



Truth In Taxation Meeting

December 9, 2019

6:30 p.m.



\*The City of Crookston was incorporated  
February 14, 1879

\*Home Rule Charter City - what does this mean:

Home Rule Charter Cities can exercise any powers in their locally adopted Charters as long as they do not conflict with State laws. Conversely, Charter provisions can specifically restrict the powers of a city. Consequently, voters in Home Rule cities have more control over their city's powers.



## Current Mayor/Council Members

Mayor - Vacant

Council Member Ward 1 - Jake Fee

Council Member Ward 2 - Steve Erickson

Council Member Ward 3 - Clayton Briggs

Council Member Ward 4 - Donald R Cavalier

Council Member Ward 5 - Dale Stainbrook

Council Member Ward 6 - Vacant

Council Member At-Large - Tom Vedbraaten

Council Member At-Large - Bobby Baird



## Department Heads for 2019

City Administrator	Shannon Stassen
Finance Director	Angel Weasner
Public Works Director	Pat Kelly
Chief of Police	Paul Biermaier
Fire Chief	Tim Froeber
Building Official	Greg Hefta
Parks & Recreation Director	Scott Riopelle
Information Technology Dir.	Philip Barton

# Levy Difference

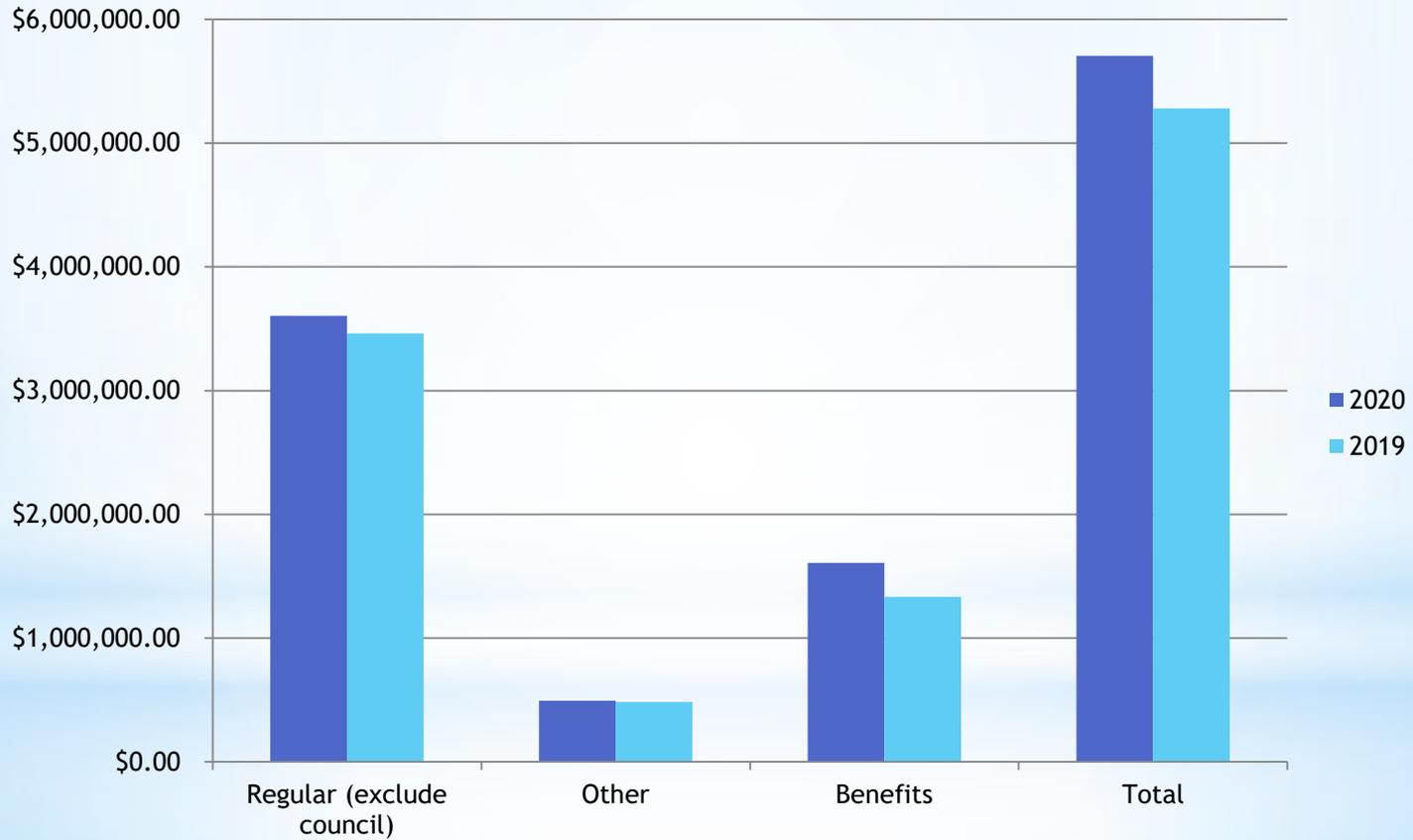
- \* Levy in 2019 was \$2,167,662 a five (5) percent change from 2018
- \* Levy in 2020 proposed to be \$2,232,692 a three(3) percent change
- \* Increase of 3% equals an additional \$65,028 for City operations.



