

Dakota Communications Center

2022 ADOPTED BUDGET





To: Board of Directors

The Board of Directors has expressed a desire for the Dakota Communications Center to provide a high level of service while remaining fiscally responsible. The 2022 budget reflects those desires. Working with our public safety partners and following industry standards and best practices, the staff is committed to continual evaluation and improvement.

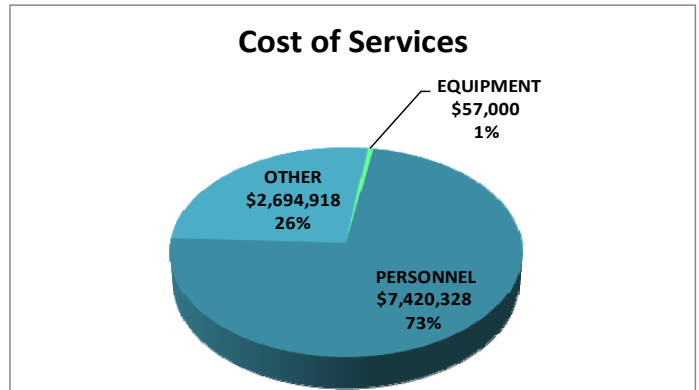
Discussion on funding changes have continued; however, this budget reflects the historical method of allocating member fees based on a three-year rolling average of calls. 2020 saw a nearly 5% reduction in calls due to the pandemic. Some members had over a 19% reduction while others saw increases. This caused a greater than normal fluctuation when allocating the fees.

Member Fees: The total member contribution for 2022 will remain the same as 2021. This is made possible with a significant increase in the Enhanced 911 grants recently announced by the Department of Public Safety's Emergency Communications Network division and by keeping expense increases to a minimum. The approved budget marks the second year of no member contributions toward the capital improvement budget. The capital balance exceeds the anticipated expenditures through 2025.

Major Initiatives: There are few major initiatives for 2022. The 911 Center is looking forward to restoring its training and conference budget which was affected by cost cutting efforts during the pandemic. A Microsoft Office version that allows greater collaboration is included within contract data processing. The DCC will also be looking at expansion of the capabilities of the Laserfiche system that began in 2021. A potential move to a cloud-based 911 system is on the horizon; however, it is not currently planned in the 2022 capital budget. Depending on the experiences of others, an upgrade to this system could take place in late 2022 or 2023.

Cost of Service: The primary 2022 DCC expenses are personnel (73%), operating costs (26%) and long-term equipment acquisitions and replacements (1%).

The DCC staffing levels will remain the same as 2021. However, the DCC expects to add one dispatcher in 2023 in an effort to keep up with increasing call loads. The most significant factor affecting near-term cost adjustments are those related to wages and benefits.



Acknowledgements: I would like to thank Executive Committee Chair Logan Martin and the rest of the budget work group consisting of Dan Wietecha, David McKnight and Justin Miller for their suggestions when reviewing the preliminary budget. Thank you to the Board of Directors and Executive Committees for your continued support. Jerilyn Erickson and David Lang from the City of Lakeville deserve special thanks for their efforts on this budget and for all their assistance throughout the year as the DCC fiscal agent.

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

Respectfully submitted,

Thomas Folie
Executive Director

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:

2022 Adopted Budget Statement of Revenues, Expenditures and Changes in Fund Balance

	General Fund	Capital Projects Fund	Total
Revenues			
Member fees	\$ 8,708,886	\$ -	\$ 8,708,886
Other	899,827	31,100	930,927
Total revenues	<u>9,608,713</u>	<u>31,100</u>	<u>9,639,813</u>
Expenditures			
Personnel	7,420,328	-	7,420,328
Commodities	21,937	-	21,937
Contractual	2,673,224	-	2,673,224
Capital outlay	-	57,000	57,000
Total expenditures	<u>10,115,489</u>	<u>57,000</u>	<u>10,172,489</u>
Net changes	(506,776)	(25,900)	(532,676)
Beginning fund balance	2,342,149	1,478,993	3,821,142
Fund balance - non-spendable and assigned	(573,518)	-	(573,518)
Fund balance - unassigned	<u>\$ 1,261,855</u>	<u>\$ 1,453,093</u>	<u>\$ 2,714,948</u>

Fund balance as % of expenditures **12.5%**

General Fund

Approved member fees (net) will remain consistent with 2021. The Enhanced 911 grant is anticipated to increase resulting from the new allocation formula and the 2020 Federal census results. Personnel costs are projected to increase \$209,720 compared to the 2021 adopted budget. Contractual expenses are projected to decrease due to the final facility rent payment to Dakota County in August 2022. The 2022 Adopted Budget is \$10,115,489 which is a \$99,350 increase when compared to the 2021 Adopted Budget.

