

**City of Ramsey**  
**Agenda**  
**City Council Work Session**  
**Tuesday November 26, 2013**

**5:30 p.m.**  
**Lake Itasca Room 7550 Sunwood Drive NW**

- 1. Call to Order**
- 2. Topics for Discussion**
  1. Review of 2014 General Fund Budget and tax levy
  2. Discussion Regarding 2014 Non-union Wages and Non-union City Health Insurance Contributions
  3. Receive Presentation on Update to Minnesota State Building Code
  4. Discussion Regarding the Recruitment, Application, and Interview Process for Boards and Commissions
- 3. Topics for Future Discussion**
- 4. Mayor/Council/Staff Input**
- 5. Adjournment**

Meeting Date: 11/26/2013

**Information**

**Title:**

Review of 2014 General Fund Budget and tax levy

**Purpose/Background:**

Purpose: To come to a final determination of the 2014 General Fund Budget and Levy prior to final adoption on December 10, 2013.

The Finance Committee reviewed the 2014 General Fund Budget at its meeting of November 12, 2013. They made the recommendation that staff bring three budget options to the next budget worksession based on various tax capacity rate options. Those options are as follows:

Option A: Hold City Tax Rate Constant with 2013 Adopted rate of 44.288% (\$159,000 levy decrease from prelim levy adopted)

Option B: Hold City Tax Rate to Preliminary Staff Rate Estimate of 43.37% (\$341,000 levy decrease from prelim levy adopted)

Option C: Hold City Tax Rate to Preliminary Rate From County of 45.095% (\$0 levy decrease from prelim levy adopted)

**Timeframe:**

45-60 minutes

**Funding Source:**

**Responsible Party(ies):**

City Administrator & Finance Director

**Outcome:**

Determination of final 2014 General Fund Budget and 2014 Payable.

**Attachments**

2014 Preliminary General Fund Budget

Levy Options

Total tax rates all options

**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 11/21/2013

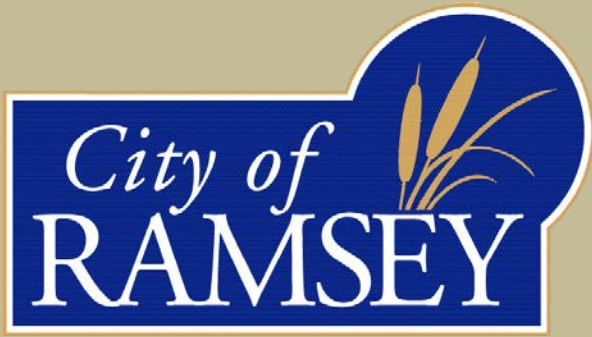
**Reviewed By**

Kurt Ulrich

**Date**

11/21/2013 02:57 PM

Started On: 11/14/2013 11:20 AM



**CITY OF RAMSEY**  
**-GENERAL FUND-**  
**REQUESTED BUDGET**  
**For Fiscal Year 2014**



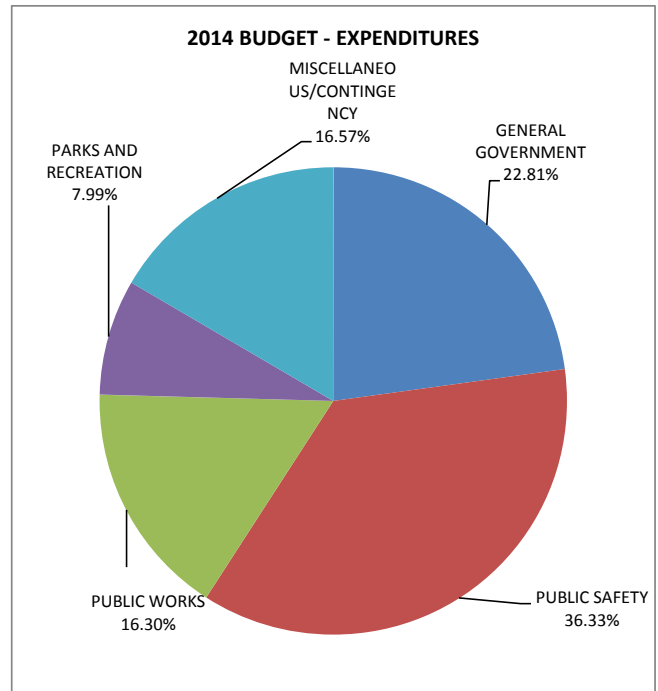
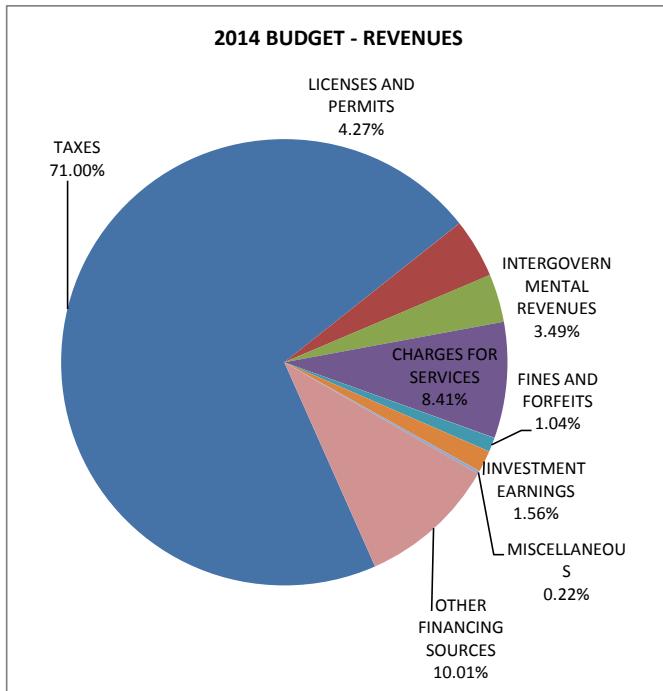
**GENERAL FUND 101 - BUDGET SUMMARY**

**REVENUES**

	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
TAXES	6,843,652	6,624,887	7,023,839	7,233,829	7,325,779
LICENSES AND PERMITS	412,072	361,443	531,710	437,700	504,185
INTERGOVERNMENTAL REVENUES	336,188	337,673	320,772	305,300	400,126
CHARGES FOR SERVICES	810,738	1,067,467	491,953	915,750	541,108
FINES AND FORFEITS	100,199	105,833	74,720	89,000	76,000
INVESTMENT EARNINGS	150,000	100,000	80,000	80,000	75,000
MISCELLANEOUS	21,326	33,574	16,914	10,500	10,500
OTHER FINANCING SOURCES	965,046	629,488	1,054,616	1,221,758	961,486
<b>TOTAL REVENUES</b>	<b>9,639,221</b>	<b>9,260,365</b>	<b>9,594,524</b>	<b>10,293,837</b>	<b>9,894,184</b>

**EXPENDITURES**

	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
GENERAL GOVERNMENT	2,438,559	2,216,649	2,275,829	2,220,181	2,524,959
PUBLIC SAFETY	3,883,322	4,059,795	4,147,829	4,210,370	4,257,377
PUBLIC WORKS	1,741,995	1,744,542	1,731,576	2,708,681	2,092,286
PARKS AND RECREATION	854,563	875,906	873,905	930,066	846,393
MISCELLANEOUS/CONTINGENCY	1,771,048	232,258	218,222	224,539	173,169
<b>TOTAL EXPENDITURES</b>	<b>10,689,487</b>	<b>9,129,150</b>	<b>9,247,361</b>	<b>10,293,837</b>	<b>9,894,184</b>



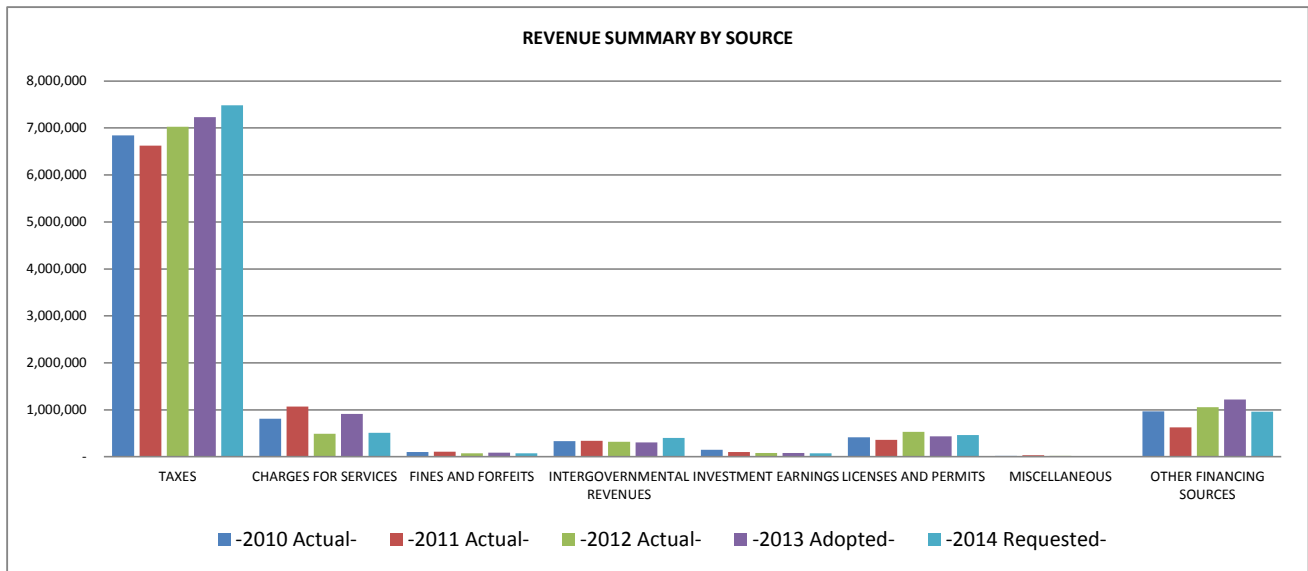
City of Ramsey 2014 Requested General Fund Budget

2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
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GENERAL FUND 101 - REVENUE SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
TAXES	6,843,652	6,624,887	7,023,839	7,233,829	7,482,272
CHARGES FOR SERVICES	810,738	1,067,467	491,953	915,750	509,700
FINES AND FORFEITS	100,199	105,833	74,720	89,000	76,000
INTERGOVERNMENTAL REVENUES	336,188	337,673	320,772	305,300	400,126
INVESTMENT EARNINGS	150,000	100,000	80,000	80,000	75,000
LICENSES AND PERMITS	412,072	361,443	531,710	437,700	466,300
MISCELLANEOUS	21,326	33,574	16,914	10,500	10,500
OTHER FINANCING SOURCES	965,046	629,488	1,054,616	1,221,758	961,486
<b>TOTAL REVENUES</b>	<b>9,639,221</b>	<b>9,260,365</b>	<b>9,594,524</b>	<b>10,293,837</b>	<b>9,981,384</b>

**HISTORICAL LEVY AMOUNTS**

2009 LEVY \$	8,092,034.00	6.33%
2010 LEVY \$	7,194,194.00	-11.00%
2011 LEVY \$	6,992,127.00	-3.00%
2012 LEVY \$	6,997,150.00	0.07%
2013 LEVY \$	7,248,829.00	3.60%
2014 LEVY	TBA	TBA



City of Ramsey 2014 Requested General Fund Budget

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>GENERAL FUND 101 - REVENUE BY SOURCE</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
<b>TAXES</b>					
-					
4011 CURRENT-AD VALOREM TAXES	5,476,195	5,256,810	5,592,571	6,198,829	6,295,779
401A CURRENT-UNCOLLECTED ALLOWANCE				(100,000)	(100,000)
4012 DELINQUENT-AD VALOREM TAXES	130,444	100,364	98,872	60,000	60,000
4014 FISCAL DISPARITIES	1,199,637	1,161,214	1,234,840	1,050,000	1,050,000
4015 EXCESS TAX INCREMENTS	28,307	98,079	73,989	20,000	10,000
4018 PENALTY/INT-AD VALOREM TAXES	9,069	8,420	23,567	5,000	10,000
<b>TAXES Total</b>	<b>6,843,652</b>	<b>6,624,887</b>	<b>7,023,839</b>	<b>7,233,829</b>	<b>7,325,779</b>
<b>LICENSES AND PERMITS</b>					
<b>- BUSINESS LICENSES/PERMITS</b>					
4140 CREDIT CARD PROCESSING FEES		(6,710)	(3,199)	(5,000)	(7,000)
4155 LIQUOR-ON SALE	42,940	42,500	42,660	40,000	42,000
4156 LIQUOR-OFF SALE	1,300	1,120	1,120	1,100	1,100
4157 NON-INTOXICATING LIQUOR	200	-	-	200	
4159 MECHANICAL LICENSE	7,700	8,300	5,650	7,500	6,000
4163 PAWNSHOP LICENSE	3,000	7,365	8,318	7,500	5,000
4164 CIGARETTE SALES LICENSE	4,700	1,700	3,650	2,000	2,000
4165 REFUSE HAULERS LICENSE	1,600	500	600	400	400
4166 MOTOR VEHICLES LICENSE	7,846	2,790	5,340	4,000	3,000
4168 PEDDLERS LICENSE	2,855	1,835	1,155	1,000	1,000
4169 GASOLINE SALES LICENSE	3,600	750	2,500	1,800	1,800
4170 OTHER BUSINESS LICENSES & PERM	5,138	1,605	635	1,500	1,500
4171 INVESTIGATIVE FEES		2,613	1,369	-	
<b>- NON-BUSINESS LICENSES/PERMITS</b>					
4205 BUILDING PERMIT	21,151	163,590	295,465	260,000	287,885
4206 PLUMBING PERMIT	227,886	16,391	36,591	20,000	30,000
4207 ANIMAL LICENSE	825	1,000	1,315	700	500
4208 HEATING PERMIT	25,800	20,913	35,974	20,000	30,000
4209 CONDITIONAL USE PERMIT	5,400	3,000	4,100	6,000	4,000
4211 SIGN PERMITS	1,375	3,350	2,425	2,000	2,000
4212 RENTAL LICENSE	2,025	10,875	-	1,000	5,000
4213 FIRE PERMIT	2,366	3,899	5,409	2,000	3,000
4214 ELECTRICAL INSPECTION PERMIT	15,438	36,005	41,561	30,000	40,000
4220 SEPTIC SYSTEM PERMIT	14,440	15,070	27,067	20,000	30,000
4221 URBAN SEWER PERMIT	4,425	1,650	4,725	7,000	7,000
4222 URBAN WATER PERMIT	4,675	17,250	4,725	7,000	7,000
4230 OTHER NON-BUSINESS LIC & PERM	5,387	4,082	2,555	-	1,000
<b>LICENSES AND PERMITS Total</b>	<b>412,072</b>	<b>361,443</b>	<b>531,710</b>	<b>437,700</b>	<b>504,185</b>
<b>INTERGOVERNMENTAL REVENUES</b>					
<b>- FEDERAL INTERGOVERNMENTAL</b>					
4253 FEDERAL EXCISE TAX REFUND	6,000	7,485	7,000	7,000	7,000
<b>- STATE INTERGOVERNMENTAL</b>					
4262 LOCAL GOVERNMENT AID	-	-	-	-	91,376
4263 MARKET VALUE HOMESTEAD CREDIT	24,153	22,853	9,066	-	
4268 MSA FOR STREETS	140,000	140,000	140,000	140,000	140,000
4269 POLICE - INSURANCE PREMIUM TAX	152,222	152,999	149,407	150,000	150,000
4271 POST BOARD REIMBURSEMENT	8,245	8,332	7,638	8,000	8,000
4272 STATE EXCISE TAX REFUND	-	143	300	300	250
4273 OTHER STATE GRANTS & AIDS	5,568	4,068	5,568	-	3,500
<b>- LOCAL INTERGOVERNMENTAL</b>					
4287 OTHER LOCAL GOVERNMENT GRANTS	-	1,793	1,793	-	
<b>INTERGOVERNMENTAL REVENUES Total</b>	<b>336,188</b>	<b>337,673</b>	<b>320,772</b>	<b>305,300</b>	<b>400,126</b>

City of Ramsey 2014 Requested General Fund Budget

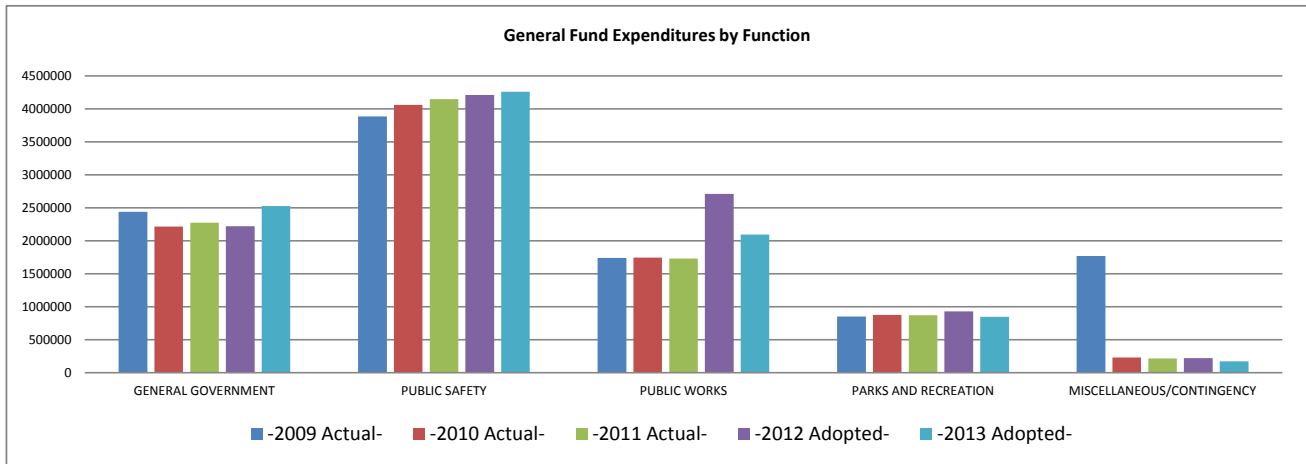
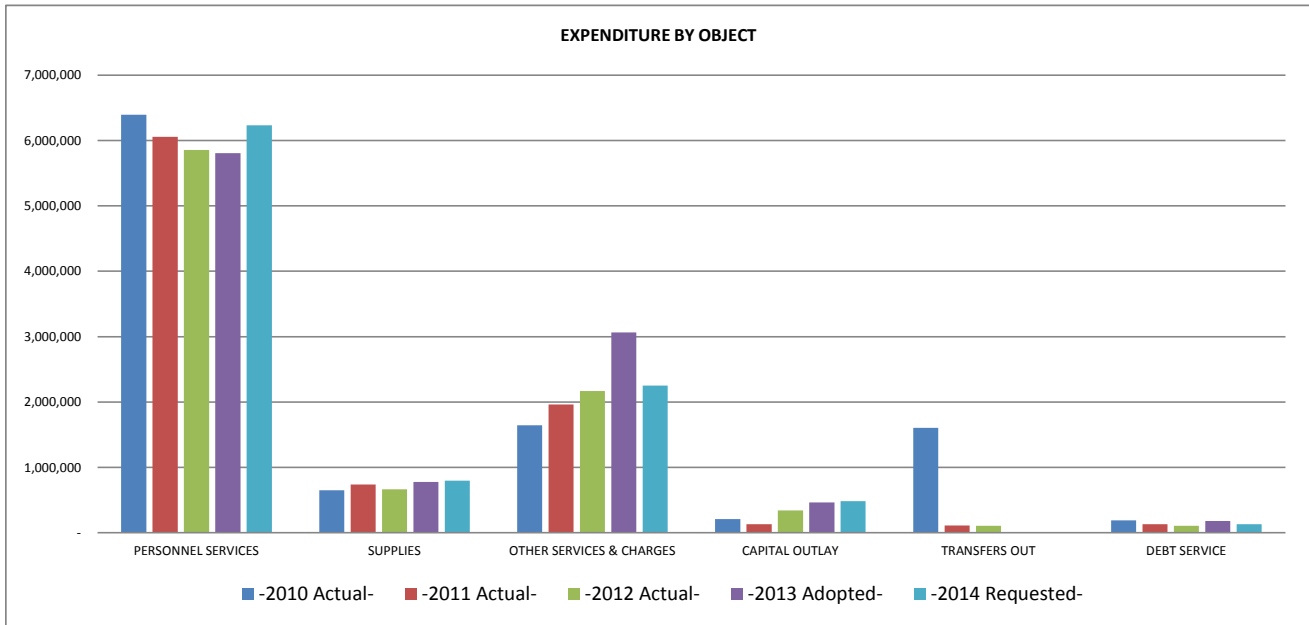
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>CHARGES FOR SERVICES</b>					
-					
4304 RENTAL FEES - REAL PROPERTY					7,500
4305 RENTAL FEES	91,022	103,981	104,456	123,750	124,000
4306 ZONING & SUBDIVISION FEES	1,325	1,600	1,375	-	
4307 PLAN CHECKING FEES	92,494	75,533	158,967	125,000	141,408
4308 SALES OF MAPS & PUBLICATIONS	157	150	1,211	500	500
4309 ASSESSMENT SEARCHES	3,150	4,370	5,020	3,000	3,500
4312 GENERAL GOVERNMENT STAFF TIME	13,092	6,137	6,605	8,000	5,000
4326 SPECIAL POLICE SERVICES	60,239	89,592	66,626	30,000	5,000
4327 SPECIAL FIRE PROTECTION SERVIC	60,152	28,979	46,372	26,000	26,000
4328 ACCIDENT REPORTS	1,272	938	1,539	1,000	1,200
4329 OPEN BURN PERMIT FEES	1,125	1,150	1,290	1,000	1,000
4330 OTHER PUBLIC SAFETY	16,575	11,360	8,685	10,000	10,000
4337 ENGINEERING	457,460	720,671	73,954	577,500	205,000
4338 PLAN & SPECIFICATION FEES	7,030	3,775	1,650	2,000	2,000
4339 OTHER PUBLIC WORKS	5,094	13,315	5,555	8,000	8,000
4347 OTHER CULTURE-RECREATION	551	5,916	8,648	-	1,000
<b>CHARGES FOR SERVICES Total</b>	<b>810,738</b>	<b>1,067,467</b>	<b>491,953</b>	<b>915,750</b>	<b>541,108</b>
<b>FINES AND FORFEITS</b>					
-					
4452 COURT FINES	93,854	87,008	69,143	85,000	72,000
4453 OTHER FINES & FORFEITS	2,100	9,721	-	-	
4454 ADMINISTRATIVE FINES	4,245	9,104	5,577	4,000	4,000
<b>FINES AND FORFEITS Total</b>	<b>100,199</b>	<b>105,833</b>	<b>74,720</b>	<b>89,000</b>	<b>76,000</b>
<b>MISCELLANEOUS</b>					
-					
4604 SURCHARGES	528	738	842	500	500
4605 ELECTION FILING FEES		20	70	-	
4609 OTHER MISCELLANEOUS REVENUES	20,798	32,816	16,002	10,000	10,000
<b>MISCELLANEOUS Total</b>	<b>21,326</b>	<b>33,574</b>	<b>16,914</b>	<b>10,500</b>	<b>10,500</b>
<b>INVESTMENT EARNINGS</b>					
-					
4701 INTEREST ON INVESTMENTS	150,000	100,000	80,000	80,000	75,000
<b>INVESTMENT EARNINGS Total</b>	<b>150,000</b>	<b>100,000</b>	<b>80,000</b>	<b>80,000</b>	<b>75,000</b>
<b>OTHER FINANCING SOURCES</b>					
<b>TRANSFERS IN</b>					
4901 TRANSFER IN FROM OTHER FUNDS	965,046	629,488	1,054,616	1,221,758	961,486
<b>OTHER FINANCING SOURCES Total</b>	<b>965,046</b>	<b>629,488</b>	<b>1,054,616</b>	<b>1,221,758</b>	<b>961,486</b>
<b>TOTAL REVENUE</b>	<b>9,639,221</b>	<b>9,260,365</b>	<b>9,594,524</b>	<b>10,293,837</b>	<b>9,894,184</b>

