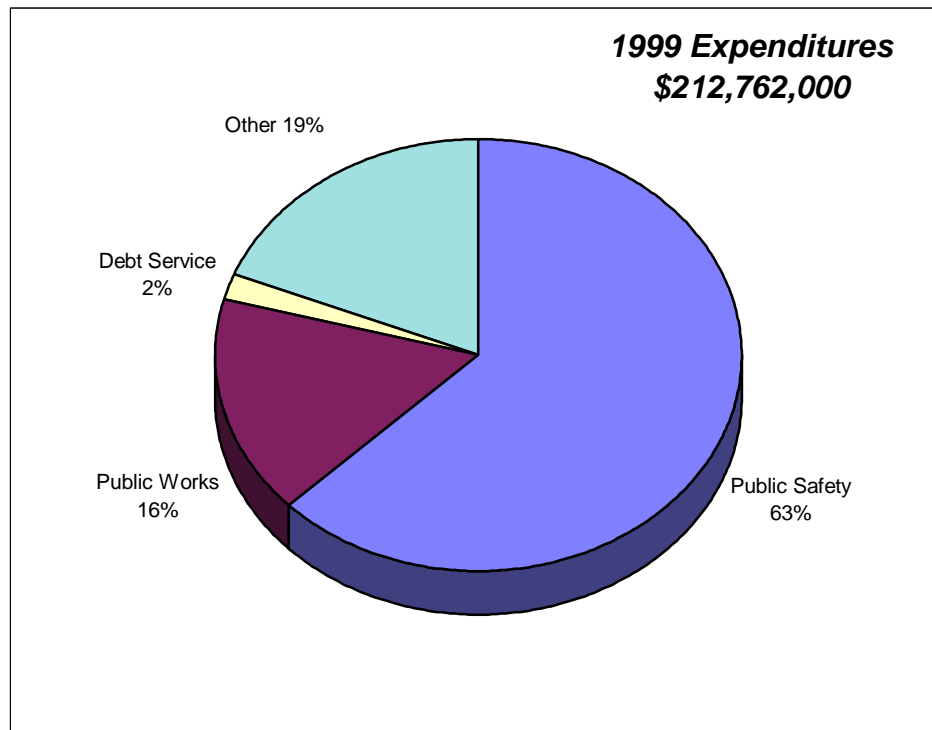
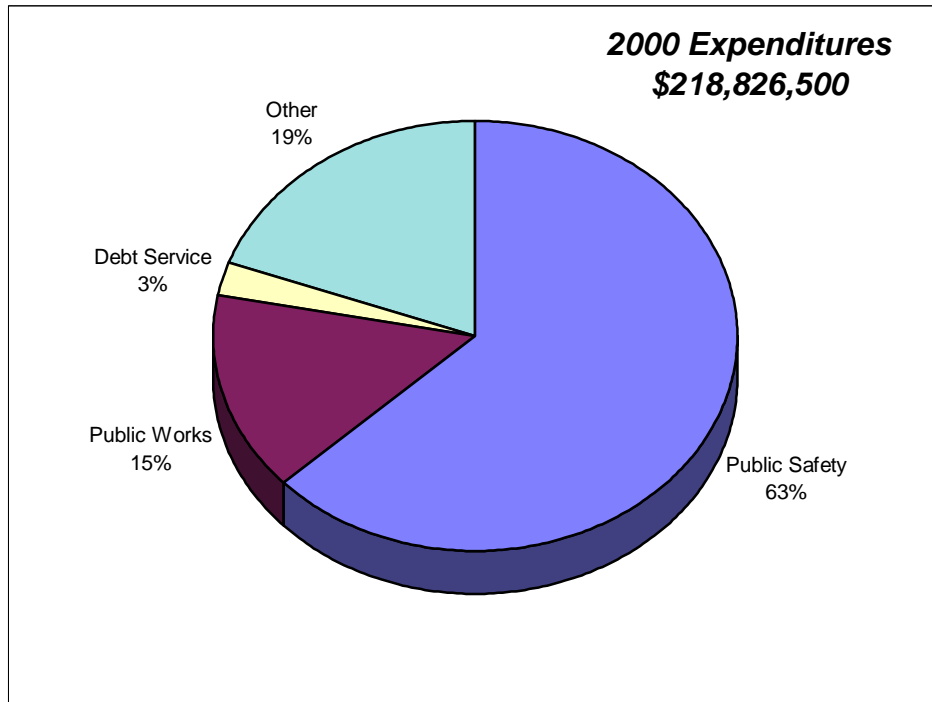


# GENERAL FUND REVENUES AND EXPENDITURES (2000 Adopted) \$218,826,500

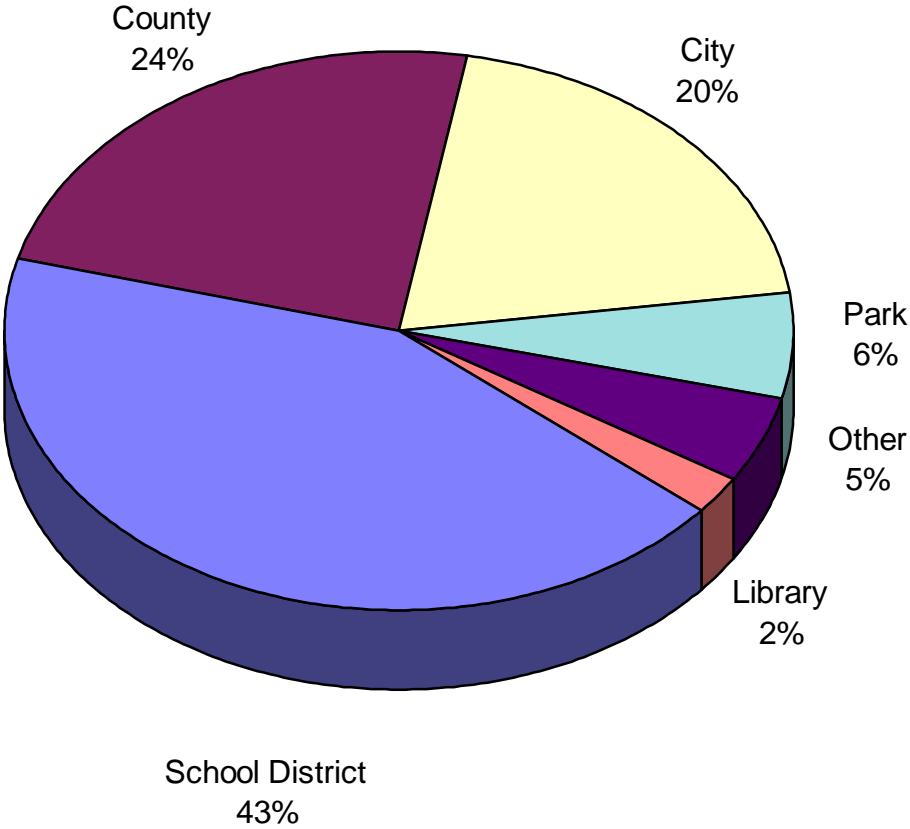




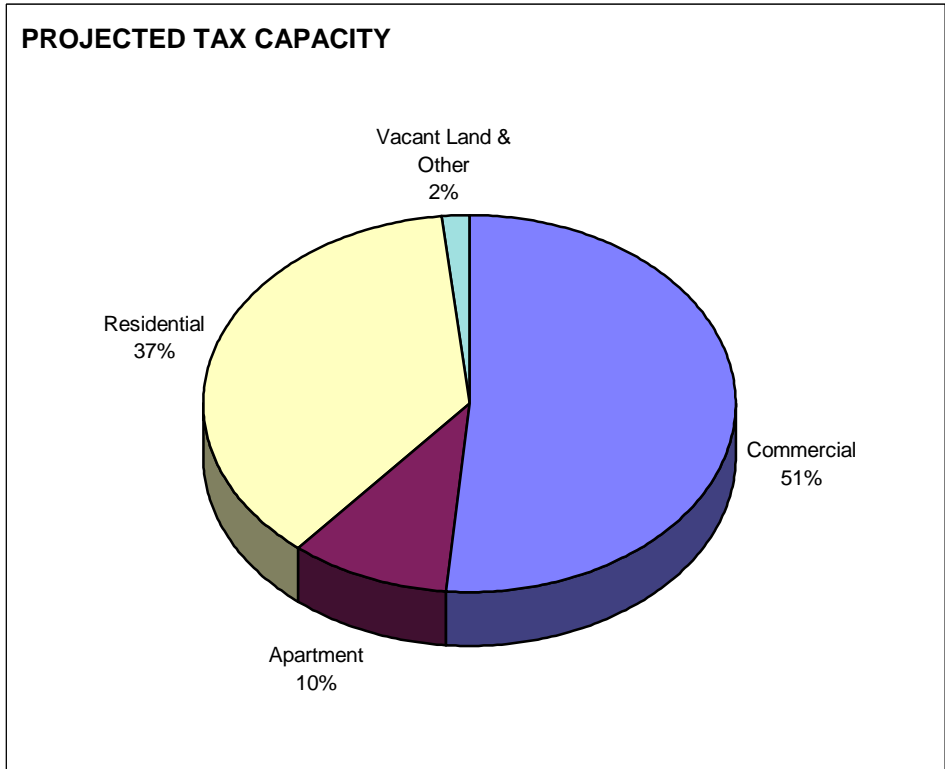
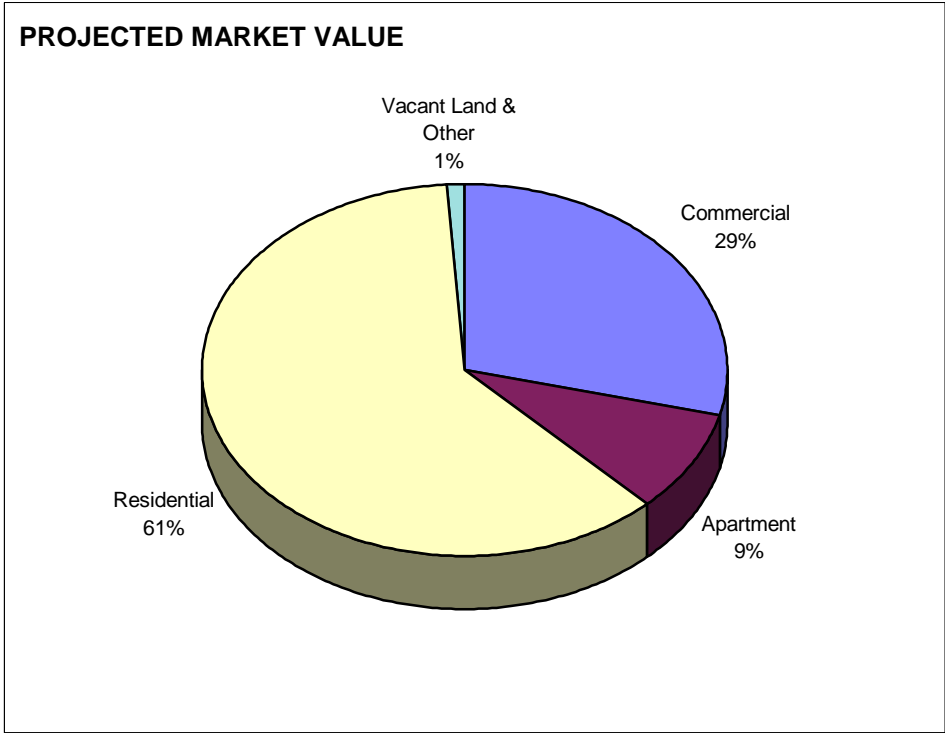
# GENERAL FUND EXPENDITURES, Departmental Percentages (2000 and 1999)



# ALLOCATION OF 2000 PROPOSED PROPERTY TAX FOR MINNEAPOLIS



# COMPARISON OF PAY 2000 MARKET VALUE TO TAX CAPACITY (BY PROPERTY CLASS)



**MINNEAPOLIS PROJECTED MARKET VALUE AND TAX CAPACITY**

(in millions)

	1996		1997		1998		Projected 1999		Projected 2000		Projected 2001	
	Market Value	% Growth 95-96	Market Value	% Growth 96-97	Market Value	% Growth 97-98	Market Value	% Growth 98-99	Market Value	% Growth 99-00	Market Value	% Growth 00-01
Commercial non reduced	3,042.882	12.01%	3459.202	13.68%	3785.024	9.42%	3890.513	2.79%	3891.000	0.01%	3800.000	-2.34%
reduced rate	249.398	17.54%	0.000		0.000		0.000		0.000		0.000	
Industrial non reduced	495.064	0.26%	588.951	18.96%	608.884	3.38%	692.673	13.76%	713.000	2.93%	734.000	2.95%
reduced rate	80.606	7.54%	0.000		0.000		0.000		0.000		0.000	
Transit Zone			9.654		43.989	355.66%	162.267	268.88%	167.000		172.000	
Utility												
Machinery	107.513	-0.92%	110.708	2.97%	104.873	-5.27%	106.620	1.67%	106.500	-0.02%	106.600	0.00%
Land & Building	37.597	13.26%	36.228	-3.64%	36.599	1.02%	37.843	3.40%	37.800	-0.11%	37.800	0.00%
Railroad	28.157	-5.51%	30.791	9.35%	36.882	19.78%	41.195	11.69%	41.200	0.01%	41.200	0.00%
Agricultural - Non-Homestead	0.564	0.00%	0.508	-9.93%	0.180	-64.67%	0.376	108.89%	0.376	0.00%	0.380	1.06%
Seasonal - Recreational	2.966	-12.01%	2.346	-20.90%	0.517	-77.96%	0.517	0.00%	0.517	0.00%	0.520	0.58%
Enterprise Zone	0.000	-100.00%										
Non-Profit	2.165	16.77%	2.220	2.54%	6.095	264.64%	9.026	11.50%	9.030	0.04%	9.030	0.00%
Residential:												
Homestead Allowance	7,235.971	3.98%	7804.950	7.86%	8322.088	6.63%	9139.368	9.82%	9386.600	2.71%	9643.000	2.73%
Non-Homestead	749.188	-5.64%	795.055	6.12%	907.262	14.11%	946.498	4.32%	993.800	5.00%	1043.500	5.00%
Other	3,576	0.56%	0.168	-95.30%	10,749	6298.21%	11,930	10.99%	12,000	0.59%	12,100	0.83%
Land	106.526	-16.03%	171.092	60.61%	170.581	-0.30%	182.878	7.21%	186.500	1.98%	190.200	1.98%
<b>TOTAL MARKET VALUE</b>	<b>13,270.662</b>	<b>4.79%</b>	<b>14177.152</b>	<b>8.83%</b>	<b>15276.074</b>	<b>7.75%</b>	<b>16537.118</b>	<b>8.26%</b>	<b>16919.546</b>	<b>2.31%</b>	<b>17226.043</b>	<b>1.81%</b>
	<b>NET TAX CAPACITY</b>		<b>NET TAX CAPACITY</b>		<b>NET TAX CAPACITY</b>		<b>NET TAX CAPACITY</b>		<b>NET TAX CAPACITY</b>		<b>NET TAX CAPACITY</b>	
<b>TOTAL ASSESSED VALUE/</b>												
<b>GROSS TAX CAPACITY</b>	<b>329,158</b>	<b>6.16%</b>	<b>311,742</b>	<b>-5.29%</b>	<b>301,944</b>	<b>-3.14%</b>	<b>318,969</b>	<b>5.64%</b>	<b>329,429</b>	<b>3.28%</b>	<b>332,487</b>	<b>0.93%</b>
+ Plus Personal Property	12.824		10.836		9.530		9.507		9.700		9.700	
- Less Increment Financing	-43.781		-43.874		-43.739		-47.723		-48.000		-48.000	
- Less Fiscal Disparities Contribution	-40.590		-43.033		-40.068		-42.066		-42.100		-42.200	
+ Plus Fiscal Disparities Distribution	45.040		42.715		40.202		42.635		42.800		42.900	
<b>TOTAL</b>	<b>302.651</b>	<b>53.06%</b>	<b>278.386</b>	<b>-8.02%</b>	<b>267.869</b>	<b>-3.78%</b>	<b>281.332</b>	<b>5.03%</b>	<b>291.829</b>	<b>3.73%</b>	<b>294.887</b>	<b>1.05%</b>

**CITY OF MINNEAPOLIS**

**MINNEAPOLIS TAX RATES AND LEVIES**

CITY FUNDS	1998		1999		2000 Adopted	
	Tax Capacity	Total Tax Levy	Tax Capacity	Total Tax Levy	Tax Capacity	Total Tax Levy
General	17.664	\$61,674,573	18.799	\$65,821,722	18.856	\$69,553,129
Police Personnel Expansion	1.098	3,966,000	1.546	5,016,000	1.400	5,016,000
Estimate and Taxation	0.036	134,704	0.039	138,000	0.038	144,000
Building Commision	0.824	2,937,641	0.886	3,019,000	0.869	3,092,000
Permanent Improvement	0.480	2,244,000	0.654	2,244,000	0.705	2,464,000
Bond Redemption	5.262	18,500,000	6.657	21,916,000	8.129	25,829,000
Fire Dept. Relief Assn	1.016	4,312,500	0.945	3,175,000	0.283	1,147,000
Police Relief Assn	0.568	2,693,900	0.253	867,000	0.338	1,297,000
Minneapolis Employee Ret.	1.629	6,406,300	1.182	4,056,000	1.199	4,389,000
Total City Other	28.577	\$ 102,869,618	30.961	\$ 106,252,722	31.817	\$ 112,931,129
Park Rehab. & Pky Maint.	0.236	850,000	0.253	850,000	0.243	850,000
Lake Pollution Control	0.041	147,500	0.044	148,000	0.042	148,000
Park and Recreation	5.617	19,209,938	6.333	20,698,000	6.624	22,411,000
Tree Preservation and Ref.	0.736	2,658,000	0.790	2,658,000	0.760	2,658,000
Shade Tree Disease Control	0.709	2,560,000	0.761	2,560,000	0.732	2,560,000
Sub-Total Park Board	7.339	\$25,425,438	8.181	\$26,914,000	8.401	\$28,627,000
Library	3.143	\$10,894,370	3.370	\$11,172,000	3.461	\$11,880,000
TOTAL CITY	39.059	\$ 139,189,426	42.512	\$ 144,338,722	43.679	\$ 153,438,129
<b>NON-CITY FUNDS</b>					<b>TNT Maximum</b>	
Public Housing	0.303	937,000	0.372	1,000,000	0.351	1,000,000
Mpls. Teachers Retirement	0.510	1,500,000	0.614	1,650,000	0.642	1,800,000
Minneapolis Public Schools	66.278 4)	205,591,300 1)	58.804 3)	181,477,800 1)	57.159 2)	187,726,700 1)
Hennepin County	34.530	106,411,500	36.849	108,981,000	35.705	111,411,900
Other Special Taxing Districts	6.313	19,952,000	7.007	21,712,700	6.986	22,788,000
Total Non-City	107.934	334,391,800	103.646	314,821,500	100.843	324,726,600
	146.993	\$ 473,581,226	146.158	\$ 459,160,222	144.522	\$ 478,164,729

**Notes:**

- 1). Does not include market value tax of 0.07805% for 1998 and 0.09459% for 1999; and 0.13461% for 2000 Proposed..
- 2). For 2000, the Education Homestead Credit, will reduce the Minneapolis School District tax capacity rate by 30.991 for residential homestead properties, up to a maximum of \$395.
- 3). For 1999, the Education Homestead Credit, will reduce the Minneapolis School District tax capacity rate by 23.517 for residential homestead properties, up to a maximum of \$320.
- 4). For 1998, the new Education Homestead Credit, will reduce the Minneapolis School District tax capacity rate by 12.082 for residential homestead properties, up to a maximum of \$225.
- 5). Non-City Funds are at the Maximum Set in September.

# CITY OF MINNEAPOLIS

## Property Tax and Utility Rate Comparison

### 1999 vs 2000 Adopted

(Property Taxes for Non-City Funds are at the maximum Truth in Taxation Amounts)

#### Council Adopted

	Annual 1999	Annual 2000	Change		Percent Change
			Monthly	Annual	
<b>City of Minneapolis Homestead Property Assessed Property Value</b>	75,800	81,000			6.9%
<b>Property Taxes:</b>					
City Property Taxes	\$237	\$268	\$2.58	\$31	13.1%
Mpls Park Board	\$63	\$71	\$0.67	\$8	12.7%
Mpls Library Board	\$26	\$29	\$0.25	\$3	11.5%
Hennepin County	\$286	\$305	\$1.58	\$19	6.6%
Mpls. School District	\$341	\$330	(\$0.92)	(\$11)	-3.2%
Other Special Taxing Distr	\$70	\$79	\$0.75	\$9	12.9%
Total	\$1,023	\$1,082	\$4.92	\$59	5.8%

#### Utility Costs for Average Volume Consumer:

Water	\$152	\$164	\$0.77	\$9	8.0%
Sewer	\$213	\$227	\$1.21	\$15	7.0%
Sanitation (Recycler)	\$192	\$192	\$0.00	\$0	0.0%
<b>Total Payment</b>	\$1,580	\$1,666	\$6.90	\$83	5.4%

**2000  
DECISION PACKAGE  
INDEX**

**2000 DECISION PACKAGE SUMMARY  
BY DEPARTMENT**

No.	Department	Fund	Description of Request	Requested			Mayor's Recommendation		
				General Fund Expense	Non-General Fund Expense	Revenue	General Fund Expense	Non-General Fund Expense	Revenue
18	Health	General	Welcome Center Support - Family Stabilization Initiative of the Minneapolis Public Schools		109,853				
<b>Health &amp; Family Support Total</b>				214,364	144,853	35,000			
19	Communic.	General	Request from MTN for equipment replacement		100,000		50,000		
<b>City Coordinator - Communications Total</b>					100,000		50,000		
20	Planning	General	Restore Target-consultant contract budget line	49,467					
21	Planning	General	Crime Prevention through Environmental Design (.5 FTE)	22,500					
22	Planning	General	Housing Market Analysis (1 FTE)	45,000					
<b>Planning Total</b>				116,967					
23	Police	General	Police computer system maintenance		382,116				
24	Police	General	Driver's training - pursuits		50,000				
25	Police	General	Impact of entertainment district buyback		100,000				
26	Police	General	Master plan for Police Department facilities		200,000				
<b>Police Total</b>					732,116				
27	Public Works	Perm. Improv.	Infrastructure Gap - PW Maintenance		820,000			820,000	
28	Public Works	Across Fds	Interfund Transfer to ITS for Workstations		309,954			309,954	
29	Public Works	Perm. Improv.	GPS Receiver		106,000				
30	Public Works	Equipment	Driver/Operator Overtime		451,849				
31	Public Works	Equipment	Fund Equipment Fleets		4,600,000	3,133,000			
32	Public Works	Sewer	Mpls Infiltration/Inflow Study (1st yr. of 4 yrs.)		125,000			125,000	
33	Public Works	Sewer	Operating Materials & Supplies		230,000			230,000	
34	Public Works	Sewer	Sewer related equipment replacement		97,000			97,000	
35	Public Works	Sewer	Mpls Stormwater Design Manual		100,000	70,000		100,000	70,000
36	Public Works	Sol. Waste	Rate increase of \$1 per Dwelling Unit per Month			1,000,000			100,000
37	Public Works	Sol. Waste	Add 1 FTE in Recycling (incr. Rate to cover cost)		46,215	46,215			
38	Public Works	Sol. Waste	Add 3 FTE's for problem matl pick-up (incr. rate)		138,645	138,645			
39	Public Works	Sol. Waste	Add 2 FTE's in Collection (incr. Rate to cover cost)		92,430	92,430			
40	Public Works	General/ Sewer	Park Board/PW Service Overlap - Parkway Maintenance \$1.05 million, and Parkboar Stom Sewer Maint. 500,000	405,000	500,000	(600,000)	405,000	500,000	(600,000)
41	Public Works	General	Snow & Ice Control		1,200,000		1,200,000		
42	Public Works	General	Increase maintenance costs for street lights		208,551				
43	Public Works	General	Increase electricity costs for street lights		100,000				
44	Public Works	Parking	Wage increase for parking operator's with MPI		425,000			212,500	
45	Public Works	Parking	Modification of counting facility office space		50,000			50,000	
46	Public Works	Parking	Replace HAAF garge doors		75,000			75,000	
47	Public Works	Parking	Transportation study on city traffic flow		75,000			75,000	



**2000 DECISION PACKAGE SUMMARY  
BY DEPARTMENT**

No.	Department	Fund	Description of Request	Requested			Mayor's Recommendation		
				General Fund Expense	Non-General Fund Expense	Revenue	General Fund Expense	Non-General Fund Expense	Revenue
48	Public Works	Parking	Phase 1 of 3 phases to integrate security equipment		250,000			250,000	
49	Public Works	Parking	Replacement of parking equipment/ Gov Center ramp		950,000			950,000	
50	Public Works	Parking	Parking Meter Card dispensers phase 2 of 2		100,000	50,000		100,000	50,000
51	Public Works	Parking	Phase 3 of 3 Fiber connection for City MPS		175,000			175,000	
52	Public Works	Parking	Centralization of Proceses		150,000			150,000	
53	Public Works	Parking	Skyway Sinage, phasee 3 of 4		250,000	125,000		250,000	125,000
54	Public Works	Parking	Restriping parking stalls in TAD garage		180,000			180,000	
55	Public Works	Parking	Assistance on state of art revenue control system		25,000			25,000	
56	Public Works	Parking	Add 1 FTE Parking Systems Analyst		45,572				
57	Public Works	Parking	Replace DOS based comupter sys at impound lot		65,000			65,000	
58	Public Works	General	Increase in internal work (Transportation Elec.)	122,000					
59	Public Works	General	Increase in external work (Transportation Elec)	410,000					
60	Public Works	Water	Infra-Gap Maint./ Water Dept. Major Repairs		900,000			900,000	
<b>Public Works Total</b>				937,000	12,841,216	4,055,290	1,605,000	5,639,454	(255,000)
<b>Grand Total</b>				2,252,472	15,759,383	4,254,168	2,113,075	7,001,107	(192,500)

**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>Assessor</b>				
1	<b>Reinstate Assessor II (1FTE)</b>			
Reinstate Target Reduction of an Assessor II position. Loss of this position will impact the ability of the department to comply with statutory regulations and reflect the strong market conditions that exist in the current real estate market in the annual assessments. It will diminish the ability to successfully defend values which will occur as a result of increasing val.				
<i>Agency Request</i>	<i>Funding Source</i>	<i>FTE's / Positions</i>	<i>Cost</i>	<i>Revenue / Savings</i>
Assessor	General Fund	1.0 Assessor II	\$48,519	
<i>Mayor's Recommendation</i>				
<b>Mayor's Recommendation: I am not recommending funding for this request. Instead, I recommend that the City Assessor manage available resources to continue to comply with statutory regulations and fairly assess properties.</b>				

<b>Attorney</b>				
2	<b>Continue criminal positions with Federal funding</b>			
The City Attorney's Office has a number of programs, supported by 11.37 FTE's, funded out of the Federal Block Grant. Approved increases in salary and benefits with no change in funding have resulted in underfunding of these positions. In order to compensate for the underfunding, the City Attorney's office has held positions vacant. This method of dealing with the underfunding results in less prosecutors being available to aggressively prosecute livability crimes. The City Attorney's Office receives \$386,000 in Federal Block Grant funds to cover an estimated \$644,000 in cost for 11.37 FTE's. The City Attorney's Office is requesting General Fund resources to cover the \$258,000 difference between the needed appropriation and the available Federal fun				
<i>Agency Request</i>	<i>Funding Source</i>	<i>FTE's / Positions</i>	<i>Cost</i>	<i>Revenue / Savings</i>
Attorney	General Fund	4.00 Assistant City Attorney I 2.00 Case Investigator, 1.00 Community Me 3.00 Paralegal 1.00 Legal Typist, .37 Clerical Supv.	\$644,066	
<i>Mayor's Recommendation</i>	General Fund	Funding for an existing 7.0 FTE's	\$138,000	
<b>Mayor's Recommendation: I am recommending an increase in appropriation of \$138,000 for the City Attorney's Office from General Fund revenue. This increase is needed to fully fund the 7.0 FTE's originally added in 1997. I expect the City Attorney's Office to manage the remaining portion of their request within their approved budget.</b>				

**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>Attorney</b>				
3 <b>Criminal division position for CODEFOR</b>				
Additional positions required to address the CODEFOR caseload increase. Funding for these positions could come from increased fine revenue.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Attorney	General Fund	3.00 Attorney I 1.00 Paralegal 1.00 Legal Typist	\$104,545	
<b>Mayor's Recommendation</b>				
<b>Mayor's Recommendation:</b> <i>I am not recommending the addition of these positions at this time. The City Attorney's Office was proposing to fund the positions with an anticipated increase in fine revenues. It is my recommendation that the City monitor any changes in legislation that may increase the City's share of fine revenues and depending on the legislative changes decide how best to use the additional resources from a citywide perspective.</i>				

<b>Attorney</b>				
4 <b>Code compliance personnel strategy</b>				
The City Attorney has created a new Code Compliance Unit, which is housed with the Regulatory Services Division. This Unit is designed to focus the delivery of legal services on the most critical code compliance issues and to ensure that the full range of enforcement tools - either civil or criminal - are used when appropriate. This target strategy funds both attorneys out of the Self-Insurance Fund and reduces the General Fund commitment to these positions by approximately \$79,000. Services should not be diminished by this proposed ch.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Attorney	Self Insurance Fund	1.00 Attorney I	\$78,945	
<b>Mayor's Recommendation</b>	Self Insurance Fund	1.0 Attorney I	\$78,945	
<b>Mayor's Recommendation:</b> <i>I am recommending the transfer of funding for this position from the General Fund to the Self Insurance Fund. This action will re-instate the position that was eliminated as part of the City Attorney's Office target budget strategy.</i>				

**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>City Clerk</b>				
5	<b>Zoning Code Revision-one time cost</b>			
One-time increased cost to make all the text changes and place them in electronic format through the City's codifier. These cost do not include the cost to print zoning code booklets.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Clerk	General Fund		\$20,000	
<b>Mayor's Recommendation</b>				
<b>Mayor's Recommendation: I am not recommending funding for this request.</b>				

<b>City Coordinator - Operations and Regulatory Services - Convention Center</b>				
6	<b>Event Coordination</b>			
The Center requests one additional Event coordinator position to ensure an appropriate amount of preparation for the upcoming opening of the expanded convention center and to maintain consistently high service level to clients of the MCC presently offered by the Events Department.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Coordinator - Operations and Regulatory Services - Convention Center	Conv. Ctr Sales Tax Fund	1.0 Event Coordinator	\$48,820	
<b>Mayor's Recommendation</b>	Conv. Ctr Sales Tax Fund	1.0 Event Coordinator	\$48,820	
<b>Mayor's Recommendation: I am recommending funding for this request.</b>				

<b>City Coordinator - Operations and Regulatory Services - Convention Center</b>				
7	<b>Parking Ramp</b>			
The Center requests additional funding for operating, maintaining, and providing security services and equipment for the Central Lutheran Church parking ramp built in conjunction with the expansion project.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Coordinator - Operations and Regulatory Services - Convention Center	Conv. Ctr Sales Tax Fund		\$168,188	
<b>Mayor's Recommendation</b>	Conv. Ctr Sales Tax Fund		\$168,188	
<b>Mayor's Recommendation: I am recommending the additional funding needed to provide the necessary support services for the new Central Lutheran Church ramp.</b>				

***Decision Package Index***  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>City Coordinator - Operations and Regulatory Services - Greater Mpls Convention and Visitors Assoc.</b>				
<b>8 Marketing funds transfer to GMCVA</b>				
Re-organization of Sales Function - the appropriation will shift to the GMCVA budget as part of their request.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Coordinator - Operations and Regulatory Services - Greater Mpls Convention and Visitors Assoc.	Conv. Ctr Sales Tax Fund		(\$100,000)	
<b>Mayor's Recommendation</b>	Conv. Ctr Sales Tax Fund		(\$100,000)	
<b>Mayor's Recommendation: I am recommending this transfer of funds.</b>				

<b>City Coordinator - Operations and Regulatory Services - Greater Mpls Convention and Visitors Assoc.</b>				
<b>9 2000 City Contract Funding Proposal</b>				
This request fully funds the City contribution to the business plan presented by the GMCVA. The two main objectives of the plan are: (1) The sale and marketing of the Minneapolis Convention Center and (2) sustaining the level of occupancy in Minneapolis hotels.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Coordinator - Operations and Regulatory Services - Greater Mpls Convention and Visitors Assoc.	Conv. Ctr Sales Tax Fund		\$765,700	
<b>Mayor's Recommendation</b>	Conv. Ctr Sales Tax Fund		\$765,700	
<b>Mayor's Recommendation: I am recommending to increase the funding for promotion activities for the Convention Center. It is essential that we highly promote our current and expanded facility.</b>				

**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>City Coordinator - Information and Technology Services</b>				
<b>10 Authorization to purchase 460 work stations for Public Works.</b>				
Add annual lease payment funding for 460 additional computer workstations required to update Public Works computing environment to complete Y2K business continuity compliance, support GIS and Engineering Design System deployment, and to bring PW into the City enterprise image workstations and network management services. The computers will be purchased under a three year lease agreement. The ITS's budget appropriations must be increased for this transaction however, ITS will receive reimbursement revenue from Public Works for the annual value of the added lease costs.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Coordinator - Information and Technology Services	Intergovt. Serv. Fund		\$800,000	
<b>Mayor's Recommendation</b>	Intergovt. Serv. Fund		\$400,000	
<b>Mayor's Recommendation: I am recommending the replacement of Public Works computer workstations as needed to support the implementation of Engineering 2000. Therefore, I recommend approval for \$400,000 or 230 workstations. Before the computer workstations may be purchased, I am directing the Information Technology Director and the City Engineer to work together to identify which work stations need replacement and to develop an Enterprise approach for support of these new stations.</b>				

<b>City Coordinator - Operations and Regulatory Services - Inspections</b>				
<b>11 Implementation of the Operational Review Recommendations – One time funding request</b>				
The Operational Review, conducted in response to 1999 mayor's decision package recommendations and Council budget footnotes, resulted in 88 recommendations for improving efficiency and effectiveness within the Inspections Division. The recommendations of the report are far-reaching and comprehensive. The Division will be presenting an implementation plan by the turn of the year that will prioritize the recommendations. This request seeks additional resources for recommendations where results will be most immediate, where there are the most opportunities for change and in preparation for longer-term recommendations of the re				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Coordinator - Operations and Regulatory Services - Inspections	General Fund		\$75,000	
<b>Mayor's Recommendation</b>	General Fund		\$75,000	
<b>Mayor's Recommendation: I am recommending funding for this request. The funding for these one time costs are important toward the implementation of the recommendations of the operational review, a process which my 1999 recommended budget started.</b>				

**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>City Coordinator - Operations and Regulatory Services - Inspections</b>				
<b>12 Noise Prevention and Enforcement</b>				
The new noise inspector would be responsible for a comprehensive noise control program for the city, including all complaints and permits - activities which have shown significant increases in recent years, as well as developing a closer working relationship with police, public education and noise preventior				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Coordinator - Operations and Regulatory Services - Inspections	General Fund	1.0 Inspector II, Environmental	\$75,000	
<b>Mayor's Recommendation</b>				
<b>Mayor's Recommendation: I am not recommending funding for this request.</b>				

<b>City Coordinator - Operations and Regulatory Services - Licenses</b>				
<b>13 Adjust License fees based on MAD review of Multi-departmental services</b>				
The Licenses Department is requesting to have the Management Analysis Division review the total city resources required by certain problem licensed business categories in not only Licenses, but CCP/SAFE, Inspections, Environmental Health and Police, in order to adjust the license fee to cover the total actual costs of regulation and to see if there are new or better ways to handle these problems. The problem license categories include grocery stores, repair garages, sidewalk cafes, late night entertainment facilities, large entertainment centers without alcohol, hotels, parking lots and used car dealer				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Coordinator - Operations and Regulatory Services - Licenses	General Fund	Revenues		\$101,378
<b>Mayor's Recommendation</b>				
<b>Mayor's Recommendation: I am not recommending a fee increase for the Licenses Department as proposed in this request. I encourage the Department to submit a proposal to the Management Analysis Division for a program review.</b>				

**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>City Coordinator - Operations and Regulatory Services</b>				
<b>14 Increase Animal Impoundment Fee by \$5 and Progressively higher fees for Repeat Pickups.</b>				
Increase the Animal Impoundment or sheltering fee by \$5 in order to cover the increased costs of food and care for the animals that are picked up. Many of the costs of care have gone up, but in particular there have been significant increases in food costs and veterinary services that are no longer covered by the existing fee				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Coordinator - Operations and Regulatory Services	General Fund	Revenues		\$25,000
<b>Mayor's Recommendation</b>	General Fund	Revenues		\$25,000
<b>Mayor's Recommendation: I am recommending an impound fee increase for the sheltering of an animal from \$25 to \$30, an increase of \$5.00. This fee increase will cover the increased cost of food and care for the animals that are picked up.</b>				

<b>City Coordinator - Operations and Regulatory Services - Licenses</b>				
<b>15 Increase Animal License Fees for Unneutered Animals by \$5</b>				
Increase the unneutered animal license fee by \$5.00. This increase is warranted because unneutered animals in general are more prone to stray and are often more aggressive in terms of fighting or biting. This fee would cover the increased service requests involved with the unneutered animals				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Coordinator - Operations and Regulatory Services - Licenses	General Fund	Revenues		\$37,500
<b>Mayor's Recommendation</b>	General Fund	Revenues		\$37,500
<b>Mayor's Recommendation: I am recommending an increase in the fee charged to license an animal that is not neutered. This increase in fee is necessary to cover the cost of providing adequate services to the animals, especially unneutered animals, at the Animal Shelter.</b>				



**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>Civil Rights</b>				
16 <b>Small &amp; Underutilized Business Program (new program)</b>				
Estimated resources for the operation of the newly adopted Small and Underutilized Business Program.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Civil Rights	General Fund	1.0 Program Assistant 1.0 Compliance Officer Operating Expenses	\$245,075	
<b>Mayor's Recommendation</b>	General Fund	Positions as recommended above	\$245,075	
<b>Mayor's Recommendation: I am recommending the implementation of a Small and Underutilized Business Program within the Civil Rights Department.</b>				

<b>Health and Family Support</b>				
17 <b>Increased Level of Services for School-Based Clinics</b>				
The Department has asked for funding to stabilize the staffing of the School-Based Clinics, place the organization in a position to offer high quality and more appropriate services to students, and the administrative support to generate revenue. The decision package submitted by the department outlines the cost per position and associated non personnel costs.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Health and Family Support	General Fund	3.2 Nurse Practitioner, Registered Professional	\$214,364	
	General Fund	2.0 Clerk Typist, Office Support Specialist		
	General Fund	.35 Public Health Social Worker		
	Other Grants	.65 Public Health Social Worker	\$35,000	\$35,000
<b>Mayor's Recommendation</b>				
<b>Mayor's Recommendation: I am not recommending funding for this request.</b>				

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<b>Health and Family Support</b>				
<b>18 Welcome Center Support - Family Stabilization Initiative of the Minneapolis Public Schools</b>				
The Department requests support towards stabilizing this joint initiative with the Minneapolis Public Schools. The Initiative is located at selected Minneapolis Public Schools and is the first point of contact for many of the new arriving families to the Minneapolis community. The Center assists families with school registration, transportation, housing, immunizations, assistance with health care, health insurance and an array of social services				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Health and Family Support	General Fund	1.0 Project Coordinator	\$59,693	
	General Fund	1.0 Public Health Nurse I	\$50,160	
<b>Mayor's Recommendation</b>				
<b>Mayor's Recommendation: I am not recommending funding for this request.</b>				

<b>City Coordinator - Communications - Minneapolis Telecommunications Network</b>				
<b>19 Equipment Replacement</b>				
The MTN Board of Directors requests equipment replacement for their facilities. An additional \$50,000 is being requested from Paragon as part of the agreement. Approval of the request has not been finalized.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
City Coordinator - Communications - Minneapolis Telecommunications Network	General Fund		\$100,000	
	General Fund		\$50,000	
<b>Mayor's Recommendation</b>				
<b>Mayor's Recommendation: I am recommending an allocation to MTN in the amount of \$50,000 to be used for the purchase of equipment.</b>				

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<b>Planning</b>				
20 <b>Restore Target-consultant contract budget line</b>				
Restore flexibility to meet an increasing demand for specialized studies.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Planning	General Fund	Contracted Services	\$49,467	
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I am not recommending funding for this request.</i>				

<b>Planning</b>				
21 <b>Crime Prevention through Environmental Design</b>				
Create a 1.0 FTE Planner II position for Crime Prevention through Environmental Design (CPTED). The Police Department has identified a 0.5 FTE for transfer to the Planning Department to perform these duties. The Planning Department is requesting an increase in funding for the remaining 0.5 FTE				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Planning	General Fund	1.0 City Planner II	\$22,500	
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I am not recommending the addition of a position to the Planning Department. Instead, as the Police Department did to meet this need, I recommend the Planning Director re-direct current resources to respond to this service opportunity.</i>				

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<b>Planning</b>				
22 <b>Housing Market Analysis (1 FTE)</b>				
Increase one (1) City Planner II FTE for housing market studies.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Planning	General Fund	1.0 City Planner II	\$45,000	
<b>Mayor's Recommendation</b>				
<b>Mayor's Recommendation:</b> <i>I support the need for a housing market analysis. I am not recommending funding for this request, instead, I am requesting the Planning Director work with the MCDA Director and the NRP Director to identify existing resources within their budgets to fund this important study.</i>				

<b>Police</b>				
23 <b>Police computer system maintenance</b>				
City ITS and MPD top management have met and agreed on what computer systems issues are "enterprise"-wide and what need to be covered at the departmental level. The following items/expenses were jointly deemed to be departmental and necessary to allow MPD computer systems to continue to function effectively. These discussions were held with the pending year 2000 MPD Systems/ITS "merger" in mind.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Police	General Fund		\$382,116	
<b>Mayor's Recommendation</b>				
<b>Mayor's Recommendation:</b> <i>I strongly commend and support the efforts of the Police Department and Information Technology in working together to meet the system challenges within the Police Department. I do not recommend this increase to the Police Department appropriation for technology systems. Instead, I recommend approval of an increase (\$106,000) in the SISPP budget to provide the resources needed to make this merger a reality in 2000.</i>				

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**PRIORITIES 2000 and ENHANCEMENTS**

<b>Police</b>				
<b>24   Driver's training - pursuits</b>				
Training must be conducted to conform with State Legislation Mandate. All licensed officers must complete 4 hours of classroom training and 4 hours of behind-the-wheel training. The training would be accomplished by putting a third of the department through the training each year.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Police	General Fund		\$50,000	
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I strongly support the training efforts of the Police Department. I do not recommend an appropriation increase to respond to this change in State mandates. Instead, I recommend that the Chief of Police re-direct current training dollars and other resources to meet this new requirement.</i>				

<b>Police</b>				
<b>25   Impact of entertainment district buyback</b>				
Buyback to meet the needs of Entertainment Districts in Downtown and East Hennepin areas of the city where large bars, concerts, events and therefore, crowds are located, creating peaks in calls for service and serious public safety issues occur.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Police	General Fund		\$100,000	
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I support the Police Departments efforts to meet the needs of the growing Downtown Entertainment Districts. I do not recommend additional funding for this effort. Instead, the Police of Chief should continue to manage the available resources that exist within the Police Department to respond to this increasing demand for service.</i>				

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<b>Police</b>				
26 <b>Master plan for Police Department facilities</b>				
The Police Department is requesting funds to purchase expert consulting services to undertake a professional needs assessment and to develop a Master Plan for Police Facilities. The consultant would be expected to develop a long-range, comprehensive plan that would establish schedules and costs for facility changes to meet the departments objectives				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Police	General Fund		\$200,000	
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I am not recommending approval of this request. Instead, I recommend the new Space and Asset Manager work with the Police Department to assist them in identifying and planning for their facility needs and requirements.</i>				

<b>Public Works - Department</b>				
27 <b>Infrastructure Maintenance Gap</b>				
The financing plan for addressing the Infrastructure Maintenance GAP that was presented in the State of the Public Infrastructure Report in July 1997, called for the phasing in of the additional funding needed in the amount of \$16.8 million over 10 years, or funding 50% of the GAP within 5 years. The 2000 budget is the second year of phasing of this finance plan. Streets - \$570,000 Alleys - \$50,000 Bridges - \$50,000 Signals - \$10,000 Street Lights - \$120,000 Signs - \$20,000				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Department	Perm Improvement	2.7 Construction Maint. Laborers	\$820,000	
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I am recommending funding for the infrastructure maintenance initiative to complement the infrastructure capital funding.</i>				

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<b>Public Works</b>				
28	<b>Payment to Information Technology to cover the lease payment for PC's (First year of three year lease)</b>			
Capital Improvement Fund - \$142,289 Sewer Fund - \$61,434 Water fund - \$66,121 Parking Fund - \$40,110				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works	Multiple Funds		\$309,954	
<b>Mayor's Recommendation</b>	Multiple Funds		\$309,954	
<b>Mayor's Recommendation: I am recommending funding for this request.</b>				

<b>Public Works - Engineering Services</b>				
29	<b>GPS Receiver</b>			
A request for a Global Positioning System (GPS) Receiver which uses specialized equipment and satellite signals to quickly and accurately identify coordinate positions on the ground. The Public Works Department will use GPS for control on preliminary and construction surveys; to control digital orthophotography and to place accurate survey coordinates on monuments and hydr.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Engineering Services	Permanent Improv. Fund		\$106,000	
<b>Mayor's Recommendation</b>				
<b>Mayor's Recommendation: I am not recommending funding for this request.</b>				

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<b>Public Works - Equipment Services</b>				
30	<b>Driver/Operator Overtime</b>			
Additional funding for driver/operator overtime is requested for the Equipment Services Division.				
<i>Agency Request</i>	<i>Funding Source</i>	<i>FTE's / Positions</i>	<i>Cost</i>	<i>Revenue / Savings</i>
Public Works - Equipment Services	Equipment Fund	Additional overtime	\$451,849	
<i>Mayor's Recommendation</i>				
<b>Mayor's Recommendation: I am not recommending funding for this request. Instead, I am directing the City Engineer to evaluate how overtime is used within the Equipment Services Division and manage within the existing resources.</b>				

<b>Public Works - Equipment Services</b>				
31	<b>Fund Equipment Fleets</b>			
Due to a shortfall of revenue, from that proposed in the Fleet Study and incorporated into the finance plan for the Equipment Improvement Fund, a significant cash deficit within the fund has resulted. The current service level budget for 2000 included \$6.6 million for the replacement of equipment (i.e., fire apparatus and police squad cars). The proposed balancing action recommended by the Finance Officer is to reduce that amount by \$4.6 million to a level of \$2.0 million for 2000. This request is to re-instate the capital equipment budget to the original level of \$6.6 million if funding will allc.				
<i>Agency Request</i>	<i>Funding Source</i>	<i>FTE's / Positions</i>	<i>Cost</i>	<i>Revenue / Savings</i>
Public Works - Equipment Services	Equipment Fund		\$4,600,000	\$3,133,000
<i>Mayor's Recommendation</i>				
<b>Mayor's Recommendation: I am not recommending the re-instatement of the capital equipment budget for 2000. It is necessary and fiscally prudent for us to defer capital purchases until we improve the cash position of the Equipment Fund. Included in the 2000 current service level is a \$1.0 million base adjustment to the user charges paid by the Police Department to the Equipment Fund. The current service level budget for Police fleet is still \$1.0 million short of what it needs to be in order for Equipment to fully recover its cost. In the case of the Fire Department, full payment to the Equipment Fund should be \$2.4 million; \$1.19 million is included in the current service level budget, a shortage of \$1.21 million.</b>				



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<b>Public Works - Sewer</b>				
32 <b>Mpls Infiltration/Inflow Study (1st yr. of 4 yrs.)</b>				
The Metropolitan Council Environmental Services has determined that the continued occurrence of overflows is still too frequent. They believe that numerous rooftops are still connected to the sanitary system, and contributing large amounts of runoff to the sewers during rainstorms. A significant amount of additional study is needed to determine the exact source and location of stormwater flows to the sanitary sewers. It is estimated that such a study could cost \$1 million. Public Works is proposing to hire a consultant to monitor the flows and recommend solutions over a period of 4 years. Funding needs are projected at: Year 2000, \$125,000; Year 2001, \$300,000; Year 2002, \$300,000, and Year 2003, \$175,000				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Sewer	Sewer Fund		\$125,000	
<b>Mayor's Recommendation</b>	Sewer Fund		\$125,000	
<b>Mayor's Recommendation: I am recommending to proceed with this study in 2000. I am also requesting the City Engineer to provide a status report during 2000 to assess the initial findings.</b>				

<b>Public Works - Sewer</b>				
33 <b>Operating Materials &amp; Supplies</b>				
This request reflects the price increases for Materials and Supplies. That, coupled with our increased procurement is based on actuals for the last four years.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Sewer	Sewer Fund		\$230,000	
<b>Mayor's Recommendation</b>	Sewer Fund		\$230,000	
<b>Mayor's Recommendation: I am recommending funding for this request.</b>				

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<b>Public Works - Sewer Maintenance</b>				
34	<b>Sewer related equipment replacement</b>			
As service levels have increased in the areas of Pump Stations, Grit Chambers and Holding Ponds, our equipment requirements have increased accordingly. Replacement of existing Equipment using a ten-year cycle is the basis for this request.				
<i>Agency Request</i>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Sewer Maintenance	Sewer Fund		\$97,000	
<i>Mayor's Recommendation</i>	Sewer Fund		\$97,000	
<b>Mayor's Recommendation: I am recommending funding for this request.</b>				

<b>Public Works - Sewer Maintenance</b>				
35	<b>Mpls Stormwater Design Manual</b>			
The City Council adopted a new ordinance in 1999 that requires stormwater treatment at all public and private construction projects of 1 acre and greater. The ordinance focuses on the procedures of approving projects and intentionally does not detail how the runoff can be treated. Many techniques are available for designers to use, and the industry is continuously developing new products. Therefore, the ordinance provided for a "Minneapolis Stormwater Manual" that can be used by designers and builders to understand the process and acceptable techniques that can be used at their sites. The cost is \$100,000 to produce the manual, with \$70,000 coming from gr:				
<i>Agency Request</i>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Sewer Maintenance	Sewer Fund Grants		\$100,000	\$70,000
<i>Mayor's Recommendation</i>	Sewer Fund Grants		\$100,000	\$70,000
<b>Mayor's Recommendation: I am recommending funding for this request.</b>				

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<b>Public Works - Solid Waste</b>				
36	<b>Rate increase of \$1 per Dwelling Unit per Month</b>			
A Solid Waste rate increase will allow current services to be adequately performed and service levels to be maintained in 2000 without negatively impacting the Solid Waste Fund. This proposal would implement the first rate increase since 1995. Current spending projections, without a rate increase, continue to show the balance for the Solid Waste Fund being deple				
<i>Agency Request</i>	<i>Funding Source</i>	<i>FTE's / Positions</i>	<i>Cost</i>	<i>Revenue / Savings</i>
Public Works - Solid Waste	Solid Waste Fund			\$1,000,000
<b>Mayor's Recommendation</b>	Solid Waste Fund			\$100,000
<b>Mayor's Recommendation: I am recommending a \$5.00 service charge for large item pick-ups. This charge will increase revenues by approximately \$100,000. Before I will consider any further rate changes, I am directing the Finance Department, in 2000, to complete an in-depth analysis of the Solid Waste Fund. This analysis must include a projection for future spending requirements.</b>				

<b>Public Works - Solid Waste</b>				
37	<b>Add 1 FTE in Recycling (incr. Rate to cover cost)</b>			
This request is for the addition of 1 FTEs Solid Waste and Recycling Workers (Recycling) to cover hours for workers on restricted duty. The number of restricted duty hours has been increasing to a level that prevents core functions from being accomplished within the existing FTE authorization. Aggressive workforce safety training and awareness measures have not reduced the rate of increase of lost time				
<i>Agency Request</i>	<i>Funding Source</i>	<i>FTE's / Positions</i>	<i>Cost</i>	<i>Revenue / Savings</i>
Public Works - Solid Waste	Solid Waste Fund	1 FTE Solid Waste and Recycling Work	\$46,215	\$46,215
<b>Mayor's Recommendation</b>				
<b>Mayor's Recommendation: I am not recommending funding for this request.</b>				

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<b>Public Works - Solid Waste</b>				
<b>38 Additional of 3 FTE's for problem material pick-up (incr. Rate to cover cost)</b>				
The increase in the number of appliances requiring hazardous material removal and increase in the amount of problem materials setouts by customers and transfer station dropoffs have required diversion of personnel from lower priority functions to carry out this critical service. This request is for the addition of 3 FTE's Solid Waste and Recycling Workers to handle the increased workload dema				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Solid Waste	Solid Waste Fund	3 FTE's Solid Waste and Recycling Wo	\$138,645	\$138,645
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I am not recommending funding for this request.</i>				

<b>Public Works - Solid Waste</b>				
<b>39 Add 2 FTE's in Collection (incr. Rate to cover cost)</b>				
This request is for the addition of 2 FTE's Solid Waste and Recycling Workers (Collection) to cover hours for workers on restricted duty. The number of restricted duty hours has been increasing to a level that prevents core functions from being accomplished within the existing FTE authorization. Aggressive workforce safety training and awareness measures have not reduced the rate of increase of lost time				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Solid Waste	Solid Waste Fund	2 FTE's Solid Waste and Recycling Wo	\$92,430	\$92,430
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I am not recommending funding for this request.</i>				

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<b>Public Works - Street and Malls</b>				
40	<b>Park Board/PW Service Overlap Reduction Project</b>			
<p>Currently, Public Works performs most, but not all pavement maintenance on the parkways. There is no written service agreement governing the arrangement, but the Park Board is billed for some of this work totalling an average of \$600,000 annually. In addition, the Park Board spends approximately \$100,000 annually on sweeping the Parkways and parking lots, as well as a smaller amount on parkway signage and pavement markings. Public Works has estimated the cost of sign and pavement marking maintenance to be \$105,000 annually. In addition pavement maintenance there is streetlighting costs associated with the parkways. Currently, the Park Board spends \$200,000 on streetlight maintenance. Public Works estimates this amount is sufficient. In total Public Works plans to spend \$805,000 annually on parkway maintenance and \$200,000 annually on streetlight maintenance. An appropriation increase of \$405,000 is needed to meet this annual obligation. In addition, the \$600,000 in revenue loss will need to be covered by the General F</p>				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Street and Malls	General Fund	Parkway / Streetlighting Maintenance	\$405,000	(\$600,000)
	Sewer Fund	Storm Sewer Maintenance	\$500,000	
<b>Mayor's Recommendation</b>	General Fund Sewer Fund	Parkway / Streetlighting Maintenance Storm Sewer Maintenance	\$405,000 \$500,000	(\$600,000)
<p><b>Mayor's Recommendation:</b> <i>I am recommending approval of the proposed recommendations in the Park Board/Public Works Service Overlap Report. This recommendation includes increasing funding for the Public Works Department to perform the maintenance functions for the parkways and associated street lighting as well as estimated maintenance dollars for the expanded Storm Sewer System.</i></p>				

<b>Public Works - Streets and Malls</b>				
41	<b>Snow &amp; Ice Control</b>			
<p>This request is to bring the Snow and Ice Control budget in line with the anticipated needs for 2000. Public Works anticipates expenses to be \$5.8 million -- based on historical trends (after adjusting for inflation) and increased labor and vehicle rates. This is an increase of \$1.2 million over the current service level budget. Over the last seven years, funding for this activity has declined due to other budgetary pressures, while costs for labor, equipment rental and materials have risen 0.6% each year, after adjusting for infla</p>				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Streets and Malls	General Fund		\$1,200,000	
<b>Mayor's Recommendation</b>	General Fund		\$1,200,000	
<p><b>Mayor's Recommendation:</b> <i>I am recommending an increase to the Snow and Ice Control budget to allow for an appropriation which reflects the annual average five-year cost for providing this service. I expect the Public Works Department to be fiscally prudent with these dollars and continue to look for opportunities to ensure we have the most cost efficient operation possible.</i></p>				

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<b>Public Works - Streets and Malls</b>				
42	<b>Increase maintenance costs for street lights</b>			
This request is to increase the budget for maintenance for street lights due to the expanding street light system.				
<i>Agency Request</i>	<i>Funding Source</i>	<i>FTE's / Positions</i>	<i>Cost</i>	<i>Revenue / Savings</i>
Public Works - Streets and Malls	General Fund		\$208,551	
<i>Mayor's Recommendation</i>				
<b>Mayor's Recommendation: I am not recommending the funding for this request.</b>				

<b>Public Works - Streets and Malls</b>				
43	<b>Increase electricity costs for street lights</b>			
This request is to increase the budget for electricity payments due to the expanding street light system.				
<i>Agency Request</i>	<i>Funding Source</i>	<i>FTE's / Positions</i>	<i>Cost</i>	<i>Revenue / Savings</i>
Public Works - Streets and Malls	General Fund		\$100,000	
<i>Mayor's Recommendation</i>				
<b>Mayor's Recommendation: I am not recommending the funding for this request. The Division has sufficient resources to manage this increase.</b>				

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<b>Public Works - Transportation</b>				
<b>44 Wage increase for parking operator's with MPI</b>				
This wage increase will be the second of four to bring the parking facility employees to a "living wage". This wage increase is for operational staff of both parking operators, for positions of cashiers, janitors, attendants and event staff. The starting wage was increased from \$6.20 to \$7.50 per hour last year. The requested increase for 2000 will increase the starting wage from \$7.50 to \$8.75 per hour.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$425,000	
<b>Mayor's Recommendation</b>	Parking Fund		\$212,500	
<b>Mayor's Recommendation: I am recommending a funding increase of \$212,500 as the second step to reaching a "living wage". This will increase the wage from \$7.50 to \$8.13 per hour.</b>				

<b>Public Works - Transportation</b>				
<b>45 Counting Facility Modification</b>				
The Counting Facility has exceeded its current space requirements due to the volume of City revenues it currently manages. The modification will require moving and securing of a wall and creation of additional workspace to enable efficient management of revenues. The annual revenues have increased \$18 million to an estimated \$41 million dollars in 2000. The need to expand and improve this facility is imperative.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$50,000	
<b>Mayor's Recommendation</b>	Parking Fund		\$50,000	
<b>Mayor's Recommendation: I am recommending funding for modification to the Counting Facility to accommodate the increased workload requirements.</b>				

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<b>Public Works - Transportation</b>				
46	<b>Replace HAAF garage doors</b>			
The Jerry Haaf Municipal Ramp houses special units of the Police Department which utilize automatic garage doors to enter and exit the facility frequently. The traffic wear on the doors has been substantial and they are failing more frequently creating a security issue. New bi-fold doors will reduce the wear factor and the need for frequent repair and replacement.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$75,000	
<b>Mayor's Recommendation</b>	Parking Fund		\$75,000	
<b>Mayor's Recommendation: I am recommending funding of this request.</b>				

<b>Public Works - Transportation</b>				
47	<b>Transportation study to analyze traffic flows</b>			
Phase 2 of 2, the Transportation Study is necessary to implement changes recommended by Phase 1 of the study.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$75,000	
<b>Mayor's Recommendation</b>	Parking Fund		\$75,000	
<b>Mayor's Recommendation: I am recommending funding for Phase 2 of 2 to implement the findings from the Transportation Studies report.</b>				



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<b>Public Works - Transportation</b>				
<b>48 Phase 1 of 3 phases to integrate security equipment</b>				
Combining 7 separate CCTV security monitoring systems to a central facility will enhance monitoring of the City facilities, as well as create a significant savings of over \$700,000 per year upon completion of the final phases. The first phase will be implemented at the TAD 7th Street Garage and the new Hawthorne Transportation Center. MN/DOT has tentatively agreed to this pro				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$250,000	
<b>Mayor's Recommendation</b>	Parking Fund		\$250,000	
<b>Mayor's Recommendation: I am recommending funding for this project. I expect to receive a portion of the projected savings beginning in the 2001 budget.</b>				

<b>Public Works - Transportation</b>				
<b>49 Replacement of parking equipment at the Leamington Municipal Ramp with an automated system</b>				
This equipment will enable the parking facility to reduce the number of cashiers currently in place by offering automated payment systems to the customers. This automated system will allow the use of cash or credit to purchase parking prior to exiting the facility. Cost savings are estimated at \$175,000 per year				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$950,000	
<b>Mayor's Recommendation</b>	Parking Fund		\$950,000	
<b>Mayor's Recommendation: I am recommending funding for this project. I expect to receive the projected savings reflected in the 2001 budget request from Transportation.</b>				

**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>Public Works - Transportation</b>				
<b>50   Parking Meter Card dispensers phase 2 of 2</b>				
The parking meter card dispenser will enable convenient access to parking meter smart cards, increased visibility of the smart card system, and reducing the number of coins to be counted. This value added service to the customers of our on street parking system also permits the customers to reload their cards at these locations with any value they desire, and charge it directly to their credit c				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$100,000	\$50,000
<b>Mayor's Recommendation</b>	Parking Fund		\$100,000	\$50,000
<b>Mayor's Recommendation: I am recommending funding for this second phase for purchasing parking meter dispensers.</b>				

<b>Public Works - Transportation</b>				
<b>51   Phase 3 of 3 Fiber connection for City MPS</b>				
This request is to complete phase 3 of 3 for installation of conduit and fiber to all Municipal Parking Ramps and other City Departments outside of City Hall. This project is evolving to establish not only a wide area network (WAN) for the Municipal Parking System but for other City Departments. This fiber connection will also permit distribution of MN/DOT traffic advisories to our customers, provide new connection between the City and Hennepin County, Convention Center, Traffic Control, Counting Facility, and various Fire and Police sta				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$175,000	
<b>Mayor's Recommendation</b>	Parking Fund		\$175,000	
<b>Mayor's Recommendation: I am recommending funding for this project. I look forward to the improved efficiencies of operations gained from improved communication between these different entities.</b>				

**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>Public Works - Transportation</b>				
52	<b>Centralization of Processes</b>			
Centralizing certain processes within the Municipal Parking System will create efficiencies that will reduce wage expenses, allowing for more efficient handling of Municipal Funds and improving revenue control within the Parking System. Specifically, centralizing handling of monthly parking fees through one office, ability to program access cards, processing, auditing, and revenue cont				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$150,000	
<b>Mayor's Recommendation</b>	Parking Fund		\$150,000	
<b>Mayor's Recommendation: I am recommending funding for centralizing certain processes within the Municipal Parking System.</b>				

<b>Public Works - Transportation</b>				
53	<b>Skyway Signage, phase 3 of 4</b>			
Phase 1 (1998) of the uniform Skyway Signage program has been to coordinate with the Downtown Council a program which provides easier to read and follow types and styles of signs. A consultant has been hired to assist in the design and development of these signs. Phase 2 (1999) is to start the installation of these informational signs within the Skyway System. Phase 3 (2000) continues installation of the informational signs within the system. This program requires matching funds from the private sector with a maximum of \$125,000 in city				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$250,000	\$125,000
<b>Mayor's Recommendation</b>	Parking Fund		\$250,000	\$125,000
<b>Mayor's Recommendation: I am recommending funding for phase 3 of 4 for improving skyway signage for the Municipal Skyway System.</b>				

**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>Public Works - Transportation</b>				
54	<b>Re-striping parking stalls in TAD garage</b>			
Re-striping the TAD garages will enable additional parking stalls to be realized within the TAD Garages, thereby, increasing the total number of vehicles that are able to utilize the parking facilities. This will have a positive revenue effect of \$900,000 for the TAD Garages in the proceeding year				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$180,000	
<b>Mayor's Recommendation</b>	Parking Fund		\$180,000	
<b>Mayor's Recommendation: I am recommending funding of this request.</b>				

<b>Public Works - Transportation</b>				
55	<b>Revenue Control Consultant</b>			
The Municipal Parking System needs a new automated revenue control system to replace equipment that is becoming outdated and costly to repair. The Revenue Control Consultant will be contracted with to write specifications for a new system with automation and labor demand reduction as a key focus, as well as assisting Public Works with specifications for equipment that will improve the existing capacity of the Parking System, and enhance the ability of the City to monitor the Parking Syst				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$25,000	
<b>Mayor's Recommendation</b>	Parking Fund		\$25,000	
<b>Mayor's Recommendation: I am recommending funding to hire a consultant to assist Public Works with specifications for a planned purchase of new automated revenue control equipment.</b>				

**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>Public Works - Transportation</b>				
56 <b>Parking Systems Analyst</b>				
The workload at the TAD Garages has been significantly increased as utilization has neared capacity including additional reporting needs to MN/DOT. This need has been tentatively approved by MN/DOT. This position will be funded completely from the TAD Garages.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund	1.0 FTE Parking System Analyst	\$45,572	
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I am not recommending the addition of this position at this time. Instead, I am requesting that the potential creation of this position wait until after the Council and I receive the findings from the pending report on the Municipal Parking System.</i>				

<b>Public Works - Transportation</b>				
57 <b>Impound Lot Software and Computer Equipment</b>				
The current computer system at the Impound Lot is DOS based and will no longer be supported by the Information Technology Department. The current software is outdated and will not run properly in a Windows environment. The need is for the replacement of the Impound Server and 7 Workstations, and the replacement of specialized Towing Software.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	Parking Fund		\$65,000	
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I am recommending the replacement of computer hardware and software at the Impound Lot. I am directing the Public Works Department to work with the Information Technology and develop a plan before any purchases are made. It is essential that the Information Technology Department be involved with any computer hardware or software replacements.</i>				

**Decision Package Index**  
**PRIORITIES 2000 and ENHANCEMENTS**

<b>Public Works - Transportation</b>				
58 <b>Internal Billings</b>				
An increase in the amount work performed for other city organizations has made it necessary to increase our appropriation.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	General Fund	.66 Electrician	\$122,000	
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I am not recommending funding for this request.</i>				

<b>Public Works - Transportation</b>				
59 <b>External Billings</b>				
A gradual increase in work for construction companies and for signal wrecks has made it necessary to increase our job force to complete the necessary work.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Transportation	General Fund	2.50 Electrician	\$410,000	
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I am not recommending funding for this request.</i>				

<b>Public Works - Water</b>				
60 <b>Infra-Gap Maint./ Water Department Major Repairs</b>				
Based on the State of the Infrastructure report from 1997. The report recommended additional funding for infrastructure maintenance.				
<b>Agency Request</b>	<b>Funding Source</b>	<b>FTE's / Positions</b>	<b>Cost</b>	<b>Revenue / Savings</b>
Public Works - Water	Water Fund		\$900,000	
<b>Mayor's Recommendation</b>				
<i>Mayor's Recommendation: I am recommending that we continue implementation of the Infrastructure Plan that is funded from non-General Fund resources.</i>				

# **CITY COUNCIL OPERATING DEPARTMENTS**

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### Assessor (1000)

#### PROGRAM DESCRIPTION:

Estimate the value of and properly classify all real estate in the City of Minneapolis. Meet all Minnesota statutory requirements for assessment practices, reviews and appeals.

#### Major Initiatives for 2000:

- ◆ Business Process Reengineering Phase III
- ◆ Work Force Planning to adapt to staffing changes within Department
- ◆ Continue to analyze/reflect/defend market value increases as a result of strong market conditions

#### Major Service Activities:

- ◆ Estimate the value of all taxable property at 100% of market value in order to establish the tax base. Physically view and inspect a minimum of 25% of real property yearly in compliance with State Law. Maintain property description used by all City Departments.
- ◆ Classification and processing of parcels and owners qualifying for homestead status, exempt status or special classifications including 4d. Apply statutory classification to all taxable real property.
- ◆ Respond to all formal owner/taxpayer valuation appeals. Respond to property owner Requests for property reviews on a timely basis.
- ◆ Support of City Initiatives, Property Tax Programs, Minneapolis School District and other City Departments.
- ◆ Verify and maintain records of property transfers.

#### Service Activity Performance Measurements:

- ◆ Maintain mandated assessment to sale ratios. Keep level of informal and formal appeals to less than 2% of total taxable parcels.
- ◆ Maintain accuracy level for classifications processed to over 97%. Meet mandated deadlines of the state or county in the property tax cycle



### Assessor 1000 continued

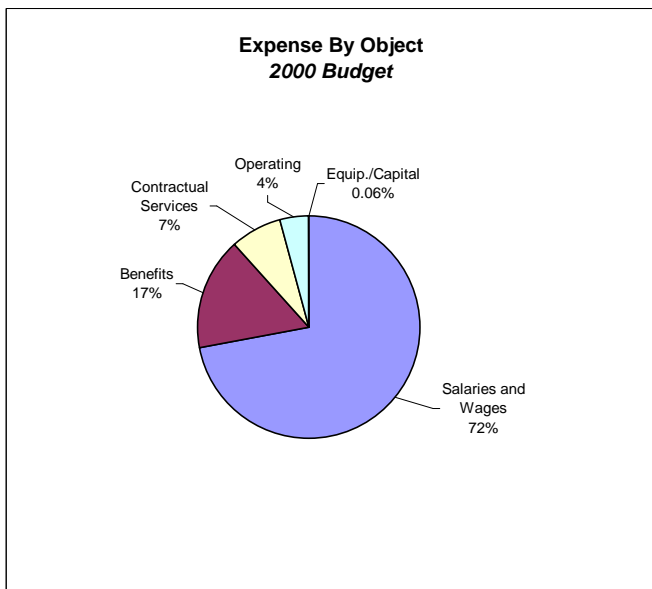
- ◆ Resolve 75% of informal appeals before progressing to Board of Equalization or Tax Court. Net total reduction because of formal appeals will be less than 5% of total market value appealed.
- ◆ Growth in tax base and support all enterprise initiatives.
- ◆ Receive information and enter into appropriate databases within five days of receipt. Maintain level of accuracy at over 97%

### City Assessor

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's</b>	<b>40.30</b>	<b>40.30</b>	<b>39.00</b>	<b>38.00</b>	<b>38.00</b>	<b>-2.56%</b>	<b>(1.00)</b>
<b>Expense by Object:</b>							
Salaries and Wages	1,801,380	1,875,660	1,938,618	1,871,286	1,871,286	-3.47%	(67,332)
Benefits	370,234	398,909	415,825	430,544	430,544	3.54%	14,719
Contractual Services	202,053	166,409	145,905	192,015	192,015	31.60%	46,110
Operating	128,476	127,349	122,768	109,268	109,268	-11.00%	(13,500)
Equip./Capital	9,757	1,742	500	1,500	1,500	200.00%	1,000
<b>Total Expense by Object</b>	<b>2,511,899</b>	<b>2,570,068</b>	<b>2,623,616</b>	<b>2,604,613</b>	<b>2,604,613</b>	<b>-0.72%</b>	<b>(19,003)</b>
<b>Expense by Fund:</b>							
General Fund	2,511,899	2,570,068	2,623,616	2,604,613	2,604,613	-0.72%	(19,003)
<b>Total Expense by Fund</b>	<b>2,511,899</b>	<b>2,570,068</b>	<b>2,623,616</b>	<b>2,604,613</b>	<b>2,604,613</b>	<b>-0.72%</b>	<b>(19,003)</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- The 2000 Recommended budget includes changes to the base budget for contractual services-workforce planning training, mailing notices, and software upgrades.
- Eliminated Assessor II (1 FTE) position.



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### City Attorney --Criminal Division (1410)

#### Major Initiatives for 2000:

- ◆ Manage Division
- ◆ Prosecute and defend legal matters, including claims and lawsuits against the City.
- ◆ Provide oral/written advice to City boards and commissions
- ◆ Provide oral/ written advice to elected officials and City departments, including attending Council and Committee meetings.
- ◆ Conduct training for City departments and staff
- ◆ Draft and review contracts

#### Major Service Activities:

- ◆ Assign requests for legal services, cases or assignments within one working day of receipt.
- ◆ Meet Division work plan goals and objectives
- ◆ Develop Case Management Plan within 60 days of service summons and complaint.
- ◆ Litigate to conclusion 35% of all filed matters.
- ◆ Routine matters within 14 days; non-routine matters within 7 days.
- ◆ Increase in requests for legal advice.
- ◆ Respond to requests to elected officials and City departments, including attending Council and Committee meetings.
- ◆ Staff all Council and Committee meetings.
- ◆ Schedule training with affected departments 90 days in advance of delivery.
- ◆ Demonstrated reduction in City's liability over a 3-5 year term for those matters for which training was conducted by the City Attorney's Office.
- ◆ Draft contracts on routine matters within 14 days; non-routine matters in 7 days.
- ◆ 95% of approved contracts upheld by the courts if challenged

## **City Attorney continued**

### **Service Activity Performance Measurements:**

- ◆ Legal services requested assigned in one day.
- ◆ Work plan completed as scheduled.
- ◆ Plan completed in 60 days.
- ◆ 35% of filed matters concluded.
- ◆ Respond in 14 days for routine matters and 7 days for non-routine matters.
- ◆ Legal advice requests increase.
- ◆ Response made within one day after receipt of request.
- ◆ Council and Committee meetings staffed.
- ◆ Training scheduled within 90 days of delivery.
- ◆ Reduction in liability in 3-5 years in areas where training occurred.
- ◆ Contracts drafted in 14 days, routine; 7 days, non-routine.
- ◆ 95% of contracts upheld when challenged.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### City Attorney --Criminal Division (1410)

#### Major Initiatives for 2000:

- ◆ Community Mediation Program.
- ◆ Vertically prosecute all chronic offenders and aggressively prosecute forfeiture cases.
- ◆ Manage Division
- ◆ Liaison to Minneapolis Airport Commissions, University of Minnesota and Park Board.
- ◆ Liaisons to Neighborhood Restorative Justice Programs.
- ◆ Prosecute all gross misdemeanors, misdemeanors and petty misdemeanors in accordance with Hennepin County District Court calendars.
- ◆ Weed & Seed and staffing to community and neighborhood groups.

#### Major Service Activities:

- ◆ Mediation completed within 60 days of referral notice.
- ◆ No breach of conditions of agreement over a 1 year period.
- ◆ Prosecute 100% of all identified chronic offenders under City Attorney Office jurisdiction.
- ◆ 50% of all offenders prosecuted by the chronic offender's team will not re-offend within 12 months.
- ◆ Assess human resources monthly and realign as necessary, on a quarterly basis to meet divisions Goals and objectives.
- ◆ Achieve Division's work plan goals and objectives.
- ◆ Charge unanswered citations pertaining to individual restorative justice programs within 2 weeks of submission to Office
- ◆ Continued requests of City Attorney Office involvement in Neighborhood Restorative Justice Programs.
- ◆ All necessary courtrooms are to be staffed.
- ◆ Bench complaints regarding staffing are limited to less than 1% of Minneapolis Division 1 Calendars.
- ◆ Assign prosecutors to all Weed & seed sites.

## **City Attorney continued**

- ◆ Continued requests for City Attorney Office involvement in Weed & Seed programs.

### **Service Activity Performance Measurements:**

- ◆ Mediation completed within 60 days.
- ◆ No agreement breach in one year.
- ◆ 100% of offenders.
- ◆ 50% will not re-offend.
- ◆ Quarterly reviews.
- ◆ Work plan accomplishments.
- ◆ All calls responded to.
- ◆ Services are requested.
- ◆ Charges occur within 2 weeks.
- ◆ Requests from Neighborhood Restorative Justice Programs.
- ◆ All courtroom staffing.
- ◆ Less than 1% of Bench complaints.
- ◆ Prosecutors assigned to sites.
- ◆ City Attorney's Office requests for involvement continues.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### City Attorney –Civil Division (1440)

#### Major Initiatives for 2000:

- ◆ Manage Division
- ◆ Prosecute and defend legal matters, including claims and lawsuits against the City.
- ◆ Provide oral/written advice to City boards and commissions
- ◆ Provide oral/ written advice to elected officials and City departments, including attending Council and Committee meetings.
- ◆ Conduct training for City departments and staff
- ◆ Draft and review contracts

#### Major Service Activities:

- ◆ Assign requests for legal services, cases or assignments within one working day of receipt.
- ◆ Meet Division work plan goals and objectives
- ◆ Develop Case Management Plan within 60 days of service summons and complaint.
- ◆ Litigate to conclusion 35% of all filed matters.
- ◆ Routine matters within 14 days; non-routine matters within 7 days.
- ◆ Increase in requests for legal advice.
- ◆ Respond to requests to elected officials and City departments, including attending Council and Committee meetings.
- ◆ Staff all Council and Committee meetings.
- ◆ Schedule training with affected departments 90 days in advance of delivery.
- ◆ Demonstrated reduction in City's liability over a 3-5 year term for those matters for which training was conducted by the City Attorney's Office.
- ◆ Draft contracts on routine matters within 14 days; non-routine matters in 7 days.
- ◆ 95% of approved contracts upheld by the courts if challenged

## **City Attorney continued**

### **Service Activity Performance Measurements:**

- ◆ Legal services requested assigned in one day.
- ◆ Work plan completed as scheduled.
- ◆ Plan completed in 60 days.
- ◆ 35% of filed matters concluded.
- ◆ Respond in 14 days for routine matters and 7 days for non-routine matters.
- ◆ Legal advice requests increase.
- ◆ Response made within one day after receipt of request.
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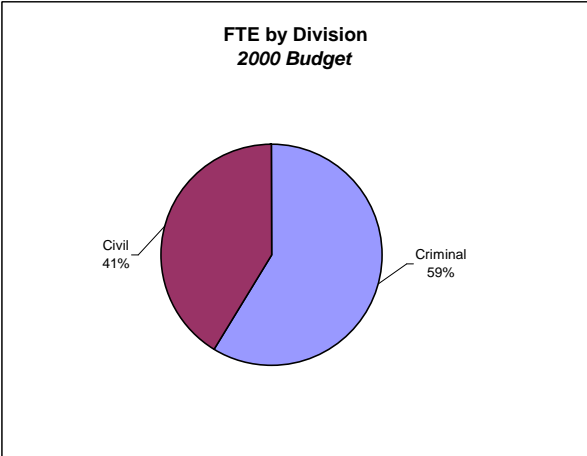
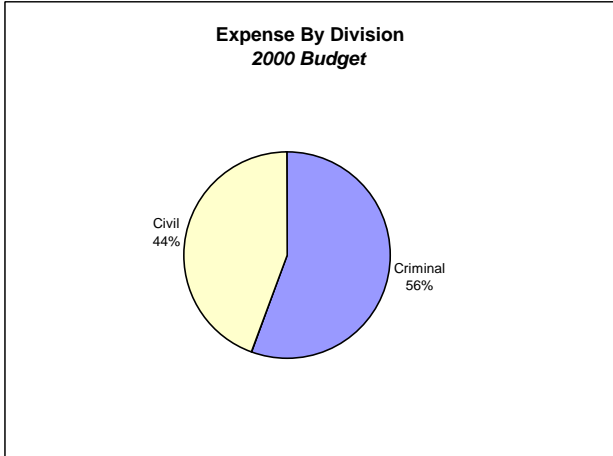
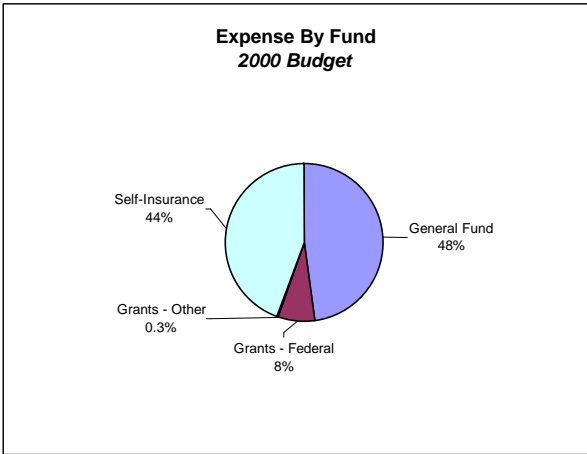
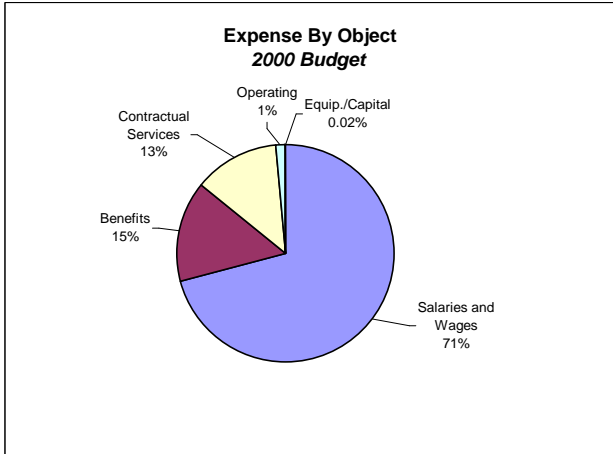
**City Attorney**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Criminal	48.33	48.33	63.33	61.83	61.83	-2.37%	(1.50)
Civil	37.17	40.67	42.67	43.67	43.67	2.34%	1.00
<b>FTE's</b>	<b>85.50</b>	<b>89.00</b>	<b>106.00</b>	<b>105.50</b>	<b>105.50</b>	<b>-0.47%</b>	<b>(0.50)</b>
<b>Expense by Object:</b>							
Salaries and Wages	4,197,265	4,541,652	5,628,286	6,052,995	6,052,995	7.55%	424,709
Benefits	816,303	943,956	1,197,502	1,286,577	1,286,577	7.44%	89,075
Contractual Services	1,298,195	1,287,076	992,406	1,104,297	1,104,297	11.27%	111,891
Operating	304,068	380,889	109,387	107,887	107,887	-1.37%	(1,500)
Equip./Capital	60,451	36,279	12,322	1,322	1,322	-89.27%	(11,000)
Transfers	-	-	-	-	-	-	-
<b>Total Expense by Object</b>	<b>6,676,282</b>	<b>7,189,851</b>	<b>7,939,903</b>	<b>8,553,078</b>	<b>8,553,078</b>	<b>7.72%</b>	<b>613,175</b>
<b>Expense by Fund:</b>							
General Fund	3,038,564	3,266,824	3,858,191	4,088,488	4,088,488	5.97%	230,297
Grants - Federal	209,019	488,541	558,388	644,066	644,066	15.34%	85,678
Grants - Other	-	7,693	-	22,525	22,525	-	22,525
Self-Insurance	3,428,699	3,426,793	3,523,324	3,797,999	3,797,999	7.80%	274,675
<b>Total Expense by Fund</b>	<b>6,676,282</b>	<b>7,189,851</b>	<b>7,939,903</b>	<b>8,553,078</b>	<b>8,553,078</b>	<b>7.72%</b>	<b>613,175</b>
<b>Expense by Division:</b>							
Criminal	3,230,477	3,770,843	4,380,043	4,755,079	4,755,079	8.56%	375,036
Workers Compensation	-	13,354	-	-	-	-	-
Civil	3,445,805	3,405,653	3,559,860	3,797,999	3,797,999	6.69%	238,139
<b>Total Expense by Division</b>	<b>6,676,282</b>	<b>7,189,851</b>	<b>7,939,903</b>	<b>8,553,078</b>	<b>8,553,078</b>	<b>7.72%</b>	<b>613,175</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- The base budget was adjusted for contracted rent increase of \$78,881 and a \$68,148 adjustment for a three year contract with the Citizens Council (as approved by Council resolution).
- The Grants - Other Fund constitutes funding from the Community Justice Grant

**City Attorney**



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CIVIL RIGHTS ADMINISTRATION – 3010

#### **PROGRAM DESCRIPTION:**

Maintain a quality work environment that values and models cultural diversity. Provide support for the program of the Minneapolis Commission on Civil Rights. Administer the Department of Civil Rights to optimally fulfill the requirements of Chapter 139 and 141 of the Minneapolis Code of Ordinances. Maintain a quality work environment that values and models cultural diversity.