# Full time employee count

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
Administration	3	2	2	2	2	2	2	2	2	2	2
Finance	3.5	3.5	4	4	4	4	4	4	4	4	4
Emerg. Management	0	0	0	0	0	0	0	0	0	0	0
Community Development	0	0	0	0	0	0	0	1	1	1	1
Bldg/Zoning/Insp.	1	1	1	1	1	1	1	0	0	0	0
Fire/Building Inspector	7	7	7	7	7	7	7	8	8	8	8
Information Technology	1	1	1	1	1	1	1	1	1	1	1
Police	18	18	18	17	17	17	17	17	17	17	17
Airport	1	1	1	1	1	1	1	1	1	1	1
Library	0	0	0	0	1	1	1	1	1	1	1
Parks/Rec	10	9	9	9	9	9	9	7	7	8	8
Public Works	<u>17.5</u>	<u>17.5</u>	<u>18</u>								
	62	60	61	60	61	61	61	60	60	61	61

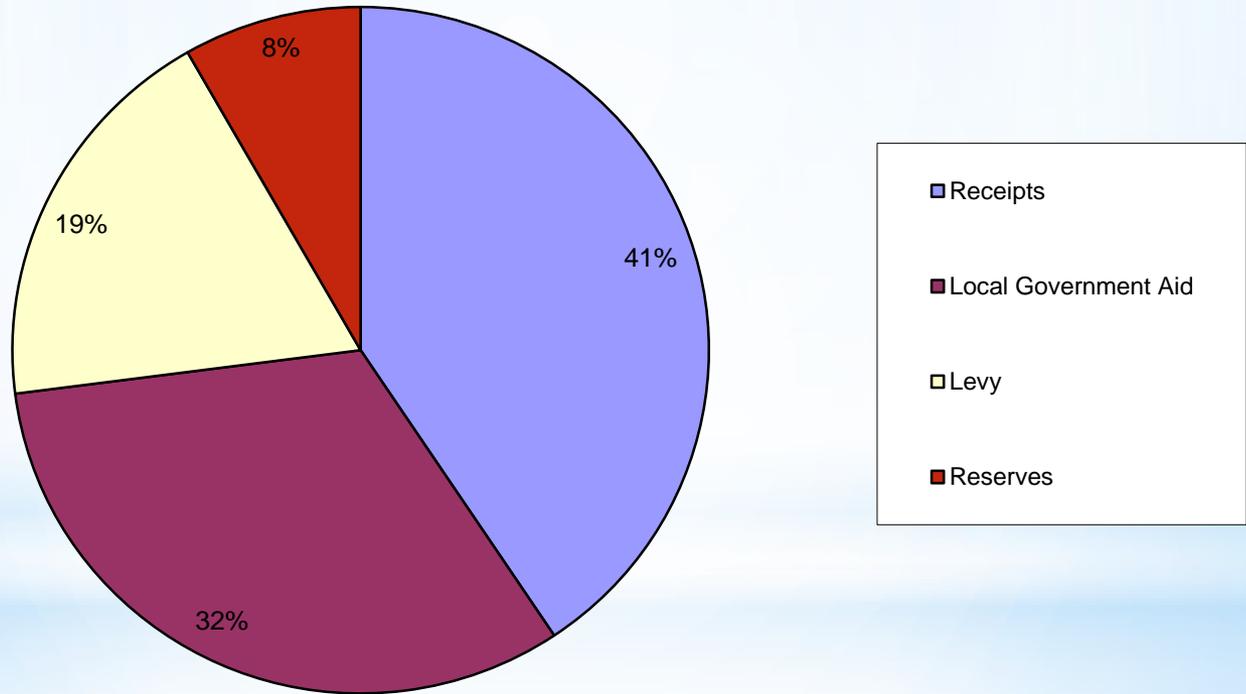
## COMPENSATION



## Revenue Sources

- Fee for Services
- Local Government Aid
- Property Taxes
- Franchise Fees (Electric, Gas, Cable)
- Grants (Federal, State, and Local)

