

**Dakota
Communications
Center**

2021 ADOPTED BUDGET





To: Board of Directors

The Dakota Communications Center's 2021 budget was developed with regard to the Board of Director's desire to provide a high level of service while remaining fiscally responsible. Working with our Public Safety Partners and taking into account industry standards and best practices, the staff is committed to continual evaluation and improvement. The COVID-19 pandemic and civil unrest in 2020 have caused many challenges for governments and this budget is a reflection of that reality. We are glad that our fiscal responsibility in past years allows us to present a budget with lower total membership fees than in 2020.

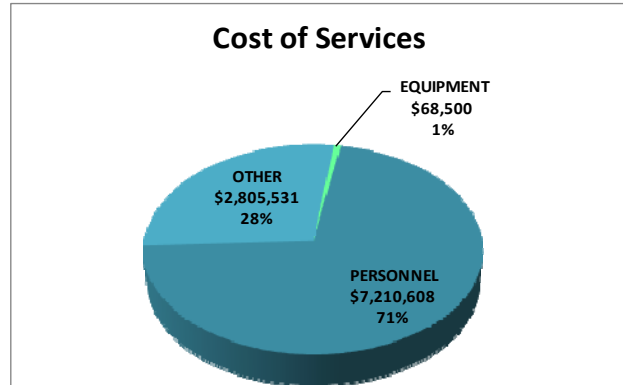
Major Initiatives. The following items are new to the budget in 2021 and reflect the desire to improve services while being fiscally responsible.

- The Equature Recording system is in need of a hardware refresh which will extend the life of the system. These systems are likely to make some advancements in the coming years in response to NG911. Extending the life of the current system will allow systems to mature before considering a wholesale replacement.
- The addition of a LaserFiche system will help automate and streamline our current manual document management. Working with the LOGIS consortium has made this economically feasible.

Member Fees The adopted 2021 budget is premised on an \$9.5 million member fee assessment before factoring in a \$372,924 fund balance refund from 2019. Overall, the member fees are proposed to decrease 1.6% for 2021. The fee is assessed to member agencies based on a 3-year average of actual CAD calls. The assessment increase or decrease may, therefore, vary between agencies depending on the number of actual calls.

Cost of Service The primary expenses financed with member fees are personnel (71%), operating costs such as technology support and facilities maintenance (28%) and long-term equipment acquisitions and replacements (1%).

The DCC staffing levels will remain the same as 2020. Staffing needs due to call load and changing technology continues to be re-evaluated. The most significant factor affecting near-term cost adjustments are those related to wages and benefits.



Prudent long-term financial planning has been an enduring priority which enables the DCC to have reasonable member fees. This is exemplified by the 10-year plan which is projecting no member fee increase for equipment acquisition and replacement for the foreseeable future.

Acknowledgements I would like to express my sincere appreciation to the Executive Committee and the Board of Directors for their support. Special thanks to Logan Martin, Matt Smith and Melanie Mesko-Lee for their review and input. A sincere thanks to Jerilyn Erickson and David Lang from the Lakeville Finance Department for all of their efforts throughout the year on the Dakota Communications Center financial matters.

Recommendation The DCC staff recommends approval of the budget as provided herein.

Respectfully submitted,

Tom Folie

BUDGET OVERVIEW

The budget is organized into separate funds in order to properly account for organizational business activities and long-term capital replacement in addition to serving as a financial report to demonstrate that membership fees are being effectively managed. The funds are as follows:

- **General Fund.** The General Fund accounts for the overall operations of the DCC.
- **Capital Projects Fund.** The Capital Projects Fund accounts for expenditures related to equipment acquisitions and replacements.

A consolidated statement of revenues, expenditures and changes in fund balance for the coming year is as follows:

Adopted 2021 Budget Statement of Revenues, Expenditures and Changes in Fund Balance

	General Fund	Capital Projects Fund	Total
Revenues			
Member fees	\$ 8,708,886	\$ 394,700	\$ 9,103,586
Other	645,859	31,100	676,959
Total revenues	<u>9,354,745</u>	<u>425,800</u>	<u>9,780,545</u>
Expenditures			
Personnel	7,210,608	-	7,210,608
Commodities	21,694	-	21,694
Contractual	2,783,837	-	2,783,837
Capital outlay	-	68,500	68,500
Total expenditures	<u>10,016,139</u>	<u>68,500</u>	<u>10,084,639</u>
Net changes	(661,394)	357,300	(304,094)
Beginning fund balance	1,737,890	1,497,336	3,235,226
Fund balance - unassigned	<u>\$ 1,076,496</u>	<u>\$ 1,854,636</u>	<u>\$ 2,931,132</u>
<i>Fund balance as % of expenditures</i>	10.7%		

