

2024



ANNUAL BUDGET

CITY OF NEW HOPE, MINNESOTA

PREPARED BY REECE BERTHOLF, CITY MANAGER



NEWHOPEMN.GOV

**CITY OF NEW HOPE, MINNESOTA
2024 BUDGET**

TABLE OF CONTENTS

Budget Message	1-2
Goals and Priorities.....	3-4
Budget Process and Budget Schedule	5
Revenues Sources.....	5-6
Revenues	5-6
Tax Levy	6
Budget.....	7-9
Tax Capacity and Tax Impact on Residential Homes	10-11
Personnel and Consultant Costs	12
Organizational Chart.....	13
Full Time Equivalent Summary.....	14
Positions and Salaries/FTEs	15-18
Salaries by Position	19-20
General Fund	
Statement of Revenues, Expenditures and Changes in Fund Balance	21
Schedule of Expenditures	22
Schedule of Revenues.....	23
General Fund Revenues.....	24-26
General Government	
Mayor and Council	27-28
City Manager	29-31
Assessing.....	32-34
City Hall	35-36
Communications	37-39
Elections	40-41
Finance.....	42-43
Human Resources	44-45
Legal Services	46-47
Planning	48-49
Public Safety	
Police.....	50-53
Animal Control.....	54-55
Fire and EMS	56-58
Protective Inspections.....	59-60
Streets	
Engineering.....	61-62
Streets.....	63-66
Parks and Recreation	
Recreation.....	67-69
Parks	70-73
Swimming Pool	74-77

Special Revenue Funds

EDA.....	78-81
Solid Waste Management	82-85

Capital Project Funds

Park Infrastructure.....	86-89
Street Infrastructure.....	90-92

Enterprise Funds

Sanitary Sewer.....	93-96
Water.....	97-100
Storm Water (Bassett and Shingle Creek Watersheds).....	101-106
Street Lighting	107-108
Golf Course	109-113
Ice Arena	114-118

Internal Service Funds

Central Garage.....	119-123
Information Technology	124-126



August 4, 2023

Budget Message

Mayor and Council Members:

The annual budget provides the City Council and residents with a sound financial plan for 2024. The comprehensive budget encompasses City Council goals, maintains current service levels, invests in infrastructure, and provides resource planning for the future. The city's 10-year financial plan, which incorporates a 10-year capital plan, was the basis for the current budget document and consulted for future planning purposes.

The total property tax levy is \$20,075,245 which reflects a 5.36% increase in the property tax levy from 2023. In 2023 the city had 11 total levy categories and 2024 enacts three more levy categories at \$100,000 each for future capital needs: fire station, aquatic center, and city hall/police facility. This is a forecasted addition in the city's financial plan.

The preliminary city tax rate is 57.061% meaning little to no increase for a single-family homeowner. Final numbers from Hennepin County for the fiscal disparity calculation are expected mid-fall and could slightly affect the city's tax rate.

The additional capital levies and moderate increases in the other funds from 2023 will ensure the city can maintain core services, fund capital needs, and carry out city plans and initiatives while remaining responsive New Hope taxpayers and the citizens of the community.

The city is and has been facing increases in costs of goods and services which is supported by the Midwest urban region CPI increases of 8.2% in 2022 and 4.9% for the same period in 2023 (April – April). While there is a continued decrease in overall CPI of all items used in the calculation, when the calculation is adjusted for energy and food, it shows the costs of the remaining goods and services remain steady at or above 5% as of June 2023. This analysis alone indicates that some increase in the overall budget for the city is necessary to avoid service cuts. Along with inflation, personnel costs have continued to rise similar to what we have been seeing for a number of years in the public sector.

The general fund accounts for the financial activity of the core services provided to the community. The 2024 general fund budget is \$18,578,101 or a 7.8% increase over 2023. Expenses in the general fund are offset by several revenues besides property tax to include franchise fees, local government aid, public safety aid, fees, grants, and donations.

Enterprise funds (utilities, golf course and ice arena) account for services the city provides that are financed primarily through user fees, though debt and some operating costs at the ice arena are being offset through a policy decision to transfer \$500,000 annually from the park infrastructure fund. The budget for sewer,

water, solid waste management, storm water, street lighting, golf course and ice arena is \$13,773,345 or a 31.27% decrease from 2023. The majority of the decrease is attributed to project funding in water allocated in 2023.

The remainder of the city's budgeted funds, economic development authority, street infrastructure, park infrastructure, central garage, and debt all exist to support economic vitality and both physical and virtual infrastructure within the city. The budget for these funds total \$9,770,115 or a 15.09% decrease over 2023.

The central garage and information technology funds act as internal service funds for operations and maintenance as well as planning for leasing and purchasing of vehicles, capital equipment and IT infrastructure. The budget for these funds total \$10,246,504 or a 143.8% increase from 2023. The majority of the increase is attributed to project funding in central garage for the public works expansion project in 2024.

The total revenue budget (property tax levy plus non-tax revenue) for New Hope's budgeted funds is \$46,703,113 or an increase of 11.5% over 2023.

The total expense budget for New Hope's budgeted funds is \$52,368,065 or a 1.16% decrease over 2023. The decrease is attributed to less project funding being released in 2024 than was released in 2023. Through the rest of the budget document positive and negative variances in funds will be noted with explanations provided by the respective department director in the associated narratives.

The difference in revenue and expenses for 2024 is nearly wholly attributed to a release of fund balance for the public works expansion project.

The budget preparation begins in May and after several meetings and public input, the final budget is adopted in December and is posted on the city's website. I would like to thank Abdo Financial Solutions staff and the finance department for their assistance in publication of the budget document and give special note to the hard work, attention to detail, and efficient use of the city's financial resources by our department directors.

I want to personally add that I am thoroughly impressed with the financial position of the city. Given my short period of review to date, the willingness of the community and Council to see through the capital planning process, and fund it, will undoubtedly pay large dividends for New Hope far into the future. Kudos to everyone who came before me.

Respectfully Submitted,



Reece Bertholf
City Manager

CITY OF NEW HOPE

4401 Xylon Avenue North • New Hope, Minnesota 55428-4898 • www.newhopemn.gov
City Hall: 763-531-5100 • Police (non-emergency): 763-531-5170 • Public Works: 763-592-6777
City Hall Fax: 763-531-5136 • Police Fax: 763-531-5174 • Public Works Fax: 763-592-6776

2024 Goals/Priorities

1. Hold the line on spending; continue to provide existing services and programs with current resources.
2. Keep the general fund tax levy/property taxes as low as possible (levy limits are not in effect for 2024).
3. Continue to proactively pursue all outside funding opportunities for infrastructure and facility improvements and other programs including public safety, parks and recreation, public works and housing/redevelopment.
4. Implement 5% annual increase in street and park infrastructure levies to fund capital improvements outlined in the Pavement Management and Long-Term Financial Plan.
5. Continue with the EDA levy for redevelopment purposes and an HRA levy to provide additional funding for the scattered site housing program. Abdo Financial Solutions and staff are recommending that the Council consider implementing levies for long-term capital improvements at the police station/city hall, fire station #3 and the new aquatic park.
6. Central Garage equipment replacement costs will be funded at 100% in the general fund and staff recommends using LGA funding for that purpose (not general operations).
7. Conduct three elections in 2024. If any new council members are elected in 2024, appropriate orientation and training will be provided.
8. Support public safety and emergency preparedness through the police department and West Metro Fire-Rescue District.
9. Redevelopment will remain a high priority with a continued effort to seek out potential commercial and industrial redevelopment opportunities. Continue to coordinate on scattered site housing program and curbside appeal reimbursement program. Property maintenance and inspections will continue as a top priority.
10. Continue with infrastructure and environmental improvements, park improvements, and capital improvement projects at facilities and parks. Initiate phase two of the public works building and site improvements.
11. Continue Emerald Ash Borer program on public property and invasive species (buckthorn) removal in parks.
12. Continue contractual arrangement with Abdo Financial Solutions for financial oversight. Continue to update 10-year financial plan and monitor utility and enterprise fund operations. Continue with enterprise resource planning (ERP).
13. Continue contractual agreement with Solution Builders for IT services.

14. Conduct city services survey to solicit feedback on city services/projects/issues, continue to encourage/improve public participation in city affairs and promote inclusiveness, continue to promote Nextdoor.com, update performance measurement report and SMART goals and conduct commissioner bus tour and other public events.
15. Continue to update 10-year pavement management and street infrastructure plans and monitor curbside residential organics collection program.
16. Continue participation in Green Steps program and implement actions to potentially achieve higher ranking in program.
17. Staff recommends incorporation of a 3% cost of living adjustment for employees, a 50/50 cost share for employee insurance increases and implementing salary adjustments depending on the outcome of a compensation study. Council salary adjustments to be considered for 2025/2026 before the General Election.

Budget Process

The annual budget is prepared in accordance with Minnesota statutes and public input from the community.

The city attempts to adopt a balanced budget so that the appropriated expenditures do not exceed the estimated revenues and reserves available from prior years. As the budget calendar indicates, the budget process begins in May of each year. All departments are responsible for compiling budget figures which are then reviewed and adjusted by the city manager during individual department meetings. The proposed budget is reviewed by the City Council beginning in August. Council will accept public comment on the budget at a meeting on November 27, 2023. The final budget is adopted in December.

2024 BUDGET SCHEDULE

May - June, 2023	General discussion/direction.
By July 31, 2023	Department head meetings with city manager and finance consultant.
August 21, 2023	Preliminary budget presented at work session/discuss tax levy.
September 5, 2023	Tentative additional budget work session if no consensus on tax levy at August work session.
September 11, 2023	Preliminary maximum levy adopted by council.
September - Nov.	Continue to refine general fund budget and discuss all enterprise and utility fund budgets.
September 18, 2023	Review individual department budgets with department heads.
October 16, 2023	Review HRG programs and rates as well as utility and enterprise fund budgets.
November 20, 2023	Review budget document for public hearing.
November 27, 2023	Budget public hearing.
December 11, 2023	Adopt final approved budget.

Revenues

Property Taxes are a revenue source in the general, special revenue and infrastructure funds. This revenue source is primarily used in the general fund to pay for general government services and is determined on the basis of availability of other revenue sources and the expenditure level necessary to conduct city business in accordance with council policies and directives.

Intergovernmental Revenues includes state aid for police, street maintenance, and grant funding. These budget items are susceptible to overall State of Minnesota budget conditions.

Licenses & Permits include business licenses, building-related permits and fees, and other non-business licenses and permits.

Charges for Services include administrative charges, recreation program fees, police and fire services, and facility use fees.

Fines & Forfeits include fines paid for traffic violations and criminal offenses occurring within city limits.

Revenues (continued)

Investment income includes interest earned on the city's investment portfolio. Interest income continues to be difficult to predict due to the current market conditions.

Franchise fees were implemented in 2003 and new rates were implemented in March of 2023 to raise additional revenue for the street infrastructure fund based on the long-term pavement management plan. The current rate for residential properties is \$4.00 per month for gas and electric franchise fees. The 2024 revenue generated in 2024 will be allocated as follows: \$550,000 to the general fund and \$698,000 to the street infrastructure fund.

Transfers into the general fund from other funds include \$77,132 from Fire Capital Fund for the Joint Powers Agreement with West Metro Fire-Rescue District, \$100,000 from the Park Infrastructure Fund and \$200,000 from the Street Infrastructure Fund for Emerald Ash Borer Mitigation.

Tax Levy, Tax Capacity, and Tax Impact

The proposed budget for 2024 reflects a tax levy of \$20,075,245 which is an increase of 5.36 percent. The following table summarizes the 2023 tax levy compared with 2024:

Property Tax Levy – All Funds Comparison of Property Taxes					
Program or service	2023 Levied	2024 Requested	Increase / Decrease	% Change from Prior Year	% of Total Change
Base Levy					
General fund	\$ 12,076,955	\$ 12,674,488	\$ 597,533	4.95	3.14 %
Street Improvements	1,698,622	1,783,553	84,931	5.00	0.45
Park Improvements ⁽¹⁾	925,185	946,444	21,259	2.30	0.11
Economic Development Authority	160,650	168,683	8,033	5.00	0.04
Housing and Redevelopment Authority	437,850	459,743	21,893	5.00	0.11
Fire Capital	-	100,000	100,000	100.00	0.52
Swimming Pool Capital	-	100,000	100,000	100.00	0.52
City Hall Capital	-	100,000	100,000	100.00	0.52
Debt Service					
2015A GO TIF Bonds (City Center)	237,853	235,017	(2,836)	(1.19)	(0.01)
2015B GO Imp Bonds (Northwoods South)	208,745	206,685	(2,060)	(0.99)	(0.01)
2016A GO Imp Bonds (Northwoods North)	263,709	259,352	(4,357)	(1.65)	(0.02)
2017A GO Bonds (Police Dept/City Hall)	1,705,515	1,706,828	1,313	0.08	0.01
2018A GO Tax Abatement Bonds (Pool and Park)	867,464	865,784	(1,680)	(0.19)	(0.01)
2019A GO Tax Abatement Bonds (Pool and Park Ph. 2)	470,768	468,668	(2,100)	(0.45)	(0.01)
Total Property Taxes	\$ 19,053,316	\$ 20,075,245	\$ 1,021,929	5.36	5.36 %

⁽¹⁾ Includes an increase of 5% as the annual Park Infrastructure Levy increase, plus an additional \$500,000 levy to support Ice Arena debt service.

Estimated non-tax revenue for 2024.

	2023 Budget	2024 Proposed Budget
General Fund		
Franchise taxes and other	\$ 535,000	\$ 550,000
Licenses and permits	335,720	352,520
Intergovernmental revenues	1,502,330	2,173,156
Fines and forfeits	200,000	200,000
Charges for services	548,615	563,560
Recreation fees	1,253,400	1,288,275
Assessment revenue	30,000	30,000
Investment income	25,000	40,000
Other financing sources	718,187	694,465
Miscellaneous	10,000	11,638
TOTAL GENERAL FUND	5,158,252	5,903,614
Special Revenue Funds		
Solid Waste Management	267,700	366,052
Economic Development Authority	78,000	66,000
TOTAL SPECIAL REVENUE FUNDS	345,700	432,052
Capital Projects Funds		
Park Infrastructure	56,149	64,690
Street Infrastructure	537,500	2,838,333
TOTAL CAPITAL PROJECTS FUNDS	593,649	2,903,023
Enterprise Funds		
Sanitary Sewer	4,064,500	4,202,000
Water	6,139,500	6,153,000
Golf Course	396,150	435,500
Ice Arena	1,439,355	1,457,070
Storm Water	1,375,500	1,442,000
Street Lighting	180,100	186,000
TOTAL ENTERPRISE FUNDS	13,595,105	13,875,570
Internal Service Funds		
Central Garage (operations and replacement)	2,054,053	2,358,513
Information Technology	1,093,230	1,155,096
TOTAL INTERNAL SERVICE FUNDS	3,147,283	3,513,609
TOTAL ESTIMATED NON-TAX REVENUE	\$ 22,839,989	\$ 26,627,868
TOTAL PROPERTY TAX REVENUE	\$ 19,053,316	\$ 20,075,245
TOTAL REVENUE	\$ 41,893,305	\$ 46,703,113

The Operating Budgets for the City for all funds supported in whole or in part by property taxes for the calendar year 2024.

	2023 Budget	2024 Proposed Budget
General Fund		
General Government		
Mayor and Council	\$ 106,836	\$ 109,629
City Manager	480,013	475,841
Assessing	180,000	192,000
City Hall	461,311	462,591
Communications	177,732	193,731
Elections	4,900	69,668
Finance and Independent Auditing	327,618	380,743
Human Resources	354,859	341,157
Legal	20,000	25,000
Planning & Zoning	312,792	284,048
TOTAL GENERAL GOVERNMENT	2,426,061	2,534,408
Public Safety		
Police Protection	7,571,601	8,343,870
Police Reserves	12,912	-
Fire Services	1,643,504	1,820,636
Protective Inspections	705,573	728,112
Animal Control	124,995	134,594
TOTAL PUBLIC SAFETY	10,058,585	11,027,212
Public Works		
Engineering	40,000	45,000
Street Maintenance	1,576,757	1,774,848
TOTAL PUBLIC WORKS	1,616,757	1,819,848
Parks and Recreation		
Recreation	1,101,531	1,117,271
Parks	1,232,256	1,243,546
Swimming Pool	800,017	835,816
TOTAL PARKS AND RECREATION	3,133,804	3,196,633
TOTAL GENERAL FUND	17,235,207	18,578,101
Economic Development Authority	824,811	825,400
Park Infrastructure	1,948,000	855,000
Street Infrastructure	5,272,095	4,622,599
2015A GO TIF Bonds (City Center)	203,887	204,908
2015B GO Imp Bonds (Northwoods South)	170,496	171,771
2016A GO Imp Bonds (Northwoods North)	234,724	235,306
2017A GO Bonds (Police Dept/City Hall)	1,599,925	1,597,425
2018A GO Tax Abatement Bonds (Pool and Park)	808,906	815,356
2019A GO Tax Abatement Bonds (Pool and Park Ph. 2)	444,150	442,350
TOTAL EXPENDITURES FOR TAX SUPPORTED FUNDS	11,506,994	9,770,115

The Operating Budgets for the City for all funds supported by user fees and charges other than property taxes for the calendar year 2024.

	2023 Budget	2024 Proposed Budget
Sanitary Sewer	\$ 3,722,548	\$ 4,142,439
Water	10,852,121	5,687,595
Solid Waste Management	318,164	366,016
Golf Course	596,197	561,490
Ice Arena	2,478,733	1,313,778
Storm Water	1,445,940	1,564,821
Street Lighting	625,706	137,206
TOTAL EXPENDITURES FOR NON-TAX SUPPORTED FUNDS	20,039,409	13,773,345
TOTAL EXPENDITURES FOR ALL OPERATING FUNDS	\$ 48,781,610	\$ 42,121,561

The 2024 Budget for the City for all internal service funds used for accounting control of specific functions within the aforementioned operating funds.

Central Garage (operations and replacement)	3,109,219	9,094,208
Information Technology	1,093,611	1,152,296
TOTAL EXPENDITURES FOR INTERNAL SERVICE FUNDS	\$ 4,202,830	\$ 10,246,504
TOTAL EXPENDITURES	\$ 52,984,440	\$ 52,368,065

The city-wide tax capacity represents the taxable property value within the city. It is determined by applying the state-wide property tax formula for each parcel, then adding each parcel's tax capacity. The city-wide tax capacity is then applied to the proposed levy to determine the local tax rate. The following table shows the change in tax capacities by property type:

New Hope Tax Capacities per the Assessor's Annual Report

Property Type	2021 Pay 2022	2022 Pay 2023	2023 Pay 2024	% Increase / (decrease)
Residential	\$ 13,791,310	\$ 16,569,411	\$ 16,770,142	1.21%
Commercial / Industrial	9,594,259	10,934,961	12,622,785	15.44%
Apartment	5,150,623	5,527,620	5,632,813	1.90%
Total	\$ 28,536,192	\$ 33,031,992	\$ 35,025,740	6.04%

Source: Hennepin County Assessor's Annual Assessment Report. The report does not include personal property values. Tax capacity estimates in the Assessor's Report will vary from the tax capacity that is certified for use in calculating the City's tax rate.

The following table summarizes the local tax rate:

	Payable 2022	Payable 2023	Payable 2024
Tax Capacity	28,720,529	33,225,283	35,025,740
TIF Captured Value	(1,634,255)	(1,912,890)	(1,935,504)
Fiscal Disparities Contribution	(3,682,171)	(3,670,779)	(4,207,100)
Net Tax Capacity	23,404,103	27,641,614	28,883,136
Certified Levy	17,814,011	18,615,466	19,615,502
Fiscal Disparities Distribution	(3,110,358)	(2,815,427)	(2,623,312)
Local Levy	14,703,653	15,800,039	16,992,190
Tax Rate Trends	2022	2023	2024
City Tax Rate	62.826%	57.162%	58.831%
HRA Tax Rate	1.497%	1.342%	1.592%
County Tax Rate	38.535%	34.542%	34.542% (1)
School Tax Rate	26.507%	24.092%	24.092% (1)
Other Tax Rate	8.742%	7.947%	7.947% (1)
Total Tax Rate	138.107%	125.085%	127.004%

(1) Amounts for county, school and other districts are not known at this time. Prior year actual tax rates have been used for this illustration.

The following table summarizes the estimated tax impact on residential homes based on the proposed increase in the city tax levy.

2023 Market Value of a Home	Taxable Market Value	2023 Actual	2024 Estimated	\$ Increase / (decrease)	% Increase / (decrease)
\$ 175,000	\$ 153,500	\$ 877	\$ 906	\$ 29	3%
200,000	180,800	1,033	1,067	34	3%
225,000	208,000	1,189	1,228	39	3%
250,000	235,300	1,345	1,389	44	3%
300,000	289,800	1,657	1,710	54	3%
350,000	344,300	1,968	2,032	64	3%
400,000	398,800	2,280	2,354	74	3%
450,000	450,000 (1)	2,572	2,656	84	3%
500,000	500,000 (1)	2,858	2,951	93	3%

**The median home value for taxes payable in 2024 is \$326,050, which is an 0.32% increase from the median value home in 2023. Information on the median value home was obtained from the Hennepin County 2023 Assessment Report - Estimated Market Value Medians by City Report. Actual impact to a home will vary.*

(1) For 2023 the Homestead Market Value Exclusion is phased out at a value of \$413,800.

Personnel and Consultant Costs

The 2024 budget accounts for the city's compensation and benefits plan which includes the following components:

- Total employment is as follows: 98 full-time, 2 part-time, and an average of 70 seasonal
- 3% cost of living adjustment (COLA) to union and non-union wage scales
- Step increases (percentage varies based on employee compensation scale)
- 1% merit increases for eligible employees
- Contributions to Public Employee's Retirement Association (percentage varies based on employee group)
- Health benefit contributions (contribution varies based on employee elections)
- Life insurance contributions
- Worker's compensation insurance expense (percentage varies based on employee's actual job duties)
- Applicable taxes

Personnel costs are summarized as follows:

- COLA increases account for \$237,607 or 44% of the increase in the personnel budget
- Step increases account for \$147,650 or 27% of the increase in the personnel budget
- Change to health insurance elections and premiums cost accounts for \$73,182 or 14% of the increase in the personnel budget
- Other changes in part-time, seasonal, and position allocations account for \$79,489 or 15% of the increase in the personnel budget
- Overall, the City's personnel budget will increase by \$601,767 to \$13,520,357 in 2024.

Consulting costs include:

Vendor	Service	Actual 2022 Fees	Total 2024 Budget
ABCities, LLC ⁽³⁾	Planning	\$ 8,114	\$ 9,500
Abdo Financial Solutions, LLC	Accounting	150,981	144,253
Ehlers, Inc. ⁽⁴⁾	Financial	1,209	8,500
Hennepin County	Assessor	172,000	192,000
Jensen, Sondrall, Persellin & Woods, P.A.	Legal	268,389	248,700
LOGIS ^(1, 2)	Information Technology Services	450,903	482,800
Malloy, Montague, Karnowski, LLC	Audit	44,595	44,830
Solution Builders, Inc. ⁽¹⁾	Information Technology Services	157,636	172,707
Stantec Consulting Services, Inc.	Engineering	285,956	109,000
Total		<u>\$ 1,531,669</u>	<u>\$ 1,402,790</u>

(1) Costs paid by the internal service funds are charged out to other City funds.

(2) Only managed service cost has been included in the budget figures for contracted service fees.

(3) A significant portion of these fees are offset by fees charged to applicants.

(4) Does not include fees paid from bond sales.



CITY OF NEW HOPE
FULL TIME EQUIVALENT SUMMARY

	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	Increase (Decrease)
GENERAL FUND								
General government								
Mayor and council	5.00	5.00	5.00	5.00	5.00	5.00	5.00	-
City manager	3.00	2.85	2.85	2.85	2.95	2.95	2.90	(0.05)
Elections	-	-	-	-	-	-	-	-
Human resources	2.00	2.00	2.00	2.00	1.80	1.80	1.80	-
Communications	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Finance	2.03	2.03	2.03	2.03	2.03	2.03	2.03	-
Auditing	-	-	-	-	-	-	-	-
Assessing	-	-	-	-	-	-	-	-
Legal	-	-	-	-	-	-	-	-
Planning	1.19	1.19	1.19	1.19	2.09	2.09	1.76	(0.33)
Total general government	14.22	14.07	14.07	14.07	14.87	14.87	14.49	(0.38)
Public safety								
Police Response	26.68	28.00	28.00	-	-	-	-	-
Police Administration	10.82	10.82	10.82	44.82	44.91	46.00	46.50	0.50
Police Community Service	1.00	1.00	1.00	-	-	-	-	-
Police Investigations	8.00	6.00	6.00	-	-	-	-	-
Police reserves	-	-	-	-	-	-	-	-
Animal control	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-
Protective inspections	5.44	5.44	5.44	5.44	5.54	5.54	5.54	-
Rental inspections	-	-	-	-	-	-	-	-
Total public safety	52.94	52.26	52.26	51.26	51.45	52.54	53.04	0.50
Public works								
Engineering	-	-	-	-	-	-	-	-
Streets	5.65	5.65	5.65	5.65	5.65	5.65	5.65	-
Total public works	5.65	5.65	5.65	5.65	5.65	5.65	5.65	-
Parks and recreation								
Recreation	10.67	10.58	10.50	10.97	10.40	10.18	9.58	(0.60)
Parks	7.15	7.15	7.15	7.15	7.20	7.10	7.06	(0.04)
Swimming pool	0.40	0.40	13.25	13.25	11.26	12.94	11.73	(1.21)
Total parks and recreation	18.22	18.13	30.90	31.37	28.86	30.22	28.37	(1.85)
Miscellaneous								
Special programs	-	-	-	-	-	-	-	-
City hall facility	-	-	-	-	-	-	-	-
Total miscellaneous	-	-	-	-	-	-	-	-
TOTAL GENERAL FUND	91.03	90.11	102.88	102.35	100.83	103.28	101.55	(1.73)
SPECIAL REVENUE FUNDS								
Safety camp	-	-	-	-	-	-	-	-
Economic Development Authority	2.38	2.53	2.53	2.53	1.43	1.43	1.31	(0.12)
Solid waste management	-	-	-	-	-	-	-	-
TO Protective Inspections, Planning, EDA	2.38	2.53	2.53	2.53	1.43	1.43	1.31	(0.12)
CAPITAL PROJECTS FUNDS								
Street infrastructure	-	-	-	-	-	-	-	-
Park infrastructure	-	-	-	-	-	-	-	-
TOTAL CAPITAL PROJECTS FUNDS	-	-	-	-	-	-	-	-
ENTERPRISE FUNDS								
Water	3.65	3.65	3.65	3.65	3.60	4.60	4.00	(0.60)
Sewer	4.06	4.06	4.06	4.06	4.06	4.06	4.46	0.40
Storm water	3.60	3.60	3.60	3.60	3.29	3.29	3.49	0.20
Golf course	3.92	3.97	3.97	3.97	4.02	4.71	4.72	0.01
Ice arena	5.82	5.87	6.17	6.14	6.15	6.27	6.27	-
TOTAL ENTERPRISE FUNDS	21.05	21.15	21.45	21.42	21.12	22.93	22.94	0.01
INTERNAL SERVICE FUNDS								
Central garage	3.75	3.75	3.75	2.75	2.80	2.80	2.80	-
Information technology	-	-	-	-	0.20	0.20	0.20	-
TOTAL INTERNAL SERVICE FUNDS	3.75	3.75	3.75	2.75	3.00	3.00	3.00	-
TOTAL ALL FUNDS	118.21	117.54	130.61	129.05	126.38	130.64	128.80	(1.84)

Note: Full time equivalents obtained by dividing total hours by 2080.