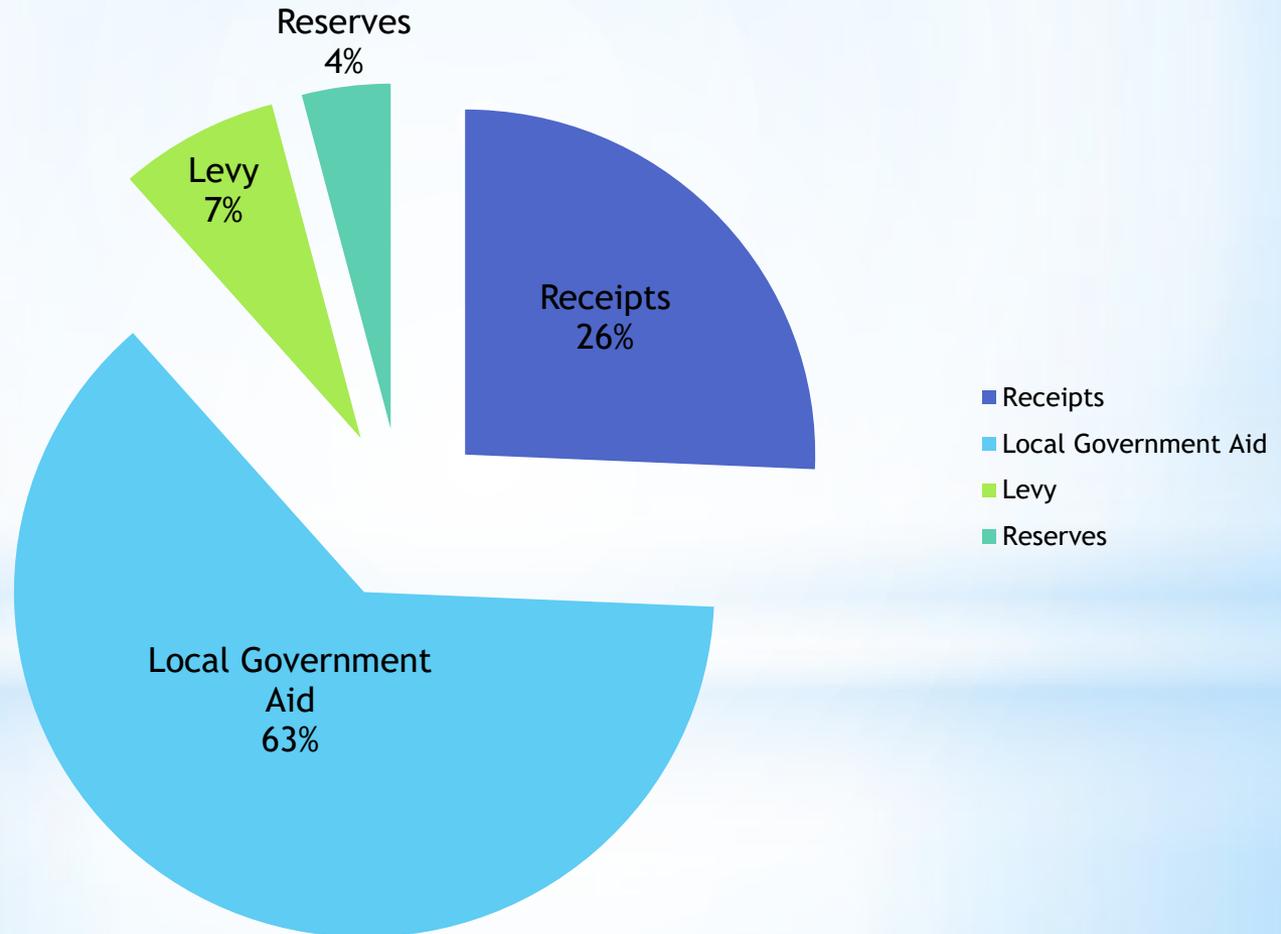
## TOTAL PROPOSED REVENUE 2020



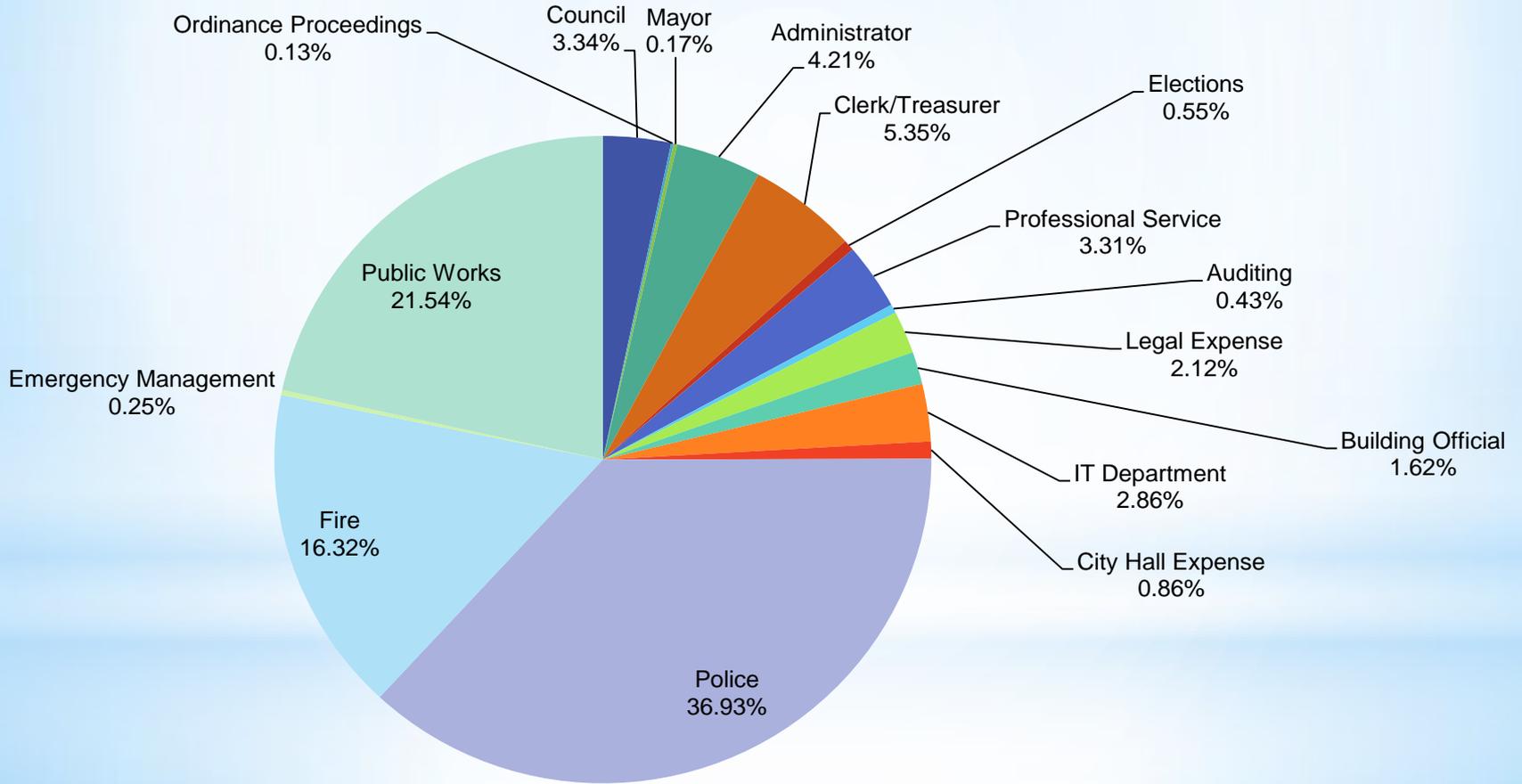
What departments make up the General Fund?