#### **Major Initiatives for 2000:**

- ◆ Full implementation of the Small and Underutilized Business Program
- ◆ Increase public awareness on civil rights and visibility in the various communities
- ◆ Explore the idea of prejudice free zones programs in Minneapolis (similar to drug free zones)

#### **Major Service Activities:**

- ◆ Maintain contract with EEOC, providing information and case reports in a timely manner.
- ◆ Provide administrative support to the Commission on Civil Rights to ensure the Commissions' ability to adequately perform its functions.
- ◆ Provide civil rights informational and educational materials, workshops and presentations to community, business and other groups, and promote the department through selected media opp
- ◆ Implementation of the computerized case management and contract compliance monitoring systems.
- ◆ Develop collaborative ventures with other community organizations and agencies who share department goals and purposes.

#### **Service Activity Performance Measurements:**

- ◆ Input data as required for both intakes and closures
- ◆ File all reports in a timely manner consistent with EEOC directives using computerized systems.
- ◆ Provide liaison services for the Commission
- ◆ Providing Commissioners with necessary procedural and substantive information, as requested by the Commission.
- ◆ Maintain PR plan that educates and informs the public about civil rights and the department's fair housing programs.

### **Civil Rights continued**

- ◆ Develop interfaces between the various systems to share data among them.
- ◆ Continue training all staff on the new systems.
- ◆ Make available information about our services, resources, needs and activities in our local communities that address problems of discrimination and civil rights.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### Civil Rights Complaint Investigation 3020

#### **PROGRAM DESCRIPTION:**

Provide quality process for investigation and resolution of complaints of discrimination. Respond to inquiries about civil rights issues, make appropriate referrals, processes charges of discrimination, conduct complete investigation; including early resolution of charges through the use of mediation and conciliation.

#### **Major Initiatives for 2000:**

- ◆ Continue to maximize technology in processing complaints and reduce the length of the investigation to an average of 180 days.
- ◆ Fair Housing: Major campaign focusing on housing discrimination
- ◆ Cross-training with other enforcement agencies for investigators
- ◆ Provide complaint intake at numerous community locations
- ◆ Maintain 180 – day investigation goal

#### **Major Service Activities:**

- ◆ Conduct intake interviews and draft formal charges of discrimination
- ◆ Conduct investigation in a timely manner following department procedures
- ◆ Maintain visibility in the various protected class communities

#### **Service Activity Performance Measurements:**

- ◆ Provide intake package to potential complaints within 24 hours of inquiry
- ◆ Prepare a complaint for complainant's within 48 hours of receipt of completed intake questionnaire
- ◆ Cases are docket within 24 hours
- ◆ Complaint data input in computer within 24 hours
- ◆ Complete all case investigation within one year of filing date

## **Civil Rights continued**

- ◆ Maintain goal of 6 closures per month for each investigator
- ◆ Resolve 40% of cases through mediation or agreements
- ◆ Summarize investigation in clear concise manner
- ◆ Refer cases to City Attorney within 3 days

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CIVIL RIGHTS CONTRACT COMPLIANCE – 3030

#### **PROGRAM DESCRIPTION:**

Promote equal opportunity and affirmative action through quality programs, research, education and contract compliance. Conduct affirmative action compliance reviews for businesses providing goods or services to the City of Minneapolis, assisting such businesses in achieving affirmative action employment goals; monitor compliance with Davis-Bacon and other federal mandates and begin the process of implementing recommendations from the Disparity Study. Continue the implementation of and training for the Champ compliance system.

#### **Major Initiatives for 2000:**

- ◆ Continue to maximize the use of technology in contract compliance monitoring
- ◆ Standardize contract compliance monitoring and reviews with state, local and metro area Compliance
- ◆ Focus on contract compliance activities that have a direct impact on job placements.

#### **Major Service Activities:**

- ◆ Review affirmative action plans of city contractors, issuing certificates of compliance to businesses that meet the appropriate standards.
- ◆ Conduct continuous audits of city contractors to assess the contractor's adherence to the goals and timetables specified in the contractor's affirmative action plans.
- ◆ Ensure that non-complying contractors are subject to the penalties of the Ordinance.
- ◆ Ensure compliance with Davis-Bacon and other federal mandates for businesses receiving federal funds.
- ◆ Update new Contract Compliance procedures manual.
- ◆ Implement computerized contract compliance system.

#### **Service Activity Performance Measurements:**

- ◆ Complete all certification reviews within the time period specified in the Ordinance and compliance rules.
- ◆ List all construction projects in the computer.
- ◆ Complete desk audits.
- ◆ Complete summary reports.

## **Civil Right continued**

- ◆ Provide technical assistance as requested by contractors.
- ◆ Publish all contractors with approved AAP's and Certificates of Compliance on the Internet.
- ◆ Provide a monthly update on all contractors with approved affirmative action plans.
- ◆ Periodic reports to contractor on progress to goals.
- ◆ Electronically receive, file, and analyze reports on contractors workforce statistics.
- ◆ Report all non-complying contractors to the Executive Director
- ◆ Monitor projects with Davis-Bacon requirements.
- ◆ Update standardized process and procedures for carrying out the duties and responsibilities in Implementation of Minneapolis City Ordinance 139.50.
- ◆ Review and approve process of affirmative action plans.
- ◆ Update a detailed process for monitoring construction projects.
- ◆ Train staff on the new systems including data input and manipulation and report generation.
- ◆ Interface the computerized case management system with EEOC's case docketing system

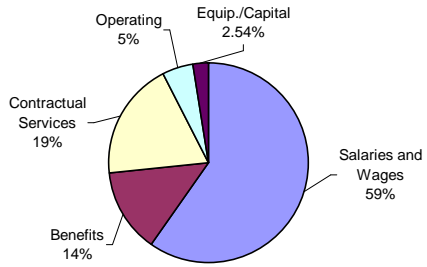


Civil Rights Department

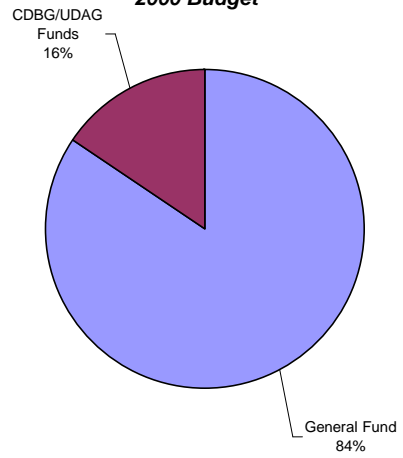
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Civil Rights Administration	9.00	8.00	8.00	9.00	9.00	12.50%	1.00
Complaint Investigation	7.00	8.00	8.00	8.00	8.00	0.00%	-
Civil Rights Contracts	7.00	7.00	8.00	8.00	8.00	0.00%	-
<b>FTE's</b>	<b>23.00</b>	<b>23.00</b>	<b>24.00</b>	<b>25.00</b>	<b>25.00</b>	<b>4.17%</b>	<b>1.00</b>
<b>Expense by Object:</b>							
Salaries and Wages	979,604	1,081,287	1,092,583	1,143,211	1,143,211	4.63%	50,628
Benefits	208,421	221,526	235,483	264,429	264,429	12.29%	28,946
Contractual Services	233,128	198,313	228,447	362,197	362,197	58.55%	133,750
Operating	115,603	122,902	84,267	97,444	97,444	15.64%	13,177
Equip./Capital	12,881	99,619	38,763	48,763	48,763	25.80%	10,000
<b>Total Expense by Object</b>	<b>1,549,637</b>	<b>1,723,646</b>	<b>1,679,543</b>	<b>1,916,044</b>	<b>1,916,044</b>	<b>14.08%</b>	<b>236,501</b>
<b>Expense by Fund:</b>							
General Fund	1,249,583	1,362,251	1,370,876	1,618,279	1,618,279	18.05%	247,403
CDBG/UDAG Funds	300,054	361,395	308,667	297,765	297,765	-3.53%	(10,902)
<b>Total Expense by Fund</b>	<b>1,549,637</b>	<b>1,723,646</b>	<b>1,679,543</b>	<b>1,916,044</b>	<b>1,916,044</b>	<b>14.08%</b>	<b>236,501</b>
<b>Expense by Division:</b>							
Civil Rights Administration	928,286	932,150	826,268	1,082,630	1,082,630	31.03%	256,362
Complaint Investigation	306,319	320,706	321,018	395,143	395,143	23.09%	74,125
Civil Rights Contracts	315,031	470,790	532,257	438,271	438,271	-17.66%	(93,986)
<b>Total Expense by Division</b>	<b>1,549,637</b>	<b>1,723,646</b>	<b>1,679,543</b>	<b>1,916,044</b>	<b>1,916,044</b>	<b>14.08%</b>	<b>236,501</b>

Civil Rights Department

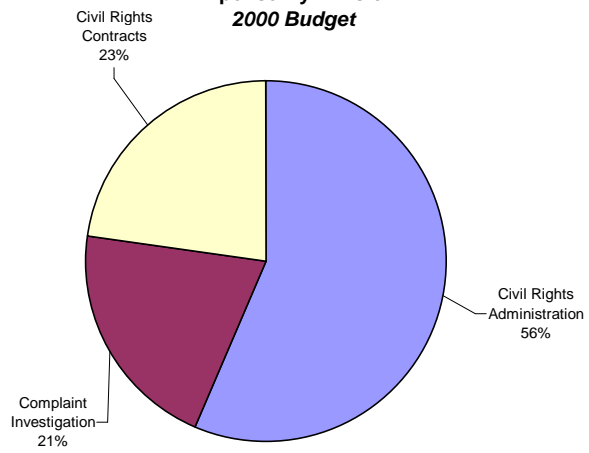
**Expense By Object  
2000 Budget**



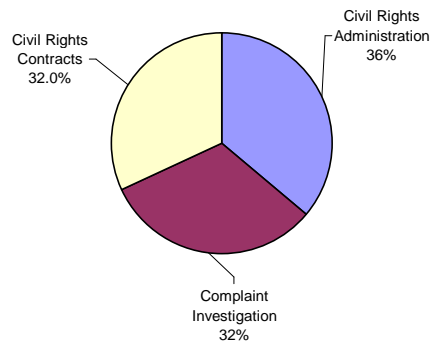
**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE by Division  
2000 Budget**



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### Civilian Police Review Authority (4200)

#### **PROGRAM DESCRIPTION:**

The Minneapolis Civilian Police Review Authority (hereinafter referred to as the "Authority") was Established by the City of Minneapolis to provide a fair and impartial process for review of citizen complaints of misconduct by Minneapolis police officers. The Authority exists to promote the highest attainable standards of integrity and professionalism in our City's Police Department. Public confidence is strengthened by assuring that citizen complaints about police conduct are taken seriously, carefully investigated and are reviewed by panels made up of citizens of our City.

The best interests of the people of the City of Minneapolis are promoted by the fair and thorough examination of the conduct of Minneapolis police officers. The goal of civilian involvement in review and disposition of citizen complaints is the improvement of the quality of police service in Minneapolis. This can only be achieved by treating all parties - complainants, witnesses and charged officers fairly and with respect.

#### **Major Initiatives for 2000:**

- ◆ Continue to maintain a fair and impartial process of review of citizen complaints of misconduct by Minneapolis police officers.
- ◆ Increase public awareness of the CRA.
- ◆ Encourage more mediations
- ◆ Monitor and evaluate the CRA's performance.

#### **Major Service Activities:**

- ◆ Receive, consider, investigate and make determinations regarding complaints brought by the public against Minneapolis police officers.
- ◆ Coordinate and monitor mediation of some complaints.
- ◆ Conduct formal administrative hearings.

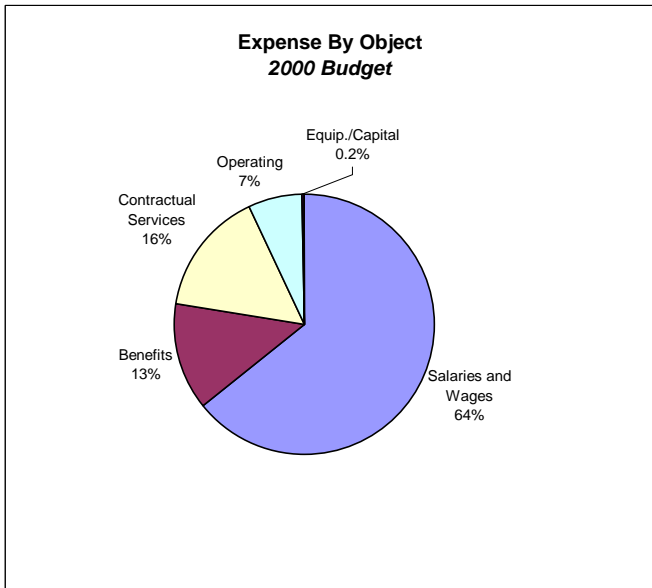
## **Civilian Police Review Authority continued**

### **Service Activity Performance Measurements:**

- ◆ The Authority is guided by Administrative Rules established under the Ordinance. Investigations must be completed within 120 business days of the date the signed complaint was filed. In unusual circumstances they may be extended an additional 60 Business days. After there is notice of a probable cause determination, the Authority must make reasonable efforts to commence and hold a hearing within 45 business days, but no longer than 60 business days. Within 30 business days of the closing of the hearing record, the Hearing Panel must make Findings of Fact and Determination of the Complaint. When a complaint is sustained and after a period for reconsideration, the Findings of Fact and Determination must be submitted to the Chief of Police to make a disciplinary determination. Within 30 days of the receipt of the record, the Chief must provide the Authority and the Mayor with a written explanation of his/her disciplinary decision.

**Civilian Police Review Authority**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>		<b>-</b>
<b>Expense by Object:</b>							
Salaries and Wages	235,128	311,001	323,303	320,426	320,426	-0.89%	(2,877)
Benefits	44,938	119,450	68,518	67,264	67,264	-1.83%	(1,254)
Contractual Services	121,623	43,869	77,223	77,916	77,916	0.90%	693
Operating	34,394	29,614	33,169	33,169	33,169		-
Equip./Capital	1,246	2,192	2,000	1,000	1,000	-50.00%	(1,000)
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>437,329</b>	<b>506,126</b>	<b>504,213</b>	<b>499,775</b>	<b>499,775</b>	<b>-0.88%</b>	<b>(4,438)</b>
<b>Expense by Fund:</b>							
General Fund	437,329	506,126	504,213	499,775	499,775	-0.88%	(4,438)
<b>Total Expense by Fund</b>	<b>437,329</b>	<b>506,126</b>	<b>504,213</b>	<b>499,775</b>	<b>499,775</b>	<b>-0.88%</b>	<b>(4,438)</b>



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CITY CLERK - 2610

#### PROGRAM DESCRIPTION:

Administration and Customer Service - Provide support services for the City Clerk and City Council offices including managing budget and personnel issues, purchasing and coordinating customer services.

#### MAJOR INITIATIVE FOR 2000:

- ◆ Assist the design and construction of the \$590,000 Presentation, Information and Communication system project in the City Council Chambers.

#### MAJOR SERVICE ACTIVITIES:

- ◆ Administer personnel matters. Manage the department's budget including preparation and oversight, interdepartmental transfer of funds, expense reimbursement, purchasing, invoice paying, contract management and inventory control. Answer inquiries from the public on Ordinance information and Council activities and provides certified copies of Council actions. Provide customer services including Block Event permits, Domestic Partners, Open Appointments, Encroachments, Street and Alley improvements, Board of Equalization, Special Permits and Claims.

#### SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:

	1998 Actual Level	1999 Target Level
◆ Efficiency Measure not applicable	NA	NA
◆ Effectiveness Measure Percent of requests for service and information processed within a one day turnaround.	NA	95

#### PROGRAM DESCRIPTION:

Council Information - Provide information service by cataloging all Council actions, providing research for the public and City staff on Council actions, and managing office automation needs for the Clerk.

#### MAJOR INITIATIVE FOR 2000:

- ◆ Expand document imaging to serve other departments.

## **City Clerk continued**

### **MAJOR SERVICE ACTIVITIES:**

- ◆ Council Information-Index the City Council Proceedings so all actions are catalogued and retrievable. Proofread published City Council Proceedings against original documents. Edit, enter and proofread indexed entries for input into data base/word processing equipment. Microfilm City Council Proceedings, Index, Ordinances and Resolutions for the permanent and archival record, Image communications and petitions. Research and reply to inquires concerning past and current City Council actions. Provide expertise and coordination for Clerk automation and document imaging.

### **SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

	1998 ActualLevel	1999 Target Level
◆ Efficiency Measure Number of customer inquiries relating to City Council actions and processes per 3 FTEs per year.	NA	300
◆ Effectiveness Measure Percent of customer satisfaction with The quality of the response and the response time	NA	95

### **PROGRAM DESCRIPTION:**

Committee Coordination - Provide administrative services to the City Council standing committees, Charter Commission, Executive Committee, and City Council meetings to insure all proceedings follow legal requirements and are accurately recorded.

### **MAJOR INITIATIVE FOR 2000:**

- ◆ Through legislative change, designate the City website as the official publication document.

### **MAJOR SERVICE ACTIVITIES:**

- ◆ Review requests for committee action to insure that requests are correct and complete. Prepare & distribute agendas for City Council, Council committees, Charter Commission and Executive Committee meetings. Record and transcribe summary minutes of committee meetings. Write committee reports on actions taken during committee meetings. Publish City Council actions. Respond to requests for information from citizens and City staff. Update Redbook for use by all departments.

**City Clerk continued**

**SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

	1998 Actual Level	1999 Target Level
◆ Efficiency Measure		
Number of City Council committees Meetings coordinated and number of agenda per Committee Coordinator per year.	NA	36 meetings 581 agenda items
◆ Effectiveness Measure		
Percent of City Council actions for Publication within 8 days of a City Council meeting.	NA	95

**PROGRAM DESCRIPTION:**

Records Management - Provide records management services to all City departments so information is collected, stored, retrieved and disposed of in the most cost effective manner possible and according to legal requirements.

**MAJOR INITIATIVE FOR 2000:**

- ◆ Develop government standards for the processes and procedures to authenticate electronic systems and schedule electronic records by developing partnerships with the State Archives and other municipalities.

**MAJOR SERVICE ACTIVITIES:**

- ◆ Develop Records Management policies: research legal, fiscal and administrative record requirements to assure all State and Federal requirements are met. Train and assist City departments on the Policies and Procedures Manual. Maintain the City Records Center: provide central, low-cost secure records storage. Retrieve records on request and re-file when returned. Maintain a computerized index of all records stored within the Record Center and Archives. Destroy records after the legal retention period has expired. Determine archival records, index and store them for future reference. Determine vital records within City departments.

**SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

	1998 Actual Level	1999 Target Level
◆ Efficiency Measure		
number of retrieved and refiled records per year per FTE.	NA	2500
◆ Effectiveness Measure		
percent retrieval of requested records within one hour of receipt of request with a percent customer satisfaction with turnaround time.	NA	95/98



## **City Clerk continued**

### **PROGRAM DESCRIPTION:**

Municipal Information Library (MIL) - Provide information and document delivery services to City employees, maintain a collection of City of Minneapolis documents, acquire publications of current interest to City officials and employees, and provide reference service pertaining to Minneapolis City government for the public.

### **MAJOR INITIATIVE FOR 2000:**

- ◆ Develop and implement a metadata system for the City's intranet.

### **MAJOR SERVICE ACTIVITIES:**

- ◆ Provide research and reference service to City employees using local library collections and online computerized information services. Provide document delivery and copy services for any requested publication. Provide reference service to the general public, nonprofits, community organizations, and other government agencies. Maintain collections of books, periodicals, newspapers, vertical files, maps, and other publications of interest to city departments. Maintain and provide access to publications subscribed to by other City departments. Investigate applications of new technology and provide City employees with direct experience in using electronic sources of information.

### **SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

	1998 Actual Level	1999 Target Level
◆ Efficiency Measure Number of information requests per year per 2 FTEs.	NA	2850
◆ Effectiveness Measure Percent of research requests completed within the negotiated time frame with percent of information needs met satisfactorily as judged by the requestor.	NA	99/98

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CITY CLERK CENTRAL MAILING - 2620

#### PROGRAM DESCRIPTION:

Provide timely and efficient mail service for City departments located in City Hall, the Public Service Center, Midland Square, CCP/SAFE Building, City of Lakes Building, Metropolitan Center and the Jerry Haaf Parking Ramp.

#### MAJOR INITIATIVE FOR 2000:

- ◆ Decrease the amount of additional postage affixed by the City's presort vendor.

#### MAJOR SERVICE ACTIVITIES:

- ◆ Affix correct postage to letters and packages for City departments.
- ◆ Provide a minimum of once a day pick up and delivery of interdepartmental mail.
- ◆ Provide United Parcel Service (UPS) to all departments.

#### SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:

	1998 Actual Level		1999 Target Level	
	USPS Interoffice		USPS	Interoffice
◆ Efficiency measure number of pieces of United States Postal Service (USPS) mail and number of pieces of interoffice mail processed per year per .7 FTE	NA	NA	1.4 million	195,000
◆ Effectiveness measure percent of USPS mail sent out by the end of each workday	NA	NA	98	NA

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CITY CLERK - COPY CENTER - 2630

#### PROGRAM DESCRIPTION:

Provide high quality, low cost copying and duplicating services to all City departments located in City Hall, the Public Service Center, Midland Square, CCP/SAFE Building, City of Lakes Building, Metropolitan Center, Downtown Police Command and the Jerry Haaf Parking Ramp.

#### MAJOR INITIATIVES FOR 2000:

- ◆ Begin to study the purchase of digital high speed and convenience copiers.
- ◆ Purchase nine new convenience copiers in January to reduce the higher maintenance and supply costs associated with the previous vendor.

#### MAJOR SERVICE ACTIVITIES:

- ◆ Duplicate and bind original documents requiring more than 25 copies on high-speed copiers and presses (Xerox Model 5090, a Lanier Model 7100, and two A. B. Dick 9810's).
- ◆ Print envelopes and stationery for City departments on an A. B. 9810 offset press.
- ◆ Manage the convenience copier system to reproduce copies of less than 25 copies per original on convenience copiers located in City Hall, the Public Service Center, Midland Square, CCP/SAFE Building, City of Lakes Building, Metropolitan Center, Downtown Police Command and the Jerry Haaf Parking Ramp.

#### SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:

	1998 Actual Level	1999 Target Level
Efficiency Measure		
number of impressions per year per 4.7 FTEs.	NA	15 million
Effectiveness Measure		
percent of orders completed within customer time frame with percent meeting quality expectations	NA	90/95

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CITY CLERK ELECTIONS AND REGISTRATION 2643

#### **PROGRAM DESCRIPTION:**

Conduct well organized and accurate elections which facilitates the maximum participation of all Minneapolis residents eligible to vote. Maintain public confidence in the accuracy of the election process. Administer budget, personnel issues, purchasing of goods and services to facilitate the election process and coordinate customer services.

#### **Major Initiatives for 2000:**

- ◆ Coordinate and conduct Presidential election (significant increase in workload)
- ◆ Transition to new County owned voting equipment which requires updating procedures, Supplies, training, printed materials and increased trucking costs.
- ◆ Transition voter registration data entry function to County
- ◆ Voter equipment warehouse relocation and storage planning

#### **Major Service Activities:**

- ◆ Process voter registration applications in a timely and accurate manner. Maintain file Of approximately 225,000 registered voters.
- ◆ Maintain roster of 1200 eligible individuals to serve as election judges. Recruit, test, train, assign, process payroll and perform other administrative duties related to election judges.
- ◆ Plan for and conduct election day activities by preparing ballots, obtaining polling places, Conducting absentee ballot process, servicing health care facilities, and organizing election Day activities.
- ◆ Provide 100% operational voting equipment and supplies needed for election day, Conduct required preliminary ballots tests per state statute and provide timely delivery of Equipment to correct precinct.
- ◆ Provide voter certificates to the public. Supply information to the public relating to elections (maps, canvass reports, precinct finders, etc.)

**CITY CLERK ELECTIONS AND REGISTRATION continued**

- ◆ Administer City-Wide process for Statement of Economic Interest and Conflict of Interest reporting requirements.
- ◆ Provide staff support to the Charter Commission on election related issues.

**Service Activity Performance Measurements:**

	1999 Actual level	2000 Target Level
◆ Efficiency Measure: Planned elections are conducted within established budget	NA	\$2.74 per voter
◆ Effectiveness measure: Percent of staff, procedures, equipment, supplies and materials in proper working condition by 7:00 a.m. on election day.	NA	98%

## City Clerk Department

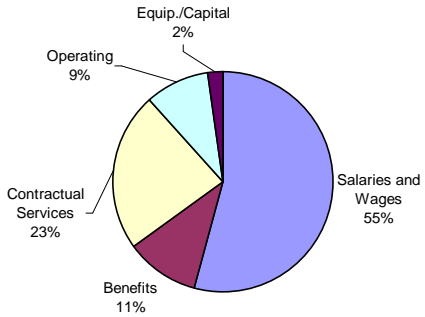
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Operations	48.00	47.75	47.85	47.75	47.75	-0.21%	(0.10)
Central Mailing	1.10	0.80	0.80	0.80	0.80		-
Central Copy Center	5.40	4.70	4.70	4.70	4.70		-
Elections and Registration	26.00	26.00	24.25	27.00	27.00	11.34%	2.75
<b>FTE's</b>	<b>80.50</b>	<b>79.25</b>	<b>77.60</b>	<b>80.25</b>	<b>80.25</b>	<b>3.41%</b>	<b>2.65</b>
<b>Expense by Object:</b>							
Salaries and Wages	2,567,114	2,598,302	2,666,516	2,898,437	2,898,437	8.70%	231,921
Benefits	473,054	500,158	536,064	579,836	579,836	8.17%	43,772
Contractual Services	1,148,276	1,240,339	1,214,458	1,252,252	1,252,252	3.11%	37,794
Operating	462,331	518,846	509,272	505,233	505,233	-0.79%	(4,039)
Equip./Capital	152,554	127,059	150,330	125,587	125,587	-16.46%	(24,743)
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>4,803,329</b>	<b>4,984,705</b>	<b>5,076,640</b>	<b>5,361,345</b>	<b>5,361,345</b>	<b>5.61%</b>	<b>284,705</b>
<b>Expense by Fund:</b>							
General Fund	3,603,652	3,723,384	3,777,559	4,049,577	4,049,577	7.20%	272,018
Intergovernmental Service	1,199,677	1,261,320	1,299,081	1,311,768	1,311,768	0.98%	12,687
<b>Total Expense by Fund</b>	<b>4,803,329</b>	<b>4,984,705</b>	<b>5,076,640</b>	<b>5,361,345</b>	<b>5,361,345</b>	<b>5.61%</b>	<b>284,705</b>
<b>Expense by Division:</b>							
Operations	2,877,707	2,963,547	2,999,018	3,113,850	3,113,850	3.83%	114,832
Central Mailing	523,243	517,996	518,433	514,959	514,959	-0.67%	(3,474)
Central Copy Center	676,466	743,325	780,648	796,809	796,809	2.07%	16,161
Elections and Registration	725,913	759,837	778,541	935,727	935,727	20.19%	157,186
<b>Total Expense by Division</b>	<b>4,803,329</b>	<b>4,984,705</b>	<b>5,076,640</b>	<b>5,361,345</b>	<b>5,361,345</b>	<b>5.61%</b>	<b>284,705</b>

**Explanation of Changes from 1999 to 2000 Budget:**

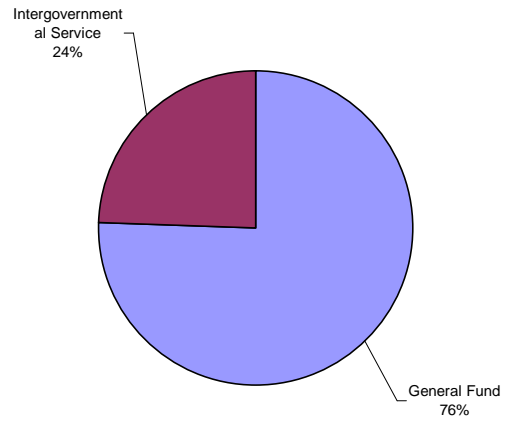
- Salary and Wage increases were greater than average due to reclassification of existing positions.
- Increased Election Judges (2.75 FTEs) due to election year in Current Service Level.
- Eliminated Clerk Typist (.10 FTE) to meet target cut.

**City Clerk Department**

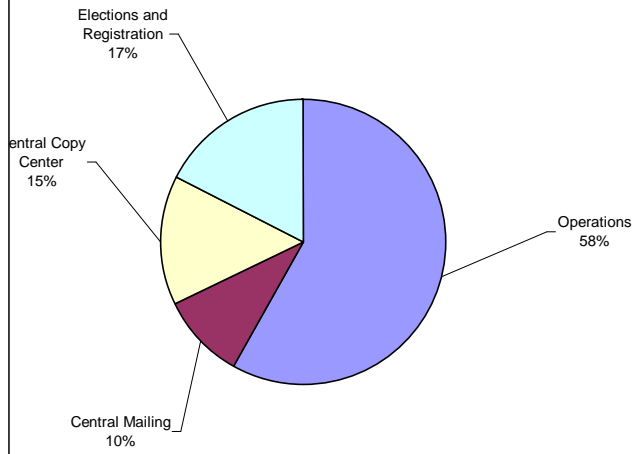
**Expense By Object  
2000 Budget**



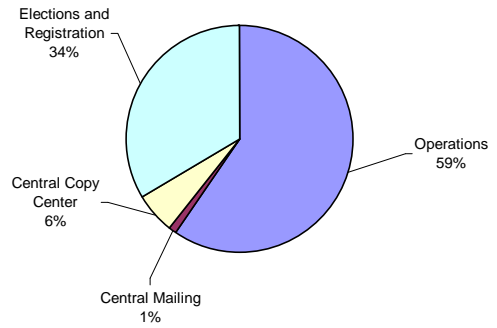
**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE by Division  
2000 Budget**



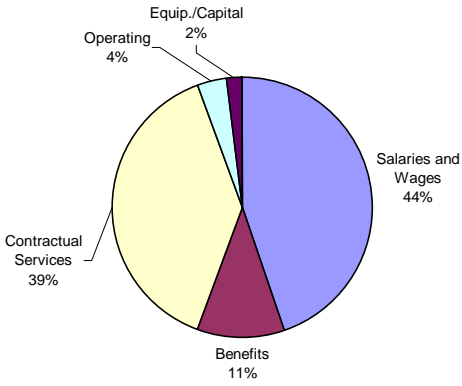
### Total City Coordinator Departments

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Department:</b>							
Administration	5.00	5.00	5.00	5.00	5.00		-
Office of Cultural Affairs	-	-	-	4.00	4.00		4.00
Empowerment Zone	-	-	-	2.00	2.00		2.00
Communications	17.00	20.75	21.75	21.00	21.00	-3.45%	(0.75)
Finance	203.20	210.00	207.00	204.00	204.00	-1.45%	(3.00)
Human Resources	39.00	55.50	56.50	56.50	56.50		-
Information Technology	68.35	67.35	66.35	67.35	68.35	3.01%	2.00
Intergovernmental Relations	4.00	4.00	4.00	4.00	4.00		-
Operations and Regulatory Services	398.45	408.65	411.65	408.65	411.65		-
<b>FTE's</b>	<b>735.00</b>	<b>771.25</b>	<b>772.25</b>	<b>772.50</b>	<b>776.50</b>	<b>0.55%</b>	<b>4.25</b>
<b>Expense by Object:</b>							
Salaries and Wages	29,269,362	31,340,581	33,512,301	34,921,089	35,064,225	4.63%	1,551,924
Benefits	6,406,205	7,270,398	8,196,731	8,609,069	8,634,933	5.35%	438,202
Contractual Services	20,518,896	22,778,982	27,479,339	30,451,708	30,465,708	10.87%	2,986,369
Operating	2,718,227	2,660,512	2,797,853	2,905,459	2,905,459	3.85%	107,606
Equip./Capital	2,045,609	2,074,401	1,198,665	1,569,094	1,569,094	30.90%	370,429
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>60,958,299</b>	<b>66,124,874</b>	<b>73,184,889</b>	<b>78,456,419</b>	<b>78,639,419</b>	<b>7.45%</b>	<b>5,454,530</b>
<b>Expense by Fund:</b>							
General Fund	26,083,141	27,214,473	28,198,910	29,511,337	29,869,337	5.92%	1,670,427
Grants - Federal	541,613	1,198,786	2,715,370	2,967,037	2,967,037	9.27%	251,667
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Permanent Improvement Projects	368,233	444,002	592,800	659,755	659,755	11.29%	66,955
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Office of Cultural Affairs	-	-	-	383,560	383,560		383,560
Empowerment Zone	-	-	-	250,001	250,001		250,001
Communications	767,519	2,405,140	4,305,700	4,065,092	4,190,092	-2.68%	(115,608)
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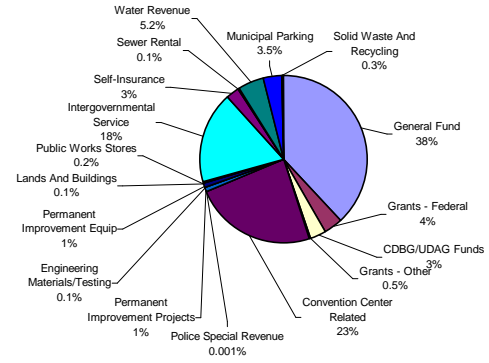


## Total City Coordinator Departments

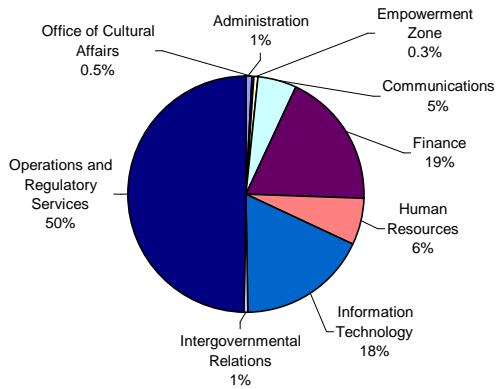
**Expense By Object  
2000 Budget**



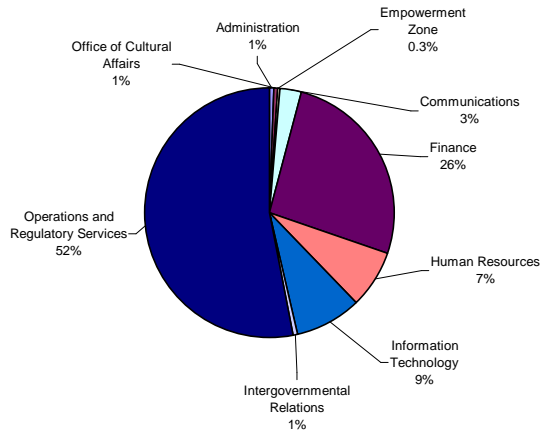
**Expense By Fund  
2000 Budget**



**Expense By Department  
2000 Budget**



**FTE by Department  
2000 Budget**



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CITY COORDINATOR ADMINISTRATION (8401)

#### **PROGRAM DESCRIPTION:**

The City Coordinator's job has three distinct responsibilities

1. To assist the Mayor and City Council in defining City policy and establishing priorities
2. To mobilize the Charter Department Heads and Coordinator's staff to implement the Mayor and Council's priorities
3. To strengthen the management systems of the City

#### **Major Initiatives for 2000:**

- ◆ Avenue of the Arts
- ◆ Convention Center Completion Project
- ◆ Empowerment Zone
- ◆ Enterprise GIS Deployment
- ◆ Enterprise Performance Measurement Model Implementation
- ◆ Near Northside Redevelopment
- ◆ New Central Library
- ◆ NRP Phase II Planning
- ◆ Space and Asset Management Implementation

#### **Major Service Activities and Performance Measurements:**

The City Coordinator works toward accomplishment of the key areas in the program description by:

1. Assisting the Mayor and City Council in defining City policy and establishing priorities which will be facilitated by:
  - ◆ Assisting the Mayor and City Council by staffing the Executive Committee and Ways and Means Committee.
  - ◆ Coordinate the strategic planning and priority-setting processes to assist Mayor and City Council in development of City goals and vision to link the comprehensive plan with the City's core processes.
  - ◆ Ensuring that policy implementation is consistent with Mayor and Council action.
  - ◆ Chairing NRP Management Review Team; working with Mayor, City Council and NRP Policy Board on policy issues including the design of a process to evolve the NRP for the next 10 years.
2. Mobilizing the Charter Department Heads and Coordinator's staff to implement Mayor and Council priorities by:
  - ◆ Developing a strong working relationship with the Charter Department Heads, including the implementation of Management Teambuilding, the Technology Steering Committee and convening of Department Heads to solve problems together.
  - ◆ Working with the Labor Management Committee and Board of Business Agents to develop labor management initiatives to strengthen city services, attain Mayor/Council goals and participate in AFL-CIO Cities Labor Management Program.
  - ◆ Convening city-wide staff teams to address major project areas.

- ◆ Working with business partners to promote a strong downtown, diverse economy and accessible transportation.
- ◆ Directing a steering committee and working groups to complete expansion of the Convention Center.
- ◆ Working with public and private partners on the Downtown Library Implementation Committee, the Avenue of the Arts Implementation committee, and the Near Northside Implementation committee.

3. Strengthening the management systems of the city by:

- ◆ Provide management services to all City departments including change management coordination, process definition, business planning and re-engineering to achieve efficient administration of city services.
- ◆ Oversee city administration and financial operations and initiate and participate in actions to develop the City's core processes -- the priorities process, annual budget and performance evaluation.
- ◆ Provide leadership and collaboration with other city departments, individually and through facilitating citywide department teams, to build management capacity in the organization.
- ◆ Implement the roles and responsibilities of the management systems, monitoring their effectiveness, and focus on continuous improvement.
- ◆ Ensure that there is strong leadership for each of the management systems by providing work direction and guidance to the City Coordinator's direct reports.
- ◆ Develop and maintain effective methods of communication within City government and with the people who live and work in the City.
- ◆ Chairing the MECC User Board and integration of MECC into public safety business organization.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CITY COORDINATOR -- OFFICE OF CULTURAL AFFAIRS (8450)

#### **PROGRAM DESCRIPTION:**

The Purpose of the Office of Cultural Affairs is:

- ◆ To promote Minneapolis as a center of arts and cultural institutions.
- ◆ To coordinate community action to foster artists, arts institutions and public art.
- ◆ To educate the public, business and government regarding the significant benefit from the arts.
- ◆ To strengthen the City government program to support the Arts.
- ◆ To work to increase economic benefits in the City.
- ◆ To identify public/ private opportunities for funding arts and cultural initiatives in Minneapolis.

#### **Major Initiatives for 2000:**

- ◆ Develop the work plan for the Office of Cultural Affairs and secure Mayor and City Council support for the work plan.
- ◆ Draft the Arts Vision and Policy for the City and consult with stakeholders on the draft.
- ◆ Strengthen partnerships between the City, arts institutions and business organizations.
- ◆ Publicize arts events, publish an arts events calendar, and sponsor exhibits.
- ◆ Identify, solicit grants and public/private funds to fund the work of the Office of Cultural Affairs and sponsored events.

#### **Major Service Activities:**

Potential Program Elements for the Office of Cultural Affairs include:

- ◆ To promote Minneapolis as a cultural center.
- ◆ To educate the public on the impact of the arts on the City's economy.
- ◆ To strengthen neighborhoods and communities through arts.
- ◆ To develop arts programs for youth and children.
- ◆ To foster a more positive climate for the arts and artists.
- ◆ To identify arts entities and private enterprises to fund the items considered important and worth pursuing.
- ◆ To work with and provide administrative support to the Minneapolis Arts Commission
- ◆ To promote the use of Minneapolis as a venue for film shooting and production
- ◆ Work with City departments, arts organizations, and business organizations to sponsor a nationally recognized arts event.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CITY COORDINATOR -- EMPOWERMENT ZONE (8460)

#### PROGRAM DESCRIPTION:

- ◆ In 1999, the City received Federal Empowerment Zone (EZ) designation for a ten-year period. Benefits of the designation include cash grants, credit on Federal grant applications, tax-exempt financing and tax credits. The EZ carries out some of the most critical community development responsibilities for the City's poorest areas in order to bring the residents of the EZ into our vibrant economy.
- ◆ The Goals of the EZ are the following:
  - ◆ Economic development strategies that generate living wage jobs and community sustainability
  - ◆ Access to a variety of housing options that promote family and community stability
  - ◆ Neighborhood-based strategies that help residents combat drug-related activity, reduce juvenile crime, and create safe neighborhoods.
  - ◆ A comprehensive pre-K through life education system that prepares all Minneapolis learners to participate in the economic and social fabric of the community.
  - ◆ Coordinated community-based services that nurture and support young people and their families.
- ◆ The EZ Director, in collaboration with City Departments, other jurisdictions, and private and not-for-profit partners, focuses on how to utilize the EZ to build community in the EZ area and to strengthen delivery of city partnership and service delivery to the EZ residents and businesses.

#### Major Initiatives for 2000:

- ◆ Design of a strategic planning process, the development of a strategic plan for the EZ, and the development of a annual work plan.
- ◆ Develop draft performance measures—outcome, efficiency, and effectiveness for the EZ strategic plan and for EZ program elements.
- ◆ Develop criteria for allocating EZ funds to city, participating jurisdictions, private, public and non profit partners.
- ◆ Support the work of the three demonstration projects -- Near Northside Redevelopment, Great Lake Center, and SEMI.

#### Major Service Activities:

- ◆ In collaboration with EZ stakeholders, develop the EZ strategic plan and the integration of the EZ work plan with City department business plans and work plans.
- ◆ To build collaborative relationships and partnerships with the public, not-for-profit, and private sectors.
- ◆ To monitor community development trends in the EZ.
- ◆ To ensure that the work of the EZ is integrated into the City's core processes—planning, priorities, and goal setting.

### **City Coordinator continued**

- ◆ To align the Empowerment Zone (EZ) program and products with the City of Minneapolis Vision and Goals (that is, the policy direction of the Mayor and City Council).
- ◆ To ensure that the EZ programs compliment City of Minneapolis department initiatives.
- ◆ To ensure that EZ funding efforts are coordinated and compliment City of Minneapolis and participating jurisdiction funding efforts.
- ◆ To ensure that the EZ efforts adds value to the efforts of all participating jurisdictions and coordinates its work with the staff of the participating jurisdiction.
- ◆ Identify, solicit grants and public/private funds to fund the implementation of the EZ Strategic Plan.

### **Service Activity Performance Measurements:**

- ◆ The EZ director will be working in 2000 to develop draft performance measures—outcome, efficiency and effectiveness for the EZ strategic plan and for EZ program elements

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CITY COORDINATOR -- NEAR NORTHSIDE REDEVELOPMENT (8470)

#### **PROGRAM DESCRIPTION:**

- ◆ The Near Northside redevelopment project will result in the transformation of a 73-acre former public housing site in the vicinity of Olson Highway and Lyndale Avenue North. Major project elements will include 450-750 new housing units, of which 25% will be public housing and 75% will be priced to serve a broad range of incomes, a new 36-acre parkland amenity together with institutional and commercial uses to support the new residential community. The project will be developed in phases. The first phase, north of Olson Highway, will be built beginning in 2000, while the second phase, south of Olson Highway will begin in 2001. Total project costs of \$135 million project will be funded from various sources, including the settlement and the Empowerment Zone.

#### **Major Initiatives for 2000:**

- ◆ Completion of the Master Plan in February 2000, including the design of the parkland and infrastructure.
- ◆ Construction start of a major project in August 2000, which may include infrastructure and housing units.

#### **Major Service Activities:**

- ◆ Potential Program Elements for the Near Northside Redevelopment Team include:
- ◆ Provide staff support for the Implementation Committee, Staff Steering Committee and Community Advisory Committee.
- ◆ Determine financing strategies for public portions of the project, including tax increment financing, governmental and foundation grants and other sources as needed.
- ◆ Ensure that the work of the lead developer and design team is completed in a timely manner to ensure the master plan's completion.
- ◆ Coordinate activities with other major planning and redevelopment activities occurring in the vicinity of the Near Northside including the Bassett Creek Valley Master Plan and Parade area plan.
- ◆ Coordinate redevelopment activities and timetables with work of other city departments and other governmental entities.
- ◆ Implement communications plan for the redevelopment.
- ◆ Participate in development of marketing strategies for housing units.
- ◆ Continue to work closely with neighborhoods and residents promoting the redevelopment plan.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CITY COORDINATOR -- NEW CENTRAL LIBRARY (8480)

#### PROGRAM DESCRIPTION:

- ◆ The New Central Library project will result in a new Central Library and potentially improvements to all community libraries. The existing Central Library will be demolished and a new 350,000 square foot library constructed on an adjacent site. A public parking garage may also be included in the project. Total project costs are estimated to range from approximately \$140 - \$150 million, excluding parking.
- ◆ Funding for the project is proposed to come from multiple sources, including private contributions, state bonding, tax increment financing, and general obligation bonds authorized through a referendum. Construction is planned for 2003 – 2005, assuming funding is secured in 2000 – 2002.

#### Major Initiatives for 2000:

- ◆ Fund raising, organization and campaign for a November 2000 referendum
- ◆ Campaign to secure state bonding bill request and potential request to revise tax increment financing laws.
- ◆ Solicitation of formal request for proposals for library/private development and execution of development agreements.

#### Major Service Activities:

- ◆ Continue to provide overall project management services.
- ◆ Initiate development RFP's, review and recommend a preferred proposal and draft appropriate development agreements.
- ◆ Implement communication plan related to educating State and general public on need for a new library.
- ◆ Develop more refined cost estimates and project schedules.
- ◆ Build support at the State for requested funding and potential tax increment revisions.

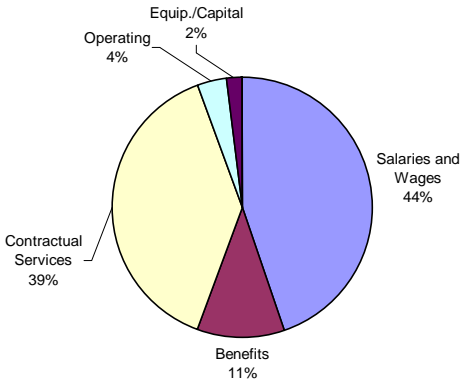


### Total City Coordinator Departments

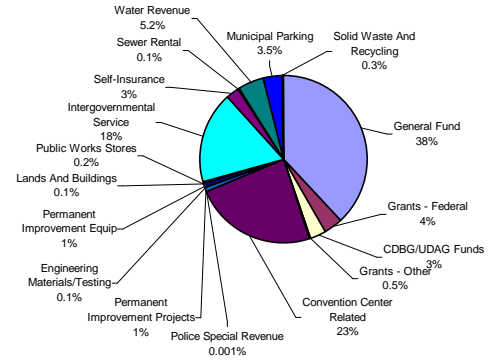
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Department:</b>							
Administration	5.00	5.00	5.00	5.00	5.00		-
Office of Cultural Affairs	-	-	-	4.00	4.00		4.00
Empowerment Zone	-	-	-	2.00	2.00		2.00
Communications	17.00	20.75	21.75	21.00	21.00	-3.45%	(0.75)
Finance	203.20	210.00	207.00	204.00	204.00	-1.45%	(3.00)
Human Resources	39.00	55.50	56.50	56.50	56.50		-
Information Technology	68.35	67.35	66.35	67.35	68.35	3.01%	2.00
Intergovernmental Relations	4.00	4.00	4.00	4.00	4.00		-
Operations and Regulatory Services	398.45	408.65	411.65	408.65	411.65		-
<b>FTE's</b>	<b>735.00</b>	<b>771.25</b>	<b>772.25</b>	<b>772.50</b>	<b>776.50</b>	<b>0.55%</b>	<b>4.25</b>
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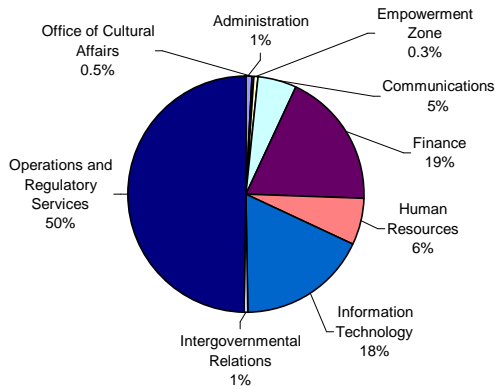
**Expense By Object  
2000 Budget**



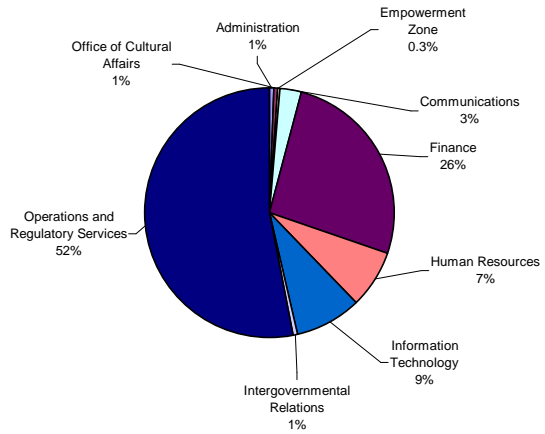
**Expense By Fund  
2000 Budget**



**Expense By Department  
2000 Budget**



**FTE by Department  
2000 Budget**



**CITY COORDINATOR  
NEAR NORTH IMPLEMENTATION**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Adopted	Change from 1999 to 2000 Recomm.	% Change from 1999 to 2000 Recomm.
<b>FTE's</b>	-	-	-	1.00	1.00	1.00	
<i>Expense by Object:</i>							
Salaries and Wages	-	-	-	55,713	55,713	55,713	
Benefits	-	-	-	14,040	14,040	14,040	
Contractual Services	-	-	-	20,000	20,000	20,000	
Operating	-	-	-	10,247	10,247	10,247	
Equipment	-	-	100,000	-	-	-	
Transfers	-	-	-	-	-	-	
<b>Total Expense by Object</b>	-	-	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	
<i>Expense by Fund:</i>							
General Fund	-	-	-	100,000	100,000	100,000	
Permanent Improvement Projects	-	-	100,000	-	-	-	
<b>Total Expense by Fund</b>	-	-	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	

***Explanation of Changes from 1999 to 2000 Budget:***

- The funding source for this Capital project planning is a transfer from the general fund in 2000.
- In 1999, the Capital project planning was a parking fund transfer.
- This reflects the City's portion of implementation relating to Scattered Sites. These costs cannot be funded by the MPHA or other organizations involved in the Near North.

**CITY COORDINATOR  
NEW CENTRAL LIBRARY**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	Change from 1999 to 2000 Recomm.	% Change from 1999 to 2000 Recomm.
<b>FTE's</b>	-	-	-	-	-	-	-
<i>Expense by Object:</i>							
Salaries and Wages	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-
Contractual Services	-	-	138,000	87,500	87,500	50,500	63.4%
Operating	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
<b>Total Expense by Object</b>	-	-	<b>138,000</b>	<b>87,500</b>	<b>87,500</b>	<b>50,500</b>	
<i>Expense by Fund:</i>							
General Fund	-	-	-	87,500	87,500	(87,500)	
Permanent Improvement Projects	-	-	138,000	-	-	138,000	
<b>Total Expense by Fund</b>	-	-	<b>138,000</b>	<b>87,500</b>	<b>87,500</b>	<b>50,500</b>	

**Explanation of Changes from 1999 to 2000 Budget:**

- The funding source for this Capital project planning is a transfer from the general fund in 2000.
- In 1999, the Capital project planning was a parking fund transfer for \$100,000 and \$38,000 from the approved capital

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### COMMUNICATIONS (8010)

#### **PROGRAM DESCRIPTION:**

- ◆ The Department of Communications work to: ease access to information by the City's residents; maximize the City's positive image; and support City leadership - both elected and administrative - in its goals for clarity, integrity and congruence in its communication to all audiences. Audiences include, but are not limited to, city leadership, residents, the media, the cable broadcast audience, legislative and congressional leadership, foreign visitors, and City employees. City programs and departments seeking grants are assisted by Grants and Special Projects, also part of the Department of Communications

#### **MAJOR SERVICE ACTIVITIES AND SERVICE STANDARDS:**

##### ***Communications and Public Affairs***

- ◆ Communications planning, including proactive development of messages and actions
- ◆ General communications counsel to leadership on matters affecting City government
- ◆ Crisis communications leadership and management
- ◆ Collaborative communications efforts (multi-jurisdictional including MPHA, MPD, Mayor's Office, MCDA)
- ◆ Employee communications in collaboration with Human Resources and work site leadership
- ◆ Publications systems and production management
- ◆ Special projects and events (i.e., Home Tour, Mpls Awards)
- ◆ Long-term project support (i.e., Near North Redevelopment, new Central Library)
- ◆ Support to Intergovernmental Relations team in lobbying efforts

##### ***Video Services***

- ◆ City Cable 34, a cable broadcast, public access station devoted to City government and other matters important to residents of Minneapolis. Work includes video programming and videotext messages about city programs and services, as well as broadcasting of City Council meetings.
- ◆ Cable regulation and administration of the cable franchise ordinance between the City of Minneapolis and its cable operator (paragon), as well as relationships between the City, the cable operator, the Minneapolis Telecommunications Network and the general public.

##### ***Grants and Special Projects***

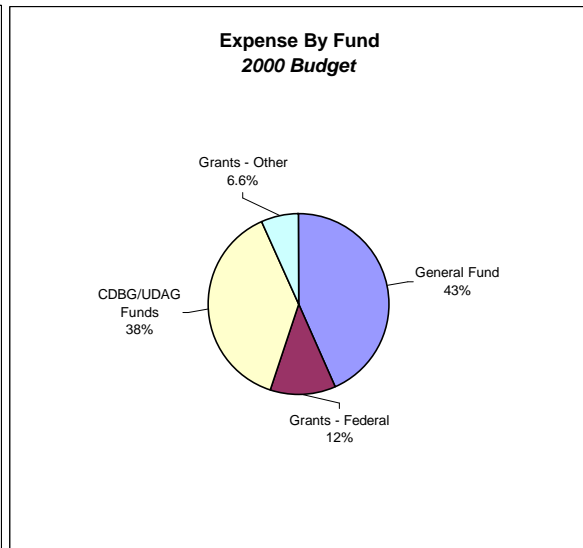
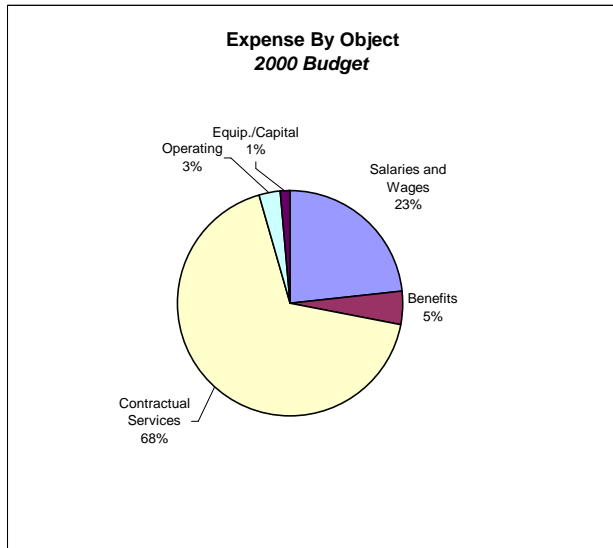
- ◆ Provide leadership and coordination to attract program revenues from external funding sources
- ◆ Provide administrative oversight and management of:
  - ◆ Consolidated Plan funded projects
  - ◆ Agency 123 fund projects
  - ◆ the Weed and Seed initiative
- ◆ Assist foreign visitors to City government; assist City officials visiting foreign governments; and assist citizen groups who support City relationships with foreign cities

## Communications

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's</b>	17.00	20.75	21.75	21.00	21.00	-3.45%	0.75
<b>Expense by Object:</b>							
Salaries and Wages	310,402	850,204	902,434	943,879	943,879	4.59%	(41,445)
Benefits	54,233	166,997	200,318	201,008	201,008	0.34%	(690)
Contractual Services	376,155	1,238,632	3,009,579	2,744,413	2,869,413	-4.66%	140,166
Operating	21,553	121,769	133,444	115,867	115,867	-13.17%	17,577
Equip./Capital	5,176	27,538	59,925	59,925	59,925		-
<b>Total Expense by Object</b>	<b>767,519</b>	<b>2,405,140</b>	<b>4,305,700</b>	<b>4,065,092</b>	<b>4,190,092</b>	<b>-2.68%</b>	<b>115,608</b>
<b>Expense by Fund:</b>							
General Fund	294,099	1,796,255	1,791,026	1,757,868	1,807,868	0.94%	(16,842)
Grants - Federal	266,631	127,234	475,235	479,145	479,145	0.82%	(3,910)
CDBG/UDAG Funds	166,136	349,165	1,782,486	1,560,835	1,635,835	-8.23%	146,651
Grants - Other	40,653	132,487	256,953	267,244	267,244	4.01%	(10,291)
<b>Total Expense by Fund</b>	<b>767,519</b>	<b>2,405,140</b>	<b>4,305,700</b>	<b>4,065,092</b>	<b>4,190,092</b>	<b>-2.68%</b>	<b>115,608</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- The Arts Commission and the Office of Film and Video moved from Communications to the Office of Cultural Affairs in the Coordinator's Agency.
- A video specialist moved to Communications from the Police Department during 1999.
- A position was reallocated within the Coordinator's Group from Finance-Utility Billing to Communications-Public Affairs in the 2000 budget.



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FINANCE - ADMINISTRATION (8210)

#### **PROGRAM DESCRIPTION:**

- ◆ Provide city-wide leadership on financial policies and procedures relating to all departments, independent boards, and the Community Development Agency.
- ◆ Provide leadership to the Finance Department based on sound management principles resulting in efficient and effective departmental operations.
- ◆ Provide financial analysis support for all potential changes in State Statues and budgets.
- ◆ Oversight of financial policies and revision to financial policies.

#### **Major Initiatives for 2000:**

- ◆ Training and research on the implementation of the new financial reporting model.
- ◆ Reengineering internal processes for departmental training, budgeting and personnel management.
- ◆ First phase in implementation of City-wide space and asset management.
- ◆ Continued work on implementation of the NRP, Convention Center and Target Center finance plans.

#### **Major Service Activities:**

- ◆ Ensure the appropriate communication on financial issues takes place within the City and with outside interests. Ensure effective, thorough, and objective decision support is provided on financial policies and issues.
- ◆ Space and Asset Management - Provide City-wide space management services by coordinating short term and long term strategic space and asset planning, and by developing the City's policies, procedures, and standards to promote fairness, equity, and clear and understandable processes.

#### **Service Activity Performance Measurements:**

- ◆ Department-wide training - number of days department employees spend in training/total work years in the department
- ◆ Recruitment - timely recruitment for open positions with competent, professional new employees b) Employee retention - turnover as % of total positions c) Employee promotion - # of promotions as % of total workforce
- ◆ Space and Asset Management  
Timely response, needs determination, and resolution to departments' space issues.  
Adoption of policies, procedures and standards by the City Council.
- ◆ Participants in Department's Career Development supplemental funding program  
Grievances/aa complaints filed against department vs sustained

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FINANCE - ACCOUNTING DIVISION (8220)

#### **PROGRAM DESCRIPTION:**

Performs accounting, financial reporting, payables, and accounting system administration activities for the City, its Boards, Agencies, and Commissions in compliance with GASB and other standards.

#### **Major Initiatives for 2000:**

- ◆ Implementation planning for the new financial reporting model. This new model accounts for the City's infrastructure investments. This new standard is effective for fiscal year 2001.
- ◆ FISCOL services will be preparing for upgrades to the software that will significantly enhance the ease of use of the software. A key element of these changes will be implementation of a fully developed budget preparation functionality.

#### **Major Service Activities:**

- ◆ Centralized Accts. Payable processing for the City, its Boards and Agencies incl. Maintaining vendor files, pre-audit vendor invoices, and data entry functions and y/e production of 1099s.
- ◆ Coordinate, manage, and perform centralized employee payroll processing activities for the City, it's independent boards and agencies; Direct the City's HRIS Unit and maintain relationship with vendor.
- ◆ FISCOL Services maintains an automated data system that processes all financial transactions for the City and Independent Boards including cash and investments, rec., procurement, payables, grants, fixed assets and budgeting.
- ◆ Prepare Comprehensive Annual Financial Report and Mgmt Letter; Provides centralized Grants Management and Fixed Asset services; Performs Special Projects; Prepares other Financial Reports

#### **Service Activity Performance Measurements:**

- ◆ Accomplish the Service Activity within the resources allocated.
- ◆ Customer satisfaction with service based on a survey to be developed. Production of 1099s within time allotted.
- ◆ Payroll processed on timely and accurate basis. All inbound/outbound interfaces performed successfully. No penalties for late or inaccurate reporting to feds/state ; Ensure system software, tables and data maintained successfully and maintain vendor relations.
- ◆ The number of open system and user issues at a point in time, and year-to-year variation in a yet-to-be-developed survey on user satisfaction with system and service.
- ◆ The City receives the Certificate of Achievement for Excellence in Financial Reporting for an efficiently organized CAFR whose contents conform to the program standards of the Government Finance Officers' Association. Reporting and other deadlines met.



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FINANCE - FINANCIAL OPERATIONS (8230)

#### PROGRAM DESCRIPTION:

Performs various accounting services for customer departments including cost accounting, budget preparation, payroll processing, procurement, inter-governmental payment vouchers, and other services as requested based on service agreements.

#### Major Initiatives for 2000:

- ◆ Targeted assistance to departments with check processing issues.
- ◆ Clarification of accounting procedures for production of reliable information.
- ◆ Implementation of grants accounting policy and procedure redesign

#### Major Service Activities:

- ◆ Develop and Administer Personnel and Training policies for Finance Department
- ◆ Performs payroll processing consistent with cost accounting and labor contract requirements and associated employee record maintenance activities for Public Works, Police, Fire, Licenses, Inspections, Health and Family Support, and Convention Center.
- ◆ Provide accounting services to customer departments through written service agreements.

#### Service Activity Performance Measurements:

- ◆ Payroll processing cost per authorized customer full-time equivalency (part-time and seasonal included understating actual number of employees processed.)
- ◆ Auditor findings of material weakness in processes
- ◆ Reduced or constant staffing levels with increased service base. Added for 1999 - Convention Center Construction, Near North, Avenue of the Arts
- ◆ Customer departments with signed service agreements

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FINANCE - CASH & REVENUE MANAGEMENT (8240)

#### **PROGRAM DESCRIPTION:**

Receipt, process, deposit, document, invest and disburse all monies of the City and its agencies. monies are receipted and processed promptly with attention to safety, security and internal control accurately; invested in order to obtain optimum yields while maintaining safety and liquidity; and disburse funds for both claims and payroll in a timely fashion.

#### **Major Initiatives for 2000:**

- ◆ Continued communication and implementation of check processing policies.
- ◆ Implementation of Optical Character Reader technology to simplify check processing.

#### **Major Service Activities:**

Accurately report, document and process all Cash Management transactions while adhering to strong internal controls. Establish/maintain a citywide Cash Forecasting analysis utilizing future funding requirements that support the City's strategic objective

Banking Relations/Depository Designation with local banks. Communicate consistently with these banks to exchange information on activities and changes.

Ensure cash management goals are communicated and integrated with strategic objectives and policy decisions of other areas of the City that impact cash flows. Receipting, processing, depositing, and documenting over 2,000,000 transactions annually.

- ◆ Invest for optimum yield and maintain liquidity of daily, as well as unexpected needs that may arise. Monitor investment management firms by ensuring the short-term and long-term investment earnings are equal to the appropriate benchmarks.
- ◆ Minneapolis Fire Fighter's Relief Association, City Council Appointed Trustee.
- ◆ Properly understand the structure of the U.S. payments system which consists of paper-based and electronic payments. Ensure the timely disbursement of claim and payroll payments. Ensure 100% of payments are delivered on the appropriate business day.
- ◆ To accurately establish customers, monitor/maintain customer financial information within FISCOL.
- ◆ Process/approve/mail receivables to the customers. Ensure proper follow-up on overdue accounts. Proper and timely processing of Special Assessment payment
- ◆ To ensure the City's debt information is properly maintained. To properly report the City's debt information on as required. To establish and record in FISCOL new bond sales, changes in bonds, payments of principle and interest and maturities.

## **Cash & Revenue Management continued**

### **Service Activity Performance Measurements:**

- ◆ To prepare all banking and investment reconciliation reports within 30 days of receiving bank and trust statements. To prepare daily, monthly and annual cash forecasts.
- ◆ To communicate at least monthly with each designated depository and to meet quarterly with the main depository bank.
- ◆ That the City utilize new banking processes as they become available, to best protect and expand City deposits. That the City utilize the depositories for small investment opportunities.
- ◆ The Utility Billing transactions of 1,800,000 are deposited with 24 hours of receipt.
- ◆ The City and investment managers will purchase the appropriate investments and will generate a yield greater than the 1 year Treasury. The investment managers will maintain portfolio within a small variance of the duration and yield benchmarks
- ◆ Attend 100% of all regular and special meetings of the Minneapolis Fire Fighters Relief Association.
- ◆ To properly prepare and distribute to all City employees and vendors either paper or electronic payments in a timely manner.
- ◆ To process, approve and mail invoices to customers within 48 hours of information being posted to FISCOL. Receivables 90 days past due are sent to collection agencies. That for each bond sale, all debt information is recorded in the appropriate software in a timely manner. That on a monthly and annual basis the debt information is properly prepared in a timely manner.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FINANCE-PROCUREMENT (8250)

#### **PROGRAM DESCRIPTION:**

Procurement of required equipment, supplies and service for the city, boards and Related agencies in a timely, cost effective and accurate manner in accordance with specifications and consistent with all applicable laws, regulations and policies.

#### **Major Initiatives for 2000:**

- ◆ Increased utilization and availability of procurement /bid information on the Internet And Intranet.
- ◆ Participation in the Small Business Enterprise Program.
- ◆ Study and implement a procurement card program for small dollar purchases.

#### **Major Service Activities:**

- ◆ Process formal bids including establishment of price agreements in accordance with Municipal and council approval process.
- ◆ Contract Management review, processing, input to Fiscol, file maintenance and approval review
- ◆ Procurement of required equipment, supplies and services.

#### **Service Activity Performance Measurements:**

- ◆ Average completion time from initial solicitation to council approval.
- ◆ Contracts processed per FTE.
- ◆ Dollar amount of purchases per FTE.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FINANCE – MANAGEMENT ANALYSIS (8260)

**PROGRAM DESCRIPTION:** Management Analysis is an internal management consulting service that provides the analytical, process development, research, facilitating and coordinating services needed and requested by City management to do its job more effectively and efficiently.

The division leverages internal and external resources to work collaboratively with elected officials and City departments on best practice studies, project research and management; financial, operational and policy analyses; problem definition and work plan development; service redesign and other related management analysis tasks.

#### **Major Initiatives for 2000:**

- ◆ Continue to provide, as requested, internal management consulting services to City management
- ◆ Continue to represent the City on the Police Pension Board and other assigned committees and work teams.

#### **Major Service Activities:**

- ◆ Support the annual Priorities process by helping to staff city-wide work teams, and working with City departments on addressing the Priorities process redesigns. Staff provides the analysis and process development support necessary for successful completion of redesign projects.
- ◆ Assist City management with special projects, and multi-departmental or jurisdictional efforts. Staff provides the analysis, research and process development support necessary for the departments to meet their goals and objectives.
- ◆ Integrate best practice and performance indicator processes in projects throughout the City. Assist with implementation of the City's adopted performance measure system. The goal is to improve service delivery, and respond efficiently and responsibly to the needs of the City.

#### **Service Activity Performance Measurements:**

- ◆ Provide management consulting services on an average of 25 efforts; complete projects in a timely manner and produce high quality products.
- ◆ Become a recognized resource for City departments which need consulting services
- ◆ Expand client base to include departments that have not yet used MAD services.

Assist departments in successfully implementing project recommendations.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FINANCE - FINANCIAL PLANNING & BUDGET (8270)

#### **PROGRAM DESCRIPTION:**

Improve city financial planning, budget development and budget monitoring process to provide better information for financial, management, and policy decisions. Provide objective analysis on city-wide and departmental issues as requested.

#### **Major Initiatives for 2000:**

- ◆ Improvement of budget processes for departments.
- ◆ Implementation of a new budget system with fully developed reporting and analysis tools.

#### **Major Service Activities:**

- ◆ Budget monitoring and analysis of operating department budgets.
- ◆ Financial planning and analysis of all operating, capital, debt service, and pension funds to provide for financial context that drives annual budget development.
- ◆ Provide for a streamlined and effective budget development process for the organization.

#### **Service Activity Performance Measurements:**

- ◆ Potential measure: Budget analysis cost per department (need to develop method to track cost in order to determine appropriate target)
- ◆ Monthly monitoring and tracking of budget to actual expenditures/revenues so that analysis is completed within 10 days of period end and presented to departments for review. Management reporting provides for timely solving and options to achieve budget.
- ◆ Potential measure: Analysis cost per fund (need to develop method to track cost in order to determine appropriate target)
- ◆ Monthly analysis of major fund revenues and expenses is completed within 10 days of period end and presented to the departments. Quarterly analysis of all revenue and expenditures for all funds within 15 days of period end.
- ◆ Potential measure: Analysis cost per fund (need to develop method to track cost in order to determine appropriate target)
- ◆ Bi-annual customer surveys will show a rating of "Above Average" on customer satisfaction on the budget process for 75% of the customers. Evaluation of prior year process improvements rated as providing for a more effective budget process.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FINANCE - UTILITY BILLING (8280)

#### PROGRAM DESCRIPTION:

To read water meters manually or through the automatic meter reading systems to determine amounts to be billed for water and sewer.

#### Major Initiatives for 2000:

- ◆ Continued implementation of the MUPS billing system.

#### Major Service Activities:

- ◆ Receive meter readings, bill accounts, maintain accounts, and mail bills for all water, sewer, solid waste service accounts in and outside the City of Minneapolis
- ◆ To collect amounts owed, answer customer inquiries, and resolve any billing issue concerning water, sewer, solid waste, recycling, taxes, and related fees.
- ◆ Utility Billing administration of all meter reading, billing, and customer service for water, sewer, solid waste, recycling, taxes, and related fees within and outside the City of Minneapolis

#### Service Activity Performance Measurements:

- ◆ Operations and maintenance costs to receive meter readings, bill accounts, maintain accounts, and mail bills.
- ◆ Receive 100% of actual meter readings, bill 100% of eligible accounts, perform 100% of maintenance of accounts required, and mail 100% of all bills.
- ◆ Operations and maintenance costs of collecting revenues, responding to customer inquiries, and resolving billing issues.
- ◆ 100% of sales revenue collected, respond to 100% of customer inquiries, resolve 99.9% of billing issues.
- ◆ Administrative expenditures to ensure meter reading, billing, collections, and responding to customers.
- ◆ Ensure reading 90% actual meter readings, billing 100% of eligible accounts, collect 97% of revenue, and respond to all customer within 10 working days.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FINANCE – RISK MANAGEMENT AND CLAIMS (8290)

#### PROGRAM DESCRIPTION:

City-Wide Risk Management Program

#### Major Initiatives for 2000:

- ◆ Implement a city-wide program which will assist in reducing the overall cost of risk to the City.

#### Major Service Activities:

- ◆ Develop insurance specifications for bids, contracts, RFP's, and purchase orders.
- ◆ Work with departments on compliance with federal state local legislation, rules, regulations, etc.
- ◆ Complete mandated insurance and OSHA health and safety reports and file as appropriate.
- ◆ Conduct investigations, analyze date, and implement cost savings strategies on the following: all Workers' Compensation claims, motor vehicle incidents with damages and personal injuries under \$25,000 of exposure, employee fidelity losses exceeding the City's deductible, third party claims that are made against the City.

#### Service Activity Performance Measurements:

- ◆ Complete 90% of all document reviews within 5 days of receiving bid, contract RFP, or P.O.
- ◆ Minimize losses to City resulting from contractor activity.
- ◆ Minimize citations and fines resulting from compliance violations of state or federal regulations.
- ◆ Submit all mandated reports on or before required due dates.
- ◆ Comply with all mandated programs regulated by OSHA.
- ◆ Review all loss time claims resulting from employee actions within 15 working days of the claim date.
- ◆ Review and assign all tort liability claims which may result in losses within 30 working days of notice to Risk Management & Claims.
- ◆ Ensure that departments develop cost reduction strategies through revised policies, Procedures, and training programs in response to these occurrences which are creating the largest financial losses for the City.



## Finance Department

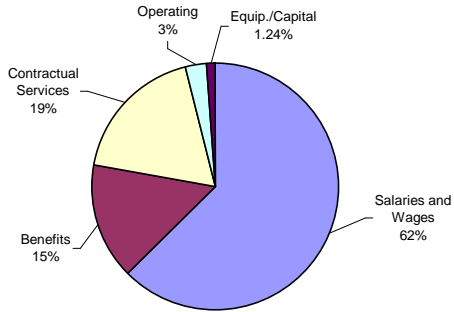
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Administration	3.00	3.00	3.00	7.00	7.00	133.33%	4.00
General Accounting	27.70	25.00	20.00	19.00	19.00	-5.00%	(1.00)
Financial Operations	81.50	88.00	86.00	83.00	83.00	-3.49%	(3.00)
Financial Planning and Budget	7.00	8.00	9.00	8.00	8.00	-11.11%	(1.00)
Cash Management	63.00	16.00	17.00	17.00	17.00		-
Procurement	10.00	10.00	10.00	9.00	9.00	-10.00%	(1.00)
Management Analysis	5.00	5.00	5.00	5.00	5.00		-
Utility Billing	-	46.00	46.00	45.00	45.00	-2.17%	(1.00)
Risk Management	6.00	9.00	11.00	11.00	11.00		-
<b>FTE's</b>	<b>203.20</b>	<b>210.00</b>	<b>207.00</b>	<b>204.00</b>	<b>204.00</b>	<b>-1.45%</b>	<b>(3.00)</b>
<b>Expense by Object:</b>							
Salaries and Wages	7,903,488	8,674,410	9,139,671	9,188,798	9,188,798	0.54%	49,127
Benefits	1,663,533	2,042,523	2,143,034	2,238,731	2,238,731	4.47%	95,697
Contractual Services	1,500,943	1,966,462	2,673,922	2,729,111	2,729,111	2.06%	55,189
Operating	302,641	471,544	361,829	379,816	379,816	4.97%	17,987
Equip./Capital	139,279	210,908	171,960	182,260	182,260	5.99%	10,300
<b>Total Expense by Object</b>	<b>11,509,883</b>	<b>13,365,846</b>	<b>14,490,416</b>	<b>14,718,716</b>	<b>14,718,716</b>	<b>1.58%</b>	<b>228,300</b>
<b>Expense by Fund:</b>							
General Fund	4,938,532	5,607,823	5,699,613	5,857,478	5,857,478	2.77%	157,865
Grants - Federal	63,368	125,624	115,705	121,194	121,194	4.74%	5,489
CDBG/UDAG Funds	363,185	347,764	439,736	428,733	428,733	-2.50%	(11,003)
Grants - Other	37,320	36,935	68,969	71,698	71,698	3.96%	2,729
Convention Center Related	240,169	258,798	276,631	240,603	240,603	-13.02%	(36,028)
Police Special Revenue	-	696	1,000	1,000	1,000		-
Permanent Improvement Projects	368,233	444,002	592,800	659,755	659,755	11.29%	66,955
Engineering Materials/Testing	83,661	93,414	101,161	96,819	96,819	-4.29%	(4,342)
Permanent Improvement Equip	392,757	455,785	504,418	540,092	540,092	7.07%	35,674
Lands And Buildings	92,932	111,981	120,055	77,988	77,988	-35.04%	(42,067)
Public Works Stores	154,369	165,842	173,382	136,760	136,760	-21.12%	(36,622)
Intergovernmental Service	88,833	90,977	107,525	107,645	107,645	0.11%	120
Self-Insurance	699,342	1,118,008	1,435,302	1,466,388	1,466,388	2.17%	31,086
Sewer Rental	103,972	89,461	125,853	110,005	110,005	-12.59%	(15,848)
Water Revenue	3,326,856	3,797,019	4,021,040	4,078,803	4,078,803	1.44%	57,763
Municipal Parking	385,896	457,103	498,741	518,660	518,660	3.99%	19,919
Solid Waste And Recycling	170,458	164,613	208,485	205,095	205,095	-1.63%	(3,390)
<b>Total Expense by Fund</b>	<b>11,509,883</b>	<b>13,365,846</b>	<b>14,490,416</b>	<b>14,718,716</b>	<b>14,718,716</b>	<b>1.58%</b>	<b>228,300</b>
<b>Expense by Division:</b>							
Administration	343,294	450,016	249,170	767,141	767,141	207.88%	517,971
General Accounting	1,650,149	1,684,110	1,744,874	1,565,953	1,565,953	-10.25%	(178,921)
Financial Operations	3,770,961	4,459,393	4,822,438	4,744,930	4,744,930	-1.61%	(77,508)
Financial Planning and Budget	533,006	591,033	655,960	596,624	596,624	-9.05%	(59,336)
Cash Management	3,629,183	891,744	999,112	1,048,964	1,048,964	4.99%	49,852
Procurement	606,364	654,524	718,506	608,410	608,410	-15.32%	(110,096)
Management Analysis	284,571	345,285	392,221	414,516	414,516	5.68%	22,295
Utility Billing	-	3,214,570	3,479,284	3,518,942	3,518,942	1.14%	39,658
Risk Management	692,355	1,075,170	1,428,851	1,453,236	1,453,236	1.71%	24,385
<b>Total Expense by Division</b>	<b>11,509,883</b>	<b>13,365,846</b>	<b>14,490,416</b>	<b>14,718,716</b>	<b>14,718,716</b>	<b>1.58%</b>	<b>228,300</b>

**Explanation of Changes from 1999 to 2000 Budget:**

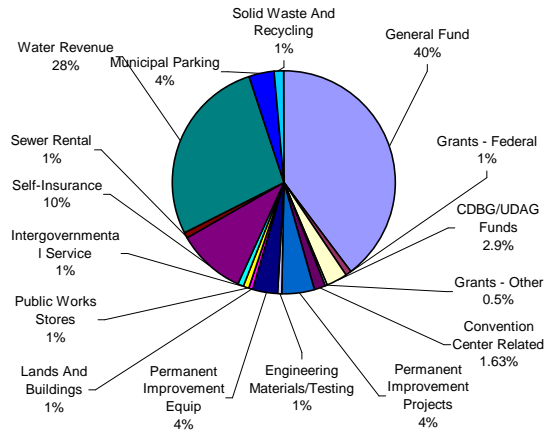
- Space and Asset Management Function was added to the department during 1999.
- A Storekeeper moved to the Convention Center from Financial Operations during 1999. Three positions were cut to meet the target.
- A rent decrease is reflected in the Procurement budget.