CITY OF NEW HOPE
POSITIONS AND SALARIES

<u>Fund</u>	<u>Position</u>	<u>2024 Budget Salary</u>	<u>2024 Budget Full time equivalent (FTE)</u>
General Fund			
Mayor and Council			
	Mayor	15,105	1.00
	Councilmember	42,852	4.00
	Personnel Board Member	3,600	-
	Total	61,557	5.00
City Manager			
	City Manager	148,780	0.85
	City Clerk	118,504	1.00
	Administrative Specialist	61,742	1.00
	Comm Dev Assistant	3,896	0.05
	Total	332,923	2.90
Elections			
	Head Election Judges	15,841	-
	Election Judges	41,653	-
	Election Overtime	1,765	-
	Total	59,259	-
Finance			
	Acctg Technician	72,175	1.00
	Accountant	93,836	1.00
	Utility Billing Clerk	1,926	0.03
	Finance Department Overtime	1,945	-
	Total	169,882	2.03
Human Resources			
	Dir of HR & Admin Service	134,647	0.90
	HR Specialist/IT Coordinator	93,963	0.90
	Total	228,610	1.80
Planning			
	Director Community Development	74,804	0.50
	Administrative Specialist	-	-
	Office Specialist	22,546	0.44
	Comm Dev Assistant	25,327	0.33
	Community Develop Specialist	57,838	0.50
	Total	180,515	1.77
Communications			
	Communications Coordinator	97,294	1.00
		97,294	1.00
Police/Reserves/Animal Control			
	Director of Police	173,094	1.00
	Police Captain	287,828	2.00
	Police Sergeant	749,097	6.00
	Police Officer	1,560,997	16.00
	Office Supervisor	94,010	1.00
	Police Officer - K9	107,985	1.00
	Investigator	463,293	4.00
	Administrative Specialist	67,149	1.00
	Police Clerk FT	229,562	4.00
	Police Clerk PT	29,577	0.50
	Community Service Officer FT	240,508	5.00
	Community Services Support	-	-
	Police Officer - Drug Task Force	108,839	1.00
	Animal Control Officer	69,791	1.00
	Animal Control Overtime	984	-
	School Liaison Officer	217,638	2.00
	Evidence Tech	59,019	1.00
	Crime Prevention Officer	113,887	1.00
	Total	4,573,258	47.50

CITY OF NEW HOPE
POSITIONS AND SALARIES

<u>Fund</u>	<u>Position</u>	<u>2024 Budget Salary</u>	<u>2024 Budget Full time equivalent (FTE)</u>
Protective Inspections	Building Official	111,797	1.00
	Office Specialist	22,546	0.44
	Director Community Development	14,961	0.10
	Housing/Code Inspector	163,088	2.00
	Housing/Code Enforcement Overtime	3,046	-
	Administrative Specialist	62,227	1.00
	Administrative Specialist Overtime	1,180	-
	General Inspector	89,979	1.00
	General Inspector Overtime	1,612	-
	Total	470,435	5.54
Public Works - Streets	Director of Public Works	39,279	0.25
	Operations Manager	31,429	0.25
	Administrative Specialist	16,757	0.25
	Contract Manager	39,265	0.40
	Parks & Streets Supervisor	52,735	0.50
	Maintenance Worker	282,589	4.00
	Public Works Overtime	29,249	-
	Total	491,303	5.65
Recreation	Director of Parks & Recreation	74,804	0.50
	Recreation Supervisor	105,470	1.00
	Administrative Specialist	68,807	1.00
	Athletic Supervisor	105,470	1.00
	Off Support Specist PT	36,791	0.63
	Recreation Department Seasonal	199,363	5.45
	Total	590,705	9.58
Parks	Director of Parks & Recreation	74,804	0.50
	Director of Public Works	23,567	0.15
	Operations Manager	18,858	0.15
	Administrative Specialist	10,054	0.15
	Contract Manager	39,265	0.40
	Parks & Streets Supervisor	52,735	0.50
	Parks Seasonal Supervisor	9,361	0.25
	Maintenance Worker	295,288	4.00
	Parks Overtime	7,839	-
	Parks PT Seasonal	31,981	0.96
	Total	563,752	7.06
Swimming Pool	Recreation Facilities Manager	23,701	0.20
	Recreation Facilities Supervis	99,371	0.95
	Maintenance Worker Ice Arena	11,843	0.15
	Pool Seasonal	339,281	10.43
	Total	474,197	11.73
Total General Fund		8,293,689	101.56

**CITY OF NEW HOPE
POSITIONS AND SALARIES**

<u>Fund</u>	<u>Position</u>	<u>2024 Budget Salary</u>	<u>2024 Budget Full time equivalent (FTE)</u>
Economic Development Authority	Director Community Development	59,843	0.40
	City Manager	26,255	0.15
	Comm Dev Assistant	9,741	0.13
	Community Develop Specialist	57,838	0.50
	Office Specialist	6,738	0.13
	Administrative Specialist	-	-
	Mayor & Council EDA Meetings	1,501	-
		<u>161,917</u>	<u>1.31</u>
Golf			
	Recreation Facilities Manager	29,626	0.25
	Recreation Facilities Supervisor	-	-
	Ice Arena Maintenance Operator	-	-
	Golf Superintendent	75,718	0.85
	Golf Course Seasonal	102,250	3.62
	Step Increases	-	-
Total Golf		<u>207,594</u>	<u>4.72</u>
Ice arena			
	Recreation Facilities Manager	65,177	0.55
	Recreation Facilities Supervis	110,468	1.05
	Maintenance Worker Ice Arena	67,113	0.85
	Golf Superintendent	13,362	0.15
	Ice Arena Seasonal	123,921	3.67
	Step Increases	-	-
Total Arena		<u>380,041</u>	<u>6.27</u>
Water			
	Director of Public Works	15,712	0.10
	Operations Manager	18,858	0.15
	Utilities Maint Supervisor	35,198	0.34
	Administrative Specialist	6,703	0.10
	Public Works Admin Specialist Overtime	-	-
	Utility Billing Clerk	16,049	0.25
	Utility Billing Clerk Overtime	-	-
	Maintenance Worker	201,932	2.80
	Water Part-time	8,383	0.26
	Water Overtime	18,715	-
	Water Leadworker	-	-
	Step Increases	-	-
Total Water		<u>321,549</u>	<u>4.00</u>
Sewer			
	Director of Public Works	23,567	0.15
	Operations Manager	25,144	0.20
	Utilities Maint Supervisor	34,162	0.33
	Administrative Specialist	10,054	0.15
	Utility Billing Clerk	30,172	0.47
	Contract Manager	9,816	0.10
	Maintenance Worker	201,932	2.80
	Sanitary Sewer Part-time	8,282	0.26
	Sanitary Sewer Overtime	18,614	-
	Sanitary Sewer Rounds Overtime	6,914	-
	Sanitary Sewer Leadworker	-	-
	Step Increases	-	-
Total Sewer		<u>368,658</u>	<u>4.46</u>

**CITY OF NEW HOPE
POSITIONS AND SALARIES**

<u>Fund</u>	<u>Position</u>	2024 Budget	2024 Budget
		Salary	Full time equivalent (FTE)
Storm Water	Director of Public Works	7,856	0.05
	Operations Manager	6,286	0.05
	Administrative Specialist	3,351	0.05
	Utility Billing Clerk	16,049	0.25
	Utilities Maint Supervisor	34,162	0.33
	Maintenance Worker	100,966	1.40
	Storm Water Specialist	84,577	1.00
	Storm Water Specialist Overtime	-	-
	Storm Water Part-time	8,282	0.26
	Storm Water Overtime	3,458	-
	Contract Manager	9,816	0.10
	Storm Water Leadworker	-	-
	Step Increases	-	-
Total Storm Water		274,804	3.49
Central Garage	Director of Public Works	47,135	0.30
	Operations Manager	25,144	0.20
	Central Garage Supervisor	105,470	1.00
	Administrative Specialist	20,109	0.30
	Mechanic	77,320	1.00
	Central Garage Overtime	3,347	-
	Maintenance Worker	-	-
	Step Increases	-	-
Total Central Garage		278,524	2.80
Information Technology	HR Specialist/IT Coordinator	10,440	0.10
	Dir of HR & Admin Service	14,961	0.10
	Step Increases	-	-
Total Information Technology		25,401	0.20
Total City for 2024 Budget		10,312,178	128.81

CITY OF NEW HOPE
SALARIES BY POSITION

Position	Salary	(FTE)	Department
<u>Full time and Part time</u>			
Police Officer	1,560,997	16.00	Police
Maintenance Worker	1,082,707	15.00	Split Streets, Parks, Water, Sewer, and Storm Water
Police Sergeant	749,097	6.00	Police
Administrative Specialist	326,954	5.00	Split City Manager, Streets, Parks, Police, Recreation, Planning, Protective Inspections, Recreation, EDA, Water, Sewer and CG
Police Captain	287,828	2.00	Police
Police Clerk FT	229,562	4.00	Police
Investigator	463,293	4.00	Police
School Liaison Officer	217,638	2.00	Police
Recreation Facilities Supervis	209,839	2.00	Split Pool, Arena and Golf
Community Service Officer FT	240,508	5.00	Police
City Manager	175,035	1.00	City Manager, EDA
Police Officer - Drug Task Force	108,839	1.00	Police
Housing/Code Inspector	163,088	2.00	Protective Inspections
Director of Public Works	157,116	1.00	Streets, Parks, Water, Sewer, Storm, Central Garage
Dir of HR & Admin Service	149,608	1.00	Human Resources, IT
Director of Parks & Recreation	149,608	1.00	Split Parks and Recreation
Director Community Development	149,608	1.00	Split Planning and EDA
Director of Police	173,094	1.00	Police
Operations Manager	125,717	1.00	Split Streets, Parks, Water, Sewer, Storm Water and CG
Recreation Facilities Manager	118,504	1.00	Split Pool, Arena and Golf
City Clerk	118,504	1.00	City Manager
Community Develop Specialist	115,677	1.00	Split Planning and EDA
Athletic Supervisor	105,470	1.00	Recreation
Central Garage Supervisor	105,470	1.00	Central Garage
Building Official	111,797	1.00	Protective Inspections
Parks & Streets Supervisor	105,470	1.00	Split Streets and Parks
Recreation Supervisor	105,470	1.00	Recreation
Crime Prevention Officer	113,887	1.00	Police
Police Officer - K9	107,985	1.00	Police
Contract Manager	98,163	1.00	Split Streets, Stormwater, Sewer, and Parks
HR Specialist/IT Coordinator	104,403	1.00	Human Resources, IT
Utilities Maint Supervisor	103,522	1.00	Split Water, Sewer and Storm Water
Office Supervisor	94,010	1.00	Police
Communications Coordinator	97,294	1.00	Communications
Accountant	93,836	1.00	Finance
General Inspector	89,979	1.00	Protective Inspections
Golf Superintendent	89,080	1.00	Golf
Maintenance Worker Ice Arena	78,956	1.00	Split Pool and Arena
Storm Water Specialist	84,577	1.00	Storm Water
Comm Dev Assistant	38,964	0.51	EDA, Planning, and City Manager
Mechanic	77,320	1.00	Central Garage
Utility Billing Clerk	64,197	1.00	Split Water, Sewer, Storm water and Finance
Animal Control Officer	69,791	1.00	Police
Acctng Technician	72,175	1.00	Finance
Office Specialist	51,829	1.01	Protective Inspections, Planning, EDA
Evidence Tech	59,019	1.00	Police
Councilmember	42,852	4.00	Mayor and Council
Off Support Specilst PT	36,791	0.63	Recreation
Police Clerk PT	29,577	0.50	
Mayor	15,105	1.00	Mayor and Council
Head Election Judges	15,841	-	
Election Judges	41,653	-	
Storm Water Part-time	8,282	0.26	Storm Water
Sanitary Sewer Part-time	8,282	0.26	Sewer
Water Part-time	8,383	0.26	Water
Total full time and part time	9,402,252	104.43	

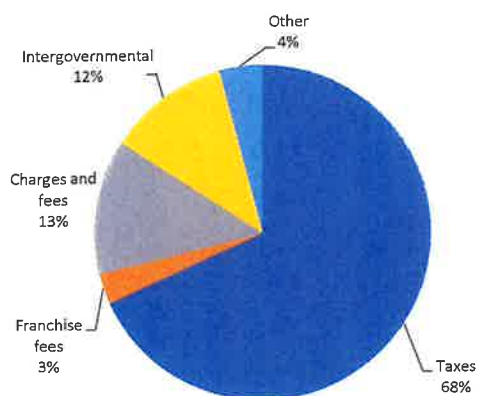
CITY OF NEW HOPE
SALARIES BY POSITION

Position	Salary	(FTE)	Department
<u>Non-FTE Amounts</u>			
Personnel Board Member	3,600	-	Human Resources
Mayor & Council EDA Meetings	1,501	-	EDA
Parks Leadworker	-	-	Parks
Public Works Leadworker	-	-	Streets
Total Non-FTE Amounts	5,101	-	
<u>Overtime</u>			
Election Overtime	1,765	-	Police
Public Works Overtime	29,249	-	Streets
Sanitary Sewer Overtime	18,614	-	Sewer
Water Overtime	18,715	-	Water
Parks Overtime	7,839	-	Parks
Sanitary Sewer Rounds Overtime	6,914	-	Sewer
Central Garage Overtime	3,347	-	Central Garage
Storm Water Overtime	3,458	-	Storm Water
Housing/Code Enforcement Overtime	3,046	-	Protective Inspections
General Inspector Overtime	1,612	-	Protective Inspections
Finance Department Overtime	1,945	-	Finance
Administrative Specialist Overtime	1,180	-	Protective Inspections
Animal Control Overtime	984	-	Animal Control
Total Overtime	98,668	-	
<u>Seasonal</u>			
Pool Seasonal	339,281	10.43	Pool
Recreation Department Seasonal	199,363	5.45	Recreation
Ice Arena Seasonal	123,921	3.67	Ice Arena
Golf Course Seasonal	102,250	3.62	Golf
Parks PT Seasonal	31,981	0.96	Parks
Parks Seasonal Supervisor	9,361	0.25	Parks
Total Seasonal	806,157	24.38	
Total Wages 2023 Budget	10,312,178	128.81	

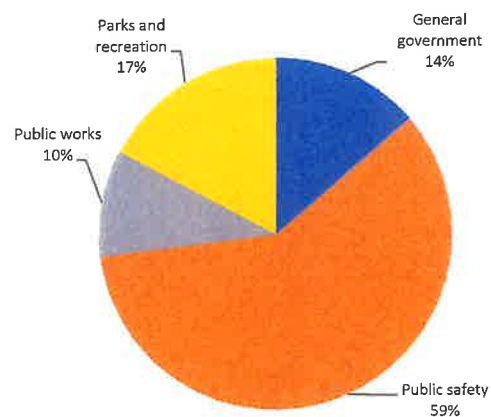
2024 BUDGET - GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN FUND BALANCE

	2024 Budget	
REVENUES		
Property taxes	\$ 12,674,488	
Franchise taxes and other	550,000	
Licenses and permits	352,520	
Intergovernmental revenues	2,173,156	
Fines and forfeits	200,000	
Charges for services	563,560	
Recreation fees	1,288,275	
Assessment revenue	30,000	
Investment income	40,000	
Miscellaneous	11,637	
TOTAL REVENUES	17,883,636	
EXPENDITURES		
General government	2,534,408	13.64%
Public safety	11,027,212	59.36%
Public works	1,819,848	9.80%
Parks and recreation	3,196,633	17.21%
TOTAL EXPENDITURES	18,578,101	
OTHER FINANCING SOURCES (USES)		
Other - transfers in	694,465	
TOTAL OTHER FINANCING SOURCES (USES)	694,465	
NET CHANGE IN FUND BALANCES		
FUND BALANCE, JANUARY 1	7,748,072	
FUND BALANCE, DECEMBER 31	\$ 7,748,072	

Revenues - 2024 Budget



Expenditures - 2024 Budget



2024 BUDGET - GENERAL FUND
SCHEDULE OF EXPENDITURES

	2021	2022	2023	2024	2023 to 2024	2023 to 2024
	Actual	Actual	Budget	Proposed Budget	Increase (Decrease)	Increase (Decrease)
EXPENDITURES						
General government						
Mayor and council	\$ 105,867	\$ 102,341	\$ 106,836	\$ 109,629	\$ 2,793	2.6%
City manager	453,786	472,471	480,013	475,841	(4,172)	-0.9%
Elections	10,326	66,494	4,900	69,668	64,768	1321.8%
Finance	311,896	304,630	327,618	380,743	53,125	16.2%
Assessing	165,000	172,000	180,000	192,000	12,000	6.7%
Legal	16,901	38,499	20,000	25,000	5,000	25.0%
Human resources	325,426	331,361	354,859	341,157	(13,702)	-3.9%
Planning	159,828	286,284	312,792	284,048	(28,744)	-9.2%
Communications	144,249	167,319	177,732	193,731	15,999	9.0%
City hall	454,846	482,286	461,311	462,591	1,280	0.3%
Total general government	<u>2,148,125</u>	<u>2,423,685</u>	<u>2,426,061</u>	<u>2,534,408</u>	<u>108,347</u>	<u>4.5%</u>
Public safety						
Police	6,636,756	6,715,585	7,571,601	8,343,870	772,269	10.2%
Police reserves	9,709	12,561	12,912	-	(12,912)	-100.0%
Fire services	1,418,843	1,517,553	1,643,504	1,820,636	177,132	10.8%
Protective inspection	602,908	655,078	705,573	728,112	22,539	3.2%
Animal Control	104,561	122,922	124,995	134,594	9,599	7.7%
Total public safety	<u>8,772,777</u>	<u>9,023,699</u>	<u>10,058,585</u>	<u>11,027,212</u>	<u>968,627</u>	<u>9.6%</u>
Public works						
Engineering	43,492	46,888	40,000	45,000	5,000	12.5%
Streets	1,609,511	1,823,849	1,576,757	1,774,848	198,091	12.6%
Total public works	<u>1,653,003</u>	<u>1,870,737</u>	<u>1,616,757</u>	<u>1,819,848</u>	<u>203,091</u>	<u>12.6%</u>
Parks and recreation						
Recreation	948,550	1,049,090	1,101,531	1,117,271	15,740	1.4%
Parks	1,127,573	1,212,992	1,232,256	1,243,546	11,290	0.9%
Swimming pool	553,330	753,199	800,017	835,816	35,799	4.5%
	<u>2,629,453</u>	<u>3,015,281</u>	<u>3,133,804</u>	<u>3,196,633</u>	<u>62,829</u>	<u>2.0%</u>
Other Financing Uses						
Transfers Out	1,642,533	1,142,382	-	-	-	N/A
	<u>1,642,533</u>	<u>1,142,382</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
TOTAL EXPENDITURES	<u>\$ 16,845,891</u>	<u>\$ 17,475,784</u>	<u>\$ 17,235,207</u>	<u>\$ 18,578,101</u>	<u>\$ 1,342,894</u>	<u>7.8%</u>
Major changes in expenditures						
Personnel Budget Changes (Police Department)					\$ 368,570	
Central Garage Charges					240,310	
Joint Powers Agreement with West Metro Fire					178,066	
Other Contractural (Police Department)					148,514	
Emerald Ash Borer tree removal					100,000	
Election					64,768	
Personnel Budget Changes Including Seasonal (Swimming Pool)					26,319	
Personnel Budget Changes (Planning)					(24,546)	
Other Changes					240,893	
Total increase in expenditures					<u>1,342,894</u>	

2024 BUDGET - GENERAL FUND
SCHEDULE OF REVENUES

	2021	2022	2023	2024	2023 to 2024	2023 to 2024
	Actual	Actual	Budget	Proposed Budget	Increase (Decrease)	Increase (Decrease)
REVENUES						
Taxes						
Property taxes	\$ 10,914,572	\$ 11,391,654	\$ 12,076,955	\$ 12,674,488	\$ 597,533	4.9%
Franchise taxes and other	522,395	519,744	535,000	550,000	15,000	2.8%
Licenses and permits	399,087	346,871	335,720	352,520	16,800	5.0%
Intergovernmental revenues	2,603,365	1,629,741	1,502,330	2,173,156	670,826	44.7%
Fines and forfeits	185,603	187,219	200,000	200,000	-	0.0%
Charges for services	531,647	757,040	548,615	563,560	14,945	2.7%
Recreation fees	959,680	1,083,587	1,253,400	1,288,275	34,875	2.8%
Assessment revenue	32,210	29,868	30,000	30,000	-	0.0%
Investment income	(93,405)	(261,964)	25,000	40,000	15,000	60.0%
Administrative Transfer Fee	294,672	302,042	309,593	317,333	7,740	2.5%
Other Transfers	156,000	499,998	408,594	377,132	(31,462)	N/A
Miscellaneous	87,722	64,313	10,000	11,637	1,637	16.4%
TOTAL REVENUES	\$ 16,593,548	\$ 16,550,113	\$ 17,235,207	\$ 18,578,101	\$ 1,342,894	7.8%
Major changes in revenue						
Property Taxes					\$ 597,532	
Local Government Aid					458,326	
Public Safety Aid					203,500	
Franchise fees					15,000	
Investment Income					15,000	
Transfers					(31,462)	
Other changes					84,998	
Total increase in revenue					<u>\$ 1,342,894</u>	
Transfers						
Fire Capital Fund for Joint Powers Agreement with West Metro Fire					77,132	
Park Infrastructure Fund for Emerald Ash Borer Mitigation					100,000	
Street Infrastructure Fund for Emerald Ash Borer Mitigation					200,000	

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
09001 General Fund					
4000 Revenue/Expenditures					
4001 Revenues					
4005 Property Taxes					
4010 Property Taxes	10,821,019-	11,319,565-	3,411,825-	12,076,955-	12,674,488-
4050 Prop Tax-Delinqnt	88,728-	51,628-			
4070 Franchise Tax-Utility	522,395-	519,744-	139,634-	535,000-	550,000-
4090 Tax Penalties/Interest	4,825-	20,461-			
4005 Property Taxes	11,436,968-	11,911,398-	3,551,459-	12,611,955-	13,224,488-
4105 License/Permit Rev					
4115 Refuse Haulers Lic	3,400-	4,400-		4,500-	3,600-
4120 Bowling Alley Lic	480-	480-		480-	480-
4125 Misc Business Licenses	8,955-	10,885-	1,825-	9,000-	9,000-
4130 Tobacco Sales Lic	9,600-	8,300-	250-	5,500-	7,000-
4140 Gas/Car Wash Lic	1,518-	1,761-		1,600-	1,600-
4145 Trailer Storage Lic	40-	40-		40-	40-
4150 Non-Intox/Malt Liqr Lic	200-	200-		200-	200-
4155 Liquor License	46,803-	48,410-	8,250-	47,000-	55,000-
4165 Lawn Applicator Lic	1,100-	625-	600-	650-	600-
4170 Fire/Spec Hazards Lic	6,015-	1,360-	3,880-	6,000-	6,000-
4180 THC Products Lic			9,500-		6,000-
4310 Building Permit	176,997-	150,634-	76,568-	135,000-	135,000-
4315 Plumbing Permit	29,111-	25,537-	14,962-	32,000-	32,000-
4318 Electrical Permits	9,657-	8,104-	12,106-	9,000-	10,000-
4320 Mechanical Permit	85,604-	62,194-	50,529-	70,000-	70,000-
4325 Hood Duct Permit	2,300-	2,600-	1,550-	2,250-	3,000-
4330 Fire Sprinkler Permit	2,650-	3,701-	2,655-	6,000-	6,000-
4340 Sewer Permit	5,600-	5,900-	2,700-	4,500-	5,000-
4345 Water Permit	2,000-	1,300-	1,100-	2,000-	2,000-
4105 License/Permit Rev	392,030-	336,431-	186,476-	335,720-	352,520-
4405 Intrgvmtl Revenue					
4408 Federal Grants	1,142,382-				
4415 Fed-Police Grants	15,435-	40,677-	12,178-	26,600-	30,000-
4430 State-LGA	861,726-	866,708-		847,830-	1,306,156-
4435 State-Other Aid	8,907-	10,282-		10,500-	10,500-
4440 State-Street Aid	213,954-	304,014-	115,894-	230,000-	240,000-
4445 State-Police TrngAid	29,881-	32,474-		32,000-	29,000-
4446 State-Police Ins Prem	286,502-	311,344-		320,000-	320,000-
4447 State-Police, Misc Grnt	8,400-	1,140-		1,000-	204,500-
4460 State-Other Grant		850-	950-		
4480 County-Othr Grant	2,326-				
4499 Local Govnmt-Othr Grnt	33,852-	33,669-	16,468-	34,400-	33,000-
4405 Intrgvmtl Revenue	2,603,365-	1,601,157-	145,490-	1,502,330-	2,173,156-
4505 Fines/Forfeiture Rev					
4510 Fines/Forfeitures	185,603-	187,219-	114,394-	200,000-	200,000-
4505 Fines/Forfeiture Rev	185,603-	187,219-	114,394-	200,000-	200,000-
4525 Charges for Services					
4530 Cert of Compliance Fee	83,830-	50,605-	22,920-	62,000-	50,000-
4531 Rental Housing Inspectio	163,535-	187,599-	63,725-	150,000-	175,000-
4533 Comp Sign Plan Fee	2,500-	1,020-	1,580-	3,000-	3,000-