- ❖ Mayor/Council
- ❖ Administration
- ❖ Finance
- ❖ Building Official
- ❖ Information Technology
- ❖ Police
- ❖ Fire/Emergency Management
- ❖ Public Works

## 2020 PROPOSED GENERAL FUND REVENUE



## 2020 GENERAL FUND EXPENDITURES



## HOW DO WE DETERMINE HOW MUCH TO LEVY?

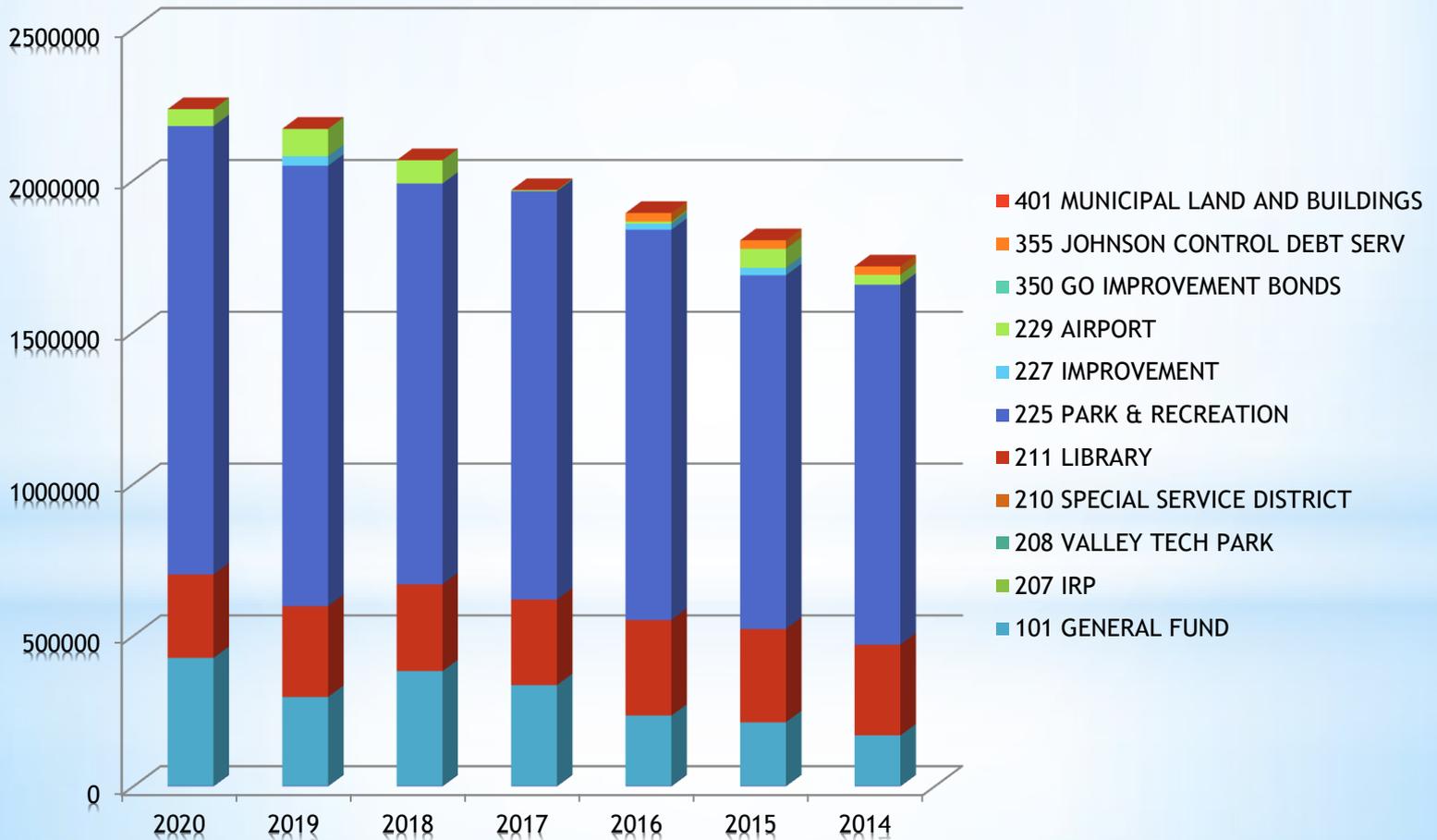
- ❖ Staff prepares a proposed budget
- ❖ Determine estimated fees for services the city is to receive
- ❖ Subtract our certified State Aid (LGA)
- ❖ Balance is amount needed to levy as a property tax
- ❖ Council reviews budgets and determines levy