City of Ramsey 2014 Requested General Fund Budget

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>GENERAL FUND 101 - LINE ITEM DETAIL</b>					
<b>4305 Facility Rental</b>					
Water Tower Antenna Lease	91,022	56,996	60,424	76,682	76,682
Anoka County Municipal Center Lease	-	42,780	43,318	44,184	44,434
Municipal Center Rental	-	4,205	714	2,884	2,884
	<u>91,022</u>	<u>103,981</u>	<u>104,456</u>	<u>123,750</u>	<u>124,000</u>
<b>4326 Special Police Services</b>					
Anoka County System Administration	-	75,000	50,000	20,000	-
Animal Impound / Vehicle Lockout	-	14,592	16,626	10,000	5,000
	<u>60,239</u>	<u>89,592</u>	<u>66,626</u>	<u>30,000</u>	<u>5,000</u>
<b>4327 Fire Protection Services</b>					
Nowthen Contract	60,152	28,979	46,372	26,000	26,000
	<u>60,152</u>	<u>28,979</u>	<u>46,372</u>	<u>26,000</u>	<u>26,000</u>
<b>4330 Other Public Safety</b>					
Fire Response (Injury, Illegal Burn, Gas Hits)	16,575	11,360	8,685	10,000	10,000
	<u>16,575</u>	<u>11,360</u>	<u>8,685</u>	<u>10,000</u>	<u>10,000</u>
<b>4337 Engineering</b>					
Riverdale Extention to Traprock (15% project cost of \$2.5M)				375,000	-
Road Reconstruction (15% of project cost of \$1.5M)				202,500	205,000
	<u>457,460</u>	<u>720,671</u>	<u>73,954</u>	<u>577,500</u>	<u>205,000</u>
<b>4339 Other Public Works</b>					
Culvert Sales / Right of Way	5,094	13,315	5,555	8,000	8,000
	<u>5,094</u>	<u>13,315</u>	<u>5,555</u>	<u>8,000</u>	<u>8,000</u>
<b>4609 Other Revenue</b>					
Sales of Ads for Ramsey Resident	20,798	28,510	7,108	9,500	9,500
Auction Proceeds	-	-	-	-	-
Misc Revenue	-	4,306	8,894	500	500
	<u>20,798</u>	<u>32,816</u>	<u>16,002</u>	<u>10,000</u>	<u>10,000</u>
<b>4901 Other Finance Sources</b>					
Water Fund Administrative Transfer	32,000	33,000	34,000	35,000	37,000
Sewer Fund Administrative Transfer	26,000	27,000	28,000	29,000	31,000
St. Lighting Fund Administrative Transfer	12,500	13,000	14,000	15,000	16,000
Recycling Fund Administrative Transfer	7,000	8,000	8,500	9,000	9,500
Storm Water Utility Fund Administrative Transfer	21,000	22,000	23,000	24,000	26,000
Prior Year General Fund Encumbrances	230,047	-	-	-	-
Tax Increment Financing #4	304,655	250,000	275,000	275,000	275,000
Equipment Certificate Fund	-	16,622	-	463,000	481,950
PIR Fund-Street Maintenance	25,000	25,000	244,500	244,493	25,000
Equipment Revolving Fund - Accum Depr on Capital Purchases	224,850	151,600	340,252	-	-
Park Maintenance Fund	-	-	-	36,507	-
Landfill Tipping Fee Fund - Environment Services Time	81,994	83,266	87,364	90,758	60,036
	<u>965,046</u>	<u>629,488</u>	<u>1,054,616</u>	<u>1,221,758</u>	<u>961,486</u>

City of Ramsey 2014 Requested General Fund Budget

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>EXPENDITURE BY OBJECT SUMMARY</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
PERSONNEL SERVICES	6,392,832	6,057,525	5,856,838	5,806,331	6,235,216
SUPPLIES	650,353	737,128	665,099	778,375	794,715
OTHER SERVICES & CHARGES	1,642,568	1,961,039	2,167,722	3,065,308	2,250,418
CAPITAL OUTLAY	210,086	132,579	342,244	463,000	481,950
TRANSFERS OUT	1,603,000	110,016	108,000	-	-
DEBT SERVICE	190,648	130,863	107,458	180,823	131,885
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>10,689,487</b>	<b>9,129,150</b>	<b>9,247,361</b>	<b>10,293,837</b>	<b>9,894,184</b>



City of Ramsey 2014 Requested General Fund Budget

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested	
<b>EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS</b>						
	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-	
<b>GENERAL GOVERNMENT</b>						
0111	MAYOR AND COUNCIL	121,928	138,704	115,603	114,666	123,875
0114	CHARTER/PLAN/HORSE COMMISSIONS	7,791	6,709	5,094	9,907	9,478
0130	ADMINISTRATION	823,389	698,544	728,981	562,739	670,714
0141	ELECTIONS	27,330	2,571	44,046	10,269	48,960
0153	FINANCE	369,029	320,717	317,548	311,108	308,721
0155	ASSESSING	135,018	134,439	134,156	136,000	136,000
0161	LEGAL	127,252	116,864	124,461	126,000	131,200
0191	PLANNING & ZONING	222,579	185,583	139,168	159,067	196,248
0192	DATA PROCESSING	232,301	228,837	216,910	380,001	456,987
0194	GENERAL GOVERNMENT BUILDINGS	330,178	340,783	404,295	372,622	402,352
0195	NEWSLETTER	41,764	42,898	45,567	37,802	40,424
<b>GENERAL GOVERNMENT Total</b>		<b>2,438,559</b>	<b>2,216,649</b>	<b>2,275,829</b>	<b>2,220,181</b>	<b>2,524,959</b>
<b>PUBLIC SAFETY</b>						
0211	POLICE PROTECTION	2,860,250	2,957,927	2,968,308	3,039,458	3,110,546
0220	FIRE PROTECTION	683,788	728,374	818,291	848,437	706,531
0240	PROTECTIVE INSPECTIONS	250,860	273,620	252,698	202,138	308,471
0250	CIVIL DEFENSE	5,468	6,067	3,452	12,300	12,285
0260	TRAFFIC ENGINEERING	74,292	76,139	90,200	91,087	102,394
0270	ANIMAL CONTROL	3,712	10,187	7,873	10,600	10,600
0280	COMMUNITY ORIENTING POLICING	4,952	7,481	7,007	6,350	6,550
<b>PUBLIC SAFETY Total</b>		<b>3,883,322</b>	<b>4,059,795</b>	<b>4,147,829</b>	<b>4,210,370</b>	<b>4,257,377</b>
<b>PUBLIC WORKS</b>						
0301	ENGINEERING	493,096	430,035	426,362	412,961	360,519
0311	STREET MAINTENANCE	984,154	1,095,141	1,095,497	2,036,892	1,455,095
0312	SNOW & ICE REMOVAL	264,745	219,366	209,717	258,828	276,672
<b>PUBLIC WORKS Total</b>		<b>1,741,995</b>	<b>1,744,542</b>	<b>1,731,576</b>	<b>2,708,681</b>	<b>2,092,286</b>
<b>PARKS AND RECREATION</b>						
0452	PARK & RECREATION	767,753	783,429	780,058	825,639	749,793
0455	COMMUNITY PROGRAMS	10,081	11,654	9,209	10,000	9,775
0461	ENVIRONMENTAL SERVICES	76,729	80,823	84,638	94,427	86,825
<b>PARKS AND RECREATION Total</b>		<b>854,563</b>	<b>875,906</b>	<b>873,905</b>	<b>930,066</b>	<b>846,393</b>
<b>MISCELLANEOUS/CONTINGENCY</b>						
0892	EXPENDITURE RESERVE	1,771,048	232,258	218,222	224,539	173,169
<b>MISCELLANEOUS/CONTINGENCY Total</b>		<b>1,771,048</b>	<b>232,258</b>	<b>218,222</b>	<b>224,539</b>	<b>173,169</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>10,689,487</b>	<b>9,129,150</b>	<b>9,247,361</b>	<b>10,293,837</b>	<b>9,894,184</b>

City of Ramsey 2014 Requested General Fund Budget

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	4,360,499	4,050,888	3,795,790	3,855,578	4,141,853
6103 FULL TIME-REGULAR-OVERTIME	126,314	100,046	105,667	113,200	110,200
6104 PART TIME-WAGES & SALARIES	366,164	342,597	306,267	296,875	334,674
6105 TEMPORARY-WAGES & SALARIES	105,137	138,516	144,472	103,335	194,335
6106 OVERTIME-TEMPORARY			354	-	
6107 OVERTIME-PART TIME		325	196	-	
<b>WAGES AND SALARIES</b>	<b>4,958,114</b>	<b>4,632,372</b>	<b>4,352,746</b>	<b>4,368,988</b>	<b>4,781,062</b>
<b>OTHER GROSS EARNINGS</b>					
6108 SEVERANCE PAY	68,747	16,052	114,403	-	
<b>OTHER GROSS EARNINGS</b>	<b>68,747</b>	<b>16,052</b>	<b>114,403</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	456,570	443,873	439,321	427,246	470,798
6122 FICA/MEDICARE CONTRIBUTIONS	245,566	222,504	212,257	223,912	245,055
6123 ICMA RETIREMENT TRUST	2,000	2,000	2,080	2,000	2,000
6131 GROUP INSURANCE	545,626	587,826	618,644	652,842	593,387
6132 DISABILITY INSURANCE	1,284	-	-	1,300	1,300
6133 WORKERS COMP INSURANCE PREMIUM	114,925	152,898	117,387	130,043	141,614
<b>EMPLOYER CONTRIBUTIONS</b>	<b>1,365,971</b>	<b>1,409,101</b>	<b>1,389,689</b>	<b>1,437,343</b>	<b>1,454,154</b>
<b>PERSONNEL SERVICES Total</b>	<b>6,392,832</b>	<b>6,057,525</b>	<b>5,856,838</b>	<b>5,806,331</b>	<b>6,235,216</b>
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
6203 DUPLICATING SUPPLY & COPY PAPER	8,074	6,352	5,305	6,000	6,175
6204 STATIONERY, ENVELOPES & FORMS	5,309	5,200	5,204	5,350	4,750
6205 DRAFTING SUPPLIES	514	-	-	1,000	500
6206 FILM, MICROFILM, TAPES, DISKS	536	835	534	1,700	1,280
6207 TRAINING SUPPLIES	2,760	3,214	853	3,000	2,990
6208 MISCELLANEOUS OFFICE SUPPLIES	10,909	12,876	10,089	15,975	13,810
<b>OFFICE SUPPLIES</b>	<b>28,102</b>	<b>28,477</b>	<b>21,985</b>	<b>33,025</b>	<b>29,505</b>
<b>OPERATING SUPPLIES</b>					
6221 CLEANING SUPPLIES	1,928	1,798	2,844	2,700	2,900
6223 GASOLINE	102,934	136,356	122,195	132,500	140,000
6225 DIESEL FUEL	50,640	56,079	49,863	60,000	59,525
6227 LUBRICANTS & ADDITIVES	3,852	3,795	2,662	5,500	5,485
6229 SHOP MATERIALS	4,741	8,304	5,864	7,700	7,355
6231 UNIFORMS & TURN-OUT GEAR	44,640	62,890	52,517	48,000	49,030
6233 BATTERIES	1,002	1,713	768	2,800	2,600
6235 AMMUNITION	5,909	7,077	6,792	7,000	9,500
6237 CRIME SCENE KIT MATERIALS	789	1,000	2,030	1,000	990
6239 FIRST AID SUPPLIES	4,870	4,679	3,701	4,000	3,840
6241 COMMUNITY POLICING SUPPLIES	4,280	6,219	6,315	5,000	4,700
6247 HAPPY DAYS SUPPLIES	7,000	7,000	7,000	7,000	7,000
6249 MISCELLANEOUS OPERATING SUPPLY	104,783	121,839	106,278	110,650	121,345
<b>OPERATING SUPPLIES</b>	<b>337,368</b>	<b>418,749</b>	<b>368,829</b>	<b>393,850</b>	<b>414,270</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>					
6251 BATTERIES	1,634	1,195	671	3,200	2,975
6253 BRAKES	1,027	2,812	2,175	2,500	2,500
6255 TIRES	7,979	9,449	8,617	11,000	10,770
6257 OTHER VEHICLE PARTS	57,503	79,834	67,335	69,000	71,580
6259 BUILDING MAINT/REPAIR SUPPLIES	6,120	4,896	3,935	9,700	9,600
6261 SAND & GRAVEL	1,980	3,110	3,377	4,000	3,765
6263 SALT	109,785	71,413	77,693	84,000	82,905
6265 ASPHALT	24,922	30,862	33,475	30,000	34,075
6266 SCBA-PARTS	4,357	3,529	7,435	4,500	5,500
6267 OTHER STREET MAINTENANCE SUPPL	2,608	5,155	6,318	5,000	5,625
6269 LANDSCAPE MATERIALS	17,577	20,147	20,155	20,500	19,070
6271 SIGN REPAIR MATERIALS	750	-	2,580	3,500	3,420
6275 OTHER EQUIPMENT PARTS	3,181	2,281	1,995	7,900	7,325
<b>REPAIR AND MAINTENANCE SUPPLIES</b>	<b>239,423</b>	<b>234,683</b>	<b>235,761</b>	<b>254,800</b>	<b>259,110</b>

City of Ramsey 2014 Requested General Fund Budget

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>					
6281 SMALL TOOLS & MINOR EQUIPMENT	45,460	55,219	38,524	96,600	91,730
SMALL TOOLS AND MINOR EQUIPMENT	45,460	55,219	38,524	96,600	91,730
<b>MERCHANDISE FOR RESALE</b>					
6291 CULVERTS, SIGNS, STREET SUPPLY	-	-	-	100	100
MERCHANDISE FOR RESALE	-	-	-	100	100
<b>SUPPLIES Total</b>	<b>650,353</b>	<b>737,128</b>	<b>665,099</b>	<b>778,375</b>	<b>794,715</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6302 AUDITING & ACCOUNTING SERVICES	32,535	30,085	30,335	33,600	30,900
6304 LEGAL FEES	126,355	115,864	123,432	125,000	130,000
6305 MEDICAL/PSYCHOLOGICAL FEES	10,204	9,293	17,894	6,000	14,350
6306 PERSONNEL TESTING & RECRUITMT	544	544	1,177	2,200	2,200
6315 MISCELLANEOUS PROFESSIONAL SER	119,666	230,198	402,523	337,113	261,200
PROFESSIONAL SERVICES	289,304	385,984	575,361	503,913	438,650
<b>COMMUNICATION</b>					
6321 TELEPHONE	25,965	23,801	24,780	26,150	27,000
6322 POSTAGE	14,471	14,021	15,411	14,775	15,540
6323 CELLULAR PHONES	29,840	30,860	22,812	32,750	28,650
6325 LONG DISTANCE CHARGES	-	-	-	200	100
COMMUNICATION	70,276	68,682	63,003	73,875	71,290
<b>EMPLOYEE REIMBURSEMENTS</b>					
6331 TRAVEL & LODGING	9,495	9,329	9,133	9,400	9,600
6334 MILEAGE REIMBURSEMENT	965	921	524	1,750	1,700
6335 TRAINING	52,993	65,447	65,229	70,500	76,500
EMPLOYEE REIMBURSEMENTS	63,453	75,697	74,886	81,650	87,800
<b>ADVERTISING AND PUBLISHING</b>					
6352 GENERAL NOTICE & PUBLIC INFOR	31,922	35,752	36,815	28,300	25,600
6353 ORDINANCE PUBLICATION	1,717	1,138	2,501	1,700	1,700
6354 HELP WANTED ADVERTISEMENTS	1,598	296	614	1,000	2,000
ADVERTISING AND PUBLISHING	35,237	37,186	39,930	31,000	29,300
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	108,747	118,902	127,702	126,875	144,425
INSURANCE	108,747	118,902	127,702	126,875	144,425
<b>UTILITIES</b>					
6371 ELECTRIC UTILITIES	146,874	134,739	164,106	148,400	153,400
6372 WATER/IRRIGATION	37,305	60,680	26,440	45,600	26,100
6373 GAS	47,665	51,264	40,512	67,150	67,150
6374 REFUSE/RECYCLING	10,223	8,355	6,983	10,900	10,900
UTILITIES	242,067	255,038	238,041	272,050	257,550
<b>REPAIRS AND MAINTENANCE - LABOR</b>					
6381 BUILDING & STRUCTURE REPAIR	13,960	17,913	7,655	23,000	24,000
6382 MACHINERY & EQUIPMENT REPAIR	7,891	6,190	11,897	25,500	26,500
6383 OFFICE EQUIPMENT REPAIR	-	-	-	700	500
6386 BRAKE REPAIR	-	-	-	1,000	1,000
6387 TIRE MOUNTING & BALANCING	399	60	-	500	500
6388 OTHER VEHICLE REPAIR	26,151	29,732	36,598	41,500	47,000
6389 TOWING SERVICES	-	-	228	3,500	2,000
REPAIRS AND MAINTENANCE - LABOR	48,401	53,895	56,378	95,700	101,500
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>					
6404 MACHINERY & EQUIPMENT	1,211	1,208	1,226	1,500	1,415
6405 OFFICE & DATA PROCESSING EQUIP	188,034	194,505	203,523	222,420	213,524
REPAIRS AND MAINTENANCE - CONTRACTS	189,245	195,713	204,749	223,920	214,939
<b>RENTALS</b>					
6413 OFFICE EQUIPMENT RENTAL	1,689	4,529	4,562	5,000	4,860
6415 OTHER EQUIPMENT RENTAL	30,126	35,234	38,343	45,000	46,010
6416 MACHINERY RENTAL	727	-	-	1,000	1,000
6417 UNIFORM RENTAL	5,567	4,083	5,027	8,050	8,100
RENTALS	38,109	43,846	47,932	59,050	59,970
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>					
6451 MEMBERSHIP DUES	46,284	45,281	43,579	48,125	49,299
6452 SUBSCRIPTIONS	1,644	1,059	2,141	1,650	2,400
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES	47,928	46,340	45,720	49,775	51,699
<b>BOOKS AND PAMPHLETS</b>					
6471 BOOKS & PAMPHLETS	487	342	205	2,600	2,800