## Finance Department

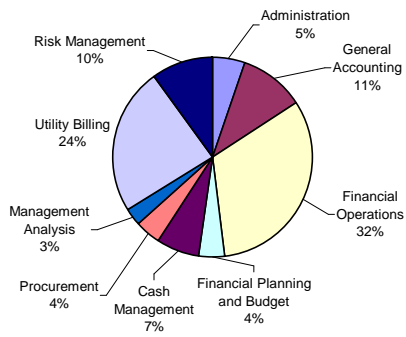
**Expense By Object  
2000 Budget**



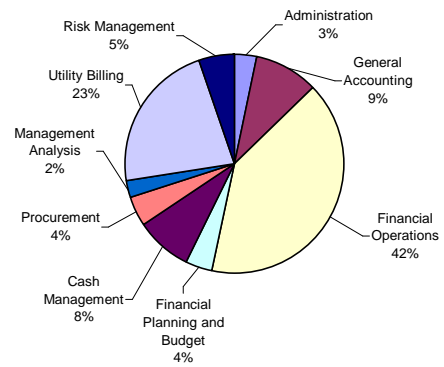
**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE by Division  
2000 Budget**



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HR Administration (8154)

#### PROGRAM DESCRIPTION:

The Human Resources Administration manages and directs all the Human Resources functions so that each City operating department makes the best use of their staffing resources, and has well-trained and highly motivated employees who carry out the mission of their departments. The HR Administration provides assistance with recruiting and selecting employees, affirmative action, job evaluation, employer/employee relations, compensation and benefits administration, training and development, and employee records maintenance.

#### Major Initiatives for 2000:

- ◆ Carry out the HR Reform – Key Initiatives to Improve Recruiting, Streamline Staffing, complete Workforce Action Plans for each department, and Improve HR Service Delivery.
- ◆ Increase the business literacy, accountability and commitment of all employees to the achievement of city goals. Use new technology and more sophisticated management tools (performance measurements) to improve performance.
- ◆ Better define the role of the HR Generalist, and increase their capacity to support their customer departments business needs.

#### Major Service Activities:

- ◆ Provide a HR Generalist for each City Council operating department who serves as the primary HR Manager for that department.
- ◆ Provide overall direction and leadership to the HR Department as we implement the Key Initiatives of HR Reform – Phase II.
- ◆ Provide expertise to operating departments in the areas of quality improvement, performance measurement, and effective planning.
- ◆ Support the Civil Service Commission as it carries out its mission.

#### Service Activity Performance Measurements:

- ◆ Survey results of HR “customers” (including directors, managers, supervisors, employees and applicants) that document level of satisfaction with relevance, timeliness, and quality of service.
- ◆ Department Head assessment of HR Generalist performance as defined in Service Agreement.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HR - Affirmative Action (8180) & Staffing Division (8155)

#### PROGRAM DESCRIPTION:

Help departments increase the race, gender, and disabled diversity of their staff. Help departments create respectful and hospitable work environments.

Provide highly qualified, diverse candidates for employment in City departments, Park Board, Library Board and Minneapolis School Board positions by effective recruitment, screening, selection, and referral procedures.

#### Major Initiatives for 2000:

- ◆ Complete the development and implementation of the affirmative action round table.
- ◆ Reduce case processing time by developing and implementing a case management system and an early dispute resolution process.
- ◆ Develop feeder systems for increasing diversity under HR Reform II.
- ◆ Complete a major upgrade to the city's affirmative action plan.
- ◆ Complete the ADA guidelines for reasonable accommodations.
- ◆ Convert to HRIS to automate the application and screening processes.
- ◆ Develop and implement the new streamline staffing process.

#### Major Service Activities:

- ◆ Resolve discrimination complaints from city employees in a timely manner.
- ◆ Consult with departments and employees on sexual harassment, disability issues, diversity, and related issues.
- ◆ Provide training in affirmative action issues.
- ◆ Engage in community outreach to improve recruiting of affirmative action personnel.
- ◆ Staffing activities include recruitment, applicant screening, development and administration of selection procedures, candidate tutoring, calculation of scores and ranks, maintenance of records, and job bank management.

#### Service Activity Performance Measurements:

- ◆ On average, resolve 75% of employee complaints within 60 days of filing.
- ◆ Consult with 95% of departments to set hiring goals.
- ◆ Participate in all offered training for new employee orientation and supervisor training in EEO/AA.
- ◆ Participate in 50 targeted recruiting efforts in the various communities of color.
- ◆ Distribute ADA Guidelines to all departments and 95% of all employees.
- ◆ High staffing performance survey results regarding quality of applicants and timeliness of eligible lists.
- ◆ Recruitment and hire statistics by race/sex/disability. In 2000, we expect to receive 9,000 applications (28% minority, 40% women, 8% disabled).
- ◆ Turnaround time for filling a vacancy reduced to 35 days on average.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HR - Training & Development (8156)

#### PROGRAM DESCRIPTION:

To provide resources and support to all employees so that training and development leads to improved productivity and capacity.

#### Major Initiatives for 2000:

- ◆ Offer training to City managers on "Participating in Teams."
- ◆ Work with Workforce Planning Team to develop training plans to support identified needs.
- ◆ Develop and deliver training on participating in performance appraisal discussions to managers and employees.
- ◆ Follow through on deployment of decentralized PeopleSoft training administration.

#### Major Service Activities:

- ◆ Provide training to employees in areas identified by the City as essential and assist departments in meeting their training needs.
- ◆ Provide skill-building workshops to increase job performance.
- ◆ Train future City managers and leaders.
- ◆ Assist departments with targeted, specific Professional Development planning.
- ◆ Administer disbursement of funds of the Upward Mobility Program in a fair and equitable manner to maximize the City's investment in its employees for both the employees and the City.
- ◆ Support supervisors and employees in their use of effective performance communication practices on an ongoing basis.
- ◆ Coordinate ongoing training and development programs in an efficient and effective manner.

#### Service Activity Performance Measurements:

- ◆ Provide an average of 4.75 hours for each employee (based on the number of employees at 4045).
- ◆ Provide training that results in an average participant satisfaction rating of 3.5 on a 1-5 scale with 5 being high.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HR - Employer/Employee Relations (8160)

#### PROGRAM DESCRIPTION:

Negotiate labor contracts, administer the grievance procedure, compensation administration, alternative dispute resolution, and returning employees injured on the job back to work.

Maintain and administer a system for classifying jobs based on their job-related contributions and/or assessed value to the goals of the City.

#### Major Initiatives for 2000:

- ◆ Complete the effective implementation of the Alternative Dispute Resolution Program.
- ◆ More effectively manage the Return to Work Program.
- ◆ Develop an appointed employee management system.
- ◆ Refine the City's classification and compensation system.
- ◆ Classify all Police and Fire sworn positions that are currently ungraded.
- ◆ Continue with "Title Consolidation" effort.
- ◆ Put the job descriptions/specifications for all classifications on the intranet, for easy access by all City employees.

#### Major Service Activities:

- ◆ Develop the City's collective bargaining strategy for the 23 bargaining units.
- ◆ Conduct labor contract negotiations and oversee labor contract administration.
- ◆ Manage the grievance/arbitration process.
- ◆ Manage the compensation administration process.
- ◆ Manage the Alternative Dispute Resolution Program and the Return to Work Program.
- ◆ Classify all new positions and reclassify existing positions as required to maintain the system, using a job evaluation process based on professionally developed standards consistently applied to all positions.
- ◆ Develop and maintain legally defensible class specifications for each job class describing typical duties and responsibilities and minimum qualifications.
- ◆ Collaborate with operating departments and union representatives on program redesign or as an internal advisor on reorganization issues and redesign of positions to meet emerging skill needs.
- ◆ Provide an appeal process for employees not satisfied with the classification results.

#### Service Activity Performance Measurements:

- ◆ Grievances will not exceed the ration of 1 grievance for every 40 employees for any bargaining unit with more than 80 members and 1 grievance for every 20 employees for bargaining units with fewer than 80 members.
- ◆ 100% of all collective bargaining agreements will be within the operational and financial parameters established by the Executive Committee of the Minneapolis City Council.
- ◆ Average number of calendar days to classify/reclassify a position.
- ◆ Number of job titles and the net increase/decrease of job titles.
- ◆ Percentage of appeals upheld by the Civil Service Commission .

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HR - Employee Benefits (8161)

#### PROGRAM DESCRIPTION

Employee benefit plan design and development, management, funding, communication and administration.

#### Major Initiatives for 2000:

- ◆ Communicate and implement the new ReliaStar Voluntary Benefit Options, Temporary Disability Insurance (TDI) and Permanent Universal Life Insurance at the City and the Independent Boards and Agencies .
- ◆ Co-chair LMC Health Insurance Committee (comprised of key professional staff of City and Independent Boards and Agencies and Labor Representatives) to gather input for developing health care purchasing strategy and HMO Request for Proposal specifications.
- ◆ Develop and release formal Request for Proposals for the 5 year cycle beginning January 1, 2001 through December 31, 2005.
- ◆ Conduct focused research and development of emerging plan design alternatives and funding mechanisms to reduce health care costs and report findings to Executive committee.
- ◆ Expand current City tax-free Transit Benefits program to offer pre-tax deductions for employee paid monthly parking contracts at City owned parking ramps as provided under the Transportation Equity Act for the 21<sup>st</sup> Century, designated as P.L. 105-178.

#### Major Service Activities

Develop, manage, communicate and administer comprehensive benefit package that maximizes the potential tax advantages for employees, and provides a full range of protection against immediate and financial loss due to illness, accidental injury or premature death, in a manner which meets all legal requirements and needs of a diversified workforce.

#### Service Standards

- ◆ Complete all employee benefit enrollment transactions within 7 days of notice with 99% accuracy.
- ◆ High employee satisfaction with benefit programs and customer service based on employee surveys and number of participants employee paid benefit options.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HRIS/Records (8185)

#### **PROGRAM DESCRIPTION:**

Coordinate Human Resources Information System (HRIS) and Records Management for all divisions of Human Resources to improve records management and reporting capabilities. Effectively utilize information technology, streamline procedures and processes, and insure accurate, up-to-date records maintenance. This function includes maintaining official personnel records for all classified and appointed employees of the City Council, classified employees of the Park and Library Board.

#### **Major Initiatives for 2000:**

- ◆ To complete the full roll out of HRIS PeopleSoft Upgrade from version 5.12 to 7.50.
- ◆ Implement the Recruitment and Training Administration in HRIS.
- ◆ Implement competency management to assist the City in obtaining a more qualified workforce.
- ◆ To complete the authentication process of ensuring that data in HRIS is considered the official record of the employee.
- ◆ To complete plans for Records Retention.

#### **Major Service Activities:**

- ◆ Ensure accurate and complete current and historical HRIS records for employees, jobs, salaries, and organizational structures for all departments and agencies in HRIS.
- ◆ Document, track and maintain employee history for all classified and appointed City Council employees, Park and Library Board.

#### **Service Activity Performance Measurements:**

- ◆ Estimate that 95% of employee or table updates are completed within the payroll cycle (2 weeks) after all approvals and publications are completed.
- ◆ Maintain all employee records are maintained according to applicable standards and the Records Retention Schedule as approved by the State of Minnesota.
- ◆ Audit and ensure information in HRIS is accurate and complete in accordance with the appropriate CSC Rules and Labor Contracts.



## Human Resources Department

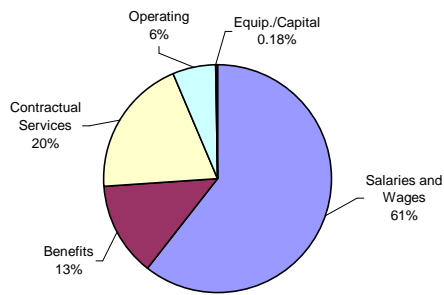
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Administration/Generalist	-	15.00	19.30	17.80	17.80	-7.77%	(1.50)
Affirmative Action/Staffing	21.00	23.00	19.00	19.00	19.00		-
Training and Development	2.50	2.50	2.50	3.00	3.00	20.00%	0.50
Empl./Employee Relat. & Classificat.	7.00	6.00	6.70	6.95	6.95	3.73%	0.25
Benefits	4.50	5.00	5.00	5.00	5.00		-
HRIS/Records	4.00	4.00	4.00	4.00	4.00		-
Alternative Dispute Resolution	-	-	-	0.75	0.75		0.75
<b>FTE's</b>	<b>39.00</b>	<b>55.50</b>	<b>56.50</b>	<b>56.50</b>	<b>56.50</b>		<b>-</b>
<b>Expense by Object:</b>							
Salaries and Wages	2,303,600	2,648,172	2,861,069	3,007,691	3,007,691	5.12%	146,622
Benefits	463,939	554,873	611,792	664,913	664,913	8.68%	53,121
Contractual Services	1,143,107	913,011	929,066	981,275	981,275	5.62%	52,209
Operating	250,792	281,916	290,849	304,369	304,369	4.65%	13,520
Equip./Capital	14,923	66,147	39,830	8,900	8,900	-77.66%	(30,930)
<b>Total Expense by Object</b>	<b>4,176,360</b>	<b>4,464,118</b>	<b>4,732,606</b>	<b>4,967,148</b>	<b>4,967,148</b>	<b>4.96%</b>	<b>234,542</b>
<b>Expense by Fund:</b>							
General Fund	3,531,138	3,822,004	4,144,916	4,349,789	4,349,789	4.94%	204,873
Convention Center Related	36,072	44,726	46,306	47,432	47,432	2.43%	1,126
Self-Insurance	609,151	597,388	541,384	569,927	569,927	5.27%	28,543
<b>Total Expense by Fund</b>	<b>4,176,360</b>	<b>4,464,118</b>	<b>4,732,606</b>	<b>4,967,148</b>	<b>4,967,148</b>	<b>4.96%</b>	<b>234,542</b>
<b>Expense by Division:</b>							
Administration/Generalist	622,241	811,332	1,512,829	1,647,077	1,647,077	8.87%	134,248
Affirmative Action/Staffing	2,198,753	2,133,465	1,454,677	1,431,061	1,431,061	-1.62%	(23,616)
Training and Development	426,556	370,273	461,782	495,139	495,139	7.22%	33,357
Empl./Employee Relat. & Classificat.	552,648	515,387	543,110	579,179	579,179	6.64%	36,069
Benefits	263,170	314,219	338,549	362,274	362,274	7.01%	23,725
HRIS/Records	103,041	232,552	291,683	264,186	264,186	-9.43%	(27,497)
Alternative Dispute Resolution	9,952	86,891	129,976	188,232	188,232	44.82%	58,256
<b>Total Expense by Division</b>	<b>4,176,360</b>	<b>4,464,118</b>	<b>4,732,606</b>	<b>4,967,148</b>	<b>4,967,148</b>	<b>4.96%</b>	<b>234,542</b>

**Explanation of Changes from 1999 to 2000 Budget:**

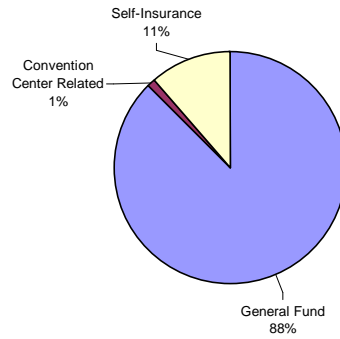
- Operating Costs increase because of rent increases and the affirmative action roundtable funded during 1999.
- A portion of an FTE shifted into Alternative Dispute Resolution from Staffing during 2000 budget development.

**Human Resources Department**

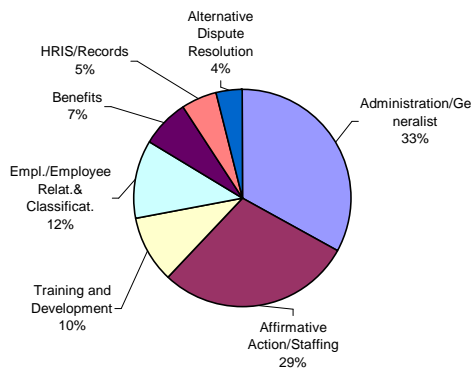
**Expense By Object  
2000 Budget**



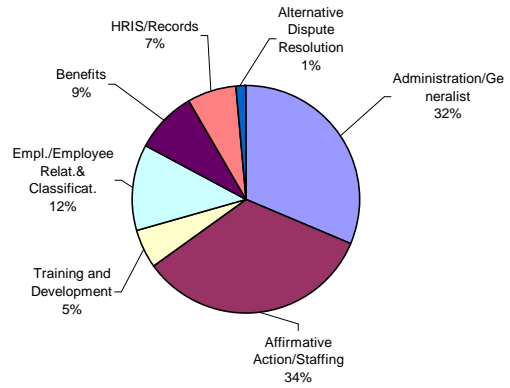
**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE by Division  
2000 Budget**



## INFORMATION TECHNOLOGY SERVICES

### Administration (8810)

#### PROGRAM DESCRIPTION:

Functions to ensure that the "business" of IT runs as smoothly and effectively as possible. Oversees the functions of the ITS organization and is responsible for all personnel, computer systems, hardware, software, networks, support, training, and telecommunications within ITS for the City. Performs the administrative logistics for the ITS Department. Represents ITS on an executive level in meetings with other City departments. Advises the City of possible IT solutions for business enterprise applications. Prepares and presents Budgets and monitors variances against the approved operating plan for ITS. Manages relationships within the city and vendors to achieve the goals of the City.

#### Major Initiatives for 2000:

- ◆ Recruitment – Establish Management Classification
- ◆ IT Cost Allocation/Chargeback
- ◆ Realtime Strategic Planning Forum (Update SISP)
- ◆ Enterprise IT (MPD merger, Park Board merger, Public Works merger)

#### Major Service Activities:

##### ◆ Finance

Creates, assembles, and presents the IT Annual Plan and Operating Budgets for ITS. Monitors department's performance against the budget and explains variances. Reviews expenditures for appropriateness and accurate coding to the proper accounts.

##### ◆ Human Resources

Monitors the performance review process within IT. Oversees the staff development plans for each area of responsibility. Assesses needs within ITS and determines value and sources to meet the skill levels needed to operate the department. Partners with Human Resources to develop information on current market salaries and benefits from comparable organizations. Monitors timekeeping information making sure the staff reports their time appropriately.

##### ◆ Contract and Vendor Management

Assesses and recommends preferred vendors for equipment and services in accordance with the City's procurement procedures. Develops and negotiates volume purchasing agreements within the procurement procedures. Manages the vendor relationships with contractors and suppliers.

##### ◆ Strategic Planning

Creates and presents the annual SISP plan for the city to the Technology Steering Committee. Facilitates the Technology Steering Committee meetings and advises them on technology issues. Works with department heads to assess their needs, costs, and assists in preparing proposals for the TSC. Assists department heads in assessing their legacy systems and develops strategies for replacement or upgrade.

##### ◆ Project Management

Establishes the project management policies and guidelines. Monitors and reports on projects against project plans. Provides periodic status reports on projects managed by ITS in the categories of scope, resources and budget.

## **INFORMATION TECHNOLOGY SERVICES – ADMINISTRATION CONTINUED**

### **Service Activity Performance Measurements:**

- ◆ **Finance: Efficiency Measure:** Produce monthly Financial Statements and Management Reports by the 25th of the following month. Record the date information was disseminated.  
**Target:** 100% on time.
- ◆ **Finance Continued Effectiveness Measure:** Assist ITS management with budgeting and forecasting. Stay within 2% of budget annually unless the budget is revised for scope. Applies to both Operations and Capital Projects budgets.
- ◆ **Human Resources: Efficiency Measure:** Salaries are aligned and competitive, fill open positions within 6 weeks. Measure the # of full weeks from notice of vacancy and a desire to fill the position until the position is filled.  
**Target:** 6 weeks or less.
- ◆ **Human Resources Effectiveness Measure:** Lose less than 5% of employees per year. Track above exceptions by reason category for improvement targeting.  
**Target:** 3 or fewer employees.
- ◆ **Contract and Vendor Management: Efficiency Measure:** Process vendor invoices within 5 business days of invoice receipt. Measure the # of days between vendor invoice date and system entry date. The difference should be less than 14 days. This will allow for mail delays in most cases. Process payments to vendors within terms. Track differences.  
**Target:** Exceptions should be less than 1% of all invoices processed
- ◆ **Contract and Vendor Management Effectiveness Measure:** Track above exceptions by reason category for improvement targeting.  
**Target:** Strive to eliminate categories of exceptions as soon as possible. Track the time frame between occurrences of the same exception.
- ◆ **Strategic Planning: Efficiency Measure:** Get TSC approval for subsequent year's SISP plan prior to October 1st. Measure the # of days from 10/1. Track year to year.
- ◆ **Strategic Planning: Effectiveness Measure:** Stay within 2% of SISP overall annual budget except for Council/Mayor approved scope adjustments. Measure the accumulated \$ variances monthly for best management results.  
**Target:** Within 2% of SISP overall budget.
- ◆ **Project Management Efficiency Measure:** Measure turnover date variance. Difference between actual date turned over and original estimated turnover date adjusted for scope changes.  
**Target:** All project turn-over dates should be within 90 days of original estimate adjusted for scope changes.
- ◆ **Project Management Effectiveness Measure:** Measure the \$ variance from original budget adjusted for scope changes.  
**Target:** Less than 2% difference.

## INFORMATION TECHNOLOGY SERVICES

### Business Application Development (8820)

#### PROGRAM DESCRIPTION:

Develops and maintains information systems that support City of Minneapolis business plans; manages application development and implementation of specific business processes as identified in the SISP.

#### Major Initiatives for 2000:

- ◆ Enterprise wide Process Redesigns
- ◆ E-Business
- ◆ Citizen Access

#### Major Service Activities:

- ◆ Finance and Human Resources
- ◆ Public Safety
- ◆ Property
- ◆ City Governance
- ◆ Public Works
- ◆ Independent Agencies and Boards
- ◆ Convention Center

#### Service Activity Performance Measurements:

- ◆ **Efficiency Measure:** Measure turnover date variance. Difference between actual date turned over and original estimated turnover date adjusted for scope and priority changes. Track and categorize maintenance calls where it seems appropriate.  
**Target level:** Non-SISP projects should be turned over within 30 days of the original estimate adjusted for scope and priority changes.
- ◆ **Effectiveness Measure:** Develop a weighted average days in backlog tracking system that tracks change requests and agreed upon priorities.  
**Target level:** Backlog should be no more than 6 months or an agreed (ITS/Department) upon acceptable backlog time frame.

## INFORMATION TECHNOLOGY SERVICES

### Architecture Planning (8830)

#### PROGRAM DESCRIPTION:

Provides leadership to assist the City of Minneapolis in selecting technological products, designs the information technology (IT) infrastructure and integrates the City's information systems. Oversees and directs activities focused on exploring and confirming the capabilities of IT products and services. Actually will conduct and conclude prototype projects designed to demonstrate value. Measures of success involve accurately determining direction and pace of technology development efforts for SISP investments and IT enterprise operations. Serves as the IT Management "glue" for the integration of IT architecture.

#### Major Initiatives for 2000:

- ◆ Enterprise Information Management
- ◆ E-Business Technology Infrastructure

#### Major Service Activities:

- ◆ Establish and maintain the **technology architecture** standard inventory to ensure that we continue to build towards an enterprise cost effective supportable infrastructure. Activities include architecture review of development projects and new technologies.
- ◆ Establish and maintain a **data architecture** for all City enterprise data. Activities include defining sources of data and ownership of sharable data and providing effective and consistent methods for accessing the shareable data.
- ◆ Establish **People/Process architecture** to support information technology development and ongoing support activities and resource supply and demand analysis. Activities include defining project and ongoing support roles, responsibilities and procedures.
- ◆ Establish and maintain a City enterprise and department level **Application Architecture**. Activities include inventoring existing applications, conducting application review of proposed applications.

#### Service Activity Performance Measurements:

- ◆ **Technology architecture: Efficiency Measure:** Rollout of standard technologies support information sharing across enterprise, ex. Common database access, email, Intranet/Internet browser. MEASURE the # of City image machines/ total # of PC's . Target: Continued rollout of standard image workstation, City net and server services across the City. The ratio should continue to get closer and closer to one.
- ◆ **Technology architecture: Effectiveness Measure:** Standard information access availability across enterprise. MEASURE system available time. Compare City image machines vs. all or other machines. **Target:** Expanded availability of shared information access across the enterprise for departments with standard image workstations. CITY image machines should be up more than others. City image machines should be down less than .5%.
- ◆ **Data architecture: Efficiency Measure:** Ensure that a single source of data is identified and maintained for each information requirement in the City. MEASURE the ratio of the # of standard database types/ total # of database types. **Target:** Develop data inventory for other enterprise shareable data. Establish framework for database replication and information access to support enterprise information access. THE ratio should continue to get closer and closer to 1.0.

## **INFORMATION AND TECHNOLOGY SERVICES - Architecture Planning (8830) continued**

- ◆ **Data architecture: Effectiveness Measure:** Ensure that specific source data will be maintained in only one application within the City and information across enterprise applications will access data from the same specified source. NO MEASURE has currently been determined to track these items.  
**Target:** Data inventory is providing mapping to information access applications – in process.
- ◆ **People/Process architecture: Efficiency Measure:** Balance of resource supply and demand for management of projects and ongoing support on the basis of scope, schedule and resources. MEASURE the # of openings filled on schedule (within 14 days of the estimated resource start date)  
**Target:** Prepare profile sheets for all SISP and ITS operational activities to support investment planning. Develop project methodology to ensure management of projects on scope, schedule and resources. POSITIONS should be filled within 2 weeks of the project resource start date adjusted for scope and priority changes.
- ◆ **People/Process architecture: Effectiveness Measure:** Establish and maintain an IT organization that continues to support the development and infrastructure support needs of the City. MEASURE the turnover date variance. Difference between actual date turned over and original estimated turnover date adjusted for scope changes. MEASURE the \$ variance from original budget adjusted for scope changes. MEASURE the turnover rate of all employees and contractors. Employees are measured annually; contractors are measured by assigned project.  
**Target:** Match of resource roles to project investments for development and ongoing support. Restructuring of technology services infrastructure support to match Technology Architecture functional support requirements. ALL project turn-over dates should be within 90 days of original estimate adjusted for scope changes. Non-SISP projects should be turned over within 30 days of the original estimate adjusted for scope and priority changes. \$ variances from original budgets adjusted for scope changes should be less than 2%. Turnover of all employees and contractors should be less than 5%/ year. Note - if a contractor finishes their assigned project there is no turnover; if reassigned or leaves during the project it is considered a loss.
- ◆ **Application architecture: Efficiency Measure:** Elimination of redundant application and/or processes across divisions within the City and its Agencies. Planned upgrades of package and custom developed applications consistent with the Technology Architecture. MEASURE the ratio of total # of standard applications/ # of applications.  
**Target:** Support of SISP planning process to identify application development activities. The rate should be increasing over time, getting closer and closer to 1.0.
- ◆ **Application architecture: Effectiveness Measure:** Integration of applications across divisions for shared processes and data. Migration of City applications off of non-supported technology platforms. MEASURE response/repair time for trouble calls - Standard applications vs. All applications.  
**Target:** Continued focus on integration of processes and data for all SISP development projects in preparation for information sharing. RESPONSE/Repair rates of Standard applications should be less than non-standard applications. Response time for standard applications should average less than 4 hours.

## INFORMATION TECHNOLOGY SERVICES

### Technology Services (8840)

#### PROGRAM DESCRIPTION:

Provides the day to day operations and support of the City of Minneapolis production systems, managing production support operations, providing technical support for; databases, PC's, image software, and telephones. In addition, also provide client training.

#### Major Initiatives for 2000:

- ◆ **Disaster Recovery**
- ◆ **Desktop Services Infrastructure Management**
- ◆ **Information Security Management**
- ◆ **Remote Computing**

#### Major Service Activities:

- ◆ **Shared Applications**  
Creates and maintains electronic mail accounts for City personnel. Monitors and troubleshoots email servers and provides for backup and recovery of email servers. Monitors and maintains the Name and Address Book and ensures synchronization of email servers in the City including Police, Park Board and the Library. Provides for administration of application version control. Maintains City web server.
- ◆ **Database Services**  
Install, maintain and support relational database management systems, including Oracle, SQL Server, Informix, DMSII, and Unidata. Assist application developers to design, implement, maintain and tune physical databases. Work with Production Services to ensure that an adequate backup and recovery plan is created and maintained. Conduct database performance and capacity planning.
- ◆ **Production Services**  
Accurately run production jobs at required times and frequency. Create and distribute output media such as forms, tapes and files. Perform timely back-ups of all production systems and store offsite for disaster recovery purposes. and resolve problems that impact the ability to complete production system = i.e. U/B, FISCOL, HRIS, PMQ, Fire. Responsible for the maintenance of all Production Services equipment. Provide process control for production systems including documenting standards, policies and procedures, ensuring a change management procedure is developed and implemented. Also responsible for the operation of the ECC911 system.
- ◆ **Integrated Security Support.**  
Provide management control over who can do what within the city network. This includes authentication, authorization, administration, auditing, accountability and cryptography.
- ◆ **Client Support Action Center**  
Provide "first point of contact" support for all phones, PC's attached to the network and the City supported software image.
- ◆ **Client Technician Services**  
Provide on-site technical support, installation and repair for cabling, phones, and PC's throughout the City of Minneapolis.  
This may also include the procurement and licensing of hardware and software as needed.



## **INFORMATION AND TECHNOLOGY SERVICE - Technology Services (8840) continued**

### ◆ **Client Training Services**

Coordinate technical training for City of Minneapolis network users for any course that is a component within the ITS standards. Provides classroom training for components within the city standard image (MS OFFICE, Outlook email, and Windows NT)

### **Service Activity Performance Measurements:**

- ◆ **Shared Applications: Efficiency Measure:** Shared Applications are operational 7 X 24. Monthly optimization and clean-up are performed. MEASURE repair call time in categories – corrected on the phone, corrected within 4 hours, corrected within 8 hours, corrected over 8 hours.  
**Target:** 75% of calls are corrected in less than 4 hours. Ideally we would like to be operational 7 X 24, due to resource constraints our target level is 5 X 12.
- ◆ **Shared Applications: Effectiveness Measure:** MEASURE downtime to total time (7x24) Track the % of successful first pass repair corrections.  
**Target:** Unscheduled downtime is less than .5%/year. Trouble calls should be resolved on the initial response 75% of the time.
- ◆ **Database Services: Efficiency Measure:** Database services are operational 7 X 24. MEASURE repair call time in categories - on the phone; within 4 hours; within 8 hours; after 8 hours.  
**Target:** 75% of calls are corrected in less than 4 hours. Ideally we would like to be operational 7 X 24, due to resource constraints our target level is 5 X 12.
- ◆ **Database Services: Effectiveness Measure:** MEASURE downtime to total time (7x24).  
**Target:** Unscheduled downtime is less than .1%/year and scheduled downtime is less than 2%/year.
- ◆ **Production Services: Efficiency Measure:** Production Services is operational 5 X 24 (7am Monday - 7am Saturday).  
**Target:** 99% of the reports should be delivered on time.
- ◆ **Production Services: Effectiveness Measure:** Production Services is operational 5 X 24 (7am Monday – 7am Saturday).  
**Target:** No scheduled downtime during production service hours. Unscheduled downtime is less than .5% per year. Process task errors are less than .3% per year.
- ◆ **Integrated Security Support: Efficiency Measure:** Emergency security problem resolution supported 7 X 24. MEASURE time to respond to new security requests.  
**Target:** 75% of new security requests are completed within 1 business day. Ideally we would like to be operational 7 X 24, due to resource constraints our target level is 5 X 12.
- ◆ **Integrated Security Support: Effectiveness Measure:** Calculate the # of security breaches.  
**Target:** No Security Breaches
- ◆ **Client Support: Efficiency Measure:** Measure the number of trouble calls corrected within categories - over the phone, in less than 4 hours, between 4 and 8 hours, after 8 hours. Track # of calls / employee or contractor.  
**Target:** Normal Support hours in a week: 5 X 9.5 (7:00am - 4:30pm). Provide support for 600 calls per employee/contractor per month per year.
- ◆ **Client Support: Effectiveness Measure:** Measure the % of abandoned calls and the % of calls resolved over the phone.  
**Target:** Maintain less than a 15% abandon rate per year. Provide a minimum first attempt resolution of 20% per year.
- ◆ **Client Technician Services: Efficiency Measure:** Measure repair and service calls (separately) per technician (employee or contractor). Measure response time in categories of repair and service calls (separately).  
**Target:** Normal Desktop and Telephone/Cable technicians support hours: 5 X 9.5 (7:00am - 4:30pm). Telephone/Cable technicians are on-call 7X24 for all emergency telephone and cabling problems. Upon assignment of desktop and telephone/cabling tickets, contact with user will be made within 4 working hours 70% of the time.

**INFORMATION AND TECHNOLOGY SERVICE - Technology Services (8840) continued**

- ◆ **Client Technician Services: Effectiveness Measure:** Measure the # of days to complete service requests (not major moves - more than 2 phones or PC's). Measure repair calls received by resolution category.  
**Target:** 50% of all desktop tickets are resolved within 24 hours. 80% of all telephone/cabling "severity 1/priority 1" tickets are resolved within 24 hours. This excludes tickets that require outside vendor intervention. 80% of all desktop tickets are resolved within 1 week. 70% of all telephone/cabling tickets are resolved within 10 days. This excludes tickets that require outside vendor intervention. All finished desktop tickets will be reviewed daily for appropriate actions and compliance with city standards.
- ◆ **Client Training Services: Efficiency Measure:** Measure the cost (all activity costs) per student attending class.
- ◆ **Client Training Services: Effectiveness Measure:** Measure the # of students per class (by class offered). Measure the # of students per class to total city employees.  
**Target:** Provide City standard image component training opportunities no less than 3 days per week. All City standard image component courses must be offered monthly. Targets for the above measures have not yet been determined.

## INFORMATION AND TECHNOLOGY SERVICES

### Information Access Development (8860)

#### PROGRAM DESCRIPTION:

Provides leadership to assist the City of Minneapolis in sharing its electronic data and information with external and internal customers using tools such as internet/intranet and data warehouses.

#### Major Initiatives for 2000: Initiatives

- ◆ Integration of Intranet and applications -- GIS and others
- ◆ Increased use of Intranet discussion boards for business collaboration
- ◆ Implement content management solution to control growing Intranet site
- ◆ Increased publishing of organizational content to the Intranet and Public Web site
- ◆ Use of the public Web site for forms delivery, transactional processing and other service delivery projects

#### Major Service Activities:

##### ◆ Data warehouse development

Operates a data warehouse that provides departments with easy, reliable access to selected financial and property information. Write reports so that various departments can use data in the warehouse.

##### ◆ Internet development

Develops and maintains the City of Minneapolis web site so that it provides convenient, reliable access to accurate information about city government and its services. Develops tools for city departments to publish information on the web site. Sets standards for Internet development. Develops standards and policies for the content and design of the web site so that it presents a positive image of the city. Analyzes usage of the web site to ensure that it meets users' needs and that development efforts are cost effective. Promotes public use of the web site. Identifies opportunities for expansion of web-based services, including access to data and transaction processing. Coordinates the infrastructure for web services.

##### ◆ Intranet development

Develops an Intranet that allows the enterprise to easily share data and information. Provides departments with tools for publishing information on the Intranet. Prepares standards, policies and procedures for use of the Intranet to ensure that it meets the communications needs of the enterprise.

#### Service Activity Performance Measurements:

- ◆ **Data Warehouse: Efficiency Measure:** Provide easy access to financial and other data through the data warehouse. % projects completed on schedule (within 30 days of original estimate adjusted for scope and priority changes) and on budget (within 2% of original budget adjusted for scope and priority changes). % of Action Center tickets responded (corrected) to within one business day.  
**Target:** 75% of data warehouse trouble calls will be corrected within 1 business day.
- ◆ **Data Warehouse: Effectiveness Measure:** Number of report and cost engine reports executed by users.

**INFORMATION AND TECHNOLOGY SERVICES - Information Access Development (8860) continued**

- ◆ **Internet: Efficiency Measure:** Improve communication and knowledge sharing with citizens, employees and others through the City's Internet and Intranet sites. % projects completed on schedule (within 30 days of original estimate adjusted for scope and priority changes)and on budget (within 2% of original budget adjusted for scope and priority changes).  
**Target:** 75% of internet trouble calls will be corrected within 1 business day.
- ◆ **Internet: Effectiveness Measure:** Number of visits and page requests to the internet.  
**Target:** 2.3 million page requests.
- ◆ **Intranet: Efficiency Measure:** Improve communication and knowledge sharing with citizens, employees and others through the City's Internet and Intranet sites. % projects completed on schedule (within 30 days of original estimate adjusted for scope and priority changes)and on budget (within 2% of original budget adjusted for scope and priority changes).  
**Target:** 75% of internet trouble calls will be corrected within 1 business day.
- ◆ **Intranet: Effectiveness Measure:** Number of visits and page requests to Intranet sites.  
**Target** 400,000 Page requests

## INFORMATION TECHNOLOGY SERVICES

### Geographical Information System (8866)

#### PROGRAM DESCRIPTION:

##### GIS development

Coordinates implementation of an enterprise GIS that provides departments and the public with access to the city's spatial data. Plans the transition from the current GIS system to the new enterprise model. Implements pilot projects that demonstrate the effectiveness of the new system and technology.

#### Major Initiatives for 2000:

- ◆ Enterprise GIS Deployment

#### Major Service Activities:

##### ◆ GIS development

Coordinates implementation of an enterprise GIS that provides departments and the public with access to the city's spatial data. Plans the transition from the current GIS system to the new enterprise model. Implements pilot projects that demonstrate the effectiveness of the new system and technology.

#### Service Activity Performance Measurements:

- ◆ **GIS development: Efficiency Measure:** Manage the process of converting the old GIS systems to the new enterprise model while maintaining both the new and the unconverted old GIS system. Measure the \$ budget variance of the SISP project as well as the GIS Operations costs.  
**Target:** Within 2% of budget
- ◆ **GIS development: Effectiveness Measure:** Minimize problems and downtime while moving to the new Enterprise GIS systems. Measure repair calls in categories - Over the phone, within 4 hours, within 8 hours, after 8 hours. Measure system availability.  
**Target:** Resolve problems while in transition within less than 8 hours. System should be down less than 2% of the time.

## INFORMATION TECHNOLOGY SERVICES

### Telcom/Network (8880)

#### PROGRAM DESCRIPTION:

Plans and provides support for the City's physical and logical network infrastructure and communications including data, voice, video and image. Provide technical and daily support of network operating systems, telephony administrations (PBX, voicemail, VRU) and circuit management services.

#### Major Initiatives for 2000:

- ◆ Enterprise CityNet
- ◆ Enterprise Server Management

#### Major Service Activities:

- ◆ **Network Services**  
Develops, implements, and maintains local (LAN) and wide (WAN) area network physical connectivity standards and network software protocols. Maintains network-addressing information for each device connected to the network. Provides the network management including performance analysis and capacity planning. Provides maintenance and daily support for all network-related equipment.
- ◆ **Voice Services**  
Responsible for the development and management of telecommunications standards and telecommunications systems that support the daily operations of the emergency and non-emergency services and the management of city functional units. Also responsible for capacity planning of all telecommunications systems.
- ◆ **Server Administration Services**  
Responsible for server hardware and server OS configurations. Monitor server hardware and software performance and modify as necessary to provide best performance. Develop standard procedures. Develop backup and recovery procedures.
- ◆ **Infrastructure**  
Monitor and control the infrastructure of the integrated network for all system management.

#### Service Activity Performance Measurements:

- ◆ **Network Services: Efficiency Measure:** Measure the number of trouble calls corrected within categories - over the phone, in less than 4 hours, between 4 and 8 hours, after 8 hours. Track # of calls / employee or contractor. Measure the number of calls per PC over the entire network, by individual department, and by application.
- ◆ **Network Services: Effectiveness Measure:** Network is operational 7 X 24. Calculate scheduled downtime. Calculate unscheduled downtime. Report and optimize performance quarterly.  
**Target:** Scheduled downtime of the enterprise network should be less than 2% per year. Unscheduled downtime of the enterprise network is less than .5% per year.
- ◆ **Voice Services: Efficiency Measure:** Measure the number of trouble calls corrected within categories - over the phone, in less than 4 hours, between 4 and 8 hours, after 8 hours. Track # of calls / employee or contractor. Measure the number of trouble calls per telephone over the entire network and by individual department.
- ◆ **Voice Services: Effectiveness Measure:** Telecommunications network and systems is operational 7 X 24. Calculate scheduled downtime. Calculate unscheduled downtime. Report and optimize performance quarterly.  
**Target:** Scheduled downtime is less than 1% a year. Unscheduled downtime is less than .1% a year.

**INFORMATION AND TECHNOLOGY SERVICES - Telcom/Network (8880) continued**

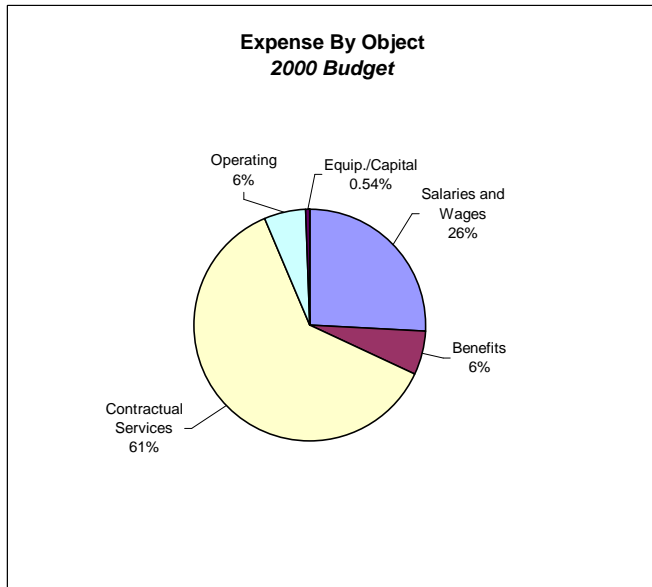
- ◆ **Server Administration Services: Efficiency Measure:** Measure the number of trouble calls corrected within categories - over the phone, in less than 4 hours, between 4 and 8 hours, after 8 hours. Track # of calls / employee or contractor. **Target:** 75% of mission critical trouble calls will be resolved within 8 hours or less. 75% of non-mission critical trouble calls will be resolved within 16 hours or less.
- ◆ **Server Administration Services: Effectiveness Measure:** Measure scheduled and unscheduled server downtime. Report and optimize performance quarterly. **Target:** Scheduled server downtime is less than 2% per year. Unscheduled server downtime is less than .1% per year.

**Information Technology Services Department**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's</b>	<b>68.35</b>	<b>67.35</b>	<b>66.35</b>	<b>67.35</b>	<b>67.35</b>	<b>1.51%</b>	<b>1.00</b>
<b>Expense by Object:</b>							
Salaries and Wages	2,967,866	2,969,693	3,439,746	3,581,026	3,581,026	4.11%	141,280
Benefits	665,139	688,677	781,789	854,031	854,031	9.24%	72,242
Contractual Services	5,627,250	6,075,420	6,341,156	8,578,305	8,578,305	35.28%	2,237,149
Operating	799,017	515,143	711,640	827,036	827,036	16.22%	115,396
Equip./Capital	448,449	609,561	-	75,000	75,000		75,000
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>10,507,720</b>	<b>10,858,494</b>	<b>11,274,331</b>	<b>13,915,398</b>	<b>13,915,398</b>	<b>23.43%</b>	<b>2,641,067</b>
<b>Expense by Fund:</b>							
General Fund	1,540,160	244,369	-	-	-		-
Intergovernmental Service	8,967,560	10,614,125	11,274,331	13,915,398	13,915,398	23.43%	2,641,067
<b>Total Expense by Fund</b>	<b>10,507,720</b>	<b>10,858,494</b>	<b>11,274,331</b>	<b>13,915,398</b>	<b>13,915,398</b>	<b>23.43%</b>	<b>2,641,067</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- A total of \$2 million has been added to contractual services for the Compaq Eduflex computer lease
- Approximately \$100,000 has been added to salary and benefits for on-call pay. This is a new contract requirement.
- ITS completed a reorganization during 1999





## PROGRAM AND SERVICE ACTIVITY INFORMATION

### INTERGOVERNMENTAL RELATIONS (8410)

#### **PROGRAM DESCRIPTION:**

The Intergovernmental Relations office serves as a valuable and essential resource for the City in its Policy development, priority setting, issue management, and government relations initiatives and effectively represents the City's policies and priorities before federal, state, and regional governments.

#### **Major Initiatives for 2000:**

- ◆ Researching, drafting, adopting and lobbying a federal legislative program.
- ◆ Developing and implementing a comprehensive issue management strategy for major legislative issues.
- ◆ Continuing to develop solid working relationships with policy makers.

#### **Major Service Activities:**

- ◆ Strategic Planning: Continuous defining of role/purpose of IGR in the City. Listening to those served by IGR office (customers). Assessing effectiveness in the past. Designing plan enhancing productivity and quality.
- ◆ Legislative Analysis: Identifying issues & political concerns needing review and decision by the Mayor, Council & department heads. Assisting local officials and policy development on these issues and develop strategies to lobby them as directed.
- ◆ Federal, State and Local lobbying advocating on behalf of Minneapolis' interests as outlined and prioritized by the Council and Mayor.
- ◆ Information Resource: Representing the City on various boards and, in general, presenting to the public a positive image of the City. Providing the mayor, council, department heads, legislators and other city partners with legislative information.
- ◆ Representation: Board and task forces and numerous affinity organizations .

#### **Service Activity Performance Measurements:**

- ◆ Inclusion of Minneapolis Legislative delegation in setting legislative priorities. Establishing work teams and incorporating team research results into legislative package. Educating department heads on IGR function. Developing unique action plan for each priority.
- ◆ Presenting information to affected state agencies, governor, federal agencies and city partners. Providing federal lobbyist with necessary tools & resources to be effective in Washington D.C.
- ◆ Number of bills tracked per Session at the State Legislature. Number of bills in the Minneapolis legislative priorities agenda.

## **Intergovernmental Relations continued**

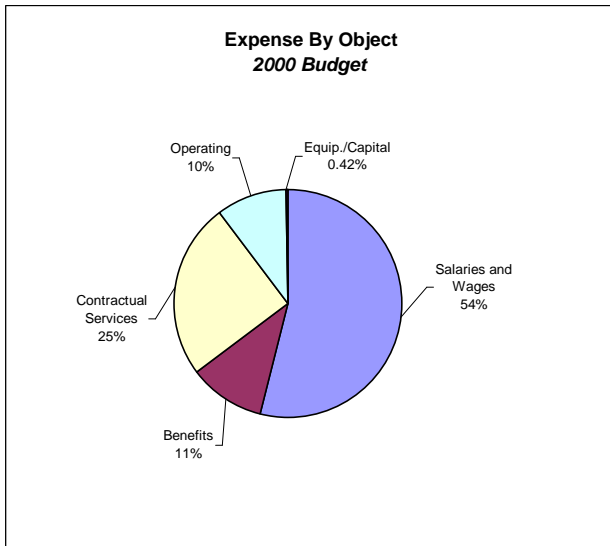
- ◆ Effective professional presentations on city legislative priorities. IGR staff attend departmental meetings to communicate external issues to city departments. IGR staff and Communications staff design and produce issue information.
- ◆ Number of city elected officials and IGR staff on various boards and commissions: AMM, LMC, CJCC, North Metro Mayors, Suburban Mayors, Property Tax Study Group.

**Intergovernmental Relations Department**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>		<b>-</b>
<b>Expense by Object:</b>							
Salaries and Wages	244,413	258,177	273,327	283,283	283,283	3.64%	9,956
Benefits	44,661	47,544	53,080	55,906	55,906	5.32%	2,826
Contractual Services	62,579	131,578	97,118	132,618	132,618	36.55%	35,500
Operating	41,401	49,986	53,643	51,143	51,143	-4.66%	(2,500)
Equip./Capital	3,063	5,874	3,425	2,184	2,184	-36.23%	(1,241)
<b>Total Expense by Object</b>	<b>396,118</b>	<b>493,158</b>	<b>480,593</b>	<b>525,134</b>	<b>525,134</b>	<b>9.27%</b>	<b>44,541</b>
<b>Expense by Fund:</b>							
General Fund	396,118	493,158	480,593	525,134	525,134	9.27%	44,541
<b>Total Expense by Fund</b>	<b>396,118</b>	<b>493,158</b>	<b>480,593</b>	<b>525,134</b>	<b>525,134</b>	<b>9.27%</b>	<b>44,541</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- Federal Lobbyist Contract was approved during 1999 which increased Contractual Services.

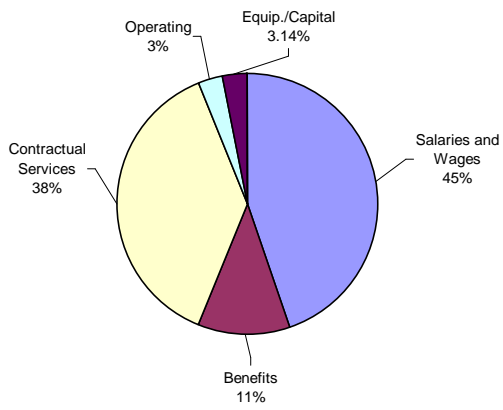


## Operations and Regulatory Services

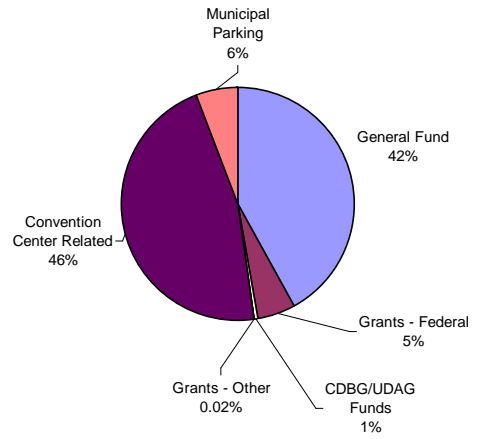
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Convention Center Operations	135.20	139.40	139.40	141.40	141.40	1.43%	2.00
Inspections	148.00	154.00	156.00	153.00	154.00	-1.28%	(2.00)
Licenses	115.25	115.25	116.25	114.25	116.25		-
<b>FTE's</b>	<b>398.45</b>	<b>408.65</b>	<b>411.65</b>	<b>408.65</b>	<b>411.65</b>		-
<b>Expense by Object:</b>							
Salaries and Wages	15,276,976	15,701,225	16,620,521	17,325,415	17,468,551	5.10%	848,030
Benefits	3,475,212	3,733,098	4,351,485	4,469,517	4,495,381	3.31%	143,896
Contractual Services	11,746,136	12,366,127	14,334,147	14,974,572	14,738,572	2.82%	404,425
Operating	1,251,961	1,154,544	1,208,742	1,168,722	1,168,722	-3.31%	(40,020)
Equip./Capital	1,434,720	1,150,742	920,125	1,228,425	1,228,425	33.51%	308,300
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>33,185,004</b>	<b>34,105,736</b>	<b>37,435,020</b>	<b>39,166,651</b>	<b>39,099,651</b>	<b>4.45%</b>	<b>1,664,631</b>
<b>Expense by Fund:</b>							
General Fund	14,967,401	14,818,482	15,616,539	16,192,789	16,375,789	4.86%	759,250
Grants - Federal	211,614	945,928	2,124,430	2,116,697	2,116,697	-0.36%	(7,733)
CDBG/UDAG Funds	445,814	399,590	200,000	198,000	198,000	-1.00%	(2,000)
Grants - Other	54,090	207,896	9,635	9,635	9,635		-
Convention Center Related	15,511,100	15,796,668	17,317,604	18,412,647	18,162,647	4.88%	845,043
Municipal Parking	1,994,987	1,937,172	2,166,812	2,236,883	2,236,883	3.23%	70,071
<b>Total Expense by Fund</b>	<b>33,185,004</b>	<b>34,105,736</b>	<b>37,435,020</b>	<b>39,166,651</b>	<b>39,099,651</b>	<b>4.45%</b>	<b>1,664,631</b>
<b>Expense by Division:</b>							
GMCVA	3,517,290	4,131,597	4,503,935	5,169,635	4,919,635	9.23%	415,700
Convention Center Operations	12,047,900	11,833,668	12,823,304	13,252,647	13,252,647	3.35%	429,343
Inspections	11,070,209	10,749,430	11,442,126	11,906,822	11,961,822	4.54%	519,696
Licenses	6,549,606	7,391,042	8,665,655	8,837,547	8,965,547	3.46%	299,892
<b>Total Expense by Division</b>	<b>33,185,004</b>	<b>34,105,736</b>	<b>37,435,020</b>	<b>39,166,651</b>	<b>39,099,651</b>	<b>4.45%</b>	<b>1,664,631</b>

## Operations and Regulatory Services

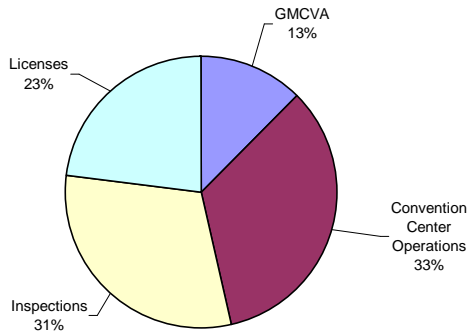
**Expense By Object  
2000 Budget**



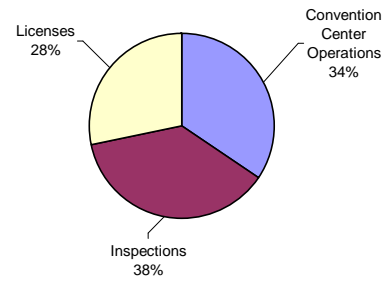
**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE by Division  
2000 Budget**



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### MINNEAPOLIS CONVENTION CENTER (ORG 865)

#### **PROGRAM DESCRIPTION:**

This public assembly facility was created as an investment to foster and generate economic activity by providing facilities and services for conventions, trade shows, exhibits, meetings, cultural, religious and sporting events; all of which contribute to the economic, cultural and social health of Minneapolis.

As a municipal enterprise organization and a major part of the hospitality industry and profession in Minneapolis, our stewardship requires management of this facility in a business-like, equitable, ethical and professional manner.

We are a service organization dedicated to anticipate, provide and be responsive with quality service in a timely manner in all aspects of meeting/management.

It is recognized that people use this facility. All that enter or are involved with this facility are our constituents and customers to be treated with dignity and respect.

We are committed to maximize and maintain use of this facility in a fiscally responsive and cost effective manner.

#### **Major Initiatives for 2000:**

- ◆ Management/operation of new Central Lutheran Church Parking Ramp.
- ◆ Review management/sales restructure of Convention Center.
- ◆ Implementation of new event management software system.

#### **Major Service Activities:**

◆ Event Coordination; General Facility Management & Administration; Housekeeping/Setup; Plant Operations; Sales– Marketing & Advertising; Security & Safety; Special Services/ Technical Services; Capital Expenditures Program.

◆ Tallmadge Building Operations – The MCC manages rental property at 1219 Marquette. This Building was purchased by the City in acquisition phase prior to construction of MCC and Plaza Parking Ramp.

#### **Service Activity Performance Measurements:**

- ◆ Annual earned revenue vs. operating costs; number of events in building: nationals & others; number of attendees.
- ◆ Percent of facility capacity booked; average dollars per day spent by attendees ; total convention attendee spending.
- ◆ Tallmadge Building – Revenue vs. operating expenses. Occupancy rate.

**Operations and Regulatory Services  
Convention Center (including GMCVA)**

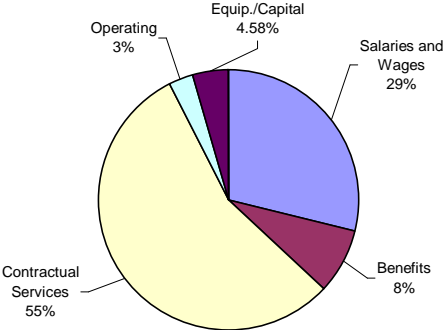
	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Recomm.	% Chg From 1999 to 2000 Recomm.	Change From 1999 to 2000 Recomm.
<b>FTE's by Division:</b>							
GMCVA							(note: The GMCVA is included in contractual services and the FTE's for the Assoc. are not reflected in this document)
Convention Center Operations	135.20	139.40	139.40	140.40	141.40	1.43%	2.00
<b>FTE's</b>	<b>135.20</b>	<b>139.40</b>	<b>139.40</b>	<b>140.40</b>	<b>141.40</b>	<b>1.43%</b>	<b>2.00</b>
<b>Expense by Object:</b>							
Salaries and Wages	4,408,293	4,432,192	5,104,327	5,265,667	5,304,687	3.93%	200,360
Benefits	1,181,321	1,203,179	1,453,308	1,469,474	1,477,622	1.67%	24,314
Contractual Services	8,339,051	9,022,552	9,675,402	9,435,451	10,277,491	6.22%	602,089
Operating	701,903	567,448	559,202	525,612	519,182	-7.16%	(40,020)
Equip./Capital	934,621	739,892	535,000	843,300	843,300	57.63%	308,300
Transfers	-	-	-	-	-	-	-
<b>Total Expense by Object</b>	<b>15,565,190</b>	<b>15,965,265</b>	<b>17,327,239</b>	<b>17,539,504</b>	<b>18,422,282</b>	<b>6.32%</b>	<b>1,095,043</b>
<b>Expense by Fund:</b>							
Grants - Other	54,090	168,597	9,635	9,635	9,635		-
Convention Center Related	15,511,100	15,796,668	17,317,604	17,529,869	18,412,647	6.32%	1,095,043
<b>Total Expense by Fund</b>	<b>15,565,190</b>	<b>15,965,265</b>	<b>17,327,239</b>	<b>17,539,504</b>	<b>18,422,282</b>	<b>6.32%</b>	<b>1,095,043</b>
<b>Expense by Division:</b>							
GMCVA	3,517,290	4,131,597	4,503,935	4,403,935	5,169,635	14.78%	665,700
Convention Center Operations	12,047,900	11,833,668	12,823,304	13,135,569	13,252,647	3.35%	429,343
<b>Total Expense by Division</b>	<b>15,565,190</b>	<b>15,965,265</b>	<b>17,327,239</b>	<b>17,539,504</b>	<b>18,422,282</b>	<b>6.32%</b>	<b>1,095,043</b>

**Explanation of Changes from 1999 to 2000 Budget:**

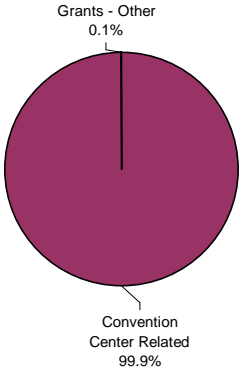
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**Operations and Regulatory Services  
Convention Center (including GMCVA)**

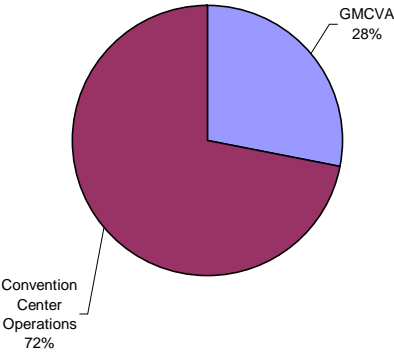
**Expense By Object  
2000 Budget**



**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**





## PROGRAM AND SERVICE ACTIVITY INFORMATION

### INSPECTIONS (8510)

**PROGRAM DESCRIPTION:** The Inspections Division serves the people of Minneapolis by safeguarding the physical environment and ensuring the community's health, safety, and welfare through education, coordination, and fair and impartial code enforcement.

Inspections Core Services:

- ◆ Code Development
- ◆ Education and Information
- ◆ Inspections
- ◆ Corrections

#### **Major Initiatives for 2000:**

- ◆ PSC / One stop shopping remodeling (Moving Inspections operation to Old Fed Bldg & back)
- ◆ Completion of BIIIS implementation (Step 3, 4 of Phase 1 & Phase 2)
- ◆ Implementation of next steps in the Inspections Business plan.
- ◆ Implementation of MAD report recommendations.
- ◆ Implementation of \$700,000 budget target strategies.
- ◆ Implementation of new HPC ordinance.
- ◆ Implementation of new State mandated bleacher safety program.
- ◆ Implementation of new State mandated Energy Code.

#### **Major Service Activities:**

- ◆ Review architectural, electrical, plumbing & mechanical plans for compliance with applicable codes. Issue & process permits, certificates, tests & registrations. Administer & provide TISH, Hazardous Boarded Buildings, Special Assessment program services.
- ◆ Process zoning variance, conditional use & other requests. Coordinate site plan reviews. Provide zoning information to customers. Provide sign permit, registration & inspection services, including annual billing. Support Zoning Board of Adjustment.
- ◆ Provide construction permit & commercial complaint related inspection services. Issue certificates, billings & registrations. Provide tracking & enforcement services for elevators, RPZ, Day-Care, etc. Provide customer information on how to do work safely.
- ◆ Conduct housing complaint & routine investigations & take corrective action. Inspect, license & register rental properties & condominiums. Provide specialized services for NRP, CAP, ROCCI, Citizen Inspections, Board & Lodging, Safe Schools, Graffiti removal, etc.
- ◆ Coordinate City environmental mgmt. activities. Prevent air, water & soil pollution. Register & annual bill users of polluting equip. Clean-up & bill for spills. Provide soil erosion control program. Provide complaint & routine environmental inspection services.

#### **Service Activity Performance Measurements:**

- ◆ Number of: appeals sustained; site and plan reviews; buildings boarded; average days buildings are boarded; TISH evaluations. Percent of housing closings held up through appeal.
- ◆ Number of: variances issued; permits inspected; site and plan reviews.
- ◆ Number of: permits issued; permits inspected.
- ◆ Number of complaints abated within 30 days. Percent of orders complied with before re-inspection. Customer satisfaction through service feedback program. Response time.
- ◆ Percent of complaints resolved within 30 days. Revenue verses cost (Cost recovery rate)

**Operations and Regulatory Services  
Inspections**

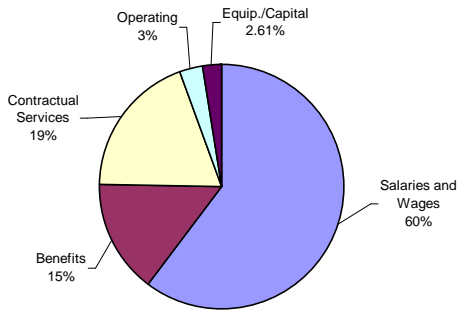
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's</b>	<b>148.00</b>	<b>154.00</b>	<b>156.00</b>	<b>153.00</b>	<b>154.00</b>	<b>-1.28%</b>	<b>(2.00)</b>
<i>Expense by Object:</i>							
Salaries and Wages	6,610,022	6,731,368	6,836,047	7,176,169	7,217,169	5.58%	381,122
Benefits	1,354,315	1,481,462	1,702,229	1,771,772	1,771,772	4.09%	69,543
Contractual Services	2,551,236	1,929,719	2,254,640	2,309,671	2,323,671	3.06%	69,031
Operating	241,780	297,193	337,371	337,371	337,371	-	-
Equip./Capital	312,856	309,687	311,839	311,839	311,839	-	-
<b>Total Expense by Object</b>	<b>11,070,209</b>	<b>10,749,430</b>	<b>11,442,126</b>	<b>11,906,822</b>	<b>11,961,822</b>	<b>4.54%</b>	<b>519,696</b>
<i>Expense by Fund:</i>							
General Fund	10,624,395	10,477,222	11,242,126	11,708,822	11,763,822	4.64%	521,696
CDBG/UDAG Funds	445,814	232,909	200,000	198,000	198,000	-1.00%	(2,000)
Grants - Other	-	39,299	-	-	-	-	-
<b>Total Expense by Fund</b>	<b>11,070,209</b>	<b>10,749,430</b>	<b>11,442,126</b>	<b>11,906,822</b>	<b>11,961,822</b>	<b>4.54%</b>	<b>519,696</b>

**Explanation of Changes from 1999 to 2000 Budget:**

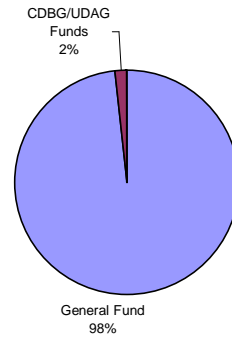
- A vacant clerical position was reallocated to the Space and Asset Management Function within the Coordinator's group.
- Salary increase reflects the net effect of target options which generated new types of revenues and the cut of 2 positions.
- In the Final Budget, a position was added to Environmental Control.

**Operations and Regulatory Services  
Inspections**

**Expense By Object  
2000 Budget**



**Expense By Fund  
2000 Budget**



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### LICENSES AND CONSUMER SERVICES - ADMINISTRATION (8360)

#### PROGRAM DESCRIPTION:

Perform inspections, investigations and regulation of some 120 categories of licensed business activities including: taxicab service issues, liquor and entertainment facility regulation, towing regulation, parking lot regulation and landscaping repair garage regulation, and other auto related uses. This involves a significant amount of research and development of new ordinance amendments to resolve emerging business related concerns.

#### Major Initiatives for 2000:

- ◆ KIVA implementation and refinement.
- ◆ Imaging adjustments for KIVA with subsequent full implementation.
- ◆ License renewal process review and simplification.

#### Major Service Activities:

- ◆ Inspection and enforcement of business licensing laws with respect to over 11,000 licensed entities.

#### Service Activity Performance Measurements:

- ◆ Licenses processed per FTE.  
→ 879 licenses per FTE.
- ◆ Percent of licenses in delinquent status. (Includes those that have gone out of business.)  
→ No more than 7.70% in delinquent status.

#### Major Service Activities:

- ◆ Collect and maintain required public information and license fees on over 11,000 licensed businesses in the City.

#### Service Activity Performance Measurements:

- ◆ Amount of revenue collected per FTE.  
→ \$147,453 Revenue per FTE
- ◆ Expense Budget cost per FTE.  
→ \$66,185 in cost per FTE

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### LICENSES AND CONSUMER SERVICES – PARKING AND TRAFFIC CONTROL (8370)

#### PROGRAM DESCRIPTION:

A staff of 37 people to provide traffic control during rush hours downtown, for the Metrodome, Minneapolis Convention Center, Target Center, construction zones and special events. Provide enforcement of City parking ordinances and state statutes as well as enforcement during street cleaning and snow emergencies. Respond to downtown and neighborhood parking complaints such as abandoned vehicles and blocked driveways. Collect revenue from the City's parking meters.

#### Major Initiatives for 2000:

- ◆ Control in the warehouse district during late night hours.
- ◆ Disability enforcement program addressing changes in state statute.
- ◆ Abandoned vehicle enforcement in residential neighborhoods .

#### Major Service Activities:

- ◆ Direct traffic assuring pedestrian safety and smooth traffic flow during rush hours, at construction sites, and many special events at the Metrodome, Target Center and Convention Center

#### Service Activity Performance Measurements:

- ◆ Provide traffic control services for both rush hours, the Convention Center Expansion project, and at 300 events.
- ◆ Smoothness of traffic flow, zero accidents at intersections staffed by Traffic Control, and continued requests for services.

#### Major Service Activities:

- ◆ Inspection and enforcement of parking laws in the City and collection of coins from parking meters. Enforcement includes meter, critical parking areas, snowbans, snow emergencies, abandoned vehicles, rush hour restrictions and commercial parking zones.

#### Service Activity Performance Measurements:

- ◆ Citations per FTE and Coin Revenue per FTE.  
→ 8,600 citations per FTE, \$101,783 in meter collection per FTE.
- ◆ Facilitation of traffic flow during rush hours, abandoned vehicle removal and enforcement of critical parking zones as measured by traffic control responses to complaints and proactive enforcement.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### LICENSES AND CONSUMER SERVICES – CAP/ SPACE (8380)

#### PROGRAM DESCRIPTION:

One staff person provides both Space Planning services, Americans with Disabilities Act compliance guidance to departments and acts as professional and administrative staff to the Coordinated Action Program (CAP) and its subcommittees. Space Planning involves coordinating departmental needs under the direction of the Space Planning Committee and the city's facilities managers. Americans with Disabilities Act compliance requires training and advising city staff on federal mandates related to hiring and serving individuals with disabilities, assisting employees secure modifications in their positions to ensure effectiveness.

#### Major Initiatives for 2000:

- ◆ Continue to work to set up the NEWS (Neighborhood Early Warning System) and get federal funding for it.
- ◆ Coordination of Multi-departmental and multi-level governmental efforts to address problems.

#### Major Service Activities:

- ◆ Provide professional and administrative support to ADA implementation and the Coordinated Action Program (CAP) and its subcommittees.

#### Service Activity Performance Measurements:

- ◆ Evaluate performance of coordinated efforts in pilot project at year's end.
- ◆ Develop data measures and tracking capacity.

#### Major Service Activities:

- ◆ Improve the response to chronic problem properties through a coordination of services and information between the various City divisions and the various levels of government.

#### Service Activity Performance Measurements

- ◆ Decrease the number of problem properties.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### LICENSES AND CONSUMER SERVICES – ENVIRONMENTAL HEALTH (FOOD AND SANITATION) (8391)

#### PROGRAM DESCRIPTION:

The goal of Environmental Health is the prevention of environmentally caused disease and disability and by promoting and maintaining a safe and healthful environment free for disease agents and hazards in City food establishments and institutions.

#### Major Initiatives for 2000:

- ◆ Train employees and licensees about use and interpretation of the 1998 Minnesota/1999 Minneapolis Food Code.
- ◆ Prepare for the delegation agreement with Minnesota Department of Agriculture to assume all responsibilities for inspection of grocery and convenience stores.
- ◆ Structure a Food Safety Advisory Committee of licensees to discuss food safety training, communication, the new food code interpretation.

#### Major Service Activities:

- ◆ Enforce Minneapolis/ Minnesota Food Code, Lodging and Boarding Code and Pool Code through a uniform inspection system for licensed facilities. Conduct 7600 inspections of licensed establishments, vehicles, and schools.

#### Service Activity Performance Measurements:

- ◆ Average 500 general inspections per FTE.
- ◆ Minimize outbreaks of foodborne illness in Minneapolis.
- ◆ Five or fewer confirmed outbreaks and five or fewer probable outbreaks.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### LICENSES AND CONSUMER SERVICES – ENVIRONMENTAL HEALTH (LEAD ABATEMENT) (8392)

#### PROGRAM DESCRIPTION:

Prevent elevated blood lead levels among Minneapolis children through education. Reduce blood lead levels in children already affected through environmental intervention.

#### Major Initiatives for 2000:

- ◆ Continue coordination of lead reduction efforts among City departments and community agencies, using lead LINK as a template for activities.
- ◆ Complete HUD Round IV lead reduction activities.
- ◆ Implement coordinated lead plan.

#### Major Service Activities:

- ◆ Perform mandated lead hazard inspection and assessments at dwellings of children with reported blood levels of 20 ug/dl or higher. Identify sources of lead exposure, issue orders for hazard reduction, follow up to ensure compliance.

#### Service Activity Performance Measurements:

- ◆ Inspections per FTE.
  - 33 inspections per FTE.
- ◆ Percentage of children tested positive for blood lead levels of 10 ug/dl and above will decline by 2% points per year.
  - 23.5%

#### Major Service Activities:

- ◆ Perform lead hazard inspections for dwellings selected for HUD Round IV 10,000 windows project, write specifications for lead reduction and clear properties as required. Perform education and outreach for landlords,

#### Service Activity Performance Measurements:

- ◆ Complete 240 lead reductions during the year.
- ◆ Percentage of children tested positive for lead levels of 10 ug/dl and above will decline by 2% during the year.
  - 23.5%



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### LICENSES AND CONSUMER SERVICES – ANIMAL CONTROL (8395)

#### **PROGRAM DESCRIPTION:**

Protect the community from animal bites and other hazards and nuisances created by irresponsible pet ownership through the enforcement of animal control ordinances and state statutes. Investigate animal related complaints and provide service responses. Provide sheltering and appropriate care and veterinary services for all animals impounded. Provide information to the public regarding pet licensing along with the sale of licenses and promotion of animal adoption activities.

#### **Major Initiatives for 2000:**

- ◆ Prepare the new shelter.
- ◆ Implement the new Animal Control Ordinance
  - Fees
  - Multiple animal permits
  - Barking dog enforcement

#### **Major Service Activities:**

- ◆ Operate the animal shelter facility providing sheltering, appropriate care and veterinary services for all impounded animals.

#### **Service Activity Performance Measurements:**

- ◆ Number of stray animals picked up per FTE.
  - 800 animals per FTE
- ◆ Number of animals returned to owner or adopted.
  - 38% reunited with owner, 15% adopted.

#### **Major Service Activities:**

- ◆ Protect the community from animal bites and other hazards created by irresponsible pet ownership through the enforcement of animal control ordinances and state statutes.

#### **Service Activity Performance Measurements:**

- ◆ Service responses per FTE.
  - 1,360 service responses per FTE.
- ◆ Number of citations and warnings written per FTE.
  - 104 citations and 280 warnings per year per FTE.

**Operations and Regulatory Services  
Licenses and Consumer Services**

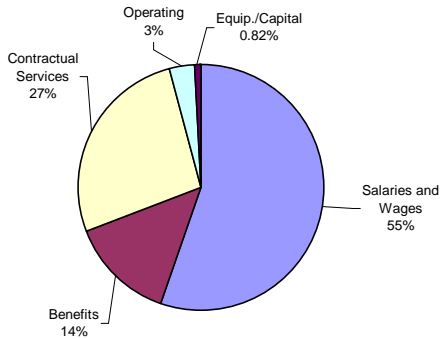
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Administration	24.00	24.00	24.00	23.00	24.00		-
Parking and Traffic Control	36.00	36.00	37.00	37.00	37.00		-
CNAP - Space Planning	1.00	1.00	1.00	1.00	1.00		-
Environmental Health	34.25	34.25	34.25	34.25	34.25		-
Animal Control	20.00	20.00	20.00	19.00	20.00		-
<b>FTE's</b>	<b>115.25</b>	<b>115.25</b>	<b>116.25</b>	<b>114.25</b>	<b>116.25</b>		<b>-</b>
<b>Expense by Object:</b>							
Salaries and Wages	4,258,660	4,537,664	4,680,147	4,844,559	4,946,695	5.70%	266,548
Benefits	939,576	1,048,456	1,195,948	1,220,123	1,245,987	4.18%	50,039
Contractual Services	855,849	1,413,856	2,404,105	2,387,410	2,387,410	-0.69%	(16,695)
Operating	308,278	289,902	312,169	312,169	312,169		-
Equip./Capital	187,243	101,163	73,286	73,286	73,286		-
<b>Total Expense by Object</b>	<b>6,549,606</b>	<b>7,391,042</b>	<b>8,665,655</b>	<b>8,837,547</b>	<b>8,965,547</b>	<b>3.46%</b>	<b>299,892</b>
<b>Expense by Fund:</b>							
General Fund	4,343,006	4,341,260	4,374,413	4,483,967	4,611,967	5.43%	237,554
Grants - Federal	211,614	945,928	2,124,430	2,116,697	2,116,697	-0.36%	(7,733)
CDBG/UDAG Funds	-	166,682	-	-	-		-
Municipal Parking	1,994,987	1,937,172	2,166,812	2,236,883	2,236,883	3.23%	70,071
<b>Total Expense by Fund</b>	<b>6,549,606</b>	<b>7,391,042</b>	<b>8,665,655</b>	<b>8,837,547</b>	<b>8,965,547</b>	<b>3.46%</b>	<b>299,892</b>
<b>Expense by Division:</b>							
Administration	1,707,982	1,683,766	1,588,463	1,759,439	1,847,745	16.32%	259,282
Parking and Traffic Control	1,989,916	1,944,808	2,166,812	2,236,883	2,236,883	3.23%	70,071
CNAP - Space Planning	88,963	72,016	97,534	97,372	97,372	-0.17%	(162)
Environmental Health	1,667,068	2,569,484	3,644,807	3,605,065	3,605,065	-1.09%	(39,742)
Animal Control	1,095,678	1,120,967	1,168,039	1,138,788	1,178,482	0.89%	10,443
<b>Total Expense by Division</b>	<b>6,549,606</b>	<b>7,391,042</b>	<b>8,665,655</b>	<b>8,837,547</b>	<b>8,965,547</b>	<b>3.46%</b>	<b>299,892</b>

**Explanation of Changes from 1999 to 2000 Budget:**

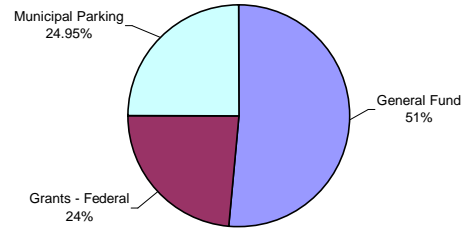
- Administration increase reflects the move of turnover savings to the division level. The divisions show an offset.

**Operations and Regulatory Services  
Licenses and Consumer Services**

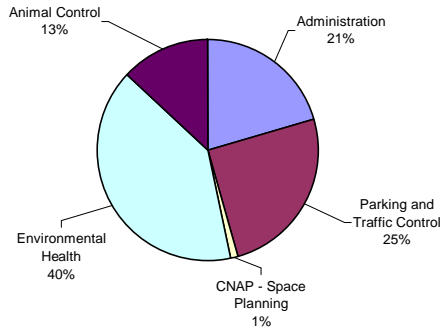
**Expense By Object  
2000 Budget**



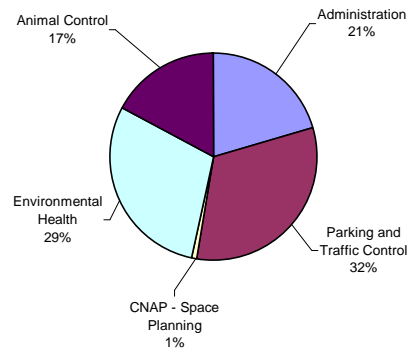
**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE by Division  
2000 Budget**



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### CITY COUNCIL - 2400

#### PROGRAM DESCRIPTION:

Establish general policies, subject to the approval of the Mayor, to insure the health, safety, life, property and general, social, and economic welfare of the City's citizens.

#### MAJOR SERVICE ACTIVITIES:

- ◆ Conduct regularly scheduled Council meetings, committee meetings and public hearings to carry out the policies of the City.
- ◆ Establish policies in eight goal areas and Government Management in accordance with Priorities 2000, presented by Mayor Sharon Sayles Belton on August 12, 1999. The 8 City goals include:
- ◆ Increase the City's population and tax base by developing and supporting housing choices citywide through preservation of existing housing and new construction.
- ◆ Increase safety and confidence in the City of Minneapolis through effective and efficient law enforcement and prosecution, and criminal justice system reform.
- ◆ Strengthen the participation of all citizens, including children, in the economic and civic life of the community.
- ◆ Create strong vital commercial corridors citywide through mixed-use development, including a variety of businesses and creative housing.

Improve public transportation to get people to jobs, school and fun.

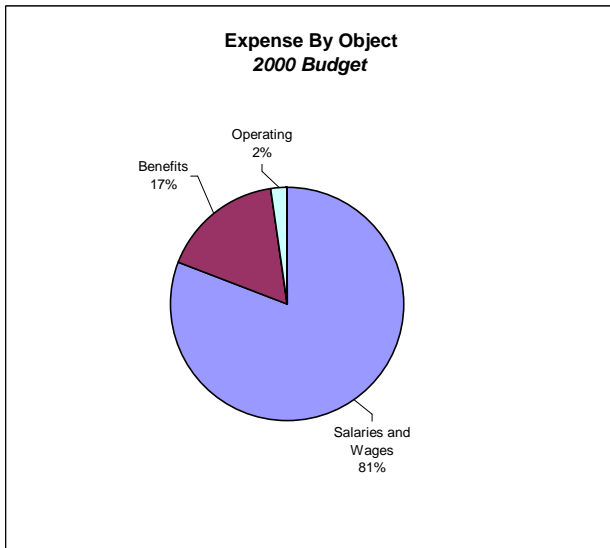
- ◆ Preserve, enhance and create a sustainable natural and historic environment citywide.
- ◆ Market downtown as a place to live, work, play and do business.
- ◆ Strengthen our City through infrastructure investment.
- ◆ Resolve citizen concerns and complaints.

**City Council**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>		-
<b>Expense by Object:</b>							
Salaries and Wages	749,305	761,658	808,886	818,792	818,792	1.22%	9,906
Benefits	143,494	157,295	174,411	170,325	170,325	-2.34%	(4,086)
Contractual Services	-	-	-	-	-		-
Operating	22,291	22,291	22,291	22,291	22,291		-
Equip./Capital	-	-	-	-	-		-
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>915,090</b>	<b>941,244</b>	<b>1,005,588</b>	<b>1,011,408</b>	<b>1,011,408</b>	<b>0.58%</b>	<b>5,820</b>
<b>Expense by Fund:</b>							
General Fund	915,090	941,244	1,005,588	1,011,408	1,011,408	0.58%	5,820
<b>Total Expense by Fund</b>	<b>915,090</b>	<b>941,244</b>	<b>1,005,588</b>	<b>1,011,408</b>	<b>1,011,408</b>	<b>0.58%</b>	<b>5,820</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- Change in health benefits is due to changes in coverage (i.e., change from family to single or elimination of coverage).



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FIRE ADMINISTRATION (2805)

#### **PROGRAM DESCRIPTION:**

Administration of Department – To plan and provide for the necessary resources, personnel, equipment, training, and the proper direction of these resources so that fire suppression and emergency medical services can be effectively delivered to the citizens.

#### **Major Initiatives for 2000:**

- ◆ Continue to implement Bell Curve Staffing.
- ◆ Work closely with ITS to develop a comprehensive new Fire Records Management System.
- ◆ Conduct supervisor's diversity training. Our last diversity training was in 1994 and since that time our company level supervisory staff has had a 60% turnover.
- ◆ Create training opportunities for succession planning.

#### **Major Service Activities:**

- ◆ Manage resources to appropriately staff and maintain all Fire Department operations.
- ◆ Provide ongoing EMS and Fire Suppression training to all sworn personnel.
- ◆ Maintain appropriate daily staffing levels. Monitor and oversee all field operations to effectively deliver fire suppression and EMS services for all incidents.