## TAX LEVY PROPOSED FOR 2020

				BALANCE NEEDING
		EXPENDITURES	REVENUE (& RESERVES)	FUNDING
101	GENERAL FUND	\$5,747,698.00	\$1,710,776.00	\$4,036,922.00
211	LIBRARY	\$275,247.00	\$0.00	\$275,247.00
225	PARKS & RECREATION	\$1,884,044.00	\$407,300.00	\$1,476,744.00
227	IMPROVEMENT FUND	\$660,000.00	\$419,000.00	\$241,000.00
229	AIRPORT	<u>\$400,475.00</u>	<u>\$344,538.00</u>	<u>\$55,937.00</u>
		\$8,967,464.00	\$2,881,614.00	\$6,085,850.00

## How are property taxes used?

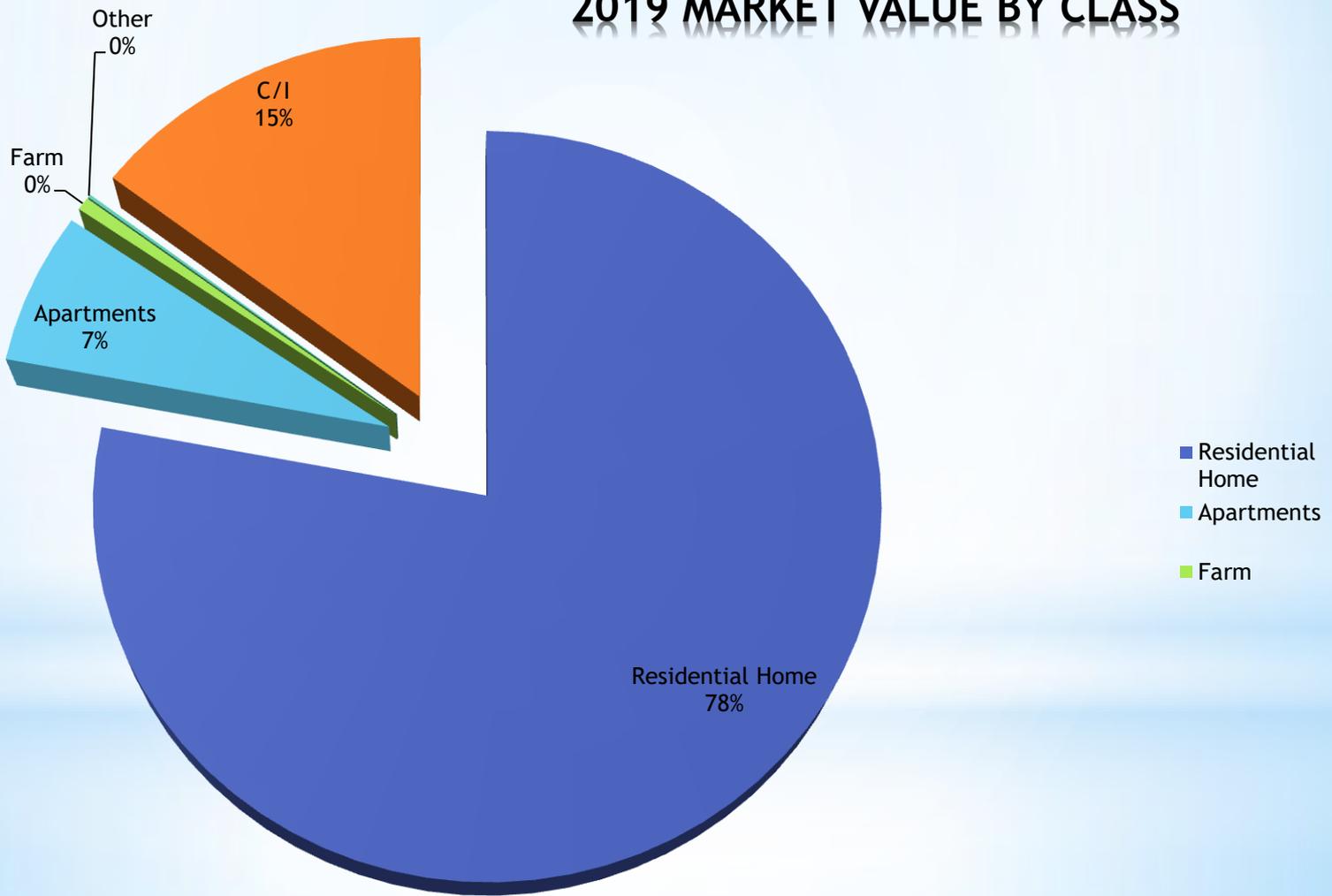


## FACTORS IN DETERMINING TAX RATE

❖ AMOUNT OF LEVY

❖ MARKET VALUE → TAX CAPACITY