	Adopted 2021	Adopted 2022	Increase (decrease)
Revenues			
Member fees	\$ 8,708,886	\$ 8,708,886	\$ -
Other	645,859	899,827	253,968
Total revenues	<u>9,354,745</u>	<u>9,608,713</u>	<u>253,968</u>
Expenditures			
Personnel	7,210,608	7,420,328	209,720
Commodities	21,694	21,937	243
Contractual	2,783,837	2,673,224	(110,613)
Total expenditures	<u>10,016,139</u>	<u>10,115,489</u>	<u>99,350</u>
Net changes	<u>\$ (661,394)</u>	<u>\$ (506,776)</u>	<u>\$ 154,618</u>

Revenues

Membership fees provide the majority (91%) 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 increase due to changes in the distribution formula and changes from the 2020 Federal census. 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 approved budget does not anticipate any additional staff. The approved 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 (\$2.7 million) are comprised of facility lease payments, equipment and building maintenance, utilities, technology support and other related costs. Non-personnel costs are projected to decrease by \$110,000 when compared to the adopted 2021 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 General Fund 2022 Adopted Budget has an ending fund balance which is within the guidelines of the Fund Balance policy.

	2022 Adopted
Revenues	\$ 9,608,713
Expenditures	(10,115,489)
Net increase/(decrease)	(506,776)
Fund balance January 1	2,342,149
Fund balance - non-spendable and assigned	\$ (573,518)
Fund balance December 31	\$ 1,261,855
Fund balance as a % of expenditures	12.5%

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 were eliminated starting in 2021 and will remain that way into the near future.

2022 capital outlay acquisitions are as follows:

	<u>2022</u>
CAD PC's and Monitors	\$ 24,000
Touch Screen Monitors	24,000
Computer Replacements	6,000
Exercise Equipment	<u>3,000</u>
Total Capital Projects Expenditures	<u>\$ 57,000</u>

Membership Fees

The 2022 membership fees (net) are \$8,708,886 which is a zero percent increase from 2021. The 2021 gross member fees were \$9,081,810 less a credit of \$372,924 to refund a portion of the 2019 fund balance, resulting in net member fees of \$8,708,886. Detailed member fees are shown on page 14. The member fees are allocated based on the 3-year average of CAD incidents and covers the general operations. There are no fees for capital acquisitions in 2022.

2022 Member Fees			
	Allocation %	TOTAL	Increase/ (decrease)
Apple Valley	10.29%	895,998	(47,517)
Burnsville	13.32%	1,159,785	(4,113)
Dakota County	7.19%	626,234	(26,450)
Eagan	16.20%	1,411,055	824
Farmington	3.86%	336,067	35,189
Hastings	5.74%	500,289	18,843
Inver Grove Heights	8.98%	781,846	6,283
Lakeville	12.44%	1,083,152	(21,928)
Mendota Heights	3.21%	279,383	18,184
Miesville	0.03%	2,572	111
Randolph Hampton	0.06%	5,059	450
Rosemount	4.73%	411,682	11,568
South Saint Paul	7.13%	621,124	(5,552)
West Saint Paul	6.83%	594,640	14,108
Total	100.00%	\$ 8,708,886	\$ -

The member fee represents an average cost of \$26.47 per CAD incident.

Operational Forecast

Staff has incorporated a projection of operational costs for years 2023-2026 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 there are no increases in membership fees for 2022 and there are no fees allocated to the Capital Projects Fund through 2026.

Years 2023-2026 reflects an estimated average increase in member fees of 3.9% each year.