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
4536 Courtesy Bench Fee	1,700-	1,700-	1,500-	1,700-	1,700-
4550 Site/Bldg Review Fee	500-			500-	500-
4555 Bldg Plan Rvw Fee	77,308-	56,918-	27,438-	69,600-	70,000-
4560 PUD/Zoning Fee		1,000-		1,000-	1,000-
4565 CUP/Basic Zone Fee	1,200-	1,500-		1,500-	1,500-
4570 Zoning Variance Fee	1,100-	650-	650-	1,250-	1,250-
4575 Subdiv/Plat/Easemt Fee		325-		500-	500-
4580 Rezone/Text Amdmt Fee	500-			400-	400-
4585 Excavtn/Grade Prmt Fee	2,603-	1,560-	1,282-	2,500-	2,500-
4590 Contrctr Invstgtn Fee	2,180-	2,015-	995-	2,000-	2,000-
4591 Internet Service Charge	5,159-	5,380-	3,003-	5,000-	5,000-
4595 Blueprint Handlg Fee				500-	500-
4600 Police-Servc Chrg Out	85,709-	317,504-	60,887-	113,255-	100,000-
4601 Police-Alarm Registrtn F	5,700-	6,050-	5,250-	6,500-	6,000-
4602 Police-False Alarm Fee	9,650-	20,400-	3,000-	10,000-	10,000-
4615 Police/Crime Rpt Fee	11,171-	6,198-	3,547-	7,000-	14,000-
4616 SWAT Tri-City Revenue	7,057-	10,440-		12,000-	10,000-
4618 Reserves/Explorers		9,786-	1,500-	1,200-	1,500-
4645 Animal Impound Fee	1,552-	3,909-	3,656-	2,000-	3,200-
4650 Animal Control -Crystal	44,528-	47,348-		45,000-	54,000-
4660 Right-Way/Easemt Fee	11,400-	18,700-	15,250-	37,500-	37,500-
4700 Map/Ordinance Fee	20-	5-		10-	10-
4710 Photocopy Fee	144-	58-	2-	200-	
4716 Pet Licenses	2,770-	2,123-	1,250-	3,000-	3,000-
4720 Pawn Shop Fees	10,662-	8,938-	3,722-	5,000-	5,000-
4750 Paymnt in Lieu of Tax	2,500-	2,000-	2,000-	2,500-	2,500-
4755 SAC/SUR Admin Fee	926-	474-	224-	2,000-	2,000-
4525 Charges for Services	535,906-	764,204-	223,381-	548,615-	563,560-
5005 Recreation Fees					
5010 Park/Rec Donations	13,796-	8,710-	3,510-	5,500-	5,700-
5020 Recreation Prog Fee	355,638-	420,876-	236,080-	457,850-	472,575-
5100 Park/Rec Rental Fee	61,510-	59,636-	45,173-	69,500-	69,500-
5110 Park/Rec Othr Rev	14,083-	37,449-	37,160-	14,000-	19,000-
5225 Pool Gate	203,490-	193,233-	89,846-	264,000-	264,000-
5226 Pool Pass	170,522-	197,832-	197,996-	250,000-	250,000-
5227 Pool Rental	26,987-	33,200-	8,237-	31,750-	35,000-
5228 Pool Program Fee	37,359-	34,309-	32,028-	48,000-	42,000-
5235 Pool Concession Sales	89,066-	106,022-	49,095-	110,000-	127,000-
5345 Vending Revenue	1,025-	1,030-	2,733-	2,800-	3,500-
5005 Recreation Fees	973,475-	1,092,299-	701,859-	1,253,400-	1,288,275-
5355 Assmt/Reimbrsmt Rev					
5360 Spec Assmt-Defrd Rev	32,210-	29,868-		30,000-	30,000-
5355 Assmt/Reimbrsmt Rev	32,210-	29,868-		30,000-	30,000-
5405 Investment Income					
5410 Interest Income	93,318	261,533	98,773-	25,000-	40,000-
5405 Investment Income	93,318	261,533	98,773-	25,000-	40,000-
5455 Misc. Revenue					
5480 Donations/General	2,800-	3,275-	4,360-		
5490 Other Misc Revenue	67,126-	43,458-	36,134-	10,000-	11,638-
7385 Admin Trnsfr Exp	294,672-	302,040-	154,797-	309,593-	317,333-
5455 Misc. Revenue	364,598-	348,772-	195,290-	319,593-	328,971-

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
4001 Revenues	16,430,836-	16,009,815-	5,217,121-	16,826,613-	18,200,969-
8001 Othr Financg Sources					
8005 Other Income					
8310 Transfers f/Other Funds	156,000-	500,000-	400,000-	408,594-	377,132-
8710 Transfers Out	1,642,533	1,142,382			
8005 Other Income	1,486,533	642,382	400,000-	408,594-	377,132-
8001 Othr Financg Sources	1,486,533	642,382	400,000-	408,594-	377,132-
4000 Revenue/Expenditures	14,944,304-	15,367,433-	5,617,121-	17,235,207-	18,578,101-
9000 Statistical					
	14,944,304-	15,367,433-	5,617,121-	17,235,207-	18,578,101-

City of New Hope 2024 Budget

Mayor/Council

General Fund

Public Purpose: The City Council exercises legislative and policy authority. The city of New Hope has an elected Council consisting of a part-time mayor and four part-time council members. By a vote of the electorate in 1974, the city organized under state law as a Statutory Plan B form of government.

Goals for the 2024 Budget

- Deliver quality services to the community
- Maintain fiscal responsibility and prudent stewardship of public funds
- Exhibit responsible leadership
- Provide information on city departments, programs and projects to newly elected council members
- Continue performance measurement program
- Public safety, pavement management program and redevelopment are high priorities

Performance Measures

	2010 census	2016	2017	2019	2020 census
Population*	20,339	21,600	21,545	22,376	21,986
Number of Households*	8,784	8,819	8,851	9,102	8,984
Number of Businesses	440	484	480	480	526

*Data derived from Metropolitan Council website (last update - 2021)

Staffing Levels:

Number of Employees (FTE)	Total of 5 (mayor and 4 council members per city code)
----------------------------------	--

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Mayor and Council	\$ 105,867	\$ 102,341	\$ 106,836	\$ 109,629	\$ 2,793
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	0.63%	0.59%	0.62%	0.59%	

The major changes in the budget for 2024 are outlined as follows:

- Includes 3% council wage/benefits increase
- Includes Personnel Board costs (no change from 2023 budget)
- Includes funds for annual commissioner appreciation event/city tour
- Slight decrease in IT charge
- Overall budget increase of \$2,793

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
001 Mayor/Council Dept					
5501 Expenditures					
6005 Personal Services					
6103 Wages/Part Time	54,126	55,784	28,644	57,512	59,752
6104 Wages/Seasonal	2,400	1,500	975	1,800	1,800
6122 PERA-City Part	2,706	2,789	1,432	2,876	2,898
6124 FICA-City Part	1,570	1,568	490	972	893
6151 Wrkr's Comp Chr	266	275	139	302	320
6005 Personal Services	61,068	61,916	31,681	63,462	65,663
6205 Supplies/Materials					
6210 Supply/Office	2,386	1,789	1,377	2,000	2,000
6205 Supplies/Materials	2,386	1,789	1,377	2,000	2,000
7005 Contracted Services					
7350 Genl Liability Ins	2,853	3,018	755	3,018	3,018
7540 IT Department Charge	6,204	6,276	3,471	6,941	6,419
7610 Dues/Subscriptn	32,259	26,674	26,985	27,065	28,179
7625 Awards	62		215	400	300
7630 Training/Seminars	1,035	2,668	1,888	3,950	4,050
7005 Contracted Services	42,413	38,637	33,313	41,374	41,966
7905 Captl/Const Outlay					
5501 Expenditures	105,867	102,342	66,371	106,836	109,629
8501 Othr Financg Uses					
8505 Other Expenses					
9000 Statistical	105,867	102,342	66,371	106,836	109,629
9000 Statistical	105,867	102,342	66,371	106,836	109,629
001 Mayor/Council Dept	105,867	102,342	66,371	106,836	109,629

City of New Hope 2024 Budget

City Manager Department

General Fund

Public Purpose: New Hope is a Council/Manager form of government with an appointed city manager. The city manager exercises administrative controls over the city organization and its resources. The city manager department is comprised of the city manager, city clerk and administrative specialist.

Goals for the 2024 Budget

- Carry out policy direction based on city council directives and manage daily operations
- Develop annual budget and provide services in an efficient and cost effective manner
- Maintain good communication with Council, residents and businesses; encourage public participation and be positive representative for city
- Proceed with technological improvements within parameters of approved budget

	2021	2022	2023	Anticipated 2024
Annual Budget (expenditures for operating funds)	\$35,462,219 Res. 20-122	\$36,060,045 Res. 21-114	\$48,781,610 Res. 22-133	TBD
Business licenses	101	108	115	100+
Liquor licenses (intoxicating)				
• On Sale & Wine	8	8	8	9
• Off Sale	4	4	4	4
Council Mtgs/Work Sessions	35	34	Estimated 37	34

Staffing Levels:

	2018	2019	2020	2021	2022	2023	2024
Number of Employees (FTE)	3.00	2.85	2.85	2.85	2.95	2.95	2.90

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
City Manager	\$ 453,786	\$ 472,471	\$ 480,013	\$ 475,841	\$ (4,172)
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	2.69%	2.70%	2.79%	2.56%	

The major changes in the City Manager budget for 2024 are outlined as follows:

- Budget supports wages for city manager, city clerk, administrative specialist, and 5% of community development assistant. 15% of city manager salary is funded by the EDA budget for duties performed as EDA executive director.

City of New Hope 2024 Budget

- Increase of \$5,883 for wages and benefits.
- Increase of \$1,700 for ordinance codification services.
- Increase of \$700 in training budget.
- Decrease of \$843 in IT charges.
- Overall budget decrease of \$4,172.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
003 City Manager Dept					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	294,816	304,077	119,319	329,915	332,920
6102 Wages/Overtime		352			
6111 Leave Expense Chrg	49,232	35,764	19,621		
6122 PERA-City Part	23,630	25,112	13,241	39,483	13,811
6123 DEFCOMP-City Part					11,158
6124 FICA-City Part	20,631	20,111	6,572	25,238	25,468
6132 Health Insurance	40,258	46,658	23,159	54,778	60,174
6151 Wrkr's Comp Chr	2,035	5,676	4,216	2,716	2,820
6005 Personal Services	430,603	437,749	186,128	452,130	446,351
6205 Supplies/Materials					
6210 Supply/Office	593	894	94	500	500
6205 Supplies/Materials	593	894	94	500	500
7005 Contracted Services					
7080 Financial Services	1,548	1,591			
7090 Othr Consultg Serv	4,228	14,457	6,633	3,000	4,700
7210 Legal Notice Publ	446	1,129	250	500	500
7270 Employee Mileage	51	102	79	200	200
7540 IT Department Charge	14,592	15,936	9,129	18,258	17,415
7610 Dues/Subscriptn	1,726	50	50	1,725	1,775
7630 Training/Seminars		562	579	3,700	4,400
7005 Contracted Services	22,592	33,826	16,719	27,383	28,990
7705 Depreciation					
7905 Captl/Const Outlay					
5501 Expenditures	453,788	472,469	202,941	480,013	475,841
9000 Statistical	453,788	472,469	202,941	480,013	475,841
9000 Statistical	453,788	472,469	202,941	480,013	475,841
003 City Manager Dept	453,788	472,469	202,941	480,013	475,841

City of New Hope 2024 Budget

Assessing

General Fund

Public Purpose: Property values within the city are reviewed and classified for taxation purposes. The city has had a contractual arrangement with Hennepin County since 1974 for professional and clerical services to maintain property records and determine estimated property valuation.

Goals for the 2024 Budget

- Inspect and re-value 20% of existing real property
- Inspect and value new construction, additions and renovations
- Attend Local Board of Appeal and Equalization Meeting for appeal process
- Respond to inquiries regarding assessment or appraisal processes

Performance Measures

	2020 (payable 2021)	2021 (payable 2022)	2022 (payable 2023)	2023 (payable 2024)
Residential (owner-occupied)	5,150	5,163	5,178	5,177
Residential (rental)	504	495	498	501
Apartment	125	125	125	125
Commercial (taxable)	85	84	84	84
Industrial (taxable)	130	130	130	130
Other (outlots, etc)	24	24	23	23
Total taxable properties	6,018	6,021	6,038	6,024
Total estimated market value	\$2,239,095,600	\$2,371,019,000	\$2,734,238,300	\$2,849,472,700

Data obtained from Hennepin County Property Type Table – Taxable Market Values Report

Staffing Levels:

Number of Employees (FTE)	Contractual arrangement with Hennepin County
---------------------------	--

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Assessing	\$ 165,000	\$ 172,000	\$ 180,000	\$ 192,000	\$ 12,000
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	0.98%	0.98%	1.04%	1.03%	

The major changes in the budget for 2024 are outlined as follows:

City of New Hope 2024 Budget

- The City Council approved a four-year agreement (2021-2024) with Hennepin County at the October 26, 2020, Council Meeting (contract amount will not exceed 7.5%; fluctuation depends on parcel count/new construction).
- The budgeted amount in 2023 was \$180,000, and the 2024 estimate from Hennepin County is \$192,000.
- Overall budget increase is \$12,000 or 6.7%.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
008 Assessing Dept					
5501 Expenditures					
7005 Contracted Services					
7090 Othr Consultg Serv	165,000	172,000	180,000	180,000	192,000
7005 Contracted Services	165,000	172,000	180,000	180,000	192,000
5501 Expenditures	165,000	172,000	180,000	180,000	192,000
9000 Statistical	165,000	172,000	180,000	180,000	192,000
9000 Statistical	165,000	172,000	180,000	180,000	192,000
008 Assessing Dept	165,000	172,000	180,000	180,000	192,000

City of New Hope 2024 Budget

City Hall Department

General Fund

Public Purpose: The City Hall budget provides a community facility for the purpose of holding public meetings and to provide a work environment that contributes to employee productivity and well-being.

Goals for the 2024 Budget

- Provide meeting spaces for city council, commissions, city business, and community groups as allowed by policy.

Performance Measures

	2020 Actual	2021 Actual	2022 Actual	2023 Budgeted	2024 Projected
Cost of utilities (electric, water/sewer, gas)	\$86,250	\$113,121	\$127,875	\$100,000	\$106,000
Meetings scheduled	1,000	1,000	1,000	1,000	1,000

Staffing Levels:

Number of Employees (FTE)	Contractual and internal staffing (public works)
---------------------------	--

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
City Hall	\$ 454,846	\$ 482,286	\$ 461,311	\$ 462,591	\$ 1,280
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	2.70%	2.76%	2.68%	2.49%	

The major changes in the budget for 2024 are outlined as follows:

- Utilities increase of \$6,000 (natural gas, electric, water/sewer, refuse collection)
- IT fund increase of \$955
- Central garage charge decrease of \$6,675
- Overall budget increase of \$1,280

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
031 City Hall					
4000 Revenue/Expenditures					
4001 Revenues					
4405 Intragmntl Revenue					
5455 Misc. Revenue					
5501 Expenditures					
6005 Personal Services					
6205 Supplies/Materials					
6210 Supply/Office	6,575	6,524	1,975	6,000	6,000
6230 Supply/Copy Mach	8,709	8,987	3,695	7,000	7,000
6270 Supply/Dept Oprntg	4,119	4,329	2,141	4,000	4,000
6205 Supplies/Materials	19,403	19,841	7,812	17,000	17,000
7005 Contracted Services					
7160 Postage Exp	11,696	10,727	5,110	10,000	11,000
7280 Central Garage Chg	109,992	122,832	63,587	127,174	120,499
7300 Electric Expense	64,767	78,919	31,683	60,000	60,000
7310 Water/Sewer Exp	15,867	11,834	2,251	10,000	11,000
7320 Natrl Gas Exp	32,487	37,123	19,175	30,000	35,000
7330 Garbage Expense	3,267	2,274	1,170	3,000	3,000
7350 Genl Liability Ins	95,836	70,935	16,738	94,470	94,470
7400 Repair/Genl	249			500	500
7450 Repair/Othr Contrctrl	96,710	120,820	47,873	100,000	100,000
7540 IT Department Charge	4,572	6,216	4,083	8,167	9,122
7005 Contracted Services	435,444	461,680	191,671	443,311	444,591
7905 Captl/Const Outlay					
7960 Furniture/Fixtures		766	614	1,000	1,000
7905 Captl/Const Outlay		766	614	1,000	1,000
5501 Expenditures	454,847	482,287	200,096	461,311	462,591
8001 Othr Financg Sources					
8005 Other Income					
8501 Othr Financg Uses					
4000 Revenue/Expenditures	454,847	482,287	200,096	461,311	462,591
9000 Statistical					
031 City Hall	454,847	482,287	200,096	461,311	462,591
09001 General Fund	252,256	953,815	2,423,858		

City of New Hope 2024 Budget

Communications

General Fund

Public Purpose: The communications program provides coordination of all city communications including printed publications (*In Touch* newsletter, and *In Motion* brochure), cable TV, website, and marketing of recreational facilities. It is vital to keep all residents/businesses well informed of city actions and events.

Goals for the 2024 Budget

- Write, edit and coordinate publication of six *In Touch* resident newsletters.
- Design, edit and coordinate publication of three *In Motion* recreation brochures.
- Write and distribute 80 media releases.
- Daily maintenance of the city website and weekly changes to the homepage.
- Grow the city's social media following by 15% and increase traffic to city's website by 10%.
- Increase engagement on the City's social media platforms.
- Partner with vendor to successfully develop and launch a new website, introducing new capabilities to better serve the needs of internal and external stakeholders.

Performance Measures

	2022 Actual	2023 Projected	2024 Projected
In Touch/In Business Newsletter	6	6	6
In Motion Recreation Brochure	3	3	3
Media releases	66	80	80
Unique Visits to Website	128,318	141,000	150,000
City Website (visits/page hits)	185,229/317,163	203,750/360,150	220,000/395,000

Staffing Levels:

	2022	2023	2024
Number of Employees (FTE)	1	1	1

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Communications	\$ 144,249	\$ 167,319	\$ 177,732	\$ 193,731	\$ 15,999
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	0.86%	0.96%	1.03%	1.04%	

The major changes in the budget for 2024 are outlined as follows:

City of New Hope 2024 Budget

- Overall increase of \$15,999.
- Increase of \$13,401 in personnel expenses.
- Increase of \$1,535 due to 5% projected U.S.P.S. increase.
- Increase of \$1,110 due to projected 6% increase by ECM Publishing.
- In Focus photo contest continues to be funded through the City Council budget.
- Continue to lead the city's social media effort and promote the city's online presence.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
013 Communications					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	66,346	71,606	33,845	87,338	97,293
6111 Leave Expense Chrg	9,313	9,858	5,930		
6122 PERA-City Part	5,724	6,109	3,048	6,550	7,297
6124 FICA-City Part	5,258	5,646	2,871	6,681	7,443
6132 Health Insurance	17,077	19,125	9,234	19,085	21,022
6151 Wrkr's Comp Chr	523	570	279	646	739
6005 Personal Services	104,241	112,915	55,207	120,300	133,794
6205 Supplies/Materials					
6210 Supply/Office	4,949	2,813	569	1,000	1,000
6670 Supply/Eqmt Repr	1,146			600	600
6205 Supplies/Materials	6,095	2,813	569	1,600	1,600
7005 Contracted Services					
7040 Legal Service			2,900		
7160 Postage Exp	18,375	24,634	10,062	29,465	31,000
7200 Advertising	2,382	113	17	500	500
7220 Publication Printing	7,307	20,316	8,791	18,512	19,622
7270 Employee Mileage				200	200
7540 IT Department Charge	5,592	5,880	2,952	5,905	5,765
7610 Dues/Subscriptn	257	349		500	500
7630 Training/Seminars		300	279	750	750
7005 Contracted Services	33,913	51,592	25,002	55,832	58,337
7905 Captl/Const Outlay					
5501 Expenditures	144,249	167,320	80,778	177,732	193,731
9000 Statistical	144,249	167,320	80,778	177,732	193,731
9000 Statistical	144,249	167,320	80,778	177,732	193,731
013 Communications	144,249	167,320	80,778	177,732	193,731

City of New Hope 2024 Budget

Elections

General Fund

Public Purpose: Elections Management creates an opportunity for all voters to exercise voting rights through use of a registration system and electronic voting equipment. The election budget involves costs to conduct elections in New Hope for local, state, and federal elections. The budget also includes the cost for programming, maintenance, storage, and replacement of voting equipment.

Goals for the 2024 Budget

- Fund postal verification cards from new registrations during 2024 election cycle
- Perform maintenance on election equipment

Performance Measures

	11/8/16	11/6/18	3/3/20 PNP	11/3/20	11/8/22
Voter turnout in person	7,871	9,779	3,195	3,920	5,899
Absentee ballots	3,249	2,533	547	8,029	2,599
Voter turnout Percentage	80%	75%	30%	83%	66%
Total registered voters	11,120	13,124	12,768	14,316	12,962

Staffing Levels:

	2019	2020	2021	2022	2023	2024
Number of Employees (FTE)	0	0	0	0	0	0

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Elections	\$ 10,326	\$ 66,494	\$ 4,900	\$ 69,668	\$ 64,768
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	0.06%	0.38%	0.03%	0.38%	

The major changes in the budget for 2024 are outlined as follows:

- Personnel costs for city clerk and administrative specialist are included in City Manager Department budget
- Presidential Nomination Primary (PNP) to be conducted on March 5, 2024, in addition to the Primary and General (PNP requires separate election judge training)
- Slight increase in hourly wage for election judges since 2022 election cycle
- City pays annual maintenance costs on the county-owned election equipment
- Budget includes costs for administering absentee voting process
- Overall budget increase of \$64,768

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
004 Elections Dept					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time		934			
6102 Wages/Overtime					1,764
6104 Wages/Seasonal		25,292			57,492
6122 PERA-City Part		70			
6124 FICA-City Part		71			
6132 Health Insurance		126			
6151 Wrkr's Comp Chr		69			308
6005 Personal Services		26,562			59,568
6205 Supplies/Materials					
6210 Supply/Office		2,257	105		3,000
6205 Supplies/Materials		2,257	105		3,000
7005 Contracted Services					
7160 Postage Exp	1,059	910		1,000	1,000
7210 Legal Notice Publ		590			900
7240 Othr Printing Exp		1,100			1,200
7270 Employee Mileage		76			100
7430 Repair/Mach/Eqmt	3,897	3,897	3,897	3,900	3,900
7005 Contracted Services	4,956	6,573	3,897	4,900	7,100
7905 Captl/Const Outlay					
5501 Expenditures	4,956	35,392	4,002	4,900	69,668
8501 Othr Financg Uses					
9000 Statistical	4,956	35,392	4,002	4,900	69,668
9000 Statistical	4,956	35,392	4,002	4,900	69,668
004 Elections Dept	4,956	35,392	4,002	4,900	69,668

City of New Hope 2024 Budget

Finance Department

General Fund

Public Purpose: The Finance Department is responsible for financial reporting, budgeting, assessments, payroll processing, cash receipts, accounts receivable, accounts payable, debt service management and investment of all city funds.

Goals for the 2024 Budget

- Continue to review budget format and process.
- Present quarterly reports to Council.
- Meet deadlines for completion of audit, TIF district publication, etc.
- Retain "Certificate of Excellence" financial reporting award from Government Finance Officers Association.
- Collaborate with Abdo to evaluate and select a new enterprise resource planning system.