## 2019 MARKET VALUE BY CLASS

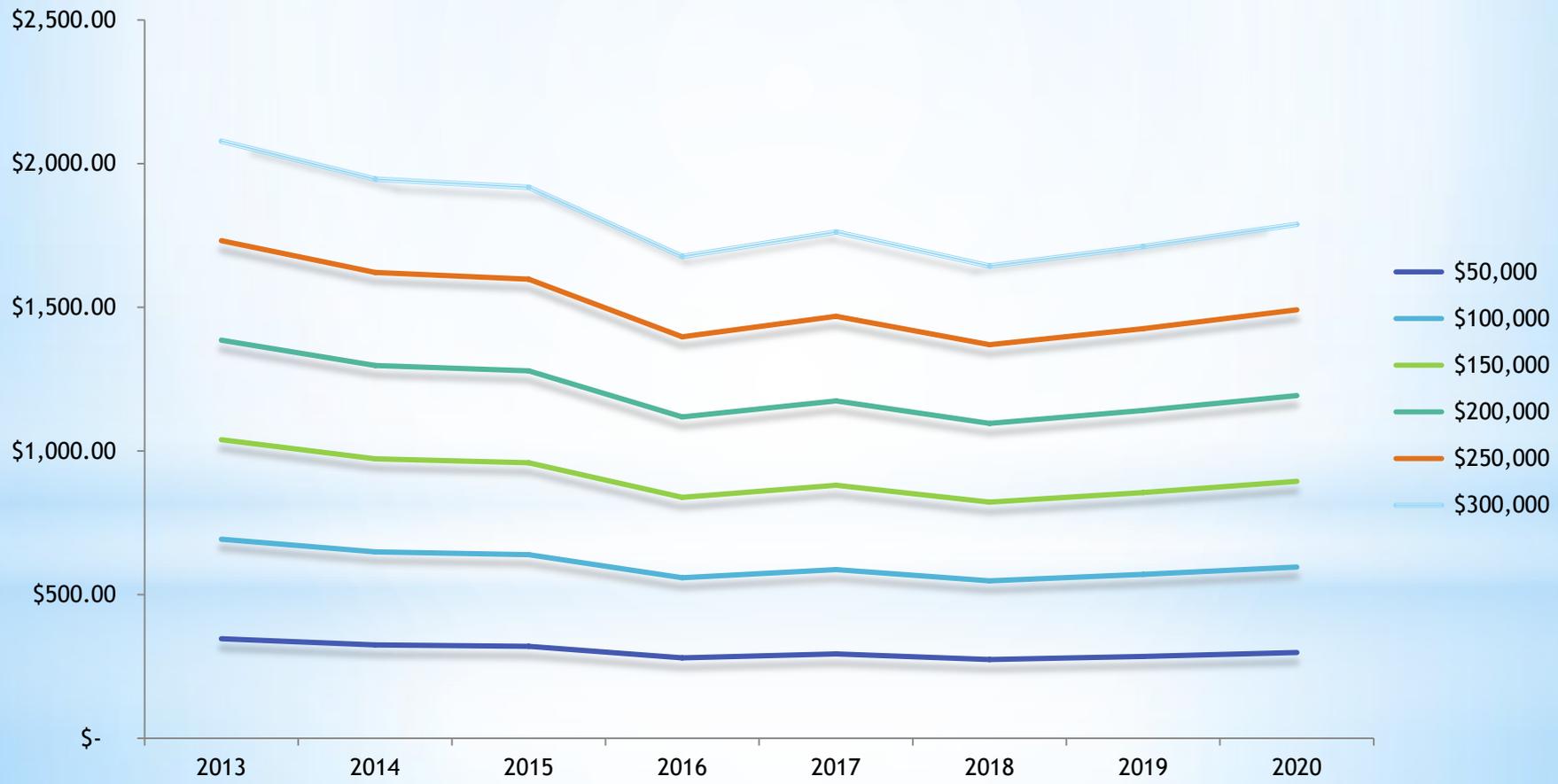




## LEVY/AID COMPARISON

	2020	2019	2018	2017	2016	2015
General Levy	\$ 2,179,692	\$ 2,087,662	\$ 1,984,440	\$ 1,886,133	\$ 1,822,651	\$ 1,732,627
Special Levy	\$ 53,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 67,861	\$ 67,861
Total Levy	\$ 2,232,692	\$ 2,167,662	\$ 2,064,440	\$ 1,966,133	\$ 1,890,512	\$ 1,800,488
Levy Increase	3%	5%	5%	4%	5%	5%
LGA	\$ 3,853,158	\$ 3,707,243	\$ 3,700,601	\$ 3,600,573	\$ 3,592,006.00	\$ 3,573,400
Total	\$ 6,085,850	\$ 5,874,905	\$ 5,765,041	\$ 5,566,706	\$ 5,482,518	\$ 5,373,888

# Levy Impact by Home value





What does this mean per household per month?