An additional Dispatcher position is proposed to be added in 2023 in an effort to keep up with increasing call loads.

Supporting Information

The following documents provide supporting information for the 2022 approved budget:

- 1) General Fund Budget Summary (*including 2023-2026 projections*)
- 2) Authorized Staffing Plan
- 3) Capital Improvement Plan (2022-2031)
- 4) Member Allocation
- 5) 2022 Member Fees

**Dakota Communications Center
General Fund Budget**

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</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>
Revenues									
4490 JPA Membership Fees - NET	\$ 8,686,572	\$ 8,860,307	\$ 8,708,886	\$ 8,708,886	\$ 8,708,886	\$ 9,013,697	\$ 9,464,382	\$ 9,842,957	\$ 10,138,246
4258 Annual 911 Fees	581,696	581,696	581,696	581,696	842,961	842,961	842,961	842,961	842,961
4910 Interest on Investments	141,773	101,537	25,050	4,345	17,753	45,592	74,143	55,830	44,917
4280 Grants and other income	18,262	182,099	19,613	187,793	19,613	11,613	11,863	12,119	12,382
5026 LMCIT rebate	1,752	7,406	1,500	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	<u>9,448,055</u>	<u>9,751,045</u>	<u>9,354,745</u>	<u>9,502,220</u>	<u>9,608,713</u>	<u>9,933,400</u>	<u>10,412,924</u>	<u>10,773,482</u>	<u>11,058,160</u>
Expenditures									
Personnel Services									
6012 Salaries - Regular	4,388,212	4,636,831	5,117,887	5,015,865	5,253,708	5,538,834	5,677,305	5,819,238	5,964,719
6015 Overtime	590,450	381,485	412,975	423,134	435,828	448,902	460,125	471,628	483,419
6041 Pera	368,321	372,218	414,637	407,747	427,667	451,013	462,288	473,845	485,691
6044 Fica	366,589	366,017	423,111	416,083	436,221	460,033	471,534	483,322	495,405
6051 Hospitalization Insurance	648,347	689,604	764,660	762,279	771,061	920,026	943,027	966,603	990,768
6052 Life and Disability	2,088	1,797	2,327	1,848	1,954	2,043	2,095	2,147	2,201
6053 Long Term Disability	11,817	10,662	11,686	10,781	11,411	11,930	12,228	12,534	12,847
6054 Dental	31,773	32,537	31,125	29,744	32,894	35,370	36,255	37,161	38,090
6055 Workers Compensation Insurance	27,931	36,666	32,200	44,553	49,584	54,792	56,162	57,566	59,005
6057 Unemployment	1,534	1,740	-	-	-	-	-	-	-
Total Personnel Services	<u>6,437,062</u>	<u>6,529,557</u>	<u>7,210,608</u>	<u>7,112,033</u>	<u>7,420,328</u>	<u>7,922,945</u>	<u>8,121,019</u>	<u>8,324,044</u>	<u>8,532,145</u>
Commodities									
6120 Operating Supplies	9,962	7,493	12,969	12,969	13,012	13,243	13,543	13,849	14,163
6140 Clothing	3,935	2,514	2,800	2,800	3,000	3,060	3,121	3,183	3,247
6180 Computer Supplies	4,381	8,365	5,925	5,925	5,925	6,044	6,165	6,288	6,414
Total Commodities	<u>18,278</u>	<u>18,372</u>	<u>21,694</u>	<u>21,694</u>	<u>21,937</u>	<u>22,347</u>	<u>22,829</u>	<u>23,320</u>	<u>23,824</u>

