



# PINE COUNTY

## Administrator's Office

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### Commissioners

Steve Hallan – Dist. 1  
Josh Mohr – Dist. 2  
Terry Lovgren – Dist. 3  
J.J. Waldhalm – Dist. 4  
Matt Ludwig – Dist. 5

### County Administrator

David J. Minke

TO: Pine County Commissioners  
FROM: David Minke, County Administrator  
DATE: April 14, 2021  
SUBJECT: First Quarter 2021 Budget Report

At the end of March, the county's budget is sound for three months, or 25% into the year.

**Chart 1** shows revenue and expenditure as a percentage of the budget for the county by the three major funds (General, Health & Human Services, and Road & Bridge) and the total of all funds. As of March 31, all funds are below 25% spent. Revenues are all below expenditures, except for Road and Bridge. This situation is expected at this point of the year as most county revenues and expenditures are out of sync. These revenues include reimbursements for services which typically lag 30-60 days or are only made once or twice per year such as the property tax settlement or state aid for roads.

**Chart 2** compares the 2020 and 2021 revenue in the General Fund by budget department. Revenues are as expected at this point in the year. The revenue in the Auditor's Office is primarily inter-fund/inter-department transfers and are processed during the first quarter. Jail revenues are down from a year ago, but are on track with the budget.

**Chart 3** shows the expenditures of the larger departments in the General Fund through the end of the first quarter compared to last year. All departments are below 25% except for Information Technology (IT) and Recorder. These departments pay for annual contract expenses at the beginning of the year making them appear over budget at this point. Court Security is well underspent because the limited court activity has decreased the need for bailiff support.

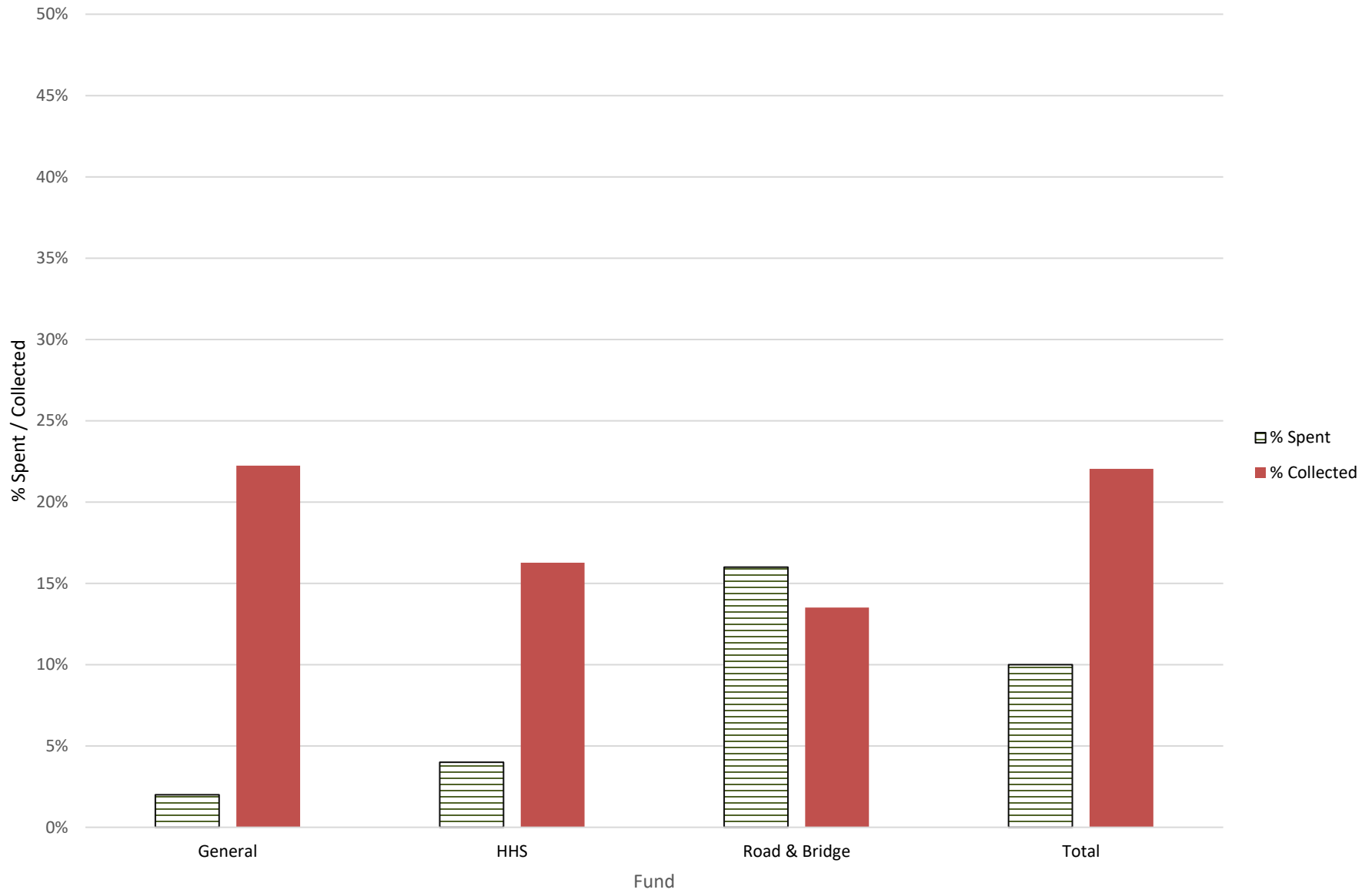
**Chart 4** shows the Health and Human Services revenues and expenditures. All divisions are below 25% on expenditures, and revenues are where expected at the end of the first quarter. Many of the HHS funding sources are reimbursements so lag 30-60 days behind.