General Fund

Member fees (net) decreased for the coming year by \$151,417, primarily due to a fund balance refund of \$372,924 offset by increased personnel costs, legal fees, contractual maintenance agreements and LOGIS. The adopted 2021 budget is \$10,016,139 which is a \$244,486 increase when compared to the 2020 Adopted Budget.

	Adopted 2020	Adopted 2021	Increase (decrease)
Revenues			
Member fees	\$ 8,860,303	\$ 8,708,886	\$ (151,417)
Other	642,869	645,859	2,990
Total revenues	<u>9,503,172</u>	<u>9,354,745</u>	<u>(148,427)</u>
Expenditures			
Personnel	7,081,513	7,210,608	129,095
Commodities	21,954	21,694	(260)
Contractual	<u>2,668,186</u>	<u>2,783,837</u>	<u>115,651</u>
Total expenditures	<u>9,771,653</u>	<u>10,016,139</u>	<u>244,486</u>
Net changes	<u>\$ (268,481)</u>	<u>\$ (661,394)</u>	<u>\$ (392,913)</u>

Revenues

Membership fees provide the majority (93%) of the resources for financing operations. Other General Fund revenues are comprised of State aid (911 fees), MTNS partnership revenues, LMCIT rebates and interest revenues. 911 fee revenues provided by State of Minnesota are projected to remain unchanged due to the State's distribution formula. Interest rates, MTNS partnership revenues and LMCIT rebates are anticipated to remain stable.

Expenditures

Personnel. The DCC Board has authorized 66 personnel positions of which 53 are dispatchers. The adopted budget does not anticipate any additional staff. The adopted budget also takes into consideration step increases based on current union contracts and non-union personnel policies. The collective bargaining contracts expire December 31, 2021.

Non-personnel costs. Non-personnel expenses (\$2.8 million) are comprised of facility lease payments, equipment and building maintenance, utilities, technology support and other related costs. Non-personnel costs are projected to increase by \$116,000 when compared to the adopted 2020 budget.

Fund Balance

The Dakota Communications Center Fund Balance policy states: ***“The Dakota Communications Center will endeavor to maintain an unassigned fund balance equivalent to 8.3% - 14.0% of total annual operating expenses to provide adequate working capital for operations and reserves for unanticipated events in order to avoid short term borrowing.”***

The adopted General Fund budget has an ending fund balance which is within the guidelines of the Fund Balance policy.

	2021 Adopted
Revenues	\$ 9,354,745
Expenditures	(10,016,139)
Net increase/(decrease)	(661,394)
Fund balance January 1	2,170,611
Non-spendable and assigned	\$ (432,721)
Fund balance December 31	\$ 1,076,496
Fund balance as a % of expenditures	10.7%

Capital Projects Fund

The primary purpose of the Capital Projects Fund is to provide for acquisition and replacement of equipment which are financed with member fees.

The Dakota Communications Center has established a firm foundation for long-term financing of equipment acquisitions and replacements. Therefore, member fees will remain at \$394,700 per year.

Adopted 2021 capital outlay acquisitions are as follows:

	<u>2021</u>
CAD PC's and Monitors	\$ 24,000
Laserfiche Scanner	5,500
Computer Replacements	13,500
Office Furniture Replacement	21,000
Conference Room Chairs (10)	<u>4,500</u>
Total Capital Projects Expenditures	<u>\$ 68,500</u>

Membership Fees

The 2021 membership fees (net) are adopted at \$9,103,588 which is a 1.6% decrease from 2020. The member fees are allocated based on the 3-year average of CAD incidents and covers both general operations as well as capital acquisitions.