**Dakota Communications Center
General Fund Budget**

	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Actual</u>	<u>2021</u> <u>Adopted</u>	<u>2021</u> <u>Estimate</u>	<u>2022</u> <u>Adopted</u>	<u>2023</u> <u>Estimate</u>	<u>2024</u> <u>Estimate</u>	<u>2025</u> <u>Estimate</u>	<u>2026</u> <u>Estimate</u>
Other Contractual									
6210 Professional Services	51,202	33,781	54,971	55,738	56,747	46,452	46,927	47,411	47,905
6211 Legal Services	10,460	18,325	27,200	27,200	23,500	24,400	28,308	25,224	29,148
6214 Fiscal Agent	69,984	71,448	73,590	72,276	136,785	139,521	142,311	145,157	148,060
6218 Bank Charges	284	123	350	350	350	357	364	371	378
6221 Audit	11,500	11,800	12,500	12,100	12,500	12,875	13,261	13,659	14,069
6234 Use of Personal Auto	1,536	329	2,000	1,500	2,000	2,040	2,081	2,123	2,165
6252 Print Public Information	3,395	-	2,220	3,100	2,220	2,264	2,309	2,355	2,402
6261 General Liability Insurance	31,031	32,310	31,822	33,890	34,392	35,080	35,782	36,497	37,227
6276 Telephone	40,457	40,452	42,110	41,172	42,407	43,256	44,121	45,004	45,904
6277 Postage	774	39	450	450	450	450	450	450	450
6280 Other Contractual	58,420	59,025	63,764	68,322	70,365	68,700	70,062	71,452	72,869
6282 Contract Equipment Maintenance	189,519	179,790	237,144	237,921	243,288	248,167	253,697	259,362	34,890
6283 Contract Building Maintenance	374,066	389,118	401,525	440,081	404,253	412,338	420,584	428,996	437,576
6288 Contract Data Processing	950,303	966,055	1,032,073	1,046,365	1,085,657	1,105,534	1,127,645	1,150,197	1,173,202
6289 Radio Fees	36,630	40,500	55,506	49,634	49,634	50,627	51,640	52,673	53,727
6290 Equipment Rental	4,445	4,250	4,553	5,168	5,167	4,024	4,143	4,233	4,324
6291 Building Lease	715,500	715,500	715,500	715,500	477,000	-	-	-	-
6311 Schools and Conferences	39,293	40,388	23,780	17,788	23,725	31,016	31,518	32,209	32,913
6312 Business Meetings & Expenses	141	129	550	550	550	350	350	350	350
6313 Dues and Subscriptions	1,778	2,088	2,229	2,169	2,234	2,278	2,324	2,370	2,418
Total Other Charges and Services	<u>2,590,717</u>	<u>2,605,450</u>	<u>2,783,837</u>	<u>2,831,273</u>	<u>2,673,224</u>	<u>2,229,729</u>	<u>2,277,877</u>	<u>2,320,093</u>	<u>2,139,978</u>
Total Expenditures	9,046,057	9,153,379	10,016,139	9,965,000	10,115,489	10,175,021	10,421,724	10,667,457	10,695,947
Net change in fund balance	401,998	597,666	(661,394)	(462,781)	(506,776)	(241,621)	(8,800)	106,025	362,214
Fund balance January 1	1,805,266	2,207,264	2,170,611	2,804,930	2,342,149	1,835,373	1,593,752	1,584,952	1,690,977
Fund balance - non-spendable and assigned	<u>(567,891)</u>	<u>(545,883)</u>	<u>(432,721)</u>	<u>(559,530)</u>	<u>(573,518)</u>	<u>(587,856)</u>	<u>(602,553)</u>	<u>(617,617)</u>	<u>(633,057)</u>
Unreserved fund balance - December 31	<u>\$ 1,639,373</u>	<u>\$ 2,259,047</u>	<u>\$ 1,076,496</u>	<u>\$ 1,782,619</u>	<u>\$ 1,261,855</u>	<u>\$ 1,005,895</u>	<u>\$ 982,399</u>	<u>\$ 1,073,361</u>	<u>\$ 1,420,134</u>
Total expenditures (Net)	9,046,057	9,153,379	10,016,139	9,965,000	10,115,489	10,175,021	10,421,724	10,667,457	10,695,947
Unreserved fund balance ratio	18.1%	24.7%	10.7%	17.9%	12.5%	9.9%	9.4%	10.1%	13.3%
Fund Balance Expected Per Policy (1/12th of the annual expenditures)				830,417	842,957	847,918	868,477	888,955	891,329
Over/(Short) of minimum 8.3%				952,202	418,897	157,977	113,922	184,406	528,805
Over/(Short) of maximum 14%				387,519	(154,314)	(418,608)	(476,642)	(420,083)	(77,299)