- ❖ The number of estimated households in Crookston based on the 2010 census was 3029
- ❖ The State of Minnesota demographer has informed us the number of households has been estimated to be 3243.
- ❖ The proposed levy of \$2,232,692 based on 3243 households, equates to \$688.47 per year per household or \$57.37 per household per month.



What does \$57.37 per month buy you in Crookston?

- ❖ 24 hrs./day, 7 days/week fire and police protection
- ❖ Snow removal from streets, alleys, public sidewalks
- ❖ Street cleaning and maintenance
- ❖ Building Official and Zoning Administration
- ❖ Full range of Parks and Recreation opportunities from birth to Senior including Ice Arena and Indoor Pool
- ❖ Access to a public library system
- ❖ Access to a municipal airport

## SUMMARY

- ❖ The City of Crookston will receive an increase in the amount of LGA (Local Government Aid) for 2020 over the increase from 2019
- ❖ Legislature determines state aid funding using the LGA formula
- ❖ The General Fund budget overall is increased by 3.16%



CITY OF CROOKSTON  
 5-Year Capital Improvement Plan  
 2020-2024  
 By Department By Year

	Capital Improvement	2020	2021	2022	2023	2024
Finance	Document Imaging Program	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
	Total Finance Department	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
IT	Workstation repair and replacement	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
	Server Upgrade and replacement	5,000.00	10,000.00	5,000.00	10,000.00	5,000.00
	Network expansion	-	5,000.00	5,000.00	5,000.00	5,000.00
	Total IT Department	\$ 20,000.00	\$ 25,000.00	\$ 20,000.00	\$ 25,000.00	\$ 20,000.00
CITY HALL	Conference room chairs	-	-	-	-	-
	Public basement Bathroom rehabs	-	6,000.00	6,000.00	6,000.00	6,000.00
	Total for City Hall	\$ -	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
POLICE	Patrol Vehicle / Investigator car	\$ 38,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 40,000.00
	Vehicle Safety & Emergency Equipment	9,200.00	5,000.00	5,000.00	10,000.00	10,000.00
	New Officer Equipment	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
	Protective Vests	3,600.00	3,600.00	3,600.00	3,900.00	3,900.00
	Body Cameras & System	27,700.00	-	-	-	-
	Officer Furniture	-	-	-	-	-
	Concrete Upper Parking Lot	-	16,000.00	-	-	-
Boiler / Heat Water Pumps	-	15,000.00	20,000.00	-	-	
Replace Speed Display Trailer	-	5,700.00	-	-	-	
	Total Police Department	\$ 80,500.00	\$ 107,300.00	\$ 90,600.00	\$ 75,900.00	\$ 55,900.00



CITY OF CROOKSTON  
5-Year Capital Improvement Plan  
2020-2024

By Department By Year

	Capital Improvement	2020	2021	2022	2023	2024
FIRE	Turn Out Gear	\$ 7,300.00	\$ 7,300.00	\$ 7,300.00	\$ 7,300.00	\$ 7,300.00
	Fire Vehicle Fund	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
	Fire Hose Washer	-	-	15,000.00		
	Fire Hose Tester				3,500.00	
	SCBA (reserve)	75,000.00	-	-	-	-
	Watercraft	-				
	Boat	-	30,000.00			
	Parking lot concrete	-	8,000.00			
	Drone	-				
	Auto Extrication Tool		10,000.00	10,000.00		
	Radios	-	5,000.00	5,000.00	5,000.00	-
	Total for Fire Department	\$ 132,300.00	\$ 110,300.00	\$ 87,300.00	\$ 65,800.00	\$ 57,300.00
	EMERGENCY MANAGEMENT	Level A HazMat Suits	\$ 4,000.00	\$ -	\$ 4,000.00	\$ -
Siren Replacement (reserve)		-	-	5,000.00	-	-
Digital Reader board		-	-	-	-	-
Radios		-	-	-	-	-
4 Gas Monitor					4,000.00	-
HAZMAT Monitoring Equipment		-	10,000.00	-	-	-
HAZMAT Containment Supplies		-	-	-	5,000.00	-
Total for EM		\$ 4,000.00	\$ 10,000.00	\$ 9,000.00	\$ 9,000.00	\$ 5,000.00



CITY OF CROOKSTON  
 5-Year Capital Improvement Plan  
 2020-2024  
 By Department By Year

	Capital Improvement	2020	2021	2022	2023	2024
PW/CENTRAL GARAGE	Tools	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -
	Front End Loader	-	150,000.00	-	-	-
	Used Motorgrader	-	-	200,000.00	-	-
	Street Light Reserve	-	20,000.00	20,000.00	20,000.00	20,000.00
	Street Sweeper	-	-	150,000.00	-	-
	Mosquito Sprayer	8,000.00	-	-	-	-
	Dump Truck with Box	-	-	-	130,000.00	-
	Stump Grubber	-	40,000.00	-	-	-
	Tracked Skid Loader	-	-	-	-	100,000.00
	Shop Pickup	-	-	30,000.00	-	-
	Sno Go Snowblower	90,000.00	-	-	-	-
	Total for PW	\$ 99,500.00	\$ 210,000.00	\$ 400,000.00	\$ 150,000.00	\$ 120,000.00
VTP	Carpet front offices & hallways	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -
	Furnace & A/C - HVAC	-	5,000.00	5,000.00	-	-
	Resurface Parking Lot	-	-	-	-	-
	Extend Building	27,500.00	-	-	-	-
	Building Security	-	10,000.00	-	-	-
	Cube to Room Renovations	-	-	25,000.00	-	-
	Reseal Parking Lot / Striping	-	-	-	20,000.00	20,000.00
	Landscaping	-	-	-	5,000.00	5,000.00
	Total for VTP	\$ 27,500.00	\$ 30,000.00	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00