#### **Service Activity Performance Measurements:**

- ◆ Implement Bell Curve Staffing to reduce overtime costs by \$1,000,000 in year 2000 by hiring and retaining a highly qualified and diverse workforce.
- ◆ All sworn personnel EMT certified. All OSHA mandated fire suppression training provided.
- ◆ Adequate daily staffing levels maintained. Fire Stations, fire apparatus, and fire equipment maintained and in good working condition.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FIRE SUPPRESSION AND EMERGENCY MEDICAL SERVICE (2820)

#### PROGRAM DESCRIPTION:

Minimize property loss and loss of life due to fires, hazardous conditions and medical emergencies.

#### Major Initiatives for 2000:

- ◆ Bring a Heavy Rescue unit into service.
- ◆ Implement the "modified" response for all fire alarms.
- ◆ Maintain an average response time of 3.5 minutes or less.
- ◆ Maintain EMT certification requirements for all personnel.
- ◆ Provide ongoing fire suppression training for all personnel.

#### Major Service Activities:

- ◆ Fire suppression response to fires and hazardous conditions.
- ◆ Respond to medical emergencies and provide emergency medical service (EMS).
- ◆ Inspect commercial buildings for Fire Code compliance.

#### Service Activity Performance Measurements:

- ◆ Maintain a response time of 3.5 minutes or less.
- ◆
- ◆ Maintain EMT certifications, and all other fire suppression and hazardous materials knowledge and skills by meeting certification requirements and other training attendance and testing requirements.
- ◆ Perform Fire Code Inspections on a 3 year cyclical schedule for all commercial buildings.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### FIRE PREVENTION (2870)

#### **PROGRAM DESCRIPTION:**

To prevent and/or reduce fire risk through the administration of Fire Code inspections.

#### **Major Initiatives for 2000:**

- ◆ Implementation of non-automated inspection record keeping system.
- ◆ Implementation of inspection training program for all Fire Suppression Captains
- ◆ Continue development of hazardous materials program.

#### **Major Service Activities:**

- ◆ FPB inspectors and Fire Suppression Companies to conduct Fire Code inspections of commercial buildings at least once every three years.
- ◆ Review all submitted construction plans for Fire Code compliance.
- ◆ Inspect and test new fire suppression and alarm systems.
- ◆ Investigate all fires with loss over \$100 for cause and origin.

#### **Service Activity Performance Measurements:**

- ◆ FPB Inspectors and Fire Suppression Companies to conduct 3,400 Fire Code inspections in year 2000 to keep pace with the 3 year cyclical inspection program.
- ◆ Remedy 4,000 hazardous conditions and generate \$50,000 in revenues for Fire Permit fees.



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### EMERGENCY PREPAREDNESS (2880)

#### **PROGRAM DESCRIPTION:**

Plans and administers preparedness programs for effective disaster response and the mitigation of potential disaster threats.

#### **Major Initiatives for 2000:**

- ◆ Develop a Metropolitan Medical Response System with the U.S. Public Health Service and City of St. Paul for the 7-county metropolitan area.
- ◆ Design and conduct a tabletop exercise with a biological terrorist event involving City, County, and State agencies.
- ◆ Design and conduct functional exercise with St. Paul to review our level of preparedness for a Chemical Ordnance Biological Radiological – Weapons of Mass Destruction (COBRA - WMD) incident.

#### **Major Service Activities:**

- ◆ Coordinate training, planning and response activities for a COBRA (WMD) incident.
- ◆ Provide support, coordination, and training for Emergency Operations Center and Emergency response personnel.
- ◆ Monitor and oversee grant and control funds for biological, chemical, and nuclear incident planning and response.

#### **Service Activity Performance Measurements:**

- ◆ All emergency responders will be trained at a minimum to the Responder Awareness level.
- ◆ Police, Fire, and EMS personnel will increase their levels of protection from COBRA agents.
- ◆ Emergency Operations Center staff will participate in exercise, drills, and training.

**Fire Department**

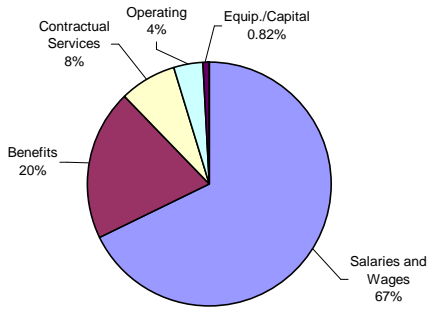
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Administration	16.00	17.00	17.00	19.00	19.00	11.76%	2.00
Fire Suppression and Emerg. Serv.	449.00	449.00	449.00	457.00	457.00	1.78%	8.00
Fire Prevention	15.50	15.50	15.50	15.50	15.50	-	-
Emergency Preparedness	1.50	1.50	1.50	1.50	1.50	-	-
<b>FTE's</b>	<b>482.00</b>	<b>483.00</b>	<b>483.00</b>	<b>493.00</b>	<b>493.00</b>	<b>2.07%</b>	<b>10.00</b>
<b>Expense by Object:</b>							
Salaries and Wages	24,784,241	25,278,124	25,200,800	26,003,163	26,003,163	3.18%	802,363
Benefits	6,322,064	6,372,989	7,211,372	7,653,812	7,653,812	6.14%	442,440
Contractual Services	2,628,675	2,771,148	2,724,065	2,906,337	2,906,337	6.69%	182,272
Operating	1,199,724	1,196,571	1,792,687	1,479,140	1,479,140	-17.49%	(313,547)
Equip./Capital	174,446	96,798	321,032	313,232	313,232	-2.43%	(7,800)
Transfers	-	-	-	-	-	-	-
<b>Total Expense by Object</b>	<b>35,109,149</b>	<b>35,715,630</b>	<b>37,249,956</b>	<b>38,355,684</b>	<b>38,355,684</b>	<b>2.97%</b>	<b>1,105,728</b>
<b>Expense by Fund:</b>							
General Fund	35,022,931	35,683,608	37,217,440	38,330,418	38,330,418	2.99%	1,112,978
Grants - Federal	33,996	29,266	29,266	25,266	25,266	-13.67%	(4,000)
Grants - Other	52,221	2,756	3,250	-	-	-	(3,250)
<b>Total Expense by Fund</b>	<b>35,109,149</b>	<b>35,715,630</b>	<b>37,249,956</b>	<b>38,355,684</b>	<b>38,355,684</b>	<b>2.97%</b>	<b>1,105,728</b>
<b>Expense by Division:</b>							
Administration	1,440,149	1,349,459	1,624,300	1,910,411	1,910,411	17.61%	286,111
Fire Suppression and Emerg. Serv.	32,452,258	33,057,460	34,401,508	35,123,670	35,123,670	2.10%	722,162
Fire Prevention	1,089,232	1,177,428	1,052,968	1,122,984	1,122,984	6.65%	70,016
Emergency Preparedness	127,510	131,283	171,180	198,619	198,619	16.03%	27,439
<b>Total Expense by Division</b>	<b>35,109,149</b>	<b>35,715,630</b>	<b>37,249,956</b>	<b>38,355,684</b>	<b>38,355,684</b>	<b>2.97%</b>	<b>1,105,728</b>

**Explanation of Changes from 1999 to 2000 Budget:**

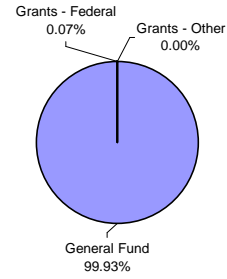
- One time cost for cadets (uniforms and education) decreased by \$244,480.
- Rent increase of \$108,655.
- Added Fire Cadets (10 FTEs).

# Fire Department

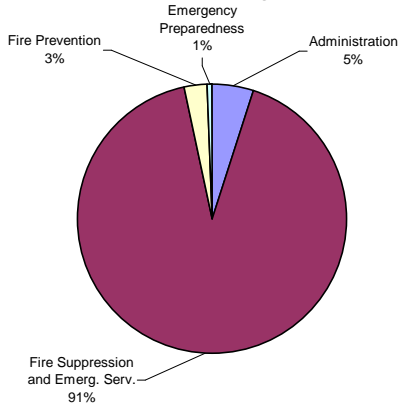
### Expense By Object 2000 Budget



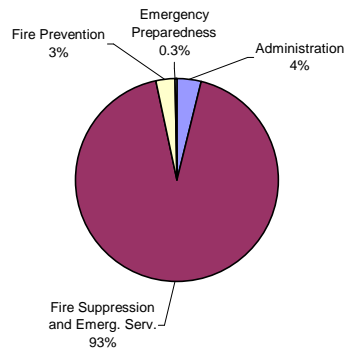
### Expense By Fund 2000 Budget



### Expense By Division 2000 Budget



### FTE by Division 2000 Budget



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HEALTH AND FAMILY SUPPORT - ADMINISTRATION (8611)

#### **PROGRAM DESCRIPTION:**

Provide administrative leadership and managerial direction for employment and training activities, community services, and the health activities of research, policy, assurance, and public health initiatives. Ensure department planning processes that establish priorities, goals, and measurable objectives, including regulatory standards, to affect changes in health and employment status for Minneapolis residents.

#### **Major Initiatives for 2000:**

- ◆ Health and Welfare of New Arrivals. Assess needs, and create recommendations and policies to guide development of effective programs at MDHFS and the City of Minneapolis to meet the needs of new arrivals. Determine changes to meet the needs of those with limited English speaking abilities.
- ◆ Domestic Violence. Develop consistent and effective policies and coordination among City Departments, as well as the County and other community organizations working with domestic violence. Assure a strong working relationship with the police department on violence issues.
- ◆ Family stability and self-sufficiency. Develop and implement policies and programs that increase and maintain individual and family stability and self-sufficiency in the City. Integrate MDHFS activities in the areas of public health, employment and training, and community services to move toward more coordinated services and referrals among health, employment, and other agencies.
- ◆ Revenue enhancement. Determine methods for financing school health initiatives, including the School Based Clinics and Welcome Center, and implement changes to generate revenues.

#### **Major Service Activities:**

- ◆ New Arrivals: Sponsor a collaborative with internal and external stakeholders to assess current activities and service gaps, as well as recommendations and policies.
- ◆ Domestic Violence: Sponsor a collaborative with internal and external stakeholders to assess current activities and service gaps, as well as develop recommendations and policies. Assess the cost and extent of domestic violence, and strengthen working relationships with the police department.
- ◆ Family Stability: Research specific conditions and services that promote individual and family stability and self-sufficiency, including private conditions and resources, as well as public programs and policies.
- ◆ Revenue Enhancement: Generate revenue for the School Based Clinics from third party payors, and from other forms of public reimbursement.

## **Health and Family Support - Administration continued**

### **Service Activity Performance Measurements:**

- ◆ Develop specific program objectives, methods, and evaluation for the three new initiatives of new arrivals, domestic violence, and family stability, and implement.
- ◆ Implement a School Based Clinic billing system, and participate in the Local Collaborative Time Study process.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HEALTH AND FAMILY SUPPORT - ASSURANCE DIVISION (8610)

#### **PROGRAM DESCRIPTION:**

Ensure that community residents have services and programs necessary to achieve agreed upon goals. Provide grant and contract administration, including timely development of contracts and monitoring of contract compliance, and ensure continuing grant support by submitting all grant requests, modifications, and program information by the due date.

#### **Major Initiatives for 2000:**

- ◆ Create an integrated, comprehensive contract system focused on outcomes and performance measures.
- ◆ Ensure all contracts between MDHFS and service contractees are developed in accordance with relevant laws and regulations, and in compliance with multiple funding sources.
- ◆ Increase department revenue through consistent application of an indirect cost allocation to grant

#### **Major Service Activities:**

- ◆ Develop and implement a performance management effectiveness system, and develop improved performance measures particularly for the largest contracts.
- ◆ Implement annual monitoring site visits for at least 50% of health contracts.
- ◆ Work with the Finance Department to develop a department indirect cost plan.

#### **Service Activity Performance Measurements:**

- ◆ Implementation of the performance management effectiveness system, and performance measures.
- ◆ Documented site visits, with appropriate follow-up on any problems identified and provision of technical assistance as needed.
- ◆ Implementation of the indirect cost plan.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HEALTH AND FAMILY SUPPORT - PUBLIC HEALTH LABORATORY (8614)

#### PROGRAM DESCRIPTION:

Provide clinical, environmental and chemical laboratory services to City of Minneapolis and other public sector customers including local law enforcement, the division of Environmental Health, school-based clinics, Minneapolis Park and Recreation Board, Hennepin County Health Assessment and Promotion Clinic, and the public.

#### Major Initiatives for 2000:

- ◆ Strengthen core assurance function by providing Environmental, Chemical and Clinical testing for City Departments and maintain testing expertise related to Public Health.
- ◆ Continue internal and external marketing to maintain laboratory test volume.
- ◆ Become a part of bioterrorism program development and define laboratory involvement needs for working with City County, and State bioterrorism programs.

#### Major Service Activities:

- ◆ Clinical testing services for private physicians/clinics, Hennepin County agencies, and the School Based Clinic program.
- ◆ Environmental food, water and lead testing for Environmental Health, Hennepin County Community Health, and the Minnesota Department of Health.
- ◆ Chemical testing and expert witness testimony for the Minneapolis Police Department, Hennepin County Sheriff's Office, numerous community police departments and task forces.

#### Service Activity Performance Measurements:

- ◆ Meet or exceed minimum proficiency standards in all areas of testing..
- ◆ Provide accurate results in a timely manner for all samples submitted. Perform 80,000 total tests in 2000.
- ◆ Maintain CLIA, AIHA and State EPA laboratory accreditation.
- ◆ Generate \$450,000 in revenue

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HEALTH AND FAMILY SUPPORT - EMPLOYMENT AND TRAINING PROGRAM (8600)

#### PROGRAM DESCRIPTION:

To establish detailed plans which maximize the efficient use of funds available for program activities which lead to unsubsidized employment, work experience opportunities that provide a work history and job keeping skills and summer youth employment; to recommend program operators who meet the criteria established for demonstrated effectiveness; and to administer, monitor, and evaluate all employment-related activities consistent with federal, state, city and private foundation regulations and rules.

#### Major Initiatives for 2000:

- ◆ Successfully convert programs funded under the Job Training Partnership Act to the Workforce Investment Act.
- ◆ Implement the industry cluster program.
- ◆ Continue to apply for employment and training discretionary grants.

#### Major Service Activities:

- ◆ Apply for and administer state or federal grants to provide youth employment and training services.
- ◆ Apply for and administer state or federal grants to provide adult and dislocated worker employment and training services.
- ◆ Apply for and administer state or federal grants to provide welfare to work employment and training services.
- ◆ Apply for and administer state or federal grants to provide miscellaneous employment and Training services.

#### Service Activity Performance Measurements:

- ◆ Meet 85% of grant requirements and have no disallowed costs.



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HEALTH AND FAMILY SUPPORT - COMMUNITY SERVICES (8605)

#### **PROGRAM DESCRIPTION:**

Provide Community Services to Minneapolis residents that include special initiatives and advocacy services.

Special Initiatives include: Domestic Abuse Services, the Curfew Truancy Center, Senior Coordinating Board, and the Drug Initiative.

Advocacy Services provide advocacy and information to: tenants and landlords about their rights and obligations; American Indian residents and resolve problems; and, senior citizens. The Senior Citizen program also provides tax return preparation for seniors and low income households.

#### **Major Initiatives for 2000:**

- ◆ Continue to improve the working relationship between the Domestic Abuse Project, the Police, and the City Attorney's Office.
- ◆ Hire staff to conduct follow-up pilot project for curfew truancy violators brought to the center by the 4<sup>th</sup> precinct.
- ◆ Complete the planning and institute the Senior Coordinating Board.
- ◆ Complete the training for the new Housing Advocate to improve customer service.
- ◆ Reorganize the American Indian protocol used for verification of Native American status for fighter candidates.
- ◆ Full participation in the Minneapolis Complete Count Committee.

#### **Major Service Activities:**

- ◆ Ensure domestic abuse and curfew truancy center services via contract.
- ◆ Increase the number of curfew violators and truants brought into the center.
- ◆ Respond to tenant and landlord problems.
- ◆ Continue to write Circle article to improve communication in the American Indian community.
- ◆ Full participation with the Metropolitan Urban Indian Directors
- ◆ Provide staffing of the Senior Advisory Committee, the Minneapolis Advisory Committee on Drug and Alcohol Problems and the Advisory Council on Disabilities.
- ◆ Continue to work on improving the client tracking system and the staff use of the tracking system

#### **Service Activity Performance Measurements:**

- ◆ Increase the level of curfew and truancy enforcement in Minneapolis to a minimum of 1500 youth per year in each area.
- ◆ Reduce by two minutes the average length of calls for housing related assistance.
- ◆ Answer 90% of in-coming calls.
- ◆ Increase the number of walk-in clients served by the American Indian Advocate.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HEALTH AND FAMILY SUPPORT - PUBLIC HEALTH INITIATIVES (8620)

#### **PROGRAM DESCRIPTION:**

This program ensures department capacity to undertake priority public health initiatives, and to respond to emerging public health needs in a timely manner in coordination with key stakeholders. Program areas include: school based clinics; other school health activities including the Welcome Center; a new federally funded program, Healthy Start; and, a health care access initiative supported by a Centers for Disease Control Prevention Specialist.

#### **Major Initiatives for 2000:**

- ◆ Assist new arrival families adjust to life in Minneapolis through the Welcome Center at Minneapolis Public School sites.
- ◆ Initiate a new program, Healthy Start, designed to decrease infant mortality in African Americans and American Indians
- ◆ Promote health care coverage for all Minneapolis children.
- ◆ Improve the capacity to address the mental health needs of Minneapolis adolescents.

#### **Major Service Activities:**

- ◆ Assure operation of the health and family stabilization component of the Minneapolis Public School's Welcome Center Project.
- ◆ Provide staffing for school-based clinics in 5 Minneapolis high schools, and other educational and alternative school sites serving Minneapolis adolescents.
- ◆ Convene a Healthy Start advisory group and provide: coordination; service enhancements such as nutrition education and transportation; cultural competency training for providers, and; outreach services for pregnant African American and American Indian women.
- ◆ Convene an advisory group to help develop a plan to increase the health care coverage among M residents.

#### **Service Activity Performance Measurements:**

- ◆ Provide services to 6,000 children who are enrolling in Minneapolis Public Schools (immunizations, enrollment in health plan, and/or evaluate health status).
- ◆ Provide health services to 1,700 adolescents enrolled in Minneapolis public schools.
- ◆ Coordinate care and provide enhanced services for 200 pregnant African American or American Indian women who live in either Minneapolis or St. Paul to reduce infant mortality in these populations.
- ◆ Develop a plan to decrease the number of uninsured Minneapolis residents.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HEALTH AND FAMILY SUPPORT - POLICY AND ADVOCACY (8615)

#### PROGRAM DESCRIPTION:

Based on needs identified by the community and public health research, MDHFS advocates for policy change and develops community initiatives that will positively impact families and individuals.

#### Major Initiatives for 2000:

- ◆ Youth Violence Prevention Activities, primarily the Stay Alive Program
- ◆ Formation of the Senior Coordinating Board
- ◆ Youth Tobacco Prevention Efforts (responding to the tobacco endowment monies)
- ◆ New Arrivals initiative focused on health and family support issues for recent immigrants

#### Major Service Activities:

- ◆ Youth Violence Prevention Activities, including the Stay Alive Program, a violence prevention initiative targeting African American and American Indian Young males in the Phillips, Powderhorn and Near North neighborhoods
- ◆ Reducing youth access to alcohol., tobacco, illegal guns and firearms
- ◆ Development of comprehensive lead plan to reduce and prevent childhood exposure to lead.
- ◆ Development of special initiative aimed at enhancing the health and welfare of new arrivals.
- Project LID, an infant mortality reduction project
- Health Promotion activities based on priorities of department
- Communication planning, including coordinating media for the Department
- Development and advocacy regarding the Department's legislative agenda

#### Service Activity Performance Measurements:

- ◆ Participants of the Stay Alive Project will remain arrest free during the time that they participate in the project.
- ◆ Department's top legislative priorities are enacted by the state legislature.
- ◆ Community based organizations and the city council come to consensus on a city wide lead plan to reduce childhood exposure to lead.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### HEALTH AND FAMILY SUPPORT - RESEARCH DIVISON (8618)

#### **PROGRAM DESCRIPTION:**

Collect, analyze data to maintain surveillance of the health and well-being of Minneapolis residents, and work with the Policy Division to disseminate information to policy makers and public. Provide evaluation support for measuring outcomes for department activities and contracted services.

#### **Major Initiatives for 2000:**

- ◆ Analysis of Child Health Assessment Monitoring Project (CHAMP) survey data
- ◆ Continued analysis and dissemination of Survey of the Health of Adults the Population and Environment (SHAPE) data
- ◆ COPS Methamphetamine Report

#### **Major Service Activities:**

- ◆ Develop analysis and dissemination plans for CHAMP data and Reports
- ◆ Develop analysis and dissemination Plan for SHAPE Income Report
- ◆ Analyze results of COPS Methamphetamine Survey and focus Group Results.
- ◆ Maintain surveillance of key public health vital statistics
- ◆ Provide evaluation support for measuring outcomes for department activities and contracted services.

#### **Service Activity Performance Measurements:**

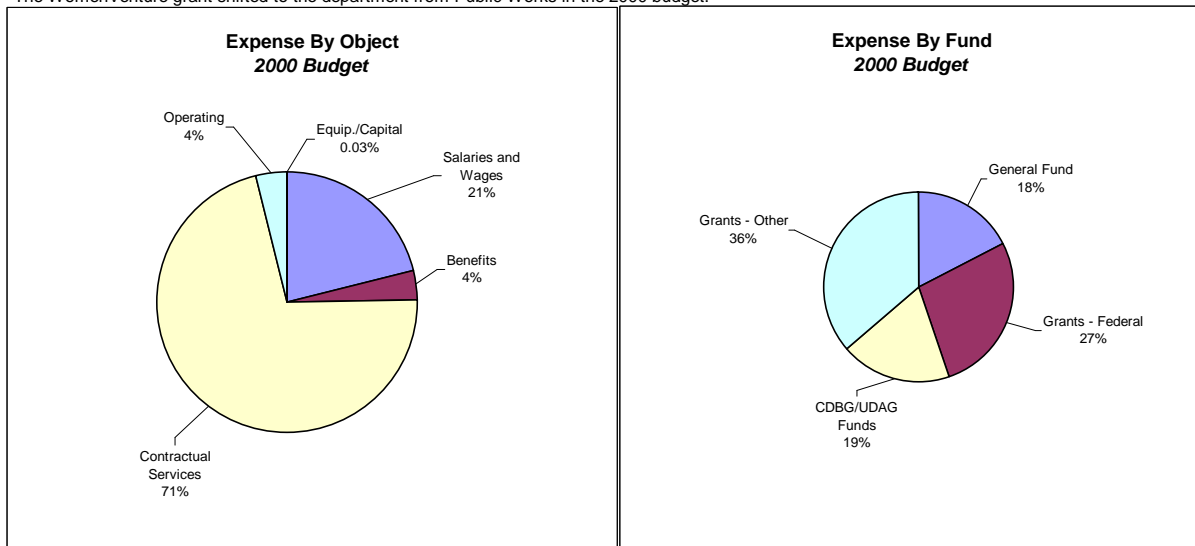
- ◆ Completion of Analysis and Dissemination Plans for CHAMP.
- ◆ Dissemination of CHAMP Initial Findings Report.
- ◆ Completion of SHAPE Income Report
- ◆ Completion report of COPS Methamphetamine Survey Focus Group results.
- ◆ Completion of Vital Statistics contribution to State of City Report.

## Health and Family Support Department

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's</b>	<b>68.17</b>	<b>69.97</b>	<b>70.97</b>	<b>73.90</b>	<b>73.90</b>	<b>4.13%</b>	<b>2.93</b>
<b>Expense by Object:</b>							
Salaries and Wages	3,607,720	3,999,234	4,301,728	4,496,734	4,496,734	4.53%	195,006
Benefits	595,078	688,027	717,379	761,278	761,278	6.12%	43,899
Contractual Services	14,925,664	12,143,128	14,273,434	15,112,953	15,112,953	5.88%	839,519
Operating	1,098,911	1,189,810	809,549	818,129	818,129	1.06%	8,580
Equip./Capital	156,751	49,322	14,750	7,150	7,150	-51.53%	(7,600)
Transfers	3,000	150,470	-	-	-		-
<b>Total Expense by Object</b>	<b>20,387,124</b>	<b>18,219,990</b>	<b>20,116,840</b>	<b>21,196,244</b>	<b>21,196,244</b>	<b>5.37%</b>	<b>1,079,404</b>
<b>Expense by Fund:</b>							
General Fund	3,479,869	3,669,363	3,605,894	3,717,006	3,717,006	3.08%	111,112
Grants - Federal	5,699,387	4,714,926	4,903,620	5,742,232	5,742,232	17.10%	838,612
CDBG/UDAG Funds	3,840,558	3,288,926	4,001,433	4,007,209	4,007,209	0.14%	5,776
Grants - Other	7,367,311	6,546,775	7,605,893	7,729,797	7,729,797	1.63%	123,904
<b>Total Expense by Fund</b>	<b>20,387,124</b>	<b>18,219,990</b>	<b>20,116,840</b>	<b>21,196,244</b>	<b>21,196,244</b>	<b>5.37%</b>	<b>1,079,404</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- Three positions were added during 1999 for the Healthy Starts Program, a new federal grant.
- A Current Service Level exception request was approved for cost of living allowances for health-related contracts.
- Current Service Level requests were approved for laboratory and senior services supplies.
- The WomenVenture grant shifted to the department from Public Works in the 2000 budget.



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### MAYOR (3750)

#### PROGRAM DESCRIPTION:

##### **The Mayor:**

- ◆ sets forth city-wide goals and perspectives to enhance the overall quality of life;
- ◆ assists in developing and implementing policies, programs and projects in conjunction with the Council;
- ◆ serves as a resource to constituents providing timely and accurate information.

##### **Major Service Activities:**

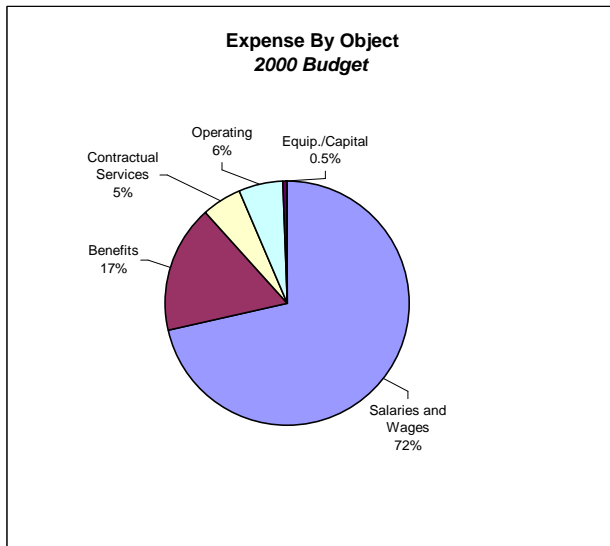
- ◆ Develop and implement goals and objectives as outlined in the Mayor's State of the City Address.
- ◆ Develop a budget for the City in conjunction with the City Council.
- ◆ Provide oversight of the management of the City. Meet with Charter Department Heads to monitor workplans.
- ◆ Meet with the Council to coordinate policy priorities.

**Mayor**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>		<b>-</b>
<b>Expense by Object:</b>							
Salaries and Wages	551,111	613,364	626,331	633,959	633,959	1.22%	7,628
Benefits	109,434	131,405	143,584	150,148	150,148	4.57%	6,564
Contractual Services	55,755	57,345	45,866	45,866	45,866		-
Operating	73,211	78,615	52,178	52,178	52,178		-
Equip./Capital	6,267	8,454	4,391	4,391	4,391		-
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>795,778</b>	<b>889,183</b>	<b>872,350</b>	<b>886,542</b>	<b>886,542</b>	<b>1.63%</b>	<b>14,192</b>
<b>Expense by Fund:</b>							
General Fund	795,778	889,183	872,350	886,542	886,542	1.63%	14,192
<b>Total Expense by Fund</b>	<b>795,778</b>	<b>889,183</b>	<b>872,350</b>	<b>886,542</b>	<b>886,542</b>	<b>1.63%</b>	<b>14,192</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- Normal Salary and Fringe increases for 2000.



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### Planning - Administrative(3810)

#### **PROGRAM DESCRIPTION:**

The administrative support functions include office management, clerical support, payroll, budget, supply and inventory control, personnel, accounting, affirmative action, safety coordination, receptionist, and informational resource. Data entry, analysis writing and active participation in team meetings are other areas, which have developed into daily functions of the administrative staff.

#### **Major Initiatives for 2000:**

Implement the Minneapolis Plan through Light Rail Station Master Plans; 40 acre studies like Downtown East or the Upper Mississippi; Minneapolis Beautiful Guidelines; Commercial Corridor Guidelines; Planning Commission decisions and Historic Preservation Commission decisions.

#### **Major Service Activities:**

- ◆ Respond to requests for all support functions, as soon as possible and complete by requested deadline.

#### **Service Activity Performance Measurements:**

- ◆ Provide biweekly payroll for employees.
- ◆ Complete and monitor reports to/from Affirmative Action, in a timely manner, to ensure Department and City goals are being met.
- ◆ Provide safety policy and procedures to Department that meets OSHA and Risk Management requirements. Safety checks and reports begun and completed in a timely manner.
- ◆ Develop and maintain the Planning Departments ADA Standards for providing material conversion for the Blind and sign language interpreters for the Deaf to improve the integration of our services.
- ◆ Manage the Department's computer and internal communications system to link the operations of staff in several locations with each other and other City offices.
- ◆ Develop and maintain the Department's records management system.



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### Planning - Planning (3820)

#### **PROGRAM DESCRIPTION:**

Work in partnership with elected officials, residents, city departments, neighborhood groups, and other interested parties to guide the evolution of the city with respect to physical, economic, and social factors, and with special consideration for the long-range consequences of present-day actions.

#### **Major Initiatives for 2000:**

Implement the Minneapolis Plan through Light Rail Station Master Plans; 40 acre studies like Downtown East or the Upper Mississippi; Minneapolis Beautiful Guidelines; Commercial Corridor Guidelines; Planning decisions and Historic Preservation Commission decisions.

#### **Major Service Activities:**

- ◆ The Minneapolis Plan addresses planning and policy decisions related to each program cited in the City's goal statements through sections on: Community Building, Markets, Leisure and Recreation, Transportation, Learning, Natural Environment, City Form
- ◆ The Research and Strategic Planning function provides accurate, objective information and analysis, and alternative strategic and policy choices.
- ◆ Community and Neighborhood Planning. The Department is involved with the neighborhoods in two additional ways, which are separate from NRP. Working with neighborhoods on everything from zoning issues to business activities, and working with the neighborhoods directly on issues for which the Department has responsibility, such as the comprehensive plan, Bassett Creek Valley. Land Use Study and Guthrie relocation options, as well as staffs the Historic Preservation Commission.
- ◆ Development Services provides analysis and recommendation on land use and development issues and staffs the City Planning Commission, Zoning and Planning Committee and Board of Adjustment.

#### **Service Activity Performance Measurements:**

- ◆ Work with city departments and agencies so that the Plan will be updated annually and related to ongoing budgeting and program evaluation activities ; with citizen participation and City staff input.
- ◆ Present the Plan for City Council adoption and Mayor's signature and annual revision upon recommendation of the City Planning Commission, meeting all legal requirements.
- ◆ Respond to requests for information and analysis, prepare analyses, reports and legislation, prepare annual State of the City report, maintain data bases and networks, prepare neighborhood profiles for NRP, staff Priorities process, NRP, City Planning Commission and City Council, prepare publications and identify trends relating to housing and economic development, coordinate commercial corridor activities, and conduct surveys of citizens relating to City policy issues, conduct Census 2000 activities and assist in developing new GIS system.

## **Planning continued**

- ◆ Provide community planning services for each of the eleven community planning districts, prepare small area plans, assist neighborhoods in the development and analysis of surveys, provide maps, demographic information and other relevant data, assist with design and implementation of a planning process and the development of action plans, provide information on existing city policies and activities, involve communities and neighborhoods in ongoing planning activities and coordinate the activities of the NRP Plans with overall City plans, policies and budgets.
- ◆ Provide professional analyses and recommendations, process applications and prepare a report and presentation for public hearing within 30 days of the applications, review and comment on the consistency with the comprehensive plan of all proposed public improvements, provide technical support for required EAWs and EISs, draft proposed amendments to the zoning code, work with other City agencies to continue streamlining the review process.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### Planning - Graphics (3850)

#### **PROGRAM DESCRIPTION:**

The graphic Section provides graphic design services, production, consultation and information support to serve the needs of the Planning Department in its role of delivering community service. Service is also provided to planning project partners, the Mayor, the City Council and other city departments

#### **Major Initiatives for 2000:**

Produce documents and materials to assist in implement the Minneapolis Plan through Light Rail Station Master Plans; 40 acre studies like Downtown East or the Upper Mississippi; Minneapolis Beautiful Guidelines; Commercial Corridor Guidelines; Planning decisions and Historic Preservation Commission decisions.

#### **Major Service Activities:**

- ◆ Provide professional graphic and publication services to Planning Department and other units of the city in a timely and accurate manner.

#### **Service Activity Performance Measurements:**

- ◆ Provide graphic consulting, design, and production services.
- ◆ Serve a resource to the community for maps, documents, information, and referrals to other sources.
- ◆ To provide training in the preparation and presentation of information through print material and audiovisual formats.
- ◆ Integrate mapping, data files and other images, increasingly utilizing digital technology.

**Planning Department**

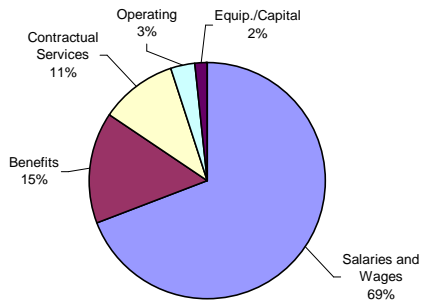
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Administration	3.20	3.20	3.20	2.00	2.00	-37.50%	(1.20)
Planning	24.80	24.80	31.80	33.00	33.00	3.77%	1.20
Graphics	4.00	4.00	4.00	4.00	4.00		-
<b>FTE's</b>	<b>32.00</b>	<b>32.00</b>	<b>39.00</b>	<b>39.00</b>	<b>39.00</b>		<b>-</b>
<b>Expense by Object:</b>							
Salaries and Wages	1,414,357	1,471,927	1,898,989	1,891,712	1,891,712	-0.38%	(7,277)
Benefits	279,561	301,099	346,085	415,277	415,277	19.99%	69,192
Contractual Services	375,726	294,567	341,955	292,488	292,488	-14.47%	(49,467)
Operating	755,106	82,227	88,530	88,530	88,530		-
Equip./Capital	53,174	34,073	47,000	47,000	47,000		-
Transfers	50,000	-	-	-	-		-
<b>Total Expense by Object</b>	<b>2,927,925</b>	<b>2,183,892</b>	<b>2,722,559</b>	<b>2,735,007</b>	<b>2,735,007</b>	<b>0.46%</b>	<b>12,448</b>
<b>Expense by Fund:</b>							
General Fund	1,751,332	1,114,609	1,617,255	1,636,146	1,636,146	1.17%	18,891
Grants - Federal	3,000	6,000	6,000	6,000	6,000		-
CDBG/UDAG Funds	1,164,593	1,046,890	1,099,304	1,092,861	1,092,861	-0.59%	(6,443)
Grants - Other	9,000	16,393	-	-	-		-
<b>Total Expense by Fund</b>	<b>2,927,925</b>	<b>2,183,892</b>	<b>2,722,559</b>	<b>2,735,007</b>	<b>2,735,007</b>	<b>0.46%</b>	<b>12,448</b>
<b>Expense by Division:</b>							
Administration	182,592	247,301	289,055	134,318	134,318	-53.53%	(154,737)
Planning	1,868,102	1,706,620	2,195,262	2,356,338	2,356,338	7.34%	161,076
Indirect Costs - Overhead	668,744	-	-	-	-		-
Graphics	208,488	229,971	238,242	244,351	244,351	2.56%	6,109
<b>Total Expense by Division</b>	<b>2,927,925</b>	<b>2,183,892</b>	<b>2,722,559</b>	<b>2,735,007</b>	<b>2,735,007</b>	<b>0.46%</b>	<b>12,448</b>

**Explanation of Changes from 1999 to 2000 Budget:**

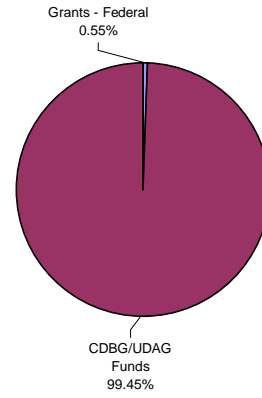
- Salary and Wages and Benefits changes from 1999 to 2000 were due to budgeting corrections. The Planning Department had several vacancies when the 1999 budget was developed which subsequently have been filled. Consultant budget was reduced for 2000 target cut.

Planning Department

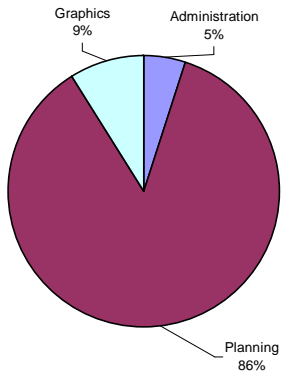
Expense By Object  
2000 Budget



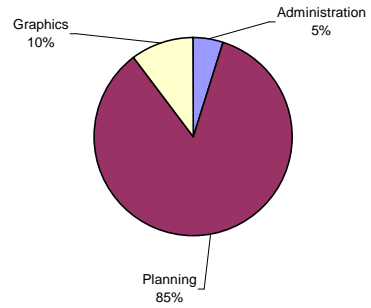
Expense By Fund  
2000 Budget



Expense By Division  
2000 Budget



FTE by Division  
2000 Budget



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### POLICE ADMINISTRATION (4005)

#### **PROGRAM DESCRIPTION:**

The Chief of Police and the Police Administration is responsible for the overall management of the department by providing direction and policy planning.

The Internal Affairs Unit conducts internal affairs investigations.

#### **Major Initiatives for 2000:**

- ◆ Improve police service to citizens through exploring reorganization and decentralization options.
- ◆ Continue crime reduction trend through the expansion of CODEFOR technology and input from Commanders and officers, and education outreach to citizens.
- ◆ Continue to build close working relationships with the city and county attorney, judicial system, other law enforcement agencies, elected officials and the community.

#### **Major Service Activities:**

- ◆ The Chief, Deputy Chiefs and Directors manage, direct and control the department and its operations. They are responsible for developing and implementing policies and programs for improvement of the department and officially representing the department before the Mayor and City Council.
- ◆ Internal Affairs investigates incidents of improper or illegal behavior by department employees based on allegations primarily from other employees and assists the public as requested.

#### **Service Activity Performance Measurements:**

- ◆ 143 allegations were investigated in Internal Affairs in 1998 with 36.4% of allegations sustained. Of the 27 cases involving sustained allegations (some involving multiple sustained allegations), 4 officers were dismissed from the department, 10 were suspended, 9 received a written or oral reprimand, and 4 received other dispositions.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### POLICE - NORTH FIELD SERVICES BUREAU (4030)

#### PROGRAM DESCRIPTION:

The North Field Services Bureau provides effective response to calls for police services and enforces laws with specific emphasis on community policing, street crime, tactical expertise and traffic safety. The bureau is comprised of two precincts and the Downtown Command (DTC). The precincts and DTC are primary responders for (911) police calls, investigate property crimes, staff the Community Response Teams, provide CCP/Safe Teams and fill School Liaison positions. All commands in the bureau focus on service while improving neighborhood livability and community safety. The bureau also commands the Emergency Response, Emergency Preparedness and Special Events Units.

#### Major Initiatives for 2000:

- ◆ Continue building a closer relationship with the community, schools, social and law enforcement agencies. (Central Ave redevelopment; expand Hawthorne model)
- ◆ Focus on Codefor crime trends. Neighborhood livability issues will be a priority.
- ◆ Increase Emergency Preparedness readiness through planning, training, equipment.

#### Major Service Activities:

- ◆ All precinct patrol units respond to emergency and non-emergency calls for service, apprehending offenders, preventing and deterring crime, initially investigating and gathering evidence at crime scenes and maintaining order within the community. Staff city-wide events and assist other precincts/units as requested.
- ◆ Precinct Property Crimes units investigate burglary, theft or damage to property and motor vehicle theft, unauthorized use, damage to or theft from a motor vehicle, referring cases for prosecution. Community Crime Prevention/SAFE units identify problems in neighborhoods that contribute to increased crime and citizen dissatisfaction, address neighborhood livability, and organize and educate the community about crime prevention.
- ◆ Community Response Teams are mobile, flexible precinct units that are available for assignment in uniform or plain clothes on a priority basis. Assignments may include drug suppression, vice, surveillance, warrants, crowd control, and high crime patrol. Staff city-wide events and assist other precincts/units as requested. School Liaison, DARE and School Patrol focus on education and safety issues affecting school children. These units identify problems to intervene in the early stages of delinquency and make presentations to Classes and the community.

#### Service Activity Performance Measurements:

<u>1998</u>	<u>2<sup>nd</sup> Pct</u>	<u>4<sup>th</sup> Pct</u>	<u>DTC</u>
9-1-1 Calls	50,066	101,413	55,493
Arrests – Total	5,037	13,568	9,673
Petty Misdemeanor	172	500	244
Misdemeanor	4,225	11,060	8,323
Gross Misdemeanor	100	288	98
Felony	540	1,720	1,008
Property Crimes Investigations	1,162	17,364	(invest. By 4 <sup>th</sup> Pct. In 1998)

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### POLICE - SOUTH FIELD SERVICES BUREAU (4040)

#### **PROGRAM DESCRIPTION:**

The South Field Services Bureau provides effective response to calls for police services and enforces laws with specific emphasis on community policing, street crime, tactical expertise and traffic safety. The bureau is comprised of two precincts and the Criminal Investigations Division. The precincts are primary responders for (911) police calls, investigate property crimes, staff the Community Response Teams, provide CCP/Safe Teams and fill School Liaison positions. All commands in the bureau focus on service while improving neighborhood livability and community safety. The Criminal Investigations Division investigates personal crimes city-wide.

#### **Major Initiatives for 2000:**

- ◆ Focus on Codefor crime trends. Livability issues and burglary suppression will be a priority. Expand outreach to Hispanic, Somalia and juvenile populations.
- ◆ Continue plans for new 3<sup>rd</sup> Precinct facility.
- ◆ Continue working with community courts and restorative justice programs.
- ◆ Work to enhance services of investigative units through reorganization and/or decentralization.

#### **Major Service Activities:**

- ◆ All precinct patrol units respond to emergency and non-emergency calls for service, apprehending offenders, Preventing and deterring crime, initially investigating and gathering evidence at crime scenes and maintaining order within the community.
- ◆ Precinct Property Crimes units investigate burglary, theft or damage to property and motor vehicle theft, unauthorized use, damage to or theft from a motor vehicle, referring cases to the Attorney's Office for prosecution.
- ◆ Community Crime Prevention/SAFE units identify problems in neighborhoods that contribute to increased crime and citizen dissatisfaction, address neighborhood livability, and organize and educate the community about crime prevention.
- ◆ Community Response Teams are mobile, flexible precinct units that are available for assignment in uniform or plain clothes on a priority basis. Assignments may include drug suppression, vice, surveillance, warrants, crowd control and high crime patrol. Staff city-wide events and assist other precincts/units as requested.
- ◆ School Liaison, DARE and School Patrol focus on education and safety issues affecting school children. These units identify problems to intervene in the early stages of delinquency and make presentations to classes and the community.
- ◆ The Criminal Investigations Division operates city-wide, investigating and preparing Robbery, Sex Crimes, Child Abuse, Domestic Assault and Juvenile unit cases for criminal prosecution.



## South Field Services Bureau continued

### **Service Activity Performance Measurements :**

◆ 1998			<u>Criminal Investigations – 1998</u>			
	<u>3<sup>rd</sup> Pct</u>	<u>5<sup>th</sup> Pct</u>	<u># Cases by Unit</u>	<u>Reported</u>	<u>Investigated</u>	<u>Cleared</u>
9-1-1 Calls	125,674	81,902	Robbery	1,938	1,123	350
Arrests – Total	16,256	11,138	Sex Crimes	1,734	1,580	819
Petty Misd.	595	449	Child Abuse	759	740	295
Misdemeanor	13,694	9,690	Domest. Asslt.	7,605	1,327	1,317
Gross Misd.	221	128	Juvenile	11,999	3,784	8,498
Felony	1,746	871				
Property Crimes Investigations	2,631	1,173				

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### POLICE - CENTRAL SERVICES BUREAU (4065)

#### PROGRAM DESCRIPTION:

The Central Services Bureau provides specific enforcement, investigative and crime prevention capabilities on a city-wide basis. The Special Investigations Division, Traffic and Public Housing enforcement functions, CCP/SAFE Administration and Watch Commanders administration operate within this bureau. CODEFOR, including Crime Analysis and RECAP, is administered by the Bureau.

#### Major Initiatives for 2000:

- ◆ Increase the depth and breadth of crime analysis, including trend identification and forecasting.
- ◆ Increase the awareness of the capacity of the Public Housing Unit and their accomplishments.
- ◆ Improve the accuracy, timeliness, and accessibility of performance and program information available to CCP/SAFE staff precinct inspectors and police administration.

#### Major Service Activities:

- ◆ Special Investigations investigates and prepares Homicide, Narcotics, Organized Crime, Forgery/Fraud and Bomb/Arson cases for criminal prosecution.
- ◆ Enforces all traffic laws; investigates hit and run, fatal, severe injury and government vehicle accidents; and provides directed patrol in high accident and specific traffic request areas.
- ◆ Develop and implement strategies for improving community safety by organizing and training citizens, and providing citywide crime prevention programs.
- ◆ Conduct Crime Analysis to help direct effective allocation of police resources and to mitigate Problems identified at high call addresses.
- ◆ Provides police response in public housing.

#### Service Activity Performance Measurements:

- ◆ Special Investigations Division - 1998

<u># of Cases By Unit</u>	<u>Reported</u>	<u>Investigated</u>	<u>Cleared</u>
Homicide*	8,021	1,635	1,281 (*61 homicides reported/investigated, 47 cleared)
Narcotics (only)		190	n/a
Organized Crime			
ROP		64	88 (arrests)
Gang		100	1,100 (arrests)
Vice		45	40 (69 arrests)
Forgery/Fraud	1,355	785	425
Bomb/Arson	653	354	74

- ◆ In 1998, 7,590 accidents were reported, conducted 3,452 accident investigations, and made 2,094 accident-related arrests.
- ◆ Public Housing – 1998: 301 investigations, 46 search warrants, 580 arrests.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### POLICE - INTERNAL SERVICES BUREAU (4130)

#### **PROGRAM DESCRIPTION:**

The Internal Services Bureau supports the Chief's administrative detail, North and South Field Services, Central Services and Emergency Communications & Technology Bureaus through management of personnel, Finances, and equipment. The Internal Services Bureau is comprised of the following four divisions: Administrative Services; Support Services; Identification; and License Investigations.

#### **Major Initiatives for 2000:**

- ◆ Continue to expand fiscal control capacity notably through the implementation of automated payroll, time, scheduling as well as grants management.
- ◆ Advance a comprehensive professional facilities needs assessment and long term plan for the Minneapolis Police Department.
- ◆ Smoothly implement the terms of the new labor agreement with the Police Officer's Federation of Minneapolis.
- ◆ The License Division will enter its 3<sup>rd</sup> year of reducing youth access to alcohol through random compliance checks.
- ◆ Of licensed retailers and strong enforcement of liquor related laws.

#### **Major Service Activities:**

- ◆ Administrative Services develops, implements, and evaluates new and existing programs, policies and Technologies, and coordinates officers' court appearances. Manages departmental finance and human Resources.
- ◆ Support Services is comprised of Property and Evidence, Transcription, Tele-Serve, Criminal History, and Booking.
- ◆ The Identification Division conducts crime scene examinations including the collection, preservation and Analysis of evidence for court.
- ◆ License Investigations investigates applicants for various licenses required by the city for handguns, Gambling, liquor, pawn shops and the sex industry.

#### **Service Activity Performance Measurements:**

- ◆ Completed 15 policy/procedure revisions in 1998, 293 other projects and 254 information requests; submitted 12 Grant applications; served 460 EAP clients; and processed 15,909 officer court appearances. Completed 150 sworn and 252 civilian background checks, hired 51 officers.
- ◆ Processed 120,170 offenses and arrest reports in 1998; 6,942 fingerprint cards; 41,125 Criminal History packs; made 7,375 NCIC/MINCIS queries; processed 311,425 property/evidence items; and processed 1,601 DUIs.
- ◆ Processed 1,095 crime scenes in 1998, examined 5,580 latent prints, examined 4,764 pieces of evidence. Identified 104 total prints, 79 suspect prints. Identified 43 firearms.
- ◆ License applications processed in 1998: 205 liquor, 1,789 handgun, and 410 pawn. Permits processed: 45 gambling, 35 beer. Investigated 74 alcohol complaints and 42 gambling complaints. Made 130 gambling and 473 pawn inspections, 137 liquor decoy operations and 6 gambling compliance reviews.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### POLICE - EMERGENCY COMMUNICATIONS & TECHNOLOGY BUREAU (4180)

#### **PROGRAM DESCRIPTION:**

The Emergency Communications & Technology Bureau is responsible for assuring that the people in Minneapolis are protected against threats to their health, safety and tranquility by providing an efficient and responsive access point to public safety services. The bureau facilitates the appropriate response of public safety emergency services, provides other required support functions, and provides a consolidated and coordinated public service voice and data system for the city. Systems Development within the bureau coordinates, develops and implements department systems and technological advancements.

#### **Major Initiatives for 2000:**

- ◆ "Merger" of Systems Development Division into City ITS department (introduced as a prior REDESIGN);
- ◆ Capital project to expand/renovate MECC to modernize and improve ergonomics (~\$600K appropriated in 1999; balance of project needs funding in 2000).
- ◆ SISP2000 project in concert with ITS to assess adequacy of the Computer Aided Dispatch (CAD) system and Records Management Systems (RMS) for Police (and possibly Fire) Department; objective is to make a repair/replace decision on CAD and to determine if RMS should be integrated with CAD.
- ◆ Implement a new generation of Mobile Data Computers (MDCs) in Police squads to replace the aging fleet of Mobile Data Terminals (MDTs); funding for this from COPS MORE and Block Grants.

#### **Major Service Activities:**

- ◆ Dispatches Minneapolis Police and Fire resources to emergency and non-emergency scenes. Answers 9-1-1 calls and non-emergency calls. Dispatches Fire Department assets to medical calls and forwards CAD/call information to HCMC & North Memorial Hospital for ambulance dispatching.
- ◆ Systems Development develops, coordinates, implements and provides support for automated Systems and technology for the department, including Information Systems (CAPRS and the Network).

#### **Service Activity Performance Measurements:**

- ◆ Total 1998 calls answered = 676,647: 387,540 9-1-1 calls and 289,107 non-emergency calls. Dispatched  
508,730 events: 84.5% police, 6.4% fire and 11.2% ambulance.
- ◆ Responded to 13,096 Help Desk and direct staff queries in 1998.
- ◆ MECC complaints:
  - 1996: 111 total (67 sustained);
  - 1997: 69 total (35 sustained);
  - 1998: 76 total (34 sustained).

**Police Department**

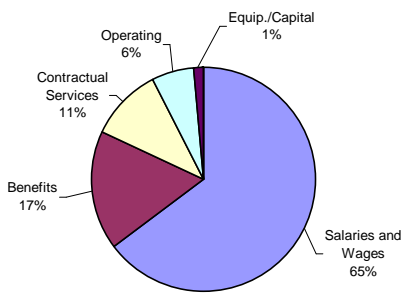
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Administration	25.00	20.00	14.00	13.00	13.00	-7.14%	(1.00)
North Field Services Bureau	358.00	397.00	369.00	386.00	386.00	4.61%	17.00
South Field Services Bureau	417.00	412.00	411.00	411.00	411.00		-
Central Services Bureau	154.00	137.00	162.50	140.50	140.50	-13.54%	(22.00)
Internal Services Bureau	141.00	136.00	146.50	136.50	136.50	-6.83%	(10.00)
Community Services	-	-	-	-	-		-
Emergency Communications Ctr	90.50	103.50	99.50	104.00	104.00	4.52%	4.50
<b>FTE's</b>	<b>1,185.50</b>	<b>1,205.50</b>	<b>1,202.50</b>	<b>1,191.00</b>	<b>1,191.00</b>	<b>-0.96%</b>	<b>(11.50)</b>
<b>Expense by Object:</b>							
Salaries and Wages	52,880,118	57,654,510	57,886,342	58,363,895	58,363,895	0.82%	477,553
Benefits	13,377,916	14,672,212	15,949,547	15,641,764	15,641,764	-1.93%	(307,783)
Contractual Services	8,208,240	8,857,165	7,934,839	9,525,844	9,525,844	20.05%	1,591,005
Operating	5,532,518	5,296,225	5,548,554	5,454,489	5,454,489	-1.70%	(94,065)
Equip./Capital	929,040	965,395	2,174,935	1,199,753	1,199,753	-44.84%	(975,182)
Transfers	-	23,047	-	-	-		-
<b>Total Expense by Object</b>	<b>80,927,832</b>	<b>87,468,554</b>	<b>89,494,217</b>	<b>90,185,745</b>	<b>90,185,745</b>	<b>0.77%</b>	<b>691,528</b>
<b>Expense by Fund:</b>							
General Fund	76,620,760	82,247,567	84,421,239	87,596,482	87,596,482	3.76%	3,175,243
Grants - Federal	3,051,815	3,204,010	3,336,369	1,173,347	1,173,347	-64.83%	(2,163,022)
Grants - Other	449,849	1,027,027	524,473	199,750	199,750	-61.91%	(324,723)
Police Special Revenue	805,408	989,950	1,212,136	1,216,166	1,216,166	0.33%	4,030
<b>Total Expense by Fund</b>	<b>80,927,832</b>	<b>87,468,554</b>	<b>89,494,217</b>	<b>90,185,745</b>	<b>90,185,745</b>	<b>0.77%</b>	<b>691,528</b>
<b>Expense by Division:</b>							
Administration	2,102,449	1,997,880	1,803,344	1,072,391	1,072,391	-40.53%	(730,953)
North Field Services Bureau	21,173,273	21,829,212	48,556,734	30,025,086	30,025,086	-38.16%	(18,531,648)
South Field Services Bureau	20,163,389	22,739,205	2,335,376	23,180,959	23,180,959	892.60%	20,845,583
Central Services Bureau	12,847,069	15,280,558	14,083,225	10,723,975	10,723,975	-23.85%	(3,359,250)
Internal Services Bureau	18,392,114	19,577,249	17,127,671	18,965,993	18,965,993	10.73%	1,838,322
Community Services	83,753	91,560	56,500	56,500	56,500		-
Emergency Communications Ctr	6,165,785	5,952,891	5,531,367	6,160,841	6,160,841	11.38%	629,474
<b>Total Expense by Division</b>	<b>80,927,832</b>	<b>87,468,554</b>	<b>89,494,217</b>	<b>90,185,745</b>	<b>90,185,745</b>	<b>0.77%</b>	<b>691,528</b>

**Explanation of Changes from 1999 to 2000 Budget:**

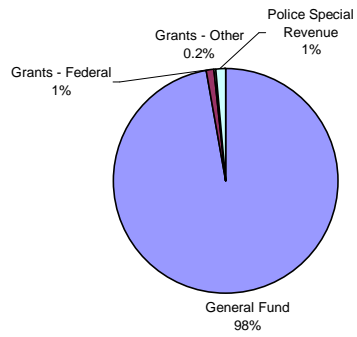
- Police completed a reorganization during 1999
- A rent increase of \$345,180 was added to contractual services budget
- Reclassifications totaling \$150,000 in salaries and benefits are budgeted
- Equipment budget of approximately \$243,000 was allocated to contractual and operating budgets
- An additional \$20,000 was added to the contractual budget for medical services
- Reduction of 24 FTE's due to reduced cadet and recruit classes in 2000
- Clinton Cops Federal Grant expired the end of 1999. Reduces the Grants-Federal budget by \$2 million
- Hire-New COPS and COPS99, State Grants, expired at the end of 1999. Reduces the Grants-Other budget.

**Police Department**

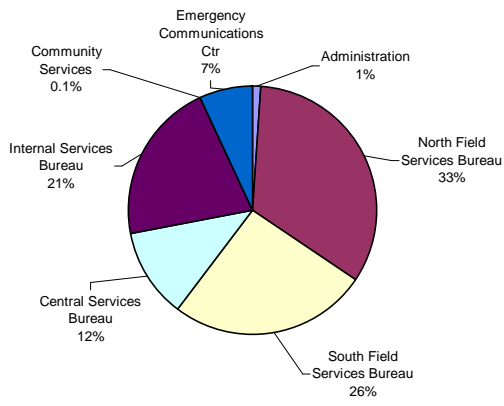
**Expense By Object  
2000 Budget**



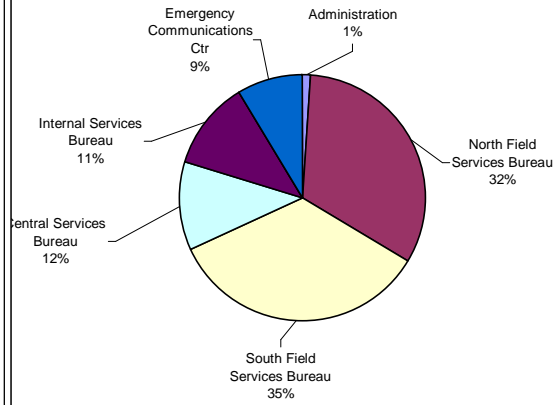
**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**



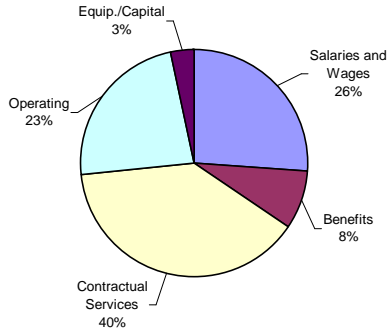
**FTE by Division  
2000 Budget**



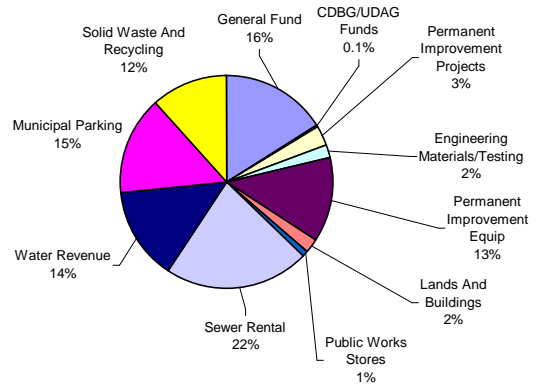
TOTAL PUBLIC WORKS DEPARTMENT

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Administration	9.70	9.70	9.70	20.00	20.00	106.19%	10.30
Engineering Design	74.00	74.00	74.00	97.50	97.50	31.76%	23.50
Streets and Malls	193.50	192.40	192.90	196.50	196.50	1.87%	3.60
Sewer Maintenance	61.20	61.20	63.60	59.10	59.10	-7.08%	(4.50)
Engineering Materials	32.00	29.50	28.70	26.50	26.50	-7.67%	(2.20)
Solid Waste	123.35	126.05	125.65	120.65	120.65	-3.98%	(5.00)
Transportation	103.34	103.34	104.24	100.24	105.24	0.96%	1.00
Water	257.25	257.75	257.75	234.75	240.75	-6.60%	(17.00)
Equipment Services	270.00	264.00	250.60	247.60	247.60	-1.20%	(3.00)
General Services	58.45	59.45	66.30	65.00	65.00	-1.96%	(1.30)
<b>FTE's</b>	<b>1,182.79</b>	<b>1,177.39</b>	<b>1,173.44</b>	<b>1,167.84</b>	<b>1,178.84</b>	<b>0.46%</b>	<b>5.40</b>
<b>Expense by Object:</b>							
Salaries and Wages	47,534,886	50,141,145	49,995,637	52,235,689	52,474,964	4.96%	2,479,327
Benefits	15,633,008	16,213,860	15,671,643	16,744,473	16,744,473	6.85%	1,072,830
Contractual Services	63,560,332	70,555,943	75,221,079	78,332,149	78,362,949	4.18%	3,141,870
Operating	43,495,460	42,041,827	45,605,519	46,912,545	46,776,070	2.57%	1,170,551
Equip./Capital	8,014,742	11,035,424	10,512,334	6,782,506	6,782,506	-35.48%	(3,729,828)
<b>Total Expense by Object</b>	<b>178,238,428</b>	<b>189,988,199</b>	<b>197,006,212</b>	<b>201,007,362</b>	<b>201,140,962</b>	<b>2.10%</b>	<b>4,134,750</b>
<b>Expense by Fund:</b>							
General Fund	34,961,561	36,469,500	34,964,843	32,553,137	32,614,737	-6.72%	(2,350,106)
CDBG/UDAG Funds	46,026	49,696	161,697	162,498	162,498	0.50%	801
Permanent Improvement Projects	3,761,138	4,090,391	4,686,330	6,558,298	6,558,298	39.95%	1,871,968
Engineering Materials/Testing	3,600,775	3,023,388	3,438,171	3,417,053	3,417,053	-0.61%	(21,118)
Permanent Improvement Equip	23,018,223	29,762,583	28,983,631	25,854,754	25,854,754	-10.80%	(3,128,877)
Lands And Buildings	4,017,444	4,463,008	4,464,337	4,585,964	4,585,964	2.72%	121,627
Public Works Stores	646,410	658,301	2,979,051	1,787,789	1,787,789	-39.99%	(1,191,262)
Sewer Rental	38,402,892	38,063,146	38,366,896	44,034,933	44,034,933	14.77%	5,668,037
Water Revenue	25,638,660	27,012,019	27,368,508	28,757,013	28,757,013	5.07%	1,388,505
Municipal Parking	22,641,990	24,104,011	28,528,891	29,982,930	29,982,930	5.10%	1,454,039
Solid Waste And Recycling	21,503,308	22,292,155	23,063,857	23,312,993	23,384,993	1.39%	321,136
<b>Total Expense by Fund</b>	<b>178,238,428</b>	<b>189,988,199</b>	<b>197,006,212</b>	<b>201,007,362</b>	<b>201,140,962</b>	<b>2.10%</b>	<b>4,134,750</b>
<b>Expense by Division:</b>							
Administration	830,621	822,530	941,947	1,682,167	1,682,167	78.58%	740,220
Engineering Design	4,626,460	5,035,716	5,938,584	8,273,853	8,273,853	39.32%	2,335,269
Streets and Malls	24,163,977	24,710,986	23,458,534	25,338,802	25,338,802	8.02%	1,880,268
Sewer Maintenance	37,442,679	37,016,201	36,910,877	37,413,027	37,413,027	1.36%	502,150
Engineering Materials	4,029,903	3,435,216	4,961,431	4,939,733	4,939,733	-0.44%	(21,698)
Solid Waste	21,503,308	22,292,155	23,063,857	23,312,993	23,384,993	1.39%	321,136
Transportation	32,452,851	34,820,445	40,140,133	40,744,699	40,806,299	1.66%	666,166
Water	25,585,600	26,962,665	27,311,967	28,188,768	28,188,768	3.21%	876,801
Equipment Services	21,596,752	28,080,785	26,504,934	23,918,747	23,918,747	-9.76%	(2,586,187)
General Services	6,006,277	6,811,500	7,773,948	7,194,573	7,194,573	-7.45%	(579,375)
<b>Total Expense by Division</b>	<b>178,238,428</b>	<b>189,988,199</b>	<b>197,006,212</b>	<b>201,007,362</b>	<b>201,140,962</b>	<b>2.10%</b>	<b>4,134,750</b>

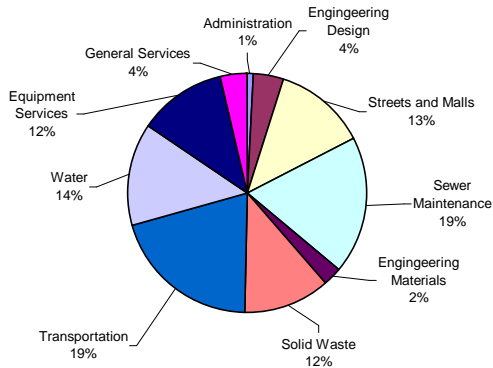
**Expense By Object  
2000 Budget**



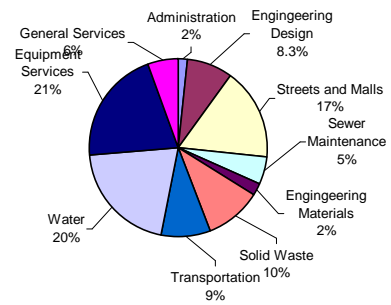
**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE By Division  
2000 Budget**





**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - MANAGEMENT SERVICES      650-6510**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Participate in a leadership role in the Light Rail Transit (LRT) project as it is planned and constructed within Minneapolis.
- ◆ Coordinate the continuing implementation of the Public Works Reorganization, which began in mid 1999.
- ◆ Fill the new administration support positions and incorporate them into the Public Works Department's Mission.
- ◆ Assist other Public Works Divisions in the establishment of performance measurement methods and in evaluating performance criteria for the entire Public Works Department.

**Major Service Activities:**

- ◆ Ensure effective administrative management of City and Departmental Personnel policies. Determine needs and provide direction to ensure that PW receives correct, complete, and timely human resources, payroll, and accounting services and information as defined by the Department. The customers of these services are PW and other organizations, both inside and outside City government.

**Service Activity Performance Measurements:**

1998 Actual:  
1999 Target:

**Major Service Activities:**

- ◆ Provide Public Works management direction to efficiently and effectively accomplish services to meet the City's Goals and Objectives. This includes performing management support to address inter-divisional and inter-departmental operational and administrative issues concerning utilization of departmental resources. This support service is provided to all Public Works agencies.

**Service Activity Performance Measurements:**

- ◆ Percent of Public Works operating and capital budgets spent on central PW administration and Management Services.

1998 Actual:

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - MS - SAFETY / RISK MANAGEMENT 650-6520**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Progress toward the establishment of a comprehensive, effective Public Works Safety and Loss Control program.
- ◆ Implement a focused Safety training program for various Public Works work groups, according to the work activities.

**Major Service Activities:**

- ◆ Provide leadership for and management of the Department's Safety and Loss Control Program to reduce the negative effects of job-related illness and/or injury on employees, and to reduce expenditures for worker's compensation resulting from on-the-job illness and injuries. Ensure effective administrative management of State and Federal mandates from DOT, EPA, OSHA, and other agencies.

**Service Activity Performance Measurements:**

- ◆ Cost for employee lost days due to on-the-job illness/injury, vs. spent on Safety administration.

1998 Actual:

1999 Target:

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - MS - SPECIAL ASSESSMENTS 650-6530**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Analyze processes and procedures to ensure compliance with City Charter and Ordinances.
- ◆ Implement changes required by the conversion by ITS of the Special Assessment computer system.
- ◆ Assist in implement in the Priorities redesign concerning the one-stop shop for special assessment information.

**Major Service Activities:**

- ◆ Prepare and maintain assessment rolls for capital projects, special service Districts, Nicollet Mall, and other special assessments such as solid waste dirty collection point cleanups.

**Service Activity Performance Measurements:**

- ◆ Number of assessment rolls processed per FTE.

1998 Actual:	10
1999 Target:	10

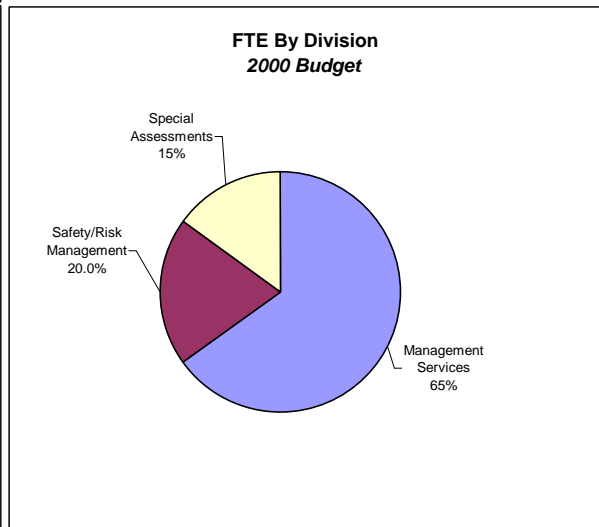
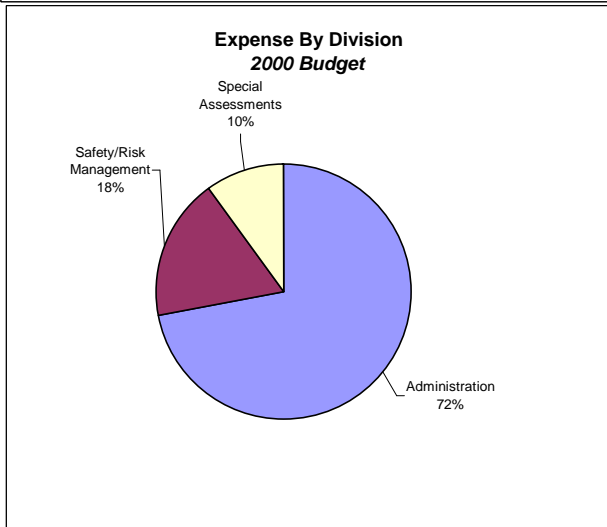
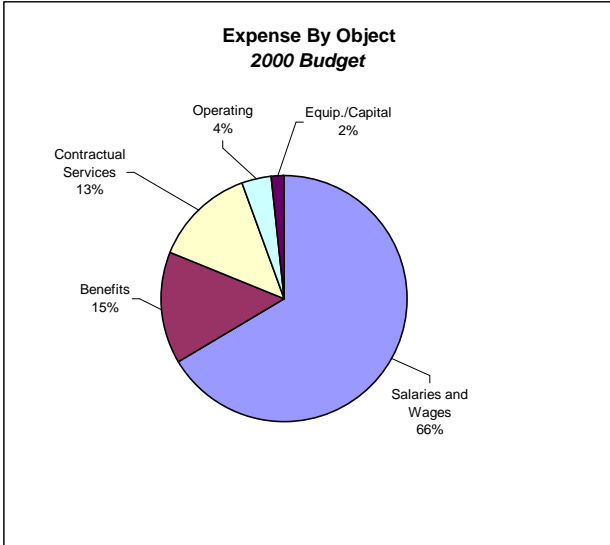
**Public Works Administration**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Management Services	9.70	9.70	9.70	13.00	13.00	34.02%	3.30
Safety/Risk Management	-	-	-	4.00	4.00	100.00%	4.00
Special Assessments	-	-	-	3.00	3.00	100.00%	3.00
<b>FTE's</b>	<b>9.70</b>	<b>9.70</b>	<b>9.70</b>	<b>20.00</b>	<b>20.00</b>	<b>106.19%</b>	<b>10.30</b>
<b>Expense by Object:</b>							
Salaries and Wages	527,342	552,192	587,575	1,118,786	1,118,786	90.41%	531,211
Benefits	101,575	107,687	125,061	245,941	245,941	96.66%	120,880
Contractual Services	145,352	93,862	167,391	224,244	224,244	33.96%	56,853
Operating	46,339	47,826	51,670	66,946	66,946	29.56%	15,276
Equip./Capital	10,012	20,962	10,250	26,250	26,250	156.10%	16,000
<b>Total Expense by Object</b>	<b>830,621</b>	<b>822,530</b>	<b>941,947</b>	<b>1,682,167</b>	<b>1,682,167</b>	<b>78.58%</b>	<b>740,220</b>
<b>Expense by Fund:</b>							
General Fund	777,561	773,176	885,406	1,682,167	1,682,167	89.99%	796,761
Water Revenue	53,060	49,354	56,541	-	-	-	(56,541)
<b>Total Expense by Fund</b>	<b>830,621</b>	<b>822,530</b>	<b>941,947</b>	<b>1,682,167</b>	<b>1,682,167</b>	<b>78.58%</b>	<b>740,220</b>
<b>Expense by Division:</b>							
Administration	830,621	822,530	941,947	1,208,774	1,208,774	28.33%	266,827
Safety/Risk Management	-	-	-	306,443	306,443	100.00%	306,443
Special Assessments	-	-	-	166,950	166,950	100.00%	166,950
<b>Total Expense by Division</b>	<b>830,621</b>	<b>822,530</b>	<b>941,947</b>	<b>1,682,167</b>	<b>1,682,167</b>	<b>78.58%</b>	<b>740,220</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- The Public Administration Agency has expanded responsibilities after the Public Works re-organization. The re-organization has created the Safety/Risk Management organization and moved a portion of the Real Estate/Assessments organization into the Special Assessment organization. The increase in expense for the General Fund is mostly offset by increase in revenue received from non-General Fund sources.

**Public Works Administration**



**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - ES - STREET DESIGN     600-6025**

**PROGRAM DISCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Engineering 2000 - Implementation, including all survey and design techniques using Intergraph.
- ◆ PW Reorganization as it applies to Engineering Services - Street Design
- ◆ GIS 2000 - Implement tools in GIS Print Room
- ◆ Review and adjust CIP one-pagers, educate City staff to use one-page & CIP map

**Major Service Activities:**

- ◆ Provide all street lighting engineering design services, including NRP areas requesting improved lighting.

**Service Activity Performance Measurements:**

1998 Actual:

1999 Target:

**Major Service Activities:**

- ◆ Provide liaison services for Public Works to the Neighborhood Revitalization Program . Includes providing Public Works assistance to NRP neighborhoods so that they receive appropriate input and assistance in developing neighborhood plans to ensure that engineering issues are satisfactorily resolved.

**Service Activity Performance Measurements:**

- ◆ Number of reimbursement agreements processed with MCDA.

1998 Actual: 19

1999 Target: 20

**Major Service Activities:**

- ◆ Prepare plans, specifications, agreements, and estimates for signal and lighting modifications/improvements at intersections, special projects, spot locations, and paving programs related to residential streets, MSA, CSA, Trunk Highways, or MCDA projects.

**Service Activity Performance Measurements:**

- ◆ Number of plans and estimates prepared annually for signal and lighting

1998 Actual:

1999 Target:

**Major Service Activities:**

- ◆ Plan, program, design, inspect, coordinate, and provide construction management for all City bridge/projects. This also includes partnership efforts for Park Board, County, and MnDOT bridge projects within the City limits.

**Service Activity Performance Measurements:**

- ◆ Cost of bridge inspection per bridge.  
1998 Actual: \$361 per bridge.  
1999 Target: \$365 per bridge.

**Major Service Activities:**

- ◆ Program, plan, design, survey, coordinate, and provide construction assistance for City, Park Board, County, and MnDOT road projects. This includes continuous update and maintenance of the City's digital topographic base map for Public Works functions.

**Service Activity Performance Measurements:**

- ◆ MSA design hours per mile of new MSA street construction.  
1998 Actual: 920 hours  
1999 Target: 920 hours

**Major Service Activities:**

- ◆ Produce and sell GIS topographical information / maps / products / services to citizens City/County/State/neighborhoods, Council Members/Mayor/other agencies, developers, etc. This includes maintaining the GIS/Print Room.

**Service Activity Performance Measurements:**

- ◆ Number of different maps produced per FTE, per year.  
1998 Actual: 4,000 maps  
1999 Target: 5,000 maps

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - ES - Right-Of-Management      600-6040**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Adjust to Public Works reorganization plans.
- ◆ Start Right of Way inventory update.
- ◆ Engineering 2000 - computerize Systems (record keeping)

**Major Service Activities:**

- ◆ Manage land-related aspects of City of Minneapolis' street and alley rights-of-way such as processing vacations, encroachments, site plans, and tax forfeited land transactions.

**Service Activity Performance Measurements:**

- ◆ Number of vacations and encroachments reviewed per FTE.

1998 Actual:            155

1999 Target:            155



**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - ES - SEWER & STORM WATER DESIGN      600-6063**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Implement Stormwater Quality requirements in site plan review.
- ◆ Create Minneapolis Stormwater Manual to aid developments in technical and procedural issues of site planning.
- ◆ Initiate study to locate sources of stormwater in sanitary sewers.

**Major Service Activities:**

- ◆ Manage watershed work and related Special Water Quality project work such as Chain of Lakes project including environmental related investigation and mediation to protect City's built environment.

**Service Activity Performance Measurements:**

- ◆ FTE's to accomplish program.

1998 Actual:	1.0
1999 Target:	1.0

**Major Service Activities:**

- ◆ Assist Citizens, Council Members, contractors, developers, and others to be in compliance with the City's existing and future sewer infrastructure system through site investigations and technical advice including site-plan review for compliance with erosion control and other zoning and planning ordinances.

**Service Activity Performance Measurements:**

- ◆ Number of site plans reviewed.

1998 Actual:	251
1999 Target:	275

**Major Service Activities:**

- ◆ Manage and implement CSO Permit conditions including PCA and EPA

**Service Activity Performance Measurements:**

- ◆ FTE's to accomplish program.

1998 Actual:	0.5
1999 Target:	0.5

## **PW Sewer and Storm Water Design continued**

### **Major Service Activities:**

- ◆ Plan, program, design, survey, coordinate, and provide construction assistance for all City, Park Board, County, and MnDOT sewer projects, including flood control projects.

### **Service Activity Performance Measurements:**

- ◆ Total number of City blocks of storm drains designed.  
1998 Actual: 25  
1999 Target: 43.5

### **Major Service Activities:**

- ◆ Perform location services and related administration for sewer and other underground facilities the PW Engineering Design maintains records for.

### **Service Activity Performance Measurements:**

- ◆ Number of locates.  
1998 Actual: 3011  
1999 Target: 3300

### **Major Service Activities:**

- ◆ Develop an electronic database of the sanitary and storm drainage utility

### **Service Activity Performance Measurements:**

- ◆ Number of plats digitized; Number of plats attributed per FTE.  
1998 Actual: 250; 0  
1999 Target: 400; 100

### **Major Service Activities:**

- ◆ Manage National Pollutant Discharge Elimination System (NPDES) permit for stormwater including coordinating these activities with State and Federal agencies.

### **Service Activity Performance Measurements:**

- ◆ Number of FTE's involved in maintaining the permit.  
1998 Actual: 1.5  
1999 Target: 1.5

**Public Works Engineering Services**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Street Design	46.60	46.60	46.60	56.60	56.60	21.46%	10.00
Water	-	-	-	9.00	9.00	-	9.00
Sewer Design	18.40	18.40	18.40	20.90	20.90	13.59%	2.50
Storm Water Mgmt	1.50	1.50	1.50	-	-	-	(1.50)
Right of Way Mgmt	-	-	-	11.00	11.00	-	11.00
Real Estate & Assess.	7.50	7.50	7.50	-	-	-	(7.50)
<b>FTE's</b>	<b>74.00</b>	<b>74.00</b>	<b>74.00</b>	<b>97.50</b>	<b>97.50</b>	<b>31.76%</b>	<b>23.50</b>
<b>Expense by Object:</b>							
Salaries and Wages	2,694,188	2,775,084	3,045,727	4,352,772	4,352,772	42.91%	1,307,045
Benefits	616,909	736,184	799,203	1,090,289	1,090,289	36.42%	291,086
Contractual Services	1,040,864	1,217,298	1,683,792	2,396,812	2,396,812	42.35%	713,020
Operating	186,542	201,826	230,948	253,064	253,064	9.58%	22,116
Equip./Capital	87,957	105,323	178,914	180,916	180,916	1.12%	2,002
<b>Total Expense by Object</b>	<b>4,626,460</b>	<b>5,035,716</b>	<b>5,938,584</b>	<b>8,273,853</b>	<b>8,273,853</b>	<b>39.32%</b>	<b>2,335,269</b>
<b>Expense by Fund:</b>							
General Fund	309,838	383,683	435,933	749,537	749,537	71.94%	313,604
Permanent Improvement Projects	2,877,623	3,104,183	3,653,489	4,792,528	4,792,528	31.18%	1,139,039
Sewer Rental	1,438,998	1,547,849	1,849,162	2,163,543	2,163,543	17.00%	314,381
Water Revenue	-	-	-	568,245	568,245	-	568,245
<b>Total Expense by Fund</b>	<b>4,626,460</b>	<b>5,035,716</b>	<b>5,938,584</b>	<b>8,273,853</b>	<b>8,273,853</b>	<b>39.32%</b>	<b>2,335,269</b>
<b>Expense by Division:</b>							
Street Design	2,877,623	3,104,183	3,653,489	4,792,528	4,792,528	31.18%	1,139,039
Water	-	-	-	568,245	568,245	-	568,245
Sewer Design	1,058,750	1,114,463	1,303,766	2,163,543	2,163,543	65.95%	859,777
Storm Water Mgmt	380,248	433,386	545,396	-	-	-	(545,396)
Right of Way Mgmt	-	-	-	749,537	749,537	-	749,537
Real Estate & Assess.	309,838	383,683	435,933	-	-	-	(435,933)
<b>Total Expense by Division</b>	<b>4,626,460</b>	<b>5,035,716</b>	<b>5,938,584</b>	<b>8,273,853</b>	<b>8,273,853</b>	<b>39.32%</b>	<b>2,335,269</b>

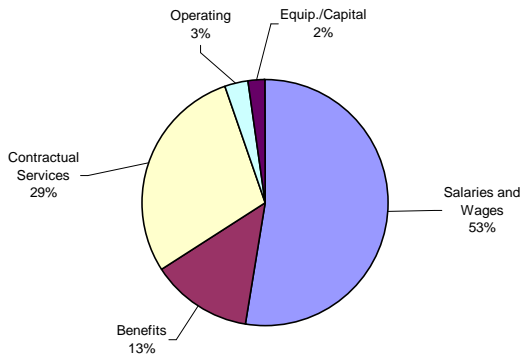
**Explanation of Changes from 1999 to 2000 Budget:**

- As part of the Public Works re-organization all engineering services have been consolidated into this agency. Included in this consolidation the Transportation, Water and Sewer engineering activities. In addition to the consolidation there was the creation of the Right of Way Management organization.