**Dakota Communications Center
General Fund Budget**

	<u>2019</u> <u>Actual</u>	<u>2020</u> <u>Actual</u>	<u>2021</u> <u>Adopted</u>	<u>2021</u> <u>Estimate</u>	<u>2022</u> <u>Adopted</u>	<u>2023</u> <u>Estimate</u>	<u>2024</u> <u>Estimate</u>	<u>2025</u> <u>Estimate</u>	<u>2026</u> <u>Estimate</u>
SUMMARY:									
Personnel	\$ 6,437,062	\$ 6,529,557	\$ 7,210,608	\$ 7,112,033	\$ 7,420,328	\$ 7,922,945	\$ 8,121,019	\$ 8,324,044	\$ 8,532,145
Change from prior year	305,345	92,495	1,078,891	674,971	308,295	502,617	198,074	203,025	208,101
Percentage Change from prior year	5.0%	1.4%	17.6%	11.0%	4.3%	6.8%	2.5%	2.5%	2.5%
Commodities	18,278	18,372	21,694	21,694	21,937	22,347	22,829	23,320	23,824
Change from prior year	2,952	94	6,368	3,416	243	410	482	492	504
Percentage Change from prior year	19.3%	0.5%	41.6%	22.3%	1.1%	1.9%	2.2%	2.2%	2.2%
Other Contractual	2,590,717	2,605,450	2,783,837	2,831,273	2,673,224	2,229,729	2,277,877	2,320,093	2,139,978
Change from prior year	58,344	14,733	251,464	240,556	(158,049)	(443,495)	48,148	42,216	(180,115)
Percentage Change from prior year	2.3%	0.6%	9.9%	9.5%	-5.6%	-16.6%	2.2%	1.9%	-7.8%
Total Expenditures	9,046,057	9,153,379	10,016,139	9,965,000	10,115,489	10,175,021	10,421,724	10,667,457	10,695,947
Change from prior year	366,641	107,322	1,336,723	918,943	150,488	59,533	246,703	245,733	28,490
Percentage Change from prior year	4.2%	1.2%	15.4%	10.6%	1.5%	0.6%	2.4%	2.4%	0.3%

Dakota Communication Center
Authorized Staffing Plan
 Full time equivalents

<u>Position Titles</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
<u>Dispatch Operations</u>						
Dispatchers	53.0	53.0	53.0	54.0	54.0	54.0
Shift Supervisors (incl Training/Cad Sup.)	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>
Total operations	<u>61.0</u>	<u>61.0</u>	<u>61.0</u>	<u>62.0</u>	<u>62.0</u>	<u>62.0</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>66.0</u>	<u>66.0</u>	<u>66.0</u>	<u>67.0</u>	<u>67.0</u>	<u>67.0</u>

Capital Improvement Plan

Ten Year Plan

<u>Item</u>	<u>Actual 2018</u>	<u>Actual 2019</u>	<u>Actual 2020</u>	<u>2021 Amended</u>	<u>2021 Estimate</u>	<u>2022 Adopted</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>	<u>2031 Estimate</u>
Revenues															
Member assessment	394,700	394,700	394,704	-	-	-	-	-	-	-	-	-	-	-	-
Sale of Assets	1,572	4,200	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt	-	-	-	-	-	-	-	-	-	1,900,000	3,000,000	-	-	-	-
Interest on Investments	28,741	32,208	26,666	12,700	26,700	31,100	24,700	20,600	12,400	7,800	4,400	(9,300)	(24,300)	(32,700)	(40,400)
Total revenues	425,013	431,108	421,370	12,700	26,700	31,100	24,700	20,600	12,400	1,907,800	3,004,400	(9,300)	(24,300)	(32,700)	(40,400)
Expenditures															
CAD Equipment:															
CAD Replacement -LOGIS	-	-	-	-	-	-	-	-	-	-	3,000,000	-	-	-	-
CAD Replacement - LOGIS (refund)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CAD PC's and Monitors	20,309	18,183	19,486	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	25,000	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	109,600	-	-	-	-	-	-	-	-	-	-	-	-
Data Display Wall	-	-	28,598	-	83,444	-	-	-	-	-	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	-	-	-	-	-	-	-	-	-	-	-	-	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	-	-	3,602	-	-	-	-	-	-	-	-	-	-	-	-
Servers for Active Directory & Exchange	2,235	-	-	-	-	-	11,000	-	-	-	11,000	-	-	-	-
NEW - Scanner for Laserfiche				5,500	5,500										