The 2021 membership fees reflect the following adjustments:

General Fund	\$9,081,810	2.5% Increase
2019 Fund Balance Refund	(\$372,924)	One-Time Refund
Net General Fund	\$8,708,886	
Capital Projects Fund	\$394,700	0.0% Increase
Total 2021 Membership Fees	\$9,103,586	Net 1.6% Decrease

2021 Member Fees

	<u>Allocation</u> <u>%</u>	<u>TOTAL</u>	<u>Increase/ (decrease)</u>
Apple Valley	10.84%	986,305	(47,382)
Burnsville	13.41%	1,216,824	(72,705)
Dakota County	7.50%	682,297	(13,759)
Eagan	16.14%	1,473,949	19,881
Farmington	3.45%	314,492	9,975
Hastings	5.55%	503,356	(19,437)
Inver Grove Heights	8.85%	810,499	33,982
Lakeville	12.72%	1,155,281	(47,210)
Mendota Heights	2.97%	272,935	22,464
Miesville	0.03%	2,572	(10)
Randolph Hampton	0.05%	4,818	81
Rosemount	4.60%	418,289	(12,274)
South Saint Paul	7.19%	655,043	(4,551)
West Saint Paul	6.69%	606,926	(20,472)
Total	100.00%	\$ 9,103,586	\$ (151,417)

The member fee represents an average cost of \$27.07 per CAD incident.

Operational Forecast

Staff has incorporated a projection of operational costs for years 2022-2025 based on conservative inflationary assumptions.

Staff has also incorporated a projection of revenues, including membership fees, to fund the ongoing operational costs and maintain compliance with the Dakota Communications Center's fund balance policy.

It should be noted that the increase in membership fees for 2022 is estimated at 1.46% for the General Fund. There is no increase in the Capital Projects Fund. The total net increase is 5.56% when taking into account the one-time refund that was incorporated into the 2021 membership fees.

Years 2023-2025 reflect an estimated 0.96% total increase each year.

Supporting Information

The following documents provide supporting information for the 2021 proposed budget:

- 1) General Fund Budget Summary (*including 2022-2025 projections*)
- 2) Authorized Staffing Plan
- 3) Capital Improvement Plan (2021-2030)
- 4) Member Allocation
- 5) 2021 Member Fees

**Dakota Communications Center
General Fund Budget**

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
	<u>Actual</u>	<u>Actual</u>	<u>Adopted</u>	<u>Estimate</u>	<u>Adopted</u>	<u>Estimate</u>	<u>Estimate</u>	<u>Estimate</u>	<u>Estimate</u>
<u>Revenues</u>									
4490 JPA Membership Fees - NET	\$ 8,368,563	\$ 8,686,572	\$ 8,860,303	\$ 8,860,303	\$ 8,708,886	\$ 9,214,715	\$ 9,306,862	\$ 9,399,931	\$ 9,493,930
4258 Annual 911 Fees	581,696	581,696	581,696	581,696	581,696	581,696	581,696	581,696	581,696
4910 Interest on Investments	15,457	141,773	17,059	18,020	25,050	21,773	54,530	46,213	40,559
4280 Grants and other income	22,318	18,262	21,113	19,613	19,613	11,613	11,863	12,119	12,382
5026 LMCIT rebate	1,844	1,752	5,000	1,500	1,500	1,538	1,576	1,615	1,655
4495 MTNS Partnership Income	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
Total Revenues	9,007,878	9,448,055	9,503,172	9,499,132	9,354,745	9,849,335	9,974,527	10,059,574	10,148,222
<u>Expenditures</u>									
Personnel Services									
6012 Salaries - Regular	4,177,705	4,388,212	4,921,638	4,850,866	5,117,887	5,246,431	5,419,592	5,555,082	5,693,959
6015 Overtime	560,717	590,450	408,842	410,821	412,975	425,364	435,999	446,899	458,071
6041 Pera	348,418	368,321	400,406	394,449	414,637	426,314	436,972	447,896	459,093
6044 Fica	349,369	366,589	408,541	402,519	423,111	434,840	445,711	456,854	468,275
6051 Hospitalization Insurance	627,934	648,347	749,313	721,364	764,660	879,229	901,210	923,740	946,834
6052 Life and Disability	1,304	2,088	2,076	2,259	2,327	2,427	2,488	2,550	2,614
6053 Long Term Disability	11,838	11,817	12,517	11,346	11,686	12,150	12,454	12,765	13,084
6054 Dental	30,027	31,773	33,782	29,928	31,125	32,807	33,627	34,468	35,330
6055 Workers Compensation Insurance	24,405	27,931	31,598	30,105	32,200	33,018	33,844	34,690	35,557
6057 Unemployment	-	1,534	-	-	-	-	-	-	-
6058 Contingency	-	-	112,800	-	-	-	-	-	-
Total Personnel Services	6,131,717	6,437,062	7,081,513	6,853,657	7,210,608	7,492,581	7,721,897	7,914,944	8,112,817
Commodities									
6120 Operating Supplies	8,779	9,962	12,630	12,630	12,969	13,229	13,514	13,805	14,103
6140 Clothing	3,247	3,935	3,399	2,800	2,800	2,856	2,913	2,971	3,030
6180 Computer Supplies	3,300	4,381	5,925	5,925	5,925	6,044	6,165	6,288	6,414
Total Commodities	15,326	18,278	21,954	21,355	21,694	22,129	22,592	23,064	23,547