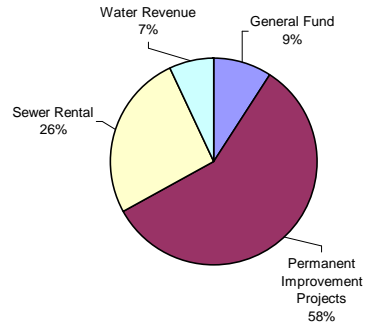
- In addition to the changes due to the re-organization, an increase of appropriation for contractual services was required to provide the needed support on the five year capital programs.

**Public Works Engineering Services**

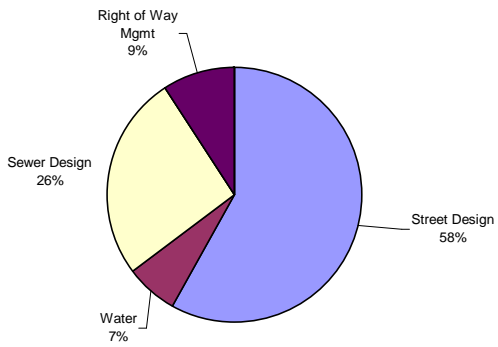
**Expense By Object  
2000 Budget**



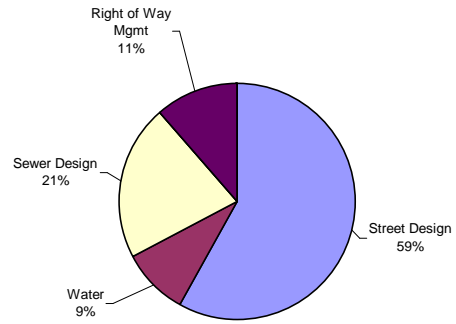
**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE By Division  
2000 Budget**



**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - EQS - MAINTENANCE 675-6752**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Move into the new Currie Maintenance Facility and organize employees and maintenance activities and to maximize efficiency in updated facility.
- ◆ Begin to schedule Preventative Maintenance (PM) activities using data from M4's automated fuel system.
- ◆ Consolidate all City vehicle fueling under ESD's automated system; solicit new fueling customers such as Mn/DOT and Hennepin County.

**Major Service Activities:**

- ◆ Provide maintenance, service, and repair to Sedans (137) and Light Trucks (447) in order to provide reliable transportation for City departments and agencies.

**Service Activity Performance Measurements:**

- ◆ Maintenance cost per mile; Maintenance expenditures per Vehicle  
1998 Actual: \$0.44 per mile; \$1,640.64 per VE  
1999 Target: \$0.44 per mile; \$1,640.64 per VE

**Major Service Activities:**

- ◆ Provide maintenance and repair of Police Vehicles (495) and Fire (87) vehicles other Mobile Equipment.

**Service Activity Performance Measurements:**

- ◆ Maintenance cost per mile for Police vehicles; Maintenance expenditures per Vehicle Equivalent; 1,447VE's.  
1998 Actual: Police = \$0.25 / mile; \$1,598.48 per VE  
1999 Target: Police = \$0.25 / mile; \$1,598.48 per VE

**Major Service Activities:**

- ◆ Fueling Operations
  - Provide gasoline and diesel motor fuel supply and distribution for City vehicles and equipment. This service activity supports all Public Works activities, the Minneapolis Fire Dept., MPRB, MCDA, MPHA, Head Start, etc.

**PW EQS Maintenance continued**

**Service Activity Performance Measurements:**

- ◆ Difference in the cost per gallon of regular fuel versus the average retail cost of regular fuel.

1998 Actual:	\$0.25 per gallon
1999 Target:	\$0.25 per gallon

**PROGRAM AND SERVICE ACTIVITY INFORMATION  
DEPARTMENT OF PUBLIC WORKS**

**Major Service Activities:**

- ◆ Provide maintenance and repair to Construction Equipment (98) and Large Trucks (168), in compliance with Federal and State DOT regulations, for all Public Works field operations.

**Service Activity Performance Measurements:**

- ◆ Maintenance cost per hour of use; Maintenance expenditures per Vehicle Equivalent - Total 3,798 VE

1998 Actual:	\$14.54 per hour; \$1,415,22 per VE
1999 Target:	\$14.54 per hour; \$1,415,22 per VE

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - EQS - OPERATIONS      675-6758**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Move into new Currie Maintenance Facility organize vehicle parking and equipment storage.
- ◆ Improve " Workforce Utilization" by adding and enhancing training components.
- ◆ Expand Dispatching Services without additional cost to improve service and efficiency.
- ◆ Enlarge rental base for ESD equipment to minimize costs to all customers.

**Major Service Activities:**

- ◆ Assign and dispatch truck drivers (108), equipment operators (59), and equipment for construction, maintenance, snow and ice control, emergencies, and other Public Works and Park Board field operations. Administer contracts for construction equipment and trucks to supplement the City's fleet during peak periods of activity.

**Service Activity Performance Measurements:**

- ◆ Equipment Services field operations expenditures per vehicle hour rental.

1998 Actual:	\$32.42 per hour
1999 Target:	\$32.42 per hour

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - EQS - PURCHASING      675-6765**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ To contend with reduction of \$4.6 million in purchasing budget, ESD will allocate remaining \$2.0 million to Police - \$500,000 to Fire Department, and other customers - \$1.0 million.
- ◆ Standardize vehicle specifications to lower maintenance costs and streamline purchasing.
- ◆ Establish, collect, and evaluate performance criteria for the Purchasing Organization.

**Major Service Activities:**

- ◆ Procurement and Disposal Administration
  - Prepare specifications, manage procurement and re-marketing of all mobile equipment and attachments.

**Service Activity Performance Measurements:**

- ◆ Percent of fleet vehicles that are within the useful life cycle.

1998 Actual:	75%
1999 Target:	77%



**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - PS - RADIO EQUIPMENT 680-6803**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Construct radio equipment shelter at Lowry Towers for 800 MHz system.
- ◆ Develop Horn Towers apts. Radio equipment space for 800 MHz system.
- ◆ Establish, collect, and evaluate performance criteria for the Radio Organization.

**Major Service Activities:**

- ◆ Provide for the wireless communications needs of City departments, through the purchase, installation, repair, and maintenance of related equipment, including base station and microwave infrastructure, portable and mobile equipment, mobile data terminals, 911 Emergency Communications Center equipment, electronic support equipment including sirens, radar units, decoders, public address, cable TV systems inside buildings, video, audio and control equipment and FCC Licensing; maintenance of emergency generators for Police and other departments. Customers include Police, Fire, Public Works, and other City departments.

**Service Activity Performance Measurements:**

- ◆ Cost to provide complete wireless communication services per unit per year.

1998 Actual:	\$239.17 per unit per year.
1999 Target:	\$239.17 per unit per year.

**Major Service Activities:**

- ◆ Purchase, provide, and manage air time for cellular telephone equipment as requested by City departments; Provide and manage paging services for all City departments. Customers include Police, Fire, Public Works, and other City departments.

**Service Activity Performance Measurements:**

- ◆ Cost to provide complete cell phone and pager services, excluding airtime expenses, per unit per year.

1998 Actual:	\$10.04 per unit per year.
1999 Target:	\$10.04 per unit per year.

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - PS - MUNICIPAL MARKET      680-6818**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Remove and replace roof and refurbish superstructure for Center Shed.

**Major Service Activities:**

- ◆ Provide a suitable location and relevant services for the Municipal Market to adequately function.

**Service Activity Performance Measurements:**

- ◆ Cost of maintenance per vendor stall provided at the Municipal Market.
  - 1998 Actual:
  - 1999 Target:

**PROGRAM AND SERVICE ACTIVITY INFORMATION  
DEPARTMENT OF PUBLIC WORKS  
PW - PS - LANDS & BLDGS MAINTENANCE680-6821**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Implementation of New Facilities, Space, and Asset Management Program.
- ◆ Implementation of Energy Tracking & Management System.
- ◆ Implementation of a Computer Aided Facility Management (CAFM) System.

**Major Service Activities:**

- ◆ Serve as caretaker for City-owned buildings and grounds under the jurisdiction of General Services and utilized by Police, Fire, Public Works and other City departments by providing facility management functions that include professional and technical planning, design, and project management services; Manage and provide for the Capital Improvement needs of City owned buildings and grounds; Operation, maintenance, repair, and construction services for building structures, grounds, mechanical systems; Provide repair and construction services as requested by tenants; Responsible for life safety issues such as indoor air quality (IAQ), accessibility, creature comfort, and compliance with State and Local Building Codes; Provide for the acquisition and disposal of City owned buildings and grounds.

**Service Activity Performance Measurements:**

- ◆ Maintenance & Operation costs per gross square foot of building space a year.

1998 Actual:	\$2.62 per square foot per year.
1999 Target:	\$3.20 per square foot per year.

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - PS - COMMUNITY CENTER OPERATIONS 680-6832**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Pursue title transfer options.

**Major Service Activities:**

- ◆ Provide building and grounds services at the Pilot City Regional Center and the Native American Center.

**Service Activity Performance Measurements:**

- ◆ Cost of maintenance and operations per square foot.
  - 1998 Actual:
  - 1999 Target:

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - PS - PROJECT MANAGEMENT OFFICE      680-6840**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Central Library Project
- ◆ Avenue of the Arts
- ◆ Public Works Facility Program
- ◆ GIS

**Major Service Activities:**

- ◆ Provide advanced planning, project coordination, and project management services for projects with multi-disciplinary professional services including Architecture, Engineering, and Landscape Architecture for City and other governmental agencies such as MCDA, Park Board, NRP, MPHA, and the Minneapolis School Board.

**Service Activity Performance Measurements:**

- ◆ The percent of billable hours compared to total hours.

1998 Actual:	69 Percent
1999 Target:	73 Percent

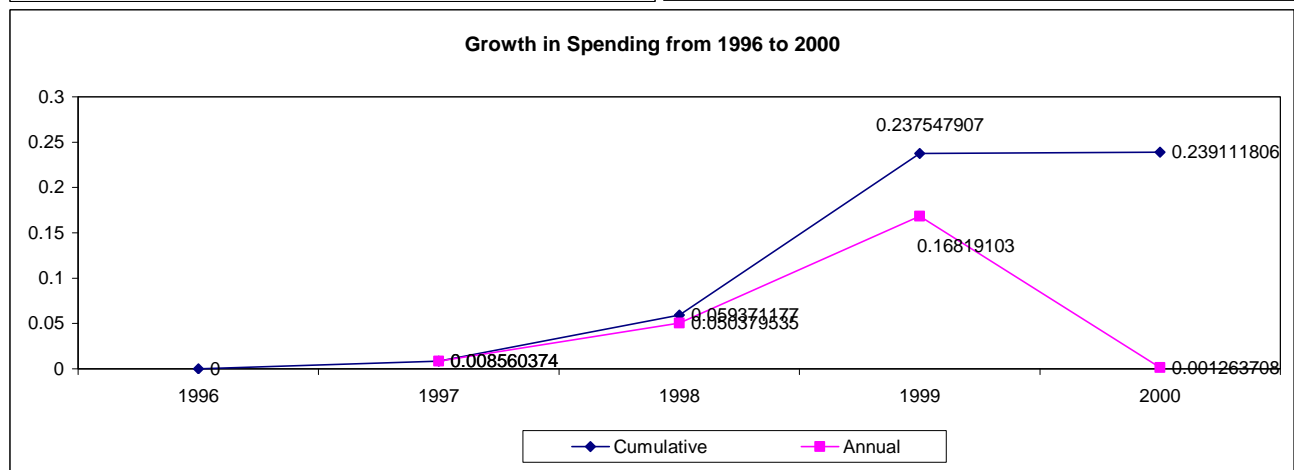
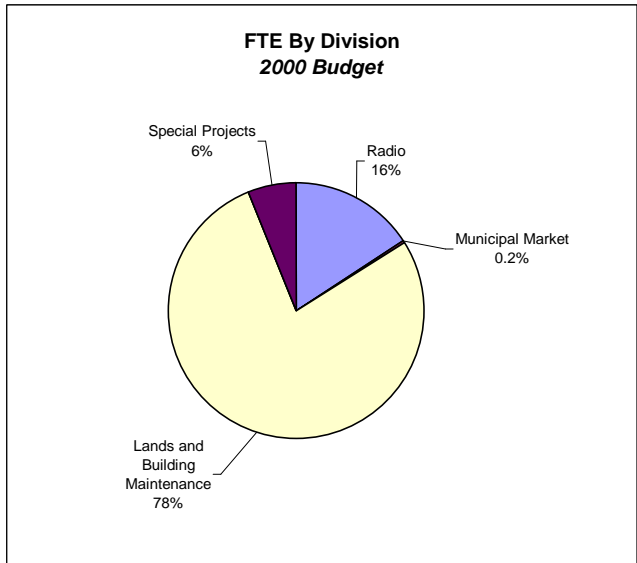
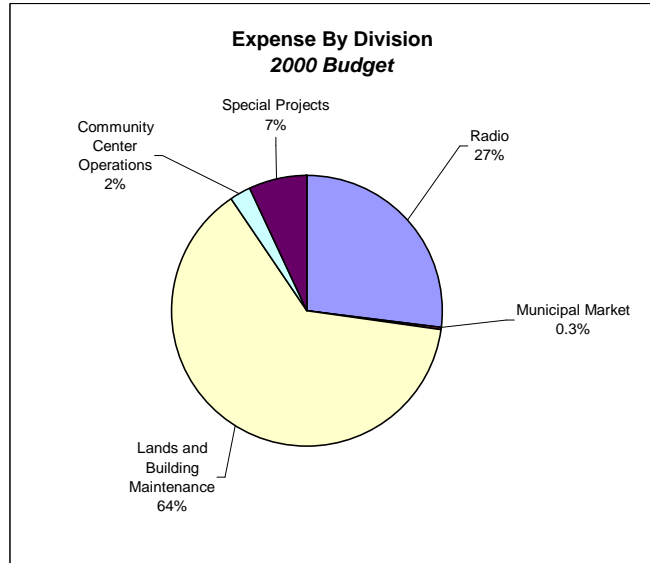
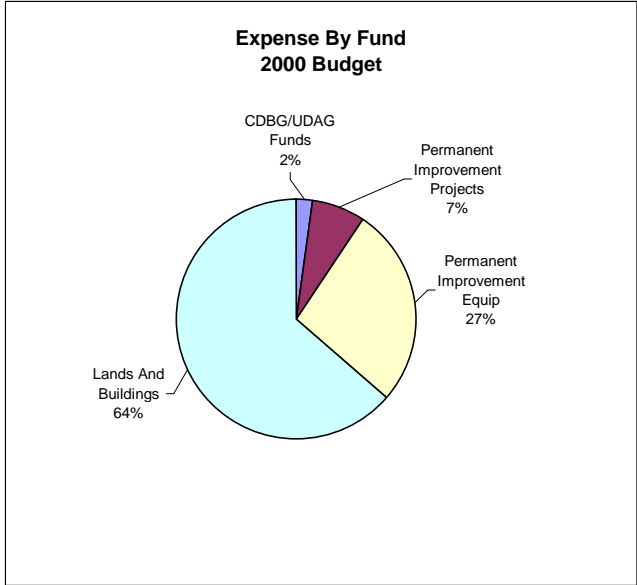
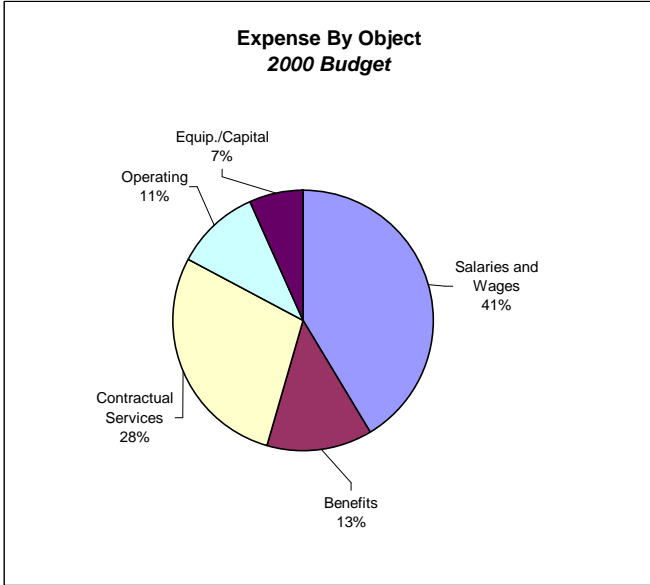
**Public Works  
General Services**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Recomm.	% Chg From 1999 to 2000 to 2000 Recomm.	Change From 1999 to 2000 to 2000 Recomm.
<b>FTE's by Division:</b>							
Radio	10.30	10.30	10.30	10.30	10.30		-
Municipal Market	0.15	0.15	0.15	0.15	0.15		-
Lands and Building Maintenance	43.00	44.00	50.85	50.55	50.55	-0.59%	(0.30)
Community Center Operations	-	-	-	-	-		-
Special Projects	5.00	5.00	5.00	4.00	4.00	-20.00%	(1.00)
<b>FTE's</b>	<b>58.45</b>	<b>59.45</b>	<b>66.30</b>	<b>65.00</b>	<b>65.00</b>	<b>-1.96%</b>	<b>(1.30)</b>
<b>Expense by Object:</b>							
Salaries and Wages	2,615,728	2,743,364	2,993,546	2,971,548	2,971,548	-0.73%	(21,998)
Benefits	807,988	863,076	907,201	936,989	936,989	3.28%	29,788
Contractual Services	1,534,615	1,904,902	2,034,687	2,047,274	2,045,633	0.54%	10,946
Operating	748,101	824,135	760,864	765,403	765,403	0.60%	4,539
Equip./Capital	299,845	476,023	1,077,650	1,065,000	475,000	-55.92%	(602,650)
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>6,006,277</b>	<b>6,811,500</b>	<b>7,773,948</b>	<b>7,786,214</b>	<b>7,194,573</b>	<b>-7.45%</b>	<b>(579,375)</b>
<b>Expense by Fund:</b>							
CDBG/UDAG Funds	46,026	49,696	161,697	164,139	162,498	0.50%	801
Permanent Improvement Projects	521,337	616,998	669,217	510,104	510,104	-23.78%	(159,113)
Permanent Improvement Equip	1,421,471	1,681,799	2,478,697	2,526,007	1,936,007	-21.89%	(542,690)
Lands And Buildings	4,017,444	4,463,008	4,464,337	4,585,964	4,585,964	2.72%	121,627
<b>Total Expense by Fund</b>	<b>6,006,277</b>	<b>6,811,500</b>	<b>7,773,948</b>	<b>7,786,214</b>	<b>7,194,573</b>	<b>-7.45%</b>	<b>(579,375)</b>
<b>Expense by Division:</b>							
Radio	1,421,471	1,681,799	2,478,697	2,526,007	1,936,007	-21.89%	(542,690)
Municipal Market	16,585	13,733	22,269	22,287	22,287	0.08%	18
Lands and Building Maintenance	4,000,858	4,449,274	4,442,068	4,565,601	4,565,601	2.78%	123,533
Community Center Operations	46,026	49,696	161,697	164,139	162,498	0.50%	801
Special Projects	521,337	616,998	669,217	508,180	508,180	-24.06%	(161,037)
<b>Total Expense by Division</b>	<b>6,006,277</b>	<b>6,811,500</b>	<b>7,773,948</b>	<b>7,786,214</b>	<b>7,194,573</b>	<b>-7.45%</b>	<b>(579,375)</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- As part of the Public Works re-organization there were 1.3 FTE's removed from this agency.

**Public Works  
General Services**



Note: Increase from 1998 to 1999 is due to a significant increase in equipment/capital purchases.

**PROGRAM AND SERVICE ACTIVITY INFORMATION  
DEPARTMENT OF PUBLIC WORKS**

**PW - FS - ENGINEERING MATLS.& TSTING, CENTRAL STORES - 640-6403**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Continue expanding customer base for increased revenue growth.  
Continue overall management to eliminate the Central Stores portion of the fund deficit by the year 2009.
- ◆ Continue implementing the recommendations of the City Council approved “Central Stores Redesign Project”.

**Major Service Activities:**

- ◆ Provide a Central Stores Inventory Function. Procures and maintains a warehouse of stocked inventory to support Public Works construction and maintenance operations and also furnish other supplies and materials to City Departments and Boards.

**Service Activity Performance Measurements:**

- ◆ Number of transactions per FTE per year.  
1998 Actual: 4,418 transactions per FTE in 1998.  
1999 Target: 4,500 transactions per FTE in 1999.



**PROGRAM AND SERVICE ACTIVITY INFORMATION  
DEPARTMENT OF PUBLIC WORKS**

**PW - FS - ENGINEERING MATLS.& TSTING - ASPHALT PLANT - 640-6407**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Continue with plant improvements for overall effective operations.
- ◆ Continue to expand customer base to increase revenue growth.
- ◆ Commence effective space utilization following the completion of the Hiawatha Avenue reconstruction project.

**Major Service Activities:**

- ◆ Produce bituminous products for Public Works construction and maintenance projects. (Asphalt Plant)

**Service Activity Performance Measurements:**

- ◆ Percentage of total (RAPable) asphalt products that contains RAP (Recycled Asphalt Pavement).

1998 Actual:	95% RAP
1999 Target:	90% RAP

**PROGRAM AND SERVICE ACTIVITY INFORMATION**

**DEPARTMENT OF PUBLIC WORKS**

**PW - FS ENGINEERING MATLS.& TESTING - ENGINEERING LABORATORY**

**640-6414**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Develop and implement procedures for the storage of large amounts of information electronically.
- ◆ Continue to implement recommendations of the City Council approved "Pavement Products Study".
- ◆ Incorporate Pavement Management in the organization of the Engineering Laboratory.

**Major Service Activities:**

- ◆ Provide the Environmental & Geo-Technical Services Function which includes on-site and in-lab testing, inspection, research; and environmental and soil boring services to insure quality control of concrete, asphalt, and soils for Public Works construction, maintenance, plant operations, and special projects.

**Service Activity Performance Measurements:**

- ◆ The overhead (multiplier) factor charger to our customers.

1998 Actual:	2.5 overhead (multiplier) factor actually charged.
1999 Target:	2.45 overhead (multiplier) factor.

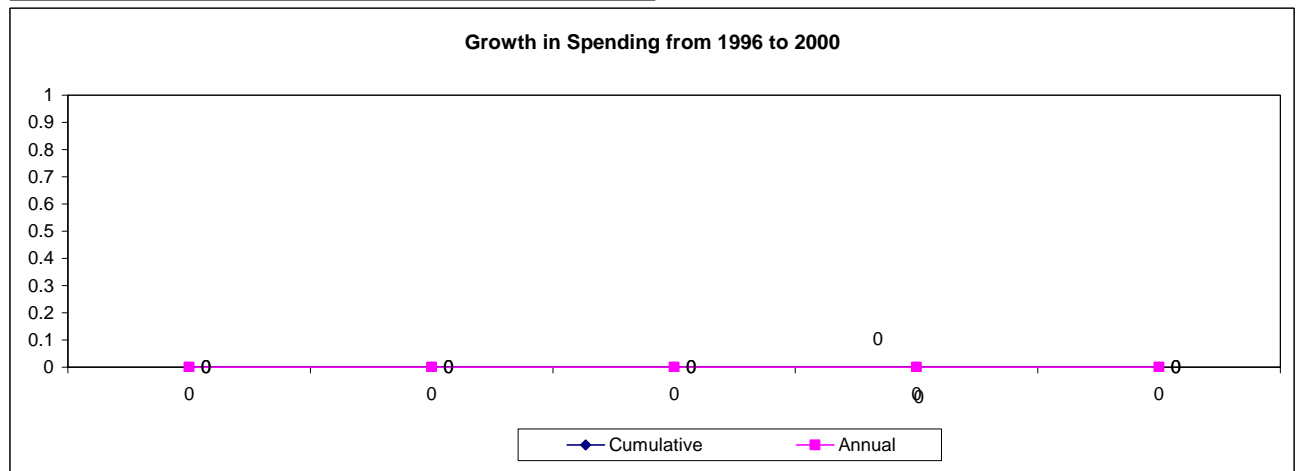
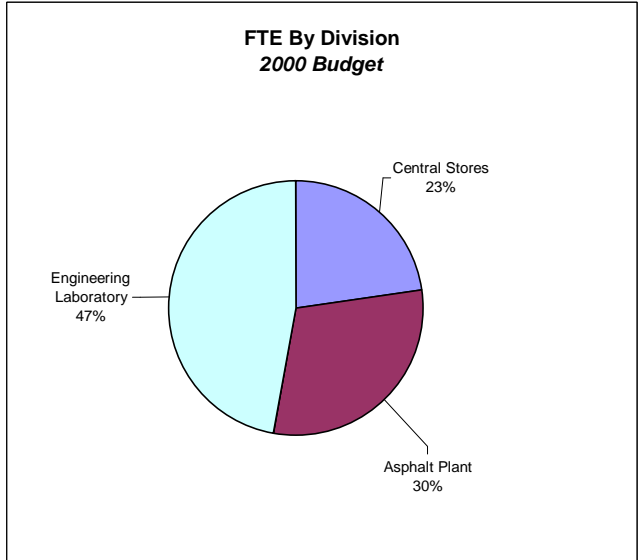
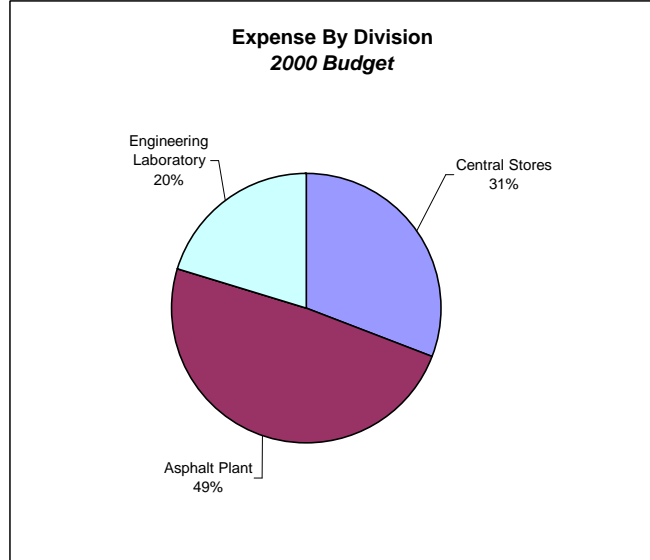
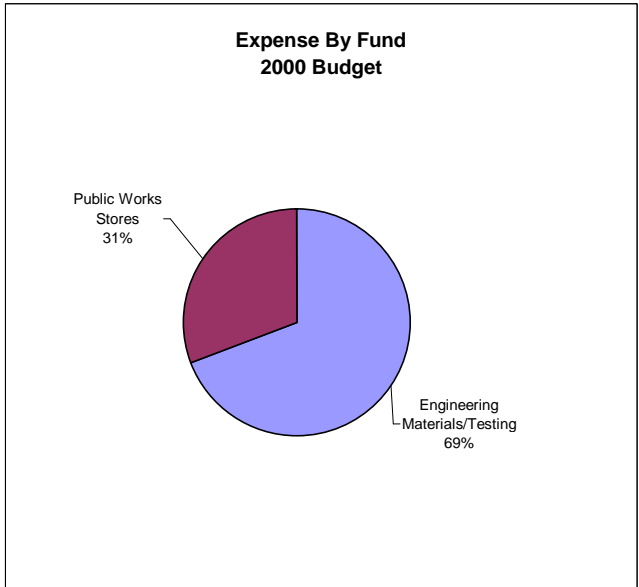
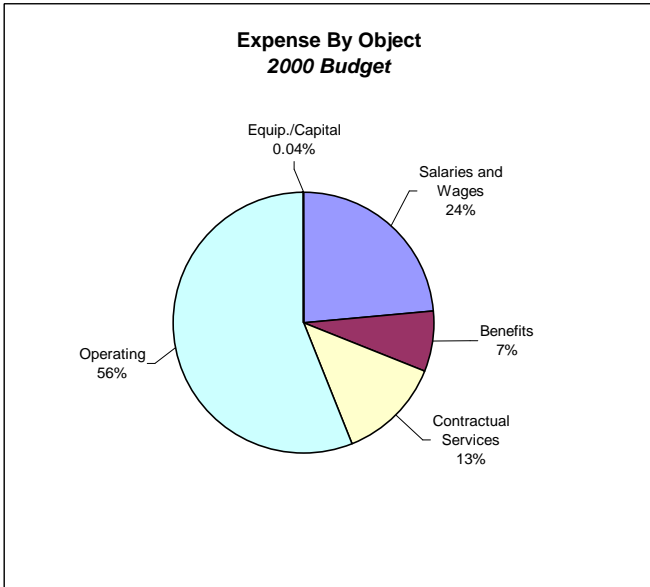
**Public Works Engineering Materials and Testing**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Recomm.	% Chg From 1999 to 2000 Recomm.	Change From 1999 to 2000 Recomm.
<b>FTE's by Division:</b>							
Central Stores	6.10	6.10	6.00	6.00	6.00		-
Asphalt Plant	7.80	7.80	8.20	8.00	8.00	-2.44%	(0.20)
Concrete Plant	5.10	2.60	2.00	-	-		(2.00)
Engineering Laboratory	13.00	13.00	12.50	12.50	12.50		-
<b>FTE's</b>	<b>32.00</b>	<b>29.50</b>	<b>28.70</b>	<b>26.50</b>	<b>26.50</b>	<b>-7.67%</b>	<b>(2.20)</b>
<b>Expense by Object:</b>							
Salaries and Wages	1,246,986	1,137,349	1,301,540	1,170,146	1,170,146	-10.10%	(131,394)
Benefits	410,424	398,313	391,540	369,600	369,600	-5.60%	(21,940)
Contractual Services	665,026	512,574	501,985	633,621	633,621	26.22%	131,636
Operating	1,673,461	1,351,752	2,764,366	2,764,366	2,764,366		-
Equip./Capital	34,006	35,228	2,000	2,000	2,000		-
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>4,029,903</b>	<b>3,435,216</b>	<b>4,961,431</b>	<b>4,939,733</b>	<b>4,939,733</b>	<b>-0.44%</b>	<b>(21,698)</b>
<b>Expense by Fund:</b>							
Engineering Materials/Testing	3,600,775	3,023,388	3,438,171	3,417,053	3,417,053	-0.61%	(21,118)
Public Works Stores	429,127	411,828	1,523,260	1,522,680	1,522,680	-0.04%	(580)
<b>Total Expense by Fund</b>	<b>4,029,903</b>	<b>3,435,216</b>	<b>4,961,431</b>	<b>4,939,733</b>	<b>4,939,733</b>	<b>-0.44%</b>	<b>(21,698)</b>
<b>Expense by Division:</b>							
Central Stores	429,127	411,828	1,523,260	1,522,680	1,522,680	-0.04%	(580)
Asphalt Plant	1,926,813	2,180,535	2,442,584	2,413,439	2,413,439	-1.19%	(29,145)
Concrete Plant	893,926	77,309	105,654	-	-		(105,654)
Engineering Laboratory	780,036	765,545	889,933	1,003,614	1,003,614	12.77%	113,681
<b>Total Expense by Division</b>	<b>4,029,903</b>	<b>3,435,216</b>	<b>4,961,431</b>	<b>4,939,733</b>	<b>4,939,733</b>	<b>-0.44%</b>	<b>(21,698)</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- With the closing of the Concrete Plant a reassignment of the 2.2 FTE's have been made.
- Due to the increase in the amount of environmental testing needed for projects, the Paving Lab organization appropriation was increased by \$117,000 for professional services.

**Public Works Engineering Materials and Testing**



**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - FS - SEWER MAINTENANCE - SEWER      630-6310**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Inspection of Park Board Storm Water System.
- ◆ Reduce mainline plugs from 18 to 17 per year.Reduce cleaning cost per mile.

**Major Service Activities:**

- ◆ Clean, inspect, repair, and renovate sanitary sewers and structures and storm sewers and associated structures.

**Service Activity Performance Measurements:**

- ◆ Cost per mile to clean sanitary sewer system.

1998 Actual:	\$1,738.26
1999 Target:	\$1,700

**PROGRAM AND SERVICE ACTIVITY INFORMATION  
DEPARTMENT OF PUBLIC WORKS**

**PW - FS - SEWER MAINTENANCE - SEWER & WATER CONNECTIONS**

**630-6360**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Establish, collect, and evaluate performance criteria for the Connections Organization.

**Major Service Activities:**

- ◆ Provide administration and inspection of: Connections to Minneapolis water and sewer systems by public and private contractors; All excavation in Minneapolis' Rights-of-Way.

**Service Activity Performance Measurements:**

- ◆ Permit revenue per FTE
  - 1998 Actual: \$80,336 per FTE
  - 1999 Target: \$80,400 per FTE

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - FS - SEWER MAINTENANCE - MET COUNCIL      630-6370**

**PROGRAM DESCRIPTION:**

**Major Service Activities**

- ◆ Metro Council Wastewater services cost center - 1999 \$30,877,797.

**Service Activity Performance Measurements:**

1998 Actual:

1999 Target:

**Public Works Sewer Maintenance**

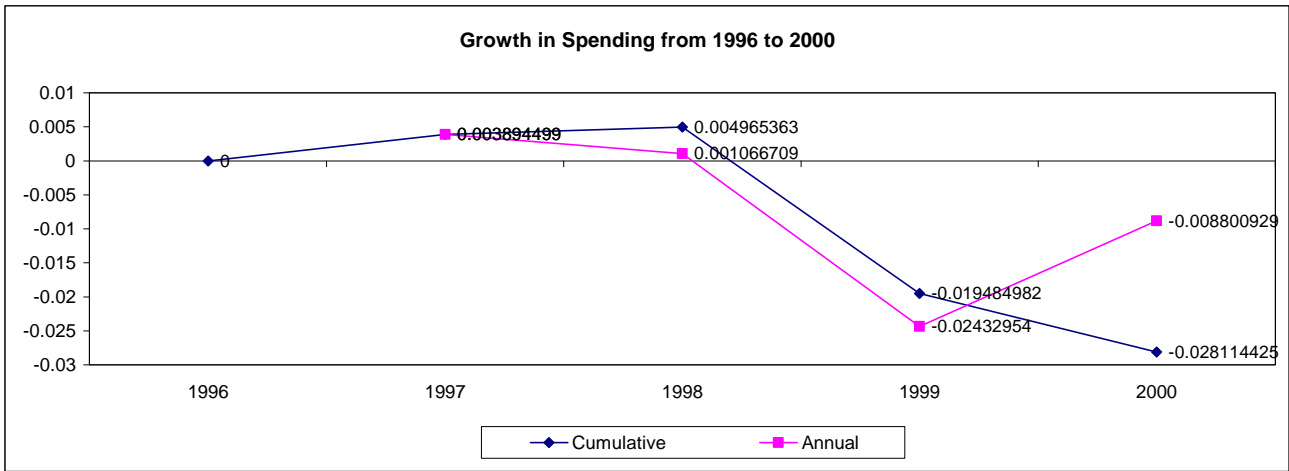
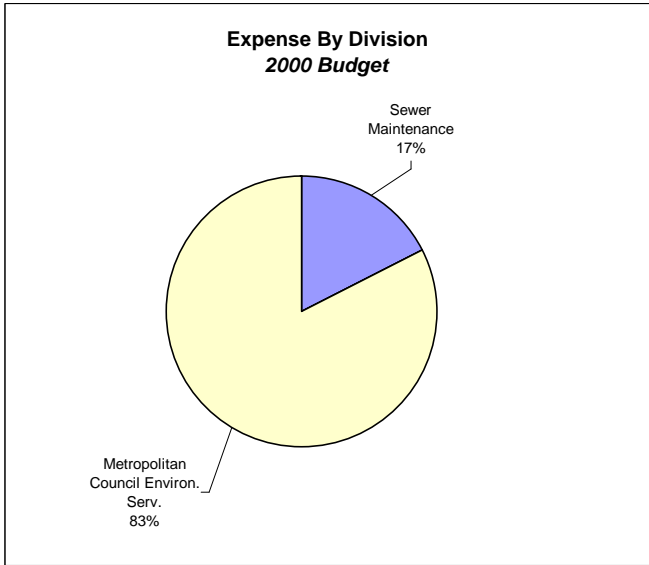
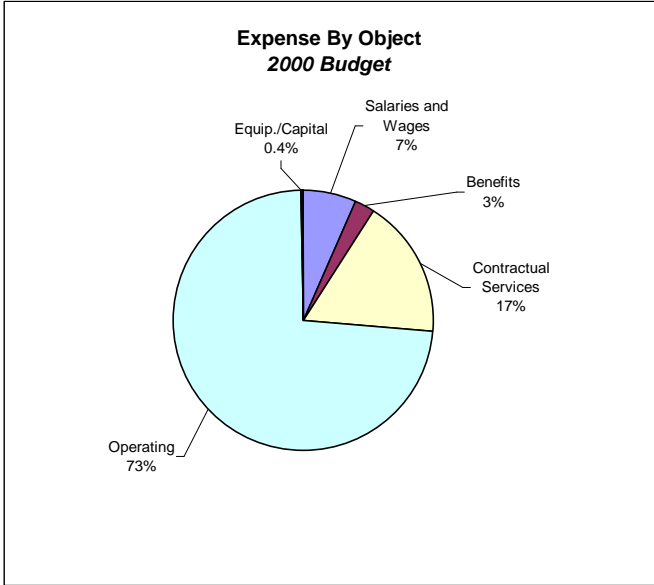
	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Recomm.	% Chg From 1999 to 2000 Recomm.	Change From 1999 to 2000 Recomm.
<b>FTE's by Division:</b>							
Sewer Maintenance	54.70	54.70	57.10	57.10	61.10	7.01%	4.00
Sewer and Water Connections	6.50	6.50	6.50	-	-		(6.50)
Metropolitan Council Environ. Serv.	-	-	-	-	-		-
<b>FTE's</b>	<b>61.20</b>	<b>61.20</b>	<b>63.60</b>	<b>57.10</b>	<b>61.10</b>	<b>-3.93%</b>	<b>(2.50)</b>
<b>Expense by Object:</b>							
Salaries and Wages	2,456,583	2,597,129	2,636,054	2,309,718	2,463,984	-6.53%	(172,070)
Benefits	999,054	1,057,830	978,709	976,929	976,929	-0.18%	(1,780)
Contractual Services	5,807,819	5,775,029	6,411,322	6,418,990	6,418,990	0.12%	7,668
Operating	28,140,133	27,135,796	26,827,337	26,823,390	27,399,124	2.13%	571,787
Equip./Capital	39,091	450,418	57,455	57,000	154,000	168.04%	96,545
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>37,442,679</b>	<b>37,016,201</b>	<b>36,910,877</b>	<b>36,586,027</b>	<b>37,413,027</b>	<b>1.36%</b>	<b>502,150</b>
<b>Expense by Fund:</b>							
General Fund	478,786	500,904	393,143	-	-		(393,143)
Sewer Rental	36,963,893	36,515,297	36,517,734	36,586,027	37,413,027	2.45%	895,293
<b>Total Expense by Fund</b>	<b>37,442,679</b>	<b>37,016,201</b>	<b>36,910,877</b>	<b>36,586,027</b>	<b>37,413,027</b>	<b>1.36%</b>	<b>502,150</b>
<b>Expense by Division:</b>							
Sewer Maintenance	5,986,194	6,715,306	5,639,937	5,708,230	6,535,230	15.87%	895,293
Sewer and Water Connections	478,786	500,904	393,143	-	-		(393,143)
Metropolitan Council Environ. Serv.	30,977,699	29,799,991	30,877,797	30,877,797	30,877,797		-
<b>Total Expense by Division</b>	<b>37,442,679</b>	<b>37,016,201</b>	<b>36,910,877</b>	<b>36,586,027</b>	<b>37,413,027</b>	<b>1.36%</b>	<b>502,150</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- As part of the Public Works re-organization the Sewer Connections services were transferred to the Right of Way organization within the Engineering Services department.



### Public Works Sewer Maintenance



**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - SWRS - COLLECTION 664-6641**

**PROGRAM DESCRIPTION:** Collection of refuse and performance of related support services for the City of Minneapolis

**Major Initiatives for 2000:**

- Collect garbage
- Continue Implementation of Clean City Program.
- Establish, collect, and evaluate performance criteria for the Solid Waste Collection Organization.

**Major Service Activities:**

- Provide for garbage collection from 108,000 residential dwelling units. Also provide support services for garbage collection (cart maintenance, truck maintenance, customers services activities, education activities, supervisory activities.)
- Provide neighborhood the Clean City Program, including clean sweep services, "Adopt" programs for litter containers and streets, and graffiti removal activities by Sentence to Service crews
- Provide support and coordination of Hennepin Co. Household Hazardous Waste Collection events.
- Provide public litter container collection services

**Service Activity Performance Measurements:**

- % of complaints from missed pickups
  - 1998 Actual: 0.05%
  - 1999 Target: 0.05%
  - 2000 Target: 0.04%
- Amount of garbage collected
  - 1998 Actual: 113,435 tons
  - 1999 Target: 114,000 tons
  - 2000 Target: 114,500 tons
- Number of litter containers adopted. (d.u. equivalent)
  - 1998 Actual: 0
  - 1999 Target: 100
  - 2000 Target: 2,000

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - SWRS - RECYCLING      664-6650**

**PROGRAM DESCRIPTION:** Collection of recyclables and performance of related support services for the City of Minneapolis

**Major Initiatives for 2000:**

- Collect recyclables from Minneapolis SW & R customers for processing and marketing.
- Meet State and County Recycling goals.
- Establish, collect, and evaluate performance criteria for the Recycling Organization.

**Major Service Activities:**

- Provide Recycling service activities.

**Service Activity Performance Measurements:**

- Amount of recyclables collected per year
  - 1998 Actual: 21,872 tons
  - 1999 Target: 22,000 tons
  - 2000 Target: 22,200 tons
- Percent of complaints from missed pickups
  - 1998 Actual: 0.05%
  - 1999 Target: 0.05%
  - 2000 Target: 0.04%

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - SWRS - DISPOSAL                      664-6653**

**PROGRAM DESCRIPTION:** Dispose of, in a cost effective and environmentally protective manner, solid waste collected in the City.

**Major Initiatives for 2000:**

- Dispose of Garbage collected.
- Dispose of tires, construction and demolition debris dropped off at transfer station.
- Dispose of wastes illegally dumped and collected through Clean City program.

**Major Service Activities:**

- Dispose of solid waste, from collection, at the contracted disposal sites.

**Service Activity Performance Measurements:**

- Amount of garbage disposed of
  - 1998 Actual: 113,000 tons
  - 1999 Target: 114,000 tons
  - 2000 Target: 113,500 tons
- Amount of collection and demolition debris disposed of
  - 1998 Actual: 3,054 tons
  - 1999 Target: 4,500 tons
  - 2000 Target: 4,800 tons
- Amount of tires disposed of
  - 1998 Actual: 313 tons
  - 1999 Target: 400 tons
  - 2000 Target: 425 tons

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - SWRS - YARD WASTE PROGRAM    664-6657**

**PROGRAM DESCRIPTION:** Collection and composting of yard wastes generated by Minneapolis customers

**Major Initiatives for 2000:**

- Collect and contract for composting of yard wastes from SW & R customers.
- Establish, collect, and evaluate performance criteria for the Yard Waste Organization.

**Major Service Activities:**

- Provide Seasonal Yard Waste collection services from Spring through Fall.

**Service Activity Performance Measurements:**

- Amount of yard waste composted
  - 1998 Actual: 20,527 tons
  - 1999 Target: 18,500 tons
  - 2000 Target: 18,500 tons

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - SWRS - LARGE ITEM/PROBLEM MATERIALS      664-6658**

**PROGRAM DESCRIPTION:** Collection, processing and recycling or disposal of large items and problem materials such as hide-a-beds, freezers, stoves, gutters, swing sets, etc.

**Major Initiatives for 2000:**

- Collect larger items/problem materials from SW & R customers.
- Remove Hazardous constituents, properly dispose of; manage separate program for TV's, VCR, Computer CPU's and monitors at request of Hennepin County.
- Sell scrap metals.

**Major Service Activities:**

- Provide Problem Materials/Large Item services.

**Service Activity Performance Measurements:**

- Amount of Large Item/Problem Materials collected
  - 1998 Actual: 3,591 tons
  - 1999 Target: 4,500 tons
  - 2000 Target: 5,000 tons
  
- Amount of televisions, VCR's and computers collected
  - 1998 Actual: 292 tons
  - 1999 Target: 320 tons
  - 2000 Target: 420 tons

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - SWRS - TRANSFER STATIONS 664-6659**

**PROGRAM DESCRIPTION:** Operate South Transfer Station to support citizen voucher programs and "for pay" wastes disposal

**Major Initiatives for 2000:**

- Operate S. Transfer Station for convenience/voucher program for SW & R customers.
- Operate S. Transfer Station for commercial customers.
- Operate /maintain S and N Transfer Stations for emergency or disaster recovery efforts.

**Major Service Activities:**

- Provide Voucher programs for tires, construction debris, and other materials to City residents.

**Service Activity Performance Measurements:**

- Number of voucher customers per year
  - 1998 Actual:
  - 1999 Target:

**Public Works Solid Waste**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Recomm.	% Chg From 1999 to 2000 Recomm.	Change From 1999 to 2000 Recomm.
<b>FTE's by Division:</b>							
Collection	67.35	70.95	70.15	67.45	67.45	-3.85%	(2.70)
Recycling	29.00	29.00	29.00	28.40	28.40	-2.07%	(0.60)
Disposal	2.60	2.20	2.60	2.20	2.20	-15.38%	(0.40)
Yard Waste	18.10	17.80	17.80	17.30	17.30	-2.81%	(0.50)
Large Item & Problem Materials	2.00	2.00	2.00	2.00	2.00		-
South Transfer Station	4.30	4.10	4.10	3.30	3.30	-19.51%	(0.80)
<b>FTE's</b>	<b>123.35</b>	<b>126.05</b>	<b>125.65</b>	<b>120.65</b>	<b>120.65</b>	<b>-3.98%</b>	<b>(5.00)</b>
<b>Expense by Object:</b>							
Salaries and Wages	4,474,923	4,607,448	5,047,358	4,956,030	4,956,030	-1.81%	(91,328)
Benefits	1,619,684	1,681,932	1,819,234	1,764,166	1,764,166	-3.03%	(55,068)
Contractual Services	13,478,289	14,026,567	14,780,534	15,176,066	15,176,066	2.68%	395,532
Operating	607,102	559,172	542,231	542,231	542,231		-
Equip./Capital	1,323,309	1,417,036	874,500	874,500	874,500		-
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>21,503,308</b>	<b>22,292,155</b>	<b>23,063,857</b>	<b>23,312,993</b>	<b>23,312,993</b>	<b>1.08%</b>	<b>249,136</b>
<b>Expense by Fund:</b>							
Solid Waste And Recycling	21,503,308	22,292,155	23,063,857	23,312,993	23,312,993	1.08%	249,136
<b>Total Expense by Fund</b>	<b>21,503,308</b>	<b>22,292,155</b>	<b>23,063,857</b>	<b>23,312,993</b>	<b>23,312,993</b>	<b>1.08%</b>	<b>249,136</b>
<b>Expense by Division:</b>							
Collection	9,707,734	9,919,661	10,970,054	11,130,972	11,130,972	1.47%	160,918
Recycling	4,077,352	4,212,848	3,768,277	3,764,753	3,764,753	-0.09%	(3,524)
Disposal	4,815,355	4,823,576	4,504,788	4,602,861	4,602,861	2.18%	98,073
Yard Waste	1,703,837	1,865,704	2,417,394	2,433,597	2,433,597	0.67%	16,203
Large Item & Problem Materials	711,436	779,214	689,182	689,295	689,295	0.02%	113
South Transfer Station	487,594	691,152	714,162	691,515	691,515	-3.17%	(22,647)
<b>Total Expense by Division</b>	<b>21,503,308</b>	<b>22,292,155</b>	<b>23,063,857</b>	<b>23,312,993</b>	<b>23,312,993</b>	<b>1.08%</b>	<b>249,136</b>

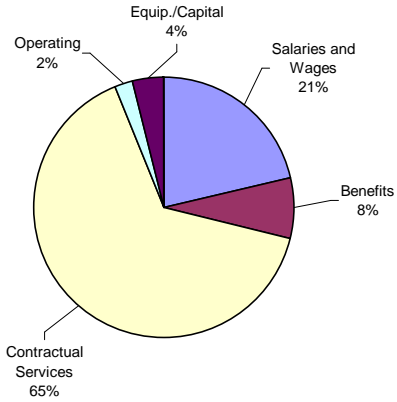
**Explanation of Changes from 1999 to 2000 Budget:**

- As part of the Public Works re-organization 5.0 FTE's were removed from the Solid Waste budget.
- Non-personnel appropriation increased for an increase in average tonnage collected and for an increase in the utility billing service costs.

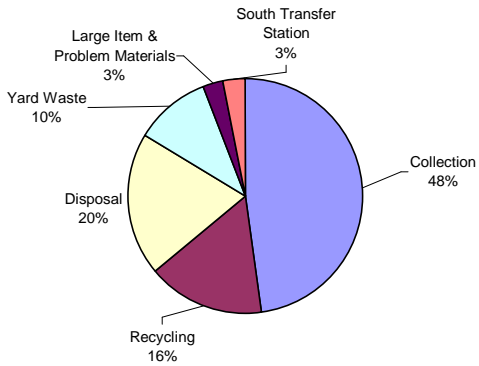


# Public Works Solid Waste

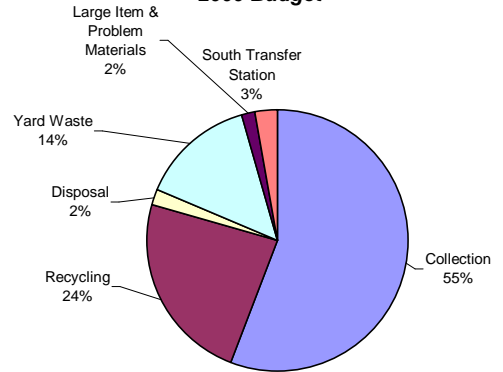
## Expense By Object 2000 Budget



## Expense By Division 2000 Budget



## FTE By Division 2000 Budget



**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - FS - STREETS & MALLS - SIDEWALK**      **607-6076**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Evaluate, establish, and collect performance criteria for the Sidewalk Organization.

**Major Service Activities:**

- ◆ Inspect and repair sidewalks as needed to maintain a safe environment for pedestrians, and to minimize liability claims against the City.

**Service Activity Performance Measurements:**

- ◆ Cost per permit to administer, inspect, and collect for sidewalk replacement
  - 1998 Actual:            3561 permits or \$74.34 per permit.
  - 1999 Target:            3600 permits or \$78.00 per permit.

**Major Service Activities:**

- ◆ Enforcement of snow removal ordinances to maintain a safe pedestrian environment and minimize liability claims against the City.

**Service Activity Performance Measurements:**

- ◆ Cost per warning ticket to administer sidewalk snow enforcement ordinances.
  - 1998 Actual:            \$34.18 per ticket
  - 1999 Target:            \$38.00 per ticket

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - FS - STREETS & MALLS - BRIDGE 607-6091**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ continuation of concrete sealing program initiated in 1999. Protocols. Protocols for monitoring the effectiveness of the program will be implemented.
- ◆ Reestablishment of bridge painting program of railings, beamsets, bearings and other appurtenant bridge components.
- ◆ Evaluate and establish performance criteria for the City retaining walls, especially near bridges.

**Major Service Activities:**

- ◆ Preserve, maintain, and rehabilitate bridges, retaining walls, and related structures on and adjacent to city streets and roadways. Provide annual inspection for all City bridges.

**Service Activity Performance Measurements:**

- ◆ Appropriate Unit Cost (each, square foot, linear foot) for maintenance costs.
  - 1998 Actual: Costs being developed
  - 1999 Target:

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - FS - STREETS & MALLS - NICOLLET MALL 607-6130**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Establish, collect, and evaluate performance criteria for the Nicollet Mall Organization.
- ◆ Replace all banners on the Mall and refurbish artwork and directional information on Kiosks.
- ◆ Work with Nicollet Mall Advisory Board to investigate enhanced holiday decorations.

**Major Service Activities:**

- ◆ Provide year round maintenance for the Nicollet Mall Special Service District

**Service Activity Performance Measurements:**

- ◆ Cost to maintain Nicollet Mall per centerline foot. (100% assessed)

1998 Actual:	\$289.67
1999 Target:	\$245.17

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - FS - STREETS & MALLS - SPECIAL SERVICE**      **607-6140**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Establish, collect, and evaluate performance criteria for the Special Service Districts Organization.
- ◆ Administer service contracts for any new Special Service District.

**Major Service Activities:**

- ◆ Provide maintenance services for Special Service Districts.

**Service Activity Performance Measurements:**

- ◆ Lump sum contract costs to maintain each Special Service District.

1998 Actual:	\$325,500
1999 Target:	\$325,500

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - FS - STREETS & MALLS - STREET    607-6160**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Work with the Park Board to implement service agreements for parkway maintenance.
- ◆ Investigate alternative sealcoat treatments and materials for parkways.
- ◆ Develop maintenance strategies to effectively utilize additional infrastructure GAP funding.

**Major Service Activities:**

- ◆ Provide repair and maintenance of City streets and alleys. Continue to develop and maintain a City-wide pavement management system for coordination and prioritization of street replacement and repair.

**Service Activity Performance Measurements:**

- ◆ Cost per square yard of pavement to repair and maintain.

1998 Actual:	\$0.37 per square yard
1999 Target:	\$0.39 per square yard

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - FS - STREETS & MALLS - STREET    607-6180**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Investigate alternative cost accounting procedures to produce more accurate and timely budget tracking and expenditure projections.
- ◆ Work toward implementation of Public Works Reorganization proposal to create the Public Works Service Centers.
- ◆ Establish, collect, and evaluate performance criteria for the Nicollet Mall Organization.

**Major Service Activities:**

- ◆ Provide general administration and coordination of all Street Maintenance activities. This includes all indirect labor costs such as vacation pay, sick pay, salaries, benefits, labor additives, unemployment, workers comp. etc. for Street Maintenance & Repair, Street Cleaning, Snow & Ice Control, and Malls & Plazas Maintenance.

**Service Activity Performance Measurements:**

- ◆ Percent of total street maintenance activities budget spent on supervision and administrative support.

1998 Actual:	12 Percent
1999 Target:	12 Percent

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - FS - STREETS & MALLS - STREET CLEANING**      **607-6200**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Investigate alternative disposal methods for street sweeping debris.
- ◆ Investigate downtown sweeping strategies to improve service levels.
- ◆ Further develop summer sweeping program.

**Major Service Activities:**

- ◆ Provide Fall street sweeping and leaf pickup.

**Service Activity Performance Measurements:**

- ◆ Cost of street sweeping per curb mile.

1998 Actual:	\$573 per curb mile.
1999 Target:	\$797 per curb mile.

**Major Service Activities:**

- ◆ Provide Summer sweeping of City and special cleaning of inner City and business districts

**Service Activity Performance Measurements:**

- ◆ Cost of street sweeping per curb mile.

1998 Actual:	\$233 per curb mile.
1999 Target:	\$482 per curb mile.

**Major Service Activities:**

- ◆ Clean catch basins and drains to prevent street flooding.

**Service Activity Performance Measurements:**

- ◆ Annual cleaning cost per catch basin.

1998 Actual:	\$2.70 per catch basin.
1999 Target:	\$4.43 per catch basin.

**Major Service Activities:**

- ◆ Provide Spring street and alley sweeping and cleaning.

**Service Activity Performance Measurements:**

- ◆ Cost of street sweeping per curb mile.



1998 Actual: \$739 per curb mile.
1999 Target: \$712 per curb mile

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - FS - STREETS & MALLS - SNOW & ICE      607-6220**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Coordinate snow and ice control activities performed by Hennepin County.
- ◆ Investigate anti-icing technology for pretreating pavements.
- ◆ Investigate alternative disposal methods for snow that is removed from streets.

**Major Service Activities:**

- ◆ Control Snow and Ice on City streets, alleys, pedestrian bridges, and vehicular bridges and bridge sidewalks. This includes downtown streets and intersections.

**Service Activity Performance Measurements:**

- ◆ Cost per lane mile plowed.

1998 Actual:	\$1,765 per lane mile.
1999 Target:	\$1,525 per lane mile.

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - FS - STREETS & MALLS - MALLS & PLAZAS - 607-6240**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Coordinate service exchanges with Park Board.
- ◆ Develop permit fee system for City Malls and Plazas such as Peavey Plaza and the Loring Greenway.
- ◆ Investigate the adoption of Park Board Integrated Pest Management Plan for maintenance of Public Works green spaces.

**Major Service Activities:**

- ◆ Maintain and clean all landscaped areas of the public right-of-way including debris clean-up and grass mowing on and around pedestrian bridges and bridge sidewalks.

**Service Activity Performance Measurements:**

- ◆ Cost per acre to maintain green areas.

1998 Actual:	\$4,465 per acre.
1999 Target:	\$4,633 per acre.

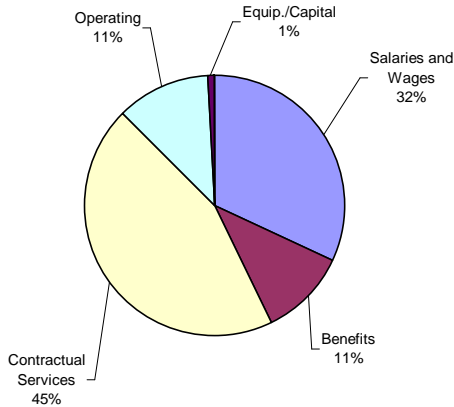
**Public Works Streets and Malls**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Recomm.	% Chg From 1999 to 2000 Recomm.	Change From 1999 to 2000 Recomm.
<b>FTE's by Division:</b>							
Sidewalk Inspections	5.50	5.50	5.00	6.00	6.00	20.00%	1.00
Bridge Maintenance	17.10	17.10	16.80	16.80	17.80	5.95%	1.00
Nicollet Mall	12.90	13.80	11.80	11.80	11.80		-
Special Services	-	-	-	-	-		-
Street Maintenance	75.50	75.50	78.80	72.30	75.50	-4.19%	(3.30)
Street Administration	12.80	12.80	12.80	10.80	10.80	-15.63%	(2.00)
Street Cleaning	26.10	26.10	26.10	26.10	26.10		-
Snow & Ice Control	20.60	20.60	20.60	20.60	27.80	34.95%	7.20
Malls and Plazas Maintenance	23.00	21.00	21.00	21.00	21.00		-
<b>FTE's</b>	<b>193.50</b>	<b>192.40</b>	<b>192.90</b>	<b>185.40</b>	<b>196.80</b>	<b>2.02%</b>	<b>3.90</b>
<b>Expense by Object:</b>							
Salaries and Wages	9,881,236	8,395,381	7,706,717	7,659,773	8,074,382	4.77%	367,665
Benefits	3,001,801	2,609,638	2,702,414	2,644,263	2,733,065	1.13%	30,651
Contractual Services	8,356,462	11,053,750	10,236,230	10,290,593	11,398,381	11.35%	1,162,151
Operating	2,850,157	2,587,998	2,649,173	2,649,173	2,907,974	9.77%	258,801
Equip./Capital	74,321	64,219	164,000	225,000	225,000	37.20%	61,000
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>24,163,977</b>	<b>24,710,986</b>	<b>23,458,534</b>	<b>23,468,802</b>	<b>25,338,802</b>	<b>8.02%</b>	<b>1,880,268</b>
<b>Expense by Fund:</b>							
General Fund	23,801,798	24,341,777	23,094,910	18,574,773	19,774,773	-14.38%	(3,320,137)
Permanent Improvement Projects	362,179	369,210	363,624	435,666	1,105,666	204.07%	742,042
Sewer Rental	-	-	-	4,458,363	4,458,363		4,458,363
<b>Total Expense by Fund</b>	<b>24,163,977</b>	<b>24,710,986</b>	<b>23,458,534</b>	<b>23,468,802</b>	<b>25,338,802</b>	<b>8.02%</b>	<b>1,880,268</b>
<b>Expense by Division:</b>							
Sidewalk Inspections	362,179	369,210	363,624	435,666	435,666	19.81%	72,042
Bridge Maintenance	1,311,940	1,513,456	1,391,495	1,423,433	1,473,433	5.89%	81,938
Nicollet Mall	967,378	1,032,657	1,119,430	1,117,074	1,117,074	-0.21%	(2,356)
Special Services	174,419	150,327	325,500	325,970	325,970	0.14%	470
Street Maintenance	6,598,020	6,715,823	7,773,352	7,495,701	8,115,701	4.40%	342,349
Street Administration	3,668,627	3,608,413	2,161,790	1,933,032	1,933,032	-10.58%	(228,758)
Street Cleaning	4,027,615	5,191,145	4,432,584	4,458,363	4,458,363	0.58%	25,779
Snow & Ice Control	5,782,452	4,684,484	4,269,197	4,619,722	5,819,722	36.32%	1,550,525
Malls and Plazas Maintenance	1,271,347	1,445,471	1,621,562	1,659,841	1,659,841	2.36%	38,279
<b>Total Expense by Division</b>	<b>24,163,977</b>	<b>24,710,986</b>	<b>23,458,534</b>	<b>23,468,802</b>	<b>25,338,802</b>	<b>8.02%</b>	<b>1,880,268</b>

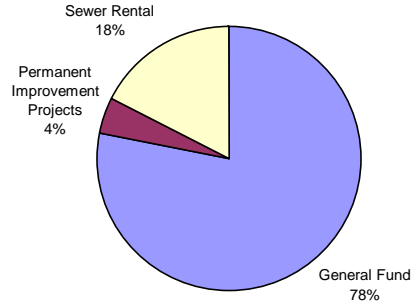
**Explanation of Changes from 1999 to 2000 Budget:**

- Street cleaning operations was transferred to the Sewer Fund as part of the 2000 Recommendation.

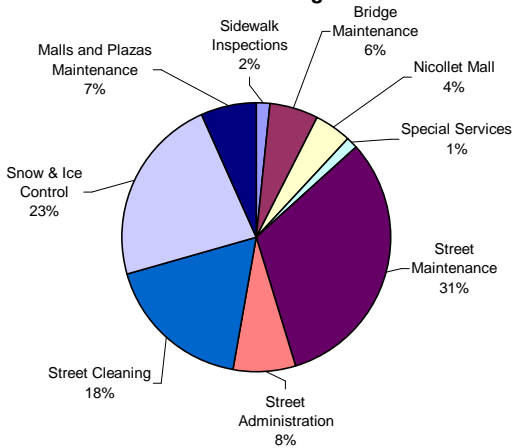
**Expense By Object  
2000 Budget**



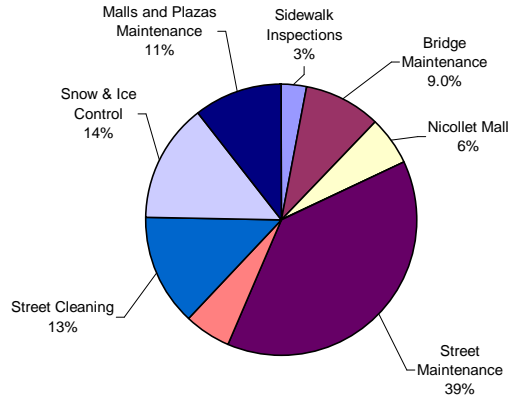
**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE By Division  
2000 Budget**



**PROGRAM AND SERVICE ACTIVITY INFORMATION  
DEPARTMENT OF PUBLIC WORKS  
PW - TPS - STREET LIGHTING685-6851**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Continue replacement of badly rusted street light poles using Infrastructure Maintenance GAP funding.
- ◆ Field inspection of allstreet light poles and bases.
- ◆ Establish, collect, and evaluate performance criteria for the Street Lighting Organization.

**Major Service Activities:**

- ◆ Manage and administer the Minneapolis Street Lighting System.

**Service Activity Performance Measurements:**

- ◆ Annual maintenance cost perstreet light. (With or without electricity expenses).  
1998 Actual:  $\$4,243,196 / 31,858 = \$133.19$   
1999 Target:

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - TPS - PLANNING & DESIGN      685-6860**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Modify traffic counting program to better meet need for special counts and studies.
- ◆ Support field inspection effort required for the installation of large street lighting projects.
- ◆ Establish, collect, and evaluate performance criteria for the Planning & Design Organization.

**Major Service Activities:**

- ◆ Manage and Administer the Minneapolis Traffic Signal System

**Service Activity Performance Measurements:**

Total traffic Counts performed (mechanical and manual):

1998 Actual: 1069

1999 Target:

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - TPS - INVENTORY 685-6870**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Increase inventory to accommodate maintenance of parkway lighting.
- ◆ Increase inventory to accommodate maintenance of parkway signing.
- ◆ Establish, collect, and evaluate performance criteria for the Inventory Organization.

**Major Service Activities:**

- ◆ Provide Traffic Stores that procures and stocks materials and equipment as requested for the Transportation Division and for other departments and agencies.

**Service Activity Performance Measurements:**

- ◆ Number of transactions per FTE per year.
  - 1998 Actual:
  - 1999 Target:



**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - TPS - FIELD OPERATIONS      685-6874**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Conversion of school crossing signs from yellow to fluorescent yellow green.
- ◆ Begin exchange of real time data with MnDOT to support the "Orien" program.
- ◆ Establish, collect, and evaluate performance criteria for the Field Operations Organization.

**Major Service Activities:**

Fund 75 Portion (1999 includes \$385,000 for Safety Study)

**Service Activity Performance Measurements:**

1998 Actual:

1999 Target:

**Major Service Activities:**

- ◆ Construct, operate, and maintain all traffic control devices and facilities such as signs, signals, pavement markings, bus lanes, bike lanes, etc.

**Service Activity Performance Measurements:**

- ◆ Number of work orders completed per FTE, per year.

1998 Actual:

1999 Target:

**Major Service Activities:**

- ◆ Administer and manage the Transportation System including autos, buses, bikes, pedestrians, trucks, taxis, limos, and any operational and safety issues involved in those systems.

**Service Activity Performance Measurements:**

- ◆ Number of requests & complaints received per FTE, per year.

1998 Actual:

1999 Target:

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - TPS - ON-STREET PARKING 685-6888**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Develop and promote cash card program for parking meters.
- ◆ Increase utilization of operational features of new parking meter system.
- ◆ Establish, collect, and evaluate performance criteria for the On-Street Parking Organization.

**Major Service Activities:**

- ◆ Coordinate and manage the performance, construction, operation, and maintenance of the On-Street Parking System. (Parking Meters)

**Service Activity Performance Measurements:**

- ◆ Average revenue per parking meter, per year.
  - 1998 Actual:  $\$4,510,300 / 6400 \text{ meters} = \$708.02$
  - 1999 Target:

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - TPS - OFF-STREET PARKING 685-6892**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Complete and open the Hawthorne Transportation Center Ramps.
- ◆ Complete the Fiber Optic Back Bone for the Parking Ramps
- ◆ Develop and implement a new Automatic Revenue Control system in one ramp.

**Major Service Activities:**

- ◆ Coordinate and Manage the performance, construction, operation, and maintenance of the Municipal Parking System. (Parking Ramps)

**Service Activity Performance Measurements:**

- ◆ Parking System average revenue per space, per year.
  - 1998 Actual: \$1,782
  - 1999 Target: \$1,825

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - TPS - TOWING & IMPOUND    685-6898**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Implement higher level of coordination between Public Works field personnel and management.
- ◆ Change Impound Lot Security Program.
- ◆ Establish, collect, and evaluate performance criteria for the Towing & Impound Lot Organization.

**Major Service Activities:**

- ◆ Manage and Coordinate the Municipal Impound Lot.

**Service Activity Performance Measurements:**

- ◆ Average cost per tow.
  - 1998 Actual:    \$3,802,500 Tot.Exp./ 43,724 # of tows = \$87 per tow
  - 1999 Target:

## Public Works Transportation

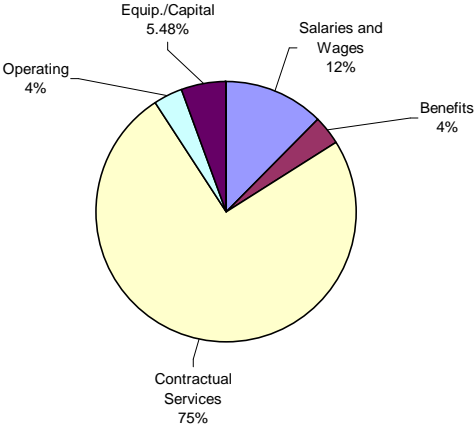
	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Recomm.	% Chg From 1999 to 2000 to 2000 Recomm.	Change From 1999 to 2000 to 2000 Recomm.
<b>FTE's by Division:</b>							
Street Lighting	3.45	3.45	3.45	2.45	2.45	-28.99%	(1.00)
Engineering Systems	2.00	2.00	2.00	-	-		(2.00)
Planning and Design	9.50	9.50	9.50	6.50	6.50	-31.58%	(3.00)
Inventory	2.00	2.00	2.00	2.00	2.00		-
Field Operations	50.04	50.04	50.14	51.14	51.14	1.99%	1.00
On-Street Parking	8.50	8.50	8.30	8.30	8.30		-
Off-Street Parking	6.05	6.05	7.05	8.05	8.05	14.18%	1.00
Towing and Impound	21.80	21.80	21.80	21.80	21.80		-
<b>FTE's</b>	<b>103.34</b>	<b>103.34</b>	<b>104.24</b>	<b>100.24</b>	<b>100.24</b>	<b>-3.84%</b>	<b>(4.00)</b>
<b>Expense by Object:</b>							
Salaries and Wages	5,101,344	5,649,134	5,110,304	5,017,548	5,065,418	-0.88%	(44,886)
Benefits	1,579,127	1,685,815	1,421,073	1,460,985	1,460,985	2.81%	39,912
Contractual Services	24,124,982	25,987,873	30,280,248	29,273,506	30,524,006	0.81%	243,758
Operating	1,449,335	1,293,832	2,393,778	1,188,155	1,462,285	-38.91%	(931,493)
Equip./Capital	198,063	203,790	934,730	692,005	2,232,005	138.79%	1,297,275
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>32,452,851</b>	<b>34,820,445</b>	<b>40,140,133</b>	<b>37,632,199</b>	<b>40,744,699</b>	<b>1.51%</b>	<b>604,566</b>
<b>Expense by Fund:</b>							
General Fund	9,593,578	10,469,961	10,155,451	9,941,660	10,346,660	1.88%	191,209
Permanent Improvement Projects	-	-	-	-	150,000		150,000
Public Works Stores	217,283	246,473	1,455,791	265,109	265,109	-81.79%	(1,190,682)
Municipal Parking	22,641,990	24,104,011	28,528,891	27,425,430	29,982,930	5.10%	1,454,039
<b>Total Expense by Fund</b>	<b>32,452,851</b>	<b>34,820,445</b>	<b>40,140,133</b>	<b>37,632,199</b>	<b>40,744,699</b>	<b>1.51%</b>	<b>604,566</b>
<b>Expense by Division:</b>							
Street Lighting	3,933,019	4,243,189	4,321,579	4,290,229	4,710,229	8.99%	388,650
Engineering Systems	213,130	208,989	259,021	-	-		(259,021)
Planning and Design	644,577	775,625	713,618	531,062	531,062	-25.58%	(182,556)
Inventory	217,283	246,473	1,455,791	265,109	265,109	-81.79%	(1,190,682)
Field Operations	5,041,528	5,570,985	5,563,786	5,400,991	5,535,991	-0.50%	(27,795)
On-Street Parking	940,552	771,813	986,848	798,579	873,579	-11.48%	(113,269)
Off-Street Parking	18,385,448	19,200,910	23,056,995	22,512,550	24,930,050	8.12%	1,873,055
Towing and Impound	3,077,314	3,802,461	3,782,495	3,833,679	3,898,679	3.07%	116,184
<b>Total Expense by Division</b>	<b>32,452,851</b>	<b>34,820,445</b>	<b>40,140,133</b>	<b>37,632,199</b>	<b>40,744,699</b>	<b>1.51%</b>	<b>604,566</b>

**Explanation of Changes from 1999 to 2000 Budget:**

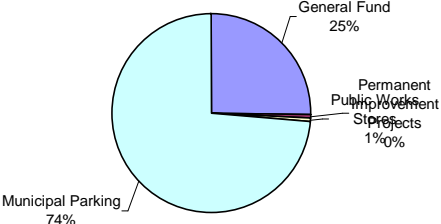
- Through the re-organization of Public Works 4.0 FTE's have been re-assigned.
- The net decrease in contractual services comes from the removal of several one-time expense and the addition of two lots and one ramp.

# Public Works Transportation

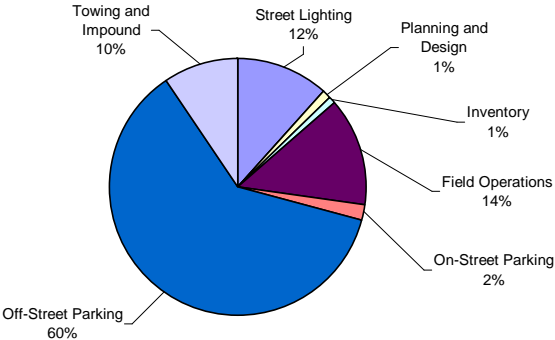
**Expense By Object**  
*2000 Budget*



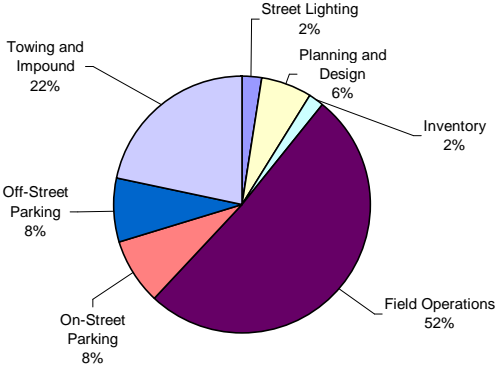
**Expense By Fund**  
*2000 Budget*



**Expense By Division**  
*2000 Budget*



**FTE By Division**  
*2000 Budget*



**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - WTDS - CONTRIBUTION TO OTHER FUNDS 690-6901**

**PROGRAM DESCRIPTION:**

**Major Service Activities:**

- ◆ Provide for contributions to other funds - Water Fund Obligation to make up unfunded portion of MERF share

**Service Activity Performance Measurements:**

1998 Actual:

1999 Target:

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - WTDS - ADMINISTRATION      690-6905**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Coordinate the Water Works Change Management Process.
- ◆ Oversee continuation of meter replacement and Radio Automatic Reading System installation.
- ◆ Issue water connection and hydrant use permits.

**Major Service Activities:**

- ◆ Provide Water Works management direction to efficiently and effectively provide safe water to Minneapolis and suburban customers. Issue water connection and hydrant use permits.

**Service Activity Performance Measurements:**

- ◆ Percent of overall Water operating and capital budget spent on Water
  - 1998 Actual:            1.57 Percent
  - 1999 Target:            1.14 Percent



**PROGRAM AND SERVICE ACTIVITY INFORMATION  
DEPARTMENT OF PUBLIC WORKS  
PW - WTDS - TREATMENT OPERATIONS 690-6930**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Pilot test and select an ultrafiltration membrane system design and installation.
- ◆ Continuing design and installation of a master SCADA (Supervisory Control and Data Acquisition) System.
- ◆ Completion of 34 million gallon reservoir concrete structure.

**Major Service Activities:**

- ◆ Provide an adequate supply of safe (Palatable and Potable) water to Minneapolis and suburban customers by treating, pumping, monitoring, and administering Water plant and pumping operations.

**Service Activity Performance Measurements:**

- ◆ Treatment cost per gallon of Water.
  - 1998 Actual:
  - 1999 Target:           \$0.000432 per gallon

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - WTDS - TREATMENT MAINTENANCE**      **690-6950**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Perform preventative maintenance and repair of pumps and motors.
- ◆ Perform maintenance and repair of chemical feed equipment.
- ◆ Perform maintenance and repair of process control systems.

**Major Service Activities:**

- ◆ Perform scheduled and unscheduled maintenance and construction to ensure operation of water treatment and pumping facilities. This function is critical to the activity of providing an adequate supply of safe water to Minneapolis and suburban customers.

**Service Activity Performance Measurements:**

- ◆ Total maintenance cost per gallon of water produced.
  - 1998 Actual:
  - 1999 Target:            \$0.00016 per gallon

**PROGRAM AND SERVICE ACTIVITY INFORMATION  
DEPARTMENT OF PUBLIC WORKS  
PW - WTDS - DISTRIBUTION 690-6980**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Clean and line approximately 20,000 feet of small water mains (6" - 12").
- ◆ Clean and line approximately 4,500 feet of large (24" and larger) water main.
- ◆ Replace old worn large gate valves.

**Major Service Activities:**

- ◆ Provide supervision and support services for the distribution maintenance and construction work force. This activity supports the activity of scheduled and unscheduled maintenance and construction of the water distribution system, and the activity of providing an adequate supply of safe water to Minneapolis and suburban customers.

**Service Activity Performance Measurements:**

- ◆ Average repair cost per hydrant.

1998 Actual:	\$422 per hydrant
1999 Target:	\$425 per hydrant

**Major Service Activities:**

- ◆ Provide scheduled and unscheduled maintenance and construction of the water distribution system to ensure delivery of a safe water supply to Minneapolis and suburban customers.

**Service Activity Performance Measurements:**

- ◆ Maintenance cost per mile of water main.

1998 Actual:	
1999 Target:	\$4,421 per mile

**Major Service Activities:**

- ◆ Meter Services: Read, Install, and Repair water meters.

**Service Activity Performance Measurements:**

- ◆ Average annual meter maintenance and operating cost per customer.

1998 Actual:	
1999 Target:	\$11.93 per customer

**PW WTDS Distribution continued**

**Major Service Activities:**

- ◆ Perform location services and related administration functions to facilitate location of water works underground facilities for public and private contractors and for private landowners as required by Minnesota Statute 216.0. (Gopher State One Call)

**Service Activity Performance Measurements:**

- ◆ Cost per locate.

1998 Actual:	\$6.41 per locate
1999 Target:	\$6.57 per locate

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**DEPARTMENT OF PUBLIC WORKS**  
**PW - WTDS - MAJOR REPAIRS & REPLACEMENT**      **690-6990**

**PROGRAM DESCRIPTION:**

**Major Initiatives for 2000:**

- ◆ Complete repair of Washburn Water Tower.
- ◆ Coagulation Basin and Flume structural repair.
- ◆ Dewatering Plant Centrifuge rebuilding.

**Major Service Activities:**

- ◆ Complete major repairs and replacement projects to support providing a safe water supply to Minneapolis and suburban customers.

**Service Activity Performance Measurements:**

- ◆ Major repair and replacement cost per mile of distribution system; Major plant repair and replacement cost per million gallons of water produced.