City of Ramsey 2014 Requested General Fund Budget

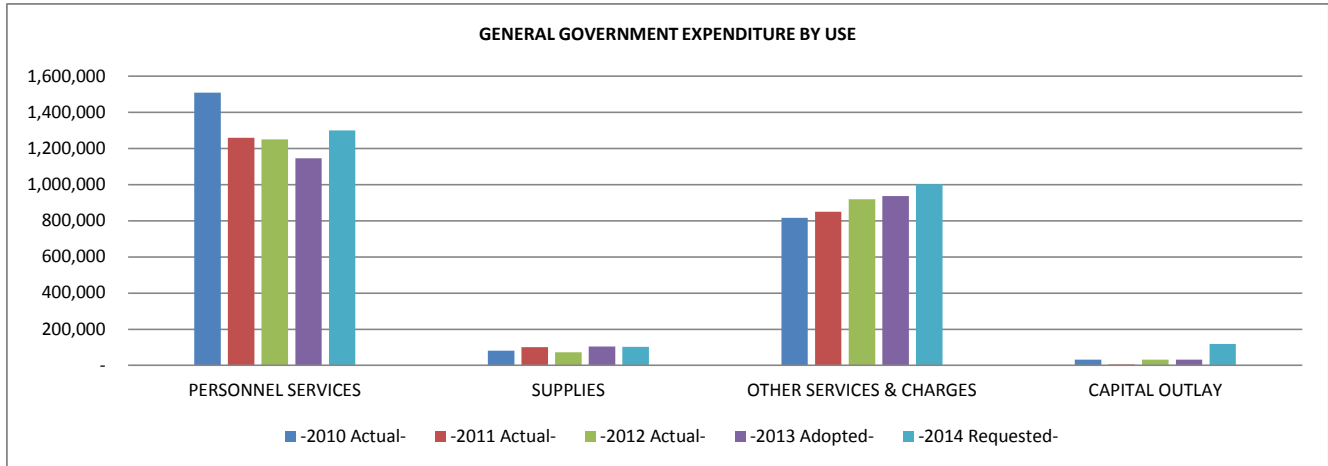
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
BOOKS AND PAMPHLETS	487	342	205	2,600	2,800
<b>CONTRACTED SERVICES</b>					
6488 STREET MAINTENANCE CONTRACT	326,247	475,709	494,500	1,327,500	500,000
6489 OTHER CONTRACTED SERVICES	183,067	203,705	199,315	217,400	290,495
CONTRACTED SERVICES	509,314	679,414	693,815	1,544,900	790,495
<b>OTHER SERVICES &amp; CHARGES Total</b>	<b>1,642,568</b>	<b>1,961,039</b>	<b>2,167,722</b>	<b>3,065,308</b>	<b>2,250,418</b>
<b>CAPITAL OUTLAY</b>					
<b>CAPITAL OUTLAY</b>					
6540 HEAVY MACHINERY	80,887	-	130,000	285,000	277,100
6550 MOTOR VEHICLES	89,628	126,679	176,673	102,000	87,000
6580 OTHER EQUIPMENT	14,473	-	35,571	51,000	5,850
6585 COMPUTER HARDWARE/SOFTWARE	25,098	5,900	-	25,000	112,000
CAPITAL OUTLAY	210,086	132,579	342,244	463,000	481,950
<b>CAPITAL OUTLAY Total</b>	<b>210,086</b>	<b>132,579</b>	<b>342,244</b>	<b>463,000</b>	<b>481,950</b>
<b>TRANSFERS OUT</b>					
<b>OPERATING TRANSFERS</b>					
6820 OPERATING TRANSFERS TO OTHER F	1,603,000	110,016	108,000	-	
OPERATING TRANSFERS	1,603,000	110,016	108,000	-	
<b>TRANSFERS OUT Total</b>	<b>1,603,000</b>	<b>110,016</b>	<b>108,000</b>	<b>-</b>	
<b>DEBT SERVICE</b>					
<b>DEBT SERVICE</b>					
6603 OTHER L.T. OBLIGATION PRINCIPA	190,648	130,863	107,458	180,823	131,885
DEBT SERVICE	190,648	130,863	107,458	180,823	131,885
<b>DEBT SERVICE Total</b>	<b>190,648</b>	<b>130,863</b>	<b>107,458</b>	<b>180,823</b>	<b>131,885</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>10,689,487</b>	<b>9,129,150</b>	<b>9,247,361</b>	<b>10,293,837</b>	<b>9,894,184</b>

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>GENERAL GOVERNMENT</b>				<b>111-195</b>

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	1,510,143	1,260,420	1,251,104	1,146,426	1,300,191
SUPPLIES	81,211	100,747	72,768	105,025	103,395
OTHER SERVICES & CHARGES	816,124	849,582	920,248	937,730	1,003,523
CAPITAL OUTLAY	31,081	5,900	31,709	31,000	117,850
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>2,438,559</b>	<b>2,216,649</b>	<b>2,275,829</b>	<b>2,220,181</b>	<b>2,524,959</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>GENERAL GOVERNMENT</b>				<b>111-195</b>

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	1,005,334	813,635	774,119	800,854	863,987
6103 FULL TIME-REGULAR-OVERTIME	2,322	876	7,378	1,200	1,200
6104 PART TIME-WAGES & SALARIES	118,655	107,371	68,351	49,705	82,901
6105 TEMPORARY-WAGES & SALARIES	45,846	36,598	62,906	10,460	73,100
6107 OVERTIME-PART TIME	-	325	196	-	-
<b>TOTAL WAGES AND SALARIES</b>	<b>1,172,157</b>	<b>958,805</b>	<b>912,950</b>	<b>862,219</b>	<b>1,021,188</b>
<b>OTHER GROSS EARNINGS</b>					
6108 SEVERANCE PAY	20,904	10,027	44,841	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>	<b>20,904</b>	<b>10,027</b>	<b>44,841</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	76,753	64,188	63,414	59,240	65,846
6122 FICA/MEDICARE CONTRIBUTIONS	83,966	69,125	69,216	72,609	79,993
6123 ICMA RETIREMENT TRUST	2,000	2,000	2,080	2,000	2,000
6131 GROUP INSURANCE	144,555	143,431	149,977	139,998	118,204
6133 WORKERS COMP INSURANCE PREMIUM	9,808	12,844	8,626	10,360	12,960
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>317,082</b>	<b>291,588</b>	<b>293,313</b>	<b>284,207</b>	<b>279,003</b>
<b>Total PERSONNEL SERVICES</b>	<b>1,510,143</b>	<b>1,260,420</b>	<b>1,251,104</b>	<b>1,146,426</b>	<b>1,300,191</b>
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
6203 DUPLICATING SUPPLY & COPY PAPER	8,074	6,352	5,305	6,000	6,175
6204 STATIONERY, ENVELOPES & FORMS	2,913	2,401	1,960	2,800	2,380
6206 FILM, MICROFILM, TAPES, DISKS	122	142	-	500	150
6208 MISCELLANEOUS OFFICE SUPPLIES	4,861	6,098	4,053	6,275	6,335
<b>TOTAL OFFICE SUPPLIES</b>	<b>15,970</b>	<b>14,993</b>	<b>11,318</b>	<b>15,575</b>	<b>15,040</b>
<b>OPERATING SUPPLIES</b>					
6221 CLEANING SUPPLIES	1,928	1,798	2,844	2,500	2,700
6223 GASOLINE	2,384	2,754	2,966	3,000	2,500
6225 DIESEL FUEL	246	484	1,735	2,000	2,000
6247 HAPPY DAYS SUPPLIES	7,000	7,000	7,000	7,000	7,000
6249 MISCELLANEOUS OPERATING SUPPLY	31,636	38,971	28,919	32,050	32,105
<b>TOTAL OPERATING SUPPLIES</b>	<b>43,194</b>	<b>51,007</b>	<b>43,464</b>	<b>46,550</b>	<b>46,305</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>					
6257 OTHER VEHICLE PARTS	926	1,428	701	1,000	1,080
6259 BUILDING MAINT/REPAIR SUPPLIES	2,750	2,302	1,274	5,500	5,420
6275 OTHER EQUIPMENT PARTS	85	10	89	400	400
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>	<b>3,761</b>	<b>3,740</b>	<b>2,064</b>	<b>6,900</b>	<b>6,900</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>					
6281 SMALL TOOLS & MINOR EQUIPMENT	18,286	31,007	15,922	36,000	35,150
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>	<b>18,286</b>	<b>31,007</b>	<b>15,922</b>	<b>36,000</b>	<b>35,150</b>
<b>Total SUPPLIES</b>	<b>81,211</b>	<b>100,747</b>	<b>72,768</b>	<b>105,025</b>	<b>103,395</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6302 AUDITING & ACCOUNTING SERVICES	29,285	26,835	27,035	30,000	27,500
6304 LEGAL FEES	126,355	115,864	123,432	125,000	130,000
6305 MEDICAL/PSYCHOLOGICAL FEES	5,404	3,488	17,880	6,000	14,350
6306 PERSONNEL TESTING & RECRUITMT	544	544	1,177	2,200	2,200
6315 MISCELLANEOUS PROFESSIONAL SER	38,876	60,573	85,334	70,500	73,500
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>200,464</b>	<b>207,304</b>	<b>254,858</b>	<b>233,700</b>	<b>247,550</b>
<b>COMMUNICATION</b>					
6321 TELEPHONE	17,465	16,549	16,609	17,600	18,600
6322 POSTAGE	11,472	11,273	10,936	10,005	10,690
6323 CELLULAR PHONES	5,351	5,684	5,026	5,750	5,950
6325 LONG DISTANCE CHARGES	-	-	-	200	100
<b>TOTAL COMMUNICATION</b>	<b>34,288</b>	<b>33,506</b>	<b>32,571</b>	<b>33,555</b>	<b>35,340</b>

City of Ramsey 2014 Requested General Fund Budget

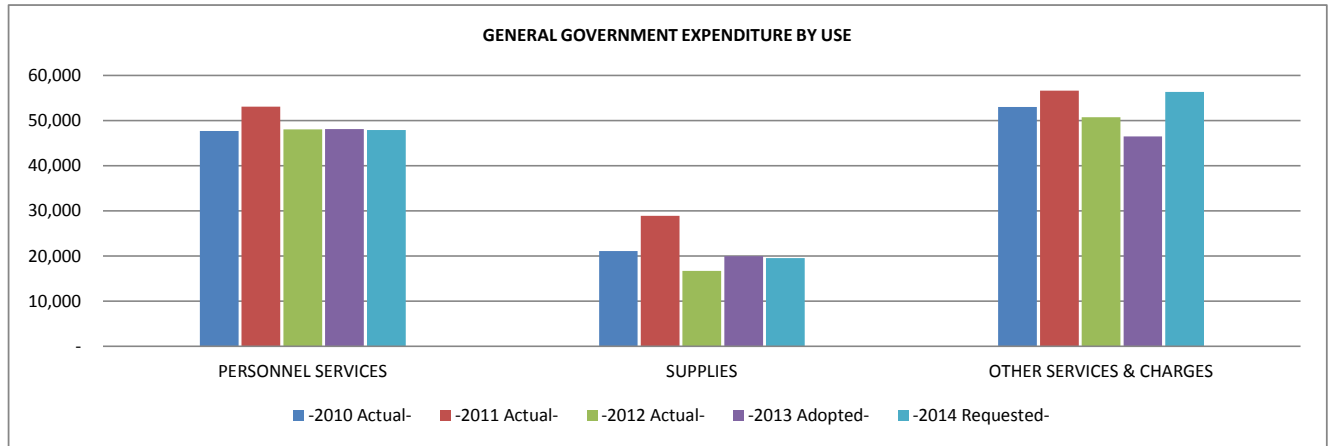
GENERAL FUND 101 - GENERAL GOVERNMENT		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>EMPLOYEE REIMBURSEMENTS</b>						
6331	TRAVEL & LODGING	5,384	4,351	4,110	4,200	4,900
6334	MILEAGE REIMBURSEMENT	446	213	89	550	500
6335	TRAINING	7,855	15,699	21,926	18,500	23,500
TOTAL EMPLOYEE REIMBURSEMENTS		13,685	20,263	26,125	23,250	28,900
<b>ADVERTISING AND PUBLISHING</b>						
6352	GENERAL NOTICE & PUBLIC INFOR	31,922	35,752	36,815	28,100	25,400
6353	ORDINANCE PUBLICATION	1,717	1,138	2,501	1,700	1,700
6354	HELP WANTED ADVERTISEMENTS	1,598	296	614	1,000	2,000
TOTAL ADVERTISING AND PUBLISHING		35,237	37,186	39,930	30,800	29,100
<b>INSURANCE</b>						
6361	GENERAL LIABILITY/PROPERTY INS	29,674	35,502	32,448	33,875	36,725
TOTAL INSURANCE		29,674	35,502	32,448	33,875	36,725
<b>UTILITIES</b>						
6371	ELECTRIC UTILITIES	91,868	85,527	105,946	95,000	97,000
6372	WATER/IRRIGATION	3,632	10,080	3,710	5,000	5,000
6373	GAS	29,323	30,505	25,985	40,000	40,000
6374	REFUSE/RECYCLING	5,713	4,049	2,983	6,000	6,000
TOTAL UTILITIES		130,536	130,161	138,624	146,000	148,000
<b>REPAIRS AND MAINTENANCE - LABOR</b>						
6381	BUILDING & STRUCTURE REPAIR	347	814	1,577	10,000	10,000
6382	MACHINERY & EQUIPMENT REPAIR	865	2,379	1,756	10,000	10,000
6388	OTHER VEHICLE REPAIR	-	60	257	500	1,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		1,212	3,253	3,590	20,500	21,000
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>						
6405	OFFICE & DATA PROCESSING EQUIP	185,476	190,341	199,330	212,200	205,619
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		185,476	190,341	199,330	212,200	205,619
<b>RENTALS</b>						
6415	OTHER EQUIPMENT RENTAL	643	771	782	1,000	950
6417	UNIFORM RENTAL	107	28	-	750	750
TOTAL RENTALS		750	799	782	1,750	1,700
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>						
6451	MEMBERSHIP DUES	39,549	39,610	38,214	40,950	42,514
6452	SUBSCRIPTIONS	834	1,059	1,191	1,400	1,400
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		40,383	40,669	39,405	42,350	43,914
<b>BOOKS AND PAMPHLETS</b>						
6471	BOOKS & PAMPHLETS	341	-	-	350	350
TOTAL BOOKS AND PAMPHLETS		341	-	-	350	350
<b>CONTRACTED SERVICES</b>						
6489	OTHER CONTRACTED SERVICES	144,078	150,598	152,585	159,400	205,325
TOTAL CONTRACTED SERVICES		144,078	150,598	152,585	159,400	205,325
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>816,124</b>	<b>849,582</b>	<b>920,248</b>	<b>937,730</b>	<b>1,003,523</b>
<b>CAPITAL OUTLAY</b>						
<b>CAPITAL OUTLAY</b>						
6550	MOTOR VEHICLES	-	-	25,865	-	-
6580	OTHER EQUIPMENT	5,983	-	5,844	6,000	5,850
6585	COMPUTER HARDWARE/SOFTWARE	25,098	5,900	-	25,000	112,000
TOTAL CAPITAL OUTLAY		31,081	5,900	31,709	31,000	117,850
<b>Total CAPITAL OUTLAY</b>		<b>31,081</b>	<b>5,900</b>	<b>31,709</b>	<b>31,000</b>	<b>117,850</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>2,438,559</b>	<b>2,216,649</b>	<b>2,275,829</b>	<b>2,220,181</b>	<b>2,524,959</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**MAYOR AND COUNCIL 111**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	47,745	53,096	48,057	48,166	47,921
SUPPLIES	21,122	28,921	16,756	20,000	19,600
OTHER SERVICES & CHARGES	53,061	56,687	50,790	46,500	56,354
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>121,928</b>	<b>138,704</b>	<b>115,603</b>	<b>114,666</b>	<b>123,875</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

MAYOR AND COUNCIL

111

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6104 PART TIME-WAGES & SALARIES	44,000	48,550	44,000	44,000	44,000
TOTAL WAGES AND SALARIES	44,000	48,550	44,000	44,000	44,000
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	300	600	600	600	300
6122 FICA/MEDICARE CONTRIBUTIONS	3,366	3,691	3,366	3,366	3,366
6133 WORKERS COMP INSURANCE PREMIUM	79	255	91	200	255
TOTAL EMPLOYER CONTRIBUTIONS	3,745	4,546	4,057	4,166	3,921
<b>Total PERSONNEL SERVICES</b>	<b>47,745</b>	<b>53,096</b>	<b>48,057</b>	<b>48,166</b>	<b>47,921</b>
<b>SUPPLIES</b>					
<b>OPERATING SUPPLIES</b>					
6247 HAPPY DAYS SUPPLIES	7,000	7,000	7,000	7,000	7,000
6249 MISCELLANEOUS OPERATING SUPPLY	14,122	21,921	9,756	13,000	12,600
TOTAL OPERATING SUPPLIES	21,122	28,921	16,756	20,000	19,600
<b>Total SUPPLIES</b>	<b>21,122</b>	<b>28,921</b>	<b>16,756</b>	<b>20,000</b>	<b>19,600</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6315 MISCELLANEOUS PROFESSIONAL SER	11,689	13,231	7,518	-	7,500
TOTAL PROFESSIONAL SERVICES	11,689	13,231	7,518	-	7,500
<b>COMMUNICATION</b>					
6322 POSTAGE	-	100	19	100	100
TOTAL COMMUNICATION	-	100	19	100	100
<b>EMPLOYEE REIMBURSEMENTS</b>					
6331 TRAVEL & LODGING	744	477	276	800	1,500
6335 TRAINING	675	1,572	848	2,500	2,500
TOTAL EMPLOYEE REIMBURSEMENTS	1,419	2,049	1,124	3,300	4,000
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	6,059	6,800	7,112	7,200	7,300
TOTAL INSURANCE	6,059	6,800	7,112	7,200	7,300
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>					
6451 MEMBERSHIP DUES	33,894	34,042	35,017	35,900	37,454
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES	33,894	34,042	35,017	35,900	37,454
<b>CONTRACTED SERVICES</b>					
6489 OTHER CONTRACTED SERVICES	-	465	-	-	-
TOTAL CONTRACTED SERVICES	-	465	-	-	-
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>53,061</b>	<b>56,687</b>	<b>50,790</b>	<b>46,500</b>	<b>56,354</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>121,928</b>	<b>138,704</b>	<b>115,603</b>	<b>114,666</b>	<b>123,875</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**MAYOR AND COUNCIL 111**

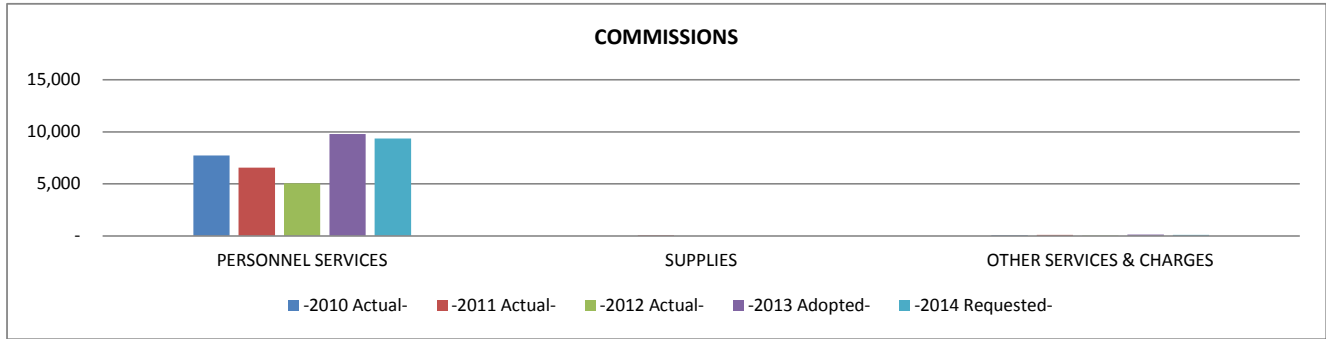
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>PERSONNEL COMPLEMENT</b>					
Mayor	1.00	1.00	1.00	1.00	1.00
Council	6.00	6.00	6.00	6.00	6.00
Mayor and Council Total	7.00	7.00	7.00	7.00	7.00
<b>6249 Miscellaneous Operating Supplies</b>					
Commissioner Appreciation Dinner	1,500	1,500	1,500	1,500	1,500
Mayor's Prayer Breakfast	300	270	300	300	300
Employee Appreciation Event	1,000	1,000	1,000	1,000	1,000
City Celebration	-	-	-	-	-
Meals for Council Work sessions	9,722	8,010	5,000	6,100	6,100
Anoka Area Chamber of Commerce	600	600	600	600	600
Holiday Party	-	6,020	1,000	1,000	1,000
Golf	-	1,770	-	-	-
Sister City Expenses	-	-	-	-	-
Miscellaneous	1,000	2,751	356	2,500	2,100
	14,122	21,921	9,756	13,000	12,600
<b>6451 Dues</b>					
Anoka County Mediation Services	-	-	-	-	-
North Metro Mayors Association	10,712	10,712	10,400	10,800	10,800
North Metro Chamber	305	305	250	250	250
North Metro Hwy 10 Corridor	-	-	1,000	1,000	1,000
Anoka Area Chamber of Commerce	400	400	600	600	600
Transportation Alliance	-	-	-	-	-
Youth First (\$3000 Lawful Gambling Funded)	7,000	7,000	7,000	7,000	7,000
AMM	-	-	-	-	-
League of Minnesota Cities	15,477	15,605	15,500	15,660	17,214
Anoka County Hwy Dept	-	-	-	-	-
Misc	-	20	267	590	590
	33,894	34,042	35,017	35,900	37,454