Performance Measures

	2022 Actual	2023 Estimate	2024 Projected
Average rate of return-on-investment portfolio	1.86%	1.0%	0.5%
Tax Capacity Rate	62.826%	57.162%	57.061%

Staffing Levels:

	2022	2023	2024
Number of Employees (FTE)	2.03	2.03	2.03

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Finance	\$ 311,896	\$ 304,630	\$ 327,618	\$ 380,743	\$ 53,125
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	1.85%	1.74%	1.90%	2.05%	

The major changes in the budget for 2024 are outlined as follows:

- Overall increase of \$53,125.
- Increase in personnel expenses of \$19,271.
- Increase of \$2,745 in financial services.
- Increase of \$30,000 in other consulting as PMA asset management fees will be in the finance budget and distributed to other departments via an administrative transfer.
- Decrease of \$1,000 in bank fees due to renegotiated rates with Wells Fargo.
- Increase of \$591 in IT allocation.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
006 Finance Dept					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	117,482	125,603	65,475	154,277	167,935
6102 Wages/Overtime			730	1,402	1,945
6111 Leave Expense Chrg	17,329	17,121	9,193		
6122 PERA-City Part	10,124	10,797	5,495	11,676	12,741
6124 FICA-City Part	3,858	10,468	5,369	11,909	12,996
6132 Health Insurance	25,041	27,083	12,556	30,081	32,999
6151 Wrkr's Comp Chr	925	1,005	504	1,155	1,291
6005 Personal Services	174,759	192,077	99,321	210,500	229,907
6205 Supplies/Materials					
6210 Supply/Office	710	1,659	42-	1,000	1,000
6205 Supplies/Materials	710	1,659	42-	1,000	1,000
7005 Contracted Services					
7010 Audit Service	33,356	32,019	24,069	30,134	31,516
7080 Financial Services	74,906	52,726	23,790	54,900	57,645
7090 Othr Consultg Serv	5,370	31,102	13,052		30,000
7210 Legal Notice Publ	2,060	1,841	505	2,100	2,100
7270 Employee Mileage			32	75	75
7380 Credit Card and Bank Fee	4,607	2,813		4,500	3,500
7540 IT Department Charge	19,596	20,964	11,405	22,809	23,400
7600 Cash Short/Over	8-	1			
7610 Dues/Subscriptn	1,815	530		1,100	1,100
7630 Training/Seminars				500	500
7005 Contracted Services	141,703	141,995	72,853	116,118	149,836
7905 Captl/Const Outlay					
5501 Expenditures	317,171	335,731	172,131	327,618	380,743
8501 Othr Financg Uses					
8505 Other Expenses					
8510 Refund/Reimbursemts	95				
8505 Other Expenses	95				
8501 Othr Financg Uses	95				
9000 Statistical	317,266	335,731	172,131	327,618	380,743
9000 Statistical	317,266	335,731	172,131	327,618	380,743
006 Finance Dept	317,266	335,731	172,131	327,618	380,743

City of New Hope 2024 Budget

Human Resources

General Fund

Public Purpose: The Human Resources area is responsible for recruitment, compensation, benefits, training, labor negotiations, and general employee relations functions. The Director of HR/Administrative Services supervises the HR Specialist/IT Coordinator, Communications Coordinator, one Accountant and one Accounting Technician, and serves as the city's liaison with its IT consultant, Solution Builders.

Goals for the 2024 Budget

- Recruit and retain competent, well trained staff to meet the needs of the city.
- Develop and administer personnel policies and procedures, labor agreements and compensation plans that are fair, equitable and compliant with federal and state regulations.
- Continue to review all position vacancies to determine if the position should be filled or its duties reassigned, which would result in a modification to the organizational structure.

Performance Measures

	2022 Actual	2023 Estimate	2024 Projected
Number of Employees	94 FT + 2 PT = 96	95 FT + 2 PT = 97	95 FT + 2 PT = 97
Turnover	9.6%	< 10%	< 10%
External Recruitments	5	8	6
Internal Recruitments	2	1	2
Applications Received	113	150	120
Interviews Conducted	142	175	145

Staffing Levels:

	2021	2022	2023	2024
Number of Employees (FTE)	2	1.8	1.8	1.8

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Human resources	\$ 325,426	\$ 331,361	\$ 354,859	\$ 341,157	\$ (13,702)
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	1.93%	1.90%	2.06%	1.84%	

The major changes in the budget for 2024 are outlined as follows:

- Overall decrease of \$13,702.
- Increase of \$1,400 for recognition awards program.
- Decrease of \$30,000 in consulting services as the 2023 budget included a compensation study.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
010 Human Resources Dept					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	199,529	211,575	103,374	218,431	228,608
6102 Wages/Overtime	1,135				
6111 Leave Expense Chrg	31,811	24,609	12,200		
6122 PERA-City Part	16,345	15,671	7,644	16,382	17,146
6124 FICA-City Part	15,457	14,767	7,236	16,710	17,489
6132 Health Insurance	27,527	26,742	12,690	29,074	31,633
6151 Wrkr's Comp Chr	1,510	1,479	836	1,616	1,737
6005 Personal Services	293,314	294,842	143,980	282,213	296,613
6205 Supplies/Materials					
6210 Supply/Office	570	153	156	350	350
6205 Supplies/Materials	570	153	156	350	350
7005 Contracted Services					
7060 Personnel Service	1,409	4,922	1,140	3,000	3,000
7080 Financial Services	1,008	1,036			
7090 Othr Consultg Serv			300	33,000	3,000
7160 Postage Exp	4				
7200 Advertising	1,443	596	1,014	800	1,200
7270 Employee Mileage		169		350	350
7540 IT Department Charge	8,892	10,284	5,561	11,121	11,219
7610 Dues/Subscriptn	260	573	631	1,300	1,300
7625 Awards	2,564	2,563	460	1,725	3,125
7630 Training/Seminars	14,115	14,264	11,070	19,000	19,000
7640 Employee Apprectn Exp	1,848	1,958		2,000	2,000
7005 Contracted Services	31,542	36,365	20,175	72,296	44,194
5501 Expenditures	325,426	331,360	164,310	354,859	341,157
9000 Statistical	325,426	331,360	164,310	354,859	341,157
9000 Statistical	325,426	331,360	164,310	354,859	341,157
010 Human Resources Dept	325,426	331,360	164,310	354,859	341,157

City of New Hope 2024 Budget

Legal Services

General Fund

Public purpose: The general fund legal budget funds non-criminal legal assistance required by the city. The budget does not include special projects such as redevelopment, acquisition and disposition of property, improvement projects, planning cases, inspection/code enforcement issues or bond counsel. Legal expenses incurred for the above purposes are billed to the appropriate project or budget and expenses for planning applications are billed back to the petitioner.

Goals for the 2024 Budget

- Set budget parameters that enable the city to continue to pursue redevelopment projects and other growth initiatives that may require further legal guidance.

Performance Measures

	2019	2020	2021	2022	2023	2024
Services	\$35,000	\$25,000	\$22,000	\$20,000	\$20,000	\$25,000

Staffing Levels:

Number of Employees (FTE)	Contractual arrangement with outside legal firm
---------------------------	---

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Legal	\$ 16,901	\$ 38,499	\$ 20,000	\$ 25,000	\$ 5,000
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	0.10%	0.22%	0.12%	0.13%	

The major change in the budget for 2024 is outlined as follows:

- Increase in overall budget of \$5,000.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
009 General Fd Legal Dept					
5501 Expenditures					
7005 Contracted Services					
7040 Legal Service	16,901	38,499	14,513	20,000	25,000
7005 Contracted Services	16,901	38,499	14,513	20,000	25,000
5501 Expenditures	16,901	38,499	14,513	20,000	25,000
9000 Statistical	16,901	38,499	14,513	20,000	25,000
9000 Statistical	16,901	38,499	14,513	20,000	25,000
009 General Fd Legal Dept	16,901	38,499	14,513	20,000	25,000

City of New Hope 2024 Budget

Planning

General Fund

Public purpose: The Planning budget of the Community Development Department is responsible for planning and zoning. Staff participates in planning and assembling the Annual State of the City presentation as well as the Commissioner Bus Tour. Staff also works on all development and redevelopment endeavors.

Goals for the 2024 Budget

- Continue further expansion of the scattered-site housing program.
- Actively pursue redevelopment opportunities throughout the city.
- Work on business retention activities and policies.
- Work towards refining the zoning code as it relates to code enforcement issues and topics.

Performance Measures

	2019	2020	2021	2022	2023*
Planning Requests Reviewed	10	14	11	4	2
Code Amendments Considered	2	9	6	0	0

*Jan 1, 2023 – May 8, 2023

Staffing Levels:

	2019	2020	2021	2022	2023	2024
Number of Employees (FTE)	1.19	1.19	1.19	2.09	2.09	1.76

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Planning	\$ 159,828	\$ 286,284	\$ 312,792	\$ 284,048	\$ (28,744)
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	0.95%	1.64%	1.81%	1.53%	

The changes in the budget for 2024 are:

- Decrease in overall budget of \$28,744.
- Decrease in wages and benefits of \$24,545.
- Decrease in legal services of \$2,500.
- Decrease in planning consultant services of \$2,500.
- Increase in IT charges of \$1,189.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
011 Planning Dept					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	99,875	197,774	90,139	207,803	180,513
6122 PERA-City Part	7,480	14,793	6,746	15,585	13,538
6124 FICA-City Part	7,396	14,369	6,508	15,897	13,809
6132 Health Insurance	15,572	35,465	17,658	36,841	43,719
6151 Wrkr's Comp Chr	609	1,542	759	1,859	1,672
6005 Personal Services	130,931	263,944	121,810	277,985	253,252
6205 Supplies/Materials					
6210 Supply/Office	414	166	123	300	300
6205 Supplies/Materials	414	166	123	300	300
7005 Contracted Services					
7030 Engineer Service	3,712	4,234	1,056	3,500	3,500
7040 Legal Service	4,150	1,547	1,180	6,000	3,500
7100 Plan/Zone Consultg	12,817	8,114	2,399	12,000	9,500
7210 Legal Notice Publ	411			500	300
7270 Employee Mileage			29	200	200
7540 IT Department Charge	7,392	8,280	5,703	11,407	12,596
7610 Dues/Subscriptn			120	400	400
7630 Training/Seminars				500	500
7005 Contracted Services	28,481	22,175	10,488	34,507	30,496
5501 Expenditures	159,826	286,284	132,421	312,792	284,048
9000 Statistical	159,826	286,284	132,421	312,792	284,048
9000 Statistical	159,826	286,284	132,421	312,792	284,048
011 Planning Dept	159,826	286,284	132,421	312,792	284,048

Police Department

General Fund

Public Purpose: Provide a wide range of law enforcement services which include 911 response, emergency medical assistance, traffic enforcement, mediation, criminal investigation, maintaining peace and order, crime prevention at various community engagement events, and problem resolution. The functional programs include Response Services, K-9 Unit, Traffic Unit, Investigation, School Resource Officers, Violent Offender Task Force Investigator, Community Services, Staff and Services (Records and Jail), SWAT, Mobile Field Force, Field Training Officer, Community Service Officers, and Administration.

Goals for the 2024 Budget

- Continue providing effective and efficient services in all functional programs.
- Expand Community Engagement programs and Community Outreach operations that support these programs.
- Continue to acquire necessary equipment through Federal Government programs resulting in substantial savings.
- Continue preparations of officers at all levels for future advancement and transitions.
- Keep all staff current with trends and training including new POST (Peace Officer Standards and Training) and legislative mandated items.
- Continue working closely with the schools, establishing critical incident planning, and maintaining safe educational environments.
- Replace portable radios (21) as they will be past recommended replacement date.
- Transition a patrol officer to a fourth investigative position based on call load.
- Manage property/evidence room. Initiate fee schedule for data requests and evidence room requests. Complete initial audit & transition to annual audits of evidence room.

Performance Measures

	2021 Actual	2022 Actual	2023 Estimate	2024 Projected
Calls-for-service	22,032	23,134	24,384	25,000
Achieve a Part A and B crimes clearance rate in excess of 25%	25.8%	28%	25%	25%
Deliver and participate in community engagement activities and events	47	54	55-60	55-60

Staffing Levels:

	2021	2022	2023	2024
Number of FT Employees (FTE)	45.82	45.91	47	47.5

City of New Hope 2024 Budget

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Police	\$ 6,636,756	\$ 6,715,585	\$ 7,571,601	\$ 8,343,870	\$ 772,269
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	39.40%	38.43%	43.93%	44.91%	

The total officer compliment in 2024 will remain at 34 which is the budgeted capacity. It should be noted that we are at full staff. Some highlighted changes in the budget for 2023 include:

- Wages and benefits increased \$368,570 due to labor contracts, market adjustments and staffing.
- Central garage replacement/operation charges increased \$212,608.
- Repair/Contractual increased \$148,514 mainly due to allocation of positions from a shared position to sole use for the city.
- Legal Services increased \$18,000 due to use by department.
- IT allocated costs increased \$8,738 due to new facility needs and other technological internal adjustments and body worn cameras.
- Estimated revenues derived from various non-patrol police overtime projects including Toward Zero Death (TZD), drug task force, high school events, and other extra-duty assignments remains relatively unchanged.
- Revenues collected from State training reimbursements continue to increase due to new mandates.
- Revenues collected from various fees increased \$7,000 (including false alarms, crime reports, animal impound, pet licenses, body worn camera and evidence).
- The CIP for 2024 is \$133,000 and includes:
 - Purchase of 21 portable radios: \$116,000
 - Purchase of 2 SWAT vests: \$11,000
 - Purchase of 2 Stalker radar units: \$6,000

Overall, the total police budget increased by \$772,269 in 2024. The majority of the increase is due to personnel costs.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
014 Police Dept					
9001 Statistical					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	2,974,643	2,991,708	1,535,539	4,047,982	4,304,163
6102 Wages/Overtime	196,299	258,806	46,253	155,196	169,566
6103 Wages/Part Time	17,994	14,603	6,852	22,822	29,432
6111 Leave Expense Chrg	508,581	523,365	251,099		
6119 Wages/Comp Time	29,056	25,677			
6122 PERA-City Part	590,734	616,977	291,073	669,403	723,532
6124 FICA-City Part	79,367	81,843	40,071	102,135	109,923
6132 Health Insurance	442,791	482,311	230,132	707,358	736,850
6151 Wrkr's Comp Chr	185,573	274,729	142,094	362,063	395,770
6005 Personal Services	5,025,037	5,270,018	2,543,114	6,066,959	6,469,236
6205 Supplies/Materials					
6210 Supply/Office	6,005	4,780	1,499	4,250	4,462
6250 Supply/Printed Form	3,749	2,036	1,624	1,600	1,600
6290 Supply/Othr Oprntg	97,285	73,125	92,846	80,000	79,000
6410 Supply/Small Tools	5,151	1,979	3,541	3,000	5,000
6630 Supply/Genl Repr	1,047	718		1,050	
6770 Supply/Laundry Exp	2,077	2,172		2,250	2,250
6780 SWAT Expenses		20,356	10,006	25,100	25,100
6785 Community Engagement					8,000
6790 Supply/Uniforms Exp	81,428	35,806	9,327	37,000	44,000
6205 Supplies/Materials	196,742	140,973	118,843	154,250	169,412
7005 Contracted Services					
7040 Legal Service	179,516	204,246	99,714	180,000	198,000
7050 Medical Service	4,457	9,443		5,000	5,000
7060 Personnel Service	54,753	58,276	11,064	10,000	10,000
7110 Hsg/Care of Prisoner	25,566	33,838	7,707	20,000	20,000
7160 Postage Exp	14	65			
7180 Radio/Pager Serv	43,486	55,726	21,533	56,650	55,500
7270 Employee Mileage	15				
7280 Central Garage Chg	487,152	300,156	171,459	342,919	555,527
7430 Repair/Mach/Eqmt	4,638	3,807	12,182	4,200	4,200
7450 Repair/Othr Contrctrl	92,751	102,804	136,785	110,000	258,514
7525 Rental/Office Eqmt	2,069	2,092	11,660	2,000	2,000
7540 IT Department Charge	278,244	355,140	193,742	387,483	396,221
7610 Dues/Subscriptn	2,990	5,528	3,296	3,200	7,200
7625 Awards	1,173	506		2,000	
7630 Training/Seminars	56,536	64,375	30,606	55,000	60,060
7005 Contracted Services	1,233,362	1,196,001	699,747	1,178,452	1,572,222
7805 Debt Service					
7905 Captl/Const Outlay					
7980 Other Equipment	181,616	108,592	132,952	171,940	133,000
7905 Captl/Const Outlay	181,616	108,592	132,952	171,940	133,000
5501 Expenditures	6,636,757	6,715,583	3,494,656	7,571,601	8,343,870
8001 Othr Financg Sources					
8005 Other Income					

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
8501 Othr Financg Uses					
8550 Loss/Gain-Dispsd Asset	6,800-	12,145-			
8501 Othr Financg Uses	6,800-	12,145-			
9000 Statistical	6,629,957	6,703,438	3,494,656	7,571,601	8,343,870
9000 Statistical	6,629,957	6,703,438	3,494,656	7,571,601	8,343,870
014 Police Dept	6,629,957	6,703,438	3,494,656	7,571,601	8,343,870

City of New Hope 2024 Budget

Police Department – Animal Control

General Fund

Public Purpose: The Animal Control program provides enforcement, inspection, education, and collection/disposal services for domestic and wild animals for the cities of New Hope and Crystal. The program mission is to promote the health, welfare, and safety of the general public and animals.

Goals for the 2024 Budget

- Provide same level of service for New Hope and Crystal; provide for the health and welfare of the public through enforcement of state and local regulations.
- Provide humane treatment for domestic and wild animals.
- Provide general information and education; participate in community events.
- Provide necessary training for staff.
- Maintain a comprehensive record system.

Performance Measures

	2021	2022	2023 Estimate	2024 Projected
Number of animal calls handled by Animal Control Officer in New Hope and Crystal	171	213	200	225
Number of Animals impounded at PUPS	64	54	50	55

Staffing Levels:

	2019	2020	2021	2022	2023	2024
Number of Employees (FTE)	1.0	1.0	1.0	1.0	1.0	1.0

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Animal control	\$ 104,561	\$ 122,922	\$ 124,995	\$ 134,594	\$ 9,599
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	0.62%	0.70%	0.73%	0.72%	

The major changes in the operating budget for 2024 are outlined as follows:

- Increase of \$3,172 in wages and benefits.
- Increase of \$5,000 in animal impound expenses.
- Increase of \$2,218 in central garage charge.
- Overall budget increase of \$9,599.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
022 Animal Control Dept					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	50,737	57,561	26,227	66,802	68,807
6102 Wages/Overtime	584	961	403	954	983
6111 Leave Expense Chrg	10,572	11,092	4,891		
6122 PERA-City Part	4,784	4,924	2,369	5,082	5,160
6124 FICA-City Part	4,861	5,084	2,455	5,183	5,339
6132 Health Insurance	11,599	12,693	6,060	12,675	13,579
6151 Wrkr's Comp Chr	1,594	2,195	1,136	2,636	2,792
6005 Personal Services	84,732	94,509	43,542	93,332	96,660
6205 Supplies/Materials					
6250 Supply/Printed Form	82				
6290 Supply/Othr Oprntg	180	19		100	
6790 Supply/Uniforms Exp		1,505		200	
6205 Supplies/Materials	262	1,524		300	
7005 Contracted Services					
7050 Medical Service		791	1,243	500	
7090 Othr Consultg Serv	176			200	
7130 Animal Impound Exp	13,463	16,784	14,606	21,500	26,500
7280 Central Garage Chg	3,960	6,972	3,106	6,212	8,430
7540 IT Department Charge	1,944	2,316	1,463	2,926	3,004
7610 Dues/Subscriptn	25	25	25	25	
7005 Contracted Services	19,568	26,887	20,443	31,363	37,934
7905 Captl/Const Outlay					
5501 Expenditures	104,562	122,920	63,985	124,995	134,594
8501 Othr Financg Uses					
9000 Statistical	104,562	122,920	63,985	124,995	134,594
9000 Statistical	104,562	122,920	63,985	124,995	134,594
022 Animal Control Dept	104,562	122,920	63,985	124,995	134,594

City of New Hope 2024 Budget

Fire and EMS

General Fund

Public Purpose: The Fire budget provides for fire suppression and fire protection services as well as capital maintenance expenses related to the New Hope station. West Metro Fire-Rescue District was established in 1998 through a joint powers agreement between the cities of New Hope and Crystal. The majority of the operating expenses of the New Hope fire facility are the responsibility of West Metro; however, some expenses remain the responsibility of the city (warning siren maintenance, HVAC system, in-ground sprinkling system, insurance for the building, and basic structural items such as parking lot and roof). In 2011 the city revised the building/grounds maintenance agreements to standardize responsibilities in both cities, which resulted in New Hope assuming additional grounds maintenance responsibilities.

Goals for the 2024 Budget

- Provide funding for the joint powers agreement
- Continue to improve the city's disaster preparedness plans (EOC) and CERT program
- Continue exterior building/grounds improvements at station 3 that are the city's responsibility per planned CIP and per shared maintenance agreement

Performance Measures

	2018	2019	2020	2021	2022
District's average calls over 5 years	1,521	1,618	1,768	1,882	1,922
District's population	42,490	42,490	42,490	45,316	45,316
District's taxable market value in millions	3,576	3,840	4,471	4,784	5,456

Statistics include both New Hope and Crystal

Average calls based on calls for the years 2018-2022, excluding mutual aid calls

Taxable market values from Hennepin County data

Staffing Levels:

Contractual arrangement

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Fire services	\$ 1,418,843	\$ 1,517,553	\$ 1,643,504	\$ 1,820,636	\$ 177,132
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	8.42%	8.68%	9.54%	9.80%	

The major changes in the budget for 2024 are outlined as follows:

- Total budget for the West Metro Fire-Rescue District Joint Powers Agreement for 2024, including general operating, capital, special revenue pension, insurance and compensated absences funds is \$3,364,500, an increase of \$333,310 over the 2023 budget or 11%. The primary reason for the increase is due to an additional full-time staff person and the engine lease payment. The total contribution includes a \$20,000 increase to the special revenue pension fund. The budget includes a \$103,600 lease payment for the aerial truck (tower) and \$150,000 lease payment for the new engines.
- The 2023 contractual charge to New Hope is \$1,729,883 which is an increase of \$178,066. New Hope's percentage share of the budget increased slightly from 51.195% in 2023 to 51.4158% in 2024.
- In addition to the contractual charge from West Metro Fire-Rescue District, other expenditures are budgeted for the following purposes:
 - Building maintenance repairs that are the responsibility of the city for an estimated cost of \$30,000 which is the same amount budgeted for building repairs in 2023.
 - Other contractual repairs in the amount of \$23,000 for civil defense sirens, fire alarm and sprinkler inspection/monitoring, plumbing and heating repairs, mowing, weed and snow removal.
- Central garage decrease of \$1,634 (generator).
- Overall, budget increase of \$177,132 due to increase in JPA costs.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
016 Fire Services/Emergency Mgmt					
9001 Statistical					
5501 Expenditures					
6005 Personal Services					
6205 Supplies/Materials					
6210 Supply/Office				300	300
6205 Supplies/Materials				300	300
7005 Contracted Services					
7090 Othr Consultg Serv	1,352,363	1,418,222	775,908	1,551,817	1,729,883
7280 Central Garage Chg	35,784	35,808	19,194	38,387	36,753
7400 Repair/Genl	6,657	44,120		30,000	30,000
7450 Repair/Othr Contrctl	24,039	19,403	9,668	23,000	23,700
7005 Contracted Services	1,418,843	1,517,554	804,770	1,643,204	1,820,336
7705 Depreciation					
7805 Debt Service					
7905 Captl/Const Outlay					
5501 Expenditures	1,418,843	1,517,554	804,770	1,643,504	1,820,636
8001 Othr Financg Sources					
8005 Other Income					
8501 Othr Financg Uses					
8505 Other Expenses					
9000 Statistical	1,418,843	1,517,554	804,770	1,643,504	1,820,636
9000 Statistical	1,418,843	1,517,554	804,770	1,643,504	1,820,636
016 Fire Services/Emergency Mgmt	1,418,843	1,517,554	804,770	1,643,504	1,820,636

Protective Inspections

General Fund

Public purpose: The Inspections Division provides for building, rental, point-of-sale, and code compliance inspections, zoning letters and the administrative citations program. The division also conducts all plan reviews for all building permits.

Goals for the 2024 Budget

- Provide all inspections in a timely fashion.
- Implement efficiency measures to enable in-the-field data entry
- Get caught up on multi-family rental housing inspections

Performance Measures

	2019 Act.	2020 Act.	2021 Act.	2022 Act.	2023 **	2024 Est.
Building Permits	404	567	584	547	332	575
Total Permits	2,459	2,536	2,865	2,553	1,472	2,800
Rental Housing Inspections	457	457	576	575	246	575
Code Compliance Inspection	1,419	971	1,681	1,124	619	1,600
Administrative Citations	525	260	544	635	359	525

**January 1 – July 24, 2023

Staffing Levels:

	2019	2020	2021	2022	2023	2024
Number of Employees (FTE)	5.44	5.44	5.44	5.44	5.54	5.54

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Protective inspections	\$ 602,908	\$ 655,078	\$ 705,573	\$ 728,112	\$ 22,539
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	3.58%	3.75%	4.09%	3.92%	

Major changes in the budget for 2024:

- Increase in overall budget of \$22,539.
- Increase in wages and benefits of \$14,981.
- Increase in central garage charges of \$3,376.
- Increase in IT charges of \$3,423.
- Decrease in training/seminar budget of \$1,500.
- Decrease in legal consultant charges of \$1,000.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
018 Protective Inspectn Dept					
9001 Statistical					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	346,563	377,242	163,937	448,345	464,594
6102 Wages/Overtime		138		5,665	5,835
6111 Leave Expense Chrg	53,086	55,241	26,740		
6122 PERA-City Part	28,202	31,496	14,296	34,051	34,933
6124 FICA-City Part	30,899	32,581	14,845	34,732	35,541
6132 Health Insurance	51,537	60,234	27,257	73,313	70,184
6151 Wrkr's Comp Chr	2,433	3,267	1,565	4,024	4,283
6005 Personal Services	512,720	560,199	248,640	600,130	615,370
6205 Supplies/Materials					
6210 Supply/Office	1,376	932	622	1,200	1,200
6250 Supply/Printed Form				200	200
6290 Supply/Othr Oprmtg	71	367		400	400
6790 Supply/Uniforms Exp				600	600
6205 Supplies/Materials	1,447	1,299	622	2,400	2,400
7005 Contracted Services					
7040 Legal Service	3,454	2,548	221	5,000	4,000
7270 Employee Mileage			5	300	300
7280 Central Garage Chg	9,780	9,552	5,541	11,083	14,459
7380 Credit Card and Bank Fee	11,205	12,406	5,509	9,000	12,000
7430 Repair/Mach/Eqmt				680	680
7450 Repair/Othr Contrctrl				200	200
7540 IT Department Charge	63,012	66,852	35,890	71,780	75,203
7610 Dues/Subscriptn		473	465	1,000	1,000
7630 Training/Seminars	1,290	1,749	594	4,000	2,500
7005 Contracted Services	88,741	93,580	48,225	103,043	110,342
7905 Captl/Const Outlay					
5501 Expenditures	602,907	655,077	297,487	705,573	728,112
8501 Othr Financg Uses					
8505 Other Expenses					
9000 Statistical	602,907	655,077	297,487	705,573	728,112
9000 Statistical	602,907	655,077	297,487	705,573	728,112
018 Protective Inspectn Dept	602,907	655,077	297,487	705,573	728,112

City of New Hope 2024 Budget

Engineering Department

General Fund

Public Purpose: This budget pays for general technical services that cannot be charged to a specific improvement project. These services include attendance at meetings with citizens, City Council, Citizen Advisory Commission, and staff. The budget also pays for development of maps, traffic management issues, development of capital improvements program, etc.