Capital Improvement Plan

Ten Year Plan

<u>Item</u>	<u>Actual 2018</u>	<u>Actual 2019</u>	<u>Actual 2020</u>	<u>2021 Amended</u>	<u>2021 Estimate</u>	<u>2022 Adopted</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>	<u>2031 Estimate</u>
Administrative:															
Supervisory Office Desktop PCs (5)	1,869	4,080	4,183	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	-	-	4,000	-	-	-	-
Admin Area Laptop/PCs (3)	7,323	-	-	7,500	7,500	-	-	7,500	-	-	7,500	-	-	-	-
Admin Area Phones	3,456	836	-	-	-	-	-	-	-	-	-	-	20,000	-	-
Building Furniture/Other:															
Training Room Tables (20 & Chairs (40)	8,109	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-
Training Room Chairs (40)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Excercise Equipment	-	2,500	-	-	-	3,000	-	-	3,000	-	-	-	3,000	-	-
Training room projector-ceiling mount	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Breakroom Furniture - New (4 tables/16 chrs)	-	-	-	-	-	-	8,000	-	-	-	-	-	-	-	-
Office Furniture	-	-	-	21,000	21,000	-	-	-	-	-	-	-	-	-	-
Lobby Furniture - (4 chairs)	-	-	-	-	-	-	6,000	-	-	-	-	-	-	-	-
Conference tables, Glass Covers & Chairs	-	-	-	4,500	4,500	-	5,000	-	-	-	-	-	-	-	-
Workstations	-	381,153	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Repayment	-	-	-	-	-	-	-	-	-	-	153,000	392,100	388,600	382,900	379,100
Total expenditures	649,463	543,340	165,469	68,500	151,944	57,000	83,000	438,500	533,000	1,921,650	3,384,500	1,188,100	507,600	407,900	404,100
Net increase or (decrease)	(224,450)	(112,232)	255,901	(55,800)	(125,244)	(25,900)	(58,300)	(417,900)	(520,600)	(13,850)	(380,100)	(1,197,400)	(531,900)	(440,600)	(444,500)
Fund Balance, January 1	1,685,018	1,460,568	1,348,336	1,497,336	1,604,237	1,478,993	1,453,093	1,394,793	976,893	456,293	442,443	62,343	(1,135,057)	(1,666,957)	(2,107,557)
Fund Balance December 31	1,460,568	1,348,336	1,604,237	1,441,536	1,478,993	1,453,093	1,394,793	976,893	456,293	442,443	62,343	(1,135,057)	(1,666,957)	(2,107,557)	(2,552,057)

Allocation of Member Fees

Member	CAD Events						2022 Allocation
	2018		2019		2020		
	Total	%	Total	%	Total	%	
Apple Valley	36,622	10.82%	36,083	10.45%	29,097	9.59%	10.29%
Burnsville	44,955	13.28%	43,877	12.71%	42,342	13.96%	13.32%
Dakota County	26,001	7.68%	25,598	7.42%	19,641	6.48%	7.19%
Eagan	54,099	15.98%	58,615	16.98%	47,453	15.65%	16.20%
Farmington	11,699	3.46%	12,710	3.68%	13,462	4.44%	3.86%
Hastings	17,864	5.28%	19,186	5.56%	19,406	6.40%	5.74%
Inver Grove Hts	30,438	8.99%	28,664	8.30%	29,229	9.64%	8.98%
Lakeville	43,769	12.93%	46,132	13.36%	33,418	11.02%	12.44%
Mendota Hts	10,771	3.18%	10,679	3.09%	10,156	3.35%	3.21%
Miesville	97	0.03%	84	0.02%	108	0.04%	0.03%
Randolph Hampton	173	0.05%	185	0.05%	211	0.07%	0.06%
Rosemount	15,685	4.63%	16,186	4.69%	14,737	4.86%	4.73%
South St. Paul	24,180	7.14%	24,138	6.99%	22,021	7.26%	7.13%
West St. Paul	22,184	6.55%	23,074	6.68%	21,977	7.25%	6.83%
Total	338,537	100.0%	345,211	100.0%	303,258	100.0%	100.0%
Percent Change in CAD Events			2.0%		-12.2%		