**Sales Tax** collections for February 2021 were \$144,777. This amount is nearly a 56% increase over the February 2020 amount. Total collections through February are \$4,904,843 or 58% of the total authorized amount. The tax will automatically expire when \$8,450,000 is collected, or December 31, 2026, whichever occurs first. Using an average of the collection rate and projecting forward, the total amount would be collected by early 2024.

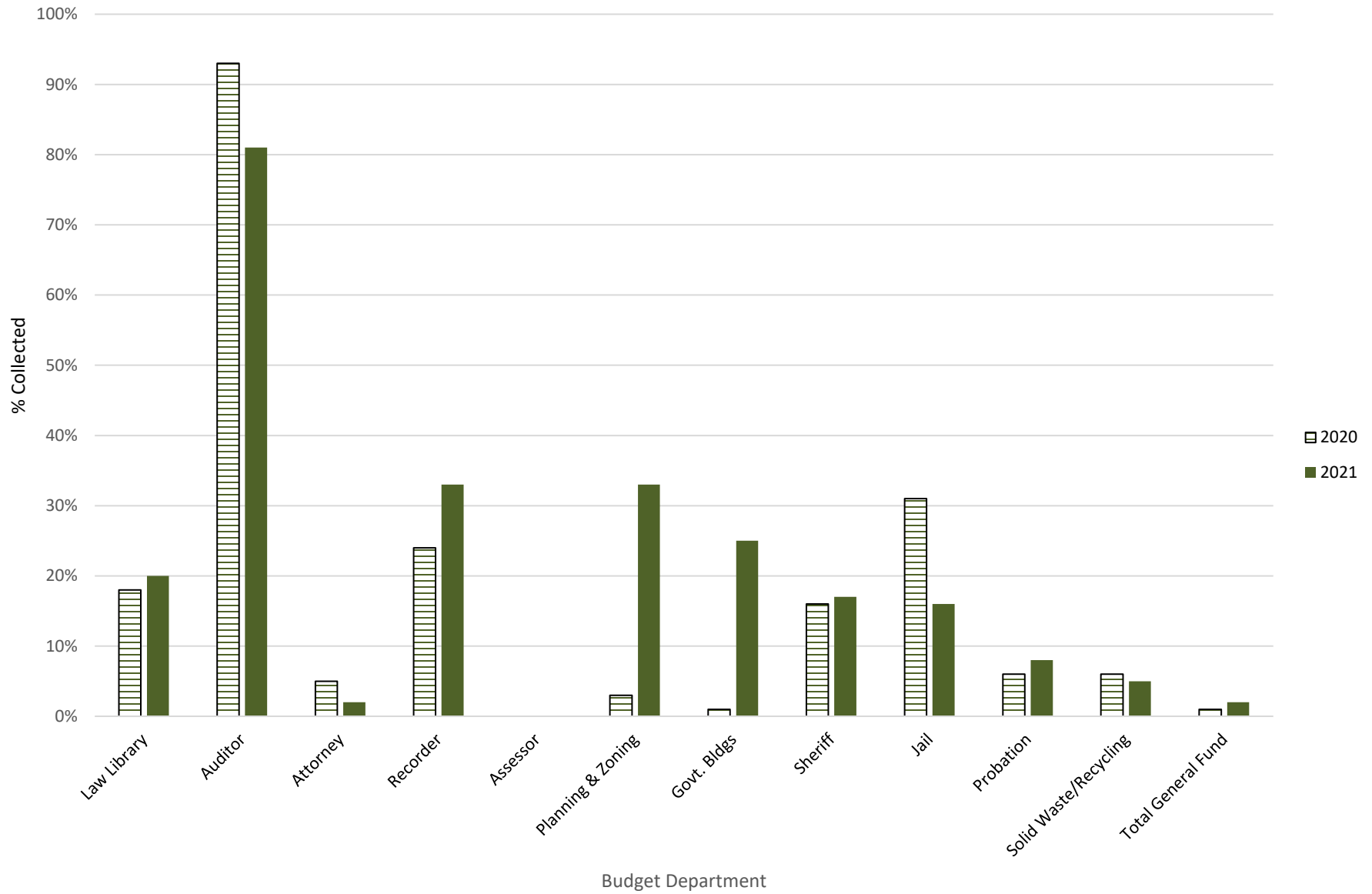
### **Goal Update**

Also attached is a status summary of the county board's 2021 goals and priorities.

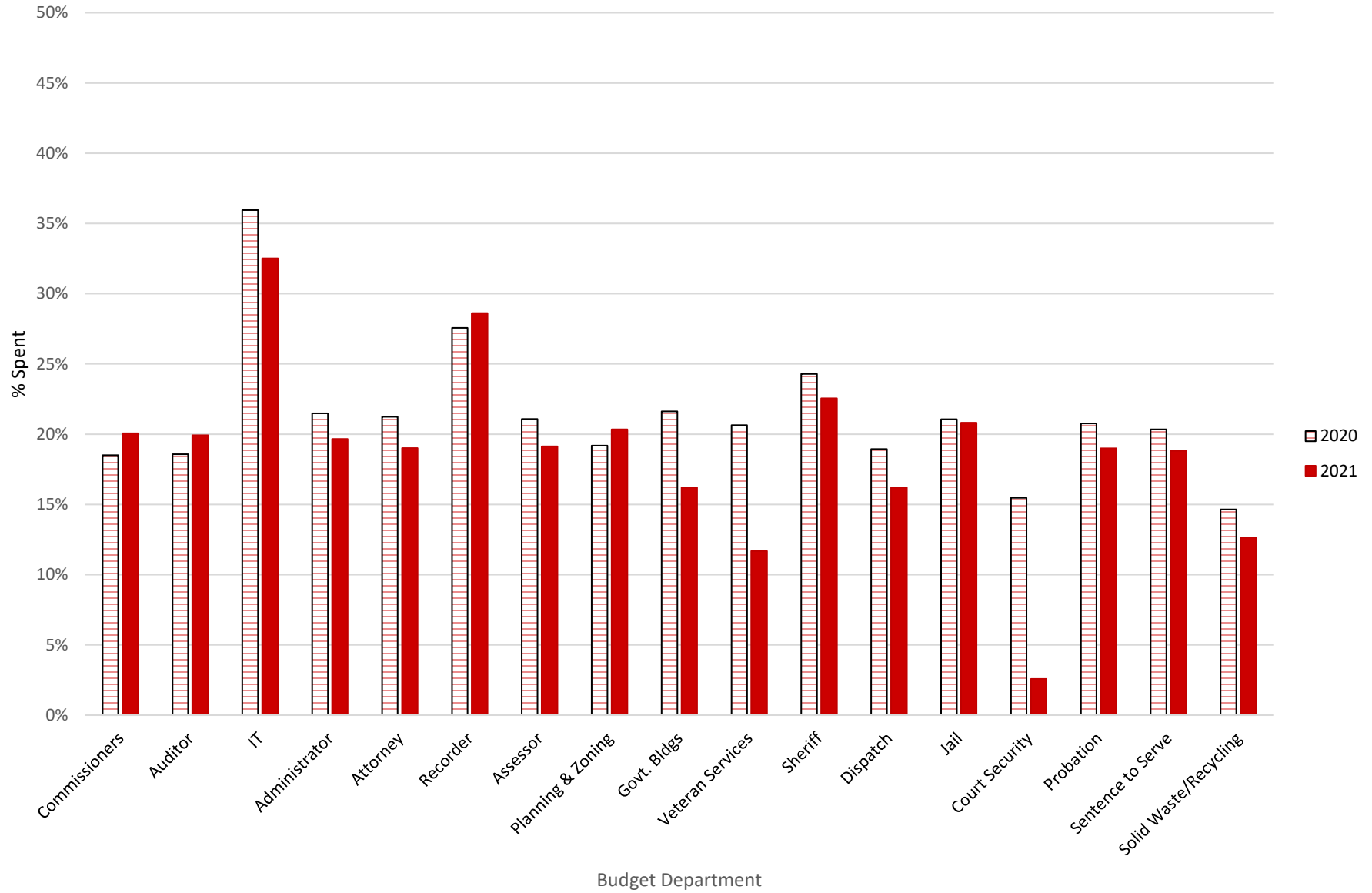
**Chart 1**  
**2021 Revenue & Expenditure by Major Fund and County Total as of March 31, 2021**