**Dakota Communications Center
General Fund Budget**

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	
	<u>Actual</u>	<u>Actual</u>	<u>Adopted</u>	<u>Estimate</u>	<u>Adopted</u>	<u>Estimate</u>	<u>Estimate</u>	<u>Estimate</u>	<u>Estimate</u>	
Other Contractual										
6210 Professional Services	83,088	51,202	55,900	54,607	54,971	49,105	49,649	50,204	50,771	
6211 Legal Services	2,590	10,460	9,000	14,000	27,200	24,400	28,308	25,224	29,148	
6214 Fiscal Agent	68,352	69,984	71,400	71,448	73,590	75,062	76,563	78,094	79,656	
6218 Bank Charges	215	284	392	350	350	357	364	371	378	
6221 Audit	10,500	11,500	11,050	12,000	12,500	12,750	13,005	13,265	13,530	
6234 Use of Personal Auto	2,375	1,536	3,100	2,000	2,000	2,040	2,081	2,123	2,165	
6252 Print Public Information	2,865	3,395	4,100	2,100	2,220	2,264	2,309	2,355	2,402	
6261 General Liability Insurance	29,877	31,031	31,186	30,402	31,822	32,458	33,108	33,770	34,446	
6276 Telephone	39,219	40,457	42,110	41,000	42,110	42,952	43,811	44,687	45,581	
6277 Postage	143	774	450	450	450	450	450	450	450	
6280 Other Contractual	60,800	58,420	60,500	62,800	63,764	65,007	66,295	67,609	68,949	
6282 Contract Equipment Maintenance	172,641	189,519	206,029	195,029	237,144	237,263	241,258	245,862	35,972	
6283 Contract Building Maintenance	372,126	374,066	380,702	392,000	401,525	399,556	407,747	416,102	424,624	
6288 Contract Data Processing	905,605	950,303	988,925	987,182	1,032,073	1,052,715	1,073,769	1,095,244	1,117,147	
6289 Radio Fees	36,623	36,630	49,085	49,070	55,506	56,616	57,748	58,903	60,082	
6290 Equipment Rental	3,785	4,445	4,092	4,342	4,553	4,106	4,226	4,317	4,410	
6291 Building Lease	715,500	715,500	715,500	715,500	715,500	473,800	-	-	-	
6311 Schools and Conferences	24,902	39,293	32,640	23,780	23,780	23,432	23,780	24,316	24,863	
6312 Business Meetings & Expenses	188	141	400	550	550	350	350	350	350	
6313 Dues and Subscriptions	979	1,778	1,625	2,163	2,229	2,273	2,319	2,365	2,412	
Total Other Charges and Services	<u>2,532,373</u>	<u>2,590,717</u>	<u>2,668,186</u>	<u>2,660,772</u>	<u>2,783,837</u>	<u>2,556,956</u>	<u>2,127,140</u>	<u>2,165,611</u>	<u>1,997,337</u>	
Total Expenditures	8,679,416	9,046,057	9,771,653	9,535,785	10,016,139	10,071,666	9,871,629	10,103,619	10,133,701	
Other Financing Sources/(Uses)										
Principal Maturities	(263,466)	-	-	-	-	-	-	-	-	
Interest	(4,299)	-	-	-	-	-	-	-	-	
Total Other Financing Sources (Uses)	<u>(267,765)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Net change in fund balance	60,697	401,998	(268,481)	(36,652)	(661,394)	(222,332)	102,898	(44,044)	14,521	
Fund balance refund			-	-	-	-	-	-	-	
Fund balance January 1	1,744,569	1,805,266	1,493,732	2,207,264	2,170,611	1,509,217	1,286,885	1,389,784	1,345,739	
Non-spendable and Assigned	(627,915)	(567,891)	(522,673)	(489,236)	(432,721)	(443,539)	(454,628)	(465,993)	(477,643)	
Unreserved fund balance - December 31	<u>\$ 1,177,351</u>	<u>\$ 1,639,373</u>	<u>\$ 702,578</u>	<u>\$ 1,681,375</u>	<u>\$ 1,076,496</u>	<u>\$ 843,346</u>	<u>\$ 935,156</u>	<u>\$ 879,746</u>	<u>\$ 882,617</u>	
Total expenditures (Net)	8,947,181	9,046,057	9,771,653	9,535,785	10,016,139	10,071,666	9,871,629	10,103,619	10,133,701	
Unreserved fund balance ratio	13.2%	18.1%	7.2%	17.6%	10.7%	8.4%	9.5%	8.7%	8.7%	
Fund Balance Expected Per Policy										
(1/12th of the annual expenditures)				794,649	834,678	839,306	822,636	841,968	844,475	
Over/(Short) of minimum 8.3%				886,726	241,818	4,041	112,520	37,777	38,142	
Over/(Short) of maximum 14%				346,365	(325,763)	(566,687)	(446,872)	(534,761)	(536,101)	