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

Member	Allocation			% change
	2020	2021	2022	
Apple Valley	11.17%	10.84%	10.29%	-0.55%
Burnsville	13.93%	13.41%	13.32%	-0.09%
Dakota County	7.52%	7.50%	7.19%	-0.31%
Eagan	15.71%	16.14%	16.20%	0.06%
Farmington	3.29%	3.45%	3.86%	0.41%
Hastings	5.65%	5.55%	5.74%	0.19%
Inver Grove Hts	8.39%	8.85%	8.98%	0.13%
Lakeville	12.99%	12.72%	12.44%	-0.28%
Mendota Hts	2.71%	2.97%	3.21%	0.23%
Miesville	0.03%	0.03%	0.03%	0.00%
Randolph Hampton	0.05%	0.05%	0.06%	0.01%
Rosemount	4.65%	4.60%	4.73%	0.12%
South St. Paul	7.13%	7.19%	7.13%	-0.05%
West St. Paul	6.78%	6.69%	6.83%	0.14%
Total	100.0%	100.0%	100.0%	0.0%

Dakota Communications Center Member Fees

2021 Member Fees (Amended)

	%	Adopted General Fund	Capital Projects Fund	2019 Fund Balance Refund	TOTAL
Apple Valley	10.84%	984,577		(41,062)	943,515
Burnsville	13.41%	1,217,818		(53,920)	1,163,898
Dakota County	7.50%	681,379		(28,695)	652,684
Eagan	16.14%	1,466,126		(55,895)	1,410,231
Farmington	3.45%	313,238		(12,360)	300,878
Hastings	5.55%	504,144		(22,698)	481,446
Inver Grove Heights	8.85%	803,859		(28,296)	775,563
Lakeville	12.72%	1,155,068		(49,988)	1,105,080
Mendota Heights	2.97%	270,031		(8,832)	261,199
Miesville	0.03%	2,554		(93)	2,461
Randolph Hampton	0.05%	4,799		(190)	4,609
Rosemount	4.60%	418,201		(18,087)	400,114
South Saint Paul	7.19%	652,701		(26,025)	626,676
West Saint Paul	6.69%	607,315	-	(26,783)	580,532
	<u>100.00%</u>	<u>\$ 9,081,810</u>	<u>\$ -</u>	<u>\$ (372,924)</u>	<u>\$ 8,708,886</u>
		2.5%	0.0%		

2022 Member Fees (Adopted)

	%	Adopted General Fund	Capital Projects Fund	TOTAL	Increase/ (decrease)	Percentage Change
Apple Valley	10.29%	895,998		895,998	(47,517)	-5.04%
Burnsville	13.32%	1,159,785		1,159,785	(4,113)	-0.35%
Dakota County	7.19%	626,234		626,234	(26,450)	-4.05%
Eagan	16.20%	1,411,055		1,411,055	824	0.06%
Farmington	3.86%	336,067		336,067	35,189	11.70%
Hastings	5.74%	500,289		500,289	18,843	3.91%
Inver Grove Heights	8.98%	781,846		781,846	6,283	0.81%
Lakeville	12.44%	1,083,152		1,083,152	(21,928)	-1.98%
Mendota Heights	3.21%	279,383		279,383	18,184	6.96%
Miesville	0.03%	2,572		2,572	111	4.51%
Randolph Hampton	0.06%	5,059		5,059	450	9.76%
Rosemount	4.73%	411,682		411,682	11,568	2.89%
South Saint Paul	7.13%	621,124		621,124	(5,552)	-0.89%
West Saint Paul	6.83%	594,640	-	594,640	14,108	2.43%
	<u>100.00%</u>	<u>\$ 8,708,886</u>	<u>\$ -</u>	<u>\$ 8,708,886</u>	<u>\$ -</u>	<u>0.00%</u>
		-4.11%			0.00%	