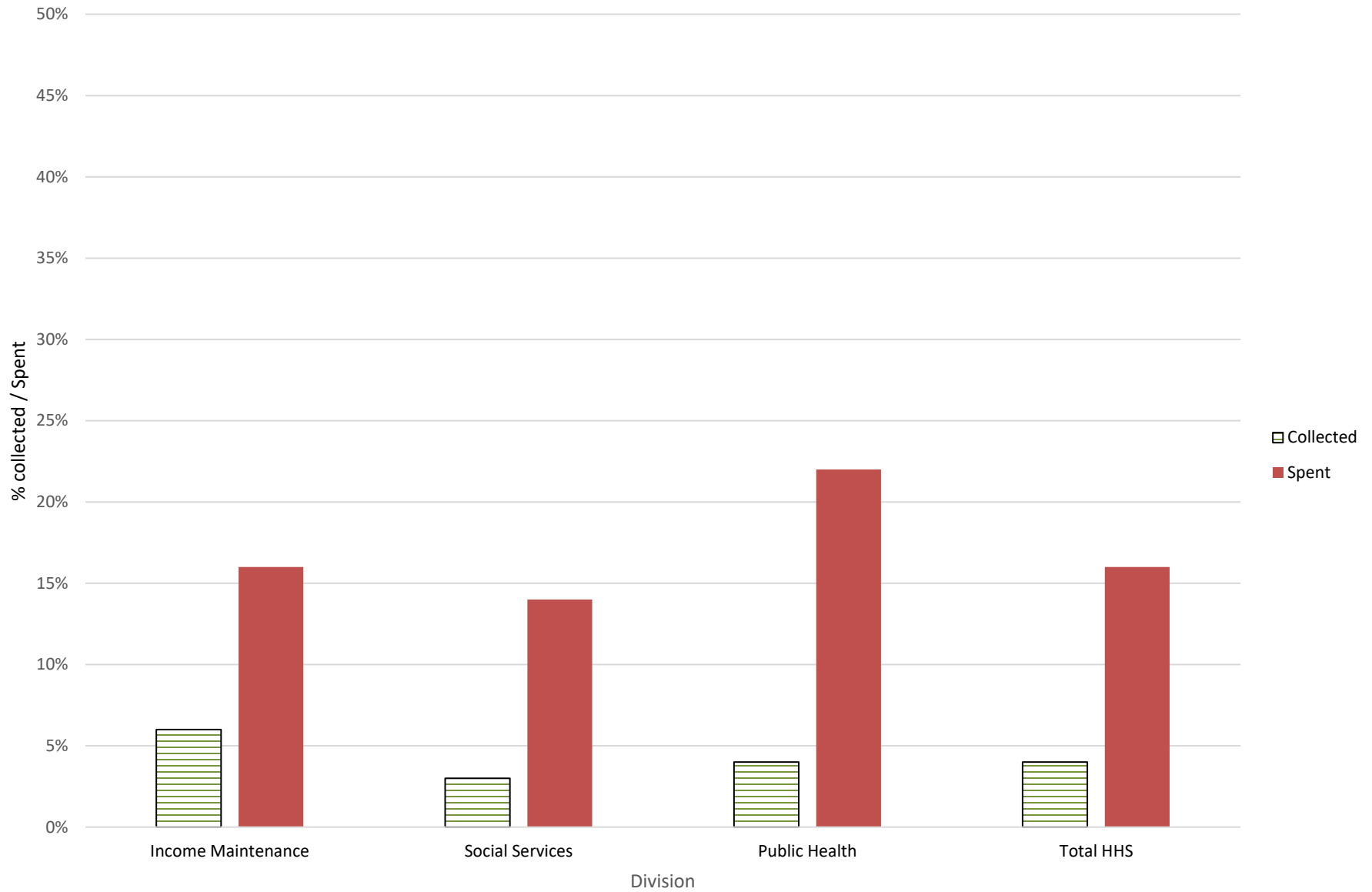
**Chart 2**  
**General Fund Revenue by Dept -- 2020 compared to 2021 -- Through March 31, 2021**