1998 Actual:

1999 Target:                    \$815 per mile of Dist. system; \$91.49 per million gallons

**Public Works  
Water**

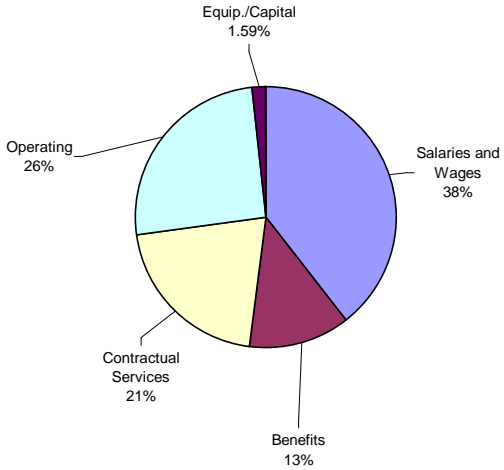
	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Recomm.	% Chg From 1999 to 2000 Recomm.	Change From 1999 to 2000 Recomm.
<b>FTE's by Division:</b>							
Administration	6.00	6.00	6.00	6.00	6.00		-
Contribution to Other Funds	-	-	-	-	-		-
Engineering	18.00	18.00	18.00	-	-		(18.00)
Treatment	135.65	79.75	79.75	79.75	79.75		-
Treatment Maintenance	-	57.00	57.00	59.00	59.00	3.51%	2.00
Distribution	97.60	97.00	97.00	90.00	90.00	-7.22%	(7.00)
Major Repairs & Replacement	-	-	-	-	-		-
<b>FTE's</b>	<b>257.25</b>	<b>257.75</b>	<b>257.75</b>	<b>234.75</b>	<b>234.75</b>	<b>-8.92%</b>	<b>(23.00)</b>
<b>Expense by Object:</b>							
Salaries and Wages	11,151,430	11,241,265	11,675,424	11,040,888	11,040,888	-5.43%	(634,536)
Benefits	3,867,375	3,617,265	3,483,829	3,513,175	3,513,175	0.84%	29,346
Contractual Services	6,018,230	6,843,873	5,709,327	5,800,318	5,800,318	1.59%	90,991
Operating	4,239,592	4,392,957	5,998,552	6,314,552	7,214,552	20.27%	1,216,000
Equip./Capital	308,974	867,305	444,835	444,835	444,835		-
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>25,585,600</b>	<b>26,962,665</b>	<b>27,311,967</b>	<b>27,113,768</b>	<b>28,013,768</b>	<b>2.57%</b>	<b>701,801</b>
<b>Expense by Fund:</b>							
Water Revenue	25,585,600	26,962,665	27,311,967	27,113,768	28,013,768	2.57%	701,801
<b>Total Expense by Fund</b>	<b>25,585,600</b>	<b>26,962,665</b>	<b>27,311,967</b>	<b>27,113,768</b>	<b>28,013,768</b>	<b>2.57%</b>	<b>701,801</b>
<b>Expense by Division:</b>							
Administration	635,603	600,909	706,016	717,450	717,450	1.62%	11,434
Contribution to Other Funds	1,190,004	944,349	672,926	763,097	763,097	13.40%	90,171
Engineering	969,613	1,045,754	1,639,114	-	-		(1,639,114)
Treatment	13,103,911	10,803,959	10,802,214	10,946,777	10,946,777	1.34%	144,563
Treatment Maintenance	1,119,601	3,939,302	4,025,289	4,948,532	4,948,532	22.94%	923,243
Distribution	6,365,527	6,519,183	6,364,201	6,626,014	6,626,014	4.11%	261,813
Major Repairs & Replacement	2,201,342	3,109,210	3,102,207	3,111,898	4,011,898	29.32%	909,691
<b>Total Expense by Division</b>	<b>25,585,600</b>	<b>26,962,665</b>	<b>27,311,967</b>	<b>27,113,768</b>	<b>28,013,768</b>	<b>2.57%</b>	<b>701,801</b>

**Explanation of Changes from 1999 to 2000 Budget:**

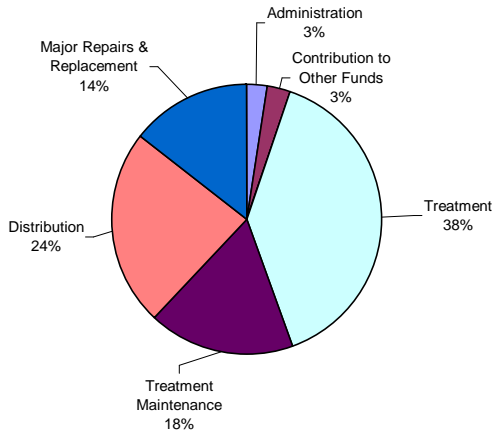
- As part of the Public Works re-organization, the Water engineering organization was moved to the Engineering Services Agency.

**Public Works  
Water**

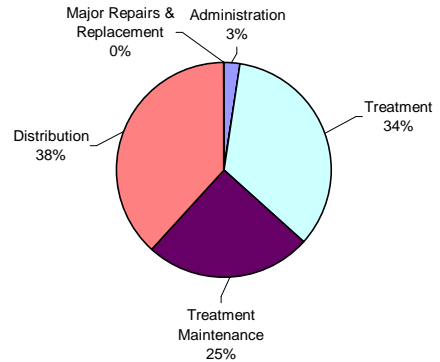
**Expense By Object  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE By Division  
2000 Budget**



# **INDEPENDENT BOARDS AND AGENCIES**



## **PROGRAM AND SERVICE ACTIVITY INFORMATION**

### **Board of Estimate and Taxation – Internal Audit (5030)**

#### **PROGRAM DESCRIPTION:**

Internal Audit provides an independent appraisal function of internal controls. Internal Audit reviews and evaluates accounting, financial and operating policies and programs on a city-wide basis, furnishing city management with objective information on city business as well as making recommendations for future efficiencies.

#### **Major Initiatives for 2000:**

- ◆ Continue to furnish City management with objective information regarding City business and related internal controls.
- ◆ Conduct special reviews of suspected irregularities as requested by the Audit Management Committee (AMC).
- ◆ Keep abreast of new developments in the audit profession.

#### **Major Service Activities:**

- ◆ Assess internal controls within City departments or with entities with whom the City may conduct business and provide written audit reports on the results of those reviews
- ◆ Conduct special reviews/audits, as requested, as well as assisting external auditors.

#### **Service Activity Performance Measurements:**

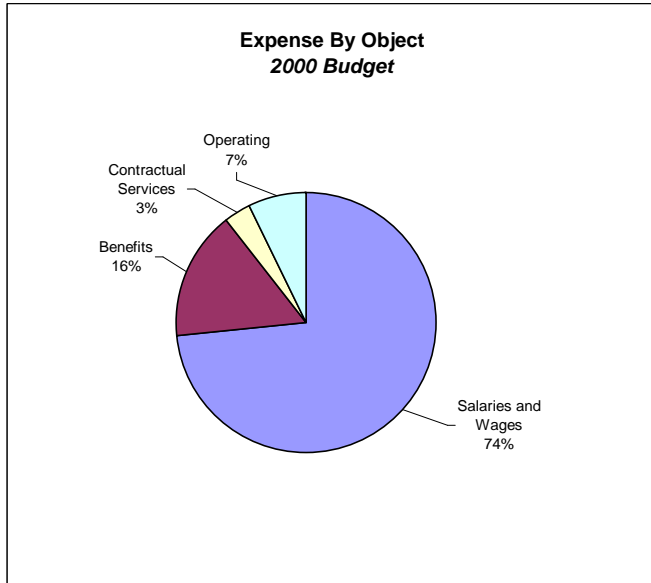
- ◆ Develop and execute an annual audit plan to review financial, operational and compliance of selected city departments/divisions/subdivisions.
- ◆ Conduct reviews for audit requests discussed and prioritized by the Audit Management Committee.
- ◆ Present audit reports for review to the Audit Management Committee, the Board of Estimate & Taxation and the appropriate policy committees.

**Independent Board  
Board of Estimate and Taxation**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Recomm.	% Chg From 1999 to 2000 Recomm.	Change From 1999 to 2000 Recomm.
<b>FTE's</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>		<b>-</b>
<b>Expense by Object:</b>							
Salaries and Wages	153,279	150,592	154,512	159,198	159,198	3.03%	4,686
Benefits	26,904	26,536	29,954	34,846	34,846	16.33%	4,892
Contractual Services	2,675	1,654	4,736	7,471	7,471	57.75%	2,735
Operating	10,392	16,032	17,120	15,485	15,485	-9.55%	(1,635)
Equip./Capital	123	234	-	-	-		-
Transfers	-	107	-	-	-		-
<b>Total Expense by Object</b>	<b>193,373</b>	<b>195,155</b>	<b>206,322</b>	<b>217,000</b>	<b>217,000</b>	<b>5.18%</b>	<b>10,678</b>
<b>Expense by Fund:</b>							
Estimate And Taxation	193,373	195,155	206,322	217,000	217,000	5.18%	10,678
<b>Total Expense by Fund</b>	<b>193,373</b>	<b>195,155</b>	<b>206,322</b>	<b>217,000</b>	<b>217,000</b>	<b>5.18%</b>	<b>10,678</b>

**Explanation of Changes from 1999 to 2000 Budget:**

- Monthly parking added to contractual services and garage rent deleted from operating budget.



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### LIBRARY BOARD - ADMINISTRATION (5852)

**PROGRAM DESCRIPTION:** The Administration is responsible for the efficient accomplishment of goals and provision of services to meet the Library's vision statement and Strategic Planning Document service priorities under the policy direction of the Library Board of Trustees.

#### **MAJOR INITIATIVES FOR 2000:**

- ◆ Provide continued support for New Central Library Implementation Committee process and planning for New Central Library and capital improvements for community libraries including fall 2000 referendum.
- ◆ Revise and update the Library's Collection Development Policy to guide collection retention and preservation to meet the needs of users in the next century.

#### **MAJOR SERVICE ACTIVITIES:**

- ◆ Provide administrative support to Library Board Committees: Central and Community Library Relations; Committee of the Whole; Finance; General; Legislative.
- ◆ Plan, direct, coordinate and manage ongoing projects, policies and programs established by the Library Board.
- ◆ Negotiate, prepare and process contracts and contract amendments for Library Board projects.
- ◆ Provide information related to Library Board actions to Library staff, the public and other municipalities.
- ◆ Provide timely and efficient mail service for Library departments within the Central Library building, to community libraries and to deliver interdepartmental mail to City Hall.

#### **SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

- ◆ Provided support to the New Central Library Implementation Committee, established by the Library Board and City Council, to study and plan for a new central library facility.
- ◆ Prepared and processed more than thirty contracts for services for the Library Board including contracts for a new library automated system, community surveys and NRP contracts for enhanced library services and programs throughout the City.
- ◆ Combined mailing lists into one database to eliminate duplication and repetitive work to maintain various mailing lists used by Administrative Offices and Board of Trustees.

## **Library Continued**

**PROGRAM DESCRIPTION:** Provide pertinent management information for optimum accountability in administration of the fiscal operations of the Library Board so that program priorities are efficiently and effectively implemented with available resources.

### **MAJOR INITIATIVES FOR 2000:**

- ◆ Continue the process to change the Library's furniture and equipment inventory to a barcoding system.
- ◆ Complete the Comprehensive Annual Financial Report for the Library Board and submit it to the Certificate of Achievement for Excellence in Financial Reporting Program by June 30, 2000.
- ◆ Continue reformatting spreadsheets that were converted because of the Year 2000 problem.
- ◆ Work towards interfacing the Library's new acquisition system to FISCOL.

### **MAJOR SERVICE ACTIVITIES:**

- ◆ Provide management of the budget in accordance with Library Board approved goals and priorities.
- ◆ Maintain the central accounting and financial record system for the Library Board.
- ◆ Prepare quarterly and annual financial reports of general accounting activity for the Library Board and appropriate staff.
- ◆ Record, process and collect Accounts Receivable bills for the Library Board.
- ◆ Promptly record and deposit all revenues received by the Library Board and manage investments according to sound fiduciary principles.
- ◆ Procure required equipment, supplies and services for Library agencies in a timely, cost effective and accurate manner in accordance with specifications and consistent with all applicable regulations and policies.

### **SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

- ◆ Received the ninth consecutive Government Finance Officers Association Excellence in Financial Reporting Certificate of Achievement for fiscal year ending December 31, 1997.
- ◆ Made 151 cash deposits with the use of armored car service.
- ◆ Processed approximately 11,622 invoices including intergovernmental payments.

## **Library Continued**

**PROGRAM DESCRIPTION:** Coordinate internal and external public relations to promote more and better use of the library through publications, media relations, exhibits, signage, and other communications techniques.

### **MAJOR INITIATIVES FOR 2000:**

- ◆ Continue to promote and build support for New Central Library and branch improvements.
- ◆ Promote services for new immigrant families through Carnegie Gateway Project.
- ◆ Promote electronic reference services.

### **MAJOR SERVICE ACTIVITIES:**

- ◆ Distribute timely and accurate publicity about the library to users and potential users through a wide variety of printed and electronic media.
- ◆ Gather, package and release information about library programs and services through newsletters, publicity flyers and posters, informational brochures and booklists, news releases, and public service announcements.
- ◆ Plan and coordinate displays to promote awareness and use of the library collection.
- ◆ Coordinate planning and promotion of special events and presentations targeted to library users and potential users.
- ◆ Participate in planning of metro-wide library promotional projects.
- ◆ Participate in development of the library's Web site and promotion of library services and activities via the World Wide Web.

### **SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

- ◆ Provided information on library services and events via World Wide Web; promoted libraries as public access Internet sites.
- ◆ Highlighted MPL collections through publications including 1998 Annual Report, titled Nourishing the Mind; through displays featuring the history of Hennepin Avenue, the outstanding music collection, and Special Collections ; and through public programs.
- ◆ Participated in the development of a communications plan for a new Central Library.
- ◆ Promoted awareness and use of the new Web-based online catalog through public information, education, and outreach activities.
- ◆ Garnered attention through touring exhibitions "Free at Last: Abolition of Slavery in America" and "Red, Hot & Blue: A Salute to American Musicals."
- ◆ Introduced new newsletter, "Currents," to increase awareness of library and its

## **Library Continued**

**PROGRAM DESCRIPTION:** Provide an efficient and comprehensive personnel management system for the Library Board including salary administration, performance evaluation, contract negotiations, employee benefits, affirmative action and training.

### **MAJOR INITIATIVES FOR 2000:**

- ◆ Revise and add sections to the Library Personnel Manual.
- ◆ Develop a comprehensive training program for Library personnel.
- ◆ Create a new employee orientation program that will successfully integrate new hires into the Library.
- ◆ Revise and upgrade the Library's performance evaluation system.
- ◆ Formally review the classification and benefits for selected positions.

### **MAJOR SERVICE ACTIVITIES:**

- ◆ Provide direction, guidance and leadership to Library managers in their respective areas of responsibility to assure the delivery of sound cost effective human resource practices in a consistent manner to all departments.
- ◆ Determine, together with administrative staff, what training and development opportunities should be provided to library employees and make those available to managers, supervisors and employees.
- ◆ Provide general personnel management services to the Executive Committee as needed.
- ◆ Provide assistance to departments regarding administration of disciplinary procedures.
- ◆ Ensure that the Library's Affirmative Action commitments are met and that the protected class community sees the Library Board as a fair and objective employer.
- ◆ Provide focused attention on employees' work-related injuries and accommodations.

### **SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

- ◆ In 1996, the Library acknowledged an under-utilization of people of color in six job groups. The Library Board and the administration declared a commitment to hire affirmatively as opportunities became available with the goal of reaching parity in all job groups where under representation exists. That effort continued in the year 1999.
- ◆ All substitute positions at the Library were declassified, and as a result it was necessary for the Human Resources Office to establish systems for recruiting and evaluating candidates.
- ◆ Three new people were hired to fill vacancies in the Human Resources Office.

- ◆ Cross training was initiated for three people in HRO. This will be helpful to provide better coverage of responsibilities when people are absent for vacation or illness. This training will also have a positive impact in terms of learning to understand and appreciate the responsibilities of others within the Department.

### **Library Continued**

- ◆ Provided the Director's Office with support for the all staff meetings for Library personnel.
- ◆ Staff recognition event in March 1999 was successfully planned and carried out by Human Resources personnel.
- ◆ The Human Resources Office successfully administered labor agreements with five unions. This included contract interpretation, participation in negotiations of new agreements, and grievance resolution.
- ◆ In April 1999 Human Resources coordinated "Take Your Daughters to Work" Day.

**2000 MINNEAPOLIS CITY BUDGET  
PROGRAM AND SERVICE ACTIVITY INFORMATION  
LIBRARY BOARD - Central Library (5854)**

**PROGRAM DESCRIPTION:** Process access to the central library collection and services through skilled, trained staff and information that is responsive to the varied needs of the public.

**MAJOR INITIATIVES FOR 2000:**

- ◆ Expand patron's ability to request and receive information by instituting faxing and e-mail programs for reference services.
- ◆ Finalize three-year preservation plan for Central Library materials and begin implementation of recommended actions.
- ◆ Shift, reorganize and examine for deaccessioning, reformatting or potential offsite storage items in stack collections to ensure continued housing of Central Library collections in current facility; examine and implement options for expanding collections on open floors so as to use all available space.
- ◆ Review and refine arrangement of collections and services in anticipated new Central Library facility; participate in the promotional opportunities for the project as needed.

**MAJOR SERVICE ACTIVITIES:**

- ◆ Provide centralized telephone service responsive to information needs of the public.
- ◆ Provide general reference service assistance in person and by telephone in subject departments.
- ◆ Manage collection of 2.5 million books, periodicals, government publications and other items, an important community asset.

**SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

- ◆ Provided more than 3,236.5 hours of service to customers to answer 1,112,691 reference questions through the Central Library staff in person and by telephone.
- ◆ Enhanced Central Library's extensive collection through selection of new titles, removal of worn and outdated materials and preservation of unique items deteriorating in their present state.
- ◆ Circulated 769,248 items to central library users.
- ◆ Remodeled and reorganized Central Library Circulation, Information Desk and Popular Library functions to enhance customer service and streamline workflow.
- ◆ Increased customer access to information by incorporating electronic resources into the Library's collection, especially world wide web based information products.
- ◆ Provided in-person assistance to more than 743,888 customers visiting the central library in 1998.
- ◆ Examined and recommended physical configuration of collections and services in support of the development of a Building Program for a New Central Library for the City of Minneapolis.



**2000 MINNEAPOLIS CITY BUDGET  
PROGRAM AND SERVICE ACTIVITY INFORMATION  
Library Board - Community Libraries (5855)**

**PROGRAM DESCRIPTION:** Administer and operate fourteen community libraries, two technology centers, a bookmobile, Franklin Learning Center and Youth Services. Provide services, books and materials responsive to the public through adequate facilities, appropriate staffing levels and hours convenient to the public.

**MAJOR INITIATIVES FOR 2000:**

- ◆ Implement \$500,000 Carnegie grant to revitalize and expand library services and programs to new immigrants, aimed particularly at supporting Southeast Asian, Hispanic and East African immigrant families in their transition to life in Minneapolis.
- ◆ Complete design development, construction drawings and bidding for capital improvements and expansion to Linden Hills Library in preparation for construction start in fall 2000.
- ◆ Participate in planning and development for a Webber Park community center including a library in collaboration with the neighborhoods and other jurisdictions.
- ◆ Develop a prioritized schedule of major capital improvements for community libraries based on *Outlook Twenty Ten*, a discussion plan presented to the Library Board.
- ◆ Address Sumner Library service and capital improvements in conjunction with the Near Northside Implementation Committee

**MAJOR SERVICE ACTIVITIES:**

- ◆ Provide reference and reader's advisory service, and assistance in using computers to people of all ages at neighborhood libraries throughout the City.
- ◆ Provide new materials and maintain existing collections; all selected for their pertinence and interest to the citizens of Minneapolis including books, magazines and newspapers, compact discs, videos, books on tape and recordings.
- ◆ Operate, maintain and manage fourteen community libraries and a bookmobile.
- ◆ Operate, maintain and manage special library programs and services including the Bookmobile, Franklin Learning Center, Phillips Computer Center and Hosmer Technology Learning Center.
- ◆ Serve the youth of Minneapolis by maintaining and expanding children and teen collections, offering story times and live programs for young children, presenting Summer Reading Program with incentives for reading and participation, and promoting reading, libraries and information access through programs and publicity.
- ◆ Provide Homework Helper Program with free tutorial assistance and computer access to teens at ten libraries.
- ◆ Expand the capacity of library service by collaborating with schools, neighborhoods and organizations on projects and partnerships that support the library's mission.
- ◆ Preserve architectural integrity of library buildings and implement capital improvement projects including working with neighborhood groups and planning

**2000 MINNEAPOLIS CITY BUDGET  
PROGRAM AND SERVICE ACTIVITY INFORMATION  
Library Board - Community Libraries (5855)**

expansions and improvements responsive to community needs.

- ◆ Establish a prioritized capital improvements program for community libraries for 2000-2010.

**SERVICE ACTIVITY PERFORMANCE MEASUREMENTS**

- ◆ Managed and promoted two technology learning centers, funded by neighborhoods, and used extensively by residents of varying technology skills: 10,854 user sessions at Hosmer's Technology Learning Center, 1,790 at Franklin's Phillips Computer Center.
- ◆ Participated in a collaborative effort to improve Webber Park with the potential of a combined library/park facility.
- ◆ Participated in a Pierre Bottineau Residents Advisory Team and the Friends of Sumner Library to improve library service to the community.
- ◆ Developed and initiated a \$500,000 Carnegie Corporation grant to expand services for immigrant families and students by providing multicultural outreach and programs, acquisition of pertinent materials, presentation of bilingual story hours to children and adults and purchase of computer equipment.
- ◆ Provided 7,002 Homework Helper sessions assistance at ten libraries including the acquisition of new computers with academic enrichment programs at eight sites.
- ◆ Provided one-on-one tutoring and computer assisted instruction to 325 learners from 25 countries to improve their communication skills at Franklin Learning Center. 104 volunteers contributed more than 5,000 hours of time and energy.
- ◆ Managed the "Read Team" summer volunteer program with over 100 youth participants who, in all, contributed 1,800 hours to the Summer Reading Program.
- ◆ Provided more than 600 hours of service per week for over 30,000 hours and circulated 1,704,970 items in 1998.
- ◆ Developed a discussion document for capital improvements for all community libraries for the Library Board, and submitted a revised capital funding plan to CLIC.
- ◆ Provided bookmobile service, and enhanced promotion, to neighborhoods throughout the city including high rises, childcare facilities, community centers and parks and expanded service to Spanish-speaking clientele, increased circulation by 7%.
- ◆ Presented free programs at all libraries to 20,000 children ; with Summer Reading Program attracting more than 12,000 young participants.
- ◆ Hosted 400 Minneapolis Public School groups, reaching 9000 students ; and 210 school visits by Community Librarians reached 11,000 non-public and public students.

**2000 MINNEAPOLIS CITY BUDGET  
PROGRAM AND SERVICE ACTIVITY INFORMATION  
LIBRARY BOARD - Technical Services (5856)**

**PROGRAM DESCRIPTION:** Provide technological support and networking capability for the library to increase efficiency, productivity and to meet increasing information needs of customers.

**MAJOR INITIATIVES FOR 2000:**

- ◆ Develop a five-year technology plan.
- ◆ Participate in MnLINK for statewide library catalog access and interlibrary loan.
- ◆ Continue work process review for efficiencies resulting from Innopac implementation, including an interface to FISCOL.
- ◆ Implement a revenue recovery program for overdue materials.

**MAJOR SERVICE ACTIVITIES:**

- ◆ Order, catalog and process materials such as books, magazines, audiotapes, videotapes, compact discs and other formats for the central and community libraries and the Municipal Information Library at City Hall.
- ◆ Manage operations of the Library's automated system, Innopac, twenty-four hours a day, seven days a week.
- ◆ Provide technical support in use of microcomputers in all library agencies.
- ◆ Provide circulation services for the Central library. Support circulation services in community libraries through Innopac.
- ◆ Manage the voice/data network systems.

**SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

- ◆ Ordered, cataloged and processed more than 130,000 volumes (30,000 titles) for the library's collection.
- ◆ Expanded public access Internet information resources and Web-based subscriptions.
- ◆ Implemented Innovative Interfaces library information system.
- ◆ Replaced all terminals with PCs.
- ◆ Completed user training on new system.
- ◆ Developed specifications for bids for contracts with additional materials vendors.
- ◆ Completed Y2K assessment and corrected problems as appropriate.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### Library Board - Buildings (5857)

**PROGRAM DESCRIPTION:** Provide personnel, materials and equipment to maintain and repair library owned buildings and grounds in a clean, comfortable, safe and inviting condition on a daily basis at Central and 14 community libraries.

#### **MAJOR INITIATIVES FOR 2000:**

- ◆ Work with project team to develop construction drawings and specifications for the expansion and renovation of Linden Hills.
- ◆ Replace roofs at Nokomis and Sumner Community Libraries.
- ◆ Renovate parking lot at Sumner.
- ◆ Complete study of existing conditions of the parking deck at Walker and develop project specifications based on that report.
- ◆ Complete a study of underground fuel tanks at Central and three community Libraries.
- ◆ Reline condensate return tank and replace pumps and piping at Nokomis.

#### **MAJOR SERVICE ACTIVITIES:**

- ◆ Provide custodial, operating and repair services for all library facilities.
- ◆ Develop plans, drawings and specifications for repair and renovation of library facilities and systems.
- ◆ Provide labor and materials to repair and maintain library facilities and systems.
- ◆ Monitor building contract services and projects, including major renovation and construction projects, elevator service contracts, and all outside repairs of facilities and systems.
- ◆ Provide care of all exterior areas of the buildings, including lawn care and snow removal from sidewalks and parking lots.
- ◆ Provide security staff at Central and selected community libraries to respond to incidents and vandalism.
- ◆ Provide, issue and manage stock of the most frequently used office, library and building materials and supplies.
- ◆ Provide pick-up and delivery of library materials between facilities.

#### **SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

- ◆ Completed Central entryway renovations.
- ◆ Prepared sites at all locations for the replacement of the central catalog system and increased internet access by the public.
- ◆ Disposed of all old computer system components, including the recycling of all old monitors that were classified as hazardous materials.
- ◆ Replaced tiles in second floor public restrooms at Central.
- ◆ Created new work areas on 4<sup>th</sup> floor at Central for the Community Collection Development Office..

### **Library Board continued**

- ◆ Constructed a new wall, with doors, and cut another new doorway in the Systems Operations and Support (SOS) area on 4<sup>th</sup> floor.
- ◆ Completed a consultant's review of the condition of the parking ramp at Southeast.
- ◆ Repaired major operating control problems of public elevator at Walker.
- ◆ Completed specifications for roof replacements at both Nokomis and Sumner Libraries.
- ◆ Part of project team to develop schematic design for the expansion and renovation of Linden Hills and the development of working drawings and project specifications.
- ◆ Developed an action plan with the Minneapolis Fire Inspection Department to address fire code and life safety building related issues at Central.
- ◆ Completed specifications for carpet replacement at Northeast, renovation of parking lot at Sumner, and retuckpointing exterior panels at Central.

**2000 MINNEAPOLIS CITY BUDGET**  
**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**LIBRARY BOARD - Special Services (5858)**

**PROGRAM DESCRIPTION:** Provide special library functions as INFORM, a fee-based research service, and interlibrary loan service.

**MAJOR INITIATIVES FOR 2000:**

- ◆ Redevelop and redefine fee-based services to respond to changes in the marketplace and the resulting decrease in revenues.
- ◆ Devise and implement marketing strategies to expand INFORM customer base.
- ◆ Redirect ILL fill efforts to enable MELSA and greater Minnesota libraries to place requests directly on MPL catalog without staff mediation; permit requests to be placed on community library collections as well.
- ◆ Participate in statewide MnLINK ILL effort so that patrons throughout the state, including MPL patrons, can place requests directly for materials not available at the local library.

**MAJOR SERVICE ACTIVITIES:**

- ◆ Deliver high quality fee-based research services to the business community and the general public through INFORM.
- ◆ Provide materials to Minneapolis Public Library users and users of other libraries through the Interlibrary Loan service.

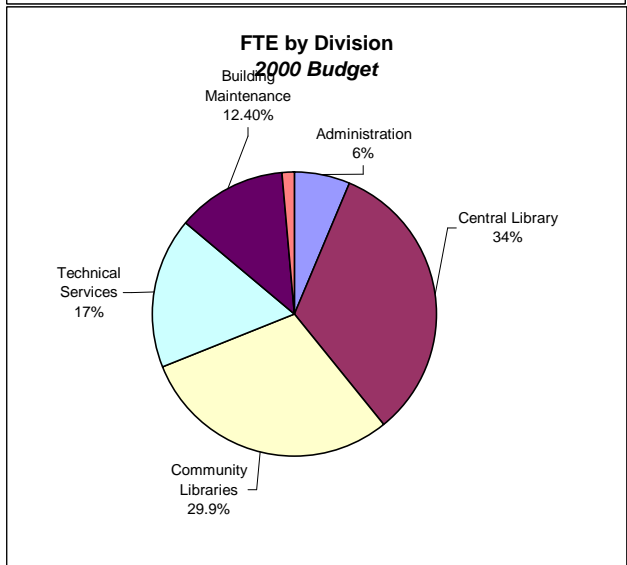
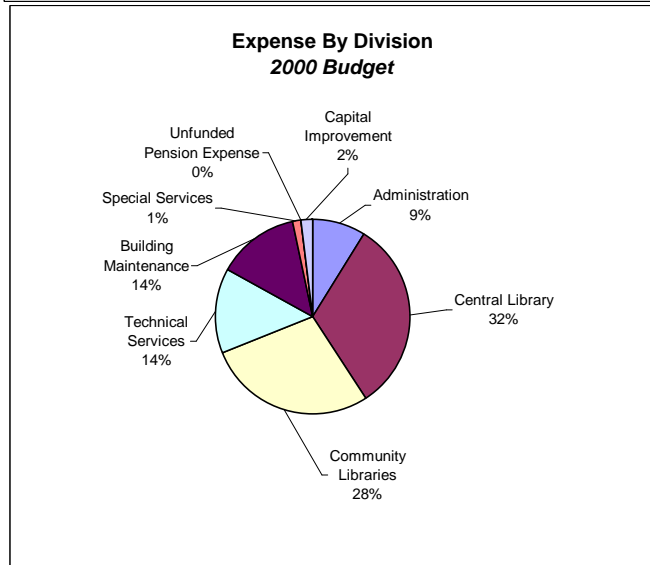
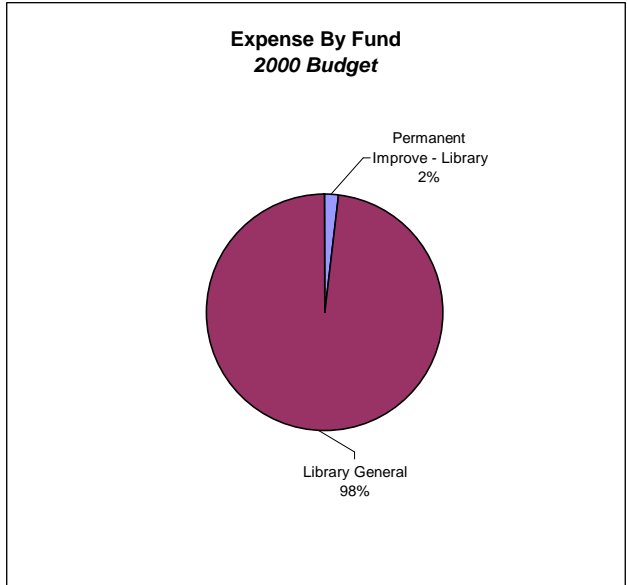
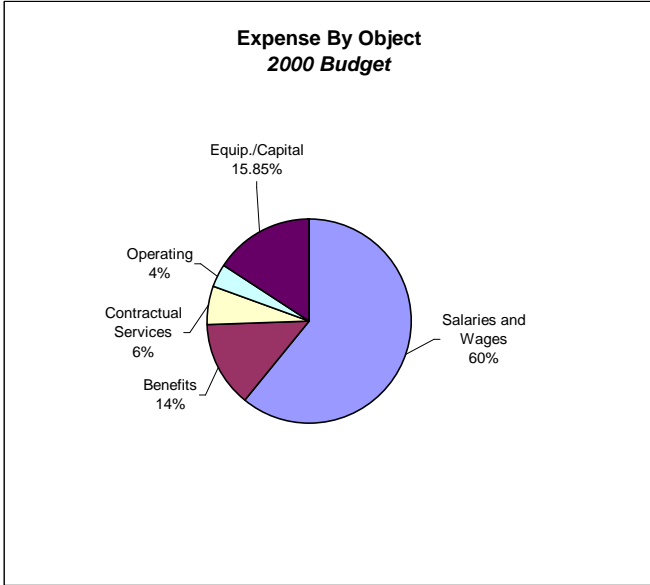
**SERVICE ACTIVITY PERFORMANCE MEASUREMENTS:**

- ◆ Responded to 80% of client requests for service within one week.
- ◆ Provided document delivery service within 48 hours or on rush basis as requested.
- ◆ Provided 2,414 searches to INFORM clients and delivered 2,960 items in 1998 at customer request.
- ◆ Generated \$178,768 in revenues toward the costs of staff time to provide the service.
- ◆ Supplied 16,732 items (books and photocopies) from MPL collection to other libraries; borrowed 2,769 items from other libraries for use by MPL patrons.
- ◆ Responded to 80% of ILL requests within twenty-four hours of receipt.

**Independent Board  
Library Board**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Administration	20.00	20.00	23.50	23.00	23.00	-2.13%	(0.50)
Central Library	128.90	128.90	120.30	120.30	120.30		-
Community Libraries	99.39	99.89	109.19	109.69	109.69	0.46%	0.50
Technical Services	62.21	62.31	63.31	63.31	63.31		-
Building Maintenance	43.00	44.00	45.50	45.50	45.50		-
Special Services	5.09	5.09	5.09	5.09	5.09		-
<b>FTE's</b>	<b>358.59</b>	<b>360.19</b>	<b>366.89</b>	<b>366.89</b>	<b>366.89</b>		<b>-</b>
<b>Expense by Object:</b>							
Salaries and Wages	10,756,578	11,128,871	11,726,434	12,247,419	12,247,419	4.44%	520,985
Benefits	2,188,906	1,966,011	2,179,347	2,750,857	2,750,857	26.22%	571,510
Contractual Services	1,397,285	1,284,377	1,312,880	1,218,992	1,218,992	-7.15%	(93,888)
Operating	490,561	546,531	713,706	748,861	748,861	4.93%	35,155
Equip./Capital	5,038,264	4,002,713	3,089,388	3,196,210	3,196,210	3.46%	106,822
Transfers	-	19,660	-	-	-		-
<b>Total Expense by Object</b>	<b>19,871,594</b>	<b>18,948,163</b>	<b>19,021,755</b>	<b>20,162,339</b>	<b>20,162,339</b>	<b>6.00%</b>	<b>1,140,584</b>
<b>Expense by Fund:</b>							
Permanent Improve - Library	2,051,724	1,118,729	700,000	400,000	400,000	-42.86%	(300,000)
Library General	17,819,870	17,829,435	18,321,755	19,762,339	19,762,339	7.86%	1,440,584
<b>Total Expense by Fund</b>	<b>19,871,594</b>	<b>18,948,163</b>	<b>19,021,755</b>	<b>20,162,339</b>	<b>20,162,339</b>	<b>6.00%</b>	<b>1,140,584</b>
<b>Expense by Division:</b>							
Administration	1,352,072	1,437,119	1,623,998	1,810,531	1,810,531	11.49%	186,533
Central Library	6,666,737	5,969,696	6,157,129	6,426,669	6,426,669	4.38%	269,540
Community Libraries	4,807,100	5,397,155	5,174,085	5,624,412	5,624,412	8.70%	450,327
Technical Services	2,666,765	2,695,663	2,873,128	2,878,640	2,878,640	0.19%	5,512
Building Maintenance	2,080,926	2,384,133	2,495,403	2,765,511	2,765,511	10.82%	270,108
Special Services	246,270	254,374	298,012	256,576	256,576	-13.90%	(41,436)
Unfunded Pension Expense	(0)	(308,706)	(300,000)	-	-		300,000
Capital Improvement	2,051,724	1,118,729	700,000	400,000	400,000	-42.86%	(300,000)
<b>Total Expense by Division</b>	<b>19,871,594</b>	<b>18,948,163</b>	<b>19,021,755</b>	<b>20,162,339</b>	<b>20,162,339</b>	<b>6.00%</b>	<b>1,140,584</b>

**Independent Board  
Library Board**



Note: 1997 Expenditures were greater than average due to higher capital improvement expenditures.



**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**MCDA**  
**Executive Administration (3410)**

**PROGRAM DESCRIPTION:** The mission of the Minneapolis Community Development Agency (MCDA) is to sustain and improve the residential, economic and aesthetic environment of the city for the benefit of residents, employees, and businesses in Minneapolis through implementation of development and financing programs. Executive Administration provides leadership to remain focused on the core mission.

**Major Initiatives for 2000:**

- ◆ Major review and rewrite of Focus MCDA, the agency's strategic plan, in light of changed conditions and policies.
- ◆ Start of records management and reduction project.
- ◆ Customer Service improvement initiative.
- ◆ Implement a program performance measures system.

**Major Service Activities:**

- ◆ Ensure sound fiscal management.
- ◆ Clear policy and strategic direction to staff and advice to policy makers.
- ◆ High quality service to customers, partners and vendors.
- ◆ Provide financial, technical and administrative resources to staff.
- ◆ Continue the information management improvement process.

**Service Activity Performance Measures:**

- ◆ Programs of the Agency are conducted within allocated FTE and dollars.
- ◆ Directors, managers and staff have clear policy direction to implement City and Agency policy.
- ◆ Customer satisfaction measures.
- ◆ Staff has tools and resources necessary to accomplish mission.
- ◆ IS systems are modern, reliable and useful.

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**MCD**  
**Economic Development (3450)**

**PROGRAM DESCRIPTION:** Promote a diverse, resilient economy that creates needed job opportunities. Support businesses that offer key services to neighborhoods. Provide clean sites for commercial and industrial development. Retain Minneapolis companies that create living wage jobs for city residents. Concentrate development in areas likely to result in significant employment gains for Minneapolis residents. Assure that downtown is the retail, employment and entertainment center of the region.

**Major Initiatives for 2000:**

- ◆ Customized Workforce Initiative
- ◆ Partnership with Community Reinvestment Fund to leverage loan funds for Empowerment Zone.
- ◆ Implementation of Upper River Land Bank Fund.

**Major Service Activities:**

- ◆ Assist the Planning Department in its identification of target commercial areas that are economically sustainable.
- ◆ Focus financial and other MCD assistance on those target commercial areas identified by the Planning Department process.
- ◆ Support active neighborhood business associations.
- ◆ Prioritize and implement the cleanup of contaminated land
- ◆ Maintain an inventory of attractive industrial sites.
- ◆ Identify, through the Business Survey, BusinessLink and other tools, those businesses that will provide new job opportunities.
- ◆ Provide Minneapolis businesses with information access to resources through BusinessLink and other tools.
- ◆ Work to ensure that downtown has a range of retail.
- ◆ Provide site assembly for desirable retail and entertainment uses downtown.
- ◆ Develop and implement a long-term plan for the redevelopment of the Central Riverfront project areas.

## **MCDA continued**

- ◆ Focus on the redevelopment of historic properties the MCDA already owns (e.g. Milwaukee Depot, Washburn-Crosby Mill, Grain Belt Brewery, Dania Hall, and Hollywood Theater).

### **Service Activity Performance Measures:**

- ◆ When 100% of legal, real estate and relocation services are provided in a timely and professional manner.
- ◆ When 100+ projects and programs that encourage and support the City's neighborhood commercial areas are planned, implemented or monitored.
- ◆ When 89+ projects and programs that maintain and improve the vitality of the downtown and riverfront areas are planned, implemented or monitored.
- ◆ When 66+ projects and programs that encourage and support job-generating industrial businesses are planned, implement or monitored.
- ◆ When 180+ loans to start-up, expand or relocated businesses in Minneapolis are packaged and serviced.
- ◆ Assist 250+ buinessess in dealing with regulatory services, locating financing and office space and accessing business information and resources.

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**MCDA**  
**Administrative Services (3470)**

**PROGRAM DESCRIPTION:** Provide accounting, budget, contract, human resources, and information management services in support of all MCDA programs and activities.

**Major Initiatives for 2000:**

- ◆ Begin records management project including initial assessment and development of record retention schedule.

**Major Service Activities:**

- ◆ Provide accounting, budget, contract, human resources, and information management services in support of all MCDA programs and activities.

**Service Activity Performance Measures:**

- ◆ ESB and wage compliance review requests are done within two working days and State audit produces no material findings or management comments
- ◆ Annual budget and related actions are approved on a timely basis.
- ◆ Key personnel services are performed within departmental guidelines 90% of the time.
- ◆ Consolidated Annual Financial Report (CAFR) is certified by a clean opinion from independent (State and other) audit.
- ◆ MCDA and NRP required contracting and information systems services are provided within departmental guidelines.

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**MCDA**  
**Housing Development (3530)**

**PROGRAM DESCRIPTION:** Develop and support livable neighborhoods through housing programs. Provide a diversity of housing choices within each community. Foster investor confidence in Minneapolis and its neighborhoods. Expand downtown housing opportunities.

**Major Initiatives for 2000:**

- ◆ Residential Finance Department restructuring.
- ◆ Start strategies for affordable housing policy.
- ◆ Infill housing initiatives.

**Major Service Activities:**

- ◆ Improve access to existing housing by working on affordability and discrimination issues.
- ◆ Provide financing and technical assistance for maintenance and rehabilitation of existing housing.
- ◆ Encourage and assist the production of housing products varied in style, size, type and price with particular attention to housing that is attractive to families.
- ◆ Remove or renovate blighted structures and remove other blighting influences.
- ◆ Increase levels of home ownership among city residents.
- ◆ Address redevelopment issues in neighborhoods throughout the city while focusing on areas of high stress and opportunity
- ◆ Provide site assembly for owner-occupied and rental housing.
- ◆ Support creative reuse of existing buildings for housing.

**Service Activity Performance Measures:**

- ◆ Inspections violations on Agency owned property are reduced from 1999.
- ◆ Provide rehab loans to rental property owners at a level of 10 or more per FTE at a level of \$4,800 per unit.
- ◆ Close at least 95% of rehab or deferred loans within department standards

## **MCDA continued**

- ◆ Complete rental units equivalent in number to at least 9.5% of Consolidated Plan identified need.
- ◆ Acquire; rehabilitate, construct or demolish properties equivalent in number to at least 1.5% of the substandard units in the City.

**PROGRAM AND SERVICE ACTIVITY INFORMATION**  
**MCDA**  
**Operations (3420)**

**PROGRAM DESCRIPTION:** Provides a variety of specialized services which support MCDA , NRP and neighborhood activities including: financial, legal, engineering, relocation, public information and neighborhood outreach.

**Major Initiatives for 2000:**

- ◆ Aggressively seek, establish and manage partnerships that leverage resources and supplement the MCDA and City goals.
- ◆ Start the Minneapolis Unwrapped initiative.

**Major Service Activities:**

- ◆ Provide technical assistance, logistical support and contract monitoring and management for NRP.
- ◆ Provides funding and technical support for eligible neighborhood groups to assist the MCDA in delivering services.
- ◆ Administers an outreach program for constituents, program recipients, neighborhoods, and City and MCDA staff.
- ◆ Provides legal, financial, engineering, relocation, research, graphics and technical support for agency activities.

**Service Activity Performance Measures:**

- ◆ All year-end reports on NRP expenditures, obligation and revenues tie to FISCOL and audit.
- ◆ All eligible neighborhood associations receive funds pursuant to contracts.
- ◆ Outreach services delivered on time and within budget.
- ◆ All services provided within allocated FTE and dollars.

**Independent Board  
Minneapolis Community Development Agency**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Executive Administration	6.00	5.00	5.00	6.00	6.00	20.00%	1.00
Communications	8.00	7.00	7.00	33.00	33.00	371.43%	26.00
Economic Development	59.00	59.50	59.50	34.50	34.50	-42.02%	(25.00)
Administrative Services	23.00	20.00	21.00	19.00	19.00	-9.52%	(2.00)
Housing Development	68.50	71.00	71.00	64.50	64.50	-9.15%	(6.50)
<b>FTE's</b>	<b>164.50</b>	<b>162.50</b>	<b>163.50</b>	<b>157.00</b>	<b>157.00</b>	<b>-3.98%</b>	<b>(6.50)</b>
<b>Expense by Object:</b>							
Salaries and Wages	7,888,431	8,045,880	8,439,097	8,392,874	8,392,874	-0.55%	(46,223)
Benefits	1,605,870	1,691,903	1,772,208	1,762,458	1,762,458	-0.55%	(9,750)
Contractual Services	23,772,768	25,330,384	17,614,993	18,171,825	18,271,825	3.16%	556,832
Operating	1,391,431	1,067,029	1,308,715	1,321,650	1,321,600	0.99%	12,935
Equip./Capital	63,218,700	60,622,849	42,245,266	46,836,901	46,936,901	10.87%	4,591,635
Transfers	58,470,465	67,983,009	71,929,439	65,743,390	65,743,390	-8.60%	(6,186,049)
<b>Total Expense by Object</b>	<b>156,347,665</b>	<b>164,741,054</b>	<b>143,309,718</b>	<b>142,229,098</b>	<b>142,429,048</b>	<b>-0.75%</b>	<b>(1,080,620)</b>
<b>Expense by Fund:</b>							
Block 33	-	-	35,000	-	-	-	(35,000)
Tax Increment Administration	7,587,790	7,042,461	6,926,517	5,894,057	5,894,057	-14.91%	(1,032,460)
Camden Medical Facility	186,027	-	-	80,000	80,000	-	80,000
Common Project Uncertified	1,713,418	1,956,617	2,396,381	1,689,461	1,689,461	-29.50%	(706,920)
West Broadway	889,123	149,041	1,081,201	836,773	836,773	-22.61%	(244,428)
East Bank 1335	1,844,223	1,730,859	2,553,368	3,248,105	3,248,105	27.21%	694,737
Grant	961,327	1,007,729	705,583	881,150	881,150	24.88%	175,567
Chicago And Lake	250,000	387,384	150,000	-	-	-	(150,000)
Ninth & Hennepin	54,156	47,997	180,734	244,634	244,634	35.36%	63,900
North Loop	3,934,777	9,117,976	8,317,847	9,720,523	9,720,523	16.86%	1,402,676
Industry Square	5,069,059	4,341,439	8,718,091	6,464,429	6,464,429	-25.85%	(2,253,662)
Seaward South	1,040,894	1,089,224	1,727,660	1,926,377	1,926,377	11.50%	198,717
Cedar Riverside	3,170,606	1,651,210	6,320,388	5,123,307	5,123,307	-18.94%	(1,197,081)
Housing For Chronic Alcoholics	-	5,000	-	-	-	-	-
Hennepin & Lake	1,000,000	909,485	2,679,734	1,031,959	1,031,959	-61.49%	(1,647,775)
Broadway 35-W	1,929,118	724,986	1,780,376	850,856	850,856	-52.21%	(929,520)
Franklin Avenue	23,293	67,074	94,325	135,038	135,038	43.16%	40,713
Symphony Place	532,989	599,456	-	-	-	-	-
Loring Park	5,976,700	5,497,414	5,187,835	5,323,224	5,323,224	2.61%	135,389
Laurel Village	1,908,508	1,750,972	1,746,566	1,935,600	1,935,600	10.82%	189,034
City Center	8,339,996	13,500,048	6,466,124	7,287,748	7,287,748	12.71%	821,624
South Nicollet Mall	6,811,219	4,086,577	4,120,666	4,251,500	4,251,500	3.18%	130,834
Central Care Nursing Home	540	-	98,878	-	-	-	(98,878)
Deep Rock Tax Increment	188,154	264,254	250,000	71,921	71,921	-71.23%	(178,079)
110 Grant	-	640,000	-	-	-	-	-
Camden Area Impact	6,226	13,204	40,000	35,748	35,748	-10.63%	(4,252)
NRP	23,771,686	20,640,956	10,385,205	11,255,118	11,255,118	8.38%	869,913
NWIP	2,654,244	3,455,661	5,744,268	2,623,316	2,623,316	-54.33%	(3,120,952)
Holmes	1,855,170	1,934,988	2,873,512	2,232,561	2,232,561	-22.31%	(640,951)
Nicollet Island East Bank	1,800,232	1,837,893	1,748,698	2,072,107	2,072,107	18.49%	323,409
Nokomis Holmes	145,000	218,502	29,440	30,262	30,262	2.79%	822
Elliot Park	372,875	222,883	105,000	105,000	105,000	-	-
Nicollet & Lake	565,000	460,000	380,000	460,000	460,000	21.05%	80,000
Central & 20Th	123,500	175,000	250,000	-	-	-	(250,000)
Miles I	60,000	-	100,000	-	-	-	(100,000)
NBA Arena	3,609,449	5,161,060	5,243,058	5,356,435	5,356,435	2.16%	113,377
Lasalle Place	3,778,985	4,858,303	3,898,207	2,264,762	2,264,762	-41.90%	(1,633,445)
Capital Projects- Other	7,380	3,760	15,585	28,355	28,355	81.94%	12,770
Preliminary Planning	1,191,409	1,430,077	2,834,745	2,953,792	3,053,792	4.20%	119,047
Neiman Marcus	3,274,816	2,654,235	2,933,705	925,319	925,319	-68.46%	(2,008,386)
IDS Data Service Center	735,500	1,168,719	1,000,000	-	-	-	(1,000,000)
Block E	49,505	2,764,915	289,948	111,200	111,200	-61.65%	(178,748)
36Th And Marshall	287,093	249,272	235,000	225,000	225,000	-4.26%	(10,000)
Common Project Reserve	-	-	-	5,700,000	5,700,000	-	5,700,000
Creamette District 84	-	-	-	78,000	78,000	-	78,000
Rosacker Nursery Site	-	686,838	-	-	-	-	-
Semi-Phase 1	-	99,839	121,000	385,000	385,000	218.18%	264,000
Semi-Phase 2	-	123,650	261,880	210,000	210,000	-19.81%	(51,880)
Semi-Phase 3	-	-	-	50	-	-	50
Semi-Phase 4	-	-	172,000	192,000	192,000	11.63%	20,000

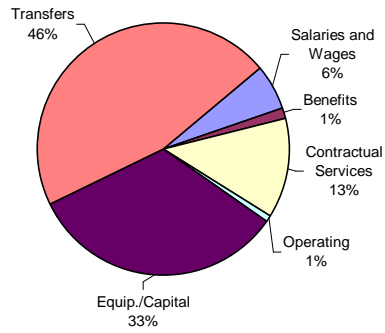


**Independent Board  
Minneapolis Community Development Agency**

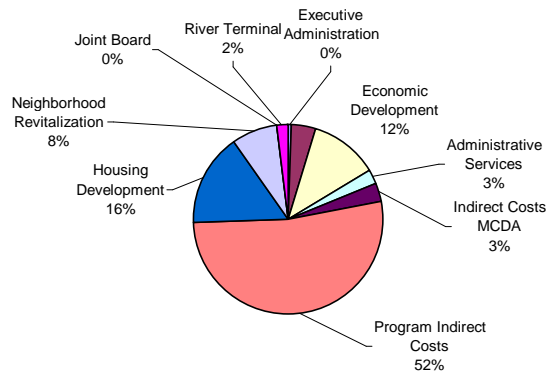
Spring & Central	(130)	20,000	-	25,000	25,000		25,000
United Van Bus	-	4,804	16,219	34,701	34,701	113.95%	18,482
West Side Milling District	-	2,738,227	-	-	-		-
MCDA Debt Service	3,485,955	3,428,267	910,000	10,200,636	10,200,636	1020.95%	9,290,636
Fed Home Ln Bank Econ Develop	40,747	68,388	117,125	209,500	209,500	78.87%	92,375
Housing Ownwership Program	3,670,316	3,244,887	3,524,860	2,132,814	2,132,814	-39.49%	(1,392,046)
Home Ownership & Renovation	1,226,397	1,167,687	2,264,905	989,532	989,532	-56.31%	(1,275,373)
Loan & Grant Programs	58,702	110,821	222,752	54,679	54,679	-75.45%	(168,073)
River Terminal	2,988,540	3,056,098	3,549,290	2,666,538	2,666,538	-24.87%	(882,752)
GARFS	403,118	325,135	540,304	546,528	546,528	1.15%	6,224
MCDA CDBG	12,715,265	9,699,063	9,661,675	9,648,042	9,748,042	-0.14%	(13,633)
Federal Empowerment Zone	-	-	-	128,442	128,442		128,442
MCDA Federal Grants-Other	4,768,721	1,986,560	3,320,989	3,435,773	3,435,773	3.46%	114,784
MCDA Neighborhood Devel Acct	4,405,322	7,599,880	1,925,000	1,700,000	1,700,000	-11.69%	(225,000)
MCDA General Fund	5,264,080	8,206,822	5,187,734	5,902,719	5,902,719	13.78%	714,985
Joint Board	10,066	7,217	-	-	-		-
Mpls Economic Development Council	146,201	171,227	-	-	-		-
Development Account	11,591,145	8,666,721	6,491,116	4,959,509	4,959,509	-23.60%	(1,531,607)
Economic Development Program	1,162,041	1,173,493	1,412,014	1,735,025	1,735,025	22.88%	323,011
Housing Finance	-	-	-	744,904	744,904		744,904
Housing Program	83,231	113,200	144,223	216,685	216,685	50.24%	72,462
MCDA State Grants & Loan	4,381,264	5,510,725	774,487	167,499	167,499	-78.37%	(606,988)
Neighborhood Housing	140,797	74,536	74,307	77,039	77,039	3.68%	2,732
Residential Housing	1,127,559	1,444,117	1,718,359	1,061,356	1,061,356	-38.23%	(657,003)
Theatres	978,338	1,196,223	1,255,834	1,351,490	1,351,490	7.62%	95,656
<b>Total Expense by Fund</b>	<b>156,347,665</b>	<b>164,741,054</b>	<b>143,309,718</b>	<b>142,229,098</b>	<b>142,429,048</b>	<b>-0.75%</b>	<b>(1,080,620)</b>
<b>Expense by Division:</b>							
Executive Administration	525,919	471,510	543,981	672,525	672,525	23.63%	128,544
Communications	1,320,322	1,073,766	1,271,773	5,930,638	5,930,638	366.33%	4,658,865
Economic Development	33,490,988	34,282,559	25,798,004	16,685,471	16,685,471	-35.32%	(9,112,533)
Administrative Services	2,897,945	3,202,014	3,834,393	3,730,657	3,730,657	-2.71%	(103,736)
Indirect Costs MCDA	3,831,528	4,774,080	4,388,959	4,308,431	4,308,431	-1.83%	(80,528)
Program Indirect Costs	61,559,087	71,262,533	66,034,695	74,724,333	74,724,333	13.16%	8,689,638
Housing Development	29,779,346	30,332,230	27,503,418	22,255,387	22,255,387	-19.08%	(5,248,031)
Neighborhood Revitalization	19,959,355	16,499,998	10,385,205	11,255,118	11,255,118	8.38%	869,913
Joint Board	156,267	178,444	-	-	-		-
River Terminal	2,826,909	2,663,920	3,549,290	2,666,538	2,666,538	-24.87%	(882,752)
<b>Total Expense by Division</b>	<b>156,347,665</b>	<b>164,741,054</b>	<b>143,309,718</b>	<b>142,229,098</b>	<b>142,229,098</b>	<b>-0.75%</b>	<b>(1,080,620)</b>

**Independent Board  
Minneapolis Community Development Agency**

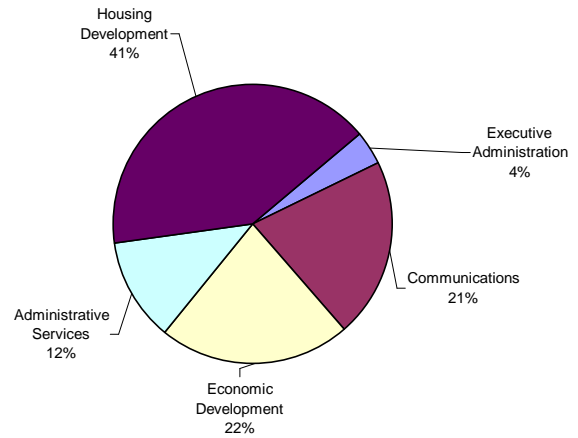
**Expense By Object  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE by Division  
2000 Budget**



**PROGRAM AND SERVICE ACTIVITY INFORMATION  
MUNICIPAL BUILDING COMMISSION**

**Administration (5201)**

**PROGRAM DESCRIPTION:** As created by Minnesota State Statute, the Municipal Building Commission Board, is charged with the care and custody of Minneapolis City Hall/Courthouse. The MBC shall coordinate budgeting, personnel, contracts, space assignments, labor, and construction for the building.

**Major Initiatives for 2000:**

- ◆ Develop and implement MAXIMO database software for corrective and preventive maintenance activities.
- ◆ Integrate a Computer Aided Facilities Management system – Aperture -- in partnership with the City of Minneapolis and Hennepin County.
- ◆ Develop strategic plan for MBC organization.
- ◆ Develop and disseminate Occupant Handbook.
- ◆ Develop and disseminate Supervisor's Handbook.
- ◆ Formulate criteria for performance communication.
- ◆ Continue and increase training schedule for MBC staff.
- ◆ Create Internet site to provide historical and general information for tenants and public.

◆

**Major Service Activities:**

- ◆ Communicate agency activities to MBC Board and execute Board directives.
- ◆ Provide full administrative services to MBC organization.
- ◆ Recruit, hire, train, and develop workforce for care and custody of building.
- ◆ Oversee all personnel-related, union, benefits, and worker's compensation functions for MBC Employees.

**Service Activity Performance Measurements:**

- ◆ Establish best practices standard in facilities management.
- ◆ Adopt established City or County policies for all major MBC policies by the end of year 2000.
- ◆ Establish preventive maintenance work schedule to reduce corrective maintenance calls.
- ◆ Maintain current licensing and accreditation of HCADC.
- ◆ Reduction in workers compensation and other liability claims to the MBC.
- ◆ Respond to all tenant/public requests and concerns within 24 hours.

**PROGRAM AND SERVICE ACTIVITY INFORMATION  
MUNICIPAL BUILDING COMMISSION**

**Custodial and Security (5211)**

**PROGRAM DESCRIPTION:** Provide custodial and security services to City of Minneapolis departments and Hennepin County departments located in the Municipal Building.

**Major Initiatives for 2000:**

- ◆ Implement and utilize the Maximo computerized maintenance management work order system for preventive and corrective maintenance activities.
- ◆ Implement and utilize a computerized custodial training program based on industrial cleaning standards.
- ◆ Implement a building emergency evacuation plan. Inform and train building occupants and MBC staff.
- ◆ Implement security consultant's recommendations covering additional surveillance cameras, access to building moats and monitoring air intake.

**Major Service Activities:**

- ◆ Provide custodial services including cleaning, trash removal, moving functions relamping and periodic maintenance to designated areas of the Municipal Building on a 5-day per week frequency. Provide these same services to selected areas of the Municipal Building on a 7-day per week 24-hour per day frequency.
- ◆ Provide security services covering access control, emergency alarm monitoring and response and security tours to areas in the Municipal Building outside of the Hennepin County Adult Detention Center.
- ◆ Provide the Municipal Building with emergency evacuation services. Coordinating with the Hennepin County Adult Detention Center as needed.

**Service Activity Performance Measurements:**

- ◆ On a regular basis, conduct inspection of all areas of the Municipal Building.
- ◆ Through the use of Maximo and industry standards determine the appropriate staffing levels and budget required to provide current service levels.
- ◆ On regular basis review reports from a computerized security tour recording program, surveillance tapes and security logs.
- ◆ Respond to spills, product outages and service requests within 2 hours after notification.
- ◆ Perform office moving functions within time constraints of both the MBC and building occupants.

**PROGRAM AND SERVICE ACTIVITY INFORMATION  
MUNICIPAL BUILDING COMMISSION**

**Repairs and Improvements (5231)**

**PROGRAM DESCRIPTION:** Provide physical plant maintenance for the Minneapolis City Hall/ Courthouse building.

**Major Initiatives for 2000:**

- ◆ Implement and utilize the Maximo computerized maintenance management work order System for preventive and corrective maintenance activities.
- ◆ Complete retrofit of existing lighting systems.
- ◆ Complete painting of the HCADC as part of the HCADC Deferred Maintenance Plan.
- ◆ Continue to implement historic painting in building corridors and public spaces.
- ◆ Evaluate existing emergency power grid for disaster contingency planning.
- ◆ Update existing AutoCAD electrical distribution plan to reflect existing conditions.
- ◆ Implement Phase 2 of the Security Modifications to the facility.
- ◆ Analyze the potential for variable speed drive for 6 HVAC systems.
- ◆ Analyze the potential for heat recovery measures on 5 existing HVAC systems.

**Major Service Activities:**

- ◆ Provide physical plant maintenance including mechanical, electrical, carpentry, painting, and General grounds keeping services. Services provided through a combination of skilled in-house Personnel and service contracts.
- ◆ Provide corrective maintenance as required and requested.
- ◆ Implement, maintain and evaluate preventive maintenance program for the facility.
- ◆ Maintain effective energy management program for the facility.

**Service Activity Performance Measurements:**

- ◆ Through the use of Maximo, determine the appropriate staffing levels and budget required to Provide current service levels for the building.
- ◆ Complete 50% of all corrective maintenance within 24 hours of the time of request. If request can not be met within 24 hours, a communicated response shall be given to requester as to request status.
- ◆ Complete 75% of preventive maintenance schedules by the targeted completion date.
- ◆ Provide analysis of future projects in a timely manner to be incorporated in future budgetary requests.

**PROGRAM AND SERVICE ACTIVITY INFORMATION  
MUNICIPAL BUILDING COMMISSION**

**Adult Detention Center (5241)**

**PROGRAM DESCRIPTION:** Provide additional services as required by the Hennepin County Sheriff's Department and the Minnesota Department of Corrections for the Hennepin County Adult Detention Center located in the Minneapolis City Hall/Courthouse Building.

**Major Initiatives for 2000:**

- ◆ Implement and utilize the Maximo computerized maintenance management work order System for preventive and corrective maintenance activities.
- ◆ Implement written departmental security policies and training program for MBC staff Working in the HCADC.
- ◆ Evaluate current disaster planning including contingency plans for the HCADC.

**Major Service Activities:**

- ◆ Maintain facility to the Department of Correction Accreditation Standards.
- ◆ Provide physical plant maintenance including mechanical, electrical, carpentry, painting, and General grounds keeping services. Services provided through a combination of skilled in-house Personnel and service contracts.
- ◆ Provide corrective maintenance as required and requested.
- ◆ Implement, maintain and evaluate preventive maintenance program for the facility.
- ◆ Provide custodial services including cleaning, sanitizing, trash removal, emergency clean up and relamping, in both HCADC staff and inmate areas.
- ◆ Purchase and restock supplies and cleaning equipment, used in the ADC.

**Service Activity Performance Measurements:**

- ◆ On a regular basis, conduct coordinated inspection with HCADC staff to identify any deficiencies.
- ◆ Through the use of Maximo, determine the appropriate staffing levels and budget required to provide current service levels.
- ◆ Complete 50% of all corrective maintenance within 24 hours of the time of request. If request can not be met within 24 hours, a communicated response shall be given to requester as to request status.
- ◆ Complete 75% of preventive maintenance schedules by the targeted completion date.
- ◆ Complete 100% of blood and body fluid spills within 2 hours of notification.
- ◆ Complete 5 rotations of scrub crew cleaning in all housing areas annually.

**PROGRAM AND SERVICE ACTIVITY INFORMATION  
MUNICIPAL BUILDING COMMISSION**

**Work for Others (5251)**

**PROGRAM DESCRIPTION:** Provide design, project management and construction services upon the request of departments to meet their operational needs.

**Major Initiatives for 2000:**

- ◆ Provide project management and other staff services as required to complete the HCADC Deferred Maintenance Project.
- ◆ Evaluate, procure and utilize cost estimating and project management software.
- ◆ Re-key and replace all builder hardware in the HCADC.
- ◆ Replace existing door control security system in HCADC.
- ◆ Provide project management services for any capital projects approved by the City of Minneapolis for the facility.

**Major Service Activities:**

- ◆ Provide professional project management services as requested.
- ◆ Provide professional construction services as requested.

**Service Activity Performance Measurements:**

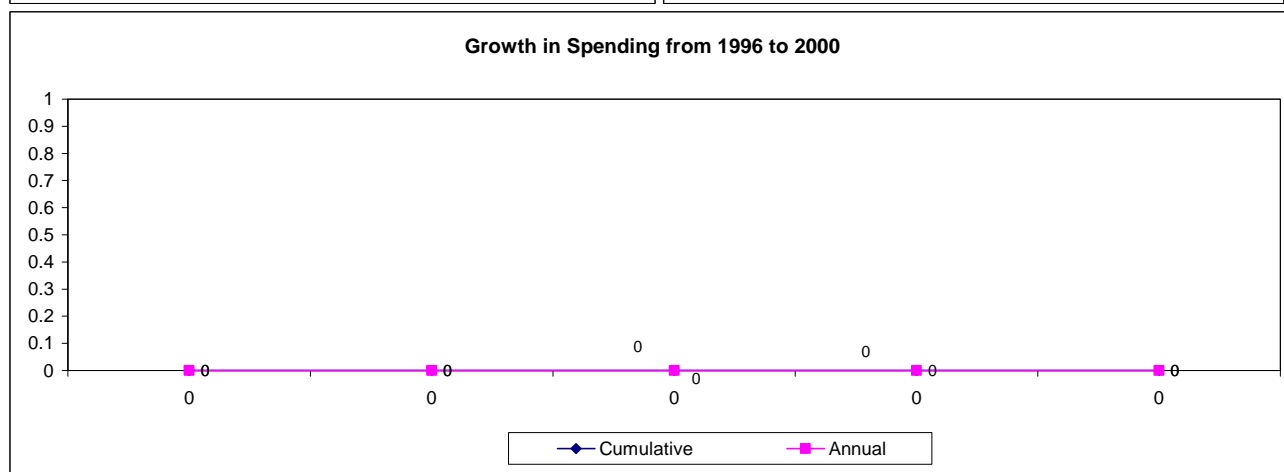
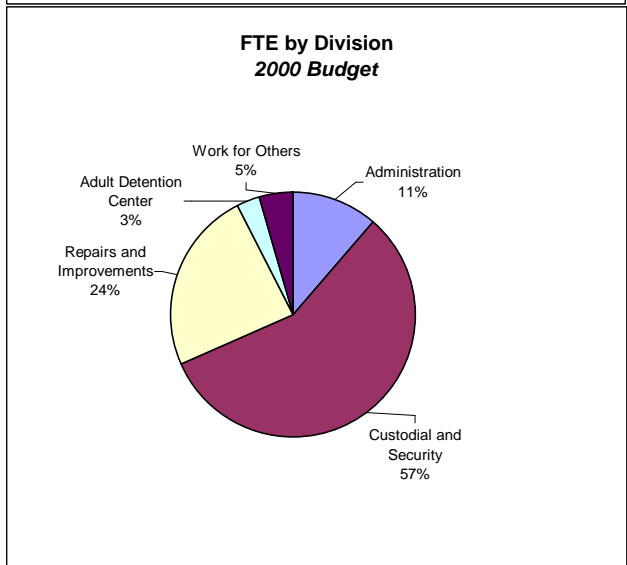
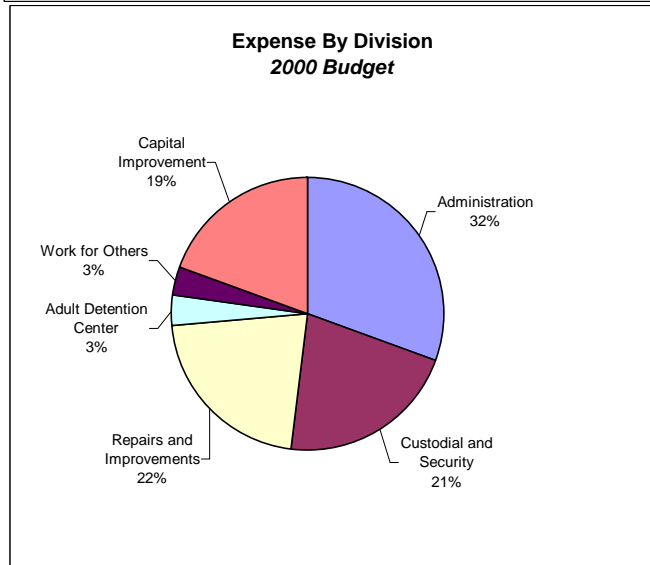
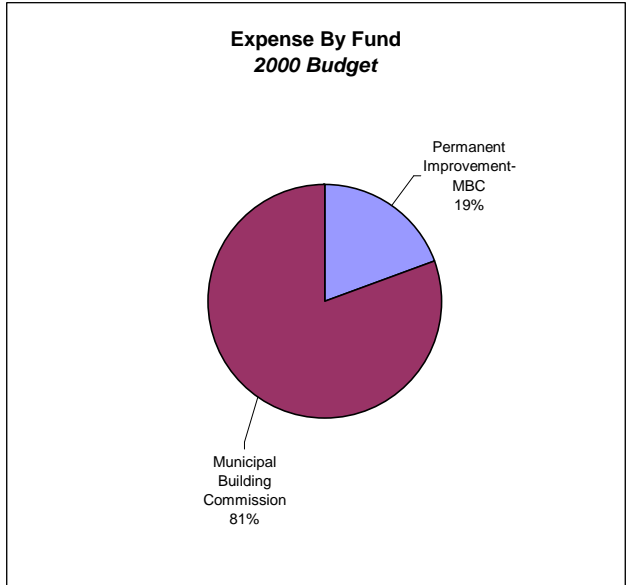
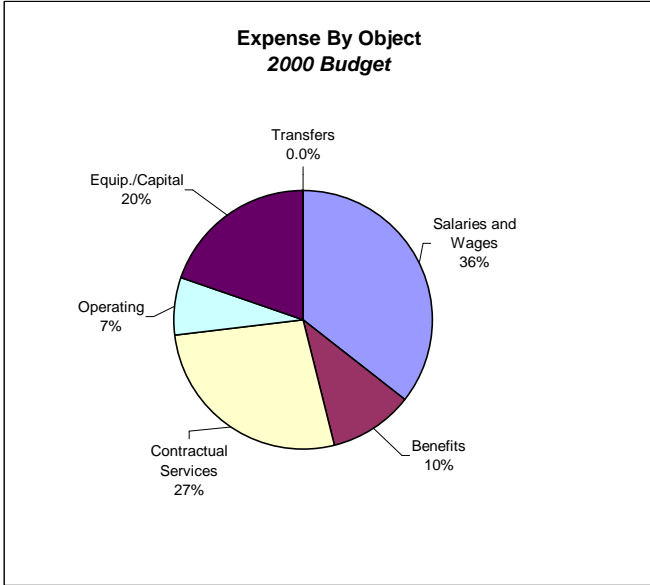
- ◆ Provide regular communication to requester as to status of the request including all pertinent information as to schedule, costs and change in scope.
- ◆ Complete 25% of request within 90 days of request. Complete 75% of requests within 180 days of request. Complete 90% requests with 360 days of request.
- ◆ Work will be facilitated within all established policies and procedures of the Municipal Building Commission and the governmental agency requesting the work.

**Independent Board  
Minneapolis Building Commission**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Recomm.	% Chg From 1999 to 2000 Recomm.	Change From 1999 to 2000 Recomm.
<b>FTE's by Division:</b>							
Administration	3.00	3.00	6.00	7.50	7.50	25.00%	1.50
Custodial and Security	42.00	40.50	44.00	38.00	38.00	-13.64%	(6.00)
Repairs and Improvements	15.25	15.00	22.00	16.00	16.00	-27.27%	(6.00)
Adult Detention Center	2.00	2.00	2.00	2.00	2.00		-
Work for Others	-	-	-	3.00	3.00		3.00
Capital Improvement	-	-	-	-	-		-
<b>FTE's</b>	<b>62.25</b>	<b>60.50</b>	<b>74.00</b>	<b>66.50</b>	<b>66.50</b>	<b>-10.14%</b>	<b>(7.50)</b>
<b>Expense by Object:</b>							
Salaries and Wages	2,373,583	2,429,310	2,739,518	2,843,734	2,843,734	3.80%	104,216
Benefits	675,520	737,889	779,753	836,764	836,764	7.31%	57,011
Contractual Services	3,376,369	3,923,827	2,153,424	2,153,424	2,153,424		-
Operating	418,682	511,305	579,139	579,139	579,139		-
Equip./Capital	26,935	4,047	1,351,700	1,571,068	1,571,068	16.23%	219,368
Transfers	451,000	230,036	-	-	-		-
<b>Total Expense by Object</b>	<b>6,871,089</b>	<b>7,836,414</b>	<b>7,603,534</b>	<b>7,984,129</b>	<b>7,984,129</b>	<b>5.01%</b>	<b>380,595</b>
<b>Expense by Fund:</b>							
Permanent Improvement-MBC	1,818,231	2,042,825	1,321,000	1,554,000	1,554,000	17.64%	233,000
Municipal Building Commission	5,503,858	5,793,589	6,282,534	6,430,129	6,430,129	2.35%	147,595
<b>Total Expense by Fund</b>	<b>6,871,089</b>	<b>7,836,414</b>	<b>7,603,534</b>	<b>7,984,129</b>	<b>7,984,129</b>	<b>5.01%</b>	<b>380,595</b>
<b>Expense by Division:</b>							
Administration	2,087,633	2,131,621	2,163,852	2,443,616	2,443,616	12.93%	279,764
Custodial and Security	1,648,004	1,624,495	1,834,194	1,694,744	1,694,744	-7.60%	(139,450)
Repairs and Improvements	1,584,235	1,395,586	1,756,399	1,739,089	1,739,089	-0.99%	(17,310)
Adult Detention Center	183,986	194,867	275,707	278,540	278,540	1.03%	2,833
Work for Others	-	447,020	252,382	274,140	274,140	8.62%	21,758
Capital Improvement	1,818,231	2,042,825	1,321,000	1,554,000	1,554,000	17.64%	233,000
<b>Total Expense by Division</b>	<b>6,871,089</b>	<b>7,836,414</b>	<b>7,603,534</b>	<b>7,984,129</b>	<b>7,984,129</b>	<b>5.01%</b>	<b>380,595</b>



**Indepdent Board  
Minneapolis Building Commission**



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### NEIGHBORHOOD REVITALIZATION PROGRAM - (8630)

#### **PROGRAM DESCRIPTION:**

The Minneapolis Neighborhood Revitalization Program works to make Minneapolis neighborhoods better places to live, work, learn and play through neighborhood-based planning and priority setting. The NRP staff work with neighborhood residents, government, nonprofits and the private sector to facilitate and support the development and implementation of a neighborhood plan for each of the City's neighborhoods.

#### **Major Initiatives for 2000:**

- ◆ Design and implementation of the second ten years of the program (Phase II)
- ◆ Evaluation of Neighborhood Action Plans which have reached the 80% expenditure threshold in preparation for Phase II planning

#### **Major Service Activities:**

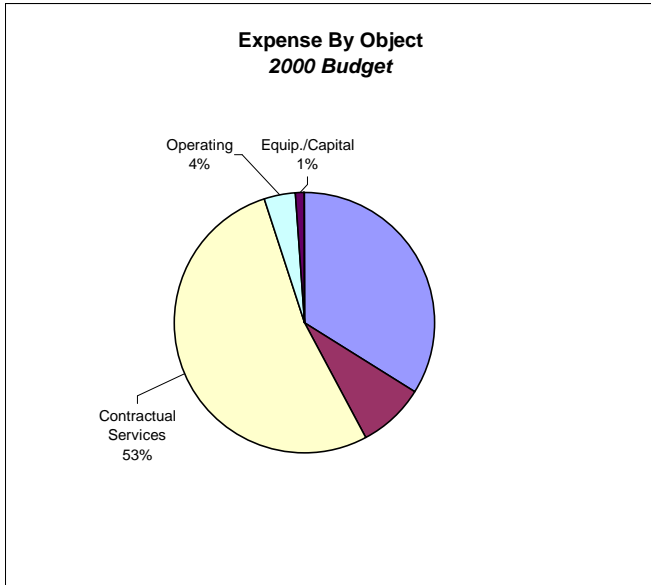
- ◆ Building neighborhood capacity
- ◆ Redesigning public services
- ◆ Increasing inter- and intra-governmental collaboration and cooperation
- ◆ Creating a sense of place

#### **Service Activity Performance Measurements:**

- ◆ Number of neighborhoods participating in the planning process
- ◆ Number of First Step Plans approved
- ◆ Number of Neighborhood Action Plans approved
- ◆ Expenditures on neighborhood strategies and obligations for implementation of neighborhood strategies

**Independent Board  
Neighborhood Revitalization Program**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Target	2000 Recomm.	% Chg From 1999 to 2000 Recomm.	Change From 1999 to 2000 Recomm.
<b>FTE's</b>	<b>20.00</b>	<b>19.00</b>	<b>18.00</b>	<b>16.00</b>	<b>16.00</b>	<b>-11.11%</b>	<b>(2.00)</b>
<b>Expense by Object:</b>							
Salaries and Wages	670,706	684,006	747,637	676,523	676,523	-9.51%	(71,114)
Benefits	131,523	140,082	171,479	165,982	165,982	-3.21%	(5,497)
Contractual Services	853,567	1,068,029	1,110,000	1,051,000	1,051,000	-5.32%	(59,000)
Operating	22,489	44,411	89,500	80,500	80,500	-10.06%	(9,000)
Equip./Capital	31,189	17,945	23,000	21,500	21,500	-6.52%	(1,500)
Transfers	-	-	-	-	-		-
<b>Total Expense by Object</b>	<b>1,709,474</b>	<b>1,954,474</b>	<b>2,141,616</b>	<b>1,995,505</b>	<b>1,995,505</b>	<b>-6.82%</b>	<b>(146,111)</b>
<b>Expense by Fund:</b>							
Mpls Neighborhood Revital Poli	1,709,474	1,954,474	2,141,616	1,995,505	1,995,505	-6.82%	(146,111)
<b>Total Expense by Fund</b>	<b>1,709,474</b>	<b>1,954,474</b>	<b>2,141,616</b>	<b>1,995,505</b>	<b>1,995,505</b>	<b>-6.82%</b>	<b>(146,111)</b>



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - PARK REHABILITATION (7110)

#### **PROGRAM DESCRIPTION:**

Maintain and repair as required safe, functional and aesthetically pleasing park environment for use by the public.

#### **Service Activity: Path Sealcoating**

To sealcoat approx. 600,000 sq. yards of walking and biking paths to renew surface appearance and prevent deterioration.

#### **Service Activity Performance Measurements:**

Sealcoat all park and parkway paths over a seven-year period during a three-month timeframe each year.

#### **Service Activity:**

Parking Lot Sealcoating - to repair and sealcoat parking lots every seven years.

#### **Service Activity Performance Measurements:**

Sealcoat parking lots on a seven-year basis during an annual three-month timeframe.

#### **Service Activity:**

Path and Parking Lot Rehabilitation - to repair paths and parking lots that are in potentially hazardous conditions or not in compliance with ADA requirements.

#### **Service Activity Performance Measurements:**

Repair pathways and parking lots and install ADA approved pedestrian ramps as needed during a three-month period each year.

#### **Service Activity:**

Colorcoat Play Courts - To repair, colorcoat and stripe bituminous tennis, and volleyball and basketball surfaces.

#### **Service Activity Performance Measurements:**

Colorcoat all 114,000 square yards of play areas each five-year period, during a three-month timeframe each year.

#### **Service Activity:**

Building **Rehabilitation** - Non routine repair of over 3/4 million square feet of park buildings, i.e. roofs, mechanical equipment, sewer and water services, etc.

#### **Service Activity Performance Measurements:**

Provide repairs to park buildings to prevent deterioration and damage due to failures of roofs, furnaces, water or sewer lines, etc.

#### **Service Activity: Building Equipment Replacement**

Replace worn out building equipment, i.e. carpeting, ranges, refrigerators, drapes, shades, tables, chairs, etc.

#### **Service Activity Performance Measurements:**

Replace unusable appurtenances with new as required to maintain a pleasant and comfortable environment for the park user.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - PARKWAY MAINTENANCE (7140)

#### **PROGRAM DESCRIPTION:**

Maintain and repair a safe, functional and aesthetically pleasing park environment for use by the public.

#### **Service Activity:**

Provide electricity, maintenance and repairs for parkway lighting units and underground conductors.

#### **Service Activity Performance Measurements:**

NSP provides energy, maintenance and repair of 1,957 lights. Light pole maintenance, repair and replacement is done year-round as needed.

#### **Service Activity:**

Patch surface of 58 miles of parkway. Preparation for sealcoating and/or a function of pavement condition. Sealcoat 58 miles of parkway on seven-year cycles.

#### **Service Activity Performance Measurements:**

Patching will be done taking into account cost effectiveness and available funding. Sealcoat program will be eight miles per year when parkways reach uniformity.

#### **Service Activity:**

Repair and replacement of parkway signs/posts-posts are painted on a five-year cycle and signs replaced as needed.

#### **Service Activity Performance Measurements:**

Of the 6,000 posts, approx. 1,200 are cleaned or sandblasted and painted during the three-month period each year. The 7,500 signs secured to the posts are replaced as required, due to loss or illegibility, throughout the year.

#### **Service Activity:**

Sweep 58 miles of parkway twice a year. Debris removed helps prevent plugging of storm drains and catch basins.

#### **Service Activity Performance Measurements:**

Thorough sweeping is done on all 58 miles twice each year and some areas are swept for special events.

#### **Service Activity:**

Remove snow and prevent ice from 58 miles of parkway.

#### **Service Activity Performance Measurements:**

Snow plowing, sanding, removal and clean up after snowstorms are required periodically from November to April.

#### **Service Activity:**

Marking of roadways for traffic control at selected intersections and a limited number of centerlines where required.

#### **Service Activity Performance Measurements:**

Paint approximately 11,000 feet of striping as needed for clarity and safety by the parkway user.

#### **Service Activity:**

Ancillary Structures - Maintain structures associated with parkway furnishings, signage and barricades.

#### **Service Activity Performance Measurements:**

Paint, repair, and replace ancillary structures along 58 miles of parkway, as required, year-around.

#### **Service Activity:**

Catch Basin, Manhole, and Pipe Cleaning-Clean storm drains and manholes, which become filled with debris and dirt.

#### **Service Activity Performance Measurements:**

This service provides for cleaning, as required, 1,720 catch basins and manholes and 141,000 feet of storm drains.

#### **Service Activity:**

Catch Basins and Manholes Repair and Maintenance - prevent water flooding and potentially hazardous conditions.

#### **Service Activity Performance Measurements:**

Repair as reported all catch basins and manholes requiring attention: Responsible for 1,720 structures.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - LAKE POLLUTION CONTROL (7160)

#### **PROGRAM DESCRIPTION:**

To provide a high quality recreational and open space environment for Minneapolis residents by controlling pollution levels in city lakes, providing water quality related educational programs, preserving park amenities, and managing the park system natural resources. The Lake Pollution Control Fund will conduct ongoing investigations of Park Board natural resources. Investigation results shall be used to develop management plans. Results will be communicated to elected officials, staff used in a public information program concerning environmental issues in a clear and concise manner.

#### **Service Activity:** Monitoring/Education

Inventory, document and develop management plans of environmental resources within the park system.

#### **Service Activity Performance Measurements:**

Monitor 13 City lakes and wetlands on a yearly basis. Develop management plans for the protection and improvement of water quality.