**Dakota Communications Center
General Fund Budget**

	<u>2018</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Adopted</u>	<u>2020</u> <u>Estimate</u>	<u>2021</u> <u>Adopted</u>	<u>2022</u> <u>Estimate</u>	<u>2023</u> <u>Estimate</u>	<u>2024</u> <u>Estimate</u>	<u>2025</u> <u>Estimate</u>
SUMMARY:									
Personnel	\$ 6,131,717	\$ 6,437,062	\$ 7,081,513	\$ 6,853,657	\$ 7,210,608	\$ 7,492,581	\$ 7,721,897	\$ 7,914,944	\$ 8,112,817
Change from prior year	105,386	305,345	949,796	416,595	356,950	281,974	229,316	193,047	197,873
Percentage Change from prior year	1.7%	5.0%	15.5%	6.8%	5.2%	3.9%	3.1%	2.5%	2.5%
Commodities	15,326	18,278	21,954	21,355	21,694	22,129	22,592	23,064	23,547
Change from prior year	(8)	2,952	6,628	3,077	339	435	463	472	483
Percentage Change from prior year	-0.1%	19.3%	43.2%	20.1%	1.6%	2.0%	2.1%	2.1%	2.1%
Other Contractual	2,532,373	2,590,717	2,668,186	2,660,772	2,783,837	2,556,956	2,127,140	2,165,611	1,997,337
Change from prior year	116,512	58,344	135,813	70,055	123,064	(226,881)	(429,816)	38,471	(168,274)
Percentage Change from prior year	4.8%	2.3%	5.4%	2.8%	4.6%	-8.1%	-16.8%	1.8%	-7.8%
Total Expenditures	8,679,416	9,046,057	9,771,653	9,535,785	10,016,139	10,071,666	9,871,629	10,103,619	10,133,701
Change from prior year	221,890	366,641	1,092,237	489,727	480,354	55,528	(200,037)	231,990	30,082
Percentage Change from prior year	2.6%	4.2%	12.6%	5.6%	5.0%	0.6%	-2.0%	2.4%	0.3%

Dakota Communication Center
Authorized Staffing Plan
 Full time equivalents

<u>Position Titles</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>Dispatch Operations</u>						
Dispatchers	53.0	53.0	53.0	54.0	54.5	55.0
Shift Supervisors (incl Training/Cad Sup.)	<u>7.0</u>	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>
Total operations	<u>60.0</u>	<u>61.0</u>	<u>61.0</u>	<u>62.0</u>	<u>62.5</u>	<u>63.0</u>
<u>Admin & Technical Support</u>						
Operations Director	1.0	1.0	1.0	1.0	1.0	1.0
Executive Director	1.0	1.0	1.0	1.0	1.0	1.0
HR Coordinator/Executive Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Technical Support	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
Total administrative and technical	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>
Total staffing (f.t.e.)	<u>65.0</u>	<u>66.0</u>	<u>66.0</u>	<u>67.0</u>	<u>67.5</u>	<u>68.0</u>