**Chart 3**  
**General Fund Expenditures by Budget Department Through March 31, 2021**



**Chart 4**  
**HHS Revenue and Expenditures Through March 31, 2021**



## Status Update 2021 County Board Goals—1<sup>st</sup> Quarter 2021

Goal/Priority	Status
Economic Development	<ul style="list-style-type: none"> <li>• Recruiting an Economic Development Coordinator.</li> <li>• Preparing to implement American Rescue Plan (ARP).</li> <li>• Working with HRA on North Court project in Sandstone.</li> </ul>
Increase Broadband Access	<ul style="list-style-type: none"> <li>• Participating in Blandin CBR: Accelerate Team</li> <li>• Application for federal funding in conjunction with MLCV for 297 mile FTTP project east of Hinckley to serve 2,440 households/businesses.</li> </ul>
County Attorney Office Workload	Review during 2 <sup>nd</sup> /3 <sup>rd</sup> quarter and during budget process.
Wetland Bank Development	A draft prospectus (pre-application) for a private land wetland restoration bank site in the Hinckley area was submitted to the county, state, and Army Corps in February for review. Zoning Department staff continue to identify other private land sites for potential restoration and seek to connect owners of those private lands with technical assistance and resources for potential bank site establishment.
Sales Tax for Transportation	Review long-term road planning and sales tax extension 3 <sup>rd</sup> /4 <sup>th</sup> quarter.
Sheriff's Office Staffing	Public Safety Committee meeting scheduled for May 11 <sup>th</sup> .
Solid Waste/Dumping	<ul style="list-style-type: none"> <li>• Environmental Assistance grant applied for--decision expected late April.</li> <li>• Sandstone recycling center up and running. MOA expires 11/1/21.</li> <li>• Some businesses are struggling with recycling pick up since PHASE discontinued that service.</li> </ul>
Outdoor Recreation/Trails	<ul style="list-style-type: none"> <li>• \$650,000 bonding funds secured for 2024 construction.</li> </ul>
Re-establish Local Government Officials meetings (when possible)	Based on in-person meeting requirements.
2022 Levy	Review during 2022 budget process.
Pandemic Response/Lessons Learned/Organizational & Community Resilience	Ongoing.