Develop educational materials, programs and provide assistance in informing the public on environmental topics, especially water quality.

Develop water quality information programs in cooperation with other City departments and state agencies.

#### **Service Activity:** Erosion/Shoreline

Maintain or improve existing water/land edges to reduce erosion impacts and provide remedial action as needed.

#### **Service Activity Performance Measurements:**

Fund and construct shoreline erosion control projects on a yearly basis, utilizing cost-share grants whenever possible.

#### **Service Activity:** Sediment Control

Reduce the amount of sediment and nutrients entering water bodies through vacuum sweeping.

#### **Service Activity Performance Measurements:**

Vacuums sweep the parkway system and Park and Recreation Board parking lots twice annually to control pollution.

#### **Service Activity:** Water Exchange

Maintain within practical limits a stable water elevation on lakes, streams and wetlands.

#### **Service Activity Performance Measurements:**

Maintain the Chain of Lakes at a stable elevation (142.5 City datum) through pumping. Well pumping for lake level maintenance, including Roberts Bird Sanctuary, Loring Pond, Webber Pond and Powderhorn Lake within the limits set by MN DNR permits.

#### **Service Activity:** Vegetation Management

Monitor and manage natural and introduced plant communities in the Park system.

#### **Service Activity Performance Measurements:**

Remove nuisance vegetation, especially Eurasian water milfoil from Minneapolis lakes, wetlands and upland sites as needed. Use outside grant funds for this activity whenever possible. Reintroduce native plant species communities at appropriate locations, especially prairies and wetlands. Manage prairie and wetland plant communities on Park and Recreation locations.

#### **Service Activity:** Fish Management

Work with other agencies to manage fish populations in lakes and streams.

#### **Service Activity Performance Measurements:**

Work to improve fish habitat in City lakes and streams by working with state agencies. Operate the Powderhorn aeration system to maintain the fish community in Powderhorn Lake.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - MAINTENANCE (INCLUDES HORTICULTURE) (7200)

#### PROGRAM DESCRIPTION:

To maintain and repair park buildings and grounds; to provide safe, functional and aesthetically pleasing park environments; to provide the maintenance support necessary to conduct recreational activities.

#### MAJOR SERVICE ACTIVITIES AND STANDARDS

**Service Activity:** Building Maintenance - Maintenance and repair of 99 park buildings.

**Service Activity Performance Measurements:**

Provide daily cleaning of buildings. Maintain buildings in a clean and safe manner as to provide for needed usage. Maintain buildings to maximize their life and minimize capital deterioration.

**Service Activity:** Turf Maintenance of 2,500 acres of turf.

**Service Activity Performance Measurements:**

Maintain turf at a height of 2-3/4" - 3-1/2" on a cutting cycle of 10 working days. Fertilize, aerate and overseed limited high usage or high visibility areas on an annual basis. Maintain turf health within established IPM tolerances.

**Service Activity:** Athletic Field and Court Maintenance of 332 athletic field and courts for various uses.

**Service Activity Performance Measurements:**

Inspect, clean and repair fields and courts on a daily basis. Maintain turf at a height of 2-3/4" - 3-1/2" on a cutting cycle of 10 working days. Repair broken or damaged structures within one week of report.

**Service Activity:** Winter Activity Maintenance of 100 winter activity facilities including skating, hockey and broomball rinks, ski hills, tubing hills and cross-country ski trails.

**Service Activity Performance Measurements:**

Groom all facilities on a daily basis.

**Service Activity:** Pool, Fountain, Beach and Well Maintenance of 60 wading pools, 3 full size pool complexes, 11 beaches, and 5 fountains, free standing drinking fountains, hand pumps, and yearly installation of sailboat docks and fishing platforms.

**Service Activity Performance Measurements:**

Provide daily maintenance to pools and beaches in accordance with local and state ordinances. Remove unsanitary or unsafe conditions from service immediately upon discovery. Repair broken equipment within 24 hours of discovery.

#### PROGRAM DESCRIPTION:

The planting and maintenance of floral displays in both the regional and neighborhood parks in Minneapolis. This includes the typical park sign floral beds, the larger regional and memorial displays, and the Cowles Conservatory.

**Service Activity:** Design, select and bid plant materials for these gardens.

**Service Activity Performance Measurements:** Process designs and compile bid by late December-early January.

**Service Activity:** Assist neighborhood groups in their adopt-a-garden programs.

**Service Activity Performance Measurements:** Review of gardens.

**Service Activity:** Provide displays at the Cowles Conservatory, Lyndale Rose Garden, annual-perennial garden and Rock Garden.

**Service Activity Performance Measurements:** Staff and team members meet weekly to select and order plantings, evaluate potential pest conditions and assess existing plants.

**Service Activity:** Provide Integrated Pest Management services at the general garden sites and the Cowles Conservatory.

**Service Activity Performance Measurements:** Examine plantings on a weekly or as needed basis and recommend treatments.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - PARK POLICE (7240)

#### **PROGRAM DESCRIPTION:**

Patrol the entire park system on a regular basis, identifying and responding to activities and conditions that hinder or detract from the free and enjoyable use of the parks by the general public. Prevent crimes and unwanted activity through prioritized and directed patrol practices. Provide regulation and control for special events. Enforce applicable laws, ordinances, and rules in the parks.

**Service Activity:** Respond to calls for emergency and routine service in parks.

**Service Activity Performance Measurements:**

Achieve a 90% response rate by park units for all emergencies and routine service calls in parks.

**Service Activity:** Patrol and stop in all the parks and identify and patrol problem areas on a frequent basis.

**Service Activity Performance Measurements:** At least one unit stops in each staffed park daily, patrol the non-staffed parcels in varying intervals based on size. Average ten positive public contacts per eight hour shift per uniformed employee. Achieve a better than 50% correlation rate between the top ten park areas in need of patrol and the areas actually patrolled.

**Service Activity:** Investigate park offenses and incidents where the department is the primary investigating agency.

**Service Activity Performance Measurements:**

Follow-up on all cases in are deemed appropriate or where the seriousness of the case warrants further work. Achieve a 50% closure rate on cases where there are suspects. Contact 95% of crime victims in which the department is investigating within four working days, whether by direct contact or by mail.

**Service Activity:** Track and investigate significant crime patterns in parks.

**Service Activity Performance Measurements:** Identify crime patterns each month where a specific crime in parks or crimes in a specific park have increased more than 30%. Through a coordinated plan, reduce to 30% below the standard.

**Service Activity:** Plan and present crime prevention programs.

**Service Activity Performance Measurements:** Plan and present a variety of prevention programs including a safety camp, employee personal safety workshops, bike rodeos, and park watch dinners. Prepare crime prevention plans for 70% of new park designs.

**Service Activity:** Conduct background investigations of Park Board applicants who deal with children.

**Service Activity Performance Measurements:** Complete investigations for 95% of all applicants for such positions.

**Service Activity:** Staff special events for crowd and traffic control and provide footbeats at identified parks.

**Service Activity Performance Measurements:**

Comply with 90% of requests for special event coverage in parks. Staff a minimum of five problem area parks with an uniformed Park Police officer or agent.

**Service Activity:** Attend and participate in community meetings and present school programs on Park vandalism.

**Service Activity Performance Measurements:** Respond to 90% of requests for Park Police at neighborhood and other community meetings.

Present the Juvenile Crime Prevention Curriculum, a 40-min. program on vandalism in parks to 90% of 9th graders.

**Service Activity:** Produce and distribute literature on park safety and crime prevention in parks.

**Service Activity Performance Measurements:**

Prepare two sets of materials on specific topics yearly. Update 50% of materials yearly.

**Service Activity:** Enforce Park and Parking ordinances enforce speed limits and monitor parking meters.

**Service Activity Performance Measurements:** Identify the violations most frequently issued and provide special training and patrol emphasis. Average eight hours of radar enforcement per week at the top five identified zones in need of speed control. Provide an average of 24 hours per week of meter and limited parking zone enforcement.



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - PARK ADMINISTRATION (7250)

**PROGRAM DESCRIPTION:**

Coordinate and direct activities that provide well-balanced recreational opportunities for Minneapolis as well as supportive financial, personnel and public information services for all divisions of the park system and its facilities.

**Service Activity:** Administration

Overall development and implementation of policies with input from the board, city residents, and other agencies.

**Service Activity Performance Measurements:**

Respond to 100% of public requests and needs during the year.

**Service Activity:** Finance/Accounts Payable/Accounts Receivable

Coordinate and provide internal management and annual comprehensive financial reports. Monitoring and financial control of all park board funds. Provide a centralized process for the payment of all park board invoice and contract disbursements. Provide a centralized process of recording revenue received. Provide financial support of the issuance for special permits.

**Service Activity Performance Measurements:**

1. Provide 100% monitoring of balances for all capitol projects to insure positive cash flow.
2. Process all billings for grants, bonds, special assessments and restitution within ten days of the close of accounting period.
3. Produce annual component unit financial statements in accordance with requirements.
4. Process all vendor payments within a week of receipt of invoice 95%
5. Respond to all special assessment inquiries within a 24 hour period 97%
6. Deposit daily revenue received 100%

**Service Activity:** Personnel, payroll

Perform personnel functions relating to liaison with civil service, unemployment compensation claims and reporting, employees bargaining unit agreements, and employee disciplinary actions. Issue payroll to employees and maintain all associated records.

**Service Activity Performance Measurements:**

Maintain up-to-date files on employees and issue accurate payroll checks on a bi-weekly basis.

**Service Activity:** Self-insurance

Provide insurance for workers' compensation, unemployment compensation claims and liability coverage for other than forestry and enterprise fund functions.

**Service Activity Performance Measurements:**

Respond to 100% claimants within ten days of claim.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - PLANNING (7290)

#### **PROGRAM DESCRIPTION:**

Prepare capital improvement program that meets infrastructure and unfilled recreational needs of the park system.

Capital budget limitations hold this program to about 50-60% of fully meeting this desired standard.

#### **Major Service Activities and Performance Measures**

##### **Service Activity:**

Meet at least once with affected neighborhoods whose parks are designated in the CIP funding year.

##### **Service Activity Performance Measurements:**

This standard is 100% met and usually exceeded when additional meetings are needed or desired.

##### **Service Activity:**

Prepare schematic plans with affected neighborhoods for funded park improvements.

##### **Service Activity Performance Measurements:**

This standard is usually 100% met.

##### **Service Activity:**

Accomplish completion of funded capital improvements within budget on a timely basis.

##### **Service Activity Performance Measurements:**

This standard is approximately 80-90% accomplished.

##### **Service Activity:**

Respond to projects generated by other agencies.

##### **Service Activity Performance Measurements:**

This service is approximately 90% met.

##### **Service Activity:**

Participate fully with other agencies in city, countywide or metro-wide planning projects, which involve or relate to the park system.

##### **Service Activity Performance Measurements:**

This standard is approximately 80% met.

##### **Service Activity:**

Meet with neighborhoods contemplating and engaging in neighborhood revitalization planning as needed or desired.

##### **Service Activity Performance Measurements:**

This is accomplished about 90% of the time.

##### **Service Activity:**

Prepare special reports and/or organize special study committees.

##### **Service Activity Performance Measurements:**

This standard is accomplished 95% of the time.

##### **Service Activity:**

Prepare master plans for parks in conjunction with NRP neighborhoods.

##### **Service Activity Performance Measurements:**

This standard is currently being met at about 95%.

##### **Service Activity:**

Prepare or update master plans for regional parks required by the Metropolitan Council.

##### **Service Activity Performance Measurements:**

This standard is usually met at 100%.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - FORESTRY (7329)

#### **PROGRAM DESCRIPTION:**

The Forestry Division provides services, which enhance the real estate value of the City of Minneapolis. Increasing the awareness, importance and value of the urban forest does this. In addition to the design and execution of tree planting and maintenance policies and programs, there is a commitment to community partnerships and educational programs.

#### **Service Activity:** Tree Maintenance

Provides for pruning of mature street trees, certain park trees and young and newly planted trees.

#### **Service Activity Performance Measurements:**

Maintain a five-year rotation to lessen potential of Dutch elm Disease, lessen conflicts between trees and residents and ensure proper development of young trees.

#### **Service Activity:** Tree and Stump Removal

Remove diseased and other trees which are dead, decayed, declining or of an improper species.

#### **Service Activity Performance Measurements:**

Implement tree and stump removal timely to reduce the spread of disease and lessen the presence of hazardous conditions.

#### **Service Activity:** Reforestation

Plant trees in vacant planting sites, which occur on boulevards or in parks to perpetuate the urban forest.

**Service Activity Performance Measurements:** Plant and/or replace approx. 4,000 trees per year and mulch, water and provide other care during the first year after planting.

#### **Service Activity:** Pest Control, Inspections and Surveys

Prevent the establishment and spread of various insects and disease using integrated pest management techniques.

Inspect contracted tree work to ensure compliance. Survey the urban forest for pest problems that may require control procedures. Inspect residential requests for service on boulevard trees and advise about private trees.

#### **Service Activity Performance Measurements:**

Monitor the presence of various pest problems and initiate control measures with the Department of Agriculture and/or the University of Minnesota. Inspect boulevard trees to allow for scheduling of prescribed work. Monitor the urban forest for pest conditions. Review contracted work to guarantee propriety.

#### **Service Activity:** Preventative Maintenance and Minor Storm Damage

Completion of cleans up and trees health improvement procedures.

#### **Service Activity Performance Measurements:**

Timely storm clean up to eliminate hazardous tree debris. Tree health improvement procedures are performed on an as-needed basis.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - PARK SPECIAL SERVICES (7400)

**PROGRAM DESCRIPTION:**

Provide and maintain Park and Recreation facilities and service on a self-supporting basis in special interest areas of higher skill levels than is made available to the general public through the tax supported basic programs.

**Service Activity:**

Golf - to maintain and operate five (5) 18-hole golf courses, one (1) 9-hole golf course, one (1) Par-3 golf course and one (1) golf learning center.

**Service Activity Performance Measurements:**

To provide a meaningful golfing experience at a fee that is based on 49,685 average rounds per course supportive of operating maintaining and repair and replacement program cost.

**Service Activity:**

Refectories - to operate refectories offering food and beverages at five (5) locations throughout the system.

**Service Activity Performance Measurements:**

Provide a refreshing light meal at an affordable price.

**Service Activity:**

Special Facilities - to maintain and operate Parade Parking lot, Sculpture Garden, Ice Gardens, lighted softball and baseball fields and Nicollet Indoor Tennis Center.

**Service Activity Performance Measurements:** To provide highly maintained facilities of special interest at a fee that is reasonable and yet enough to cover all cost and future capital improvements.

**Service Activity:**

Boating - to operate and maintain one hundred rental canoes, ten rental rowboats, lake excursion boat, four hundred mooring buoys, three hundred and fifty-nine canoe public rental racks and contract river excursion boat.

**Service Activity Performance Measurements:**

To provide water related experience, following all regulatory safety standards.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - INFORMATION TECHNOLOGY SYSTEMS (7580)

**PROGRAM DESCRIPTION:**

Coordinate and maintain all computer-related services for each division of the Minneapolis Park and Recreation board.

**Service Activity:**

Maintain and upgrade all computer hardware, systems software and network software. Backup all systems for disaster recovery. Assist in the development of software applications.

**Service Activity Performance Measurements:**

1. Provide network access to users at 100% with exception for scheduled maintenance.
2. Provide necessary updates to network hardware and software to operate a wide area network.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - PARK EQUIPMENT (7590)

#### **PROGRAM DESCRIPTION:**

To maintain and supply equipment for rental to other Park Board cost centers from a central pool.  
To set rental rates which provide sufficient funds for purchase of new equipment on a scheduled basis commensurate with economical replacement expectancy. The rental rates for equipment must reflect the true cost of operating expenses together with a specified depreciation schedule.

#### **Service Activity:**

Equipment Maintenance - Maintain an equipment pool of 258 units, as well as related attachments and accessories.

#### **Service Activity Performance Measurements:**

1. Preventative Maintenance - Perform OEM suggested preventative maintenance procedures on all equipment.
2. Equipment Repair - Repair equipment within 48 hours of issuance of a work order. Emergency equipment repair will be performed prior to the next shift needed.

#### **Service Activity:**

Equipment Replacement - Equipment is replaced on a scheduled basis commensurate with economical life expectancy.

#### **Service Activity Performance Measurements:**

Equipment is replaced at the predetermined scheduled time.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - CITY-WIDE RECREATION (7600)

#### **PROGRAM DESCRIPTION:**

Plan and implement neighborhood recreation programs and services, based on a "Benefits Based" approach.

**Service Activity:** Provide "Benefits Based" quality Recreation program services.

#### **Service Activity Performance Measurements:**

Reorganize park centers into 15 Neighborhood Recreation Service Delivery Teams.

Meet management objectives for personal, socio-cultural, economic and environmental benefits.

**Service Activity: Ensure** a Basic Set of Recreation Program Services is offered which meet the social, physical, cultural and environmental needs of neighborhood and community residents.

#### **Service Activity Performance Measurements:**

Basic Set programs will be offered at all full-time professionally staffed recreation centers.

Each neighborhood helps to decide which recreation programs will best meet their needs.

**Service Activity: Maximize** involvement of residents in the recreation program operation, services and activities.

Convene planning and advisory councils that work toward improving direct service delivery.

Hold Annual Neighborhood Town Meetings to establish goals and benefits to be achieved.

**Service Activity: Provide** Recreation Plus+ school-aged childcare services designed to be safe, fun and affordable.

Provide childcare services, which allow children to take advantage of park program.

**Service Activity:** Provide special programming, which requires participant fees to support program costs.

**Service Activity Performance Measurements:** Programs are developed based upon costs of the service delivered.

Program fee waivers are available to participants. Provide a minimum of two self-supporting programs per season at recreation centers.

**Service Activity:** Enhance community use of recreation centers through a building use policy and applicable rental fees that allow organizations to use MPRB facilities for their own self-directed programs.

#### **Service Activity:**

Provide a citywide adult sports league program in seven spots. Organize ten team sports each year for boys and girls ages 7-17. Provide rules, draw schedules, and hire officials.

**Service Activity:** Conduct clinics for coaches/officials on rules and philosophy and conduct.

#### **Service Activity Performance Measurements:**

Conduct five clinics for youth in various team and individual sport areas.

**Service Activity:** Operate eleven beaches and five pools. Recruit, hire, train and schedule 100 seasonal lifeguards who meet Red Cross certified lifeguarding standards for service.

**Service Activity Performance Measurements:** Maintain 100 Red Cross certified lifeguards for duty in a year. Hold one pre-season training session and weekly training sessions for nine weeks during the season. Maintain necessary rescue and safety equipment for each beach and pool.

**Service Activity:** Conduct a minimum of three city wide instructional programs for adults.

Promote, schedule and recruit groups for a series of concerts and plays during the summer. Plan, promote and conduct the annual 25k city of lakes marathon. Plan, promote and operate the Wirth winter recreation area for ten weeks. Conduct social groups in area of golf and trips for adults.

**Service Activity:** Distribute information on recreation program opportunities to the citizens of Minneapolis

Publish one citywide brochure for mail distribution to all Minneapolis households.

Prepare four seasonal neighborhood brochures for each of the 45 recreation centers. Prepare monthly press releases and articles for neighborhood newspapers on recreation programs. Distribute program information, annual town meeting announcements and youth sport information. Provide & train reception staff to deal with the public.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - TEEN TEAMWORKS (7720)

#### **PROGRAM DESCRIPTION:**

Teen Teamworks offers a positive park maintenance work experience, recreational opportunities and educational sessions to the target population of unemployed or under-employed "at risk" Minneapolis youth between the ages of 14 to 18.

**Service Activity:** Provide supervised, summer employment to Minneapolis "at risk" youth.

#### **Service Activity Performance Measurements:**

Establish neighborhood work crew of 8 to 10 youth and one on-site adult supervisor at 25 park locations throughout the City.

**Service Activity:** Provide educational sessions for all TEEN TEAMWORKS youthworkers.

#### **Service Activity Performance Measurements:**

1. Provide job seeking/keeping curriculum (i.e. - attendance, punctuality, and attitude).
2. Effective communication skill building (i.e. - peers, adults and work environment).
3. Survival/life skills development (i.e. - drug education and prevention, sexual harassment education).

**Service Activity:** Provide recreational opportunities and for TEEN TEAMWORKS youthworkers.

#### **Service Activity Performance Measurements:**

1. Demonstrate to youth the appropriate use of leisure time through recreational opportunities.
2. Provide forum for positive interaction between youth and adults from various cultural groups within their community and neighborhood.



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PARK BOARD - YOUTHLINE OUTREACH (7726)

#### **PROGRAM DESCRIPTION:**

Youthline Outreach Mentorship Program involves youth ages 12-16 in positive leisure time activities, introduces them to community resources, and encourages a sense of belonging. Youthline is located at 11 parks year-round and at additional 25 parks during the summer.

**Service Activity:** Provide structured, supervised programs and activities for youth in the categories of Life Skills Learning, Community Involvement, Creative Expression, and Wish List (field trips and special events).

#### **Service Activity Performance Measurements:**

Involve youth an average of three hours daily, five times a week during the school year in structured programs and provide an additional two hours daily of supervised non-structured hours at the park. Ensure 10-100 youth participate in each activity daily at each park.

**Service Activity:** Youth Outreach Mentors ensure that residents in the 6-block area surrounding the park are informed of the Youthline Program and invited and encouraged to participate.

#### **Service Activity Performance Measurements:**

Implement major outreach efforts citywide four weeks annually (one per quarter) through school and neighborhood activities.

**Service Activity:** A Girls' Focus Group, as part of the citywide Girls' Program, is established at each park. Monthly Girls' Program activities are offered citywide, with park activities organized bi-weekly.

#### **Service Activity Performance Measurements:**

Ensure that each park has a Girls' Group Leader who is available at the park during regularly scheduled hours to provide leadership and support for the Girls' Program.

Maintain 8-12 participants in each Girls' Group and schedule regular bi-weekly meetings. Ensure that 20+ participants from each park attend monthly events.

**Service Activity:** Organize a Teen Council at each park to involve teens in planning and organizing activities and in the overall development of the Youthline program.

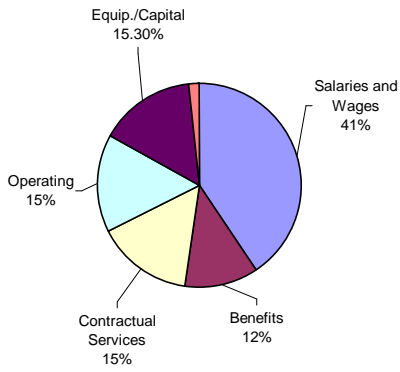
**Service Activity Performance Measurements:** Ensure that each park has a Teen Council with a minimum of 10 youth that meet at least once a month to discuss teen issues and plan activities and programs.

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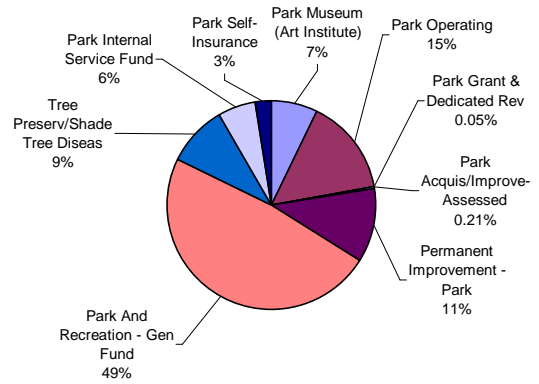
	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Administration	35.50	35.50	36.50	38.60	38.60	5.75%	2.10
Parkway Maintenance	1.98	1.98	1.98	1.98	1.98	-	-
Environmental Operations	7.04	7.04	8.14	8.14	8.14	-	-
Park Maintenance	229.73	233.73	238.79	241.27	241.27	1.04%	2.48
Police	43.93	46.51	51.00	51.00	51.00	-	-
Planning	14.00	14.00	14.00	15.00	15.00	7.14%	1.00
Forestry	92.41	91.41	92.41	96.41	96.41	4.33%	4.00
Special Services	120.65	120.65	125.73	125.73	125.73	-	-
Revolving Other	0.03	0.03	0.03	0.03	0.03	-	-
Information Technology Systems	5.00	7.00	7.00	6.00	6.00	-14.29%	(1.00)
Equipment	15.05	15.05	15.05	15.05	15.05	-	-
Citywide Recreation	271.11	271.11	274.59	276.67	276.67	0.76%	2.08
Teen Teamworks	10.00	10.00	10.00	10.00	10.00	-	-
Youthline Outreach	14.00	15.00	15.00	17.25	17.25	15.00%	2.25
Self-Insurance Revolving	0.25	0.25	0.25	0.25	0.25	-	-
<b>FTE's</b>	<b>874.68</b>	<b>883.26</b>	<b>890.47</b>	<b>903.38</b>	<b>903.38</b>	<b>1.45%</b>	<b>12.91</b>
<b>Expense by Object:</b>							
Salaries and Wages	24,733,704	26,247,519	27,487,831	28,603,685	28,603,824	4.06%	1,115,993
Benefits	7,046,215	7,050,120	8,172,721	8,355,251	8,355,251	2.23%	182,530
Contractual Services	14,695,911	15,139,429	10,427,452	10,764,012	10,764,012	3.23%	336,560
Operating	9,227,055	9,482,207	10,345,122	10,865,866	10,865,866	5.03%	520,744
Equip./Capital	11,380,624	11,206,176	7,691,666	10,805,904	10,905,904	41.79%	3,214,238
Transfers	1,531,002	892,227	920,000	1,249,072	1,249,072	35.77%	329,072
<b>Total Expense by Object</b>	<b>68,614,511</b>	<b>70,017,679</b>	<b>65,044,792</b>	<b>70,643,790</b>	<b>70,743,929</b>	<b>8.76%</b>	<b>5,699,137</b>
<b>Expense by Fund:</b>							
Park Museum (Art Institute)	4,058,544	4,354,685	4,749,304	5,149,670	5,149,670	8.43%	400,366
Park Operating	8,964,648	9,934,747	10,072,154	10,529,430	10,529,569	4.54%	457,415
Park Grant & Dedicated Rev	1,611,673	137,469	291,000	33,000	33,000	-88.66%	(258,000)
Park Acquis/Improve-Assessed	235,706	260,244	150,000	150,000	250,000	66.67%	100,000
Permanent Improvement - Park	12,665,047	10,793,834	4,823,000	8,085,500	8,085,500	67.64%	3,262,500
Park And Recreation - Gen Fund	30,139,083	31,512,671	32,573,460	34,211,566	34,211,566	5.03%	1,638,106
Tree Preserv/Shade Tree Diseases	6,124,486	8,652,168	6,367,590	6,541,927	6,541,927	2.74%	174,337
Park Internal Service Fund	3,257,839	3,135,001	4,214,672	4,167,525	4,167,525	-1.12%	(47,147)
Park Self-Insurance	1,557,484	1,236,859	1,803,612	1,775,172	1,775,172	-1.58%	(28,440)
<b>Total Expense by Fund</b>	<b>68,614,511</b>	<b>70,017,679</b>	<b>65,044,792</b>	<b>70,643,790</b>	<b>70,743,929</b>	<b>8.76%</b>	<b>5,699,137</b>
<b>Expense by Division:</b>							
Administration	3,270,856	3,161,340	3,445,625	3,923,616	3,923,616	13.87%	477,991
Park Rehabilitation	413,338	474,289	410,981	412,085	412,085	0.27%	1,104
Parkway Maintenance	781,403	989,338	902,247	913,744	913,744	1.27%	11,497
Environmental Operations	799,436	902,744	650,092	661,971	661,971	1.83%	11,879
Park Maintenance	13,612,557	13,848,597	14,768,222	15,147,910	15,147,910	2.57%	379,688
Police	2,911,649	3,298,585	3,530,249	3,829,169	3,829,169	8.47%	298,920
Planning	951,446	1,006,330	1,064,557	1,296,836	1,296,836	21.82%	232,279
Forestry	6,276,386	8,819,938	6,515,590	6,681,927	6,681,927	2.55%	166,337
Special Services	6,687,430	6,860,626	6,597,527	7,072,443	7,072,582	7.20%	475,055
Revolving Supplies	41,275	24,589	1,000,000	1,000,000	1,000,000	-	-
Revolving Other	54,359	50,393	8,000	8,000	8,000	-	-
Information Technology Systems	798,900	618,335	718,108	710,770	710,770	-1.02%	(7,338)
Equipment	2,417,664	2,492,077	2,496,564	2,456,755	2,456,755	-1.59%	(39,809)
Citywide Recreation	8,579,686	9,119,764	9,255,497	9,219,707	9,219,707	-0.39%	(35,790)
Teen Teamworks	541,367	464,784	125,000	125,000	125,000	-	-
Youthline Outreach	542,687	586,284	564,367	632,265	632,265	12.03%	67,898
Special Service Improvements	487,255	1,092,005	1,138,250	1,138,250	1,138,250	-	-
Transfers	295,000	418,729	895,000	1,070,000	1,070,000	19.55%	175,000
Self-Insurance Revolving	1,557,484	1,236,859	1,803,612	1,775,172	1,775,172	-1.58%	(28,440)
Park Museum	4,058,544	4,354,685	4,749,304	5,149,670	5,149,670	8.43%	400,366
Unfunded Pension Expense	(922,280)	(943,766)	(850,000)	(842,000)	(842,000)	-0.94%	8,000
Capital Improvement	14,458,067	11,141,153	5,256,000	8,260,500	8,360,500	59.07%	3,104,500
<b>Total Expense by Division</b>	<b>68,614,511</b>	<b>70,017,679</b>	<b>65,044,792</b>	<b>70,643,790</b>	<b>70,743,929</b>	<b>8.76%</b>	<b>5,699,137</b>

**Independent Board  
Minneapolis Parks and Recreation Board**

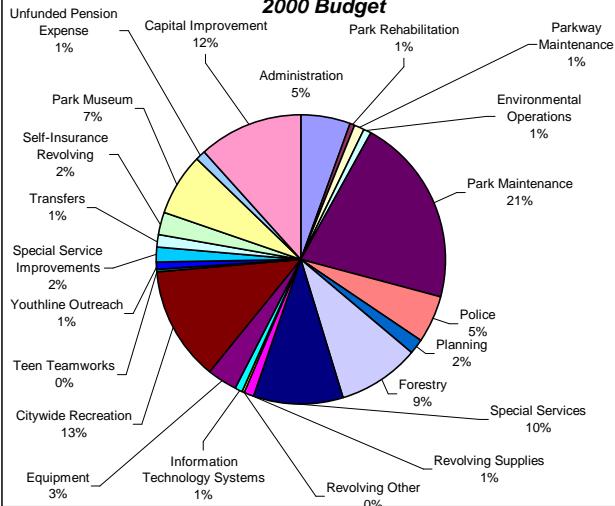
**Expense By Object  
2000 Budget**



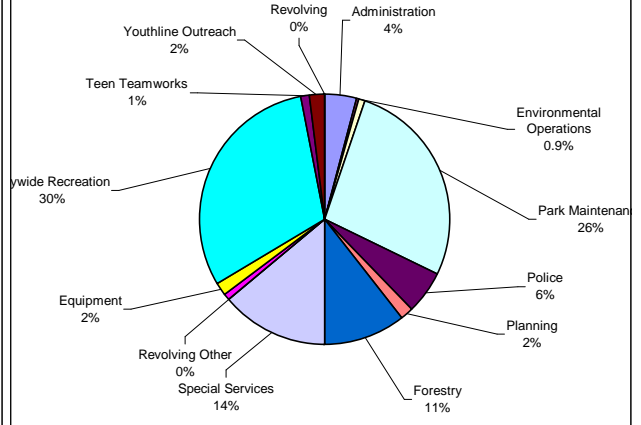
**Expense By Fund  
2000 Budget**



**Expense By Division  
2000 Budget**



**FTE by Division  
2000 Budget**



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PUBLIC HOUSING AUTHORITY

#### **PROGRAM DESCRIPTION: Youth Apprentice Grant**

##### **Major Initiatives for 2000:**

- ◆ Complete activities under this funding source .

##### **Major Service Activities:**

- ◆ Recruit and train MPHA resident youth 17-24 for pre-apprentice activities in clerical fields or trades

##### **Service Activity Performance Measurements:**

- ◆ Assist 24 youth (12 clerical and 12 trades) in receiving training and on the job experience
- ◆ Work with Summit Academy OIC to ensure that training and education experiences are successful
- ◆ Coordinate with other MPHA programs to ensure optimum opportunities for youth participants.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PUBLIC HOUSING AUTHORITY

#### **PROGRAM DESCRIPTION: SERVICE COORDINATOR**

HUD grant to provide social services to elderly and disabled public housing residents.

#### **Major Initiatives for 2000:**

- ◆ Social services to elderly and disabled high-rise residents.
  
- ◆ Case management

#### **Major Service Activities:**

- ◆ Services are contracted through VOAOM/Senior Resources Division which provides other social services to elderly high-rise residents.
- ◆ Coordination with outside resources to bring other community resources to bear for high-rise residents.
- ◆ Recruitment of community and corporate volunteers.
- ◆ Monitoring of performance.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PUBLIC HOUSING AUTHORITY

#### **PROGRAM DESCRIPTION: Section 8**

To offer expanded rental assistance opportunities to low income families by utilizing existing housing units throughout the City and metropolitan areas.

#### **Major Initiatives for 2000:**

- ◆ House families off the waiting list
- ◆ Develop strategy to increase utilization of certificates and vouchers to the maximum allowable
- ◆ Develop strategy to increase landlord participation and thus, increase the availability of affordable housing in the community.

#### **Major Service Activities:**

- ◆ Make timely and correct housing assistance payments to owners
- ◆ Respond promptly to inquiries regarding issues, regulations and procedures.
- ◆ Insure quality housing standard inspections are conducted timely and in accordance with procedures.
- ◆ Develop ongoing communications with owners and participants regarding programmatic changes.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PUBLIC HOUSING AUTHORITY

#### **PROGRAM DESCRIPTION: RAFS (Rental Assistance for Family Stabilization)**

To provide rent subsidy for caretaker parents receiving public assistance and who have an approved employment and training plan.

#### **Major Initiatives for 2000:**

- ◆ Increase capacity for accepting referrals from training providers
- ◆ To increase utilization of RAFS funding to the maximum extent of fund availability
- ◆ To complete applicant processing timely

#### **Major Service Activities:**

- ◆ To schedule more briefings with local agencies
- ◆ To implement programs and systems to administer program effectively
- ◆ To insure that quality housing standard inspections are conducted timely

#### **Service Activity Performance Measurements:**

- ◆ To develop ongoing communications with the Minnesota Housing Finance Agency
- ◆ To maintain effective communication with Employment Service Counselors and Training Providers

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PUBLIC HOUSING AUTHORITY

#### **PROGRAM DESCRIPTION: Project Self-Sufficiency**

##### **Major Initiatives for 2000:**

- ◆ Provide Employment and Training Services for MFIP Clients and other MPHA Residents
- ◆ Publish Welfare To Work Newsletter for Public Housing Residents
- ◆ Recruit and provide supportive Services for MPHA Family Self Sufficiency Clients
- ◆ Establish and implement Section 3 program for MPHA residents

##### **Major Service Activities:**

- ◆ Case Management
- ◆ Education and Outreach
- ◆ Network with Community Based Organizations
- ◆ Develop specific services for special MPHA populations (e.g. Southeast Asian, Somali etc.)

##### **Service Activity Performance Measurements:**

- ◆ Provide services to 235 MFIP clients
- ◆ FSS program services for 249 clients
- ◆ Operate 3 job clubs (Somali, Southeast Asian and English speaking)
- ◆ Assist at least 150 MPHA residents and clients find employment averaging \$8.00 per hour
- ◆ Recruit 50 MPHA residents to participate in EDSS program



## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PUBLIC HOUSING AUTHORITY

#### PROGRAM DESCRIPTION: LOW RENT

##### Major Initiatives for 2000:

- ◆ All Property Management functions for 6,000 Public Housing units in Minneapolis
- ◆ Aggressively pursue evictions for cause
- ◆ Provide procedures to implement the new laws in the Quality Housing and Work Rehabilitation Act

##### Major Service Activities:

- ◆ Application screening/high occupancy
- ◆ Responding to work order requests
- ◆ Assist residents with lease compliance issues.

##### Service Activity Performance Measurements:

- ◆ MPHA has sustained an Occupancy rate of 99% for the past three years. This is done in conjunction with our strict screening policy to assure that Public Housing residents have the ability to be successful residents.
- ◆ MPHA responds to all emergency work orders within 24 hours.
- ◆ MPHA in conjunction with VOA/Senior Resources provides assistance to residents in many realms, including lease compliance issues and other daily living skills.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PUBLIC HOUSING AUTHORITY

#### **PROGRAM DESCRIPTION: HIGHRISE LIVABILITY AND SECURITY/PUBLIC HOUSING DRUG ELIMINATION PROGRAM (PHDEP)**

To increase the security of residents in the high-rise communities along with providing drug prevention and empowerment programs for all MPHA residents and Section 8 participants.

#### **Major Initiatives for 2000:**

- ◆ Security guards in high-rise buildings as well as a 10-member MPD Police Team to work exclusively in MPHA public housing.
- ◆ Drug prevention programs for youth and families (in both low-income public housing and Section 8 programs.)
- ◆ Empowerment (i.e. education and employment) programs for all public housing residents and Section 8 participants.

#### **Major Service Activities:**

- ◆ Administration of security guard services in various high-rises throughout the City.
- ◆ Reimbursement to the Minneapolis Police Department for additional security and protective services.
- ◆ Coordination of Voluntary Resident Patrol Programs.
- ◆ Administration of Drug Prevention/Empowerment programs.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PUBLIC HOUSING AUTHORITY

#### **PROGRAM DESCRIPTION: HOME Program**

Minneapolis Public Housing Authority funds are used to provide first-time homebuyer information and education to public housing and Section 8 families whose goals are to become homeowners. Funding from the MPHA and the Family Housing Fund of Minneapolis and Saint Paul is available for downpayment, equity participation and closing cost loan assistance.

#### **Major Initiatives for 2000:**

- ◆ Advertising campaign to reach all public housing and Section 8 families.
- ◆ Homebuyer Club initiated at Glendale.

#### **Major Service Activities:**

- ◆ Homeownership information and education available to all public housing and Section 8 families.
- ◆ Homeownership counseling, one-on-one counseling to families who have the capability and desire to work toward homeownership.
- ◆ Homeownership financial assistance in the form of entry cost loans and equity participation loans.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PUBLIC HOUSING AUTHORITY

#### **PROGRAM DESCRIPTION: *Hollman v. Cisneros* Consent Decree Settlement Fund**

One time Federal Grant from the U.S. Department of Housing and Urban Development. Grants are provided to private developers and local jurisdictions to cover costs of developing public housing projects, either new construction or acquisition and rehabilitation.

#### **Major Initiatives for 2000:**

- ◆ Continue to develop replacement housing in Minneapolis and Metropolitan area per the Consent Decree.

#### **Major Service Activities:**

- ◆ Replacement of up to 770 units of public housing scheduled for demolition as a result of the Consent Decree.
- ◆ Up to 80 of the replacement units will be developed in non-concentrated neighborhoods within the City of Minneapolis; approximately 115-180 on the Northside public housing site and the remainder in the seven county Metropolitan area.

#### **Service Activity Performance Measurements:**

- ◆ The provision of replacement housing for low income families displaced by the demolition of public housing and families on the public housing waiting list who live in areas impacted as to race and poverty.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PUBLIC HOUSING AUTHORITY

#### **PROGRAM DESCRIPTION: COMP GRANT**

Annual Federal Grant received from U.S. Department of Housing & Urban Development. Grant is used for capital improvements at low income housing developments. Funds are also used on a limited basis for management improvements, including a variety of programs. Fund application: MPHA staff, residents, and local elected officials form the City-Wide Comp Grant Committee, which meets regularly to plan comp grant fund activities as well as to complete the application for funding for each upcoming fiscal year.

#### **Major Initiatives for 2000:**

- ◆ Minimize long-term maintenance costs through capital improvements.
- ◆ Maintain the “High Performer” status.
- ◆ Closer integration between maintenance and capital improvements.

#### **Major Service Activities:**

- ◆ Major system repair or replacement. Examples include roofs, HVAC, elevators, windows, etc.
- ◆ Apartment and building modernization. Examples include replacement of unit cabinets, flooring, bathroom updates, community room improvements, exterior repair/improvements.
- ◆ Statutory compliance. Improvements include 504 handicapped accessibility and lead-based paint testing and abatement.
- ◆ MPHA management improvements. Examples include security, MIS training, etc.
- ◆ Resident activities. Examples include a variety of programs designed to meet the needs that the residents have identified (i.e. Resident Self-Help, Project Lookout, Tool Rental, etc.).

#### **Service Activity Performance Measurements:**

- ◆ Procurement of goods and services is performed within Federal, State, and HUD statutory guidelines, as well as MPHA policy limits and goals for Women/Minority Business enterprise participation.
- ◆ Design and construction activities conform to Federal and State standards and are routinely audited by the HUD Inspector General as well as internal MPHA audits and/or State Auditor’s Office.
- ◆ Resident satisfaction.

## PROGRAM AND SERVICE ACTIVITY INFORMATION

### PUBLIC HOUSING AUTHORITY

#### **PROGRAM DESCRIPTION: CITIZEN PARTICIPATION**

To fund Resident Councils in Public Housing communities to provide resident participation service to the Minneapolis Public Housing Authority (MPHA). Grants are provided to Resident Councils to work in partnership with the MPHA to ensure resident review of programs, projects and policies and to jointly develop plans to improve public housing communities. Also, some funds are used to provide training opportunities for Resident Council Officers.

#### **Major Initiatives for 2000:**

- ◆ Funding Resident Councils' efforts in facilitating resident involvement and participation in the review of MPHA programs, projects, and policies.
- ◆ Funding of Resident Councils' activities related to community organizing and community building.
- ◆ Capacity building activities for Resident Councils through providing training of Council officers.

#### **Major Service Activities:**

- ◆ Setting criteria for groups to receive funding: Democratic elections, fair representations and open meetings.
- ◆ Seeking proposals from resident groups for CDBG funding.
- ◆ Providing training to Resident Council Officers.
- ◆ Monitoring performance

**Independent Board  
Public Housing Authority**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's</b>	<b>330.00</b>	<b>334.00</b>	<b>329.00</b>	<b>334.00</b>	<b>334.00</b>	<b>1.52%</b>	<b>5.00</b>
<b>Expense by Object:</b>							
Salaries and Wages	10,766,948	10,461,917	11,414,287	12,169,647	12,169,647	6.62%	755,360
Benefits	2,337,811	2,426,959	2,847,670	3,114,416	3,114,416	9.37%	266,746
Contractual Services	9,308,466	4,820,049	5,698,816	5,456,237	5,456,237	-4.26%	(242,579)
Operating	21,363,335	26,819,706	28,570,823	29,215,069	29,215,069	2.25%	644,246
Equip./Capital	15,360,007	22,083,667	25,670,470	34,245,976	34,245,976	33.41%	8,575,506
<b>Total Expense by Object</b>	<b>59,136,567</b>	<b>66,612,298</b>	<b>74,202,066</b>	<b>84,201,345</b>	<b>84,201,345</b>	<b>13.48%</b>	<b>9,999,279</b>
<b>Expense by Fund:</b>							
Low Rent Public Housing	23,577,433	24,125,296	25,548,294	27,275,637	27,275,637	106.76%	1,727,343
Highrise Livability	908,900	907,496	970,000	970,000	970,000		-
Section 8	18,336,485	17,353,161	20,152,038	20,343,933	20,343,933		191,895
RAFS	261,055	284,675	487,017	540,000	540,000		52,983
Low Rent & PSS (CDBG)	144,355	385,040	372,182	413,057	413,057		40,875
Citizen Participation (CDBG)	429,519	84,975	156,787	150,000	150,000		(6,787)
Liability Insurance Claim Fund	403,008	265,287	146,492	200,000	200,000		53,508
Comp Grant I	400,000						-
Comp Grant II	2,000,085						-
Home Program	91,716	32,880	88,160	89,000	89,000		840
Comp Grant III	2,943,250	1,222,630					-
Comp Grant IV	8,796,988	8,319,561					-
FY94 PHDEP V	660,481						-
Mobility Counseling	30,000	150,869					-
Setp-UP Program	9,800	12,722					-
Vista Grant	120	2,437					-
Youth Grant	40,428	264,724	45,806	103,299	103,299		57,493
Service Coordinator Program	102,944	321,465	237,959	55,990	55,990		(181,969)
Comp Grant Transfer to Operations		638,419					-
Comp Grant V		6,666,822	487,863				(487,863)
Comp Grant VI		3,570,870	1,896,246				(1,896,246)
FY97 PHDEP		610,180	664,733				(664,733)
Hollman Development		1,129,487	4,800,000	15,000,000	15,000,000		10,200,000
Comp Grant VII			10,797,615	2,939,861	2,939,861		(7,857,754)
Comp Grant VIII			1,871,202	14,958,408	14,958,408		13,087,206
GMMHC		100,835					-
Energy Bond Phase I		162,467	3,016,802				(3,016,802)
Energy Bond Phase II			1,488,991				(1,488,991)
FY98 PHDEP			754,632	837,660	837,660		83,028
MFIPS			179,481	262,500	262,500		83,019
EDSS			39,766	62,000	62,000		22,234
<b>Total Expense by Fund</b>	<b>59,136,567</b>	<b>66,612,298</b>	<b>74,202,066</b>	<b>84,201,345</b>	<b>84,201,345</b>	<b>13.48%</b>	<b>9,999,279</b>

## MINNEAPOLIS YOUTH COORDINATING BOARD

### ADMINISTRATION (2210)

#### **PROGRAM DESCRIPTION:**

The Minneapolis Youth Coordinating Board (YCB) is an intergovernmental organization dedicated to promoting the healthy, comprehensive development of children and youth ages 0-20 through collaborative action.

#### **Major Initiatives for 2000:**

- ◆ Mona H. Moede Neighborhood Early Learning Center
- ◆ What's Up?
- ◆ Mayor's Youth Council
- ◆ Way to Grow
- ◆ FATHER Project
- ◆ Minneapolis Redesign

#### **Major Service Activities:**

- ◆ Provide financial management for YCB programs and activities.

#### **Service Activity Performance Measurements:**

- ◆ Manage budget, accounting, risk management, financial reporting and financial support for all YCB program, activities and designated partnerships.

#### **Major Service Activities:**

- ◆ Provide administrative leadership for YCB programs and activities.

#### **Service Activity Performance Measurements:**

- ◆ Develop and manage programs that promote collaboration between public and private organizations in the delivery of services that foster the positive development of Minneapolis children and youth.
- ◆ Facilitate improved coordination and cooperation among youth-serving agencies and local governmental bodies.
- ◆ Identify and remedy conditions that hinder or prevent the community's youth from becoming healthy, productive members of society
- ◆ Communicate accurate and timely information concerning issues facing children, youth and families, and coordinate community-wide responses to those issues.



**MINNEAPOLIS YOUTH COORDINATING BOARD**

**NEIGHBORHOOD EARLY LEARNING CENTERS (2220)**

**PROGRAM DESCRIPTION:**

The Neighborhood Early Learning Center (NELC) initiative is a capital program to create spaces in neighborhood settings for existing or developing early childhood and family programs and support services

**Major Initiatives for 2000:**

- ◆ Mona H. Moede Neighborhood Early Learning Center.

**Major Service Activities:**

- ◆ Strengthen families and improve school readiness among children by providing a variety of support services for families with young children in accessible, neighborhood locations.

**Service Activity Performance Measurements:**

- ◆ Maintain collaborative environment for six existing Neighborhood Early Learning Centers and facilitate the construction and opening of an additional center in 2000.

## MINNEAPOLIS YOUTH COORDINATING BOARD

### YOUTH INITIATIVES (2240)

#### **PROGRAM DESCRIPTION:**

YCB programs, partnerships and special events.

#### **Major Initiatives for 2000:**

- ◆ Phat Summer, What's Up?, Mayor's Youth Council

#### **Major Service Activities:**

- ◆ Develop and manage programs that promote collaboration between public and private organizations in the delivery of services that promote the positive development of Minneapolis children and youth.

#### **Service Activity Performance Measurements:**

- ◆ New Workforce Policy Council – Work in partnership with the Youth Trust to address school to work issues.

#### **Major Service Activities:**

- ◆ Facilitate improved coordination and cooperation among youth-serving agencies and local intergovernmental bodies.

#### **Service Activity Performance Measurements:**

- ◆ Phat Summer - Obtain funding, coordinate communications and facilitate coordination of an evening recreation program for youth ages 12-18 that provides free, positive youth development activities in approximately 30 parks, schools and neighborhood centers city-wide, Monday-Friday, 7:00-10:30 p.m. for eight weeks during the summer. A partnership of the YCB, Minneapolis Park and Recreation Board, Minneapolis Public Schools and the Office of the Mayor.
- ◆ City Children's 2007 – Grant funds to community projects which demonstrate the principles of the "City Children's 2007."
- ◆ YWCA Eastside/Urban Sports Center – Encourage and facilitate a partnership between the Minneapolis Public Schools and the YWCA to build a new facility in east Minneapolis.
- ◆ Y-MAP (Youth in Minneapolis After-School Program) – Promote delivery of positive youth development activities for middle school aged youth by facilitating improved coordination between program providers to address barriers to participation and tie program activities to the school day. Services are delivered at middle school, elementary school serving 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> graders, parks, libraries and community centers.

## **YOUTH INITIATIVES (2240) continued**

- ◆ Beacons Project – Promote and coordinate extended-service schools run by community-based organizations in partnership with Minneapolis Public Schools. Beacons sites offer a range of youth development, educational enrichment, recreation and service learning activities during non-school hours. A partnership between the YCB, YMCA of Greater Minneapolis and Minneapolis Public Schools' Family and Community Education Services (FACES).

### **Major Service Activities:**

- ◆ Identify and remedy conditions that hinder or prevent the community's youth from becoming healthy, productive members of society.

### **Service Activity Performance Measurements:**

- ◆ What's Up? Youth Info Line – Fund, manage and promote an information phone line providing comprehensive information about youth programs and activities to youth ages 7-18, parents and program providers. Provide a Coordinator and several teenage phone operators. Since its inception in 1996, What's Up? staff has fielded more than 65,000 calls.
- ◆ Mayor's Youth Council – Train and prepare youth to participate in policy level discussion through leadership development activities. Provides a comprehensive your voice for the current YCB agenda.

### **Major Service Activities:**

- ◆ Communicate accurate and timely information concerning issues facing children, youth and families, and coordinate community responses to those issues.

### **Service Activity Performance Measurements:**

- ◆ Connections Newsletter – Produce three issues of this publication annually.
- ◆ What's Up? Summer Jam – Coordinate and promote an annual summer event that provides youth ages 7-18 with information about positive youth development programs and activities through a resource fair. A partnership between the YCB, Minneapolis Park and Recreation Board and the Office of the Mayor.

## MINNEAPOLIS YOUTH COORDINATING BOARD

### WAY TO GROW (2250)

#### **PROGRAM DESCRIPTION:**

Way To Grow is a citywide school readiness program that assists families and children ages 0-6 by coordinating community-based formal and informal support systems. The FATHER Project is a public/private partnership that provides comprehensive employment and training, child support, and fatherhood development services to low-income, non-custodial fathers in inner city Minneapolis.

#### **Major Initiatives for 2000:**

- ◆ FATHER Project

#### **Major Service Activities:**

- ◆ Improve school readiness for children ages 0-6 in each of the City's planning districts.

#### **Service Activity Performance Measurements:**

- ◆ Maintain the Way To Grow program in the following nine planning districts: Camden, Northeast, Near North, Phillips, Powderhorn, Southwest, Central, Longfellow and Southeast (University). Establish Way To Grow in one additional planning district in 2000.

#### **Major Service Activities:**

- ◆ Enable participants to overcome the barriers that prevent them from supporting and nurturing their children.
- ◆ Assist participants to begin a career path at a livable wage, enabling them to support themselves and their children.

#### **Service Activity Performance Measurements:**

Maintain the FATHER Project in five targeted planning districts: Camden, Powderhorn, Phillips, Central, and North.

## MINNEAPOLIS YOUTH COORDINATING BOARD

### MINNEAPOLIS REDESIGN (2260)

#### **PROGRAM DESCRIPTION:**

Minneapolis Redesign is a city-wide collaborative among families, schools, community residents, and public, private, and nonprofit organizations to promote healthy development and school success for all Minneapolis students.

#### **Major Initiatives for 2000:**

- ◆ Family and Community Resource Centers.

#### **Major Service Activities:**

- ◆ Increase school readiness of children.
- ◆ Improve educational achievement of children
- ◆ Enhance the ability of parents/guardians to support their children's healthy development.
- ◆ Promote a more coordinated, collaborative system of educational and social services for families.

#### **Service Activity Performance Measurements:**

- ◆ Maintain Family and Community Resource Centers at five school locations: Roosevelt, Washburn, Northeast, North Star and Andersen.

**Independent Board  
Youth Coordinating Board**

	1997 Actual	1998 Actual	1999 Original Budget	2000 Recomm.	2000 Final Approved	% Chg From 1999 to 2000 Final	Change From 1999 to 2000 Final
<b>FTE's by Division:</b>							
Administration	5.00	6.00	7.00	7.00	7.00		-
New Early Learning Centers (NELC)	0.25	-	-	-	-		-
Youth Initiatives	5.00	14.00	9.63	7.00	7.00	-27.31%	(2.63)
Way to Grow	6.00	6.00	10.00	10.00	10.00		-
Mpls. Redesign	-	5.00	4.50	4.50	4.50		-
<b>FTE's</b>	<b>16.25</b>	<b>31.00</b>	<b>31.13</b>	<b>28.50</b>	<b>28.50</b>	<b>-8.45%</b>	<b>(2.63)</b>
<b>Expense by Object:</b>							
Salaries and Wages	717,059	860,244	971,384	1,005,306	1,005,306	3.49%	33,922
Benefits	109,955	166,241	154,948	118,891	118,891	-23.27%	(36,057)
Contractual Services	5,092,595	5,819,209	5,176,197	8,020,474	8,020,474	54.95%	2,844,277
Operating	126,796	153,953	128,607	136,985	136,985	6.51%	8,378
Equip./Capital	41,240	48,184	14,180	27,500	27,500	93.94%	13,320
Transfers	85,574	586,592	257,994	212,337	212,337	-17.70%	(45,657)
<b>Total Expense by Object</b>	<b>6,173,218</b>	<b>7,634,422</b>	<b>6,703,310</b>	<b>9,521,493</b>	<b>9,521,493</b>	<b>42.04%</b>	<b>2,818,183</b>
<b>Expense by Fund:</b>							
Youth Coordinating Board	6,173,218	7,634,422	6,703,310	9,521,493	9,521,493	42.04%	2,818,183
<b>Total Expense by Fund</b>	<b>6,173,218</b>	<b>7,634,422</b>	<b>6,703,310</b>	<b>9,521,493</b>	<b>9,521,493</b>	<b>42.04%</b>	<b>2,818,183</b>
<b>Expense by Division:</b>							
Administration	373,646	422,750	483,429	390,427	390,427	-19.24%	(93,002)
New Early Learning Centers (NELC)	148,736	210,431	139,126	2,738,070	2,738,070	1868.05%	2,598,944
Youth Initiatives	884,393	1,074,499	992,283	1,032,605	1,032,605	4.06%	40,322
Way to Grow	3,160,304	3,203,837	3,454,500	3,719,744	3,719,744	7.68%	265,244
After School Pilot	436,109	464,479	-	-	-		-
Mpls. Redesign	1,170,030	2,258,425	1,633,972	1,640,647	1,640,647	0.41%	6,675
<b>Total Expense by Division</b>	<b>6,173,218</b>	<b>7,634,422</b>	<b>6,703,310</b>	<b>9,521,493</b>	<b>9,521,493</b>	<b>42.04%</b>	<b>2,818,183</b>

# **DECISION PACKAGES**

## **PRIORITIES 2000 AND ENHANCEMENTS**

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## 2000 Decision Package Request

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**Title: Maintenance of Staffing Levels**

**Department:** Assessor

**Organization:** Assessor Operations

**Fund #** 0100

**Agency #** 100

**Organization #** 1000

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$48,519	\$	1	Assessor II

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** This is a request to maintain current service levels within the Assessor's Office. It is requested that the Assessor II position that was cut to meet the target budget level for the 2000 budget be restored. Loss of this position will impend the ability of the department to comply with statutory regulations and reflect the strong market conditions that exist in the current real estate market in the annual assessments. It will diminish the ability to successfully defend values which will occur as a result of increasing values.

**Impact on Services:** . The Assessor II's work with income producing property where defending/discovery of \$1,000,000 in market value results in a property tax loss of \$53,210. The city's market value has grown by 32% in the past four years. The strong real estate market and inevitable increase in appeals that accompany increasing values would indicate that it is not cost effective to continue to eliminate staff in the Assessor's office.

**Budget Type #:** B01

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## 2000 Decision Package Request

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**Title: Continue Criminal Division Positions with Federal Funding**

**Department:** Attorney

**Organization:** Criminal

**Fund #** 0300

**Agency #** 140

**Organization #** 1410

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0300	\$644,066	\$	11.37	See Attachment A

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:**

**Impact on Services:** The City Attorney's Office has a number of programs funded out of federal Block grant funds.

In 1997, the City Attorney's Office received \$250,000 in these Block grant funds in order to fund seven (7) positions. These positions are critical to the success of the City's attack on crimes that affect livability in the City. The \$250,000 in Block grant funds was insufficient at that time to fund seven positions. Further, the grant has remained at a constant \$250,000 in each of the last three years. Approved increases in salaries and benefits have exacerbated the underfunding. In order simply to maintain these seven positions, the City Attorney's Office requires additional funds in the amount of \$138,370.

In 1998, the City Attorney's Office received \$71,534 to fund two (2) positions for a community mediation program. These funds were insufficient at the time to pay for these positions. In order to continue this program, the City Attorney's Office requires additional revenue in the amount of \$47,018.

In 1999, the City Attorney's Office was granted \$65,000 in block grant funds to fund 2.37 FTE positions to provide prosecution services to meet the growing misdemeanor caseload. In order to continue these positions, the City Attorney's Office requires an additional \$72,144 to fund the positions.

In order to compensate for the underfunding of these positions, the City Attorney's Office has held positions vacant. This method of dealing with the underfunding results in less prosecutors being available to aggressively prosecute livability crimes.

**Budget Type #:** B01

## 2000 Decision Package Request

### Attachment A

<b>City Attorney Positions with Federal Funding</b>				
<b>Position</b>	<b>Approved</b>	<b>Funding Source</b>	<b>Previous yr. Approved Amount</b>	<b>2000 Current Cost</b>
Asst City Attorney I	1997	Block Grant	250,000	55,750
Asst City Attorney I	1997	Block Grant		71,343
Case Investigator	1997	Block Grant		61,572
Case Investigator	1997	Block Grant		50,904
Paralegal	1997	Block Grant		53,094
Paralegal	1997	Block Grant		55,501
Legal Typist	1997	Block Grant		40,206
<b>Subtotal of 1997 Block Grant approval</b>			<b>250,000</b>	<b>388,370</b>
Community Mediator	1998	1997 Bureau of Justice Block Grant & inclusion for the Neighborhood Restorative Justice Program	71,534	78,786
Paralegal	1998	1997 Bureau of Justice Block Grant & inclusion for the Neighborhood Restorative Justice Program		39,766
<b>Subtotal of 1998 Block Grant Approval</b>			<b>71,534</b>	<b>118,552</b>
Asst City Attorney I	1999	Block Grant	25,666	67,794
Asst City Attorney I	1999	Block Grant	25,667	53,143
Clerical Supervisor .37 FTE	1999	Block Grant	13,667	16,207
<b>Subtotal of 1999 Block Grant Approval</b>			<b>65,000</b>	<b>137,144</b>
<b>TOTAL</b>			<b>386,534</b>	<b>644,066</b>

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## 2000 Decision Package Request

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**Title:** Criminal Division Positions for CODEFOR

**Department:** Attorney

**Organization:** Criminal

**Fund #** 0100

**Agency #** 140

**Organization #** 1410

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$104,545 6 months funding	Contingent on Legislative funding	5	See Attachment

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:**

**Impact on Services:** In 1998, the City launched its CODEFOR strategy which resulted in enhanced misdemeanor enforcement, including increased misdemeanor prosecutions. Because of the increased caseload caused by CODEFOR, the 1999 budget included 5 additional positions for the City Attorney's Office. Since this was significantly less than the 17 positions needed, the City sought State funding in the 1999 legislative session to pay for the needed positions. The Legislature appropriated \$285,000 for the City Attorney's Office needs. The portion of this appropriation that is expected to be spent in CY2000 is \$218,292 and is detailed in Section B of the attachment.

Even with last year's appropriation from the Legislature, the City Attorney's Office is not yet adequately staffed to address the CODEFOR caseload increase. The following positions are required:

3 Assistant City Attorney I

1 Paralegal

1 Legal Typist

Funding for these positions could come from increased fine revenue. The 2000 Minnesota Legislature is expected to consider legislation raising fines. It is estimated that up to \$2.2 million dollars may be available to the City if this legislation passes. Therefore, this decision package proposes establishing 5 new positions on January 1, 2000 but delaying filling these positions until July 1, 2000.

**Budget Type #:** B02

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## 2000 Decision Package Request

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### CODEFOR 2000

#### A. Current City Funded

Assistant Attorney I	4		
Clerical Supervisor	1		
		Total	\$224,021

#### B. 1999 Legislative Appropriation

Assistant Attorney I	1		
Paralegal	2		
Case Investigator	1		
Prosecution Case Management System Clerk	2		
		Total	\$218,292

#### C. New Positions

Attorney I	3		
Paralegal	1		
Legal Typist	1		
		Total	\$104,545

(6 months funding)

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## 2000 Decision Package Request

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**Title:** Code Compliance Personnel Strategy

**Department:** Attorney

**Organization:** Civil

**Fund #** 6900

**Agency #** 140

**Organization #** 1440

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
6900	\$78,945		1	Attorney I

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:**

**Impact on Services:** The City Attorney's Office has been discussing with the Regulatory Service Division better ways to deliver legal services for code compliance matters. The City Attorney has created a new Code Compliance Unit, which is housed with the Regulatory Services Division. This Unit is designed to focus the delivery of legal services on the most critical code compliance issues and to ensure that the full range of enforcement tools - either civil or criminal - are used when appropriate.

The new Code Compliance Unit consists of 4 full time personnel (2 Attorney I and 2 paralegals). One attorney and one paralegal currently are budgeted in the General Fund and one attorney and one paralegal are funded out of Self-Insurance Fund. This target strategy funds both attorneys out of the Self-Insurance Fund and reduces the General Fund commitment to these positions by approximately \$79,000. Services should not be diminished by this proposed change. establishing 5 new positions on January 1, 2000 but delaying filling these positions until July 1, 2000.

**Budget Type #:** B03

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## 2000 Decision Package Request

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**Title:** Zoning Code Revision

**Department:**

City Clerk

**Organization:**

2600

**Fund #**  
**0100**

**Agency #**  
260

**Organization #**  
**2610**

**1999 Impact:** None

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$20,000	\$0	0	Not applicable

**Decision Package Type:**

B03

**Priorities 2000 Request**

**Enhancement to current service levels**

**Proposal Description:**

The bulk of the Zoning Code revisions will occur in 2000. There will be one time-increased cost to make all the text changes and place them in electronic format through the City's codifier. This decision package does not include the cost to print zoning code booklets. Copies of the booklets can be purchased directly from the codifier as needed by individuals or departments. Copies sold to the public are revenue generating.

**Impact on Services:** Providing the revised Zoning Code electronically to the public, contractors and developers is an effective and efficient way to inform those parties of significant changes to the Zoning Code.

**Budget Type #:** B03

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## 2000 Decision Package Request

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**Title:** Minneapolis Telecommunications Network – Restoration of Target Cut and Inflationary Increase; Equipment Request

**Department:** Communications

**Organization:** Video Services

**Fund #** 0100

**Agency #** 800

**Organization #** 8041

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$127,529	\$0	0	

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:**

The MTN Board of Directors has requested no 3% reduction (-\$14529.00) in base budget for 2000, and, an increase of \$17,000 based on the anticipated percentage increase in Consumer Price Index (CPI) and franchise fee increase from Paragon, as well as an additional \$6000.00 to meet increase in lease costs at St. Anthony Main. The total base budget request is \$507,000. The request of \$27529.00 would reverse the department reduction of 3% and approve requested increases based on projected increase in Paragon Revenue and franchise payment

One time request: At the Annual MTN Membership Meeting for the Minneapolis City Council, the MTN Board presented a statement of need for equipment replacement in order to continue their mission of providing equipment access, production facilities, and video training to Minneapolis residents. The amount of this request was \$100,000.

Staff Note: The City's Cable Officer is nearing completion of a financial audit of Paragon which may reflect an obligation of an additional \$50,000.00 annually (based on a formula of debt retirement) that could be designated towards MTN equipment replacement needs.

**Impact on Services:**

**Budget Type #:**

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## 2000 Decision Package Request

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**Title:** Additional Lease Payment Funding for Public Works PC's

**Department:** ITS

**Organization:** Telecom/Network

**Fund #** 6400

**Agency #** 880

**Organization #** 8885

**1999 Impact:** None

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
6400	\$800,000	\$800,000	0	

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Add annual lease payment funding for 460 additional PC's required to update Public Works computing environment to complete Y2K business continuity compliance, support GIS and Engineering Design System deployment, and to bring PW into the City enterprise image workstations and network management services. ITS's budget appropriations must be increased for this transaction however, ITS will receive reimbursement revenue from Public Works for the annual value of the added lease cost.

**Impact on Services:** Public Works will avoid lingering Y2K problems, achieve enterprise data sharing and connectivity to GIS and Engineering 2000 initiatives as well as becoming another department conforming to the City PC Image Workstation format. Consistency among PC workstations will slow the growth of service and maintenance cost. Replacement of City PC's will be more predictable and less costly as a result of this decision.

**Budget Type #:** B01

**Appended to this Decision Package are the Public Works accounts supporting reimbursement .**

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## 2000 Decision Package Request

**Title: 2000 SISP Funding**

**Department:** Information Technology  
Services

**Organization:**

**Fund #** 4100

**Agency #** 972

**Organization #** Various

**2000 Impact:**

Fund	Cost	Revenues	FTE's	Job Titles
4100	6,556,000	\$		

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

2000 PROJECTS	TSC Proposed	Mayor Recommended	Final Approved
<b>Business Application Development - Carryover</b>			
Citizens Access: Consolidated Call Center	200,000	200,000	200,000
Enterprise GIS Deployment: Phase II	2,400,000	1,200,000	1,200,000
Eng 2000 Deployment	1,800,000	1,200,000	1,200,000
Assessors: Phase III: Redesign	900,000	800,000	800,000
Enterprise Record Management	95,000		
Document Imaging	450,000		
HRIS: Competency Based Management Database and Processes	120,000		
Fire: Phase II: Process Redesign	200,000	200,000	200,000
<b>Subtotal</b>	6,165,000	3,600,000	3,600,000
<b>IT Infrastructure Development - Carryover</b>			
Infrastructure: Information Access: ODS Implementation: Phase II	350,000	350,000	350,000
Infrastructure: Network Upgrade 2000	500,000	300,000	300,000
Infrastructure: Server Consolidation: Phase III	500,000	300,000	300,000
Infrastructure: Software Distribution Tools: Phase III Rollout	600,000	200,000	200,000
Infrastructure: Workstation Upgrade: Phase X Rollout	400,000	200,000	200,000
Infrastructure: Information Management Security	350,000	200,000	200,000

## 2000 Decision Package Request

Infrastructure: Intranet Development Enterprise Deployment	750,000	450,000	450,000
Remote Computing	250,000	250,000	250,000
City of Minneapolis Year 2000 Compliance - Infrastructure	200,000		
<b>Subtotal</b>	3,900,000	2,250,000	2,250,000
<b>Unapproved Business Application Development</b>			
Public Safety CAD: Technology Assessment	50,000		
Disaster Recovery: Phase I: Business Continuance: Enterprise IT	1,750,000		
HRIS: Self Service/Benefits Open Enrollment	300,000		
Enterprise Wide Process Redesign: Phase I: Property Information	600,000	600,000	600,000
SISP Forum 2000	50,000		
E-Commerce: Phase I: Assessment	100,000		
Telecommunications: Phase I: Assessment	50,000		
ITS Public Works IT Merger: Assessment	100,000		
ITS Park Board IT Merger: Assessment	40,000		
Neighborhood Restorative Justice Program	200,000		
<b>Subtotal</b>	3,240,000	600,000	600,000
<b>Unapproved IT Infrastructure Development</b>			
MPD Enterprise Infrastructure	306,300	106,000	106,000
<b>Subtotal</b>	306,300	106,000	106,000
<b>Total New Projects</b>	13,611,300	6,556,000	6,556,000

TSC= Technical Steering Committee

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## 2000 Decision Package Request

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**Title: Event Coordinator**

**Department:** Minneapolis Convention Center      **Organization:** Event Coordination

**Fund #**    0760                      **Agency #**    865                      **Organization #**    865B

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0760	\$48,820	\$	1	Event Coordinator

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** This decision package proposes to add one Event Coordinator to the Event Coordination division of the Minneapolis Convention Center to ensure an appropriate amount of preparation for the upcoming opening of the expanded convention center and to maintain consistently high service level to clients of the MCC presently offered by the Events Department .

The advantages and justification for adding this position are as follows:

The expanded convention center is scheduled to open in January 2002. The convention center typically receives assignments of dates 18 months out. By hiring an additional event coordinator early in 2000, we will have the required lead time to adequately search for, hire, and train an additional Event Coordinator. The training of a newly hired, experienced Event Coordinator takes from six to eight months and includes computer training, learning the facility and its capabilities, in addition to learning operational practices. Typically, events are assigned to coordinators between 12 and 24 months prior to beginning, therefore at least one additional Event Coordinator needs to be in place, trained and ready to work with clients in early 2001. An Event Coordinator hired in 2000 should be fully trained by 2001 and can be assigned 2002 events.

Additionally, the Department Manager (Senior Event Coordinator) is presently handling a full event load which interferes with her ability to properly manage the department consisting of three (3) Clerk Typist II's and five (5) Event Coordinators. Currently, this individual is projected to coordinate 127 events during Fiscal Year 1999. The average event coordinator is managing approximately 96 events this year. This event load limits the effectiveness of the Department Manager by conflicting with her management team responsibilities and limiting her available time to assist the Event Coordinators in problem solving with their clients and planning use of MCC resources.

The increased size and technological needs of Convention Center events are taking more Event Coordinator time to plan and organize. This prevents Event Coordinators from handling multiple events. The Department Manager has been taking on the short-term bookings to make sure Event Coordinators have the time to service the large events properly. Handling multiple events decreases the time Event Coordinators can spend on the show floor with clients due to preparation time needed at their desks for future events.

Event Coordinators need preparatory time before a large event and a rest period afterwards. Back to back events create low morale, less accurate work, which decreases other operating departments' productivity and efficiency.

Construction issues for the expansion (decreased marshalling area, altered move-in areas) have added the need for the Event Coordinators to spend additional time with clients before and during events to reassure them that their event would run smoothly during construction.

An additional Event Coordinator could reduce earned compensatory time. Three of the current Event Coordinators have earned over 100 hours of compensatory time. The three levels of compensatory time are 186, 191.50 and 165 hours. One of these Event Coordinators has only been with the MCC for one year.

The cost figure includes 3.5% overhead charge.

**Impact on Services:**

**Budget Type #:**    B06

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## 2000 Decision Package Request

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**Title:** Parking Ramp

**Department:** Minneapolis Convention Center    **Organization:**

**Fund #**    0760                    **Agency #**    865                    **Organization #**    865P

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0760	\$168,188			

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** In accordance with Agreement No. 13728, approved by the City Council, the MCC is responsible for operating, maintaining, and providing security services and equipment for the Central Lutheran Church parking ramp built in conjunction with the expansion project. Costs will be incurred for security personnel and equipment, snow removal, cleaning services, insurance, elevator maintenance, and waste removal. The MCC allocated a portion of its 1999 budget to operate the ramp for a portion of the year. This additional funding is needed for the full operation of this parking facility. Presently, there are only 64 spaces available for the MCC; the full complement of 336 spaces being made available upon completion of the project.

The cost figure includes 3.5% overhead charge.

**Impact on Services:**

**Budget Type #:**    B07

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## 2000 Decision Package Request

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**Title:** Additional Lease Payment Funding for Public Works PC's

**Department:** ITS

**Organization:** Telecom/Network

**Fund #** 6400

**Agency #** 880

**Organization #** 8885

**1999 Impact:** None

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
6400	\$800,000	\$800,000	0	

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Add annual lease payment funding for 460 additional PC's required to update Public Works computing environment to complete Y2K business continuity compliance, support GIS and Engineering Design System deployment, and to bring PW into the City enterprise image workstations and network management services. ITS's budget appropriations must be increased for this transaction however, ITS will receive reimbursement revenue from Public Works for the annual value of the added lease cost.

**Impact on Services:** Public Works will avoid lingering Y2K problems, achieve enterprise data sharing and connectivity to GIS and Engineering 2000 initiatives as well as becoming another department conforming to the City PC Image Workstation format. Consistency among PC workstations will slow the growth of service and maintenance cost. Replacement of City PC's will be more predictable and less costly as a result of this decision.

**Budget Type #:** B01

**Appended to this Decision Package are the Public Works accounts supporting reimbursement .**

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## 2000 Decision Package Request

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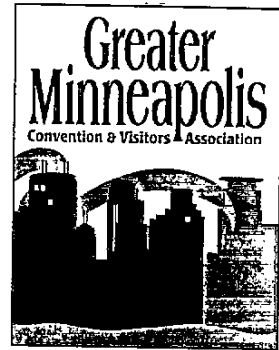


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Fund	Fund Description	Amt.	# of WS
0100	General	\$ 420,302	89
4100	Permanent Improvement	\$ 371,980	60
6000	Paving Products	\$ 44,513	8
6100	Equipment	\$ 235,324	56
6200	Lands & Buildings	\$ 92,216	20
7300	Sewer Rental	\$ 191,671	32
7400	Water	\$ 293,689	66
7500	Parking	\$ 165,911	33
7700	Solid Waste	<u>\$ 163,886</u>	<u>39</u>
	Sub-total Public Works	\$1,979,492	403
0100	PW Finance	\$ 37,585	9
4100		\$ 29,452	7
6000		\$ 12,649	3
6100		\$ 20,961	5
6200		\$ 8,493	2
7300		\$ 16,805	4
7400		\$ 29,452	7
7500		\$ 12,649	3
7700		<u>\$ 12,649</u>	<u>3</u>
	Sub-total PW Finance	\$180,695	43
	Total	<b>\$2,160,187</b>	<b>446</b>
	HRIS Rollout Sept. 1999	<u>\$ 47,813</u>	<u>14</u>
	<b>Total after KEANE Inventory</b>	<b>\$2,200,000</b>	<b>460</b>

The HRIS deployment in early September 1999 of 14 workstations, has reduced the total number of workstations needed by Public Works to 446, with a corresponding reduction in costs to \$2,160,187 instead of what was previously stated as \$2,200,000.

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September 23, 1998

The Honorable Sharon Sayles Belton  
Mayor of Minneapolis  
Room 331, City Hall  
350 South Fifth St.  
Minneapolis, MN 55415-1383

Re: 1999 City Funding Proposal

Dear Mayor Sayles Belton:

The 1999 GMCVA Business Plan and proposed budget accompany this letter. It contains a proposal for operational funding of the Association by the City of Minneapolis in the amount of \$4,106,300. The increase relates to operational increases for the Minneapolis RiverCity Trolley. The total GMCVA budget for 1999 is an increase of .08 percent and actually contains a net dollar decrease of wages and fringe benefits.

Two supplemental funding requests included with the operational request are \$288,000 for a client saturation advertising campaign to increase the awareness of the expansion of the Minneapolis Convention Center and \$100,000 for a Minneapolis trade show booth. The advertising is necessary, we believe, to insure awareness of the project and is similar to the three-year \$1.5 million campaign included in the project budget in 1987 for the original construction. While we do not believe a campaign of that extent is required, a significant effort is necessary. It should be noted that Milwaukee is spending \$1.2 million in 1999 on advertising their new convention center.

GMCVA is also requesting \$100,000 for design and construction of a new trade show booth. The current booth was built for the 1986 ASAE convention. After twelve years it no longer represents the City well. GMCVA has requested funding for a new booth for the last five years. With the expansion timing for a flexible multipurpose Minneapolis trade show booth is appropriate.

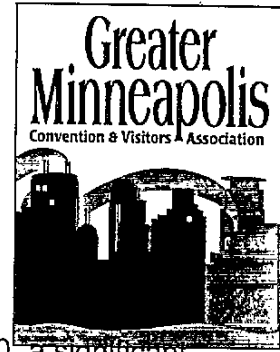
4000 Multifoods Tower  
33 South Sixth Street  
Minneapolis, MN 55402

Tel: 612.661.4700

Fax: 612.335.5841

<http://www.minneapolis.org>

Mayor Sharon Sayles Belton  
September 23, 1998  
Page Two



### Funding Comparisons

In 1998 the city increased funding for the GMCVA contract by \$500,000, a significant investment that is projected to yield a 31 percent increase in future sales. However, the following 1998 budget comparison of our competitors shows a competitive funding gap, further exacerbated when the subsidy for the Minneapolis RiverCity Trolley is deleted. Despite the funding gap, we are successful because of a superior product, experienced staff, and well executed strategic marketing. However, continued investment by the City and the membership of GMCVA is required to remain competitive.

St. Louis	\$10,404,956
Detroit	9,760,223
Cleveland	8,219,694 —
Toronto	8,100,000
Philadelphia	7,440,067
Salt Lake City	7,308,055
Denver	7,144,656
Indianapolis	6,540,840
Pittsburgh	6,315,736
Baltimore	6,243,500
Seattle	5,890,000
Cincinnati	5,802,273
Milwaukee	5,440,695
Minneapolis*	5,328,000
Kansas City	5,283,590

\* Includes \$200,000 subsidy for Trolley; budget would be \$5,128,000 without the net subsidy.

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Mayor Sharon Sayles Belton  
September 23, 1998  
Page Three

The 1999 GMCVA Business Plan has been unanimously approved by the Executive Committee. It is an essentially flat operational plan with two capital investments to insure the future success of the Minneapolis convention product.

Mayor Sales Belton, the officers and staff of GMCVA look forward to discussing our programs with you. We believe GMCVA is one of the best examples of a successful public/private partnership. In the eleven-year history of the partnership, the people and the economy of Minneapolis have benefitted. We anticipate continuing the success in 1999.

Cordially,



Greg Ortale  
President & Chief Executive Officer

cc: Fay Beauchine, Chair, GMCVA Board of Directors  
Kathleen O'Brien, City Coordinator, City of Minneapolis  
John Bergquist, Assistant City Coordinator, City of Minneapolis  
Dan Siggelkow, Budget Director

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## 2000 Decision Package Request

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**Title: Implementation of the Operational Review Recommendations – ONE TIME REQUEST**

**Department:** Operations and Regulatory  
Services

**Organization:** Inspections

**Fund #** 0100

**Agency #** 850

**Organization #** 8510

**2000 Impact: \$75,000**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$75,000	\$		

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** The Operational Review, conducted in response to 1999 mayor's decision package recommendations and Council budget footnotes, resulted in 88 recommendations for improving efficiency and effectiveness within the Inspections Division. The seven major issue areas are:

1. Customer Service
2. Inspections and Corrections
3. Information Availability
4. Performance Measurement and Management
5. Organization Structure
6. Noise Ordinance Enforcement
7. Implementation of Recommendations

The recommendations of the report are far-reaching and comprehensive. The Division will be presenting an implementation plan by the turn of the year that will prioritize the recommendations. This request seeks additional resources for recommendations where results will be most immediate, where there are the most opportunities for change and in preparation for longer-term recommendations of the report.

**Impact on Services:** If funded, this request will allow the Division to implement a number of the recommendations of the operational review, while minimizing the impact of these considerable changes to the Division's customers. Ultimately, complete implementation of the Operational Review will provide a higher level of service while realizing the gains envisioned in recent technology investments, ordinance changes, and a planned departmental reorganization.

**Budget Type #:** Not applicable

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## 2000 Decision Package Request

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**Title:** Noise Prevention and Enforcement

**Department:** Inspections Division

**Organization:**

**Fund #** 0100

**Agency #** 850

**Organization #** 8510

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
	\$75,000.00		1	Inspector II, Environmental

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Noise and air quality have become serious issues in many parts of the city. Currently, the city has one Environmental Inspector II devoted to the enforcement of both noise and air ordinances. This Decision Package would result in one Inspector focusing on air pollution/odor control and one devoted to noise enforcement. In May of 1999, a \$5.00 fee increase was approved for annual pollution control registrations that will generate \$75,000.00 in new revenue. Discussion at the Public Safety and Regulatory Services Committee in May indicated an interest in allocating the projected new revenue to enforcement in the areas of noise and air pollution/odor control.

**Impact on Services:** The new noise inspector would be responsible for a comprehensive noise control program for the city, including all complaints and permits - activities which have shown significant increases in recent years, as well as developing a closer working relationship with the police, public education and noise prevention.