Capital Improvement Plan

Ten Year Plan

<u>Item</u>	<u>Actual 2018</u>	<u>Actual 2019</u>	<u>2020 Adopted</u>	<u>2020 Estimate</u>	<u>2021 Adopted</u>	<u>2022 Estimate</u>	<u>2023 Estimate</u>	<u>2024 Estimate</u>	<u>2025 Estimate</u>	<u>2026 Estimate</u>	<u>2027 Estimate</u>	<u>2028 Estimate</u>	<u>2029 Estimate</u>	<u>2030 Estimate</u>
Revenues														
Member assessment	394,700	394,700	394,700	394,700	394,700	394,700	394,700	394,700	394,700	394,700	394,700	394,700	394,700	394,700
Sale of Assets	1,572	4,200	-	-	-	-	-	-	-	-	-	-	-	-
Debt	-	-	-	-	-	-	-	-	-	1,200,000	3,000,000	-	-	-
Interest on Investments	28,741	32,208	12,700	24,700	31,100	35,300	41,600	44,800	44,000	40,600	39,300	36,200	33,300	35,400
Total revenues	425,013	431,108	407,400	419,400	425,800	430,000	436,300	439,500	438,700	1,635,300	3,434,000	430,900	428,000	430,100
Expenditures														
CAD Equipment:														
CAD Replacement -LOGIS	-	-	-	-	-	-	-	-	-	-	3,000,000	-	-	-
CAD Replacement - LOGIS (refund)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CAD PC's and Monitors	20,309	18,183	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	25,000	25,000	25,000
Video Display Panels	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CAD Backup Laptops (12)	-	15,828	-	-	-	-	-	24,000	-	-	-	-	24,000	-
CAD Integration to TriTech	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dispatching:														
23 Dispatch Radio Consoles	-	-	-	-	-	-	-	-	-	1,897,650	-	-	-	-
Logging telephone/Radio recorder	-	-	-	-	-	-	-	342,000	-	-	-	350,000	-	-
Fire Alerting Control System	567,103	7,460	-	-	-	-	-	-	-	-	-	-	-	-
23 Dispatch Work Stations	3,985	-	-	-	-	-	-	-	-	-	-	325,000	-	-
Dispatch Chairs	-	-	-	-	-	-	29,000	-	-	-	-	-	-	-
Touch Screen Monitors 23	-	-	-	-	-	24,000	-	-	-	-	24,000	-	-	-
Dispatch Desktop Radios (2)	-	-	-	-	-	-	-	-	-	-	9,000	-	-	-
Emergency Fire Dispatching	-	54,400	-	38,400	-	-	-	-	-	-	-	-	-	-
Data Display Wall	-	-	230,000	200,000	-	-	-	-	-	-	125,000	-	-	-
Telephone Systems:														
E911 Telephone Backbone system	-	-	-	-	-	-	-	-	500,000	-	-	-	-	-
Text-to-911	31,337	-	-	-	-	-	-	-	-	-	-	-	-	-
Abandonment Device Switch (Centurylink)	-	13,800	-	-	-	-	-	-	-	-	-	-	-	-
Antenna/Radios:														
Radios - handheld-desktop control	-	-	-	-	-	-	-	-	-	-	-	90,000	-	-
RAD	-	-	5,000	5,000	-	-	-	-	-	-	-	-	10,000	-
Antenna Replacements	-	7,172	-	-	-	-	-	-	-	-	-	-	-	-
Antenna Upgrades	-	-	-	-	-	-	-	-	-	-	-	-	-	-
VHF Welch Site	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Information Technology:														
Cisco 3750 series switch (3)	-	26,087	-	-	-	-	-	20,000	-	-	-	-	21,000	-
Cisco ASA 5520 (2) Firewall	-	625	-	-	-	-	-	12,000	-	-	-	-	12,900	-
WiFi Devices and Controller	-	781	-	-	-	-	-	3,000	-	-	-	-	3,100	-
Exchange & File Servers	-	10,435	-	-	-	-	-	-	-	-	-	-	-	-
Fiber expansion	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Servers for Active Directory & Exchange	2,235	-	-	-	-	11,000	-	-	-	11,000	-	-	-	-
NEW - Scanner for Laserfiche					5,500									