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**COMMISSIONS** **114**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	7,731	6,551	5,052	9,782	9,373
SUPPLIES		56	-	-	
OTHER SERVICES & CHARGES	60	102	42	125	105
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>7,791</b>	<b>6,709</b>	<b>5,094</b>	<b>9,907</b>	<b>9,478</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**COMMISSIONS** **114**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6105 TEMPORARY-WAGES & SALARIES	7,185	6,068	4,662	8,960	8,660
<b>TOTAL WAGES AND SALARIES</b>	<b>7,185</b>	<b>6,068</b>	<b>4,662</b>	<b>8,960</b>	<b>8,660</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	-	-	-	87	-
6122 FICA/MEDICARE CONTRIBUTIONS	505	433	359	685	663
6133 WORKERS COMP INSURANCE PREMIUM	41	50	31	50	50
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>546</b>	<b>483</b>	<b>390</b>	<b>822</b>	<b>713</b>
<b>Total PERSONNEL SERVICES</b>	<b>7,731</b>	<b>6,551</b>	<b>5,052</b>	<b>9,782</b>	<b>9,373</b>
<b>SUPPLIES</b>					
<b>OPERATING SUPPLIES</b>					
6249 MISCELLANEOUS OPERATING SUPPLY	-	56	-	-	-
<b>TOTAL OPERATING SUPPLIES</b>	<b>-</b>	<b>56</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total SUPPLIES</b>	<b>-</b>	<b>56</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>COMMUNICATION</b>					
6322 POSTAGE	5	2	-	75	30
<b>TOTAL COMMUNICATION</b>	<b>5</b>	<b>2</b>	<b>-</b>	<b>75</b>	<b>30</b>
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	55	100	42	50	75
<b>TOTAL INSURANCE</b>	<b>55</b>	<b>100</b>	<b>42</b>	<b>50</b>	<b>75</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>60</b>	<b>102</b>	<b>42</b>	<b>125</b>	<b>105</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>7,791</b>	<b>6,709</b>	<b>5,094</b>	<b>9,907</b>	<b>9,478</b>

PERSONNEL COMPLEMENT	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
Charter Commission Members	9.00	9.00	9.00	9.00	9.00
Planning Commission Members	7.00	7.00	7.00	7.00	7.00
Commission Total	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>

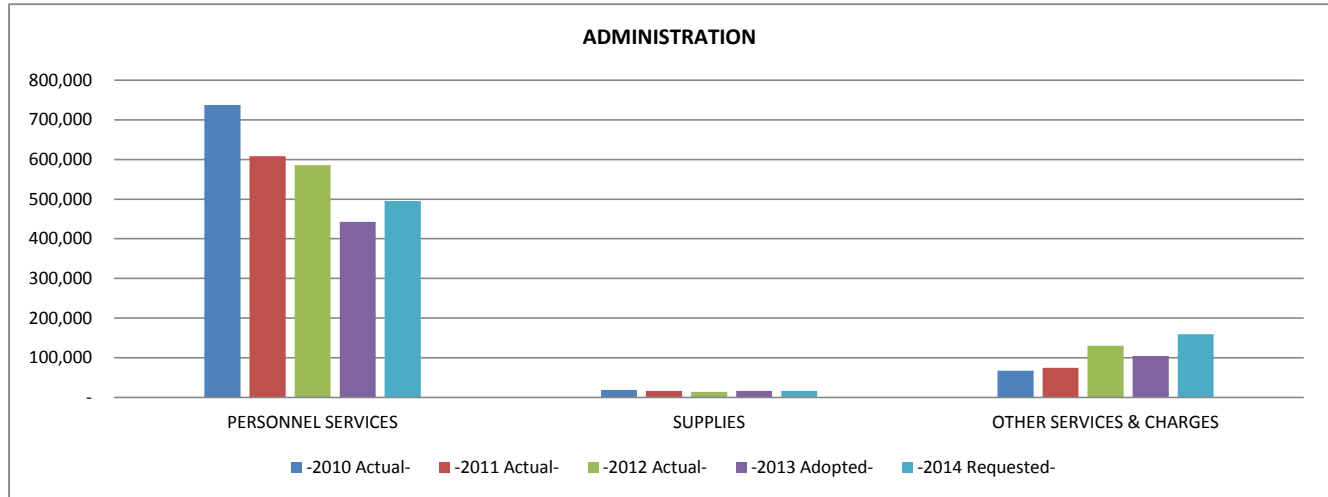
City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**ADMINISTRATION 130**

**2010 Actual 2011 Actual 2012 Actual 2013 Adopted 2014 Requested**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	737,690	608,272	585,369	442,539	494,939
SUPPLIES	18,330	16,110	13,710	16,250	16,225
OTHER SERVICES & CHARGES	67,369	74,162	129,902	103,950	159,550
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>823,389</b>	<b>698,544</b>	<b>728,981</b>	<b>562,739</b>	<b>670,714</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

ADMINISTRATION 130

2010 Actual 2011 Actual 2012 Actual 2013 Adopted 2014 Requested

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	531,629	415,465	388,311	336,469	380,677
6103 FULL TIME-REGULAR-OVERTIME	627	193	1,849	-	-
6104 PART TIME-WAGES & SALARIES	24,564	26,728	12,446	-	-
6105 TEMPORARY-WAGES & SALARIES	14,315	29,030	19,179	-	12,480
6107 OVERTIME-PART TIME	-	90	-	-	-
<b>TOTAL WAGES AND SALARIES</b>	<b>571,135</b>	<b>471,506</b>	<b>421,785</b>	<b>336,469</b>	<b>393,157</b>
<b>OTHER GROSS EARNINGS</b>					
6108 SEVERANCE PAY	11,676	-	29,497	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>	<b>11,676</b>	<b>-</b>	<b>29,497</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	39,422	31,946	31,702	24,394	27,599
6122 FICA/MEDICARE CONTRIBUTIONS	40,825	32,774	33,451	29,972	32,092
6123 ICMA RETIREMENT TRUST	2,000	2,000	2,080	2,000	2,000
6131 GROUP INSURANCE	69,279	66,044	63,880	47,010	36,946
6133 WORKERS COMP INSURANCE PREMIUM	3,353	4,002	2,974	2,694	3,145
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>154,879</b>	<b>136,766</b>	<b>134,087</b>	<b>106,070</b>	<b>101,782</b>
<b>Total PERSONNEL SERVICES</b>	<b>737,690</b>	<b>608,272</b>	<b>585,369</b>	<b>442,539</b>	<b>494,939</b>
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
6203 DUPLICATING SUPPLY & COPY PAPE	8,074	6,352	5,305	6,000	6,175
6204 STATIONERY, ENVELOPES & FORMS	2,103	1,648	846	2,000	1,450
6208 MISCELLANEOUS OFFICE SUPPLIES	4,222	4,966	3,031	5,250	4,800
<b>TOTAL OFFICE SUPPLIES</b>	<b>14,399</b>	<b>12,966</b>	<b>9,182</b>	<b>13,250</b>	<b>12,425</b>
<b>OPERATING SUPPLIES</b>					
6249 MISCELLANEOUS OPERATING SUPPLY	3,931	3,144	4,528	3,000	3,800
<b>TOTAL OPERATING SUPPLIES</b>	<b>3,931</b>	<b>3,144</b>	<b>4,528</b>	<b>3,000</b>	<b>3,800</b>
<b>Total SUPPLIES</b>	<b>18,330</b>	<b>16,110</b>	<b>13,710</b>	<b>16,250</b>	<b>16,225</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6305 MEDICAL/PSYCHOLOGICAL FEES	5,404	3,488	17,880	6,000	14,350
6306 PERSONNEL TESTING & RECRUITMT	544	544	1,177	2,200	2,200
6315 MISCELLANEOUS PROFESSIONAL SER	19,189	23,984	59,391	50,500	46,000
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>25,137</b>	<b>28,016</b>	<b>78,448</b>	<b>58,700</b>	<b>62,550</b>
<b>COMMUNICATION</b>					
6321 TELEPHONE	2,910	2,576	2,288	3,000	3,000
6322 POSTAGE	815	618	484	1,000	1,000
6323 CELLULAR PHONES	2,988	3,424	3,282	3,400	3,600
6325 LONG DISTANCE CHARGES	-	-	-	100	-
<b>TOTAL COMMUNICATION</b>	<b>6,713</b>	<b>6,618</b>	<b>6,054</b>	<b>7,500</b>	<b>7,600</b>
<b>EMPLOYEE REIMBURSEMENTS</b>					
6331 TRAVEL & LODGING	3,839	3,681	3,397	2,500	2,500
6334 MILEAGE REIMBURSEMENT	346	206	40	350	300
6335 TRAINING	6,076	9,334	17,518	9,000	14,000
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>	<b>10,261</b>	<b>13,221</b>	<b>20,955</b>	<b>11,850</b>	<b>16,800</b>
<b>ADVERTISING AND PUBLISHING</b>					
6352 GENERAL NOTICE & PUBLIC INFOR	1,398	1,724	1,231	1,500	1,500
6353 ORDINANCE PUBLICATION	1,717	1,138	2,501	1,700	1,700
6354 HELP WANTED ADVERTISEMENTS	1,598	296	614	1,000	2,000
<b>TOTAL ADVERTISING AND PUBLISHING</b>	<b>4,713</b>	<b>3,158</b>	<b>4,346</b>	<b>4,200</b>	<b>5,200</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

		<b>ADMINISTRATION</b>				
		<b>130</b>				
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>INSURANCE</b>						
6361	GENERAL LIABILITY/PROPERTY INS	5,551	7,000	6,026	6,000	6,700
<b>TOTAL INSURANCE</b>		<b>5,551</b>	<b>7,000</b>	<b>6,026</b>	<b>6,000</b>	<b>6,700</b>
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>						
6405	OFFICE & DATA PROCESSING EQUIP	10,206	11,683	11,161	12,000	12,000
<b>TOTAL REPAIRS AND MAINTENANCE - CONTRACTS</b>		<b>10,206</b>	<b>11,683</b>	<b>11,161</b>	<b>12,000</b>	<b>12,000</b>
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>						
6451	MEMBERSHIP DUES	4,122	3,870	2,145	2,900	2,900
6452	SUBSCRIPTIONS	666	596	767	800	800
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		<b>4,788</b>	<b>4,466</b>	<b>2,912</b>	<b>3,700</b>	<b>3,700</b>
<b>CONTRACTED SERVICES</b>						
6489	OTHER CONTRACTED SERVICES	-	-	-	-	45,000
<b>TOTAL CONTRACTED SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,000</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>67,369</b>	<b>74,162</b>	<b>129,902</b>	<b>103,950</b>	<b>159,550</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>823,389</b>	<b>698,544</b>	<b>728,981</b>	<b>562,739</b>	<b>670,714</b>

**PERSONNEL COMPLEMENT**

City Administrator	1.00	1.00	1.00	1.00	1.00
Deputy City Administrator/Comm Dev Dir	1.00	1.00	1.00	-	-
Human Resources Manager	1.00	-	-	1.00	1.00
Personnel Technician	1.00	1.00	1.00	-	-
Records Retention Clerk	1.00	1.00	1.00	-	-
City Clerk	1.00	1.00	1.00	1.00	1.00
Secretary	0.60	0.60	0.60	-	-
Administrative Clerks	-	-	-	1.20	1.20
Mgmt/IT Intern	0.25	0.50	1.50	-	-
Assistant to City Administrator - Management Analyst	-	-	-	1.00	1.50
Receptionist	1.00	1.00	1.00	1.00	1.00
Administration Total	<b>7.85</b>	<b>7.10</b>	<b>8.10</b>	<b>6.20</b>	<b>6.70</b>

**6249 Miscellaneous Operating Supplies**

Employee Recognition	1,593	1,660	3,000	2,000	3,000
Flowers for illnesses, expenses for staff workshops, thank-you cards, and other miscellaneous operating supplies.	2,338	1,484	1,528	1,000	800
	<b>3,931</b>	<b>3,144</b>	<b>4,528</b>	<b>3,000</b>	<b>3,800</b>

**6315 Miscellaneous Professional Services**

Insurance Agent of Record Annual Fee	5,305	5,800	6,000	6,200	6,400
Flex Spending(admin & deposit)	808	1,013	1,176	1,500	1,500
Employee Assistance Program	1,650	2,490	1,476	2,500	2,500
City Code Codification	5,950	7,217	6,926	10,450	7,000
Miscellaneous department charges	5,476	840	1,639	6,850	2,100
Employment Law Attorney	-	4,719	31,680	-	-
CPM Survey	-	1,905	-	-	3,500
Minute Taking	-	-	10,494	23,000	23,000
	<b>19,189</b>	<b>23,984</b>	<b>59,391</b>	<b>50,500</b>	<b>46,000</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**ADMINISTRATION 130**

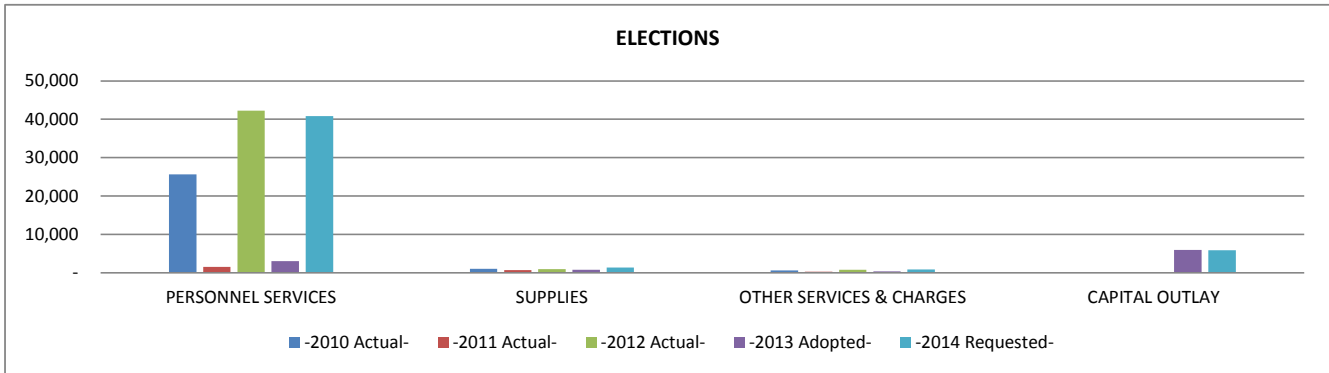
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>6335 Training</b>					
League of Minnesota Cities Annual/monthly Conference	-	820	485	900	900
MCMA Conference	-	-	-	750	750
Wellness Fair	-	-	-	1,200	1,200
Don Salverda & Assoc	-	780	780	-	-
Employment Law Seminar	-	-	250	500	500
ICMA Annual Conference	-	1,609	1,690	1,500	1,500
Metropolitan Area Management Assoc (MAMA)	-	165	80	150	150
National Clerks Conference	-	-	-	2,000	2,000
Web QA	-	-	3,000	-	-
Consulting	-	-	5,000	-	-
Miscellaneous Training	6,076	5,960	6,233	2,000	7,000
	<u>6,076</u>	<u>9,334</u>	<u>17,518</u>	<u>9,000</u>	<u>14,000</u>
<b>6405 Office/Data Processing Equipment-Contract</b>					
Postage Meter	1,236	1,236	1,300	1,300	1,300
Copy Machines (3)	8,563	10,097	9,300	9,300	9,300
Shredder	407	350	400	400	400
Misc.	-	-	161	1,000	1,000
	<u>10,206</u>	<u>11,683</u>	<u>11,161</u>	<u>12,000</u>	<u>12,000</u>
<b>6451 Dues</b>					
IPMA - National	-	-	145	145	600
ICMA	-	1,840	1,200	1,000	1,000
MCCMA	-	381	200	-	-
MAMA	-	225	100	-	-
Miscellaneous	-	-	-	1,155	1,300
HR organizations-misc	-	330	500	-	-
Rotary	4,122	1,094	-	600	-
	<u>4,122</u>	<u>3,870</u>	<u>2,145</u>	<u>2,900</u>	<u>2,900</u>
<b>6452 Subscriptions</b>					
Star Tribune Newspaper	223	446	100	450	450
Miscellaneous Subscriptions	443	150	667	350	350
	<u>666</u>	<u>596</u>	<u>767</u>	<u>800</u>	<u>800</u>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**ELECTIONS** **141**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	25,624	1,530	42,257	3,039	40,840
SUPPLIES	1,049	719	986	825	1,350
OTHER SERVICES & CHARGES	657	322	803	405	920
CAPITAL OUTLAY				6,000	5,850
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>27,330</b>	<b>2,571</b>	<b>44,046</b>	<b>10,269</b>	<b>48,960</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**ELECTIONS 141**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	127	-	12,325	150	10,594
6103 FULL TIME-REGULAR-OVERTIME	977	-	3,724	1,200	1,200
6105 TEMPORARY-WAGES & SALARIES	24,214	1,500	23,598	1,500	27,000
<b>TOTAL WAGES AND SALARIES</b>	<b>25,318</b>	<b>1,500</b>	<b>39,647</b>	<b>2,850</b>	<b>38,794</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	77	-	1,163	87	855
6122 FICA/MEDICARE CONTRIBUTIONS	83	-	1,186	92	902
6133 WORKERS COMP INSURANCE PREMIUM	146	30	261	10	289
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>306</b>	<b>30</b>	<b>2,610</b>	<b>189</b>	<b>2,046</b>
<b>Total PERSONNEL SERVICES</b>	<b>25,624</b>	<b>1,530</b>	<b>42,257</b>	<b>3,039</b>	<b>40,840</b>
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
6208 MISCELLANEOUS OFFICE SUPPLIES	-	-	-	25	200
<b>TOTAL OFFICE SUPPLIES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25</b>	<b>200</b>
<b>OPERATING SUPPLIES</b>					
6249 MISCELLANEOUS OPERATING SUPPLY	1,049	719	986	800	1,150
<b>TOTAL OPERATING SUPPLIES</b>	<b>1,049</b>	<b>719</b>	<b>986</b>	<b>800</b>	<b>1,150</b>
<b>Total SUPPLIES</b>	<b>1,049</b>	<b>719</b>	<b>986</b>	<b>825</b>	<b>1,350</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>COMMUNICATION</b>					
6322 POSTAGE	126	-	154	130	160
<b>TOTAL COMMUNICATION</b>	<b>126</b>	<b>-</b>	<b>154</b>	<b>130</b>	<b>160</b>
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	186	2	364	25	500
<b>TOTAL INSURANCE</b>	<b>186</b>	<b>2</b>	<b>364</b>	<b>25</b>	<b>500</b>
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>					
6451 MEMBERSHIP DUES	345	320	285	250	260
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>	<b>345</b>	<b>320</b>	<b>285</b>	<b>250</b>	<b>260</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>657</b>	<b>322</b>	<b>803</b>	<b>405</b>	<b>920</b>
<b>CAPITAL OUTLAY</b>					
<b>CAPITAL OUTLAY</b>					
6580 OTHER EQUIPMENT	-	-	-	6,000	5,850
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,000</b>	<b>5,850</b>
<b>Total CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,000</b>	<b>5,850</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>27,330</b>	<b>2,571</b>	<b>44,046</b>	<b>10,269</b>	<b>48,960</b>

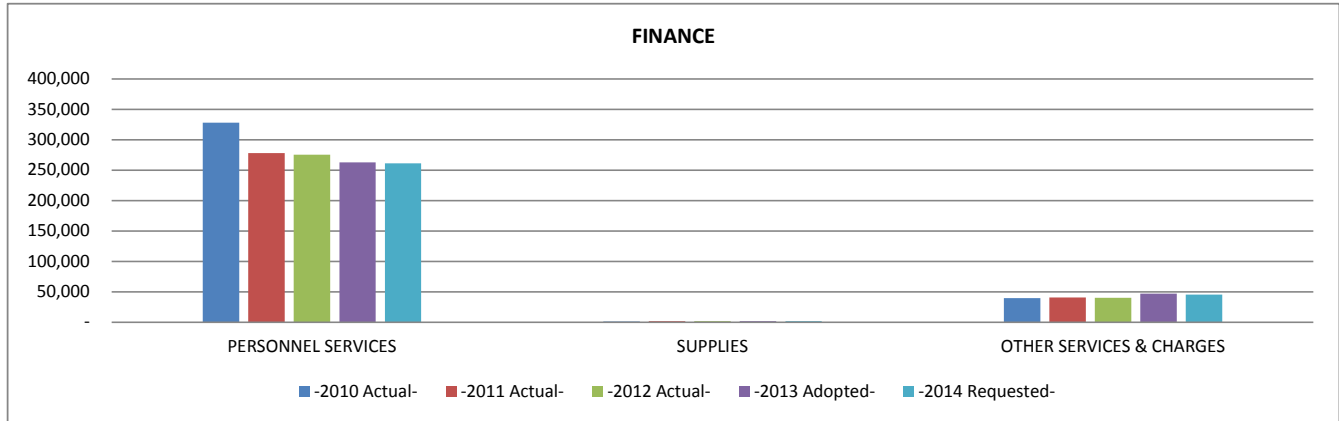
City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**FINANCE** **153**

<b>EXPENDITURE BY OBJECT SUMMARY</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
PERSONNEL SERVICES	328,157	278,381	275,729	262,808	261,461
SUPPLIES	1,263	1,604	1,590	1,600	1,710
OTHER SERVICES & CHARGES	39,609	40,732	40,229	46,700	45,550
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>369,029</b>	<b>320,717</b>	<b>317,548</b>	<b>311,108</b>	<b>308,721</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