CITY OF CROOKSTON  
 5-Year Capital Improvement Plan  
 2020-2024  
 By Department By Year

	Capital Improvement	2020	2021	2022	2023	2024
LIBRARY	Carpet Fund reserve & replacement	\$ -	\$ -	\$ -	\$ -	\$ -
	Roof Replacement	-	-	-	50,000.00	50,000.00
	Replace Outside Lighting	-	-	-	-	-
	Replace Windows	-	50,000.00	50,000.00	-	-
	Water Pooling - Sidewalk issue	-	-	-	-	-
	Sign replacement	-	-	-	-	-
	Total for Library	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
PARKS & REC	Picnic Tables/Benches	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
	Park Development Matching funds	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
	Electric Zamboni battery reserve	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
	Pool Improvements	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
	Mower	-	-	60,000.00	60,000.00	60,000.00
	Vehicle Replacement	-	-	40,000.00	-	-
	Groomer / Utility Vehicle	9,800.00	-	-	-	-
	Playground Equipment	-	50,000.00	-	40,000.00	40,000.00
	Trails	-	-	-	-	-
	Picnic Shelter	40,000.00	40,000.00	-	-	-
	Highland Improvements (Bleachers)	10,000.00	-	-	-	-
	Arena Improvements	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
	RV Campground	-	1,750,000.00	-	-	-
	Total for P & R	\$ 109,800.00	\$ 1,890,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00



CITY OF CROOKSTON  
5-Year Capital Improvement Plan  
2020-2024

By Department By Year

	Capital Improvement	2020	2021	2022	2023	2024
IMPROVEMENT FUND	Sidewalk Program	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
	Non-State Aid Project Costs	610,000.00	315,000.00	375,000.00	375,000.00	375,000.00
	Non-Assessed Project Costs	-	330,000.00	125,000.00	125,000.00	125,000.00
	Total for Improvement	\$ 660,000.00	\$ 695,000.00	\$ 550,000.00	\$ 550,000.00	\$ 550,000.00
AIRPORT	Crack Sealing	\$ 5,000.00	\$ 5,000.00	\$ 205,000.00	\$ -	\$ -
	ALP Update w/ Master Plan	165,000.00	-	-	-	-
	Hangar doors replacement	10,000.00	-	-	-	-
	Runway End Lights	30,000.00	-	-	-	-
	Crosswind runway	-	-	-	2,000,000.00	2,000,000.00
	Medium Approach Lighting System	-	-	300,000.00	-	-
	Hangar with Site Prep	-	150,000.00	950,000.00	-	-
	Resheet Hangar	-	-	-	50,000.00	50,000.00
	Garage Addition to House	-	10,000.00	20,000.00	-	-
	Total for Airport	\$ 210,000.00	\$ 165,000.00	\$ 1,475,000.00	\$ 2,050,000.00	\$ 2,050,000.00
MUNICIPAL LAND & BUILD	Evidence Room - PD	\$ -	\$ -	\$ -	\$ -	\$ -
	Desks (Detectives) - PD	-	-	-	-	-
	Shower Stalls / Vanity / Plumbing - FD	-	-	-	-	-
	Parking Lot concrete - FD	-	-	-	-	-
	Total for MLB	\$ -	\$ -	\$ -	\$ -	\$ -



CITY OF CROOKSTON  
5-Year Capital Improvement Plan  
2020-2024

By Department By Year

	Capital Improvement	2020	2021	2022	2023	2024
WATER	Main Replacement	\$ 175,000.00	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00	\$ 180,000.00
	Rehab Plant filters	650,000.00	-	-	-	-
	Well Site Crossing	10,000.00				
	GSR cleaning	22,000.00				
	Radio read meter replacement	370,000.00	170,000.00	170,000.00	-	-
	Total for Water	\$ 1,227,000.00	\$ 350,000.00	\$ 350,000.00	\$ 180,000.00	\$ 180,000.00
WW	Sewer Line Replacement	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
	Pickup	\$ 35,000.00				
	Manhole Rehabs	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
	Tailgate Hoist	9,000.00	-	-	-	-
	Total for WW	\$ 129,000.00	\$ 85,000.00	\$ 85,000.00	\$ 85,000.00	\$ 85,000.00
<b>Grand Total all funds</b>		\$ 2,699,600.00	\$ 3,743,600.00	\$ 3,312,900.00	\$ 3,431,700.00	\$ 3,364,200.00

- \* The League of Minnesota Cities has created a short video that has additional information regarding property taxes and city services.
- \* The video web address is:  
<https://www.youtube.com/watch?v=cOAxwqh41iA>  
or you can go the league website: [www.lmc.org](http://www.lmc.org) and access the video.

 **More information**



QUESTIONS?