Capital Improvement Plan

Ten Year Plan

<u>Item</u>	<u>Actual 2018</u>	<u>Actual 2019</u>	<u>2020 Adopted</u>	<u>2020 Estimate</u>	<u>2021 Adopted</u>	<u>2022 Estimate</u>	<u>2023 Estimate</u>	<u>2024 Estimate</u>	<u>2025 Estimate</u>	<u>2026 Estimate</u>	<u>2027 Estimate</u>	<u>2028 Estimate</u>	<u>2029 Estimate</u>	<u>2030 Estimate</u>
Administrative:														
Supervisory Office Desktop PCs (4)	1,869	4,080	2,000	2,000	2,000	6,000	-	2,000	6,000	-	2,000	6,000	-	-
Tech support Laptop PCs (2)	3,737	-	-	-	4,000	-	-	4,000	-	-	4,000	-	-	-
Admin Area Laptop/PCs (3)	7,323	-	-	-	7,500	-	-	7,500	-	-	7,500	-	-	-
Admin Area Phones	3,456	836	1,000	1,000	-	-	-	-	-	-	-	-	20,000	-
Building Furniture/Other:														
Training Room Tables (20 & Chairs (40)	8,109	-	-	-	-	-	-	-	-	-	25,000	-	-	-
Training Room Chairs (40)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Excercise Equipment- 5 pieces	-	2,500	-	-	-	2,500	-	-	3,000	-	-	-	3,000	-
Training room projector-ceiling mount	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Breakroom Furniture - New (4 tables/16 chrs)	-	-	-	-	-	8,000	-	-	-	-	-	-	-	-
Office Furniture	-	-	-	-	21,000	-	-	-	-	-	-	-	-	-
Lobby Furniture - (4 chairs)	-	-	-	-	-	6,000	-	-	-	-	-	-	-	-
Conference tables, Glass Covers & Chairs	-	-	-	-	4,500	-	5,000	-	-	-	-	-	-	-
Workstations	-	381,153	-	-	-	-	-	-	-	-	-	-	-	-
Debt Repayment	-	-	-	-	-	-	-	-	-	-	60,000	148,200	137,300	327,300
	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total expenditures	649,463	543,340	262,000	270,400	68,500	67,500	72,000	438,500	533,000	1,932,650	3,280,500	944,200	256,300	352,300
Net increase or (decrease)	(224,450)	(112,232)	145,400	149,000	357,300	362,500	364,300	1,000	(94,300)	(297,350)	153,500	(513,300)	171,700	77,800
Fund Balance, January 1	1,685,018	1,460,568	1,017,918	1,348,336	1,497,336	1,854,636	2,217,136	2,581,436	2,582,436	2,488,136	2,190,786	2,344,286	1,830,986	2,002,686
Fund Balance December 31	1,460,568	1,348,336	1,163,318	1,497,336	1,854,636	2,217,136	2,581,436	2,582,436	2,488,136	2,190,786	2,344,286	1,830,986	2,002,686	2,080,486
	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Allocation of Member Fees

Member	CAD Events						Allocation
	2017		2018		2019		
	Total	%	Total	%	Total	%	
Apple Valley	36,579	11.25%	36,622	10.82%	36,083	10.45%	10.84%
Burnsville	46,283	14.24%	44,955	13.28%	43,877	12.71%	13.41%
Dakota County	24,094	7.41%	26,001	7.68%	25,598	7.42%	7.50%
Eagan	50,288	15.47%	54,099	15.98%	58,615	16.98%	16.14%
Farmington	10,433	3.21%	11,699	3.46%	12,710	3.68%	3.45%
Hastings	18,914	5.82%	17,864	5.28%	19,186	5.56%	5.55%
Inver Grove Hts	30,098	9.26%	30,438	8.99%	28,664	8.30%	8.85%
Lakeville	38,561	11.86%	43,769	12.93%	46,132	13.36%	12.72%
Mendota Hts	8,597	2.64%	10,771	3.18%	10,679	3.09%	2.97%
Miesville	102	0.03%	97	0.03%	84	0.02%	0.03%
Randolph Hampton	175	0.05%	173	0.05%	185	0.05%	0.05%
Rosemount	14,603	4.49%	15,685	4.63%	16,186	4.69%	4.60%
South St. Paul	24,138	7.43%	24,180	7.14%	24,138	6.99%	7.19%
West St. Paul	22,183	6.82%	22,184	6.55%	23,074	6.68%	6.69%
Total	325,048	100.0%	338,537	100.0%	345,211	100.0%	100.0%
Percent Change in CAD Events			4.1%		2.0%		