		FINANCE					153
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-	
<b>PERSONNEL SERVICES</b>							
<b>WAGES AND SALARIES</b>							
6102	F.T. REGULAR-WAGES & SALARIES	220,880	192,915	197,056	189,181	199,535	
6104	PART TIME-WAGES & SALARIES	26,242	9,903	-	-	-	
6105	TEMPORARY-WAGES & SALARIES	-	-	2,820	-	-	
<b>TOTAL WAGES AND SALARIES</b>		<b>247,122</b>	<b>202,818</b>	<b>199,876</b>	<b>189,181</b>	<b>199,535</b>	
<b>OTHER GROSS EARNINGS</b>							
6108	SEVERANCE PAY	9,228	6,632	-	-	-	
<b>TOTAL OTHER GROSS EARNINGS</b>		<b>9,228</b>	<b>6,632</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>EMPLOYER CONTRIBUTIONS</b>							
6121	PERA CONTRIBUTIONS	17,429	14,887	15,032	13,716	14,466	
6122	FICA/MEDICARE CONTRIBUTIONS	18,844	15,526	15,202	16,341	16,458	
6131	GROUP INSURANCE	34,059	36,590	44,302	42,084	29,435	
6133	WORKERS COMP INSURANCE PREMIUM	1,475	1,928	1,317	1,486	1,567	
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>		<b>71,807</b>	<b>68,931</b>	<b>75,853</b>	<b>73,627</b>	<b>61,926</b>	
<b>Total PERSONNEL SERVICES</b>		<b>328,157</b>	<b>278,381</b>	<b>275,729</b>	<b>262,808</b>	<b>261,461</b>	
<b>SUPPLIES</b>							
<b>OFFICE SUPPLIES</b>							
6204	STATIONERY, ENVELOPES & FORMS	810	753	1,114	800	930	
6208	MISCELLANEOUS OFFICE SUPPLIES	453	851	476	800	780	
<b>TOTAL OFFICE SUPPLIES</b>		<b>1,263</b>	<b>1,604</b>	<b>1,590</b>	<b>1,600</b>	<b>1,710</b>	
<b>Total SUPPLIES</b>		<b>1,263</b>	<b>1,604</b>	<b>1,590</b>	<b>1,600</b>	<b>1,710</b>	
<b>OTHER SERVICES &amp; CHARGES</b>							
<b>PROFESSIONAL SERVICES</b>							
6302	AUDITING & ACCOUNTING SERVICES	29,285	26,835	27,035	30,000	27,500	
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>29,285</b>	<b>26,835</b>	<b>27,035</b>	<b>30,000</b>	<b>27,500</b>	
<b>COMMUNICATION</b>							
6321	TELEPHONE	490	452	527	600	600	
6322	POSTAGE	2,058	1,974	1,929	2,300	2,300	
<b>TOTAL COMMUNICATION</b>		<b>2,548</b>	<b>2,426</b>	<b>2,456</b>	<b>2,900</b>	<b>2,900</b>	
<b>EMPLOYEE REIMBURSEMENTS</b>							
6335	TRAINING	72	3,322	1,707	5,000	5,000	
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>		<b>72</b>	<b>3,322</b>	<b>1,707</b>	<b>5,000</b>	<b>5,000</b>	
<b>ADVERTISING AND PUBLISHING</b>							
6352	GENERAL NOTICE & PUBLIC INFOR	267	876	887	700	1,000	
<b>TOTAL ADVERTISING AND PUBLISHING</b>		<b>267</b>	<b>876</b>	<b>887</b>	<b>700</b>	<b>1,000</b>	
<b>INSURANCE</b>							
6361	GENERAL LIABILITY/PROPERTY INS	4,029	3,800	3,652	4,200	4,200	
<b>TOTAL INSURANCE</b>		<b>4,029</b>	<b>3,800</b>	<b>3,652</b>	<b>4,200</b>	<b>4,200</b>	
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>							
6451	MEMBERSHIP DUES	370	310	310	500	500	
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		<b>370</b>	<b>310</b>	<b>310</b>	<b>500</b>	<b>500</b>	
<b>CONTRACTED SERVICES</b>							
6489	OTHER CONTRACTED SERVICES	3,038	3,163	4,182	3,400	4,450	
<b>TOTAL CONTRACTED SERVICES</b>		<b>3,038</b>	<b>3,163</b>	<b>4,182</b>	<b>3,400</b>	<b>4,450</b>	
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>39,609</b>	<b>40,732</b>	<b>40,229</b>	<b>46,700</b>	<b>45,550</b>	
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>369,029</b>	<b>320,717</b>	<b>317,548</b>	<b>311,108</b>	<b>308,721</b>	

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

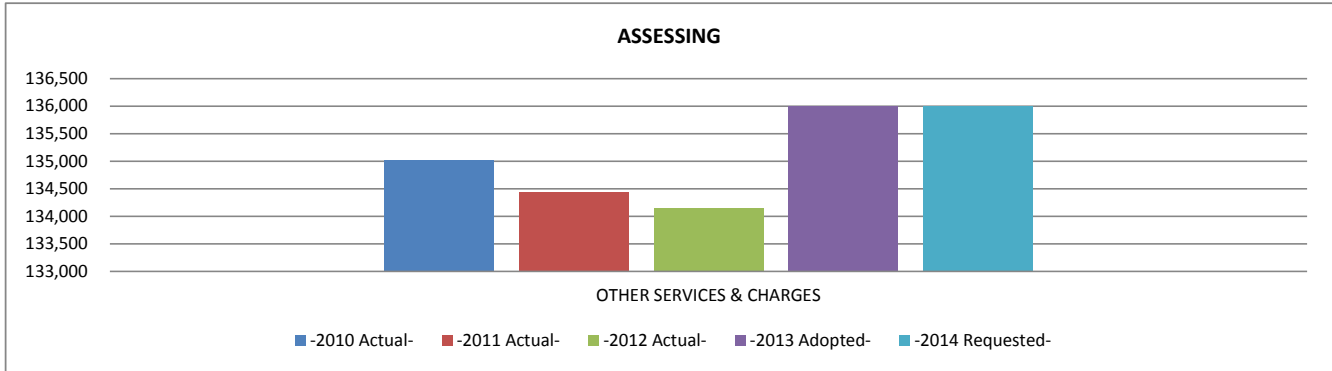
<b>FINANCE</b>						<b>153</b>
	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>	
<b>PERSONNEL COMPLEMENT</b>						
Finance Director	1.00	1.00	1.00	1.00	1.00	
Asst. Finance Director	1.00	1.00	1.00	1.00	1.00	
Accountant I	1.00	1.00	1.00	1.00	1.00	
Accountant II	-	-	-	-	-	
Accounting Clerk	1.00	1.00	1.00	0.80	0.70	
Data Entry Clerk	0.62	0.62	-	-	-	
Finance Total	<u>4.62</u>	<u>4.62</u>	<u>4.00</u>	<u>3.80</u>	<u>3.70</u>	
<b>6489 Other Contracted Services</b>						
CIP Software Support	721	722	720	800	800	
Misc-safe repair and collateral charge for deposits Statutes.	2,317	2,441	3,462	2,600	3,650	
	<u>3,038</u>	<u>3,163</u>	<u>4,182</u>	<u>3,400</u>	<u>4,450</u>	

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**ASSESSING 155**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
OTHER SERVICES & CHARGES	135,018	134,439	134,156	136,000	136,000
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>135,018</b>	<b>134,439</b>	<b>134,156</b>	<b>136,000</b>	<b>136,000</b>



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>CONTRACTED SERVICES</b>					
6489 OTHER CONTRACTED SERVICES	135,018	134,439	134,156	136,000	136,000
TOTAL CONTRACTED SERVICES	135,018	134,439	134,156	136,000	136,000
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>135,018</b>	<b>134,439</b>	<b>134,156</b>	<b>136,000</b>	<b>136,000</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>135,018</b>	<b>134,439</b>	<b>134,156</b>	<b>136,000</b>	<b>136,000</b>

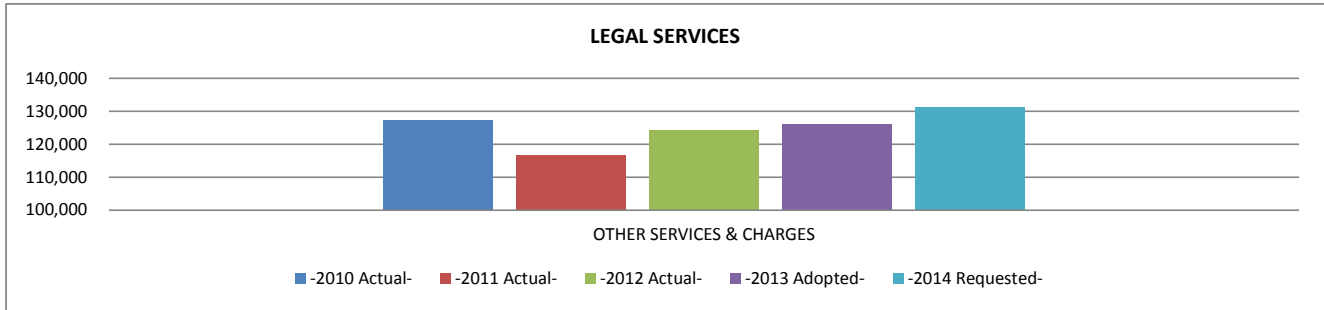
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>6489 Other Contracted Services</b>					
Residential Improved Parcels	98,883	98,322	98,883	98,883	98,883
Commercial and Industrial Parcels	31,600	31,600	31,600	32,600	32,600
Unimproved land Parcels	4,535	4,517	3,673	4,517	4,517
	135,018	134,439	134,156	136,000	136,000

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**LEGAL SERVICES** 161

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
OTHER SERVICES & CHARGES	127,252	116,864	124,461	126,000	131,200
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>127,252</b>	<b>116,864</b>	<b>124,461</b>	<b>126,000</b>	<b>131,200</b>



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6304 LEGAL FEES	126,355	115,864	123,432	125,000	130,000
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>126,355</b>	<b>115,864</b>	<b>123,432</b>	<b>125,000</b>	<b>130,000</b>
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	897	1,000	1,029	1,000	1,200
<b>TOTAL INSURANCE</b>	<b>897</b>	<b>1,000</b>	<b>1,029</b>	<b>1,000</b>	<b>1,200</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>127,252</b>	<b>116,864</b>	<b>124,461</b>	<b>126,000</b>	<b>131,200</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>127,252</b>	<b>116,864</b>	<b>124,461</b>	<b>126,000</b>	<b>131,200</b>

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
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**6304 Legal Fees**

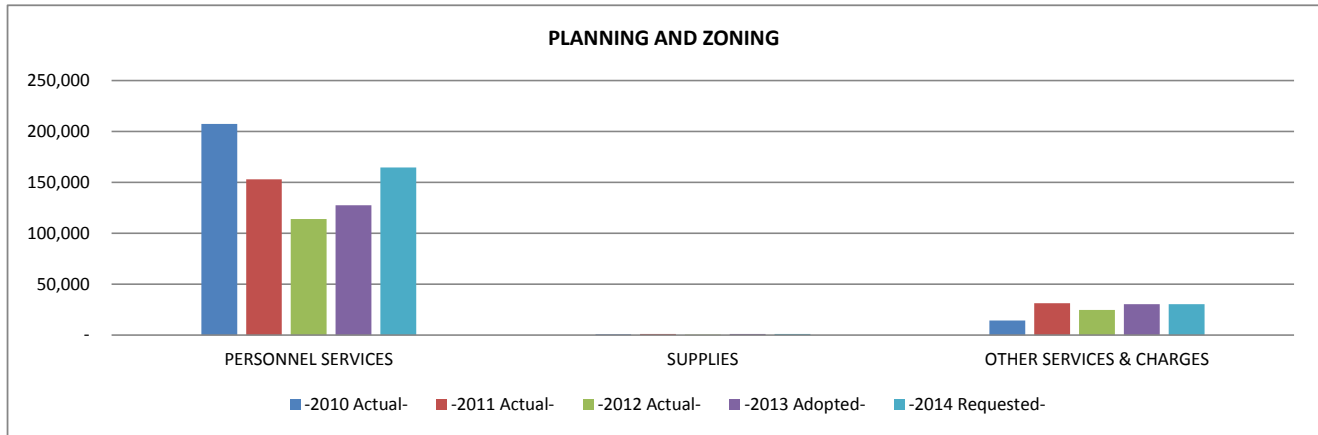
General Legal - Randall, Dehn, Goodrich	52,521	56,741	50,000	53,000	55,000
Prosecution - Randall, Dehn, Goodrich	68,000	56,202	68,000	69,000	71,000
Other Legal - Kennedy & Graven, Personnel, etc.	5,834	2,921	5,432	3,000	4,000
	<b>126,355</b>	<b>115,864</b>	<b>123,432</b>	<b>125,000</b>	<b>130,000</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**PLANNING AND ZONING 191**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	207,362	153,152	114,015	127,467	164,668
SUPPLIES	807	1,170	374	1,200	1,180
OTHER SERVICES & CHARGES	14,410	31,261	24,779	30,400	30,400
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>222,579</b>	<b>185,583</b>	<b>139,168</b>	<b>159,067</b>	<b>196,248</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PLANNING AND ZONING 191

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	160,261	111,528	78,241	94,341	104,280
6103 FULL TIME-REGULAR-OVERTIME	172	-	-	-	-
6105 TEMPORARY-WAGES & SALARIES	-	-	-	-	24,960
<b>TOTAL WAGES AND SALARIES</b>	<b>160,433</b>	<b>111,528</b>	<b>78,241</b>	<b>94,341</b>	<b>129,240</b>
<b>OTHER GROSS EARNINGS</b>					
6108 SEVERANCE PAY	-	3,395	5,724	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>	<b>-</b>	<b>3,395</b>	<b>5,724</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	11,329	8,305	5,935	6,840	7,560
6122 FICA/MEDICARE CONTRIBUTIONS	11,906	8,359	6,483	7,891	10,616
6131 GROUP INSURANCE	22,771	20,270	17,497	17,640	16,218
6133 WORKERS COMP INSURANCE PREMIUM	923	1,295	135	755	1,034
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>46,929</b>	<b>38,229</b>	<b>30,050</b>	<b>33,126</b>	<b>35,428</b>
<b>Total PERSONNEL SERVICES</b>	<b>207,362</b>	<b>153,152</b>	<b>114,015</b>	<b>127,467</b>	<b>164,668</b>
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
6208 MISCELLANEOUS OFFICE SUPPLIES	186	281	239	200	180
<b>TOTAL OFFICE SUPPLIES</b>	<b>186</b>	<b>281</b>	<b>239</b>	<b>200</b>	<b>180</b>
<b>OPERATING SUPPLIES</b>					
6249 MISCELLANEOUS OPERATING SUPPLY	621	889	135	1,000	1,000
<b>TOTAL OPERATING SUPPLIES</b>	<b>621</b>	<b>889</b>	<b>135</b>	<b>1,000</b>	<b>1,000</b>
<b>Total SUPPLIES</b>	<b>807</b>	<b>1,170</b>	<b>374</b>	<b>1,200</b>	<b>1,180</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6315 MISCELLANEOUS PROFESSIONAL SER	7,998	23,358	18,425	20,000	20,000
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>7,998</b>	<b>23,358</b>	<b>18,425</b>	<b>20,000</b>	<b>20,000</b>
<b>COMMUNICATION</b>					
6321 TELEPHONE	492	452	527	1,000	1,000
6322 POSTAGE	318	756	251	600	600
6323 CELLULAR PHONES	900	843	595	850	850
6325 LONG DISTANCE CHARGES	-	-	-	100	100
<b>TOTAL COMMUNICATION</b>	<b>1,710</b>	<b>2,051</b>	<b>1,373</b>	<b>2,550</b>	<b>2,550</b>
<b>EMPLOYEE REIMBURSEMENTS</b>					
6331 TRAVEL & LODGING	801	193	437	900	900
6334 MILEAGE REIMBURSEMENT	100	7	49	200	200
6335 TRAINING	682	1,121	1,853	1,500	1,500
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>	<b>1,583</b>	<b>1,321</b>	<b>2,339</b>	<b>2,600</b>	<b>2,600</b>
<b>ADVERTISING AND PUBLISHING</b>					
6352 GENERAL NOTICE & PUBLIC INFOR	282	-	610	900	900
<b>TOTAL ADVERTISING AND PUBLISHING</b>	<b>282</b>	<b>-</b>	<b>610</b>	<b>900</b>	<b>900</b>
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	1,510	3,000	1,151	2,000	2,000
<b>TOTAL INSURANCE</b>	<b>1,510</b>	<b>3,000</b>	<b>1,151</b>	<b>2,000</b>	<b>2,000</b>
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>					
6451 MEMBERSHIP DUES	818	1,068	457	1,400	1,400
6452 SUBSCRIPTIONS	168	463	424	600	600
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>	<b>986</b>	<b>1,531</b>	<b>881</b>	<b>2,000</b>	<b>2,000</b>
<b>BOOKS AND PAMPHLETS</b>					
6471 BOOKS & PAMPHLETS	341	-	-	350	350
<b>TOTAL BOOKS AND PAMPHLETS</b>	<b>341</b>	<b>-</b>	<b>-</b>	<b>350</b>	<b>350</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>14,410</b>	<b>31,261</b>	<b>24,779</b>	<b>30,400</b>	<b>30,400</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>222,579</b>	<b>185,583</b>	<b>139,168</b>	<b>159,067</b>	<b>196,248</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**PLANNING AND ZONING** **191**

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>PERSONNEL COMPLEMENT</b>					
Economic Development Manager	-	-	1.00	1.00	1.00
TIF/Economic Development Specialist	1.00	-	-	-	-
Planning Manager	1.00	1.00	-	-	-
Development Services Manager	-	-	-	-	1.00
Senior Planner	-	-	1.00	1.00	-
Associate Planner	1.00	1.00	-	-	1.00
Secretary	1.00	1.00	1.00	1.00	1.00
Planning Intern	-	-	-	-	0.50
Rental License Intern	0.25	-	-	-	0.50
Planning & Zoning/EDA Total	4.25	3.00	3.00	3.00	5.00
<b>6315 Miscellaneous Professional Services</b>					
Planning Service Consultant	7,998	23,358	18,425	20,000	20,000
	7,998	23,358	18,425	20,000	20,000

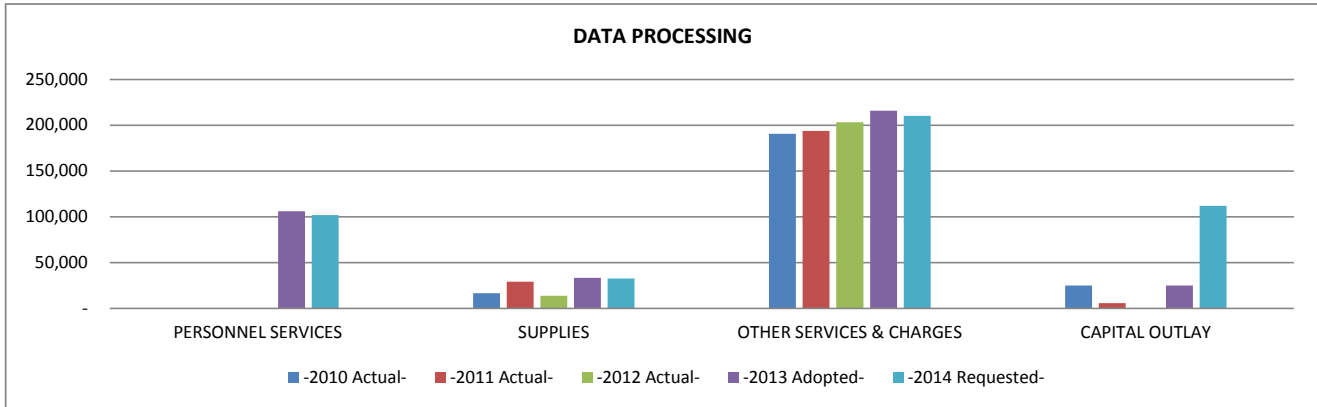
City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**DATA PROCESSING 192**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES				106,051	102,043
SUPPLIES	16,481	29,060	13,681	33,250	32,625
OTHER SERVICES & CHARGES	190,722	193,877	203,229	215,700	210,319
CAPITAL OUTLAY	25,098	5,900	-	25,000	112,000
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>232,301</b>	<b>228,837</b>	<b>216,910</b>	<b>380,001</b>	<b>456,987</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**DATA PROCESSING 192**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>						
<b>WAGES AND SALARIES</b>						
6102	F.T. REGULAR-WAGES & SALARIES	-	-	-	84,037	58,984
6104	PART TIME-WAGES & SALARIES	-	-	-	-	20,967
TOTAL WAGES AND SALARIES		-	-	-	84,037	79,951
<b>EMPLOYER CONTRIBUTIONS</b>						
6121	PERA CONTRIBUTIONS	-	-	-	6,093	5,796
6122	FICA/MEDICARE CONTRIBUTIONS	-	-	-	6,429	6,116
6131	GROUP INSURANCE	-	-	-	8,820	9,540
6133	WORKERS COMP INSURANCE PREMIUM	-	-	-	672	640
TOTAL EMPLOYER CONTRIBUTIONS		-	-	-	22,014	22,092
<b>Total PERSONNEL SERVICES</b>		-	-	-	<b>106,051</b>	<b>102,043</b>
<b>SUPPLIES</b>						
<b>OFFICE SUPPLIES</b>						
6206	FILM, MICROFILM, TAPES, DISKS	122	142	-	500	150
6208	MISCELLANEOUS OFFICE SUPPLIES	-	-	307	-	375
TOTAL OFFICE SUPPLIES		122	142	307	500	525
<b>OPERATING SUPPLIES</b>						
6249	MISCELLANEOUS OPERATING SUPPLY	439	1,078	567	750	740
TOTAL OPERATING SUPPLIES		439	1,078	567	750	740
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>						
6281	SMALL TOOLS & MINOR EQUIPMENT	15,920	27,840	12,807	32,000	31,360
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		15,920	27,840	12,807	32,000	31,360
<b>Total SUPPLIES</b>		<b>16,481</b>	<b>29,060</b>	<b>13,681</b>	<b>33,250</b>	<b>32,625</b>
<b>OTHER SERVICES &amp; CHARGES</b>						
<b>COMMUNICATION</b>						
6321	TELEPHONE	13,573	13,069	13,267	13,000	14,000
TOTAL COMMUNICATION		13,573	13,069	13,267	13,000	14,000
<b>EMPLOYEE REIMBURSEMENTS</b>						
6335	TRAINING	350	350	-	500	500
TOTAL EMPLOYEE REIMBURSEMENTS		350	350	-	500	500
<b>INSURANCE</b>						
6361	GENERAL LIABILITY/PROPERTY INS	1,529	1,800	1,793	2,000	2,200
TOTAL INSURANCE		1,529	1,800	1,793	2,000	2,200
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>						
6405	OFFICE & DATA PROCESSING EQUIP	175,270	178,658	188,169	200,200	193,619
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		175,270	178,658	188,169	200,200	193,619
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>190,722</b>	<b>193,877</b>	<b>203,229</b>	<b>215,700</b>	<b>210,319</b>
<b>CAPITAL OUTLAY</b>						
<b>CAPITAL OUTLAY</b>						
6585	COMPUTER HARDWARE/SOFTWARE	25,098	5,900	-	25,000	112,000
TOTAL CAPITAL OUTLAY		25,098	5,900	-	25,000	112,000
<b>Total CAPITAL OUTLAY</b>		<b>25,098</b>	<b>5,900</b>	<b>-</b>	<b>25,000</b>	<b>112,000</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>232,301</b>	<b>228,837</b>	<b>216,910</b>	<b>380,001</b>	<b>456,987</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