Goals for the 2024 Budget

- Preserve and improve the city's infrastructure.
- City's infrastructure systems are maintained cost effectively with long term dividends.
- Ensure that the city and development in the city meets the requirements of the region, state, and water management organizations.
- Review invoices to ensure that services are being charged to the correct city program.
- Meet additional needs from revised programs, projects, and growth of the city's infrastructure.

Performance Measures

	2021 Actual	2022 Actual	2023 Estimate	2022 Projected
Budgets	\$43,492	\$46,888	\$40,000	\$45,000

Staffing Levels:

	2020	2021	2022	2023	2024
Number of Employees (FTE)	N/A	N/A	N/A	N/A	N/A

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Engineering	\$ 43,492	\$ 46,888	\$ 40,000	\$ 45,000	\$ 5,000
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	0.26%	0.27%	0.23%	0.24%	

The major changes in the budget for 2024 are outlined as follows:

- The overall Engineering budget has increased by \$5,000.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
020 Engineering Dept					
5501 Expenditures					
7005 Contracted Services					
7030 Engineer Service	43,492	46,888	8,424	40,000	45,000
7005 Contracted Services	43,492	46,888	8,424	40,000	45,000
5501 Expenditures	43,492	46,888	8,424	40,000	45,000
9000 Statistical	43,492	46,888	8,424	40,000	45,000
9000 Statistical	43,492	46,888	8,424	40,000	45,000
020 Engineering Dept	43,492	46,888	8,424	40,000	45,000

City of New Hope 2024 Budget

Street Department

General Fund

Public Purpose: This budget pays for day-to-day operating maintenance of the 64.4 miles of city streets and 27 miles of city sidewalks. Maintenance activities include street and curb maintenance, traffic signing, sidewalk maintenance, tree trimming, and snow removal.

Goals for the 2024 Budget

- Provide the appropriate maintenance at the proper time to all New Hope city streets.
- Contractually sweep all city streets a minimum of two times annually and increase internal sweeping intervals to maintain clean streets and improve water quality.
- Assist in preparations for the 2024 street project.
- Maintain aesthetically pleasing boulevards free of hazards.
- Continue managing the Emerald Ash Borer Program
- As staffing allows, clear streets, lots, and sidewalks of snow after storm events in a prudent manner to provide safe vehicle and pedestrian travel during the winter season.

Performance Measures

	2022 Actual	2023 Estimate	2024 Projected
Tons of asphalt for maintenance	200	250	250
Tons asphalt for utility repairs	250	260	260
Feet curb replacement	170	300	300
Number of trees trimmed	90	150	150
Emerald Ash Borer tree removals	393	375	300
Tons of salt/sand placed	306	400	600

Staffing Levels:

	2021	2022	2023	2024
Number of Employees (FTE)	5.65	5.65	5.65	5.65

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Streets	\$ 1,609,511	\$ 1,823,849	\$ 1,576,757	\$ 1,774,848	\$ 198,091
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	9.55%	10.44%	9.15%	9.55%	

The major changes in the budget for 2024 are outlined as follows:

- The overall Street Operations budget has increased by \$198,091.
- Increase of \$20,763 for wages and benefits
- Increase of \$5,000 in Salt/Chemicals
- Increase of \$5,500 in Supplies Asphalt/Concrete
- Increase of \$57,842 in Central Garage
- Increase of \$4,546 for Repairs/Other Contractual
- Increase of \$100,000 Tree Removal (Emerald Ash)

- Decrease of \$600 in Street Sign Repairs
- Decrease of \$200 for Safety Supplies

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
023 Street Dept					
4000 Revenue/Expenditures					
4001 Revenues					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	395,241	440,381	226,757	447,355	461,776
6102 Wages/Overtime	5,429	12,250	16,222	28,397	29,522
6111 Leave Expense Chrg	44,585	44,268	21,510		
6119 Wages/Comp Time	50	701			
6122 PERA-City Part	31,741	35,306	18,970	35,681	34,654
6124 FICA-City Part	32,870	36,756	19,756	36,395	35,347
6132 Health Insurance	59,485	68,136	37,769	73,533	80,825
6151 Wrkr's Comp Chr	23,084	26,789	14,519	26,674	29,123
6005 Personal Services	592,486	664,587	355,503	648,035	671,247
6205 Supplies/Materials					
6210 Supply/Office	127	236		300	300
6230 Supply/Copy Mach	593	649	244	700	700
6250 Supply/Printed Form				50	50
6270 Supply/Dept Oprntg	1,065	1,486	645	1,700	1,900
6350 Supply/Chemical	40,719	45,928	35,251	60,000	65,000
6370 Supply/Safety	1,243	1,504	410	2,000	1,800
6390 Supply/Landscaping	935	1,068	939	1,000	1,200
6410 Supply/Small Tools	651	910	10	900	800
6630 Supply/Genl Repr	281	406		400	300
6690 Supply/Strt Repr	45,163	51,749	23,457	52,450	57,950
6730 Supply/Sign Repr	6,740	5,847	4,585	6,600	6,000
6790 Supply/Uniform Exp	1,721	3,169	675	3,000	3,500
6205 Supplies/Materials	99,237	112,952	66,217	129,100	139,500
7005 Contracted Services					
7030 Engineer Service	6,879	5,732	1,056	4,500	4,500
7040 Legal Service		182	195	500	500
7140 Phys/Fitness Exams		355		400	400
7210 Legal Notice Publ	434	429	64	100	500
7270 Employee Mileage				50	50
7280 Central Garage Chg	624,024	465,036	243,333	486,668	544,510
7450 Repair/Othr Contrctl	61,811	58,201	3,881	60,000	64,546
7480 Tree Removal Exp	190,314	476,035	159,924	200,000	300,000
7540 IT Department Charge	30,972	35,976	20,102	40,204	41,995
7610 Dues/Subscriptn	20	231	83	200	100
7630 Training/Seminars	1,883	4,133	2,044	7,000	7,000
7005 Contracted Services	916,337	1,046,310	430,682	799,622	964,101
7905 Captl/Const Outlay					
7930 Imprvmts Othr Bldg	1,451				
7905 Captl/Const Outlay	1,451				
5501 Expenditures	1,609,512	1,823,849	852,401	1,576,757	1,774,848
8001 Othr Financg Sources					
8501 Othr Financg Uses					
8505 Other Expenses					

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
4000 Revenue/Expenditures	1,609,512	1,823,849	852,401	1,576,757	1,774,848
9000 Statistical					
023 Street Dept	1,609,512	1,823,849	852,401	1,576,757	1,774,848

City of New Hope 2024 Budget

Recreation

General Fund

Public Purpose: The Recreation Division of the Parks and Recreation Department is responsible for programming for youth, teens, adults, families, and senior adults. This budget also includes funding for outdoor skating rink/warming house sites, summer Playground program, Safety Camp, programs at the New Hope Performance Center, subsidy of the Ice Arena Community Room recommended in the Ice Arena Business Plan accepted by council in 2004, and the administrative aspects of Parks and Recreation. Managing programs and rentals of the Community Gyms at Cooper High School and ball fields are also included in this budget.

Goals for the 2024 Budget

- Provide quality programs at reasonable rates.
- Provide safe and well-maintained facilities for programs, athletic associations, and rental groups.
- Increase program registration by 3% for 2024.
- Offer nine special events.

Performance Measures

	2021 Actual*	2022 Actual	2023 Estimated	2024 Projected
Program registrations	6,497	6,867	7,400	7,625
Special event attendance	10,300	14,920	14,000	14,500
Seasonal hours	8,563	9,353	12,584	11,339

*Covid-19.

Staffing Levels:

	2021	2022	2023	2024
Number of Employees (FTE)	4	4.13	4.13	4.13
Number of Seasonal Staff (FTE)	6.47	6.27	6.05	5.45
Total	10.47	10.4	10.18	9.58

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Recreation	\$ 948,550	\$ 1,049,090	\$ 1,101,531	\$ 1,117,271	\$ 15,740
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	5.63%	6.00%	6.39%	6.01%	

The highlights for the 2024 Budget are outlined as follows:

07/31/2023

City of New Hope 2024 Budget

- This budget realizes an increase in revenue of \$20,625 and an increase in expenses of \$15,740.
- Revenue:
 - Program fee revenue is increasing \$14,725; several fee increases will be recommended.
 - Increase in other revenue of \$5,000 due to increased lawful gaming dollars for scholarships and youth programs.
 - Additional revenue items include donations (Movies and Music in the Park, Safety Camp and other miscellaneous events and programs), rental fees (community gyms, fields, picnic shelters) and vending revenue (picture rebates for the dance and ball programs).
- Expenses:
 - Personnel costs are expected to increase \$6,438.65. This budget includes the following salaries: Parks & Recreation Director (50%), Athletic Supervisor (100%), Recreation Supervisor (100%), Administrative Assistant (100%), and the part-time Office Specialist (100%). Seasonal staffing costs are expected to increase only \$900, as more programs are being conducted by outside companies.
 - Increase of \$5,500 in instructor services. These are program instructors for classes such as Rev Sports, babysitting, science, Three Rivers programs, etc., who are not city staff.
 - Increase of \$3,494 in IT department charges due to city-wide allocation, including the Logis application fees for RecTrac.
 - Increase of \$3,000 in credit card fees based on 2022 actual and higher use.
 - Increase of \$2,900 in league promo, mainly due to increases in dance competition fees.
 - Increase of \$1,870 in other consulting services. This category includes the Sandburg gymnastics gym lease, other permit fees with Robbinsdale Area Schools, and music licensing fees (enables music to be played at facilities and used for programs and events).
 - This budget allows for the continued offering of Movies and Music in the Park, funds for Adaptive Recreation, youth program scholarships, and an increase of \$1,100 in the building operations credit for use of the ice arena community room.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
026 Recreation Dept					
5501 Expenditures					
5505 Cost of Goods Sold					
6005 Personal Services					
6101 Wages/Full Time	285,266	297,148	152,362	344,221	354,549
6102 Wages/Overtime	584	556	131		
6103 Wages/Part Time	28,901	30,077	15,830	37,158	36,790
6104 Wages/Seasonal	129,105	144,334	79,493	200,261	199,362
6111 Leave Expense Chrg	67,160	68,372	32,607		
6122 PERA-City Part	32,739	32,552	16,040	36,113	29,350
6124 FICA-City Part	35,728	38,322	19,856	44,495	45,189
6132 Health Insurance	56,004	59,421	28,444	60,597	64,044
6151 Wrkr's Comp Chr	8,036	10,828	6,247	18,702	12,249
6005 Personal Services	643,523	681,608	351,010	741,547	741,533
6205 Supplies/Materials					
6210 Supply/Office	1,297	984	663	1,800	1,800
6810 Supply/Recreation	51,765	67,929	20,376	72,200	71,300
6850 Supply/ League Promo	31,046	53,830	4,320	41,400	44,300
6205 Supplies/Materials	84,108	122,743	25,359	115,400	117,400
7005 Contracted Services					
7070 Instructor Serv	39,666	50,764	21,996	34,500	40,000
7090 Othr Consultg Serv	32,054	31,482	16,828	33,108	34,978
7135 Outdoor Theatre Exp	8,000	9,000	4,560	11,600	11,600
7200 Advertising	2,560	3,909	549	7,000	6,000
7270 Employee Mileage	100	355	254	700	700
7380 Credit Card and Bank Fee	16,098	19,657	10,671	14,000	17,000
7540 IT Department Charge	63,972	69,024	37,320	74,641	78,135
7595 Building Operations Cred	41,999	43,049	22,062	44,125	45,225
7610 Dues/Subscriptn	1,114	1,414	1,009	1,200	1,200
7630 Training/Seminars	940	1,058	1,642	3,000	3,000
7650 Spec Programming	8,238	8,751	5,701	11,710	12,000
7660 Comm Tripsters	4,100	2,472	1,121	5,500	5,000
7670 Great Escape/Kids	2,078	3,802	471	3,500	3,500
7005 Contracted Services	220,919	244,738	124,186	244,584	258,338
7905 Captl/Const Outlay					
5501 Expenditures	948,551	1,049,088	500,556	1,101,531	1,117,271
8501 Othr Financg Uses					
8505 Other Expenses					
9000 Statistical	948,551	1,049,088	500,556	1,101,531	1,117,271
9000 Statistical	948,551	1,049,088	500,556	1,101,531	1,117,271
026 Recreation Dept	948,551	1,049,088	500,556	1,101,531	1,117,271

Parks

General Fund

Public Purpose: The Parks Division of the Parks and Recreation Department is responsible for maintenance programs in the parks including turf, ballfields, trash collection, building and equipment maintenance, rink maintenance, play equipment inspections and maintenance, and park utilities. This budget includes Forestry programs and special event support for such things as Wet and Wild Water Day, Safety Camp, and the Lions Corn Feed. An important aspect is the close working relationship between Parks and Recreation and Public Works staff, which ensures that the appropriate level of maintenance of park facilities is achieved through the resources available.

Goals for the 2024 Budget

- Maintain 18 parks to meet community expectations with the budget resources available.
- Continue to coordinate EAB removal program in the parks as resources allow.
- Replant an average of 30 park trees each year for the next five years.

Performance Measures

	2021 Actual	2022 Actual	2023 Estimated	2024 Projected
Number of parks	18	18	18	18
EAB park removals		93	85	75
Replanted park trees			45	30

Staffing Levels:

	2021	2022	2023	2024
Number of Employees (FTE)	5.80	5.85	5.85	5.85
Number of Seasonal Staff (FTE)	1.35	1.35	1.25	1.21
Total	7.15	7.2	7.1	7.06

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Parks	\$ 1,127,573	\$ 1,212,992	\$ 1,232,256	\$ 1,243,546	\$ 11,290
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	6.69%	6.94%	7.15%	6.69%	

The highlights for the 2024 Budget are outlined as follows:

- Overall budget increase of \$11,290.
- Increase in personnel cost of \$19,719. Full-time salaries included in the budget include: four Maintenance Workers (100%), Streets & Parks Supervisor (50%), Contract Manager

(40%), Public Works Director (15%), Operations Manager (15%), PW Administrative Assistant (15%), Parks & Recreation Director (50%). Seasonal staffing costs account for 2,518 hours during the summer season.

- Increase of \$6,000 in water/sewer expenses based on actuals due to dry summers and higher rates.
- Increase of \$3,498 in IT costs due to city-wide allocations.
- Increase of \$2,600 in repair/other contractual due to higher costs for the Sentence to Serve (STS) program, Buckthorn removal, and mowing.
- Decrease of \$20,613 in Central Garage charges due to lower operations costs for three units.
- Decrease of \$1,000 in supply/landscaping.
- Capital improvement projects are funded in the Park Infrastructure Fund.
- A \$100,000 transfer from Parks Infrastructure will be used for EAB removals and replacement.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
027 Parks Dept					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	413,739	430,606	212,427	499,472	514,314
6102 Wages/Overtime	1,522	1,225	693	10,093	8,092
6104 Wages/Seasonal	27,385	27,958	7,316	41,340	41,340
6111 Leave Expense Chrg	52,062	52,822	25,142		
6119 Wages/Comp Time	36	107			
6122 PERA-City Part	34,030	35,271	16,945	41,318	38,592
6124 FICA-City Part	37,267	39,193	18,590	42,144	42,527
6132 Health Insurance	64,417	68,870	32,188	78,739	87,961
6151 Wrkr's Comp Chr	17,495	22,124	11,017	29,098	28,934
6005 Personal Services	647,952	678,176	324,317	742,204	761,759
6205 Supplies/Materials					
6270 Supply/Dept Oprntg	9,884	10,148	3,926	10,500	10,500
6330 Supply/Cleaning	286	152	66	300	200
6350 Supply/Chemical	3,203	3,450	1,202	4,000	4,000
6370 Supply/Safety	253	767	95	900	900
6390 Supply/Landscaping	9,629	7,857	1,773	10,000	9,000
6410 Supply/Small Tools	810	1,079	35	900	1,000
6630 Supply/Genl Repr	759	942	336	1,500	1,500
6650 Supply/Bldg Repr	1,877	2,413	1,828	2,250	2,500
6670 Supply/Eqmt Repr	4,324	3,803		5,000	5,000
6690 Supply/Strt Repr			200	200	
6730 Supply/Sign Repr	691	499		900	800
6790 Supply/Uniform Exp	1,660	2,084	344	2,000	2,100
6205 Supplies/Materials	33,376	33,194	9,804	38,450	37,500
7005 Contracted Services					
7030 Engineer Service		82		300	
7140 Phys/Fitness Exams				160	160
7280 Central Garage Chg	257,640	276,492	132,198	264,396	243,783
7300 Electric Expense	21,472	21,277	7,994	21,500	22,000
7310 Water/Sewer Exp	37,844	34,693	2,221	24,000	30,000
7320 Natrl Gas Exp	2,295	3,121	1,553	3,000	3,500
7330 Garbage Expense	1,164		638	1,500	1,500
7400 Repair/Genl	10,470	9,284	5,328	9,500	9,500
7450 Repair/Othr Contrtrl	49,268	44,008	20,480	53,800	56,400
7480 Tree Removal Exp	20,358	69,331	62,963	25,000	25,000
7540 IT Department Charge	26,580	29,748	16,348	32,696	36,194
7550 Rental/Misc Eqmt	15,835	10,402	4,552	12,000	12,500
7610 Dues/Subscriptn	155	303		250	250
7630 Training/Seminars	3,163	2,881	2,692	3,500	3,500
7005 Contracted Services	446,246	501,621	256,968	451,602	444,287
7705 Depreciation					
7805 Debt Service					
7905 Captl/Const Outlay					
5501 Expenditures	1,127,574	1,212,991	591,090	1,232,256	1,243,546
9000 Statistical	1,127,574	1,212,991	591,090	1,232,256	1,243,546
9000 Statistical	1,127,574	1,212,991	591,090	1,232,256	1,243,546

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
027 Parks Dept	1,127,574	1,212,991	591,090	1,232,256	1,243,546

City of New Hope 2024 Budget

Swimming Pool

General Fund

Public Purpose: The Pool Division of the Parks and Recreation Department is responsible for all operating expenditures and revenues for the outdoor pool facility. The New Hope Aquatic Park officially opened June 2021. Open swimming, swim lessons, lap swim, water walking, tot time, cabana rentals, and swim team rentals are available at the facility.

Goals for the 2024 Budget

- Operate for a 10-week season.
- Public swim hours will be 12-8 p.m. Monday-Friday and 11 a.m.-7 p.m. Saturday-Sunday.
- Increase concession revenue by 15% over budgeted 2023.

Performance Measures

	2017 Actual	2021 Actual	2022 Actual	2023 Estimated	2024 Projected
Open swim admissions*	18,761	46,590	49,337	49,500	50,400
Seasonal staffing hours	6,778	14,953	19,213	22,385	21,700
Gross revenue from rentals (incl swim teams)	\$11,435	\$26,987	\$30,694	\$31,750	\$35,000
Concession revenue	\$14,041	\$89,066	\$106,022	\$110,000	\$127,000

*does not include those under 2 yrs of age

No pool facility 2018-2020

Staffing Levels:

	2021	2022	2023	2024
Number of Employees (FTE)	1.15	1.15	1.30	1.30
Number of Seasonal Staff (FTE)	12.10	10.11	11.64	10.43
Total	13.25	11.26	12.94	11.73

Budget Summary:

Description	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Difference 2023-2024
Swimming pool	\$ 553,330	\$ 753,199	\$ 800,017	\$ 835,816	\$ 35,799
General Fund	\$ 16,845,891	\$ 17,475,784	\$ 17,235,207	\$ 18,578,101	
% of General Fund Total	3.28%	4.31%	4.64%	4.50%	

The highlights for the 2024 Budget are outlined as follows:

- An increase in expenses of \$35,799 and an increase in revenue of \$14,250.

- The budget for the facility was based on the operations analysis completed by Ballard*King & Associates with changes based on the two years of operations. The 2025 budget will see additional changes following a third full season of the facility.
- Revenue:
 - Increase of \$17,000 in concession revenue.
 - Increase of \$3,250 in rental fees for swim teams and cabana rentals.
 - Decrease of \$6,000 in program fees due to no evening swim lessons.
 - No change in pool gate and pass sales, although staff will be recommending a slight increase in fees.
- Expenses:
 - Personnel increased \$26,319. The fulltime salaries paid out of this budget include: Recreation Facilities Manager (20%), Recreation Facilities Supervisor (20%), Arena Maintenance Operator (15%), and the Recreation Facilities/Pool Supervisor (75%). Seasonal staffing costs are expected to increase \$14,414.
 - Increase of \$8,617 in IT costs due to city-wide allocations.
 - Increase of \$5,000 in supply/chemicals due to increased costs.
 - Increase of \$2,000 for credit card fees based on actual and higher use.
 - Increase of \$2,000 in natural gas expenses based on 2021-2022 actual and higher costs.
 - Decrease of \$7,400 in repair/other contractual due to staff handling the mowing and trimming inside the facility.
- Capital improvement projects are identified in the Parks Infrastructure Fund.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
028 Swimming Pool Dept					
9001 Statistical					
5501 Expenditures					
5505 Cost of Goods Sold					
5520 Resale/Retail Goods	2,479			55,000	60,000
5540 Resale/Food	44,073	56,748	5,127		
5505 Cost of Goods Sold	46,552	56,748	5,127	55,000	60,000
6005 Personal Services					
6101 Wages/Full Time	98,546	104,833	55,008	125,686	134,915
6102 Wages/Overtime		240	11		
6104 Wages/Seasonal	178,954	273,729	50,831	324,866	339,280
6122 PERA-City Part	7,568	7,992	4,127	15,518	10,119
6124 FICA-City Part	21,004	28,710	7,908	34,467	36,276
6132 Health Insurance	13,030	13,212	6,717	17,954	24,220
6151 Wrkr's Comp Chr	12,711	21,084	4,373	26,782	20,770
6005 Personal Services	331,812	449,800	128,976	545,273	565,580
6205 Supplies/Materials					
6270 Supply/Dept Oprntg	5,225	5,135	1,690	10,000	9,000
6290 Supply/Othr Oprntg	58				
6350 Supply/Chemical	46,177	72,370	30,695	40,000	45,000
6810 Supply/Recreation	4,352	7,214	1,456	7,000	7,000
6205 Supplies/Materials	55,812	84,719	33,841	57,000	61,000
7005 Contracted Services					
7090 Othr Consultg Serv	3,312	1,644	2,072	3,500	5,175
7155 Alarm Service Exp				1,500	1,500
7200 Advertising	150	15		2,000	1,000
7240 Othr Printing Exp	734	771	649	800	1,000
7270 Employee Mileage		109			100
7300 Electric Expense	24,791	30,209	7,743	29,000	30,000
7310 Water/Sewer Exp	29,005	36,795	9,621	24,000	24,000
7320 Natrl Gas Exp	13,589	33,721	1,839	23,000	25,000
7330 Garbage Expense	2,146	2,198		2,000	2,500
7380 Credit Card and Bank Fee	12,825	14,730		12,000	14,000
7400 Repair/Genl	193	1,618	1,621	3,000	3,000
7410 Repair/Bldg	673				
7450 Repair/Othr Contrctl	9,165	12,499	120	8,900	1,500
7540 IT Department Charge	19,452	23,304	12,022	24,044	32,661
7600 Cash Short/Over	587-				
7610 Dues/Subscriptn	160	1,566	170	1,500	300
7630 Training/Seminars	3,545	2,635	120	5,000	5,000
7005 Contracted Services	119,151	161,814	35,977	140,244	146,736
7905 Captl/Const Outlay					
7980 Other Equipment		118		2,500	2,500
7905 Captl/Const Outlay		118		2,500	2,500
5501 Expenditures	553,327	753,198	203,920	800,017	835,816
8001 Othr Financg Sources					
8005 Other Income					
8310 Transfers f/Other Funds			528		
8005 Other Income			528		

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
8001 Othr Financg Sources			528		
8501 Othr Financg Uses					
9000 Statistical	553,327	753,198	204,448	800,017	835,816
9000 Statistical	553,327	753,198	204,448	800,017	835,816
028 Swimming Pool Dept	553,327	753,198	204,448	800,017	835,816

Economic Development Authority

Special Revenue Fund

Public purpose: The EDA staffs economic development and redevelopment activities. Funds are budgeted for staff positions and professional services to assist city staff in analyzing economic development proposals. Additional personnel charges for administrative and financial support functions performed and paid for by the General Fund are charged to the EDA. The EDA special programming budget provides funding for membership in the North Metro Mayor's Association and emphasis is placed on the Scattered Site Housing Program.