Formula: $(+ \text{Year 1 CAD } \% + \text{Year 2 CAD } \% + \text{Year 3 CAD } \%) \div 3 = \text{Member allocation}$

Member	Allocation			% change
	2019	2020	2021	
Apple Valley	11.01%	11.17%	10.84%	-0.33%
Burnsville	14.46%	13.93%	13.41%	-0.52%
Dakota County	7.69%	7.52%	7.50%	-0.02%
Eagan	14.99%	15.71%	16.14%	0.43%
Farmington	3.31%	3.29%	3.45%	0.16%
Hastings	6.09%	5.65%	5.55%	-0.10%
Inver Grove Hts	7.59%	8.39%	8.85%	0.46%
Lakeville	13.40%	12.99%	12.72%	-0.27%
Mendota Hts	2.37%	2.71%	2.97%	0.27%
Miesville	0.03%	0.03%	0.03%	0.00%
Randolph Hampton	0.05%	0.05%	0.05%	0.00%
Rosemount	4.85%	4.65%	4.60%	-0.05%
South St. Paul	6.98%	7.13%	7.19%	0.06%
West St. Paul	7.18%	6.78%	6.69%	-0.09%
Total	100.0%	100.0%	100.0%	0.0%

Dakota Communications Center Member Fees

2020 Member Fees

	<u>%</u>	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>TOTAL</u>
Apple Valley	11.17%	989,603	44,084	1,033,687
Burnsville	13.93%	1,234,534	54,995	1,289,529
Dakota County	7.52%	666,371	29,685	696,056
Eagan	15.71%	1,392,057	62,012	1,454,069
Farmington	3.29%	291,530	12,987	304,517
Hastings	5.65%	500,497	22,296	522,793
Inver Grove Heights	8.39%	743,401	33,116	776,517
Lakeville	12.99%	1,151,207	51,285	1,202,492
Mendota Heights	2.71%	239,789	10,682	250,471
Miesville	0.03%	2,472	110	2,582
Randolph Hampton	0.05%	4,535	202	4,737
Rosemount	4.65%	412,201	18,362	430,563
South Saint Paul	7.13%	631,464	28,130	659,594
West Saint Paul	6.78%	600,641	26,757	627,398
	<u>100.00%</u>	<u>\$ 8,860,303</u>	<u>\$ 394,700</u>	<u>\$ 9,255,005</u>

2021 Member Fees (Adopted)

	<u>%</u>	<u>Adopted General Fund</u>	<u>Capital Projects Fund</u>	<u>2019 Fund Balance Refund</u>	<u>TOTAL</u>	<u>Increase/ (decrease)</u>	<u>Percentage Change</u>
Apple Valley	10.84%	984,577	42,790	(41,062)	986,305	(47,382)	-4.58%
Burnsville	13.41%	1,217,817	52,927	(53,920)	1,216,824	(72,705)	-5.64%
Dakota County	7.50%	681,379	29,613	(28,695)	682,297	(13,759)	-1.98%
Eagan	16.14%	1,466,126	63,719	(55,895)	1,473,949	19,880	1.37%
Farmington	3.45%	313,238	13,614	(12,360)	314,492	9,975	3.28%
Hastings	5.55%	504,144	21,910	(22,698)	503,356	(19,437)	-3.72%
Inver Grove Heights	8.85%	803,859	34,936	(28,296)	810,499	33,982	4.38%
Lakeville	12.72%	1,155,068	50,202	(49,988)	1,155,281	(47,211)	-3.93%
Mendota Heights	2.97%	270,031	11,736	(8,832)	272,935	22,464	8.97%
Miesville	0.03%	2,554	111	(93)	2,572	(10)	-0.39%
Randolph Hampton	0.05%	4,799	209	(190)	4,818	81	1.71%
Rosemount	4.60%	418,201	18,175	(18,087)	418,289	(12,274)	-2.85%
South Saint Paul	7.19%	652,701	28,367	(26,025)	655,043	(4,551)	-0.69%
West Saint Paul	6.69%	607,315	26,394	(26,783)	606,926	(20,472)	-3.26%
	<u>100.00%</u>	<u>\$ 9,081,810</u>	<u>\$ 394,700</u>	<u>\$ (372,924)</u>	<u>\$9,103,586</u>	<u>\$ (151,419)</u>	<u>-1.64%</u>
		2.50%	0.00%			-1.64%	