DATA PROCESSING						192
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested	
<b>PERSONNEL COMPLEMENT</b>						
IT Manager	1.00	1.00	1.00	1.00	1.00	1.00
IT Tech	-	-	-	-	-	0.50
Data Processing	1.00	1.00	1.00	1.00	1.00	1.50
<b>6405 Office Equipment Contracts</b>						
Support	8,560	12,000	12,623	12,000	12,000	12,000
Destiny Software	-	-	3,741	-	-	-
GL Inquiry Software	900	920	2,455	-	-	-
Financial Support(General Ledger,P/R, S/A, F/A & System Dev)	57,407	56,586	56,281	64,631	67,053	67,053
Code Enforcement Software	-	-	3,000	-	-	-
PIMS System Support	27,186	23,034	22,740	25,736	27,197	27,197
GIS	35,798	36,946	38,064	38,066	30,000	30,000
Laser Fiche Licensing	6,590	7,000	9,491	7,000	7,000	7,000
Licensing/maintenance	29,000	30,000	22,686	35,300	35,000	35,000
Internet (Included in LOGIS Support)	9,829	9,972	10,044	10,044	10,185	10,185
Employee Self-Service (ESS)	-	2,200	2,244	2,239	-	-
CRM Support	-	-	4,800	5,184	5,184	5,184
	175,270	178,658	188,169	200,200	193,619	193,619
<b>6585 Computer Hardware / Software</b>						
Other Capital Outlay	25,098	5,900	-	-	-	-
2012 Fiber Hardware & Sever	-	-	-	25,000	112,000	112,000
	25,098	5,900	-	25,000	112,000	112,000

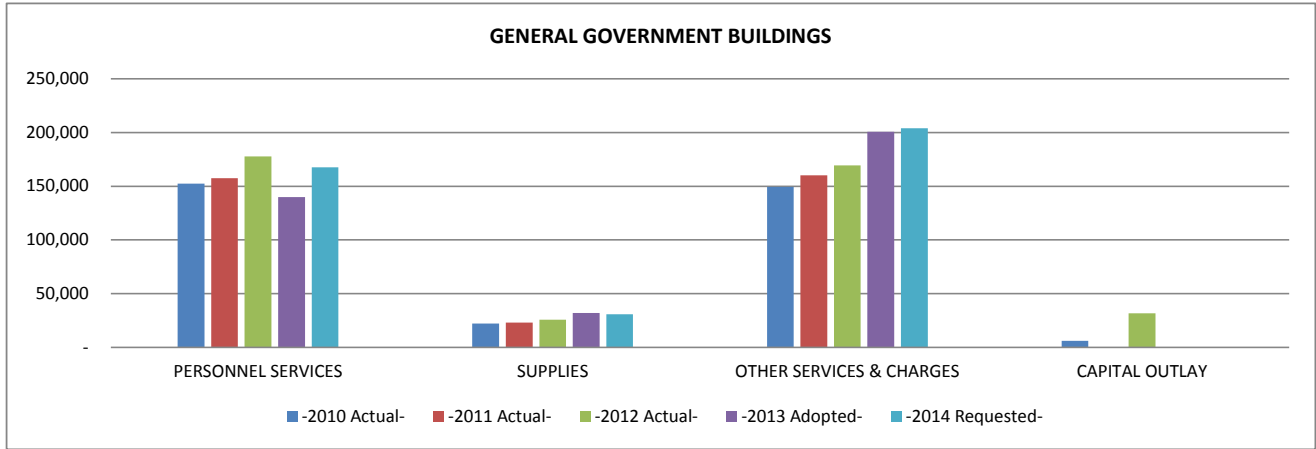
City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**GENERAL GOVERNMENT BUILDINGS 194**

**2010 Actual 2011 Actual 2012 Actual 2013 Adopted 2014 Requested**

<b>EXPENDITURE BY OBJECT SUMMARY</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
PERSONNEL SERVICES	152,489	157,515	177,621	139,972	167,572
SUPPLIES	22,159	23,107	25,671	31,900	30,705
OTHER SERVICES & CHARGES	149,547	160,161	169,294	200,750	204,075
CAPITAL OUTLAY	5,983	-	31,709	-	-
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>330,178</b>	<b>340,783</b>	<b>404,295</b>	<b>372,622</b>	<b>402,352</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**GENERAL GOVERNMENT BUILDINGS** **194**

**2010 Actual      2011 Actual      2012 Actual      2013 Adopted      2014 Requested**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	92,437	93,727	97,045	96,676	100,087
6103 FULL TIME-REGULAR-OVERTIME	546	683	1,805	-	-
6104 PART TIME-WAGES & SALARIES	20,975	20,554	10,443	-	17,934
6105 TEMPORARY-WAGES & SALARIES	132	-	12,647	-	-
6107 OVERTIME-PART TIME	-	235	196	-	-
<b>TOTAL WAGES AND SALARIES</b>	<b>114,090</b>	<b>115,199</b>	<b>122,136</b>	<b>96,676</b>	<b>118,021</b>
<b>OTHER GROSS EARNINGS</b>					
6108 SEVERANCE PAY	-	-	9,620	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>	<b>-</b>	<b>-</b>	<b>9,620</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	7,977	8,331	8,795	7,009	8,557
6122 FICA/MEDICARE CONTRIBUTIONS	8,202	8,217	8,972	7,396	9,028
6131 GROUP INSURANCE	18,446	20,527	24,298	24,444	26,065
6133 WORKERS COMP INSURANCE PREMIUM	3,774	5,241	3,800	4,447	5,901
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>38,399</b>	<b>42,316</b>	<b>45,865</b>	<b>43,296</b>	<b>49,551</b>
<b>Total PERSONNEL SERVICES</b>	<b>152,489</b>	<b>157,515</b>	<b>177,621</b>	<b>139,972</b>	<b>167,572</b>
<b>SUPPLIES</b>					
<b>OPERATING SUPPLIES</b>					
6221 CLEANING SUPPLIES	1,928	1,798	2,844	2,500	2,700
6223 GASOLINE	2,384	2,754	2,966	3,000	2,500
6225 DIESEL FUEL	246	484	1,735	2,000	2,000
6249 MISCELLANEOUS OPERATING SUPPLY	11,474	11,164	12,947	13,500	12,815
<b>TOTAL OPERATING SUPPLIES</b>	<b>16,032</b>	<b>16,200</b>	<b>20,492</b>	<b>21,000</b>	<b>20,015</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>					
6257 OTHER VEHICLE PARTS	926	1,428	701	1,000	1,080
6259 BUILDING MAINT/REPAIR SUPPLIES	2,750	2,302	1,274	5,500	5,420
6275 OTHER EQUIPMENT PARTS	85	10	89	400	400
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>	<b>3,761</b>	<b>3,740</b>	<b>2,064</b>	<b>6,900</b>	<b>6,900</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>					
6281 SMALL TOOLS & MINOR EQUIPMENT	2,366	3,167	3,115	4,000	3,790
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>	<b>2,366</b>	<b>3,167</b>	<b>3,115</b>	<b>4,000</b>	<b>3,790</b>
<b>Total SUPPLIES</b>	<b>22,159</b>	<b>23,107</b>	<b>25,671</b>	<b>31,900</b>	<b>30,705</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>COMMUNICATION</b>					
6323 CELLULAR PHONES	1,463	1,417	1,149	1,500	1,500
<b>TOTAL COMMUNICATION</b>	<b>1,463</b>	<b>1,417</b>	<b>1,149</b>	<b>1,500</b>	<b>1,500</b>
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	9,564	12,000	10,902	11,000	12,000
<b>TOTAL INSURANCE</b>	<b>9,564</b>	<b>12,000</b>	<b>10,902</b>	<b>11,000</b>	<b>12,000</b>
<b>UTILITIES</b>					
6371 ELECTRIC UTILITIES	91,868	85,527	105,946	95,000	97,000
6372 WATER/IRRIGATION	3,632	10,080	3,710	5,000	5,000
6373 GAS	29,323	30,505	25,985	40,000	40,000
6374 REFUSE/RECYCLING	5,713	4,049	2,983	6,000	6,000
<b>TOTAL UTILITIES</b>	<b>130,536</b>	<b>130,161</b>	<b>138,624</b>	<b>146,000</b>	<b>148,000</b>
<b>REPAIRS AND MAINTENANCE - LABOR</b>					
6381 BUILDING & STRUCTURE REPAIR	347	814	1,577	10,000	10,000
6382 MACHINERY & EQUIPMENT REPAIR	865	2,379	1,756	10,000	10,000
6388 OTHER VEHICLE REPAIR	-	60	257	500	1,000
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>	<b>1,212</b>	<b>3,253</b>	<b>3,590</b>	<b>20,500</b>	<b>21,000</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

<b>GENERAL GOVERNMENT BUILDINGS</b>						<b>194</b>
	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>	
<b>RENTALS</b>						
6415 OTHER EQUIPMENT RENTAL	643	771	782	1,000	950	
6417 UNIFORM RENTAL	107	28	-	750	750	
<b>TOTAL RENTALS</b>	<b>750</b>	<b>799</b>	<b>782</b>	<b>1,750</b>	<b>1,700</b>	
<b>CONTRACTED SERVICES</b>						
6489 OTHER CONTRACTED SERVICES	6,022	12,531	14,247	20,000	19,875	
<b>TOTAL CONTRACTED SERVICES</b>	<b>6,022</b>	<b>12,531</b>	<b>14,247</b>	<b>20,000</b>	<b>19,875</b>	
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>149,547</b>	<b>160,161</b>	<b>169,294</b>	<b>200,750</b>	<b>204,075</b>	
<b>CAPITAL OUTLAY</b>						
<b>CAPITAL OUTLAY</b>						
6550 MOTOR VEHICLES	-	-	25,865	-	-	
6580 OTHER EQUIPMENT	5,983	-	5,844	-	-	
<b>TOTAL CAPITAL OUTLAY</b>	<b>5,983</b>	<b>-</b>	<b>31,709</b>	<b>-</b>	<b>-</b>	
<b>Total CAPITAL OUTLAY</b>	<b>5,983</b>	<b>-</b>	<b>31,709</b>	<b>-</b>	<b>-</b>	
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>330,178</b>	<b>340,783</b>	<b>404,295</b>	<b>372,622</b>	<b>402,352</b>	

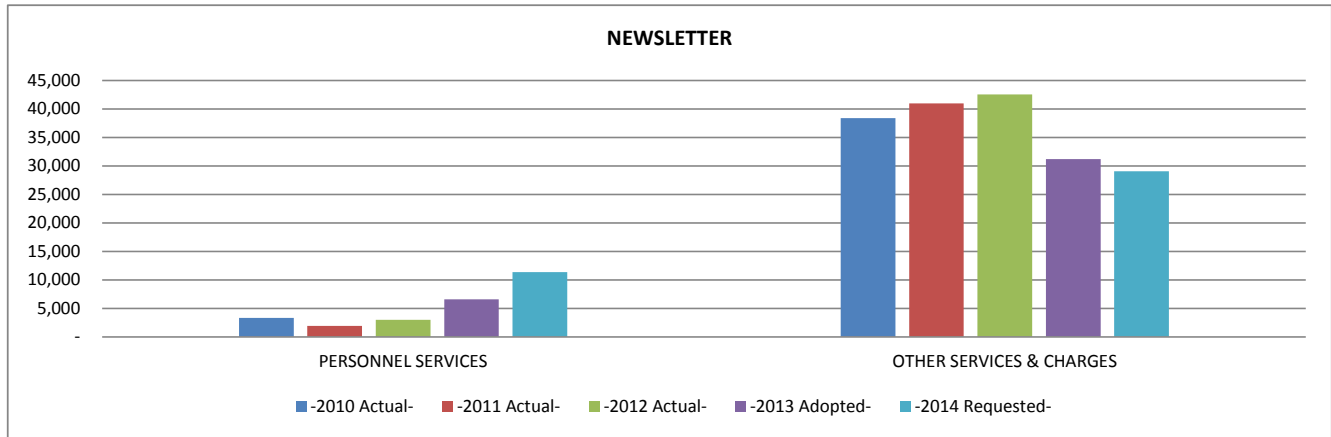
	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>	
<b>PERSONNEL COMPLEMENT</b>						
<b>Gen. Gov't. Bldgs.</b>						
Building Maintenance	2.50	2.50	2.50	2.00	2.50	
Gen Govt Bldgs Total	2.50	2.50	2.50	2.00	2.50	
<b>6371 Electric Utilities</b>						
Electric for Municipal Center	91,868	85,527	103,946	92,500	94,300	
Electric for city reader sign	-	-	2,000	2,500	2,700	
	91,868	85,527	105,946	95,000	97,000	
<b>6550 Motor Vehicles</b>						
2012 plow truck (less \$2500 trade-in)	-	-	25,865	-	-	
	-	-	25,865	-	-	
<b>6580 Other Equipment</b>						
2013 Phone system	-	-	-	-	-	
2012 plow truck emergency lights	5,983	-	5,844	-	-	
	5,983	-	5,844	-	-	

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**NEWSLETTER** **195**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	3,345	1,923	3,004	6,602	11,374
OTHER SERVICES & CHARGES	38,419	40,975	42,563	31,200	29,050
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>41,764</b>	<b>42,898</b>	<b>45,567</b>	<b>37,802</b>	<b>40,424</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

NEWSLETTER 195

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>						
<b>WAGES AND SALARIES</b>						
6102	F.T. REGULAR-WAGES & SALARIES	-	-	1,141	-	9,830
6104	PART TIME-WAGES & SALARIES	2,874	1,636	1,462	5,705	-
TOTAL WAGES AND SALARIES		2,874	1,636	2,603	5,705	9,830
<b>EMPLOYER CONTRIBUTIONS</b>						
6121	PERA CONTRIBUTIONS	219	119	187	414	713
6122	FICA/MEDICARE CONTRIBUTIONS	235	125	197	437	752
6133	WORKERS COMP INSURANCE PREMIUM	17	43	17	46	79
TOTAL EMPLOYER CONTRIBUTIONS		471	287	401	897	1,544
<b>Total PERSONNEL SERVICES</b>		<b>3,345</b>	<b>1,923</b>	<b>3,004</b>	<b>6,602</b>	<b>11,374</b>
<b>OTHER SERVICES &amp; CHARGES</b>						
<b>COMMUNICATION</b>						
6322	POSTAGE	8,150	7,823	8,099	5,800	6,500
TOTAL COMMUNICATION		8,150	7,823	8,099	5,800	6,500
<b>ADVERTISING AND PUBLISHING</b>						
6352	GENERAL NOTICE & PUBLIC INFOR	29,975	33,152	34,087	25,000	22,000
TOTAL ADVERTISING AND PUBLISHING		29,975	33,152	34,087	25,000	22,000
<b>INSURANCE</b>						
6361	GENERAL LIABILITY/PROPERTY INS	294	-	377	400	550
TOTAL INSURANCE		294	-	377	400	550
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>38,419</b>	<b>40,975</b>	<b>42,563</b>	<b>31,200</b>	<b>29,050</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>41,764</b>	<b>42,898</b>	<b>45,567</b>	<b>37,802</b>	<b>40,424</b>
		<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>
<b>6352 General Notice &amp; Public Information</b>						
4 full newsletters w/two UB inserts		29,975	33,152	34,087	25,000	22,000
		29,975	33,152	34,087	25,000	22,000

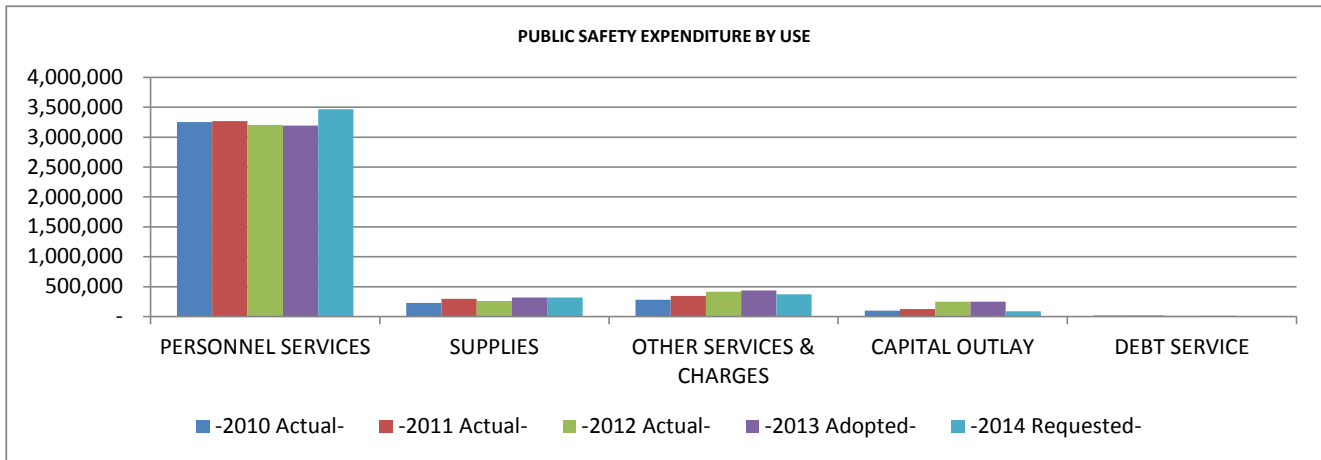
City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

**PUBLIC SAFETY 211-280**

**2010 Actual 2011 Actual 2012 Actual 2013 Adopted 2014 Requested**

<b>EXPENDITURE BY OBJECT SUMMARY</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
PERSONNEL SERVICES	3,251,746	3,265,779	3,205,593	3,191,253	3,465,206
SUPPLIES	230,591	298,911	260,587	317,850	321,830
OTHER SERVICES & CHARGES	280,267	348,907	417,715	436,670	374,625
CAPITAL OUTLAY	98,118	126,679	247,743	252,000	87,000
DEBT SERVICE	22,600	19,519	16,191	12,597	8,716
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>3,883,322</b>	<b>4,059,795</b>	<b>4,147,829</b>	<b>4,210,370</b>	<b>4,257,377</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