Goals for the 2024 Budget

- Continue to use EDA funds appropriately for the Scattered Site Housing Program
- Implement an improved business assistance program
- Continue to be proactive in the acquisition of dilapidated and foreclosed properties
- Proactively seek out key redevelopment opportunities throughout the city

Performance Measures

EDA	2020	2021	2022	2023*	2024
CEE	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Property Acquisition**	\$266,000	\$243,000	\$663,000	\$349,600	-

*January 1 – July 24, 2023

**Reflects expenditures for the Scattered Site Housing Program only

CDBG	2020	2021	2022	2023	2024
County Allocation	\$109,000	\$107,000	\$107,000	\$93,575	\$0

For 2024, the city will be moved into the consolidated pool of funding through Hennepin County. Therefore, the city will no longer receive direct allocation of CDBG funding.

Staffing Levels:

	2021	2022	2023	2024
Number of Employee (FTE)	2.53	1.43	1.43	1.31

Budget Summary:

The major changes in the budget for 2024 are outlined as follows:

- Increase in overall budget of \$588.
- Decrease in wages and benefits of \$3,691.
- Increase in publication printing of \$4,000.
- Increase in administrative transfer charges of \$958.
- Decrease in IT charges of \$635.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
09015 Econ Devlpmt Authority					
4000 Revenue/Expenditures					
4001 Revenues					
4005 Property Taxes					
4010 Property Taxes	365,000-	574,905-	299,250-	598,500-	628,426-
4005 Property Taxes	365,000-	574,905-	299,250-	598,500-	628,426-
4405 Intrgymntl Revenue					
4525 Charges for Services					
5355 Assmt/Reimbrsmt Rev					
5360 Spec Assmt-Defrd Rev	1,636-	1,636-		1,500-	
5355 Assmt/Reimbrsmt Rev	1,636-	1,636-		1,500-	
5405 Investment Income					
5410 Interest Income	15,054	74,821	33,332-	1,500-	6,000-
5415 Interest on Loans	75,729-	66,999-		75,000-	60,000-
5405 Investment Income	60,675-	7,822	33,332-	76,500-	66,000-
5455 Misc. Revenue					
5490 Other Misc Revenue	100,392-				
7601 Bad Debt Expense	1,853				
7915 Loss/Gain-Sale of Land	169,642	164,569			
5455 Misc. Revenue	71,102	164,569			
4001 Revenues	356,208-	404,149-	332,582-	676,500-	694,426-
8001 Othr Financg Sources					
8005 Other Income					
8310 Transfers f/Other Funds		100,000-			
8710 Transfers Out		12,844			
8005 Other Income		87,156-			
8001 Othr Financg Sources		87,156-			
4000 Revenue/Expenditures	356,208-	491,305-	332,582-	676,500-	694,426-
	356,208-	491,305-	332,582-	676,500-	694,426-

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
100 Econ Devlpmt Authority					
4000 Revenue/Expenditures					
4001 Revenues					
4405 Intrgvmtl Revenue					
4525 Charges for Services					
5455 Misc. Revenue					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	237,228	154,585	64,720	166,329	160,415
6103 Wages/Part Time	750	600	125	1,500	1,500
6104 Wages/Seasonal			100		
6111 Leave Expense Chrg	33,717	27,729	13,753		
6122 PERA-City Part	19,539	11,033	4,862	15,151	10,062
6123 DEFCOMP-City Part					1,969
6124 FICA-City Part	19,033	11,534	4,704	12,746	12,272
6132 Health Insurance	33,087	20,806	11,515	24,412	30,228
6151 Wrkr's Comp Chr	1,547	1,209	550	1,522	1,519
6005 Personal Services	344,901	227,496	100,328	221,660	217,965
6205 Supplies/Materials					
6210 Supply/Office	369	115		300	300
6855 Misc Expense		13,544	9,194		
6205 Supplies/Materials	369	13,659	9,194	300	300
7005 Contracted Services					
7010 Audit Service	2,324	2,358	2,387	2,387	2,496
7030 Engineer Service	3,212	303-		4,000	3,500
7040 Legal Service	16,253	15,183	3,410	12,000	12,000
7090 Othr Consultg Serv	3,230	30,118	370	6,500	6,500
7210 Legal Notice Publ	688	768	352	350	700
7220 Publication Printing					4,000
7270 Employee Mileage		185		300	300
7350 Genl Liability Ins	3,039	3,215	804	3,215	3,215
7385 Admin Trnsfr Exp	36,504	37,416	19,179	38,358	39,317
7450 Repair/Othr Contrctl	22,751	11,357	2,456	500,000	500,000
7540 IT Department Charge	14,412	12,240	5,370	10,741	10,106
7610 Dues/Subscriptn	10,282	9,636	9,479	12,000	12,000
7630 Training/Seminars	645	1,209	350	8,000	8,000
7650 Spec Programming	5,575	5,418	752	5,000	5,000
7005 Contracted Services	118,914	128,800	44,909	602,851	607,134
7905 Captl/Const Outlay					
5501 Expenditures	464,184	369,955	154,431	824,811	825,400
8001 Othr Financg Sources					
8005 Other Income					
8501 Othr Financg Uses					
8505 Other Expenses					
4000 Revenue/Expenditures	464,184	369,955	154,431	824,811	825,400
9000 Statistical					

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
100 Econ Devlpmt Authority	464,184	369,955	154,431	824,811	825,400
09015 Econ Devlpmt Authority	107,976	121,350-	178,152-	148,311	130,974

Solid Waste Management

Special Revenue Fund

Public purpose: The Solid Waste Management budget provides every other week recycling services for single-family households, duplexes, townhouses, and apartment complexes in the city. The budget includes contractual costs for collection of recyclable materials, special materials collections, curbside cleanup every other year, container replacement, yard waste costs, recycling costs at the city hall, and administration by Brooklyn Park. This budget includes New Hope's portion of the HRG contract costs.

Goals for the 2024 budget

- Promote recycling program/increase public awareness
- Plan for curbside bulky waste pickup (every other year)

Performance Measures

Per audit	2018	2019	2020	2021	2022	2023	2024
Income	\$218,650	\$225,000	\$228,500	\$233,500	\$251,500	\$267,700	\$365,552
Expenses	\$220,735	\$224,735	\$225,235	\$231,525	\$248,578	\$318,164	\$365,052

Staffing Levels:

Number of Employees (FTE)	Contractual
---------------------------	-------------

Budget Summary:

- The HRG Board approved the 2024 HRG budget at their June 22 meeting and recommended a \$.90 increase in the monthly recycling fee for 2024 due to an increase in the collection and disposal of bulky waste cleanup program items and a new recycling contract.
- The five-year contract with Waste Management for recycling services expired June 30, 2023. Waste Management submitted the lowest proposal at \$3.89 (the 2023 rate is \$2.61 per household).
- 2024 is a curbside bulky waste cleanup year for New Hope. Load limits put in place in 2022 dropped the amount of trash collected by 30%.
- A three-year garbage contract for collection at city facilities was approved in 2022 which includes a 4% increase for 2024.
- Domestic demand for recyclables continues to increase as the economy recovers from the pandemic, and HRG is beginning to receive revenue shares from the sale of recyclables. Due to the instability of the market, that revenue is not being included in revenue projections.
- The on-line ReCollect platform that provides reminders to residents about collection day and provides an on-line disposal guide will continue for 2024.

- HRG continues to offer the 50% rebate to customers for the first year of organics recycling service. The MPCA ruled that haulers must charge all customers whether they participate in organics recycling or not, and the state and county expect all haulers to be in compliance by January 1, 2024.
- Recycling grants to cities will remain at \$5,000 per year, similar to 2023.
- Contract includes free recycling to city facilities and special events (corn feed).

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
09016 Solid Waste Mgmt					
4000 Revenue/Expenditures					
4001 Revenues					
4405 Intrgvmntl Revenue					
4525 Charges for Services					
4820 Recycling Fees	234,953-	253,634-	153,396-	267,200-	365,052-
4525 Charges for Services	234,953-	253,634-	153,396-	267,200-	365,052-
5005 Recreation Fees					
5405 Investment Income					
5410 Interest Income	1,654	7,874	3,637-	500-	1,000-
5405 Investment Income	1,654	7,874	3,637-	500-	1,000-
5455 Misc. Revenue					
4001 Revenues	233,299-	245,760-	157,033-	267,700-	366,052-
8001 Othr Financg Sources					
8005 Other Income					
4000 Revenue/Expenditures	233,299-	245,760-	157,033-	267,700-	366,052-
	233,299-	245,760-	157,033-	267,700-	366,052-

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
102 Solid Waste Mgmt					
5501 Expenditures					
6005 Personal Services					
6205 Supplies/Materials					
7005 Contracted Services					
7090 Othr Consultg Serv	230,614	249,456	157,350	317,200	365,052
7350 Genl Liability Ins	912	964	241	964	964
7005 Contracted Services	231,526	250,420	157,591	318,164	366,016
7705 Depreciation					
7805 Debt Service					
7905 Captl/Const Outlay					
5501 Expenditures	231,526	250,420	157,591	318,164	366,016
8001 Othr Financg Sources					
8005 Other Income					
8501 Othr Financg Uses					
8505 Other Expenses					
4000 Revenue/Expenditures	231,526	250,420	157,591	318,164	366,016
9000 Statistical					
102 Solid Waste Mgmt	231,526	250,420	157,591	318,164	366,016
09016 Solid Waste Mgmt	1,773-	4,660	558	50,464	36-

Park Infrastructure

Capital Project Fund

Public Purpose: This budget pays for the city's Park Infrastructure capital maintenance and replacement of the major components of the Park system. Since approved by the City Council in 2001, a dedicated portion of the general property tax is allocated each year to this fund. This allocation is authorized each budget year through the adoption of the annual budget and tax levy in December. Since 2018, a levy for the ice arena has been included.

A dedicated fund has been established to account for all transactions, both revenue and expenditures, for the dedicated Park Infrastructure funding.

Goals for the 2024 Budget

- Bring forward a CIP plan to the City Council for discussion as part of the long-term plan.
- Maintain the levy for the ice arena at \$500,000.
- Increase levy by 5% per year over the next five years to increase funds available for various park improvements.

Performance Measures

	2021 Actual	2022 Actual	2023 Estimated	2024 Projected
Fund balance year end (year-end balance + revenues - expenses)	\$1,536,671	\$1,534,003	\$511,188	\$602,632
Cost of improvements	\$370,823	\$364,687	\$1,348,000	\$255,000
Transfer to Ice Arena Operating	\$500,000	\$500,000	\$500,000	\$500,000
Transfer to Parks - EAB		\$100,000	\$100,000	\$100,000

Staffing Levels:

Number of Employees (FTE)	Not applicable
---------------------------	----------------

Budget Summary:

The highlights for the 2024 Budget are outlined as follows:

- Assumes a 5% levy increase, plus a \$500,000 ice arena levy transfer.
- Includes a \$100,000 transfer to Parks for EAB removals and replacement.
- CIP Projects include
 - \$60,000 – Concrete and trail work
 - \$50,000 – Addition of outdoor fitness equipment
 - \$50,000 – Lighting improvements

- \$5,000 – Pitching machines for New Hope Community Gyms
- \$85,000 – Parks maintenance – hard court surface repairs, wood fiber replacement, benches, picnic tables, drinking fountain replacement
- \$5,000 – Pool miscellaneous
- Continue to receive revenue for the cell tower at Victory Park and the radio tower at Northwood Park.

Fiscal Period: 6 / 23

Budget Report

Page - 134

Level Of Rollup 7

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
306 Park Infrastrctr					
4000 Revenue/Expenditures					
4001 Revenues					
4005 Property Taxes					
4010 Property Taxes	885,655-	904,938-	462,593-	925,185-	946,444-
4005 Property Taxes	885,655-	904,938-	462,593-	925,185-	946,444-
4405 Intrgvmntl Revenue					
4480 County-Othr Grant	3,400-	48,795-	15,000-		
5010 Park/Rec Donations	1,050-	75-	1,500-		
4405 Intrgvmntl Revenue	4,450-	48,870-	16,500-		
5355 Assmt/Reimbrsmt Rev					
5385 Park Dedication Fees		3,000-			
5355 Assmt/Reimbrsmt Rev		3,000-			
5405 Investment Income					
5410 Interest Income	9,665	60,403	31,339-	1,500-	8,000-
5411 Lease Interest Revenue		64,188-			
5405 Investment Income	9,665	3,785-	31,339-	1,500-	8,000-
5455 Misc. Revenue					
5460 Rental Fee/General	50,850-	95,165-	13,800-	54,649-	56,690-
5490 Other Misc Revenue	250-	579-	500-		
5455 Misc. Revenue	51,100-	95,744-	14,300-	54,649-	56,690-
4001 Revenues	931,540-	1,056,337-	524,732-	981,334-	1,011,134-
5501 Expenditures					
6005 Personal Services					
6205 Supplies/Materials					
7005 Contracted Services					
7030 Engineer Service	27,424	34,450	35,770		
7040 Legal Service	624		195		
7080 Financial Services			1,551		
7210 Legal Notice Publ	519	660	613		
7450 Repair/Othr Contrctl	22,475	18,590	500		
7005 Contracted Services	51,041	53,699	38,629		
7805 Debt Service					
7905 Captl/Const Outlay					
7930 Imprvmnts Othr Bldg	315,471	237,517	354,059	1,348,000	255,000
7960 Furniture/Fixtures	4,312	73,471	6,715		
7905 Captl/Const Outlay	319,782	310,987	360,774	1,348,000	255,000
5501 Expenditures	370,823	364,687	399,403	1,348,000	255,000
8001 Othr Financg Sources					
8005 Other Income					
8501 Othr Financg Uses					
8505 Other Expenses					
8710 Transfers Out	500,000	600,000	600,000	600,000	600,000

R5509BUD NH004BV
 Fiscal Period: 6 / 23
 Level Of Rollup 7

CITY OF NEW HOPE
 Budget Report

7/26/2023 16:19:25
 Page - 135

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
8505 Other Expenses	500,000	600,000	600,000	600,000	600,000
8501 Othr Financg Uses	500,000	600,000	600,000	600,000	600,000
4000 Revenue/Expenditures	60,717-	91,650-	474,671	966,666	156,134-
9000 Statistical					
306 Park Infrstrctr	60,717-	91,650-	474,671	966,666	156,134-
09233 Park Infrastructure	60,717-	91,650-	474,671	966,666	156,134-

City of New Hope 2024 Budget

Street Infrastructure

Capital Project Fund

Public Purpose: This budget pays for the city's Street Infrastructure capital maintenance program. It is a dedicated fund established to account for all transactions, both revenue and expenditures, related to the dedicated street infrastructure funding.

Goals for the 2024 Budget

- Complete the 2023 Street project.
- Complete the proposed 2024 seal coat and crack repair project.
- Complete necessary street improvements with redevelopment projects.

Performance Measures

	2021 Actual	2022 Actual	2023 Estimated	2024 Estimated
Cash Balance	\$2,607,963	\$1,845,962	\$1,226,980	1,293,099
	(per audit)		(per long range plan)	
Total Cost of Imp.	\$1,790,294	\$2,215,328	\$5,272,095	\$4,422,599

Staffing Levels:

	2020	2021	2022	2023	2024
Number of Employees (FTE)	N/A	N/A	N/A	N/A	N/A

Budget Summary:

The major changes in the budget for 2024 are outlined as follows:

- The overall Street Infrastructure budget has decreased by \$849,496 due to decrease in 2024 infrastructure project costs.
- Approximately \$3,691,271 scheduled for 2024 Infrastructure Improvement projects.
- Approximately \$453,528 scheduled for crack fill and seal coat project.
- Approximately \$100,000 scheduled for replacing sidewalks.
- Approximately \$60,000 scheduled for the Xylon streetscape maintenance.
- Approximately \$10,000 scheduled for Engineering Services.
- Approximately \$4,000 scheduled for Legal Service.
- Approximately \$3,000 scheduled for repairs/other contractual.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
09203 Street Infrastructure					
4010 Property Taxes	1,540,700-	1,617,735-	849,311-	1,698,622-	1,783,553-
4070 Franchise Tax-Utility	440,000-	440,000-	110,000-	440,000-	698,000-
4435 State-Other Aid	641,860-	721,119-			2,037,333-
4460 State-Other Grant		35,000-			
4480 County-Othr Grant		15,000-			
5360 Spec Assmt-Defrd Rev	100,285-	95,952-		95,000-	95,000-
5410 Interest Income	17,879	85,738	30,851-	2,500-	8,000-
5415 Interest on Loans	9,000	7,500			
8710 Transfers Out			300,000		200,000
9001 Statistical	2,695,966-	2,831,568-	690,162-	2,236,122-	4,421,886-
9000 Statistical	2,695,966-	2,831,568-	690,162-	2,236,122-	4,421,886-
	2,695,966-	2,831,568-	690,162-	2,236,122-	4,421,886-

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
287 Street Infrastrctr					
6005 Personal Services					
6205 Supplies/Materials					
7005 Contracted Services					
7030 Engineer Service	10,495	118,116	86,376	10,000	10,000
7040 Legal Service	1,284	4,666	3,836	4,000	4,000
7090 Othr Consultg Serv	1,680			500	500
7210 Legal Notice Publ		188		500	300
7450 Repair/Othr Contrctr	241	13,484		5,000	3,000
7490 Misc Contractg Repr	66,351	72,050	31,209	562,757	513,528
7005 Contracted Services	80,051	208,504	121,421	582,757	531,328
7805 Debt Service					
7905 Captl/Const Outlay					
7930 Imprvmnts Othr Bldg	1,709,784	2,006,824	845,458	4,689,338	3,891,271
7960 Furniture/Fixtures	460				
7905 Captl/Const Outlay	1,710,244	2,006,824	845,458	4,689,338	3,891,271
9001 Statistical	1,790,295	2,215,328	966,879	5,272,095	4,422,599
8501 Othr Financg Uses					
8505 Other Expenses					
8710 Transfers Out		400,000			
8505 Other Expenses		400,000			
8501 Othr Financg Uses		400,000			
9000 Statistical	1,790,295	2,615,328	966,879	5,272,095	4,422,599
9000 Statistical	1,790,295	2,615,328	966,879	5,272,095	4,422,599
287 Street Infrastrctr	1,790,295	2,615,328	966,879	5,272,095	4,422,599
09203 Street Infrastructure	905,671-	216,240-	276,717	3,035,973	713

Sanitary Sewer

Enterprise Fund

Public Purpose: The sanitary sewer budget provides for maintenance and operation of the sanitary sewer system to customers including:

- Stand-by, sewer pipe cleaning and inspections, pipe repair and restoration; lift station repairs; manhole inspections and repairs, I/I abatement; sewage disposal through the Metropolitan Council of Environmental Services.
- Utility billing personnel, supplies and equipment for monthly utility bill processing.
- The expanding emphasis on long-term system maintenance of the aging sanitary sewer mains requires the budget contribution for capital maintenance and reconstruction projects.

Goals for the 2024 Budget

- Keep entire sanitary sewer system operating at peak efficiency.
- Continue with the I/I abatement program.
- Reline 7,000 feet of sanitary sewer collection pipe.
- Repair of sanitary sewer manhole risers and a portion of sewer main in conjunction with street improvements.

Performance Measures

(Sewer System)	2022 Actual	2023 Estimate	2024 Projected
Billed (Millions Gallons Sewer)	532	540	545
Sanitary Sewer Cleaning	117,744	126,720	126,720
Standby Calls	68	70	68
Inspect Manholes	125	125	125
Repair Manholes	28	30	35

Staffing Levels:

Number of Employees (FTE)	2021	2022	2023	2024
Sewer	4.06	4.06	4.06	4.46

Budget Summary:

The major changes in the budget for 2024 are outlined as follows:

- The overall Sanitary Sewer budget has increased by \$419,890
- Increase from the Metropolitan Council Environmental Services for sewer treatment charges, estimated at 9.50% or \$189,386
- Increase of \$54,166 for wages and benefits
- Increase of \$1,300 for supply/system repair
- Increase of \$1,029 financial services
- Increase of \$1,000 postage
- Increase of \$3,000 credit card fees

City of New Hope 2024 Budget

- Increase of \$1,459 in Admin transfer fees
- Increase of \$5,000 repair/contractual
- Increase of \$3,615 in IT department charges
- Increase of \$20,000 depreciation
- Increase of \$160,000 for 2024 Infrastructure Improvement projects
- Decrease of \$1,503 for bond interest payment
- Decrease of \$13,353 Central Garage charges
- Decrease of \$5,000 Televiser pipes

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
09300 Sewer					
511 Sewer Dept					
4000 Revenue/Expenditures					
4001 Revenues					
4405 Intrgvmtl Revenue					
4439 PERA Pension Other Reven	475-				
4405 Intrgvmtl Revenue	475-				
4525 Charges for Services					
4950 W/S-Sanitary Swr Rev	3,906,809-	4,026,715-	2,000,601-	4,063,000-	4,188,000-
4525 Charges for Services	3,906,809-	4,026,715-	2,000,601-	4,063,000-	4,188,000-
5405 Investment Income					
5410 Interest Income	15,737	91,695	55,186-	1,500-	14,000-
5405 Investment Income	15,737	91,695	55,186-	1,500-	14,000-
5455 Misc. Revenue					
4001 Revenues	3,891,548-	3,935,020-	2,055,787-	4,064,500-	4,202,000-
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	266,648	259,241	133,096	300,247	334,601
6102 Wages/Overtime	4,877	10,429	5,945	24,782	25,772
6103 Wages/Part Time				8,040	8,281
6104 Wages/Seasonal	1,924		1,200		
6111 Leave Expense Chrg	42,898	43,629	20,651		
6119 Wages/Comp Time	1,002	14			
6122 PERA-City Part	22,512	22,236	11,065	24,891	25,734
6124 FICA-City Part	23,564	23,156	11,889	25,480	26,249
6129 Pension Expense	87,441-				
6132 Health Insurance	16,061-	64,653	22,491	49,130	66,099
6151 Wrkr's Comp Chr	10,415	10,684	5,787	13,556	9,854
6005 Personal Services	270,338	434,042	212,125	446,126	496,590
6205 Supplies/Materials					
6210 Supply/Office	418	67		200	200
6230 Supply/Copy Mach	593	649	244	700	700
6250 Supply/Printed Form				100	100
6370 Supply/Safety	2,356	1,025	3,298	2,500	2,752
6410 Supply/Small Tools	390	320		300	1,000
6710 Supply/Systm Repr	10,574	14,811	3,743	10,000	11,300
6790 Supply/Uniforms Exp	1,454	1,896	776	2,800	2,800
6205 Supplies/Materials	15,786	18,769	8,061	16,600	18,852
7005 Contracted Services					
7010 Audit Service	2,711	2,751	2,785	2,785	2,913
7030 Engineer Service	5,329	7,124	3,687	7,000	7,000
7040 Legal Service				500	500
7080 Financial Services	19,663	18,314	8,928	20,588	21,617
7090 Othr Consultg Serv	7,455	3,151	2,979	16,300	16,577
7140 Phys/Fitness Exams				300	300
7160 Postage Exp	11,002	11,093	5,613	11,000	12,000
7210 Legal Notice Publ	269		352	250	250
7270 Employee Mileage				50	50
7280 Central Garage Chg	201,960	223,380	102,894	205,788	192,435
7300 Electric Expense	13,612	13,295	4,918	14,000	15,000

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
7340 Metro Sewer Exp	1,967,078	1,979,907	830,484	1,993,161	2,182,547
7350 Genl Liability Ins	12,403	13,121	3,280	13,121	13,121
7380 Credit Card and Bank Fee	15,998	17,781	9,557	16,000	19,000
7385 Admin Trnsfr Exp	56,952	58,368	29,918	59,836	61,332
7440 Repair/Misc		1,097			
7450 Repair/Othr Contrctl	46,725	30,551	9,077	30,000	35,000
7470 Televisw/Swr Line	9,696	10,327	11,039	10,000	5,000
7540 IT Department Charge	78,072	83,196	48,635	97,269	100,884
7610 Dues/Subscriptn	425	300-	598	100	500
7630 Training/Seminars	3,056	2,864	1,546	4,000	4,000
7005 Contracted Services	2,452,406	2,476,019	1,076,289	2,502,048	2,690,026
7705 Depreciation					
7720 Depreciation Exp	186,968	210,745	95,000	190,000	210,000
7705 Depreciation	186,968	210,745	95,000	190,000	210,000
7805 Debt Service					
7820 Bond Interest Exp	18,883	17,514	9,257	17,775	16,271
7805 Debt Service	18,883	17,514	9,257	17,775	16,271
7905 Captl/Const Outlay					
7930 Imprvmnts Othr Bldg			183,935	550,000	710,700
7905 Captl/Const Outlay			183,935	550,000	710,700
5501 Expenditures	2,944,380	3,157,089	1,584,668	3,722,548	4,142,439
4000 Revenue/Expenditures	947,168-	777,931-	471,120-	341,952-	59,561-
511 Sewer Dept	947,168-	777,931-	471,120-	341,952-	59,561-
09300 Sewer	947,168-	777,931-	471,120-	341,952-	59,561-

Water

Enterprise Fund

Public Purpose: This budget pays for maintenance and operation of the water system to our customers. Tasks within the maintenance and operations functions include:

- Water main break repair and restoration; water samples and education; hydrant flushing, testing, and repairs; valve maintenance; meter reading, repairs, and installations; and water purchases from the city of Minneapolis through the Joint Water Commission.
- A portion of utility billing personnel supplies and equipment for monthly utility bill processing.
- The expanding emphasis on long-term system maintenance of the aging water system requires conservation of funds for future capital maintenance and reconstruction projects.