**Budget Type #:**



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## 2000 Decision Package Request

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**Title: Adjust License Fees in Problem Categories to Cover Increased Demand for Multi-departmental Services.**

**Department:** Licenses and Consumer Services

**Organization:** Licenses and Consumer Services

**Fund #** 0100

**Agency #** 835

**Organization #** 8360

**2000 Impact: Increased fees would allow the departments to fully recover costs to maintain current service levels in categories requiring increased services.**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100		\$62,642 - \$101,378		

**Decision Package Type:**      **Priorities 2000 Request**       New Revenue.  
   **Enhancement to current service levels**     

**Proposal Description:** Request that Management Analysis Division review the total city resources required by certain problem licensed business categories in not only Licenses, but CCP/SAFE, Inspections, Environmental Health and Police, in order to adjust the license fee to cover the total actual costs of regulation and to see if there are new or better ways to handle these problems. The problem license categories include grocery stores, repair garages, sidewalk cafes, late night entertainment facilities, large entertainment centers without alcohol, hotels, parking lots and used car dealers.

**Impact on Services: Substituting full service fee adjustments for cutting one Inspector would maintain current service levels.**

**Budget Type #:** Not applicable

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## 2000 Decision Package Request

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**Title:** Upgrade Electrical Capacity of License Div. to City Standards.

**Department:** Licenses and Consumer Services

**Organization:** Licenses and Consumer Services

**Fund #** 0100

**Agency #** 835

**Organization #** 8360

**2000 Impact:** Avoids potential system failures and equipment damage.

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$33,342			

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Upgrade the Licenses Div. electrical capacity to keep pace with current work station electrical requirements in order to avoid system failures and computer equipment damage. The Licenses area was last upgraded prior to the advent of desktop computers. We have only 2 electrical lines when we should be operating with 21. We are told by the Building electricians and ITS technicians that this situation is likely to lead to system failures and damage to expensive computer equipment.

**Impact on Services:** This will allow department to continue to provide uninterrupted service. Without this upgrade our entire division's computer system could go down which would prevent us from providing most of our services and would not allow us to process license application revenue.

**Budget Type #:**    B002

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## 2000 Decision Package Request

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**Title: Increase Animal License Fees for Unneutered Animals by \$5**

**Department:** Licenses and Consumer  
Services

**Organization:** Animal Control

**Fund #** 0100

**Agency #** 835

**Organization #** 8395

**2000 Impact: Increased license fees for unneutered animals are warranted because of services required.**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100		\$37,500		

**Decision Package Type:**      **Priorities 2000 Request**

New Revenue.

**Enhancement to current service levels**

**Proposal Description:** Increase the Unneutered Animal license fee by \$5.00 This increase is warranted because unneutered animals in general are more prone to stray and are often more aggressive in terms of fighting or biting. This fee increase would cover the increased service requests involved with the unneutered animals.

**Impact on Services:** Increase would better pay for services provided by Animal Control.

**Budget Type #:** Not applicable

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## 2000 Decision Package Request

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**Title:** Increase Animal Impoundment Fee by \$5 and Progressively higher fees for Repeat Pickups.

**Department:** Licenses and Consumer  
Services

**Organization:** Animal Control

**Fund #** 0100

**Agency #** 835

**Organization #** 8395

**2000 Impact:** Increased fee would cover the increased cost of impounding and caring for stray animals.

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100		\$25,000		

**Decision Package Type:**      **Priorities 2000 Request**

New Revenue.

**Enhancement to current service levels**

**Proposal Description:** Increase the Animal Impoundment or sheltering fee by \$5 in order to cover the increased costs of food and care for the animals that are picked up. Many of the costs of care have gone up, but in particular, there have been significant increases in food costs and veterinary services that are no longer covered by the existing fee.

**Impact on Services:** Increase would better pay for the sheltering and services provided by Animal Control for animals picked up.

**Budget Type #:** Not applicable

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## 2000 Decision Package Request

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**Title:** Small & Underutilized Business Program

**Department:** Civil Rights  
Small Business Program

**Organization:** Small Business Program

**Fund #** 0100

**Agency #**  
300

**Organization #** 3010

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$40,000		1	Program Assistant
0100	\$50,000		1	Compliance Officer
0100	\$155,075		0	Operating Expenses

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** The outlined expenses are the estimated resources necessary for the operation of the newly adopted Small and Underutilized Business Program. The Program will function as a service to city and MCDA departments internally, and externally to small businesses. It is proposed that staff resources be increased by two FTE in addition to increased financial resources for external contracting and services. Beyond the normal operating cost of any program, we propose to contract for services to assist businesses in overcoming systematic obstacles to their growth, capacity and success.

**Impact on Services:** The staff positions will be responsible to coordinate the flow of information and activity between the Small Business Department and city purchasing and contracting departments in a professional and timely manner. They will also serve the public on inquiries for information or assistance. In addition, it is necessary that staff review and document contract recommendations prior to bidding and document activity after selection. It is extremely important that city departments and the public be served in a manner, which does not impede upon the normal flow of business.

The development of participation goals on city contracts will be effective, in conjunction with associated activity. Beyond the normal equipment needs, postage and printing cost, it will be necessary to budget for technical assistant services. Participation goals alone will not be effective without the resources to assist in bonding, cash flow or knowledge and capacity issues. Such services can be shared with other jurisdictions, but must be available to have a long range effect on the growth and stability of the local business community.

**Budget Type #: B01**

**NARRATIVE :** The newly adopted Small & Underutilized Business Program will be structured to address the effects of past contracting discrimination and to assist businesses in their effort to grow and contribute to the City of Minneapolis in both contracting function and employment. Efforts will focus on short range contracts as well as long range growth. The function of the program will in effect be two fold in addressing the administration and monitoring of City and MCDA contracts and development projects, and the assistance to certified businesses in helping them to overcome many of the obstacles to their full participation and success.

The Small & Underutilized Business Program will need a Program Assistant position to assist in the organization and coordination of program functions. This position will be a central figure involved in interaction and communication with other departments and the public. It will act as a liaison between client businesses and service agencies, public staffs, and general contractors. The position will develop a tracking system to monitor the exchange of information on city purchasing and development contracts. The position will also assist in the production of periodic program reports.

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## 2000 Decision Package Request

**Title: INCREASED LEVEL OF SERVICES FOR SCHOOL BASED CLINICS**

**Department:** Health and Family Support

**Organization:**

**Fund #**  
**0100& 0600**

**Agency #**  
**860**

**Organization #**  
**8622**

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
	\$79,470	\$	1.2	Nurse Practitioner
0100				
0100	\$39,031		1.0	Clerk Typist
0100	\$3,787		NA	Manager Re-Classification Increase
0100	\$41,097		1.0	Office Support Specialist
0100	\$18,643		.35	Public Health Social Worker
0600	\$35,000	\$35,000	65	
	0		2.0	Registered Professional Nurses
0100	\$6,000		NA	Medical Supplies
0100	\$1,536		NA	Telephone
0100	\$16,000		NA	Contractual Services (physicians/nutritionist)
0100	\$8,800		NA	Computers/local travel/misc. new staff expenses
<b>Total 0100</b>	<b>\$214,364</b>		<b>4.5</b>	
<b>Total 0600</b>	<b>\$35,000</b>	<b>\$35,000</b>	<b>.65</b>	

**Decision Package Type: b02**

**Priorities 2000 Request**

**Enhancement to current service levels**

**PROPOSAL DESCRIPTION:**

**Background:**

School Based Clinics offer access to health care that is appropriate, convenient, and barrier free for adolescents. This convenience and accessibility ensures a higher probability of use and minimal disruption to learning. MDHFS school clinics provide a broad range of services to all students, free of charge. Services include:

- Counseling for a variety of social/emotional reasons,
- Nutrition education,
- Medical assessment services,
- Treatment of minor illnesses and injury,
- Treatment of sexually transmitted diseases,
- Immunizations,
- Sports physicals, and
- Pregnancy tests.

School-Based Clinics provide a safety net in the health care system for adolescents. Many private or mainstream health care providers are not comfortable working with adolescents, nor have they had the opportunity to work in settings where close association would give them first hand knowledge of the issues. Additionally, parents and

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## 2000 Decision Package Request

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the health care system often perceive the adolescent to be basically "healthy". As a result, if they are financially stressed, parents frequently do not purchase health care coverage for their adolescent child.

Although the School-Based Clinics do not consider themselves to be primary care providers, students who are homeless, in conflict with their parents, living out of the home with relatives or friends, or who are parenting and without their own medical resources are regular patients. Alarming statistics regarding adolescent pregnancy and STD rates and the limited capacity of the existing delivery system to deal effectively with the mental health concerns of adolescents present a compelling case for public health involvement.

MDHFS operates seven School-Based Clinics. They are:

- High Schools: Roosevelt, Henry, South, Washburn and Henry
- Programs serving pregnant and parenting teens: New Vistas and the Education Place

### **Current Service Level**

MDHFS presently operates these sites with 14.7 FTEs, which includes Registered Nurses, Nurse Practitioners, Social Workers and Clerks. In addition, MDHFS contracts with MVNA for the services of two full-time nurses and has hired two temporary half-time Nurse Practitioners. Physician services are secured through a contract with Hennepin Faculty Associates. Hennepin County is the contractor for Nutrition Services. Last year, there were nearly than 8,000 patient encounters by more than 2400 students. The largest growth area for services has been in the area of mental health prevention and direct intervention services. Last year more than 60% of the encounters were in the areas of social and emotional health.

The operating budget for this level of service will be \$1,075,293 in calendar year 1999. Approximately \$140,000 or 13% of this budget comes from General Revenue. The balance, 87%, is grant funded, primarily from Maternal Child Health (MCH) and Community Health Service (CHS) funds.

### **Proposal Detail and Justification:**

This proposal is part of a multi-faceted approach directed toward supporting the infrastructure of the School-Based Clinics by establishing a higher base for clinic operations by adding positions in critical service and support areas.

One key to the effective delivery of services is the Nurse Practitioner position. Nurse Practitioners are critical to maintaining an acceptable level of professional practice in the clinics and reduce the need for more expensive physician services. Hiring temps in this critical position, and the unacceptable level of turnover that goes with the that status, diminishes the standard of nursing care to students as it results in breaks of service, inconsistent care, a void in staff leadership, and an unnecessary investment in continued training of new staff. This proposal seeks authorization to combine the two part-time temporary Nurse Practitioner positions into a 1.0 FTE and to provide additional funding for a previously authorized FTE that is presently funded at the .8 level.

The proposal also seeks authorization for two contracted FTE registered nurse positions to be added to the SBC staff. During the reorganization of the department, MDHFS contracted with MVNA, a former part of the City Health Department, to provide these services until department restructuring was completed. This shift will require no additional funding and when implemented will produce a modest cost saving. It will also bring all clinic employees under the direct supervision of the SBC Coordinator.

The request for an additional 1.0 Social Worker reflects the demand to address the rising mental health service needs of students. Sixty percent of student clinic encounters are for issues related to their social and emotional well being. School Districts do not provide these services, but are confronted daily with class interruptions and absences that directly interfere with the teachers capacity to instruct, and student's ability to learn. To assist in supporting that position, MDHFS has become a partner in the Local Mental Health Collaborative, and as a partner is eligible to participate in the Local Collaborative Time Study (LCTS). LCTS participating agencies, take part in random moment time studies that can generate federal reimbursement for the administrative time of direct service staff who engage in activities that surround preventing out-of-home placements for children. Funds generated for

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## 2000 Decision Package Request

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the collaborative in this manner are redistributed to support mental health services for youths. MDHFS expects to generate \$35,000 in revenue through participation during FY 2000. This will reduce the amount of general revenue required to fill this position to \$18,643. The addition of Nurse Practitioners to the staff will also increase the capacity to generate these funds.

The addition of clerical support staff, a 1.0 Office Support Specialist, and a Clerk Typist II represent an investment in building capacity. The Office Support Specialist reflects the broad range of skills necessary to assist with site coordination and the general level administrative support appropriate for this size of operation. The addition of a Clerk Typist II will ensure that all clinics have adequate coverage and the record keeping capacity necessary to generate revenue by billing Medical Assistance and private health care payers for qualifying services.

Additional requests reflect the reclassification of the SBC Coordinator position, modest increases in the supply budget, contractual services for physicians and nutrition services and the technology and other support costs for the additional staff.

MDHFS has taken an aggressive approach in pursuit of revenue streams to support the School-Based Clinics. Staff have completed an analysis of clinic services and concluded that a significant amount of billable encounters occur. However, the feasibility of this endeavor is dependent upon the clinic's ability to improve its record keeping capacity and to provide services at the highest level of professional standards.

This request seeks to stabilize the staffing of the School-Based Clinics, place the organization in a position to offer higher quality and more appropriate services to students and, the administrative support necessary to generate revenue. Consistent with these revenue generating activities MDHFS is committed to promoting policies that ensure greater insurability for students, and access to care. The department is pursuing a stronger and clearer business relationship with the Minneapolis Public Schools and will initiate contractual relationships with third party payers

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## 2000 Decision Package Request

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**Title: WELCOME CENTER SUPPORT**

**Department:** Health and Family Support

**Organization:**

**Fund #**  
0100

**Agency #**  
860

**Organization #**  
8621

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$59693	\$	1.0	Project Coordinator
0100	\$50,160		1.0	Public Health Nurse I

**Decision Package Type:**b01 **Priorities 2000 Request**

**Enhancement to current service levels**

**Proposal Description:** The Welcome Center/Family Stabilization Initiative is located at selected Minneapolis Public School facilities and the first point of contact for many of the new arriving families to the Minneapolis community. These families, particularly those who do not speak English, face numerous barriers as they seek to establish themselves into the social and economic structures of the community. Generally first on that list, is getting their children into school. This presents the Welcome Center as an ideal setting to provide access to other services that can mitigate the effect of the problems that hinder integration. Center staff assists these families with school registration, transportation, housing, immunizations, assistance with health care, health insurance and an array of social services. A direct outcome of this early intervention is to ensure that incoming students will miss a minimal amount of school time through the prompt resolution of many of these destabilizing factors.

Each year the Welcome Center serves 8,000 to 9,000 new students. Of those, last year approximately 3,400 families with limited ability to speak English were registered. The Department of Health and Family Support has supported this project for the past two years, and provided leadership to public and private partners in order to define continuing ownership, roles and responsibilities for this successful initiative. Partners include the Minneapolis Public Schools, Hennepin County, Blue Cross/Blue Shield, the Children's Defense Fund and Robert Wood Johnson Foundation. Together these partners employ a social worker, nurses, outreach workers, bi-lingual advocates and clerks.

**REQUEST:** As it's contribution toward stabilizing this initiative the Department of Health and Family Support seeks \$109,853. The responsibility of MDHFS as the local public health agency is clear. The opportunity to provide access to a comprehensive array of services that helps to stabilize such a large number of families in need is in the community's interest. It is an effective and efficient delivery system. As a local public health agency, MDHFS is uniquely positioned to coordinate this effort. The requested Public Health Nurse, will work under the direction of the Coordinator and will do health assessments, give shots and assist with vaccine management for this initiative. School District nurses are not allowed to give shots and the Minneapolis Schools do not have the capacity to store or manage the vaccines. MDHFS already has this capacity through a collaborative arrangement with the School-Based Clinics and Public Health Laboratory. These proposed MDHFS roles are consistent with the departmental mission "to promote the well-being" of Minneapolis families.

**Impact on Services:** This project is consistent with the City Priority of assisting new arrivals to the community. It is an efficient and effective method of providing a wide range of services that support family stability. Support for this initiative will provide a measure of assurance approximately 3,000 families will secure housing, have access to adequate health care and that their children will be up-to-date with their immunizations and in a position to learn

**Budget Type #:**

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## 2000 Decision Package Request

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**Title:** Minneapolis Telecommunications Network – Restoration of Target Cut and Inflationary Increase,;  
Equipment Request

**Department:** Communications

**Organization:** Video Services

**Fund #** 0100

**Agency #** 800

**Organization #** 8041

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$127,529	\$0	0	

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:**

The MTN Board of Directors has requested no 3% reduction (-\$14529.00) in base budget for 2000, and, an increase of \$17,000 based on the anticipated percentage increase in Consumer Price Index (CPI) and franchise fee increase from Paragon, as well as an additional \$6000.00 to meet increase in lease costs at St. Anthony Main. The total base budget request is \$507,000. The request of \$27529.00 would reverse the department reduction of 3% and approve requested increases based on projected increase in Paragon Revenue and franchise payment

One time request: At the Annual MTN Membership Meeting for the Minneapolis City Council, the MTN Board presented a statement of need for equipment replacement in order to continue their mission of providing equipment access, production facilities, and video training to Minneapolis residents. The amount of this request was \$100,000.

Staff Note: The City's Cable Officer is nearing completion of a financial audit of Paragon which may reflect an obligation of an additional \$50,000.00 annually (based on a formula of debt retirement) that could be designated towards MTN equipment replacement needs.

**Impact on Services:**

**Budget Type #:**

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## 2000 Decision Package Request

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**Title:** Restoration of 3% Budget Cut to Budget Line 0100 380 3820 5070

**Department:** Planning Department

**Organization:** Planning

**Fund #** 0100

**Agency #** 380

**Organization #** 3820

**2000 Impact:** Restore flexibility to meet an increasing demand for specialized studies. 1999 examples included: light rail at Hiawatha and Lake; low frequency noise at MSP; north loop parking; downtown east; master plan; and others. Actual 1999 budgeted contract dollars were \$186,000. Because of high demand for consultant services, we had to take some excess salary dollars and put them into consultant contracts to better meet the needs of the Council and Mayor on specified projects. The actual increased consultant contract amount for 1999 rose to \$266,000 in the General Fund. We need to maintain the ability to hire consultant contract services for the year 2000 and be able to maintain a minimum of \$186,000 without dipping into salary or operating expense dollars.

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTEs</u>	<u>Job Titles</u>
0100	\$49,467.00	\$		

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Restore full 3% budget cut to the consultant contract budget line.

**Impact on Services:** Maintain the number of studies and have the ability to have the necessary involvement in studies and special projects that are needed from a consultant in response to requests from Council and the Mayor.

**Budget Type #:** B01

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## 2000 Decision Package Request

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**Title:** Change three (3) current City Planner I FTEs to three (3) City Planner II FTEs

**Department:** Planning

**Organization:** Planning

**Fund #** 0100

**Agency #** 380

**Organization #** 3820

**2000 Impact:** Increase the ability to hire qualified personnel at a competitive rate of pay to that of the private sector. Lessen the turnover in staff. Within the next couple of years we may lose our more experienced staff (Supervisors) due to retirement. We also chance losing City Planner I's that have acquired 2-3+ years of experience to that of the private sector where they have a better chance of advancement. By providing more City Planner II FTEs, we can provide the opportunity of advancement and be able to retain qualified and experienced Planners. Also, by being able to promote from within the department, we are setting ourselves up for Supervisory replacements having a few years of experience with the City of Minneapolis on their resume.

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTEs</u>	<u>Job Titles</u>
0100	\$30,000	\$	3	City Planner II

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Change three City Planner I FTEs to three City Planner II FTEs, having the ability to promote from within and/or hire from the outside competitively. Having the ability to promote from within and be able to retain the high quality of staff that we hire in the first place. The areas most affected would be in the Design area, Development Services, and Comprehensive Planning.

**Impact on Services:** Less staff turnover. Ability to offer a competitive salary to the highly qualified applicants. Ability to promote from within the department and retain current quality staff longer. Prepare for the the loss of experience long-term employees (Supervisors).

**Budget Type #:** B02

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## 2000 Decision Package Request

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**Title:** Housing Market Analysis (1) FTE

**Department:** Planning

**Organization:** Planning

**Fund #** 0100

**Agency #** 380

**Organization #** 3820

**2000 Impact:** Position to be responsible for conducting community based housing market analysis to help guide development of a variety of housing options throughout the city.

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTEs</u>	<u>Job Titles</u>
0100	\$45,000.00	\$	1	City Planner II

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** With the addition of this FTE, the Planning Department will prepare housing market studies for each of the city's eleven communities as a way to target financial resources and to better match the housing demands experienced within the various communities. The basic market data will assist MCDA in preparing develop guidelines and create housing strategies that are community based. The market information will assist the city in meeting its affordability goals as well as supporting the city's growth opportunities.

**Impact on Services:** One full-time Planner II to head up the market analysis work will increase the Planning Department Research Division. The Research Division does not now have an experienced market analyst. If community based housing studies are to be completed over the next few years, a new hire will be necessary.

**Budget Type #:** B03

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## 2000 Decision Package Request

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**Title:** Crime Prevention through Environmental Design (1/2 FTE)

**Department:** Planning

**Organization:** Planning

**Fund #** 0100

**Agency #** 380

**Organization #** 3820

**2000 Impact:** One full-time Planner II assigned to Planning Department, Development Services Division. Position to be paid for on a 50/50 basis by Police and Planning Departments will provide services as in the attached job description..

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTEs</u>	<u>Job Titles</u>
0100	\$22,500	\$	.5	City Planner II
Police	\$22,500		.5	City Planner II

**Decision Package Type:**      **Priorities 2000 Request**

**Enhancement to current service levels**

**Proposal Description:** The Planning Department would, with the financial assistance from the Police Department, initiate the position of Coordinator of Crime Prevention through Environmental Design (CPTED) as a way to more systematically apply and encourage use of the Principles of CPTED. The Coordinator would report directly to the Development Services Division of the Planning Department and work directly with a team of Crime Prevention Specialists and other regulatory service personnel to apply the CPTED Principles. A job description has been prepared for release to solicit an existing city employee to the position. (See attached)

**Impact on Services:** The Planning Department Development Services staff will be increased by one full-time City Planner II to assist with the review and analysis of development proposal and ensure that developers and design planners are familiar with and are using the CPTED Principles in their development plans.

**Budget Type #:** B04

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## 2000 Decision Package Request

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**Title:** Police Computer Systems Maintenance

**Department:** Police

**Organization:** Systems Development Division

**Fund #** 0100

**Agency #** 400

**Organization #** 4182

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	382,116	N/A	N/A	N/A

**Decision Package Type:** Priorities 2000 Request

Enhancement to current service levels

**Proposal Description:** City ITS and MPD top management have met and agreed on what computer systems issues are "enterprise"-wide and what need to be covered at the departmental level. The following items/expenses were jointly deemed to be departmental and necessary to allow MPD computer systems to continue to function effectively. These discussions were held with the pending year '00 MPD Systems/ITS "merger" in mind.

Hardware (zero-based):	\$202,516.
Software:	\$11,800.
Specialized technical training:	\$45,000.
Professional Services/Development Projects:	\$115,600.
Telephone service (modem/network connections):	\$4700.
Additional printing/copying:	<u>\$2500.</u>
<b>TOTAL:</b>	<b>\$382,116.</b>

NOTE: Detailed itemization attached.

**Impact on Services:** If the "complete" package of hardware/software/maintenance/training are not funded sufficiently, the whole MPD system (including the mission-critical CAPRs) will be liable to falter. CAPRs failure in 1998 and a short time in 1999 caused significant loss of productivity and hampered CODE4 efforts. Additionally, as MPD Systems Development Division and ITS move toward a "merger" in '00, it will be critical to fund MPD Systems sufficiently to avoid turning over a "hollow force" and a "needy" program. Telephone and printing/copying increases are both COLA increases and funding for new services (e.g. \$1000 for merger costs of re-doing modems and network connections, and additional printing of MPD "pocket reference guides").

**Budget Type #:** B03

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## 2000 Decision Package Request

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**Title:** Driver's Training - Pursuits

**Department:** Police

**Organization:** Training

**Fund** 0100

**Agency** 400

**Organization** B111

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$50,000	\$0	0	

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Training must be conducted to conform with State Legislation Mandate. All licensed officers must complete 4 hours of classroom training and 4 hours of behind-the-wheel training. The training would be accomplished by putting a third of the department through the training each year.

**Impact on Services:**

This mandatory training would require about 300 sworn personnel to attend training during the year. In addition, costs would include facility rental, vehicles, vehicle maintenance, and internal instructors.

**Budget Type #:** B01

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## 2000 Decision Package Request

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**Title:** Impact of Entertainment District Buyback

**Department:** Police

**Organization:** Downtown Command and 2nd

**Fund #** 0100

**Agency #** 400

**Organization #** DT03 and P200

**1999 Impact:** 100,000

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	100,000	\$		

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Buyback to meet the needs of Entertainment Districts in Downtown and East Hennepin areas of the city where large bars, concerts, events and therefor, crowds are located, creating peaks in calls for service and serious public safety issues occur.

**Impact on Services:** The success of the Entertainment District of Downtown Minneapolis and the rising entertainment area of East Hennepin (according to the Star Tribune "the hottest area in Minneapolis in the next year") has created a tremendous impact on police services. When large crowds leave numerous bars, sporting events, concerts, after consuming alcohol for hours, serious public safety problems arise. Police are often overwhelmed by crowds of people, who due to intoxication, are not cooperative and are combative with the police and others. The surge of crowds creates a surge in the need for police staffing, usually at times when Precincts are in need of keeping police staffing for neighborhood police calls. Downtown Police have often needed to call in Response squads from other Precincts to deal with hundreds of bottle-throwing people this past summer.

Buyback is needed to bring sufficient police to staff the peaks of crowds and to assure a successful entertainment district, to establish a feeling of safety for those who want to enjoy the entertainment of Minneapolis, without depleting the staffing of neighborhood policing services.

**Budget Type #:** B04

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## 2000 Decision Package Request

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**Title: Master Plan for Police Department Facilities**

**Department:** Police

**Organization:** Administrative Services

**Fund #** 0100

**Agency #** 400

**Organization #** B107

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$200,000	\$		

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:**

The Police Department is requesting funds to purchase expert consulting services to undertake a professional needs assessment and to develop a Master Plan for Police Facilities. The objectives of the master plan would be to:

- *Correct Current Facility Problems*
- *Maximize Efficiency and Quality of Department Operations*
- *Accommodate Anticipated Department Needs and Demands for Police Service*

The consultant would be expected to develop a long-range, comprehensive plan that would establish schedules and costs for facility changes to meet these objectives.

The need for a Master Plan was identified in an internal study, **Minneapolis Police Department Facilities: Preliminary Needs Assessment**, completed in March 1999. This report surveyed the department's 43 work sites, in addition to City Hall, which consist of properties owned by the city, leased from private or public entities, or donated for temporary use. The analysis of City Hall identified that 386 MPD employees are currently working in 23 separate locations in City Hall performing 41 operational or administrative activities.

The facilities assessment concluded that many of the facilities are poorly located, inefficient, overcrowded, or functionally inadequate. The problems at three facilities were deemed to be critical, requiring immediate attention.

The master planning approach recommended for Police Department facilities is based on the Master Facilities Plan created for the Public Works Department in 1991. This long-range strategy has successfully resolved many of the facility problems for Public Works.

**Impact on Services:**

- (1) Strengthens community policing efforts by having properly designed and sized facilities to accommodate MPD resources that can be redirected from centralized locations to locations in the community.
- (2) Increases efficiency of operations with potential cost savings.
- (3) Improves delivery of police services to the neighborhoods.

**Budget Type #:** B05

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## 2000 Decision Package Request

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**Title:** INFRASTRUCTURE MAINTENANCE GAP - Overview Description

**Department:** Public Works

**Organization:** Entire Department

**Fund #**

**Agency #**

**Organization #**

**2000 Impact: \$1,720,000**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$820,000	\$		
7400	\$900,000			

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:**

The financing plan for addressing the Infrastructure Maintenance GAP that was presented in the State of the Public Infrastructure Report in July 1997, called for the phasing in of the additional funding needed in the amount of \$16.8 million over 10 years, or funding 50% of the GAP within 5 years. This phasing plan has been spread over the various elements of the infrastructure, where some elements have been planned for accelerated funding in the early years of the 10 year period and other elements have been back loaded in the 10 year period based the priority of need. 2000 is the second year of phasing of this finance plan.

The 2000 recommended increases are in the following areas:

\$570,000	Streets	
\$50,000	Alleys	
\$50,000	Bridges	
\$10,000	Traffic Signals	
\$120,000	Street Lights	
\$20,000	Street Signs	
\$900,000	Water - Treatment Maintenance	7400 6990

Individual decision packages have submitted in the appropriate cost centers that further describe the specific activities.

**Budget Type #:**

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## 2000 Decision Package Request

**Title:** INFRASTRUCTURE MAINTENANCE GAP - (Streets

**Department:** Public Works - Field Services

**Organization:** Streets & Malls - Street Maint. & Repair

**Fund #** 0100

**Agency #** 607

**Organization #** 6160

**2000 Impact: \$570,000**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$570,000	\$	2.7	

**Decision Package Type:** Priorities 2000 Request

Enhancement to current service levels

**Proposal Description:** As described in the report "State of the Public Infrastructure", phasing in of second year street infrastructure funding will provide for the following activities:

<u>Activity</u>	<u>Budget increase</u>
Crack sealing of asphalt streets:	\$15,000

Currently this activity, which should be performed on asphalt streets in the early part of their life cycle, is only done as part of the sealcoating process. Pavement life cycles can be extended with timely crack sealing, to prevent the infiltration of water to help prevent pothole formation and base failures.

Concrete joint repair	\$70,000	This activity does much the same for concrete pavements what sealcoating does for asphalt streets. The pavement joints between the concrete slabs must be repaired to prevent infiltration of water and remove incompressible material so the joint can function properly. City concrete residential streets are all over 20 years old and require this treatment immediately.
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Concrete slab replacement	\$50,000	As concrete pavements age, occasionally there is the need to completely replace entire slabs. Public Works needs the funding to be able to perform some limited, localized slab replacement to maintain the streets until more aggressive and comprehensive renovation can be completed.
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Residential sealcoating	\$70,000	The completion of the residential paving program has increased the need to provide for timely cycling of this preventative maintenance activity. Sealcoating is a relatively inexpensive way to extend asphalt pavement life.
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Arterial sealcoating	\$150,000	Because of the higher traffic loading on arterial streets, arterial sealcoating must be performed at even higher cycle times than on residential streets. Again, this is a relatively inexpensive way to extend pavement life and avoid costly and disruptive renovation or reconstruction work.
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Arterial overlays	\$215,000	There is a need for the ability to perform maintenance overlays on arterial streets where sealcoating is not adequate, but renovation or reconstruction funding is not available for some time. This work is differentiated from renovation overlays in that no subgrade or curb and gutter work, and no assessments would be made. This is meant to only last five to 10 years until more aggressive work can be funded.
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Total all activities: \$570,000

Labor:	\$101,238
Fringe:	21,487
Equip:	157,710
Contract'l:	164,718
Material:	124,847
	\$570,000

**Impact on Services:**

**Budget Type #:** B01

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## 2000 Decision Package Request

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**Title:** INFRASTRUCTURE MAINTENANCE GAP - (Alleys)

**Department:** Public Works - Field Services      **Organization:** Streets & Malls - Alleys

**Fund #** 0100                      **Agency #** 607                      **Organization #** 6160

**2000 Impact: \$50,000**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$50,000	\$	.5	

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:**

**Impact on Services:**

As described in the report, "State of the Public Infrastructure," phasing in of second year alley maintenance infrastructure funding will provide for the re-establishment of the alley resurfacing program that was discontinued in 1992. Alley resurfacing was funded through 75% of project costs by the city, and 25% costs assessed to abutting property owners. The proposal would allow for the costs to resurface three to four alleys per year, depending upon size and configuration.

There are nearly 3,744 alleys within the City. Ninety-seven percent are concrete pavement that were built prior to 1960. Nearly 1,900 of the 3,744 alleys are over 50 years old, and are at the end of their original design life without renovation. Between 1970 and 1992, 475 alleys were overlaid as part of the resurfacing program, with the bulk of the work done in the 1970's.

Resurfacing is performed on concrete surfaced alleys. It consists of a hand placed, 2 inch average, asphalt overlay to correct drainage problems, other defects, and extend the life of the original pavement. This form of renovation is performed to extend the life of the pavement and avoid the high cost and disruption of reconstruction.

A 1991 Public Works survey found that nearly 500 alleys were in need of major rehabilitation. At the rate of 4 alley overlays per year, this work would take 125 years to complete. This decision package would reinstate the alley resurfacing program at a minimum level, with phasing increases required in the future.

LABOR:                      \$ 20,827  
FRINGE:                      5,612  
EQUIP:                      9,000  
CONTRACT'L:                      0  
MATERIAL                      14,561  
   \$ 50,000

**Budget Type #:** B02

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## 2000 Decision Package Request

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**Title:** INFRASTRUCTURE MAINTENANCE GAP - BRIDGE MAINTENANCE

**Department:** Public Works

**Organization:** Bridge Maintenance & Repair

**Fund #** 0100

**Agency #** 607

**Organization #** 6091

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$50,000	\$0	.70	Construction Maintenance Laborer (02610C)

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:**

In order to extend the operational life of city bridges, the structures are cleaned and flushed to remove corrosive sanding salts, dirt, and debris. The current budgeted service level allows for a minimum flushing/cleaning of each bridge one time per year.

**Impact on Services:**

The proposal would increase the cleaning/flushing of city bridges to twice yearly and would extend the scope of work to include specific cleaning of bridge beams, piers, abutments, bearings, and joint seals. In addition, a program will be initiated that will include concrete deck sealing and painting of the appropriate bridge appurtenances on the major city bridges.

**Budget Type #:** B03

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## 2000 Decision Package Request

**Title: INFRASTRUCTURE MAINTENANCE GAP (Signals)**

**Department:** Public Works - Trans & Parking    **Organization:** Field Operations - Signals

**Fund #**    0100                      **Agency #**    685                                      **Organization #**    6874

**2000 Impact: \$10,000**

Fund	Cost	Revenues	FTE's	Job Titles
0100	\$10,000	\$		

**Decision Package Type:**      **Priorities 2000 Request**                     

**Enhancement to current service levels**                     

**Proposal Description:**

As described in the report, "State of the Public Infrastructure," phasing in of second year signal maintenance infrastructure funding will provide for the following:

**Replace cable for \$2,000 per intersection totaling \$30,000 and rods for \$1,500 per intersection totaling \$10,500.**

**Impact on Services:**

**The traffic signal system infrastructure is old and deteriorating. We must refurbish to maintain the safety of the walking / driving public.**

**Budget Type #:**    B01

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## 2000 Decision Package Request

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**Title:** INFRASTRUCTURE MAINTENANCE GAP (Street Lights)

**Department:** Public Works - Trans, & Parking **Organization:** Street Lighting

**Fund #** 0100 **Agency #** 685 **Organization #** 6851

**2000 Impact: \$20,000**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$120,000	\$		

**Decision Package Type:** Priorities 2000 Request

Enhancement to current service levels

**Proposal Description:**

As described in the report, "State of the Public Infrastructure," phasing in of second year street light maintenance infrastructure funding will provide for the following:

**The first step in closing the infrastructure gap is to replace deteriorated metallic poles on Lyndale Ave S., Cedar – Riverside Nicollet Ave., 19<sup>th</sup> Ave S, Hennepin Ave. Washington Ave S. , and Lyndale Ave. N.**

**Impact on Services:**

The metallic street light poles and bases are severely deteriorating and must be refurbished for the safety of the walking / driving public.

**Budget Type #:** B01

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## 2000 Decision Package Request

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**Title: : INFRASTRUCTURE MAINTENANCE GAP (Signs)**

**Department:** Public Works - Trans. & Parking    **Organization:** Field Operations

**Fund #**    0100                      **Agency #**    685                                      **Organization #**    6874

**2000 Impact: \$20,000**

Fund	Cost	Revenues	FTE's	Job Titles
0100	\$20,000	\$		

**Decision Package Type:**            **Priorities 2000 Request**           

**Enhancement to current service levels**           

**Proposal Description:**

As described in the report, "State of the Public Infrastructure," phasing in of second year sign maintenance infrastructure funding will provide for the following:

**Sign replacement beginning in North Minneapolis and work clockwise around the city  
(Cost is \$90 per sign totaling \$20,000)**

**Impact on Services:**

**This replacement program will provide signs that are readable to the motorist thereby providing for the safe movement of pedestrians, autos, bikes etc.**

**Budget Type #: B02**

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## 2000 Decision Package Request

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**Title :** INFRASTRUCTURE MAINTENANCE GAP (Water)

**Department:** Public Works

**Organization:** Water – Major Repairs & Replacements

**Fund #** 7400

**Agency #** 690

**Organization #** 6990

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7400	\$900,000	\$		

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Various infrastructure improvements, as defined in the State of the Infrastructure report; these include repair, restoration and/or replacement for coagulation basins, coagulation corridor ceilings, and heating/ventilating/air conditioning (HVAC) components and systems all within the treatment and pumping facility. Also included are the repair, restoration and /or replacement of hydrants, small valves and manholes in the distribution system.

**Impact on Services:** These projects are necessary to protect the Water Works' physical assets (infrastructure). They should be done in 2000, to avoid disproportionately higher costs in the future.

**Budget Type #:** B01

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## 2000 Decision Package Request

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**Title: Engineering 2000**

**Department:** Public Works

**Organization:** Engineering Services

**Fund #** 4100

**Agency #** 600

**Organization #** 6025

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
4100	616,667			
0100	267,610	\$		
6000	93,082			
6200	69,810			
7300	255,975			
7400	360,692			
7500	186,164			

**Decision Package Type:**

**Priorities 2000 Request**

**Enhancement to current service levels**

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## 2000 Decision Package Request

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**Proposal Description:** This decision package describes the costs of implementing and deploying Engineering 2000. Engineering 2000 is the project to replace two of the three major components of Ultimap (the City's current drafting/engineering and GIS computer system): computer aided drafting (CAD) and engineering design calculation. The third Ultimap component, GIS (Geographical Information System), is being replaced by the GIS2000 project.

GIS2000 was identified as a SISP project in 1997. As the GIS2000 project has proceeded through its planning phases, the scope of the project has been refined. In the past year the decision has been finalized that GIS2000 does not include replacement of all Ultimap functionality, just the GIS functionality.

Engineering 2000 is not currently a SISP project. Last year, Public Works Engineering submitted an Engineering 2000 decision package; it was referred to ITS as part of the budget process. Since January 1999, Public Works has worked with ITS to:

- 1) Create a Public Works-wide design methodology (Jan-March).
- 2) Create a Public Works-wide RFP for the replacement of CAD and engineering design software, per the direction of PRC and Council (April). The RFP also specified that new software must work with: City standard hardware, standard network topology and the City's new GIS2000 system. The RFP also specified that the new software fit the reorganized Public Works engineering model.
- 3) Create an Engineering 2000 implementation plan (June).
- 4) Evaluate the Engineering 2000 proposals received in the nationwide vendor selection process (July).
- 5) Select an Engineering 2000 vendor; Intergraph (August).
- 6) Create an Engineering pilot project plan. (September)

The total cost of the new Engineering 2000 system is \$ 1,850,000. These components are: Engineering 2000 software (\$ 820,000), related engineering software (\$ 200,000), training (\$ 145,000), servers (\$ 185,000), and implementation services (\$ 500,000).

Planning for Engineering 2000 has been done concurrently with GIS2000 implementation and with the ITS-led initiative to bring Public Works networks and workstations to City enterprise standards. Concurrent planning of these three efforts has identified synergies that will be gained by each of these three delivering a key element to the three interdependent projects.

For example, Engineering 2000 supplies the map database and ongoing map maintenance to GIS2000 as well as to Engineering 2000, thereby eliminating map duplication. GIS2000 delivers GIS functionality so that it does not have to be replicated in Engineering 2000. Engineering 2000 and GIS2000, by being specified to run on the City's image hardware, eliminate the need for specialty hardware to run two different systems. The City standard image rollout project allows implementation of Engineering 2000 and GIS2000 to proceed without individually budgeted hardware and network costs.

The costs identified in this decision package are based on the assumption that the ITS plan to roll out City standard image workstations to Public Works will coincide with the phased roll out of Engineering 2000 to its eventual 159 users. This assumption is parallel to that of the GIS2000 project, which is planning to install GIS2000 on existing City-standard workstations Citywide.

The existing Ultimap system must be replaced because 1) the existing HP hardware and network are obsolete and 2) the existing software is no longer supported by its supplier because that company is out of business.

Engineering 2000 must be rolled out in coordination with GIS2000 because Engineering 2000 supplies the basemap. The success of GIS2000 will be directly tied to the success of Engineering 2000. The basemap will be put into the new Oracle map database via new Engineering 2000 software. The Engineering 2000 and GIS2000 systems will then share it equally. After the new basemap is in Oracle it will be maintained by the new Engineering 2000 system.

The total \$1,850,000 cost identified above can be phased over two years. The following phasing of Engineering 2000 expenditures was developed based on roll-out steps of: 1) a basemap and design pilot; 2) the conversion and maintenance of the existing in Oracle; 3) the definition, creation and implementation of department-wide symbol and design methodology standards; 4) the design of a live engineering project; 5) the design of two live projects, a renovation and a reconstruction project, from advance planning through construction; 6) the design of all projects via the new system; 7) the partial roll-out to operating divisions, including construction, right-of-way, asbuilts; and 8) the complete rollout of all full and viewer stations across the entire department.

The cost of phasing is recommended to be \$ 1,000,000 in year 2000 and \$ 850,000 in year 2001.

**Impact on Services.** With the implementation of Engineering 2000, the City will improve its ability to work with its constituents to plan, design, construct and maintain all of the elements of the City's infrastructure.

**Budget Type #:** B15

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## 2000 Decision Package Request

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**Title:** GPS Receiver

**Department:** Public Works – Engineering Services

**Organization:** Street Design

**Fund #** 4100

**Agency #** 600

**Organization #** 6025

**2000 Impact:**

Fund	Cost	Revenues	FTE's	Job Titles
4100	106,000	\$		

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:**

The purpose of this decision package is to purchase and implement GPS survey equipment, including a base station and receivers.

GPS (Global Positioning System) uses specialized equipment and satellite signals to quickly and accurately identify x, y and z coordinate positions on the ground. The Public Works Department will use GPS for control on preliminary and construction surveys; to control digital orthophotography and to place survey accurate coordinates on monuments and hydrants.

**Justification:**

- 1) *Engineering 2000 and GIS 2000:* Both initiatives are impossible without property basemap correction. GPS will be used to dimensionally correct the property basemap so that it correctly fits other maps in Engineering 2000 and GIS 2000.
- 2) *Control Monuments and Hydrants:* Minneapolis has 1500 monuments and 8000 hydrants that it uses for horizontal and vertical survey control. In the last seven years the City has lost about 75 monuments due to construction. In the last 25 years about 6000 hydrants have been moved or adjusted due to construction. None of these have had new control replaced upon them due to the cost and speed of traditional surveying.
- 3) *Cost and speed:* Traditional surveying is relatively slow and costly for control surveys. As field control monuments and hydrants disappear traditional surveys become ever costlier and slower. Today no other agency performs control surveys without GPS equipment.

GPS control surveys are cheaper and faster. We estimate \$2000 to \$5000 to perform a high accuracy survey on a control monument using traditional methods; \$200 to \$500 using GPS.

- 4) *MetroGIS:* Our present maps are not in the same coordinate system as the rest of the metro maps. GPS will be required to make them fit other metro maps.
- 5) *RW Management:* Public Works built a utility database, for its underground structures as well as private utilities. GPS will help to update this database with new utility positions.

**Impact on Services.** New control surveys will never be done, because their cost by traditional means is prohibitive. The control points are the basis of all GIS maps. The City has an investment of over \$5 million in its monument control system which it will throw away if the control system is not maintained.

**Budget Type #:** B14

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## 2000 Decision Package Request

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**Title:** Driver & Operator Overtime

**Department:** Public Works

**Organization:** Equipment Operations

**Fund #** 6100      **Agency #** 675

**Organization #** 6758

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
6100	\$451,849	\$451,849		

**Decision Package Type:**      **Priorities 2000 Request**     

Technical

**Enhancement to current service levels**     

**Proposal Description:** In 1997 operating divisions used 27,394 hours of overtime by drivers and operators. In 1998 overtime for the same group was 23,629 hours. Using the lower 1998 number, the overtime for 2000 will cost approximately \$750,398. Only \$353,385 of overtime wages was included in the salary-forecast system, leaving a shortage of approximately \$398,000 plus applicable fringe benefits.

4000	\$398,000
7812	20,616
7813	24,676
7821	5,771
7840	2,786

**Impact on Services:** Continuation of current level

**Budget Type #:** B15

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## 2000 Decision Package Request

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**Title: EQUIPMENT PURCHASING**

**Department:** Public Works

**Organization:** Equipment Purchasing

**Fund #** 6100

**Agency #** 675

**Organization #** 6765

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
6100	\$4,600,000	\$		

**Decision Package Type:** **Priorities 2000 Request**

REINSTATEMENT

**Enhancement to current service levels**

**Proposal Description:** Due to a shortfall of revenue, from that proposed by the DMG study and incorporated into the finance plan for the fund, a significant cash deficit within the Equipment Fund (6100) has resulted. The CSL budget for 2000 included \$6.6 million for the replacement of equipment. One of the proposed actions has been to reduce that amount by \$4.6 million to a level of \$2.0 million. In its draft report, reviewing the divisions implementation of its original recommendations, DMG strongly recommends against such cutbacks. Their draft report contends :

1. Renewal of the fleet was key to capturing overall cost savings.
2. 15% of the fleet still exceeds replacement criteria, and suspension of the replacement program would significantly increase the number of units beyond their useful life.
3. Suspension of vehicle replacement for one year will cost the City an additional \$410,000 for vehicle maintenance.
4. Reliability and vehicle safety will degenerate resulting in a negative impact to the delivery of public services.

**Impact on Services:** The age and condition of the Cities fleet will deteriorate leading to the need for additional "catch-up" funding, higher operating costs and deteriorating working conditions and safety.

**Budget Type #:** B17

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## 2000 Decision Package Request

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**Title: Driver & Operator Overtime**

**Department:** Public Works

**Organization:** Equipment Operations

**Fund #** 6100      **Agency #** 675

**Organization #** 6758

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
6100	\$451,849	\$451,849		

**Decision Package Type:**      **Priorities 2000 Request**     

Technical

**Enhancement to current service levels**     

**Proposal Description:** In 1997 operating divisions used 27,394 hours of overtime by drivers and operators. In 1998 overtime for the same group was 23,629 hours. Using the lower 1998 number, the overtime for 2000 will cost approximately \$750,398. Only \$353,385 of overtime wages was included in the salary-forecast system, leaving a shortage of approximately \$398,000 plus applicable fringe benefits.

4000	\$398,000
7812	20,616
7813	24,676
7821	5,771
7840	2,786

**Impact on Services:** Continuation of current level

**Budget Type #:** B15

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## 2000 Decision Package Request

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**Title:** Minneapolis Infiltration/Inflow Study of Sanitary Sewers

**Department:** Public Works, Engineering Services      **Organization:** Sewer Design

**Fund #** 7300      **Agency #** 600      **Organization #** 6063

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7300	\$125,000		0	NA

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Minneapolis is under Federal and State mandates to reduce the frequency of overflows of untreated sewage to the Mississippi River. This mandate resulted in the 10+ year CSO construction program during which the City constructed new storm drains to redirect street runoff from the sanitary sewers into separate storm drains. 1999 has been the final year of funding this program. Although significant improvement in the frequency and volume of overflows has occurred since the beginning of the CSO program in 1985, the Metropolitan Council Environmental Services determined that the continued occurrence of overflows was still too frequent. It is believed that numerous rooftops are still connected to the sanitary system, and contributing large amounts of runoff to the sewers during rainstorms. It may also be discovered that parking lots and isolated street segments have stormwater connections to the sanitary sewers. Therefore, a significant amount of additional study is needed to determine the exact source and location of stormwater flows to the sanitary sewers. It is estimated that such a study could cost \$1,000,000. Public Works is proposing to hire a consultant to monitor the flows and recommend solutions over a period of 4 years. Funding needs are projected at:

2000	\$125,000
2001	\$300,000
2002	\$300,000
2003	\$175,000

This decision package is for the first year of the proposed 4-year study. If Minneapolis does not continue to comply with these mandates then the City could be subject to penalties of the Clean Water Act (maximum fine of \$25,000 per day of non-compliance). The Metropolitan Council could hold up approval of the Minneapolis Plan (the 1999 Comprehensive Plan) which could suspend all City activities that need Met Council/Comprehensive Plan approval (not just those that are sewer related).

**Impact on Services:** No impact – consultant would be hired to monitor flows.

**Budget Type #:** B12

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## 2000 Decision Package Request

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**Title:** OPERATING MATERIALS AND SUPPLIES

**Department:** Public Works

**Organization:** Sewer Maintenance

**Fund #** 7300

**Agency #** 630

**Organization #** 6310

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7300	230,000	\$		Maintenance and Construction Materials

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** This request reflects the price increases for Materials and Supplies. That, coupled with our increased procurement is based on actual costs for 1996, 1997, 1998, and 1999.

**Impact on Services:**

**Budget Type #:** B13

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## 2000 Decision Package Request

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**Title:** SEWER RELATED EQUIPMENT REPLACEMENT

**Department:** Public Works

**Organization:** Sewer Maintenance

**Fund #** 7300

**Agency #** 630

**Organization #** 6310

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7300	97,000	\$		Equipment

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** As our service levels have increased in the areas of Pump Stations, Grit Chambers and Holding Ponds, our Equipment requirements have increased accordingly. Replacement of existing Equipment using a ten-year cycle is the basis for this \$97,000 request. For example, a vacuum trailer costs \$35,000 and a TV camera system costs \$42,000 not including the truck.

**Impact on Services:**

**Budget Type #:** B14

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## 2000 Decision Package Request

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**Title:** Minneapolis Stormwater Design Manual

**Department:** Public Works, Engineering  
Services

**Organization:** Sewer Design

**Fund #** 7300

**Agency #** 600

**Organization #** 6063

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7300	\$100,000	\$70,000	0	NA

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Minneapolis is under Federal and State mandates to improve the quality of stormwater runoff. Stormwater runoff collects many pollutants from an uncountable number of sources. Therefore, Minneapolis must use many techniques to improve the quality of runoff. In response, the City Council adopted a new ordinance in 1999 that requires stormwater treatment at all public and private construction projects of 1 acre and greater in area. The ordinance focuses on the procedures of approving projects, and intentionally does not detail how the runoff can be treated. Many techniques are available for designers to use, and the industry is continuously developing new products. Therefore, the ordinance set up a "Minneapolis Stormwater Manual" that can be used by designers and builders to understand the process and acceptable techniques that can be used at their sites. It would also be a document that can be amended without lengthy changes to a city ordinance. Many similar manuals exist nationally that are appropriate for developing suburban communities (including one developed by the Minnesota Pollution Control Agency), but none focus on the unique needs of northern cities with high density development. It is estimated that the manual will cost \$100,000 to produce. Grants from the Metropolitan Council and the Board of Soil and Water Resources as well as matching funds from St. Paul are being pursued to both offset the cost and to develop a manual that is regional.

**Impact on Services:** No impact – consultant would be hired to produce manual.

**Budget Type #:** B11

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## 2000 Decision Package Request

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**Title:** Solid Waste fee increase

**Department:** Solid Waste

**Organization:** Collection

**Fund #** 7700

**Agency #** 664

**Organization #** 6641

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7700	\$	\$1,000,000		

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** First rate increase since 1995. Rate increase will allow current services to be adequately performed and service levels to be maintained in 2000 without Enterprise Fund deficit. 1999 budget is deficit budget that is eroding Fund Balance. All possible internal cost savings have been made that avoid service decreases.

**Impact on Services:** If rate increase granted, there will be no adverse effect on services or service levels. If the rate increase is denied, service level decreases and/or service cuts must be made to maintain positive fund balance. Options for service level decreases have been provided.

**Budget Type #:** B14

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## 2000 Decision Package Request

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**Title:** Add 1 FTE for Recycling

**Department:** Solid Waste

**Organization:** Recycling

**Fund #** 7700

**Agency #** 664

**Organization #** 6650

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7700	\$46,215	\$46,215	1	Solid Waste & Recycling Worker

**Decision Package Type:**     **Priorities 2000 Request**    

**Enhancement to current service levels**    

**Proposal Description:** The work of the division results in a high rate of injuries. Aggressive workplace safety training and awareness measures have not reduced the rate of increase of lost time days. The number of restricted duty hours has been increasing to a level (16,600 man hours in 1998) that prevents core functions from being accomplished within the existing FTE authorization. Additional FTE's will allow staffing of core functions on a daily basis, accomplishing the basic level of service required by our customers.

**Impact on Services:** Core services (recyclables collection, recycling bin placement) will be staffed at base levels, additional services (enforcement of rebate compliance, bin maintenance) will be staffed more frequently than present. Customer services will be provided on a more timely basis.

**Budget Type #:** B13

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## 2000 Decision Package Request

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**Title:** Full Time Equivalent Increase

**Department:** Solid Waste

**Organization:** Large Item/Problem Material

**Fund #** 7700

**Agency #** 664

**Organization #** 6658

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7700	\$138,645	\$138,645	3	Solid Waste & Recycling Worker

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** The increase in numbers of appliances requiring hazardous material removal and increase in the amount of problem material setouts by customers and transfer station dropoffs have required diversion of personnel from lower priority functions to carry out this critical service.

**Impact on Services:** Clean City forces have been diverted to Problem Material collection and processing functions. This has resulted in Clean City functions not occurring when requested. Approval of the Decision Package will allow Clean City tasks to be performed.

**Budget Type #:** B11

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## 2000 Decision Package Request

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**Title:** Add 2 FTE's for Collection of Solid Waste

**Department:** Solid Waste

**Organization:** Collection

**Fund #** 7700

**Agency #** 664

**Organization #** 6641

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7700	\$92,430	\$92,430	2	Solid Waste & Recycling Worker

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** The work of the division results in a high rate of injuries. The number of restricted duty hours has been increasing to a level (16,600 man hours in 1998) that prevents core functions from being accomplished within the existing FTE authorization. Aggressive workplace safety training and awareness measures have not reduced the rate of increase of lost time days. Additional FTE's will allow staffing of core functions on a daily basis, accomplishing the basic level of service required by our customers.

**Impact on Services:** Core services (garbage collection, cart placement) will be staffed at base levels, additional services (illegal dumping cleanup, cart maintenance) will be staffed more frequently than present. Customer service requests will be provided on a more timely basis.

**Budget Type #:** B12

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## 2000 Decision Package Request

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**Title:** PARK BOARD STORM DRAIN SYSTEM

**Department:** Public Works

**Organization:** Sewer Maintenance

**Fund #** 7300

**Agency #** 630

**Organization #** 6310

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7300	58,523	\$	2.00	Construction Maintenance Laborer
7300	95,277		2.00	Maintenance Crew Leaders Sewer
7300	346,200			Operating Supplies

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** This Decision Package is part of the Park Board/Public Works Service Overlap. Please reference the Policy Issues and Recommendations document prepared by the Management Analysis Division, which indicates \$500,000.00.

**Impact on Services:**

**Budget Type #:** B11

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## 2000 Decision Package Request

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**Title:** PARK BOARD PARKWAY SIGNS

**Department:** Public Works

**Organization:** Sewer Maintenance

**Fund #** 0100

**Agency #** 685

**Organization #** 6874

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	47,870	\$	1.0	Maint. Crew Leader – Traffic
0100	8,000			Equipment Rental
0100	49,130			Operating Supplies
0100	300,000			Utility expenses for additional lights

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** This Decision Package is part of the Park Board/Public Works Service Overlap. Please reference the Policy Issues and Recommendations document prepared by the Management Analysis Division, which indicates \$405,000.00.

**Impact on Services:**

**Budget Type #:** B10

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## 2000 Decision Package Request

**Title:** Establish Appropriate Funding Level for Snow & Ice Control

**Department:** PW Streets & Malls

**Organization:** Snow & Ice Control

**Fund #** 0100

**Agency #** 607

**Organization #** 6220

**2000 Impact: \$1,200,000**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$1,200,000	0	0.0	

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:**

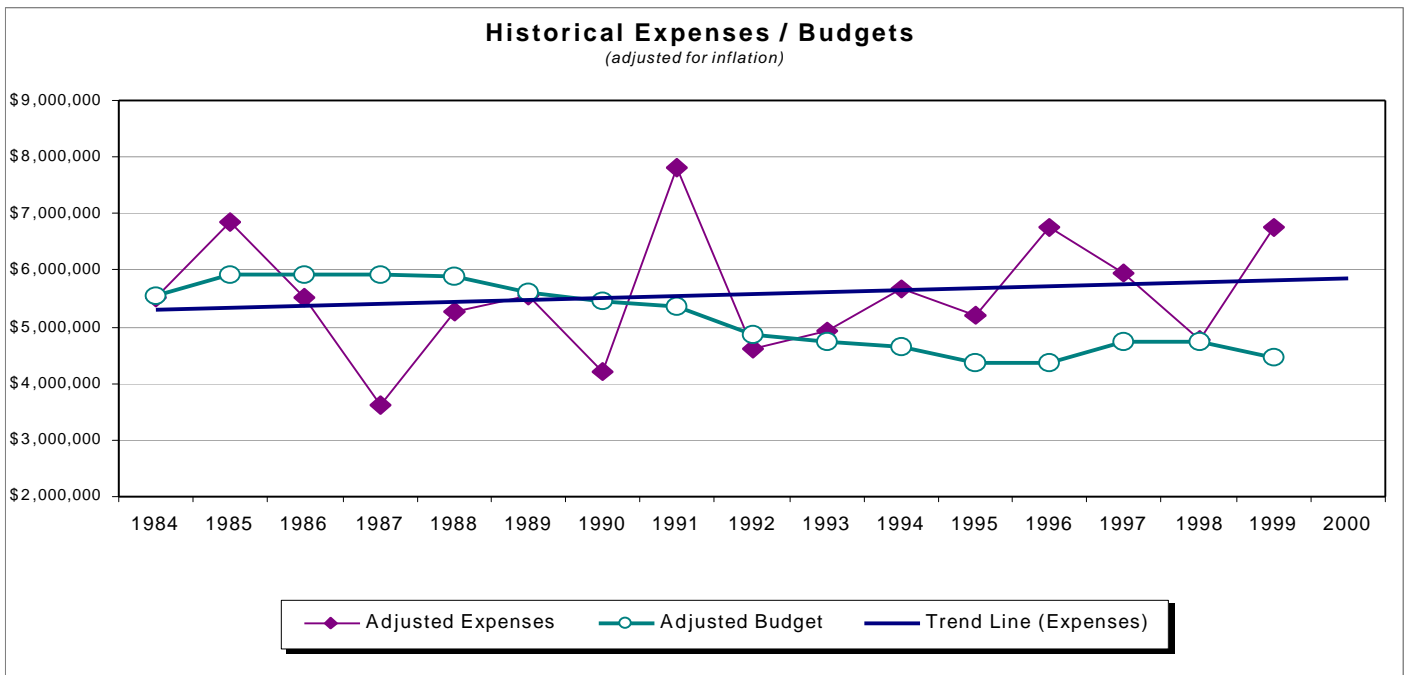
This decision package is to bring the Snow and Ice Control budget in line with anticipated needs for 2000. We anticipate expenses to be \$5,800,000 -- based on historical expenditure trends (after adjusting for inflation) and increased equipment labor and vehicle rates. This is an increase of \$1,200,000 over the current service level budget. Over the last 7 years, funding for this cost center has declined while costs for labor, equipment rental and materials have risen .60% each year, after adjusting for inflation (see chart below).

LABOR:	\$ 265,759
FRINGE:	57,773
EQUIP:	725,962
CONTRACTUAL:	38,792
MATERIAL:	111,714
	\$ 1,200,000

**Impact on Services:**

This decision package assumes no increase or decrease in service levels. Any increase in service level should have additional funding established over and above this request.

**Budget Type #:** B04



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## 2000 Decision Package Request

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**Title:** Increase Street lighting Maintenance

**Department:** Public Works Transportation

**Organization:** Street Lighting

**Fund #** 0100

**Agency #** 685

**Organization #** 6851

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$208,551		3	Electricians

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Increased maintenance costs due to an increase in the number of Street Lights maintained by City forces. The number of units has increased from 5600 to 7500. In addition all the street light maintenance was transferred from NSP to the City with no corresponding increases in FTE's.

In 1997 the CITY OF MINNEAPOLIS began maintaining the ornamental street lighting system. Prior to that time, NSP was under contract for this work. The work force currently assigned and required to perform street light maintenance at the current level is 1 FTE (Forman) and 4 FTE's (Electrician) . The current street lighting budget includes 1 FTE (Forman) and 1 FTE (Electrician)

**Impact on Services:** Citizens expectations of maintenance levels would be unfulfilled. ( ex. Dark street lights)

**Budget Type #:** B33

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## 2000 Decision Package Request

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**Title:** Utility Costs

**Department:** Public Works Transportation      **Organization:** Street Lighting

**Fund #** 0100      **Agency #** 685      **Organization #** 6851

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$100,000			

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Increased electricity costs due to an increase in the cost of buying electricity and in the increase of Street light and traffic signal installations .Since 1996 we have added 1900 street light units for a total of 7500.

**Impact on Services:** If these increases are not granted street lights would be turned off or other services would be curtailed.

**Budget Type #:** B32

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## 2000 Decision Package Request

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**Title:** Wage increase for Parking Operator

**Department:** Public Works

**Organization:** Transportation

**Fund #** 7500

**Agency #** 685

**Organization #** 6896

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7500	\$425,000	\$	0	

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Wage increase for Parking Operator to bring the parking facility employees to a "living wage". Phase 3 of 4.

**Impact on Services:** In 1998 and 1999, wage increases for the operational staff of both parking operators, for positions such as cashiers, janitors, attendants and event staff, was increased from a wage of \$6.50 to \$7.50 per hour. This increase was required to remain competitive with entry-level positions at McDonald's and Burger King. The cost for this increase is estimated at \$425,000.

It is our understanding that The City of Minneapolis has mandated that contractors to the City must pay a "Living Wage" to their employees, which equates to a starting wage of approximately \$8.75 per hour. Our goal is to buffer the estimated \$850,000 dollars that this will require. This wage increase allows the current parking operators to comply with this directive in four phases.

**Budget Type #:** B12

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## 2000 Decision Package Request

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**Title:** Replacement Garage Doors

**Department:** Public Works

**Organization:** Transportation

**Fund #** 7500

**Agency #** 685

**Organization #** HAAF

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7500	\$75,000	\$		

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Replacement Garage Doors.

**Impact on Services:** The Jerry Haaf Municipal Ramp houses special units of the Police Department which utilize Automatic Garage Doors to enter and exit the facility frequently. The traffic wear on the doors has been substantial and they are failing more frequently creating a security issue. New Bifold Doors will reduce the wear factor, and the need for frequent repair and replacement.

**Budget Type #:** B11

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## 2000 Decision Package Request

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**Title:** Transportation Studies

**Department:** Public Works

**Organization:** Transportation

**Fund #** 7500

**Agency #** 685

**Organization #** 6888

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7500	\$75,000	\$		

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Transportation Studies to analyze traffic flows within the City of Minneapolis.

**Impact on Services:** Phase 2 of 2, The Transportation Study is necessary to implement changes recommended by Phase 1. The exact nature of the changes are not known at this time but with the recent approval of LRT and associated changes to the street grid system, major changes in transportation systems are anticipated.

**Budget Type #:** B23

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## 2000 Decision Package Request

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**Title:** Automated Parking Equipment

**Department:** Public Works

**Organization:** Transportation

**Fund #** 7500

**Agency #** 685

**Organization #** LEMI

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7500	\$950,000	\$	0	

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Replacement of existing parking equipment at the Leamington Municipal Ramp with Automated Parking Equipment.

**Impact on Services:** This equipment will enable the parking facility to reduce the number of cashiers currently in place by offering automated payment systems to the customer. This automated system will allow the use of cash or credit to purchase parking prior to exiting the parking facility, without the need to visit a cashier, thus reducing wage costs. Cost savings are estimated to be \$175,000 per year.

**Budget Type #:** B14

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## 2000 Decision Package Request

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**Title:** Parking Meter Card Dispensers

**Department:** Public Works

**Organization:** Transportation

**Fund #** 7500

**Agency #** 685

**Organization #** 6895

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7500	\$100,000	\$50,000		

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Parking Meter Card Dispensers phase 2 of 2, allowing multiple site access to purchase parking smart cards.

**Impact on Services:** The Parking Meter Card Dispenser will enable convenient access to parking meter smart cards, increased visibility of the smart card system, and reducing the number of coins to be counted. This value added service to the customers of our on street parking system also permits the customer to reload their cards at these locations with any value they desire, and charge it directly to their credit cards. Monies received by this system is up front, which means that the City has the use of this money before it is used. The City of St. Paul has expressed and interest in partnership on this proposal.

**Budget Type #:** B15

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## 2000 Decision Package Request

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**Title:** Fiber Connections to Municipal Parking System

**Department:** Public Works

**Organization:** Transportation

**Fund #** 7500

**Agency #** 685

**Organization #** 6895

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7500	\$175,000	\$	0	

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Phase 3 of 3, Final Phase of Fiber connections for City of Minneapolis and the Municipal Parking System.

**Impact on Services:** Complete installation of conduit and fiber to all Municipal Parking Ramps and other City Departments outside City Hall. This project is evolving to establish not only a wide area network (WAN) for the Municipal Parking System for supplying data and video but supplying data and other capabilities to other City departments that are outside of City Hall. This fiber connection will also permit distribution of MN/DOT traffic advisories to our customers, provide new connection between the City and Hennepin County, provide connection to the Convention Center, Traffic Control, Counting Facility, and various fire and police stations.

**Budget Type #:** B16

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## 2000 Decision Package Request

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**Title:** Centralization of Processes

**Department:** Public Works

**Organization:** Transportation

**Fund #** 7500

**Agency #** 685

**Organization #** 6895

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7500	\$150,000	\$	0	

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Centralization of Processes.

**Impact on Services:**

Centralizing certain processes within the Municipal Parking System will create efficiencies that will reduce wage expenses, allowing for more efficient handling of Municipal Funds and improving revenue control within the Parking System. Specifically, centralizing handling of monthly parking fees through one office, ability to program access cards, processing, auditing, and revenue control. This change will not affect the autonomous nature of each parking facility within the Municipal Parking System.

This centralization will consist of developing a complete system which will combine or centralize monthly parker accounts into a single location for billing, user history, and account processing. This could eventually lead to a reduction of up to 12 FTE's in the parking ramps for an annual savings of \$240,000.

This centralization will result in improved customer service as well as provide our customers with electronic billing, internet account access, and multiple payment locations.

**Budget Type #:** B17

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## 2000 Decision Package Request

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**Title:** Skyway Signage

**Department:** Public Works

**Organization:** Transportation

**Fund #** 7500

**Agency #** 685

**Organization #** 6895

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7500	\$250,000	\$125,000	0	

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Skyway Signage for Municipal Skyway System, phase 3 of 4.

**Impact on Services:** Phase 1 (1998) of the uniform Skyway Signage program has been to coordinate with the Downtown Council a program which provides easier to read and follow types and styles of signs. A consultant has been hired to assist in the design and development of these signs. Phase 2 (1999) is to start the installation of these informational signs within the Skyway System. Phase 3 continues installation of the informational signs within the Skyway System. This program requires matching funds from the private sector with a maximum of \$125,000 city costs.

**Budget Type #:** B18

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12/10/99

## 2000 Decision Package Request

**Title:** Parking Facility Restriping

**Department:** Public Works

**Organization:** Transportation

**Fund #** 7500

**Agency #** 685

**Organization #** TAD4, TAD5, TAD7

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7500	\$180,000	\$400,000	0	

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Restriping parking stalls within the TAD Garages.

**Impact on Services:** Restriping the TAD Garages will enable additional parking stalls to be realized within the TAD Garages, thereby, increasing the total number of vehicles that are able to utilize the TAD parking garages. This will have a positive revenue effect of \$900,000 on the TAD Garages when completed. Year 2000 revenue impact will approximately \$400,000.

**Budget Type #:** B20

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12/10/99

## 2000 Decision Package Request

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**Title:** Revenue Control Consultant

**Department:** Public Works

**Organization:** Transportation

**Fund #** 7500

**Agency #** 685

**Organization #** 6895

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7500	\$25,000		0	

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Contract with a Revenue Control Consultant to assist Public Works with specifications for a planned purchase of new automated revenue control equipment.

**Impact on Services:** The Parking System needs new automated revenue control system to replace equipment that is becoming outdated and costly to repair. The Revenue Control Consultant will be contracted to write specifications for a new system with automation and wage reduction as a key focus, as well as assisting Public Works with specifications for equipment that will improve the exiting capacity of the Parking System, and enhance the ability of the City to Monitor the Parking System.

**Budget Type #:** B21

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12/10/99

## 2000 Decision Package Request

**Title:** Parking System Analyst

**Department:** Public Works

**Organization:** Transportation

**Fund #** 7500

**Agency #** 685

**Organization #** TAD4, TAD5, TAD7

**1999 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
7500	\$45,572	\$	1	Parking System Analyst

**Decision Package Type:**      **Priorities '00 Request**     

**Enhancement to current service levels**     

**Proposal Description:** Add one Parking System Analyst.

**Impact on Services:** The workload at the TAD Garages has significantly increased as utilization has neared capacity including additional reporting needs to MN/DOT. This need has been tentatively approved by MN/DOT. This FTE will be funded completely from the TAD Garages.

**Budget Type #:** B22

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## 2000 Decision Package Request

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**Title:** Internal Billings

**Department:** Public Works Transportation      **Organization:** Field Operations

**Fund #** 0100      **Agency #** 685      **Organization #** 6880

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$122,000	0	.66	Electrician

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** The amount of work for other city departments has increased from \$92,807 in 1996 to an estimate of \$212,842 in 1999.

The City's current budgeting policy for capital projects often places the funding for the entire project in one department's appropriation even though several divisions have work to accomplish. The transportation division must spend money from its general fund operating budget to accomplish the work for others. Thus the expenditures are higher in transportation's operating budget. However they are offset by the revenue from the "Work for others revenue".

**Impact on Services:**

**Budget Type #:** B30

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## 2000 Decision Package Request

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**Title:** External Billings

**Department:** Public Works Transportation      **Organization:** Field Operations

**Fund #** 0100                      **Agency #** 685                      **Organization #** 6880

**2000 Impact:**

<u>Fund</u>	<u>Cost</u>	<u>Revenues</u>	<u>FTE's</u>	<u>Job Titles</u>
0100	\$410,000	0	2.5	Electricians

**Decision Package Type:**      **Priorities 2000 Request**     

**Enhancement to current service levels**     

**Proposal Description:** The amount of external work for others, such as signal wrecks, construction companies etc. has gradually increased from \$250,837 in 1996 to an estimate of \$409,000 in 1999.

The transportation division is regularly called upon to repair, maintain or restore the city's traffic signal system. This could be in response to a major downtown development project, utility installation or traffic accidents.

Over the years the number of traffic signals and street lights have increase as has the volume of traffic. This increased exposure has resulted in a larger expending for the repair of facilities caused by vehicular accidents.

**Impact on Services:**

**Budget Type #:** B31

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# GLOSSARY

**GENERAL FUND TYPE  
DESCRIPTION**

*Operating Tax Funds are those operating funds which receive some of their revenues from property taxes.*

**GENERAL FUND (0100)** - The General Fund accounts for all financial transactions not accounted for in another fund. It finances many activities such as general government, public safety, streets, health, culture and recreation. It receives financial support from a number of sources such as general property taxes, licenses and permits, franchise fees, charges for services, fines and forfeits.

**SPECIAL REVENUE FUNDS  
DESCRIPTIONS**

*Special revenue funds account for the proceeds of specific revenue sources that are restricted to expenditures for specific purposes, other than expendable trusts or other major capital projects.*

**ARENA RESERVE (2600)** - This fund is a holding fund for Target Center related activity.

**CDBG (0400)** - This fund accounts for federal grants received under the Community Development Block Grant program.

**CONVENTION CENTER FUND (0760)** - This fund accounts for the operations of the Convention Center, the proceeds of the five City sales taxes and the debt service payments for the Convention Center and its related facilities.

**CONVENTION FACILITIES RESERVE FUND (2790)** - This fund is a holding fund for parking and sales tax revenue associated with Convention Center related facilities.

**EMPLOYEE RETIREMENT (0990)** - This fund accounts for tax levy proceeds and state aid revenues for sworn fire and police personnel retirement, as well as, for the retirement program of civilian city employees hired prior to coverage by the state PERA.

**FEDERAL GRANTS FUND (0300)** - This fund is used to account for federal grants not accounted for in either Community Development funds or federal pass-through funds from state agencies.

**GRANTS - OTHER FUND (0600)** - This fund accounts for all other grants received not accounted for in another fund.

**POLICE SPECIAL REVENUE FUND (2100)** - This fund accounts for all revenue and expenses from charitable gambling taxes and seizure of assets under state and federal law.

**CAPITAL FUND  
DESCRIPTION**

*Capital funds account for financial resources to be used for the acquisition and construction of major capital facilities.*

**PERMANENT IMPROVEMENT (4100)** - This fund accounts for all capital improvement projects for the city, financed primarily by property tax, proceeds from the sale of bonds, state reimbursement and special assessments.

**DEBT SERVICE FUNDS  
DESCRIPTIONS**

*Debt service funds account for the resources accumulated for the payment of principal and interest on general long term debt.*

**BOND REDEMPTION - MULTI PURPOSE FUND (5250)** - This fund accounts for the accumulation of resources for the payment of interest and principal on general long term debt not accounted for in another debt service fund.

**BOND REDEMPTION - SPECIAL ASSESSMENT FUND (5450)** - This fund accounts for the accumulation of resources for the payment of interest and principal on special assessment debt.

**DEBT SERVICE - DEVELOPMENT PROJECTS** - This group of funds accounts for the accumulation of resources for the payment of interest and principal on general long term debt related to development projects. This group includes, the Conventions Center Related Debt Service Fund (5300), the Target Center Debt Service Fund (5350), the Concert Hall Bond Sinking Fund (5600) and the Tax Increment Debt Service Fund (5900).

**PARK ACQUISITION AND IMPROVEMENT DEBT FUND (5360)** - This fund accounts for the accumulation of resources for the payment of interest and principal on special assessment debt related to park and parkway improvement debt.

**ENTERPRISE FUNDS  
DESCRIPTIONS**

*Enterprise funds are the funds of City business enterprises providing goods or services on a fee basis to the general public which are intended to be self sufficient.*

**MUNICIPAL PARKING FUND (7500)** - This fund accounts for the operations of on-street and off-street parking facilities and parking enforcement.

**SEWER RENTAL FUND (7300)** - This fund accounts for fees collected from the customers connected to the City sewer system and for all expenses of operating this system.

**SOLID WASTE FUND (7700)** - This fund accounts for the City's revenues and expenditures for solid waste collection and recycling.

**WATER REVENUE FUND (7400)** - This fund accounts for the activities of the municipal utility providing water services to the City and adjoining communities.



**INTERNAL SERVICE FUNDS  
DESCRIPTIONS**

*Internal service funds account for the financing of goods or services provided by one department or agency to other departments on a cost reimbursement basis.*

**EQUIPMENT FUND (6100)** - This fund accounts for internal rental of equipment, operators and space to other City departments by the Public Works Equipment Division.

**INTERGOVERNMENTAL SERVICE FUND (6400)** - This fund accounts for various internal support functions including computer services and development, postage, printing, and telecommunications.

**LAND AND BUILDINGS FUND (6200)** - This fund was established to account for the maintenance of property and City buildings operated by the Public Works General Services Division.

**PAVING PRODUCTS FUND (6000)** - This fund accounts for the operations of the asphalt plant, concrete plant and testing laboratory.

**PUBLIC WORKS STORES FUND (6300)** - This fund accounts for the purchase and issuing of public works-type supplies and materials as well as office supplies.

**SELF INSURANCE FUND (6900)** - This fund accounts for employee benefits, both employer's and employee's portions, and associated administrative costs associated with the programs. The fund also accounts for general liability claims, workers compensation and the unused sick leave payments to departed employees.

**INDEPENDENT BOARDS FUNDS  
DESCRIPTIONS**

**ESTIMATE AND TAXATION FUND (1000)** - This fund accounts for the operation of the Board of Estimate and Taxation, which establishes maximum tax levies for the City, it's Boards and Commissions.

**LIBRARY BOARD FUNDS - COMBINES:**

**LIBRARY GENERAL FUND (1800)** - This fund accounts for the operations and maintenance of all City-owned libraries under the supervision of the Library Board and is their "general fund".

**PERMANENT IMPROVEMENT - LIBRARY BOARD (4400)** - This fund accounts for the capital improvement projects of the library board.

**MCDA FUNDS - COMBINES:** - All mcda funds, accounting for all the activities of the MCDA.

**MUNICIPAL BUILDING COMMISSION FUND - COMBINES:**

**MUNICIPAL BUILDING COMMISSION FUND (1100)** - This fund accounts for the cost of operating and maintaining the City Hall/Court House building.

**PERMANENT IMPROVEMENT - MUNICIPAL BUILDING COMMISSION (4200)** - This fund accounts for the capital improvement projects of the Municipal Building Commission.

**NRP ADMINISTRATIVE FUND (2300)** - This non-City fund accounts for administrative revenue and expenditures of the Neighborhood Revitalization Policy Board which was established under a joint powers agreement with the Park and Library Boards, Hennepin County and the Minneapolis School Board.

**PARK BOARD FUNDS - COMBINES:**

**PARK AND RECREATION FUND (1500)** - This fund accounts for the operations and maintenance of all City-owned parks under the supervision of the Park and Recreation Board and is their "general fund".

**PARK MUSEUM FUND (1600)** - This fund accounts for the county-wide property tax levy supporting the Minneapolis Art Institute.

**TREE PRESERVATION AND REFORESTATION FUND (1700)** - This fund finances the planting, care and maintenance of trees on public boulevards and parks and the removal, care and maintenance of diseased trees.

**PARK LAND FUND (1950)** - This fund accounts for assets held for the purchase and improvement of park land.

**PARK ACQUISITION AND IMPROVEMENT FUND (3700)** - This fund accounts for special assessments for parkway improvements and the removal of diseased shade trees not financed by bonds from private residential property.

**PERMANENT IMPROVEMENT - PARK AND RECREATION BOARD (4300)** - This fund accounts for the capital improvement projects of the Park and Recreation Board.

**PARK EQUIPMENT AND STORES (6600)** - This fund is the Park Board's interdepartmental equipment and central stores fund.

**PARK SELF INSURANCE (6700)** - This fund accounts for the Park Board's revolving self-insurance program.

**PARK OPERATING FUND (7800)** - This fund accounts for the operation of the City's golf courses, refectories, ice arena, tennis courts and similar recreational activities.

**YOUTH COORDINATING BOARD (2200)** - This fund accounts for all revenue and expense of the Youth Coordinating Board which was established under joint powers agreement with Hennepin County and the Minneapolis School Board.

**PUBLIC HOUSING FUNDS** - This group of non-city funds presents the totals for all funds associated with the Minneapolis Public Housing Authority.

## GLOSSARY OF TERMS

**Agency** - In FISCOL, this is the term for the highest organizational level, in most cases a city department or independent board.

**Contractual Services** - The summary expense category which displays expenses such as contracts for service, quasi-contractual arrangement such as utilities, or services billed by another unit of government.

**Cost Center/Level 2** - The lowest level of organizational unit for purposes of budget presentation. Cost Centers are usually provided where organizational units below the department level are needed for a clear breakdown of budget information. Cost Centers are also referred to as Level 2 in some documents. This is the organizational level of Cost Centers in FISCOL.

**Fiscal Disparities** - Fiscal Disparities is a law by which commercial-industrial tax base growth is shared annually among metropolitan taxing jurisdictions according to a statutory formula.

**FISCOL** - Acronym for Financial Information System City of Lakes, the automated finance system used to prepare most of the financial information in this document. This system is also used for all other accounting transactions within the City.

**FTE (Full Time Equivalent)** - A unit of measurement to account for the number of positions authorized to departments. One FTE is equivalent to one employee working 2080 hours in 2000.

**Fund** - A major accounting vehicle used by the city to account for revenues, expenditures, assets, and liabilities of major sectors of city activities as established by legal requirements.

**Fund Summary** - A budgetary document that summarizes on an annual basis the activities of a city fund. It compares revenues with expenditures on an annual basis. This budget fund summary may not be the same as the audited financial statement since the fund summary includes only resources which are available to pay expenses of the fund (i.e. excludes inventory and depreciation) during the current year.

**HACA** - The Homestead and Agricultural Credit Aid is a form of state aid to local governments to compensate for tax revenue that is lost because of lower tax rates for homesteaded residential property (versus non-homesteaded).

**Market Value** - The estimated amount as determined by the City Assessor that a willing seller and a willing buyer would agree upon for a piece of property.

**Mayor's Recommendation** - The recommended annual budget by the Mayor as required by the City Charter.

**Net Tax Levy** - This is the total tax levy less HACA (but including fiscal disparities). The net tax levy is now the certified tax levy as required by a change in state law.

**Operating Tax Funds** - Those funds at least partially financed by property taxes which support the normal functions of city government. They include the General fund, Board of Estimate and Taxation fund, Municipal Building Commission fund, Library fund, and the Park Tax funds.

**Original/Current Appropriation** - The amount of money allocated by the respective governing body for the budgeted year. The original appropriation is the amount approved at the time the budget was initially adopted. The current appropriation is the original budget as amended to reflect any approved changes.

**Tax Capacity** - That amount of estimated market value subject to taxes after the total estimated value is multiplied by a "tax classification rate".

**Tax Capacity Rate** - After calculating the dollars to be levied, each taxing jurisdiction uses the total tax capacity to calculate their "tax capacity rate". This rate is essentially the percentage of tax capacity to be paid in taxes.

**Tax Classification Rate** - The percentage set by state statute that is applied to the market value of each property classification to arrive at tax capacity. (This replaced assessment ratios.)

**Total Expenses** - The total costs of a cost center including debt service and capital improvements.

**Truth In Taxation Law** - In 1988, the Minnesota Legislature passed a law designed to make local governments more accountable for property tax increases. The law requires that local governments inform taxpayers of proposed tax levy amounts and adopt budgets at public hearings.