**PUBLIC SAFETY 211-280**

2010 Actual 2011 Actual 2012 Actual 2013 Adopted 2014 Requested

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>						
<b>WAGES AND SALARIES</b>						
6102	F.T. REGULAR-WAGES & SALARIES	2,234,348	2,241,314	2,132,657	2,140,745	2,325,493
6103	FULL TIME-REGULAR-OVERTIME	81,955	62,549	70,695	75,000	75,000
6104	PART TIME-WAGES & SALARIES	247,509	235,132	237,916	247,170	251,773
6105	TEMPORARY-WAGES & SALARIES	-	105	64	-	23,920
<b>TOTAL WAGES AND SALARIES</b>		<b>2,563,812</b>	<b>2,539,100</b>	<b>2,441,332</b>	<b>2,462,915</b>	<b>2,676,186</b>
<b>OTHER GROSS EARNINGS</b>						
6108	SEVERANCE PAY	20,738	6,025	46,971	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>		<b>20,738</b>	<b>6,025</b>	<b>46,971</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>						
6121	PERA CONTRIBUTIONS	297,717	304,479	306,606	299,086	333,440
6122	FICA/MEDICARE CONTRIBUTIONS	74,256	71,471	67,633	67,355	81,107
6131	GROUP INSURANCE	225,362	251,787	268,632	282,564	291,554
6132	DISABILITY INSURANCE	1,284	-	-	1,300	1,300
6133	WORKERS COMP INSURANCE PREMIUM	68,577	92,917	74,419	78,033	81,619
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>		<b>667,196</b>	<b>720,654</b>	<b>717,290</b>	<b>728,338</b>	<b>789,020</b>
<b>Total PERSONNEL SERVICES</b>		<b>3,251,746</b>	<b>3,265,779</b>	<b>3,205,593</b>	<b>3,191,253</b>	<b>3,465,206</b>
<b>SUPPLIES</b>						
<b>OFFICE SUPPLIES</b>						
6204	STATIONERY, ENVELOPES & FORMS	2,396	2,799	3,244	2,550	2,370
6206	FILM, MICROFILM, TAPES, DISKS	414	693	534	1,200	1,130
6207	TRAINING SUPPLIES	2,760	3,214	853	3,000	2,990
6208	MISCELLANEOUS OFFICE SUPPLIES	4,948	4,922	5,232	5,300	5,125
<b>TOTAL OFFICE SUPPLIES</b>		<b>10,518</b>	<b>11,628</b>	<b>9,863</b>	<b>12,050</b>	<b>11,615</b>
<b>OPERATING SUPPLIES</b>						
6223	GASOLINE	75,276	98,574	89,042	95,000	101,500
6225	DIESEL FUEL	3,284	4,587	4,198	7,000	7,000
6227	LUBRICANTS & ADDITIVES	452	1,135	917	1,200	1,185
6229	SHOP MATERIALS	470	735	769	700	700
6231	UNIFORMS & TURN-OUT GEAR	40,460	58,624	48,855	43,000	43,280
6233	BATTERIES	1,002	1,713	768	2,800	2,600
6235	AMMUNITION	5,909	7,077	6,792	7,000	9,500
6237	CRIME SCENE KIT MATERIALS	789	1,000	2,030	1,000	990
6239	FIRST AID SUPPLIES	4,870	4,679	3,701	4,000	3,840
6241	COMMUNITY POLICING SUPPLIES	4,280	6,219	6,315	5,000	4,700
6249	MISCELLANEOUS OPERATING SUPPLY	44,654	50,367	40,449	49,350	47,525
<b>TOTAL OPERATING SUPPLIES</b>		<b>181,446</b>	<b>234,710</b>	<b>203,836</b>	<b>216,050</b>	<b>222,820</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>						
6251	BATTERIES	1,634	1,195	671	3,200	2,975
6253	BRAKES	1,027	2,812	2,175	2,500	2,500
6255	TIRES	7,979	9,449	8,617	11,000	10,770
6257	OTHER VEHICLE PARTS	7,903	15,625	11,761	14,000	13,555
6259	BUILDING MAINT/REPAIR SUPPLIES	48	-	-	200	200
6266	SCBA-PARTS	4,357	3,529	7,435	4,500	5,500
6271	SIGN REPAIR MATERIALS	750	-	2,580	3,500	3,420
6275	OTHER EQUIPMENT PARTS	3,096	2,271	1,906	6,500	6,425
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>		<b>26,794</b>	<b>34,881</b>	<b>35,145</b>	<b>45,400</b>	<b>45,345</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>						
6281	SMALL TOOLS & MINOR EQUIPMENT	11,833	17,692	11,743	44,250	41,950
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>		<b>11,833</b>	<b>17,692</b>	<b>11,743</b>	<b>44,250</b>	<b>41,950</b>
<b>MERCHANDISE FOR RESALE</b>						
6291	CULVERTS, SIGNS, STREET SUPPLY	-	-	-	100	100
<b>TOTAL MERCHANDISE FOR RESALE</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>100</b>	<b>100</b>
<b>Total SUPPLIES</b>		<b>230,591</b>	<b>298,911</b>	<b>260,587</b>	<b>317,850</b>	<b>321,830</b>

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

**PUBLIC SAFETY** 211-280

**2010 Actual      2011 Actual      2012 Actual      2013 Adopted      2014 Requested**

<b>OTHER SERVICES &amp; CHARGES</b>						
<b>PROFESSIONAL SERVICES</b>						
6302	AUDITING & ACCOUNTING SERVICES	3,250	3,250	3,300	3,600	3,400
6305	MEDICAL/PSYCHOLOGICAL FEES	4,800	5,805	14	-	-
6315	MISCELLANEOUS PROFESSIONAL SER	53,202	98,003	168,755	141,100	78,000
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>61,252</b>	<b>107,058</b>	<b>172,069</b>	<b>144,700</b>	<b>81,400</b>
<b>COMMUNICATION</b>						
6321	TELEPHONE	5,172	4,755	5,372	4,850	5,000
6322	POSTAGE	1,926	2,155	3,417	3,300	3,400
6323	CELLULAR PHONES	15,186	14,466	9,483	16,000	12,000
<b>TOTAL COMMUNICATION</b>		<b>22,284</b>	<b>21,376</b>	<b>18,272</b>	<b>24,150</b>	<b>20,400</b>
<b>EMPLOYEE REIMBURSEMENTS</b>						
6331	TRAVEL & LODGING	4,079	4,925	5,023	3,950	3,950
6334	MILEAGE REIMBURSEMENT	519	708	435	1,150	1,150
6335	TRAINING	40,136	43,048	36,241	40,000	41,500
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>		<b>44,734</b>	<b>48,681</b>	<b>41,699</b>	<b>45,100</b>	<b>46,600</b>
<b>INSURANCE</b>						
6361	GENERAL LIABILITY/PROPERTY INS	44,732	48,000	54,991	53,300	63,200
<b>TOTAL INSURANCE</b>		<b>44,732</b>	<b>48,000</b>	<b>54,991</b>	<b>53,300</b>	<b>63,200</b>
<b>UTILITIES</b>						
6371	ELECTRIC UTILITIES	25,709	24,208	26,871	26,200	28,200
6372	WATER/IRRIGATION	74	100	89	100	100
6373	GAS	10,578	11,514	8,807	15,000	14,000
6374	REFUSE/RECYCLING	697	627	662	700	700
<b>TOTAL UTILITIES</b>		<b>37,058</b>	<b>36,449</b>	<b>36,429</b>	<b>42,000</b>	<b>43,000</b>
<b>REPAIRS AND MAINTENANCE - LABOR</b>						
6382	MACHINERY & EQUIPMENT REPAIR	4,571	2,865	8,088	12,500	12,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	700	500
6386	BRAKE REPAIR	-	-	-	1,000	1,000
6387	TIRE MOUNTING & BALANCING	-	-	-	100	100
6388	OTHER VEHICLE REPAIR	19,958	22,603	24,834	31,000	31,000
6389	TOWING SERVICES	-	-	228	3,500	2,000
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>		<b>24,529</b>	<b>25,468</b>	<b>33,150</b>	<b>48,800</b>	<b>47,100</b>
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>						
6405	OFFICE & DATA PROCESSING EQUIP	2,558	4,164	4,193	6,720	5,705
<b>TOTAL REPAIRS AND MAINTENANCE - CONTRACTS</b>		<b>2,558</b>	<b>4,164</b>	<b>4,193</b>	<b>6,720</b>	<b>5,705</b>
<b>RENTALS</b>						
6413	OFFICE EQUIPMENT RENTAL	1,689	4,529	4,562	5,000	4,860
6415	OTHER EQUIPMENT RENTAL	19,501	21,141	24,069	32,000	32,000
<b>TOTAL RENTALS</b>		<b>21,190</b>	<b>25,670</b>	<b>28,631</b>	<b>37,000</b>	<b>36,860</b>
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>						
6451	MEMBERSHIP DUES	4,688	4,267	4,351	4,700	4,700
6452	SUBSCRIPTIONS	810	-	950	250	1,000
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		<b>5,498</b>	<b>4,267</b>	<b>5,301</b>	<b>4,950</b>	<b>5,700</b>
<b>BOOKS AND PAMPHLETS</b>						
6471	BOOKS & PAMPHLETS	146	342	205	1,950	1,950
<b>TOTAL BOOKS AND PAMPHLETS</b>		<b>146</b>	<b>342</b>	<b>205</b>	<b>1,950</b>	<b>1,950</b>
<b>CONTRACTED SERVICES</b>						
6489	OTHER CONTRACTED SERVICES	16,286	27,432	22,775	28,000	22,710
<b>TOTAL CONTRACTED SERVICES</b>		<b>16,286</b>	<b>27,432</b>	<b>22,775</b>	<b>28,000</b>	<b>22,710</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>280,267</b>	<b>348,907</b>	<b>417,715</b>	<b>436,670</b>	<b>374,625</b>

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

		PUBLIC SAFETY 211-280				
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>CAPITAL OUTLAY</b>						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	-	-	130,000	150,000	-
6550	MOTOR VEHICLES	89,628	126,679	110,387	102,000	87,000
6580	OTHER EQUIPMENT	8,490	-	7,356	-	-
TOTAL CAPITAL OUTLAY		98,118	126,679	247,743	252,000	87,000
<b>Total CAPITAL OUTLAY</b>		<b>98,118</b>	<b>126,679</b>	<b>247,743</b>	<b>252,000</b>	<b>87,000</b>
<b>DEBT SERVICE</b>						
DEBT SERVICE						
6603	OTHER L.T. OBLIGATION PRINCIPA	22,600	19,519	16,191	12,597	8,716
TOTAL DEBT SERVICE		22,600	19,519	16,191	12,597	8,716
<b>Total DEBT SERVICE</b>		<b>22,600</b>	<b>19,519</b>	<b>16,191</b>	<b>12,597</b>	<b>8,716</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>3,883,322</b>	<b>4,059,795</b>	<b>4,147,829</b>	<b>4,210,370</b>	<b>4,257,377</b>

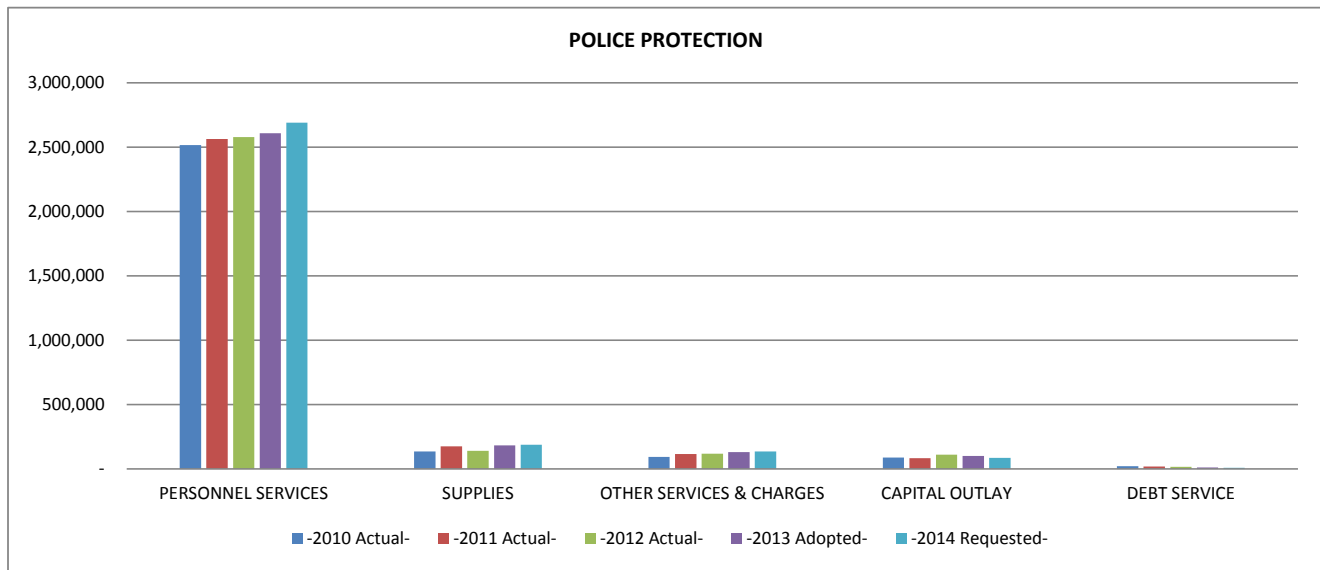
City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**POLICE PROTECTION** **211**

**2010 Actual      2011 Actual      2012 Actual      2013 Adopted      2014 Requested**

<b>EXPENDITURE BY OBJECT SUMMARY</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
PERSONNEL SERVICES	2,517,827	2,564,443	2,580,530	2,610,461	2,692,170
SUPPLIES	135,925	174,931	142,113	183,900	187,600
OTHER SERVICES & CHARGES	94,270	115,365	119,087	130,500	135,060
CAPITAL OUTLAY	89,628	83,669	110,387	102,000	87,000
DEBT SERVICE	22,600	19,519	16,191	12,597	8,716
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>2,860,250</b>	<b>2,957,927</b>	<b>2,968,308</b>	<b>3,039,458</b>	<b>3,110,546</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**POLICE PROTECTION** **211**

**2010 Actual**    **2011 Actual**    **2012 Actual**    **2013 Adopted**    **2014 Requested**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>						
<b>WAGES AND SALARIES</b>						
6102	F.T. REGULAR-WAGES & SALARIES	1,855,548	1,866,461	1,834,088	1,872,528	1,926,394
6103	FULL TIME-REGULAR-OVERTIME	81,856	62,450	70,342	75,000	75,000
6104	PART TIME-WAGES & SALARIES	41,281	43,387	51,569	45,670	48,867
6105	TEMPORARY-WAGES & SALARIES	-	-	-	-	11,440
<b>TOTAL WAGES AND SALARIES</b>		<b>1,978,685</b>	<b>1,972,298</b>	<b>1,955,999</b>	<b>1,993,198</b>	<b>2,061,701</b>
<b>OTHER GROSS EARNINGS</b>						
6108	SEVERANCE PAY	-	6,025	22,634	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>		<b>-</b>	<b>6,025</b>	<b>22,634</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>						
6121	PERA CONTRIBUTIONS	259,757	265,678	271,773	267,365	290,198
6122	FICA/MEDICARE CONTRIBUTIONS	40,308	40,552	42,093	42,016	47,267
6131	GROUP INSURANCE	193,760	216,153	238,147	254,640	240,800
6133	WORKERS COMP INSURANCE PREMIUM	45,317	63,737	49,884	53,242	52,204
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>		<b>539,142</b>	<b>586,120</b>	<b>601,897</b>	<b>617,263</b>	<b>630,469</b>
<b>Total PERSONNEL SERVICES</b>		<b>2,517,827</b>	<b>2,564,443</b>	<b>2,580,530</b>	<b>2,610,461</b>	<b>2,692,170</b>

<b>SUPPLIES</b>						
<b>OFFICE SUPPLIES</b>						
6204	STATIONERY, ENVELOPES & FORMS	2,096	2,088	2,205	1,800	1,690
6206	FILM, MICROFILM, TAPES, DISKS	414	693	505	1,000	980
6207	TRAINING SUPPLIES	2,760	3,214	853	3,000	2,990
6208	MISCELLANEOUS OFFICE SUPPLIES	3,684	4,063	3,890	4,000	3,910
<b>TOTAL OFFICE SUPPLIES</b>		<b>8,954</b>	<b>10,058</b>	<b>7,453</b>	<b>9,800</b>	<b>9,570</b>
<b>OPERATING SUPPLIES</b>						
6223	GASOLINE	63,015	82,330	71,814	80,000	85,000
6227	LUBRICANTS & ADDITIVES	452	1,135	917	1,200	1,185
6229	SHOP MATERIALS	470	735	769	700	700
6231	UNIFORMS & TURN-OUT GEAR	28,905	36,147	26,037	30,000	28,790
6233	BATTERIES	788	1,713	768	2,300	2,100
6235	AMMUNITION	5,909	7,077	6,792	7,000	9,500
6237	CRIME SCENE KIT MATERIALS	789	1,000	2,030	1,000	990
6239	FIRST AID SUPPLIES	2,909	3,854	2,390	2,500	2,390
6249	MISCELLANEOUS OPERATING SUPPLY	7,875	7,559	4,485	8,000	7,960
<b>TOTAL OPERATING SUPPLIES</b>		<b>111,112</b>	<b>141,550</b>	<b>116,002</b>	<b>132,700</b>	<b>138,615</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>						
6251	BATTERIES	636	260	532	1,200	990
6253	BRAKES	1,027	2,812	2,175	2,500	2,500
6255	TIRES	7,979	9,449	8,617	10,000	9,470
6257	OTHER VEHICLE PARTS	5,735	6,857	6,211	6,000	5,830
6259	BUILDING MAINT/REPAIR SUPPLIES	48	-	-	200	200
6275	OTHER EQUIPMENT PARTS	434	383	1,123	500	425
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>		<b>15,859</b>	<b>19,761</b>	<b>18,658</b>	<b>20,400</b>	<b>19,415</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>						
6281	SMALL TOOLS & MINOR EQUIPMENT	-	3,562	-	21,000	20,000
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>		<b>-</b>	<b>3,562</b>	<b>-</b>	<b>21,000</b>	<b>20,000</b>
<b>Total SUPPLIES</b>		<b>135,925</b>	<b>174,931</b>	<b>142,113</b>	<b>183,900</b>	<b>187,600</b>

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

		POLICE PROTECTION					211
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested	
<b>OTHER SERVICES &amp; CHARGES</b>							
<b>PROFESSIONAL SERVICES</b>							
6305	MEDICAL/PSYCHOLOGICAL FEES	-	925	14	-	-	
6315	MISCELLANEOUS PROFESSIONAL SER	2,453	2,594	6,342	3,000	3,000	
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>2,453</b>	<b>3,519</b>	<b>6,356</b>	<b>3,000</b>	<b>3,000</b>	
<b>COMMUNICATION</b>							
6321	TELEPHONE	2,852	2,623	3,055	2,500	2,500	
6322	POSTAGE	995	1,145	1,264	1,700	1,700	
6323	CELLULAR PHONES	7,691	7,296	7,109	7,800	7,800	
<b>TOTAL COMMUNICATION</b>		<b>11,538</b>	<b>11,064</b>	<b>11,428</b>	<b>12,000</b>	<b>12,000</b>	
<b>EMPLOYEE REIMBURSEMENTS</b>							
6331	TRAVEL & LODGING	3,861	4,392	4,947	3,600	3,600	
6334	MILEAGE REIMBURSEMENT	519	503	435	800	800	
6335	TRAINING	16,170	22,216	20,060	17,000	20,000	
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>		<b>20,550</b>	<b>27,111</b>	<b>25,442</b>	<b>21,400</b>	<b>24,400</b>	
<b>INSURANCE</b>							
6361	GENERAL LIABILITY/PROPERTY INS	25,242	28,000	32,913	30,000	37,000	
<b>TOTAL INSURANCE</b>		<b>25,242</b>	<b>28,000</b>	<b>32,913</b>	<b>30,000</b>	<b>37,000</b>	
<b>REPAIRS AND MAINTENANCE - LABOR</b>							
6382	MACHINERY & EQUIPMENT REPAIR	193	48	57	500	500	
6383	OFFICE EQUIPMENT REPAIR	-	-	-	700	500	
6386	BRAKE REPAIR	-	-	-	1,000	1,000	
6387	TIRE MOUNTING & BALANCING	-	-	-	100	100	
6388	OTHER VEHICLE REPAIR	4,548	4,994	4,541	7,000	7,000	
6389	TOWING SERVICES	-	-	228	500	500	
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>		<b>4,741</b>	<b>5,042</b>	<b>4,826</b>	<b>9,800</b>	<b>9,600</b>	
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>							
6405	OFFICE & DATA PROCESSING EQUIP	2,558	3,307	3,336	4,800	4,765	
<b>TOTAL REPAIRS AND MAINTENANCE - CONTRACTS</b>		<b>2,558</b>	<b>3,307</b>	<b>3,336</b>	<b>4,800</b>	<b>4,765</b>	
<b>RENTALS</b>							
6413	OFFICE EQUIPMENT RENTAL	1,689	4,529	4,562	5,000	4,860	
6415	OTHER EQUIPMENT RENTAL	19,501	21,141	24,069	32,000	32,000	
<b>TOTAL RENTALS</b>		<b>21,190</b>	<b>25,670</b>	<b>28,631</b>	<b>37,000</b>	<b>36,860</b>	
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>							
6451	MEMBERSHIP DUES	3,153	1,968	2,616	2,500	2,500	
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		<b>3,153</b>	<b>1,968</b>	<b>2,616</b>	<b>2,500</b>	<b>2,500</b>	
<b>CONTRACTED SERVICES</b>							
6489	OTHER CONTRACTED SERVICES	2,845	9,684	3,539	10,000	4,935	
<b>TOTAL CONTRACTED SERVICES</b>		<b>2,845</b>	<b>9,684</b>	<b>3,539</b>	<b>10,000</b>	<b>4,935</b>	
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>94,270</b>	<b>115,365</b>	<b>119,087</b>	<b>130,500</b>	<b>135,060</b>	
<b>CAPITAL OUTLAY</b>							
<b>CAPITAL OUTLAY</b>							
6550	MOTOR VEHICLES	89,628	83,669	110,387	102,000	87,000	
<b>TOTAL CAPITAL OUTLAY</b>		<b>89,628</b>	<b>83,669</b>	<b>110,387</b>	<b>102,000</b>	<b>87,000</b>	
<b>Total CAPITAL OUTLAY</b>		<b>89,628</b>	<b>83,669</b>	<b>110,387</b>	<b>102,000</b>	<b>87,000</b>	
<b>DEBT SERVICE</b>							
<b>DEBT SERVICE</b>							
6603	OTHER L.T. OBLIGATION PRINCIPA	22,600	19,519	16,191	12,597	8,716	
<b>TOTAL DEBT SERVICE</b>		<b>22,600</b>	<b>19,519</b>	<b>16,191</b>	<b>12,597</b>	<b>8,716</b>	
<b>Total DEBT SERVICE</b>		<b>22,600</b>	<b>19,519</b>	<b>16,191</b>	<b>12,597</b>	<b>8,716</b>	
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>2,860,250</b>	<b>2,957,927</b>	<b>2,968,308</b>	<b>3,039,458</b>	<b>3,110,546</b>	