Goals for the 2024 Budget

- Review infrastructure replacement needs and water conservation rates for the billing system.
- Keep entire water system operating at peak efficiency.
- Repair water main breaks timely and efficiently to minimize the impact to customers.
- Complete infrastructure projects in accordance with the Pavement Management Strategy

Performance Measures

(Water System)	2022 Actual	2023 Estimate	2024 Projected
Billed (Million Gallons Water)	647	660	665
Accounts Billed Annually	62,426	68,034	68,040
Main Breaks Repaired	21	18	17
Final Meter Readings	306	240	280
Transponder conv / Meter Repairs	25	Low due to meter replacement program 2023-24	Low due to meter replacement program 2023-24

Staffing Levels:

Number of Employees (FTE)	2021	2022	2023	2024
Water	3.65	3.65	4.60	4.00

Budget Summary:

The major changes in the budget for 2024 are outlined as follows:

- The overall Water budget has decreased \$5,164,526 primarily due to less major infrastructure projects planned in 2024 (line item decreased by \$5,751,945).
- Increase of \$582,748 for New Hope's share of JWC budget (including water purchase and JWC capital improvements)
- Increase of \$42,913 for wages and benefits
- Increase of \$10,000 in supply/equipment repair (water meters)
- Increase of \$5,000 in supply/system repair

- Increase of \$1,000 in uniform expense
- Increase of \$1,029 financial services
- Increase of \$1,577 for other consultants
- Increase of \$1,000 for postage
- Increase of \$1,500 for legal notice
- Increase of \$25,070 for Central Garage charges
- Increase of \$3,000 for credit card fees
- Increase of \$5,000 repairs/other contractual
- Increase of \$11,424 for IT department charges
- Increase of \$1,559 for Admin transfer fees
- Decrease of \$5,972 for bond interest payment
- Decrease of \$15,000 for depreciation expense

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
501 Water Dept					
4000 Revenue/Expenditures					
4001 Revenues					
4405 Intrgvmntl Revenue					
4439 PERA Pension Other Reven	449-				
4405 Intrgvmntl Revenue	449-				
4525 Charges for Services					
4945 W/S-Water Revenue	5,482,541-	5,468,936-	2,520,053-	5,700,000-	5,700,000-
4946 emergency water	337,004-	323,765-	142,874-	350,000-	350,000-
4955 W/S-Penalties	52,605-	55,006-	29,323-	55,000-	55,000-
4970 W/S-Meter Sales	10,585-	2,677-	2,142-	8,000-	4,000-
4525 Charges for Services	5,882,735-	5,850,384-	2,694,393-	6,113,000-	6,109,000-
5355 Assmt/Reimbrsmt Rev					
5405 Investment Income					
5410 Interest Income	21,295	129,398	67,077-	1,500-	19,000-
5405 Investment Income	21,295	129,398	67,077-	1,500-	19,000-
5455 Misc. Revenue					
5460 Rental Fee/General			968-		
5490 Other Misc Revenue	16,517-	16,001-	3,132-	15,000-	15,000-
5495 JWC-CIP Contribution	13,475-	13,756-	3,570-	10,000-	10,000-
5455 Misc. Revenue	29,992-	29,757-	7,670-	25,000-	25,000-
4001 Revenues	5,891,880-	5,750,744-	2,769,140-	6,139,500-	6,153,000-
5501 Expenditures					
5505 Cost of Goods Sold					
5800 Resale/Water Purchsd	3,308,536	3,400,330	1,276,131	3,259,441	3,822,382
5505 Cost of Goods Sold	3,308,536	3,400,330	1,276,131	3,259,441	3,822,382
6005 Personal Services					
6101 Wages/Full Time	254,994	272,449	122,623	330,735	294,268
6102 Wages/Overtime	8,582	12,463	6,375	18,857	18,997
6103 Wages/Part Time				8,040	8,281
6104 Wages/Seasonal	3,432	5,764	240		
6111 Leave Expense Chrg	53,055	53,297	28,088		
6119 Wages/Comp Time	64	306			
6122 PERA-City Part	21,297	22,285	10,205	26,822	22,712
6124 FICA-City Part	22,247	23,618	10,734	27,359	23,167
6129 Pension Expense	65,741				
6132 Health Insurance	76,778	21,325	21,535	56,647	58,122
6151 Wrkr's Comp Chr	10,519	12,961	5,242	18,496	9,472
6005 Personal Services	516,709	424,468	205,043	486,956	435,019
6205 Supplies/Materials					
6210 Supply/Office	88	242	32	300	300
6230 Supply/Copy Mach	549	649	244	700	700
6250 Supply/Printed Form				200	200
6370 Supply/Safety	2,521	1,107	204	2,150	2,250
6410 Supply/Small Tools	3,400	9,738	97	4,000	4,000
6670 Supply/Eqmt Repr	46,731	15,185	14,915	30,000	40,000
6690 Supply/Strt Repr	25,702	27,155	9,429	30,000	30,000
6710 Supply/Systm Repr	26,313	31,993	3,195	30,000	35,000
6790 Supply/Uniforms Exp	1,259	1,714	718	1,500	2,500

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
6870 Discharge & Write off	1,573	985	738		
6205 Supplies/Materials	108,135	88,769	29,572	98,850	114,950
7005 Contracted Services					
7010 Audit Service	2,711	2,751	2,785	2,785	2,913
7030 Engineer Service	14,386	14,599	1,132	15,000	15,000
7040 Legal Service	408			500	500
7080 Financial Services	21,581	18,314	8,928	20,588	21,617
7090 Othr Consultg Serv	8,004	28,369	5,496	35,200	36,777
7140 Phys/Fitness Exams			380	400	400
7160 Postage Exp	11,002	11,093	5,613	11,000	12,000
7210 Legal Notice Publ	388	135	352	500	2,000
7270 Employee Mileage		198		50	50
7280 Central Garage Chg	196,884	224,220	105,410	210,820	235,890
7300 Electric Expense				500	
7320 Natrl Gas Exp	690	1,137	735	1,500	1,500
7350 Genl Liability Ins	11,608	12,280	3,070	12,280	12,280
7380 Credit Card and Bank Fee	15,998	18,760	9,557	16,000	19,000
7385 Admin Trnsfr Exp	59,388	60,876	31,197	62,394	63,954
7450 Repair/Othr Contrctl	67,630	64,993	19,233	45,000	50,000
7540 IT Department Charge	89,868	100,605	59,385	118,770	130,194
7610 Dues/Subscriptn	1,231	844	1,170	1,000	1,000
7630 Training/Seminars	4,091	4,222	1,170	4,000	4,500
7005 Contracted Services	505,869	563,396	255,613	558,286	609,574
7705 Depreciation					
7720 Depreciation Exp	297,161	312,298	150,000	300,000	315,000
7705 Depreciation	297,161	312,298	150,000	300,000	315,000
7805 Debt Service					
7820 Bond Interest Exp	66,078	60,361	32,029	61,587	55,615
7805 Debt Service	66,078	60,361	32,029	61,587	55,615
7905 Captl/Const Outlay					
7930 Imprvmnts Othr Bldg		21,783-		6,087,000	335,055
7905 Captl/Const Outlay		21,783-		6,087,000	335,055
5501 Expenditures	4,802,488	4,827,839	1,948,388	10,852,121	5,687,595
8001 Othr Financg Sources					
8005 Other Income					
8501 Othr Financg Uses					
8505 Other Expenses					
8510 Refund/Reimbursemts		32,562-			
8505 Other Expenses		32,562-			
8501 Othr Financg Uses		32,562-			
4000 Revenue/Expenditures	1,089,392-	955,466-	820,752-	4,712,621	465,405-
9000 Statistical					
501 Water Dept	1,089,392-	955,466-	820,752-	4,712,621	465,405-

Storm Water

Enterprise Fund

Public Purpose: The Storm Water budget pays for maintenance and operation of the storm sewer system and the watershed assessments. Tasks within the operations and maintenance functions include street sweeping, cleaning of ponds, ditches, tributary areas, pipes and catch basins; repair of structures, NPDES and MS4 regulations.

Goals for the 2024 Budget

- Develop internal staff knowledge to supervise all city Environmental aspects with 60% responsibility to watershed/storm water management.
- Engage and educate the storm water specialist to work directly with storm water issues, as well for activities involving compliance with MS4 and watersheds.
- Annually maintain 3,600 inlets and catch basins throughout the city, debris removal from catch basins after rain events and operate the storm system at peak efficiency
- Meet requirements for National Pollution Discharge Elimination System (NPDES)
- Meet requirements for Municipal Separate Storm Sewer System regulation (MS4)
- Hold the annual NPDES public meeting before June 30, 2024
- Staff and engineering begin preparation of the Meadow Lake Management Plan

Performance Measures

	2022 Actual	2023 Estimate	2024 Projected
Feet of storm sewer cleaned	1,340	1,400	1,500
Structures inspected	176	175	200
Structures repaired	25	30	30

Staffing Levels:

	2021	2022	2023	2024
Number of Employees (FTE)	3.60	3.60	3.29	3.49

Budget Summary:

The major changes in the budget for 2024 are outlined as follows:

- The overall Storm Water budget has increased by \$118,880.
- Increase of \$34,253 for wages and benefits
- Increase of \$1,099 for financial services
- Increase of \$1,000 Postage expense
- Increase of \$7,579 Central Garage
- Increase of \$3,000 Credit card fees
- Increase of \$7,123 for repairs/other contractual
- Increase of \$2,463 for IT department charges
- Increase of \$65,000 in 2024 scheduled improvement projects

City of New Hope 2024 Budget

- Decrease of \$2,500 in Repair/Miscellaneous
- Decrease of \$500 Televiser pipes
- Decrease of \$2,726 for bond interest payment
- This budget includes member assessments charged by the Shingle and Bassett Creek Watershed Management Commissions, which increased minimally for 2024.

City of New Hope 2024 Budget

Bassett Creek Watershed

Special Revenue Fund

Public Purpose: The Bassett Creek Water Management Commission enhances the water quality of the water resources within the watershed district. The commission carries out this goal through public information and education, analysis of the causes of harmful impacts on the water resources, regulation of the use of water bodies and their beds, regulation of land use, and capital improvement projects.

Goals for the 2024 Budget

- Provide city representation and support to the Bassett Creek Water Management Commission
- Maintain the positions of a commissioner and an alternate commissioner to represent the city of New Hope on the Bassett Creek Water Management Commission
- Participate in the Commission's budget process and support the Commission's budget.
- Participate in the TMDL plans for the Commission's water bodies that are impacted by New Hope's watershed
- Maintenance and data collection by Storm Water Specialist
- The Storm Water Specialist will generally be representing the city at BCWMC meetings and provide a report to council annually at a workshop.

Performance Measures

	2021 Actual	2022 Actual	2023 Actual	2024 Projected
City's Assessment	\$29,663	\$30,087	\$33,117	\$37,711

Staffing Levels:

	2020	2021	2022	2023	2024
Number of Employees (FTE)	1	1	1	1	1

Budget Summary:

The Bassett Creek assessment pays for the city's participation in the Bassett Creek Watershed Management Commission.

The major changes in the budget for 2024 are outlined as follows:

- Bassett Creek Watershed assessment is funded out of the Storm Water budget; the 2024 assessment charge for New Hope increased from \$33,117 to \$37,711 or \$4,594 from 2023.
- The Bassett Creek Watershed Management Commission's total assessment charge to the city member groups generally has annual fluctuations.

City of New Hope 2024 Budget

Shingle Creek Watershed

Special Revenue Fund

Public Purpose: The Shingle Creek Watershed Management Commission enhances the water quality of the water resources within the watershed district. The commission carries out this goal through public information and education, analysis of the causes of harmful impacts on the water resources, regulation of the use of water bodies and their beds, regulation of land use, and capital improvement projects.

Goals for the 2024 Budget

- Provide city representation and support to the Shingle Creek Watershed Management Commission
- Maintain the positions of a commissioner and an alternate commissioner to represent the city of New Hope on the Shingle Creek Watershed Management Commission
- Participate in the Commission's budget process and support the Commission's budget through an assessment
- Maintenance and data collection by the Storm Water Specialist who will be representing the city at SCWMC meetings, a report to council will be provided at a workshop annually
- Participate in the TMDL plans for the Commission's water bodies that are impacted by New Hope's watershed

Performance Measures

	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Projected
City's Assessment	\$28,934	\$29,534	\$29,786	\$30,144	30,093

Staffing Levels:

	2020	2021	2022	2023	2024
Number of Employees (FTE)	1	1	1	1	1

Budget Summary:

The major changes in the budget for 2024 are outlined as follows:

- Shingle Creek Watershed assessment is funded out of the Storm Water budget; the assessment charge for New Hope decreased from \$30,144 to \$30,093 or \$51 due to a slight boundary change made in 2023.
- The Shingle Creek Watershed Management Commission's total assessment charge to the nine city members generally has minor annual fluctuations.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
581 Storm Water					
4000 Revenue/Expenditures					
4001 Revenues					
4405 Intrgvmtl Revenue					
4439 PERA Pension Other Reven	240-				
4480 County-Othr Grant	15,855-	2,500-			
4499 Local Govnmt-Othr Grnt	108,409-	41,351-			
4405 Intrgvmtl Revenue	124,504-	43,851-			
4525 Charges for Services					
4990 Strm Wtr Revenue	1,321,518-	1,378,944-	714,053-	1,375,000-	1,434,000-
4525 Charges for Services	1,321,518-	1,378,944-	714,053-	1,375,000-	1,434,000-
5005 Recreation Fees					
5355 Assmt/Reimbrsmt Rev					
5405 Investment Income					
5410 Interest Income	10,264	51,194	34,431-	500-	8,000-
5405 Investment Income	10,264	51,194	34,431-	500-	8,000-
5455 Misc. Revenue					
5490 Other Misc Revenue			17,414-		
5455 Misc. Revenue			17,414-		
4001 Revenues	1,435,758-	1,371,602-	765,899-	1,375,500-	1,442,000-
5501 Expenditures					
5505 Cost of Goods Sold					
6005 Personal Services					
6101 Wages/Full Time	142,795	166,321	84,278	240,954	261,353
6102 Wages/Overtime	1,323	287	161	4,860	5,166
6103 Wages/Part Time				8,040	8,281
6104 Wages/Seasonal	6,152	6,424			
6111 Leave Expense Chrg	9,195	8,411	4,414		
6122 PERA-City Part	11,363	12,723	6,494	19,039	20,351
6124 FICA-City Part	12,514	13,257	6,688	19,420	20,758
6129 Pension Expense	30,832-				
6132 Health Insurance	3,043	41,781	14,557	42,888	53,545
6151 Wrkr's Comp Chr	1,772	3,107	1,659	7,477	8,587
6005 Personal Services	157,327	252,312	118,251	342,678	378,041
6205 Supplies/Materials					
6210 Supply/Office	421	151	63	300	300
6230 Supply/Copy Mach	593	649	244	700	700
6250 Supply/Printed Form				200	200
6290 Supply/Othr Opmtg	42				
6370 Supply/Safety	92	61		200	200
6410 Supply/Small Tools	255			500	500
6710 Supply/Systm Repr	3,729	8,731	1,229	5,000	5,000
6790 Supply/Uniforms Exp	2,103	1,427	88	3,000	3,000
6205 Supplies/Materials	7,236	11,020	1,625	9,900	9,900

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
7010 Audit Service	2,711	2,751	2,785	2,785	2,913
7030 Engineer Service	22,316	22,291	1,633	20,000	20,000
7040 Legal Service	240	595		500	500
7080 Financial Services	19,894	17,903	8,928	20,588	21,687
7090 Othr Consultg Serv	22,628	20,495	5,262	20,000	20,000
7140 Phys/Fitness Exams				150	150
7160 Postage Exp	11,002	11,093	5,613	11,000	12,000
7210 Legal Notice Publ	269	69	352	350	350
7270 Employee Mileage				50	50
7280 Central Garage Chg	145,812	164,064	78,481	156,962	164,541
7350 Genl Liability Ins	5,581	5,904	1,476	5,904	5,904
7380 Credit Card and Bank Fee	15,998	18,271	9,557	16,000	19,000
7385 Admin Trnsfr Exp	24,828	25,452	13,041	26,082	26,734
7440 Repair/Misc	56			5,000	2,500
7450 Repair/Othr Contrctl	63,321	99,694	82,245	125,261	132,384
7470 Televis/Swr Line				1,000	500
7490 Misc Contractg Repr	21,577				
7540 IT Department Charge	53,604	49,884	28,247	56,493	58,956
7610 Dues/Subscriptn		356	1,448	300	1,500
7630 Training/Seminars	1,440	3,906	1,552	3,500	3,500
7005 Contracted Services	411,278	442,728	240,620	471,925	493,169
7705 Depreciation					
7720 Depreciation Exp	245,996	251,014	125,000	250,000	250,000
7705 Depreciation	245,996	251,014	125,000	250,000	250,000
7805 Debt Service					
7820 Bond Interest Exp	35,081	30,707	16,389	31,438	28,711
7880 Fiscal Agent Exp	238				
7805 Debt Service	35,319	30,707	16,389	31,438	28,711
7905 Captl/Const Outlay					
7930 Imprvmnts Othr Bldg	93,296			340,000	405,000
7905 Captl/Const Outlay	93,296			340,000	405,000
5501 Expenditures	950,450	987,781	501,885	1,445,940	1,564,821
8001 Othr Financg Sources					
8005 Other Income					
8501 Othr Financg Uses					
8505 Other Expenses					
4000 Revenue/Expenditures	485,307-	383,821-	264,014-	70,440	122,821
9000 Statistical					
581 Storm Water	485,307-	383,821-	264,014-	70,440	122,821

City of New Hope 2024 Budget

Street Lighting

Enterprise Fund

Public Purpose:

Electricity and maintenance of existing streetlights and recent LED lighting systems, installation of new streetlights and electrical charges for semaphore lights

Goals for the 2024 Budget

- Maintain operations.

Performance Measures

	2021 Actual	2022 Actual	2023 Estimated	2024 Projected
Electric expense	\$108,935	\$125,626	\$115,000	\$125,000

Staffing Levels:

Number of Employees (FTE)	Not applicable
---------------------------	----------------

Budget Summary:

The major changes in the budget for 2024 are outlined as follows:

- The overall Street Lighting Budget has decreased from \$625,706 to \$137,206 which is a reduction of \$488,500 as no major project is planned for 2024.
- No increase for irrigation (water/sewer expenditure)
- No increase for General Liability Insurance
- Increase \$10,000 for Electric Expense
- Increase \$1,500 in Repairs/Other Contractual

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
09305 St Light/Signal Oprtn					
591 St Light/Signal Oprtn					
4000 Revenue/Expenditures					
4001 Revenues					
4525 Charges for Services					
4980 Strt Lightg Revenue	170,656-	178,120-	93,236-	180,000-	185,000-
4525 Charges for Services	170,656-	178,120-	93,236-	180,000-	185,000-
5355 Assmt/Reimbrsmt Rev					
5405 Investment Income					
5410 Interest Income	1,053	6,064	3,202-	100-	1,000-
5405 Investment Income	1,053	6,064	3,202-	100-	1,000-
4001 Revenues	169,603-	172,057-	96,438-	180,100-	186,000-
5501 Expenditures					
6005 Personal Services					
6205 Supplies/Materials					
7005 Contracted Services					
7300 Electric Expense	108,936	125,627	60,039	115,000	125,000
7310 Water/Sewer Exp	2,489	2,612	1,359	3,000	3,000
7350 Genl Liability Ins	1,612	1,706	427	1,706	1,706
7450 Repair/Othr Contrctrl	3,590	7,863	5,809	6,000	7,500
7720 Depreciation Exp	19,485	19,485			
7930 Imprvmnts Othr Bldg				500,000	
7005 Contracted Services	136,111	157,293	67,633	625,706	137,206
5501 Expenditures	136,111	157,293	67,633	625,706	137,206
8001 Othr Financg Sources					
4000 Revenue/Expenditures	33,492-	14,763-	28,805-	445,606	48,794-
9000 Statistical					
591 St Light/Signal Oprtn	33,492-	14,763-	28,805-	445,606	48,794-
09305 St Light/Signal Oprtn	33,492-	14,763-	28,805-	445,606	48,794-

Golf Course

Enterprise Fund

Public Purpose: The golf course division of Parks and Recreation is responsible for the operation of the city's par 3 golf course and clubhouse. The golf course offers leagues, lessons, group outings and open golf. Clubhouse and outdoor pavilion rentals are also available. Funds are paid into the Central Garage Fund to cover equipment priced at \$5,000 or above.

Goals for the 2024 Budget

- Increase number of golf rounds by 3% over the 5-year average (2018-2022).
- Increase the number of clubhouse and patio rentals by 3% over budgeted 2023.
- Increase golf course revenue by 10% over budgeted 2023.

Performance Measures

	2021 Actual*	2022 Actual	2018-2022 Average	2023 Estimated	2024 Projected
Rounds played	27,654	25,088	22,786	22,500	23,470
Clubhouse rentals	39	58	-	70	72
Golf Course revenue	\$470,581	\$438,718	\$394,473	\$396,150	\$435,500

*Covid-19

Staffing Levels:

	2021	2022	2023	2024
Number of Employees (FTE)	.40	.40	1.10	1.10
Number of Seasonal Staff (FTE)	3.57	3.62	3.61	3.62
Total	3.97	4.02	4.71	4.72

Budget Summary:

The highlights for the 2024 Budget are outlined as follows:

- Overall, an increase of \$39,350 in revenue and a decrease of \$34,707 in expenses to the golf course budget compared to 2023. The decrease in expenses is mostly due to few CIP projects planned.
- Revenue:
 - A \$20,000 increase in green fees; staff will be proposing slight increases in greens fees and season passes.
 - Increase of \$5,000 in concession sales.
 - An increase of \$5,000 for equipment rental, due to strong golf car rentals over the last couple of years.

- An increase of \$4,000 for facility rentals, which includes lease revenue from Ironwood Apartments use of several parking lot spaces overnight.
- A \$2,000 increase in merchandise sales.
- Other slight increases in league fees, interest income, and miscellaneous revenue are estimated.
- Expenses:
 - Increase of \$4,807 in IT costs due to city-wide allocations.
 - Increase of \$4,000 for resale item expenses.
 - Increase of \$3,000 in equipment repair, mainly due to irrigation repairs.
 - Increase of \$2,042 in Central Garage charges. No purchases are identified for 2024.
 - Increase of \$2,000 in electric expenses, based on 2021-2022 actuals.
 - Capital improvement project expenses for 2024 are expected to total \$60,000, which is \$56,000 lower than 2023. Projects include:
 - \$20,000 upgrading of cart paths
 - \$20,000 clubhouse updates; original in 2001
 - \$10,000 for golf car lease (yr 1 of 5)
 - \$10,000 miscellaneous equipment
 - Decrease of \$3,000 in other contractual repair.
 - Decrease in personnel costs of \$728. This budget includes 25% of the Recreation Facilities Manager and 85% of the Golf Course Superintendent position. Seasonal staffing costs are expected to increase \$2,996, for a total of 7,520 hours. Overall costs are lower due to adjustments to PERA.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
09302 Golf Course					
4000 Revenue/Expenditures					
4001 Revenues					
4405 Intragmntl Revenue					
4439 PERA Pension Other Reven	89-				
4405 Intragmntl Revenue	89-				
5005 Recreation Fees					
5101 Facility Rental	20,380-	25,650-	13,350-	21,000-	25,000-
5255 Golf-Green Fees	308,373-	289,270-	160,110-	265,000-	285,000-
5260 Golf-Eqmt Rentl Fee	44,583-	41,062-	17,587-	32,000-	37,000-
5265 Golf-Merch Sales	26,834-	25,719-	8,970-	22,000-	24,000-
5280 Golf-League Fees	26,751-	26,256-	24,071-	22,000-	24,000-
5290 Golf-Concession Sales	49,432-	47,835-	25,218-	35,000-	40,000-
5298 Golf-Gift Certificate Sa	5,666	5,982	735	4,500	6,000
5005 Recreation Fees	470,687-	449,810-	248,571-	392,500-	429,000-
5405 Investment Income					
5410 Interest Income	3,016	14,504	7,664-	150-	2,000-
5405 Investment Income	3,016	14,504	7,664-	150-	2,000-
5455 Misc. Revenue					
5490 Other Misc Revenue	2,821-	3,412-	3,508-	3,500-	4,500-
5455 Misc. Revenue	2,821-	3,412-	3,508-	3,500-	4,500-
4001 Revenues	470,581-	438,718-	259,743-	396,150-	435,500-
8001 Othr Financg Sources					
8005 Other Income					
4000 Revenue/Expenditures	470,581-	438,718-	259,743-	396,150-	435,500-
	470,581-	438,718-	259,743-	396,150-	435,500-

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
551 Golf Course					
5501 Expenditures					
5505 Cost of Goods Sold					
5520 Resale/Retail Goods	13,369	15,236	7,252	15,000	16,000
5540 Resale/Food	2,890	4,582	1,949	5,000	5,000
5560 Resale/Soda Pop	5,493	4,919	3,313	5,000	6,000
5580 Resale/Beer	9,475	10,887	5,440	9,000	11,000
5505 Cost of Goods Sold	31,227	35,625	17,954	34,000	38,000
6005 Personal Services					
6101 Wages/Full Time	43,911	45,334	49,114	99,591	105,344
6104 Wages/Seasonal	79,386	81,313	28,633	99,253	102,249
6111 Leave Expense Chrg			2,993		
6122 PERA-City Part	4,225	4,319	3,956	14,913	7,901
6124 FICA-City Part	9,253	9,542	5,900	15,212	15,881
6129 Pension Expense	1,947-				
6132 Health Insurance	2,997	6,067	5,009	19,483	16,349
6151 Wrkr's Comp Chr	2,560	3,430	1,720	3,601	4,483
6005 Personal Services	140,386	150,005	97,325	252,053	252,207
6205 Supplies/Materials					
6210 Supply/Office	154	91	130	300	300
6270 Supply/Dept Oprntg	6,485	8,516	6,059	9,000	10,000
6350 Supply/Chemical	8,745	8,009	5,139	9,000	10,000
6390 Supply/Landscaping	3,053	2,038	1,809	2,500	3,000
6430 Supply/Motor Fuel	4,394	5,159	1,735	5,000	5,500
6670 Supply/Eqmt Repr	5,732	5,839	6,734	7,000	10,000
6830 Supply/Door Prizes	448			1,500	1,500
6850 Supply/ League Promo	1,425	2,389		2,700	2,700
6205 Supplies/Materials	30,435	32,041	21,606	37,000	43,000
7005 Contracted Services					
7040 Legal Service		611			
7080 Financial Services			776		
7155 Alarm Service Exp	525	1,072		1,280	1,280
7240 Othr Printing Exp	235	1,268		600	2,500
7280 Central Garage Chg	26,880	25,548	11,435	22,870	24,912
7300 Electric Expense	14,058	14,688	4,938	13,000	15,000
7310 Water/Sewer Exp	11,145	11,333	4,857	11,000	11,500
7320 Natrl Gas Exp	3,271	4,637	3,283	5,000	5,000
7330 Garbage Expense	1,357	492	396	1,200	1,200
7345 Cable TV Serv	1,258	1,705	860	1,900	1,900
7350 Genl Liability Ins	12,982	13,734	3,434	13,734	13,734
7355 Lease Interest Payments		33			
7380 Credit Card and Bank Fee	10,667	9,878	3,190	10,000	10,000
7385 Admin Trnsfr Exp	11,040	11,310	5,799	11,597	11,887
7400 Repair/Genl	3,729	1,586	1,129	3,500	3,500
7450 Repair/Othr Contrctrl	2,328	8,345	2,883	10,000	7,000
7540 IT Department Charge	12,588	8,652	6,032	12,063	16,870
7550 Rental/Misc Eqmt	910	887	795	1,000	1,000
7610 Dues/Subscripnt	180	295	450	600	1,500
7630 Training/Seminars		511	273	800	1,500
7005 Contracted Services	113,153	116,586	50,528	120,144	130,283

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
7705 Depreciation					
7720 Depreciation Exp	37,299	38,150	18,500	37,000	38,000
7725 Amortization Expense		7,800			
7705 Depreciation	37,299	45,950	18,500	37,000	38,000
7805 Debt Service					
7905 Captl/Const Outlay					
7980 Other Equipment	16,820	20,066	4,085	116,000	60,000
7905 Captl/Const Outlay	16,820	20,066	4,085	116,000	60,000
5501 Expenditures	369,319	400,272	209,997	596,197	561,490
8001 Othr Financg Sources					
8005 Other Income					
8501 Othr Financg Uses					
8505 Other Expenses					
4000 Revenue/Expenditures	369,319	400,272	209,997	596,197	561,490
9000 Statistical					
551 Golf Course	369,319	400,272	209,997	596,197	561,490
09302 Golf Course	101,262-	38,446-	49,746-	200,047	125,990

Ice Arena

Enterprise Fund

Public Purpose: The ice arena is a division of Parks and Recreation and is responsible for the operation of the city's two-sheet ice arena. The facility is used extensively during the hockey season (September to March) by the local youth hockey program, two high school hockey teams, the city-sponsored skating lessons and public open skating, a men's hockey league, and other various patrons. The dryland facility is currently being leased by Charleston's Overspeed Hockey and the concession area is leased by ACYHA. Groups that use this facility during the shoulder-season include the Prep Elite program, several AAA hockey programs, Armstrong/Cooper high school and youth Summer Training Programs, Bjugstad Shooting School, Individual Skill's Hockey Clinics, Showcase Hockey, and Attitude Goaltending School. The facility is also home to the city dance program, provides meeting/gathering space rentals and offers a walking track. Funds are paid into the Central Garage Fund to cover equipment priced at \$5,000 or above.

Goals for the 2024 Budget

- Increase ice hours scheduled by 2% based on 2023 estimates.
- Increase open skating and skate rental revenue by 6% over budgeted 2023.
- Increase skating lesson registrations by 2% based on 2023 estimates.

Performance Measures

	2021* Actual	2022 Actual	2023 Estimated	2024 Projected
Hours of ice scheduled	4,416	4,248	4,376	4,464
Open skating /skate rental revenue	\$8,029	\$13,149	\$15,000	\$16,000
Skate lessons	195	220	240	245

*Covid-19

Staffing Levels:

	2021	2022	2023	2024
Number of Employees (FTE)	2.45	2.45	2.60	2.60
Number of Seasonal Staff (FTE)	3.69	3.70	3.67	3.67
Total	6.14	6.15	6.27	6.27

Budget Summary:

The highlights for the 2024 Budget are outlined as follows:

- Overall, an increase of \$17,715 in revenues and a decrease of \$1,164,955 in expenses to the ice arena budget compared to 2023. The decrease in expenses is mainly due to fewer CIP projects planned.
- Revenue:
 - A \$5,000 increase in ice rental revenue due to the increase in the prime rate from \$230 to \$235/hour, which will take effect in the fall of 2024, and the increase in non-prime rate from \$185 to \$190/hour.
 - Interest income is expected to increase by \$4,850.
 - Increase of \$3,000 in advertising due to strong sales by the youth hockey association.
 - Increase of \$2,000 in lessons.
 - Other minor increases are expected in facility rental, open ice time, and community room use for recreation programs.
- Expenses:
 - Increase of \$20,000 in depreciation costs.
 - Increase of \$12,719 in personnel costs. This budget covers a portion of the salaries for several fulltime positions: Recreation Facilities Manager (55%), Recreation Facilities Supervisor (80%), Ice Arena Maintenance Operator (85%), Recreation Facilities/Pool Supervisor (25%) and the new Golf Course Superintendent (15%). Seasonal staffing costs are expected to increase \$6,337, for a total of 7,625 hours.
 - Increase of \$11,000 for electric expenses, based on 2021-2022 actuals.
 - Increase of \$10,000 for gas expenses, based on 2021-2022 actuals.
 - Increase of \$5,000 for general repairs.
 - Increase of \$4,559 in IT costs, due to the city-wide allocations.
 - Capital improvement project expenses for 2024 total \$108,000, which is \$1,230,100 lower than 2023. Projects include:
 - \$18,000 addition of drinking fountain for lower-level south rink
 - \$20,000 addition of gutters in front and rear corners
 - \$50,000 replacement of HVAC components
 - \$20,000 replace Zamboni room garage doors
 - Decrease of \$2,600 in lease interest expense.
- The transfer from the Park Infrastructure levy remains at \$500,000. This transfer to the ice operating fund will assist with ice arena debt payments and capital improvements.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
09303 Ice Arena					
571 Ice Arena					
4000 Revenue/Expenditures					
4001 Revenues					
4005 Property Taxes					
4105 License/Permit Rev					
4405 Intrgvmntl Revenue					
4439 PERA Pension Other Reven	401-				
4480 County-Othr Grant		3,158-			
4405 Intrgvmntl Revenue	401-	3,158-			
4505 Fines/Forfeiture Rev					
4525 Charges for Services					
5005 Recreation Fees					
5101 Facility Rental	9,555-	13,400-	4,064-	16,580-	17,345-
5305 Ice-Ice Rental, Taxbl	295,523-	297,107-	82,058-		
5306 Ice-Ice Rental, Non-Tax	494,871-	455,804-	205,877-	765,000-	770,000-
5310 Ice-Game Admiss	30,812-	24,697-	17,198-	30,000-	30,000-
5315 Ice-Skate Rental	8,029-	13,149-	6,241-	15,000-	16,000-
5320 Ice-Skate Sharpg	134-	455-	280-	1,500-	1,500-
5325 Ice-Lessons	35,629-	40,415-	12,093-	35,000-	37,000-
5330 Ice-Advertising	2,050-	15,217-	2,550-	4,500-	7,500-
5335 Ice-Club Concess	4,875-	11,800-	8,000-	12,000-	12,000-
5345 Vending Revenue	2,490-	4,725-	1,455-	5,500-	5,500-
5005 Recreation Fees	883,968-	876,769-	339,816-	885,080-	896,845-
5355 Assmt/Reimbrsmt Rev					
5405 Investment Income					
5410 Interest Income	91,194-	4		150-	5,000-
5405 Investment Income	91,194-	4		150-	5,000-
5455 Misc. Revenue					
5480 Donations/General		5,000-		5,000-	5,000-
5490 Other Misc Revenue	4,320-	2,626-	1,176-	5,000-	5,000-
5496 Building Operations Cred	41,999-	43,049-	22,062-	44,125-	45,225-
5455 Misc. Revenue	46,319-	50,675-	23,238-	54,125-	55,225-
4001 Revenues	1,021,882-	930,598-	363,054-	939,355-	957,070-
5501 Expenditures					
5505 Cost of Goods Sold					
6005 Personal Services					
6101 Wages/Full Time	214,732	227,057	115,317	248,742	256,119
6104 Wages/Seasonal	84,890	94,117	49,396	117,583	123,920
6111 Leave Expense Chrg	30,187	21,913	4,095		
6122 PERA-City Part	18,989	19,252	9,882	27,474	19,209
6124 FICA-City Part	21,733	23,526	12,062	28,024	29,073
6129 Pension Expense	10,343-				
6132 Health Insurance	17,985	34,628	16,614	39,399	45,620

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
6151 Wrkr's Comp Chr	9,231	11,930	6,188	14,373	13,090
6005 Personal Services	387,405	432,423	213,554	475,595	487,031
6205 Supplies/Materials					
6210 Supply/Office	43	100		300	300
6270 Supply/Dept Opmtg	15,790	21,062	7,005	19,000	20,000
6330 Supply/Cleaning	4,524	5,463	2,830	5,000	6,000
6410 Supply/Small Tools	100	414	49	300	500
6630 Supply/Genl Repr	2,234	4,579	4,357	5,000	5,000
6790 Supply/Uniforms Exp	234			600	600
6205 Supplies/Materials	22,924	31,619	14,241	30,200	32,400
7005 Contracted Services					
7040 Legal Service	11,000				
7080 Financial Services	54,930				
7155 Alarm Service Exp	477	1,320		1,530	1,530
7270 Employee Mileage	46	50		200	200
7280 Central Garage Chg	39,480	39,144	19,031	38,061	38,121
7300 Electric Expense	151,309	178,615	59,807	154,000	165,000
7310 Water/Sewer Exp	21,957	25,214	13,182	24,000	25,000
7320 Natrl Gas Exp	64,002	88,765	25,268	67,000	77,000
7330 Garbage Expense	1,941	2,717	1,168	3,000	3,000
7345 Cable TV Serv	650	661	271	700	700
7350 Genl Liability Ins	11,622	12,296	3,074	12,296	12,296
7380 Credit Card and Bank Fee	1,557	2,093	1,484	2,500	2,500
7385 Admin Trnsfr Exp	11,040	11,310	5,799	11,597	11,887
7400 Repair/Genl	27,095	47,992	50,271	45,000	50,000
7450 Repair/Othr Contrctrl	11,077	9,968	2,311	7,000	8,700
7540 IT Department Charge	35,292	27,852	16,352	32,704	37,263
7610 Dues/Subscriptn	408	903	645	1,000	1,000
7630 Training/Seminars				2,000	2,500
7005 Contracted Services	443,882	448,901	198,660	402,588	436,697
7705 Depreciation					
7720 Depreciation Exp	202,133	226,267	102,500	205,000	225,000
7705 Depreciation	202,133	226,267	102,500	205,000	225,000
7805 Debt Service					
7820 Bond Interest Exp	25,550	15,079	7,775		
7840 Lease Interest Exp				15,550	12,950
7880 Fiscal Agent Exp	1,175	475		700	700
7805 Debt Service	26,725	15,554	7,775	16,250	13,650
7905 Captl/Const Outlay					
7980 Other Equipment	3,722	38,316	665,434	1,338,100	108,000
7905 Captl/Const Outlay	3,722	38,316	665,434	1,338,100	108,000
5501 Expenditures	1,086,791	1,193,079	1,202,165	2,467,733	1,302,778
8001 Othr Financg Sources					
8005 Other Income					
8310 Transfers f/Other Funds	500,000-	500,000-	500,000-	500,000-	500,000-
8005 Other Income	500,000-	500,000-	500,000-	500,000-	500,000-
8001 Othr Financg Sources	500,000-	500,000-	500,000-	500,000-	500,000-

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
8501 Othr Financg Uses					
8505 Other Expenses					
8510 Refund/Reimbursemts	10,789	9,330		11,000	11,000
8505 Other Expenses	10,789	9,330		11,000	11,000
8501 Othr Financg Uses	10,789	9,330		11,000	11,000
4000 Revenue/Expenditures	424,302-	228,189-	339,111	1,039,378	143,292-
9000 Statistical					
571 Ice Arena	424,302-	228,189-	339,111	1,039,378	143,292-
09303 Ice Arena	424,302-	228,189-	339,111	1,039,378	143,292-

Central Garage

Internal Service Fund

Public Purpose: This budget pays for the operation of the city's Central Garage, which provides maintenance services for all city-owned vehicles and major pieces of equipment. This budget also provides support staff, storage, work areas, etc. for all Public Works and Parks maintenance staff and programs. The 2024 estimated operating expenditure total of \$3,043,435 is charged back to each benefiting department; therefore, the net expenditure from operations is zero.

Goals for the 2024 Budget

- Provide maintenance service for all city-owned vehicles and major pieces of equipment.
- Equipment and vehicle replacement purchasing for Parks, Police and Public Works.
- Provide support staff, storage, work areas etc. for all Public Works and Parks maintenance staff and programs.
- Keep buildings and grounds in good repair.
- Review equipment replacement fund balance policy.

Performance Measures

	2022 Actual	2023 Estimate	2024 Projected
Commercial Vehicle Insp.	19	19	19
Schedule Maintenance	101	130	100
Normal Repairs	496	600	400
Total Work Orders	616	749	519

Staffing Levels:

	2020	2021	2022	2023	2024
Number of Employees (FTE)	3.75	3.75	2.75	2.80	2.80

Budget Summary:

The major changes in the operating budget for 2024 are outlined as follows:

- The overall Central Garage budget has increased by \$5,984,988 (and includes the Public Works Phase 2 expansion \$6,050,772).
- Increase of \$8,446 for wages and benefits
- Increase of \$1,099 financial services
- Increase of \$3,500 radio/GPS service
- Increase of \$11,250 for central garage charges
- Increase of \$1,000 for water/sewer
- Increase of \$5,000 for natural gas expense

City of New Hope 2024 Budget

- Increase of \$958 admin transfer fees
- Increase of \$10,000 for contract repair
- Increase of \$892 for IT department charges
- Decrease of \$3,475 for supply
- Decrease of \$1,100 for supply/oil
- Decrease of \$35,000 depreciation
- Decrease of \$67,646 for heavy equipment replacement

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
09402 C Garage-Operation					
4000 Revenue/Expenditures					
4001 Revenues					
4005 Property Taxes					
4405 Intrgvmtl Revenue					
4439 PERA Pension Other Reven	17,514-				
4405 Intrgvmtl Revenue	17,514-				
4525 Charges for Services					
4850 C Garage Oper Trnsf Rev	794,172-	734,340-	341,412-	682,824-	879,835-
4860 C Garage Rplc Trnsf Rev	1,461,660-	1,289,292-	684,365-	1,368,729-	1,444,678-
4525 Charges for Services	2,255,832-	2,023,632-	1,025,777-	2,051,553-	2,324,513-
5405 Investment Income					
5410 Interest Income	55,491	291,148	137,378-	2,500-	34,000-
5405 Investment Income	55,491	291,148	137,378-	2,500-	34,000-
5455 Misc. Revenue					
5490 Other Misc Revenue	45,862-	130,185-	60,791-		
5455 Misc. Revenue	45,862-	130,185-	60,791-		
4001 Revenues	2,263,717-	1,862,669-	1,223,945-	2,054,053-	2,358,513-
8001 Othr Financg Sources					
8005 Other Income					
8550 Loss/Gain-Dispsd Asset	63,500-	3,690			
8710 Transfers Out	1,650,000				
8005 Other Income	1,586,500	3,690			
8001 Othr Financg Sources	1,586,500	3,690			
4000 Revenue/Expenditures	677,217-	1,858,980-	1,223,945-	2,054,053-	2,358,513-
	677,217-	1,858,980-	1,223,945-	2,054,053-	2,358,513-

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
606 C Garage-Operation					
4000 Revenue/Expenditures					
4001 Revenues					
4525 Charges for Services					
5455 Misc. Revenue					
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	221,686	249,348	120,594	267,373	275,124
6102 Wages/Overtime	1,019	172	95	6,497	3,397
6111 Leave Expense Chrg	33,227	31,278	15,143		
6119 Wages/Comp Time	2,001	2,061			
6122 PERA-City Part	18,637	20,508	9,719	20,540	20,889
6124 FICA-City Part	17,917	20,249	9,551	20,951	21,051
6132 Health Insurance	37,989	41,003	20,072	40,212	43,558
6151 Wrkr's Comp Chr	7,406	8,736	4,174	8,905	9,155
6005 Personal Services	339,883	373,355	179,347	364,478	373,174
6205 Supplies/Materials					
6210 Supply/Office	1,581	1,512	380	2,000	2,000
6230 Supply/Copy Mach	1,000	649	259	700	700
6250 Supply/Printed Form	131	585		100	450
6270 Supply/Dept Oprmtg	7,228	19,095	7,693	22,825	19,350
6330 Supply/Cleaning	78	169		1,000	1,000
6370 Supply/Safety	565	395	443	650	650
6390 Supply/Landscaping				200	200
6410 Supply/Small Tools	2,564	3,712		2,000	2,000
6430 Supply/Motor Fuel	123,650	158,884	83,833	173,500	173,500
6450 Supply/Oil-Additives	8,624	7,928	39	13,550	12,450
6610 Supply/Replcmt Tires	14,999	10,481	8,638	15,000	15,000
6630 Supply/Genl Repr	72,730	93,057	33,570	80,000	80,000
6650 Supply/Bldg Repr	3,249	1,713	2,107	3,500	3,500
6670 Supply/Eqmt Repr	125			500	500
6750 Supply/Rd License	3,223	489	126	6,000	6,000
6790 Supply/Uniforms Exp	2,234	3,992	718	5,500	5,500
6205 Supplies/Materials	241,980	302,661	137,806	327,025	322,800
7005 Contracted Services					
7010 Audit Service	1,937	1,965	1,989	1,989	2,080
7030 Engineer Service			83	500	500
7040 Legal Service	264			200	200
7080 Financial Services	16,800	23,485	16,685	20,588	21,687
7140 Phys/Fitness Exams				100	100
7155 Alarm Service Exp				1,000	
7180 Radio/Pager Serv	1,197	1,884	2,489	3,500	7,000
7210 Legal Notice Publ				100	100
7270 Employee Mileage				50	50
7280 Central Garage Chg	108,372	126,288	66,702	133,403	144,653
7300 Electric Expense	21,211	26,791	10,803	30,000	30,000
7310 Water/Sewer Exp	15,810	14,840	7,555	15,000	16,000
7320 Natrl Gas Exp	17,952	27,518	21,561	25,000	30,000
7330 Garbage Expense	15,153	12,726	4,708	15,000	15,000
7350 Genl Liability Ins	52,347	55,089	17,522	70,089	70,089
7355 Lease Interest Payments		11,630			
7385 Admin Trnsfr Exp	36,504	37,428	19,179	38,358	39,317

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
7410 Repair/Bldg	30,429	25,299	8,773	30,000	30,000
7430 Repair/Mach/Eqmt	481	1,812		500	500
7450 Repair/Othr Contrctl	32,349	39,964	15,682	37,000	37,000
7460 Repair/Sml Engine	2,341	3,145	12	3,000	3,000
7490 Misc Contractg Repr	63,857	70,318	46,466	70,000	80,000
7540 IT Department Charge	49,320	40,464	22,853	45,705	46,597
7610 Dues/Subscriptn	4,308	880	229	1,500	1,500
7630 Training/Seminars	2,119	2,245	1,812	3,000	2,500
7650 Spec Programming			56		100
7005 Contracted Services	472,752	523,768	265,159	545,581	577,973
7705 Depreciation					
7720 Depreciation Exp	556,424	567,786	300,000	600,000	565,000
7725 Amortization Expense		66,469			
7705 Depreciation	556,424	634,255	300,000	600,000	565,000
7805 Debt Service					
7840 Lease Interest Exp	33				
7805 Debt Service	33				
7905 Captl/Const Outlay					
7930 Imprvmnts Othr Bldg		12,017			6,050,772
7940 Heavy Equipmt	25,814	15,961	68,589	1,272,135	1,204,489
7905 Captl/Const Outlay	25,814	27,979	68,589	1,272,135	7,255,261
5501 Expenditures	1,636,885	1,862,019	950,901	3,109,219	9,094,208
8001 Othr Financg Sources					
8005 Other Income					
8501 Othr Financg Uses					
8505 Other Expenses					
4000 Revenue/Expenditures	1,636,885	1,862,019	950,901	3,109,219	9,094,208
9000 Statistical					
606 C Garage-Operation	1,636,885	1,862,019	950,901	3,109,219	9,094,208
09402 C Garage-Operation	959,668	3,039	273,044	1,055,166	6,735,695

City of New Hope 2024 Budget

Information Technology

Internal Service Fund

Description of Services: Information Technology services are provided primarily by an outside firm, Solution Builders. Solution Builders is tasked with supporting the city's local and wide area network infrastructure, telephone system, and assists staff with planning, budgeting, purchasing, and provides extensive end user support for city employees at 4 city facilities.

Goals for the 2024 Budget

- Support software and hardware needs for city employees

Performance Measures

	2022 Actual	2023 Estimated	2024 Estimated
City PC's maintained	162	161	161
City Servers maintained	0	0	0
PC's replaced	15	48	30
Network Printers maintained	17	17	17
Telephones maintained	125	126	126
LOGIS applications supported	13	13	13
Applications supported by Solution Builders*	550	550	550

*The vast majority of these applications run behind the scenes. However, they are required for successful operation of the city's IT functions.

Staffing Levels:

	2021	2022	2023	2024
Number of Employees (FTE)	0	0.20	0.20	0.20

Budget Summary:

The following are highlights of the 2024 IT budget:

- Overall increase of \$58,685
- Increase of \$1,587 in personnel expenses.
- Reduction of \$1,448 in telephone expenses.
- Increase of \$11,895 for applications and services provided by LOGIS.
- Increase of \$7,612 in Capital Improvement funding for future needs.
- Continue to allocate 10% of Director and Coordinator personnel expenses to account for time spent on IT projects and coordinating with Solution Builders and LOGIS.
- Continue outsourcing the city's IT needs with Solution Builders.

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
09410 Information Technology					
653 Information Technology					
4000 Revenue/Expenditures					
4001 Revenues					
4405 Intrgymntl Revenue					
4525 Charges for Services					
4880 Informatn Technolgy Fee	884,772-	979,632-	546,365-	1,092,730-	1,151,096-
4525 Charges for Services	884,772-	979,632-	546,365-	1,092,730-	1,151,096-
5005 Recreation Fees					
5405 Investment Income					
5410 Interest Income	1,652	22,031	15,498-	500-	4,000-
5405 Investment Income	1,652	22,031	15,498-	500-	4,000-
4001 Revenues	883,120-	957,601-	561,863-	1,093,230-	1,155,096-
5501 Expenditures					
6005 Personal Services					
6101 Wages/Full Time	854	23,353	11,310	24,270	25,401
6122 PERA-City Part	64	1,731	836	1,820	1,905
6124 FICA-City Part	60	1,629	791	1,857	1,943
6132 Health Insurance	123	2,970	1,389	3,230	3,515
6151 Wrkr's Comp Chr	6	163	92	180	193
6005 Personal Services	1,107	29,846	14,418	31,357	32,957
6205 Supplies/Materials					
6210 Supply/Office	1,670	1,961	757	3,500	3,500
6205 Supplies/Materials	1,670	1,961	757	3,500	3,500
7005 Contracted Services					
7150 Telephone Exp	51,705	48,233	20,515	64,001	62,553
7270 Employee Mileage	8			300	300
7385 Admin Trnsfr Exp	58,416	59,880	30,685	61,371	62,905
7430 Repair/Mach/Eqmt	42		290	4,000	4,000
7490 Misc Contractg Repr	624,981	692,940	321,096	846,678	895,204
7540 IT Department Charge	600	552	302	604	877
7630 Training/Seminars				2,000	2,000
7005 Contracted Services	735,752	801,605	372,889	978,954	1,027,839
7705 Depreciation					
7720 Depreciation Exp	15,390	23,283	7,500	15,000	23,000
7705 Depreciation	15,390	23,283	7,500	15,000	23,000
7805 Debt Service					
7905 Captl/Const Outlay					
7970 Computer Eqmt	26,077	23,596	45,055	64,800	65,000
7980 Other Equipment	764	825	28		
7905 Captl/Const Outlay	26,841	24,422	45,083	64,800	65,000
5501 Expenditures	780,760	881,116	440,647	1,093,611	1,152,296
8001 Othr Financg Sources					
8005 Other Income					
8310 Transfers f/Other Funds		200,000-			
8005 Other Income		200,000-			

Object Code / Description	2021 Actual Amount	2022 Actual Amount	6/30/2023 YTD Actual	2023 Final Budget	2024 Requested Budget
8001 Othr Financg Sources		200,000-			
8501 Othr Financg Uses					
8710 Transfers Out	156,000				
8501 Othr Financg Uses	156,000				
4000 Revenue/Expenditures	53,640	276,485-	121,216-	381	2,800-
9000 Statistical					
653 Information Technology	53,640	276,485-	121,216-	381	2,800-
09410 Information Technology	53,640	276,485-	121,216-	381	2,800-