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**POLICE PROTECTION 211**

**2010 Actual      2011 Actual      2012 Actual      2013 Adopted      2014 Requested**

**PERSONNEL COMPLEMENT**

Police Chief	1.00	1.00	1.00	1.00	1.00
Captain	1.00	1.00	1.00	2.00	2.00
Lieutenant	1.00	1.00	1.00	-	-
Sergeant	4.00	4.00	4.00	4.00	4.00
Patrol Officer	16.00	16.00	16.00	15.00	16.00
Community Service Officer	1.00	1.00	1.00	1.00	1.00
Crime Prevention Specialist	1.00	1.00	1.00	1.00	1.00
Clerical/Support Personnel	3.00	3.00	3.00	3.00	3.00
Code Enforcement Intern	-	-	0.50	-	0.50
<b>Police Total</b>	<b>28.00</b>	<b>28.00</b>	<b>28.50</b>	<b>27.00</b>	<b>28.50</b>

**6281 Small Tools and Minor Equipment**

Equipment for Vehicles (Not Squads)	-	-	-	12,000	-
Computer Replacement (3 Laptops)	-	-	-	6,000	-
Misc	-	3,562	-	3,000	20,000
	-	3,562	-	21,000	20,000

**6335 Training**

St. Cloud Driving School					
First Responder Course (initial and refresher)					
County Shoots					
County Attorney Updates					
Officer Post requirements					
Other miscellaneous seminars and training.					
	16,170	22,216	20,060	17,000	20,000

**6415 Other Equipment**

MC quarterly charges/Visions Mobile Dispatch CDPD.					
800 MHz Radio					
Intertec CJDN Access					
GPS Wireless modem					
Crabtree/Netmotion/CDPG					
	19,501	21,141	24,069	32,000	32,000

**6451 Dues**

MCPA - MN Chief - Local					
Post Board					
Anoka County Chiefs Association					
P.O.S.T License Renewals					
	3,153	1,968	2,616	2,500	2,500

**6489 Other Contracted Services**

Alarm Monitoring					
Pawn Shop Transactions					
Citywide Hazmat Disposal & OSHA regulation					
Misc.					
	2,845	9,684	3,539	10,000	4,935

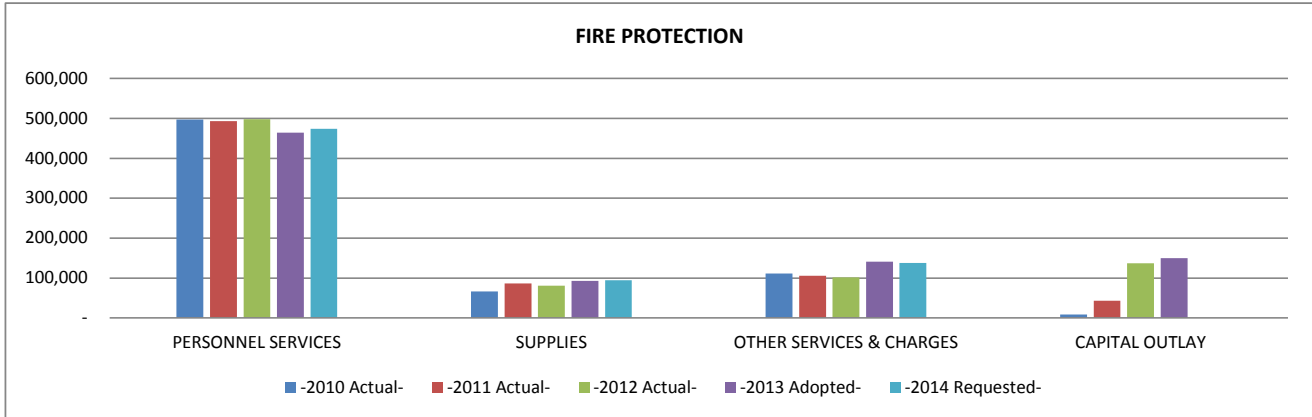
City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**FIRE PROTECTION** **220**

**2010 Actual**      **2011 Actual**      **2012 Actual**      **2013 Adopted**      **2014 Requested**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	497,048	493,200	497,664	464,367	473,821
SUPPLIES	66,803	86,383	81,317	92,650	94,695
OTHER SERVICES & CHARGES	111,447	105,781	101,954	141,420	138,015
CAPITAL OUTLAY	8,490	43,010	137,356	150,000	-
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>683,788</b>	<b>728,374</b>	<b>818,291</b>	<b>848,437</b>	<b>706,531</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**FIRE PROTECTION** **220**

**2010 Actual      2011 Actual      2012 Actual      2013 Adopted      2014 Requested**

<b>EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	206,890	210,324	198,008	177,089	183,332
6103 FULL TIME-REGULAR-OVERTIME	99	99	134	-	-
6104 PART TIME-WAGES & SALARIES	206,228	191,745	186,347	201,500	202,906
6105 TEMPORARY-WAGES & SALARIES	-	-	64	-	-
<b>TOTAL WAGES AND SALARIES</b>	<b>413,217</b>	<b>402,168</b>	<b>384,553</b>	<b>378,589</b>	<b>386,238</b>
<b>OTHER GROSS EARNINGS</b>					
6108 SEVERANCE PAY	-	-	24,337	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>	<b>-</b>	<b>-</b>	<b>24,337</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	25,811	27,005	27,730	25,114	27,599
6122 FICA/MEDICARE CONTRIBUTIONS	20,173	18,631	17,608	18,368	16,379
6131 GROUP INSURANCE	17,448	19,571	21,711	19,104	17,534
6132 DISABILITY INSURANCE	1,284	-	-	1,300	1,300
6133 WORKERS COMP INSURANCE PREMIUM	19,115	25,825	21,725	21,892	24,771
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>83,831</b>	<b>91,032</b>	<b>88,774</b>	<b>85,778</b>	<b>87,583</b>
<b>Total PERSONNEL SERVICES</b>	<b>497,048</b>	<b>493,200</b>	<b>497,664</b>	<b>464,367</b>	<b>473,821</b>

<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
6206 FILM, MICROFILM, TAPES, DISKS	-	-	-	150	100
6208 MISCELLANEOUS OFFICE SUPPLIES	988	675	1,139	1,000	930
<b>TOTAL OFFICE SUPPLIES</b>	<b>988</b>	<b>675</b>	<b>1,139</b>	<b>1,150</b>	<b>1,030</b>
<b>OPERATING SUPPLIES</b>					
6223 GASOLINE	10,068	13,691	14,536	13,000	14,500
6225 DIESEL FUEL	3,284	4,587	4,198	7,000	7,000
6231 UNIFORMS & TURN-OUT GEAR	11,555	22,477	22,818	13,000	14,490
6233 BATTERIES	214	-	-	500	500
6239 FIRST AID SUPPLIES	1,961	825	1,311	1,500	1,450
6249 MISCELLANEOUS OPERATING SUPPLY	18,920	18,220	12,454	18,000	17,500
<b>TOTAL OPERATING SUPPLIES</b>	<b>46,002</b>	<b>59,800</b>	<b>55,317</b>	<b>53,000</b>	<b>55,440</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>					
6255 TIRES	-	-	-	1,000	1,300
6257 OTHER VEHICLE PARTS	2,168	8,309	5,550	8,000	7,725
6266 SCBA-PARTS	4,357	3,529	7,435	4,500	5,500
6275 OTHER EQUIPMENT PARTS	1,484	342	133	2,000	2,000
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>	<b>8,009</b>	<b>12,180</b>	<b>13,118</b>	<b>15,500</b>	<b>16,525</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>					
6281 SMALL TOOLS & MINOR EQUIPMENT	11,804	13,728	11,743	23,000	21,700
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>	<b>11,804</b>	<b>13,728</b>	<b>11,743</b>	<b>23,000</b>	<b>21,700</b>
<b>Total SUPPLIES</b>	<b>66,803</b>	<b>86,383</b>	<b>81,317</b>	<b>92,650</b>	<b>94,695</b>

<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6302 AUDITING & ACCOUNTING SERVICES	3,250	3,250	3,300	3,600	3,400
6305 MEDICAL/PSYCHOLOGICAL FEES	4,800	4,880	-	-	-
6315 MISCELLANEOUS PROFESSIONAL SER	-	-	-	15,000	15,000
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>8,050</b>	<b>8,130</b>	<b>3,300</b>	<b>18,600</b>	<b>18,400</b>
<b>COMMUNICATION</b>					
6321 TELEPHONE	1,828	1,680	1,790	1,850	2,000
6322 POSTAGE	315	341	430	400	500
6323 CELLULAR PHONES	6,314	6,086	2,202	7,000	3,000
<b>TOTAL COMMUNICATION</b>	<b>8,457</b>	<b>8,107</b>	<b>4,422</b>	<b>9,250</b>	<b>5,500</b>
<b>EMPLOYEE REIMBURSEMENTS</b>					
6335 TRAINING	21,353	17,436	14,968	22,000	20,000
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>	<b>21,353</b>	<b>17,436</b>	<b>14,968</b>	<b>22,000</b>	<b>20,000</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

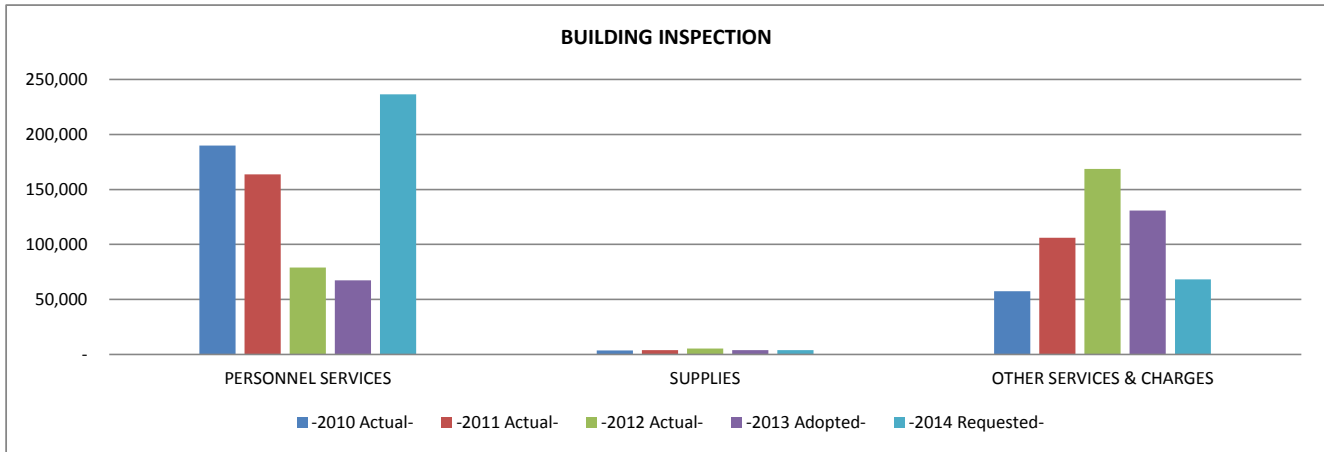
		FIRE PROTECTION					220
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested	
<b>INSURANCE</b>							
6361	GENERAL LIABILITY/PROPERTY INS	17,015	14,500	19,008	20,000	22,000	
<b>TOTAL INSURANCE</b>		<b>17,015</b>	<b>14,500</b>	<b>19,008</b>	<b>20,000</b>	<b>22,000</b>	
<b>UTILITIES</b>							
6371	ELECTRIC UTILITIES	18,107	18,600	20,514	19,000	21,000	
6372	WATER/IRRIGATION	74	100	89	100	100	
6373	GAS	10,578	11,514	8,807	15,000	14,000	
6374	REFUSE/RECYCLING	697	627	662	700	700	
<b>TOTAL UTILITIES</b>		<b>29,456</b>	<b>30,841</b>	<b>30,072</b>	<b>34,800</b>	<b>35,800</b>	
<b>REPAIRS AND MAINTENANCE - LABOR</b>							
6388	OTHER VEHICLE REPAIR	15,410	17,609	20,293	24,000	24,000	
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>		<b>15,410</b>	<b>17,609</b>	<b>20,293</b>	<b>24,000</b>	<b>24,000</b>	
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>							
6405	OFFICE & DATA PROCESSING EQUIP	-	857	857	1,920	940	
<b>TOTAL REPAIRS AND MAINTENANCE - CONTRACTS</b>		<b>-</b>	<b>857</b>	<b>857</b>	<b>1,920</b>	<b>940</b>	
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>							
6451	MEMBERSHIP DUES	1,340	1,660	1,150	1,600	1,600	
6452	SUBSCRIPTIONS	810	-	950	250	1,000	
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		<b>2,150</b>	<b>1,660</b>	<b>2,100</b>	<b>1,850</b>	<b>2,600</b>	
<b>BOOKS AND PAMPHLETS</b>							
6471	BOOKS & PAMPHLETS	-	342	-	1,000	1,000	
<b>TOTAL BOOKS AND PAMPHLETS</b>		<b>-</b>	<b>342</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>	
<b>CONTRACTED SERVICES</b>							
6489	OTHER CONTRACTED SERVICES	9,556	6,299	6,934	8,000	7,775	
<b>TOTAL CONTRACTED SERVICES</b>		<b>9,556</b>	<b>6,299</b>	<b>6,934</b>	<b>8,000</b>	<b>7,775</b>	
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>111,447</b>	<b>105,781</b>	<b>101,954</b>	<b>141,420</b>	<b>138,015</b>	
<b>CAPITAL OUTLAY</b>							
<b>CAPITAL OUTLAY</b>							
6540	HEAVY MACHINERY	-	-	130,000	150,000	-	
6550	MOTOR VEHICLES	-	43,010	-	-	-	
6580	OTHER EQUIPMENT	8,490	-	7,356	-	-	
<b>TOTAL CAPITAL OUTLAY</b>		<b>8,490</b>	<b>43,010</b>	<b>137,356</b>	<b>150,000</b>	<b>-</b>	
<b>Total CAPITAL OUTLAY</b>		<b>8,490</b>	<b>43,010</b>	<b>137,356</b>	<b>150,000</b>	<b>-</b>	
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>683,788</b>	<b>728,374</b>	<b>818,291</b>	<b>848,437</b>	<b>706,531</b>	
<b>PERSONNEL COMPLEMENT</b>							
Fire Chief		1.00	1.00	1.00	1.00	1.00	
Fire Secretary		1.00	1.00	1.00	-	-	
Fire Inspector		1.00	1.00	-	-	-	
Fire Marshall		-	-	1.00	1.00	1.00	
Firefighters		7.58	7.58	7.58	7.58	7.58	
<b>Fire Total</b>		<b>10.58</b>	<b>10.58</b>	<b>10.58</b>	<b>9.58</b>	<b>9.58</b>	
<b>6315 Miscellaneous Professional Service</b>							
Consultant for joint fire service venture		-	-	-	15,000	15,000	
		-	-	-	15,000	15,000	
<b>6540 Heavy Machinery</b>							
Tanker truck (less \$20,000 trade-in)		-	-	130,000	150,000	-	
Two-year payment schedule		-	-	130,000	150,000	-	
<b>6580 Other Equipment</b>							
2012 Zodiac Rescue Boat		-	-	7,356	-	-	
		8,490	-	7,356	-	-	

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**BUILDING INSPECTION 240**

<b>EXPENDITURE BY OBJECT SUMMARY</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
PERSONNEL SERVICES	189,979	163,666	78,973	67,438	236,491
SUPPLIES	3,436	3,928	5,154	3,800	3,680
OTHER SERVICES & CHARGES	57,445	106,026	168,571	130,900	68,300
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>250,860</b>	<b>273,620</b>	<b>252,698</b>	<b>202,138</b>	<b>308,471</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**BUILDING INSPECTION** **240**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	132,922	127,806	60,702	50,666	163,990
6103 FULL TIME-REGULAR-OVERTIME	-	-	219	-	-
6105 TEMPORARY-WAGES & SALARIES	-	-	-	-	12,480
<b>TOTAL WAGES AND SALARIES</b>	<b>132,922</b>	<b>127,806</b>	<b>60,921</b>	<b>50,666</b>	<b>176,470</b>
<b>OTHER GROSS EARNINGS</b>					
6108 SEVERANCE PAY	20,738	-	-	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>	<b>20,738</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	9,425	9,266	4,047	3,673	11,889
6122 FICA/MEDICARE CONTRIBUTIONS	10,810	9,677	4,947	3,876	13,500
6131 GROUP INSURANCE	14,154	16,063	8,774	8,820	33,220
6133 WORKERS COMP INSURANCE PREMIUM	1,930	854	284	403	1,412
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>36,319</b>	<b>35,860</b>	<b>18,052</b>	<b>16,772</b>	<b>60,021</b>
<b>Total PERSONNEL SERVICES</b>	<b>189,979</b>	<b>163,666</b>	<b>78,973</b>	<b>67,438</b>	<b>236,491</b>
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
6204 STATIONERY, ENVELOPES & FORMS	300	460	1,039	500	430
6208 MISCELLANEOUS OFFICE SUPPLIES	276	184	203	300	285
<b>TOTAL OFFICE SUPPLIES</b>	<b>576</b>	<b>644</b>	<b>1,242</b>	<b>800</b>	<b>715</b>
<b>OPERATING SUPPLIES</b>					
6223 GASOLINE	2,193	2,553	2,692	2,000	2,000
6249 MISCELLANEOUS OPERATING SUPPLY	667	272	1,220	1,000	965
<b>TOTAL OPERATING SUPPLIES</b>	<b>2,860</b>	<b>2,825</b>	<b>3,912</b>	<b>3,000</b>	<b>2,965</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>					
6257 OTHER VEHICLE PARTS	-	459	-	-	-
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>	<b>-</b>	<b>459</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total SUPPLIES</b>	<b>3,436</b>	<b>3,928</b>	<b>5,154</b>	<b>3,800</b>	<b>3,680</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6315 MISCELLANEOUS PROFESSIONAL SER	50,749	95,409	162,413	123,100	60,000
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>50,749</b>	<b>95,409</b>	<b>162,413</b>	<b>123,100</b>	<b>60,000</b>
<b>COMMUNICATION</b>					
6321 TELEPHONE	492	452	527	500	500
6322 POSTAGE	501	586	1,651	1,000	1,000
6323 CELLULAR PHONES	1,181	1,084	172	1,200	1,200
<b>TOTAL COMMUNICATION</b>	<b>2,174</b>	<b>2,122</b>	<b>2,350</b>	<b>2,700</b>	<b>2,700</b>
<b>EMPLOYEE REIMBURSEMENTS</b>					
6334 MILEAGE REIMBURSEMENT	-	205	-	350	350
6335 TRAINING	2,353	3,246	801	1,000	1,000
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>	<b>2,353</b>	<b>3,451</b>	<b>801</b>	<b>1,350</b>	<b>1,350</b>
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	1,873	4,500	2,262	2,500	3,000
<b>TOTAL INSURANCE</b>	<b>1,873</b>	<b>4,500</b>	<b>2,262</b>	<b>2,500</b>	<b>3,000</b>
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>					
6451 MEMBERSHIP DUES	150	544	540	500	500
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>	<b>150</b>	<b>544</b>	<b>540</b>	<b>500</b>	<b>500</b>
<b>BOOKS AND PAMPHLETS</b>					
6471 BOOKS & PAMPHLETS	146	-	205	750	750
<b>TOTAL BOOKS AND PAMPHLETS</b>	<b>146</b>	<b>-</b>	<b>205</b>	<b>750</b>	<b>750</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>57,445</b>	<b>106,026</b>	<b>168,571</b>	<b>130,900</b>	<b>68,300</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>250,860</b>	<b>273,620</b>	<b>252,698</b>	<b>202,138</b>	<b>308,471</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**BUILDING INSPECTION 240**

<b>PERSONNEL COMPLEMENT</b>	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>
Building Official	1.00	1.00	1.00	-	1.00
Building Inspections Intern	-	-	-	-	0.50
Permit Technician	1.00	1.00	1.00	1.00	1.00
Inspectors	1.00	-	-	-	-
Building Inspection Total	3.00	2.00	2.00	1.00	2.50

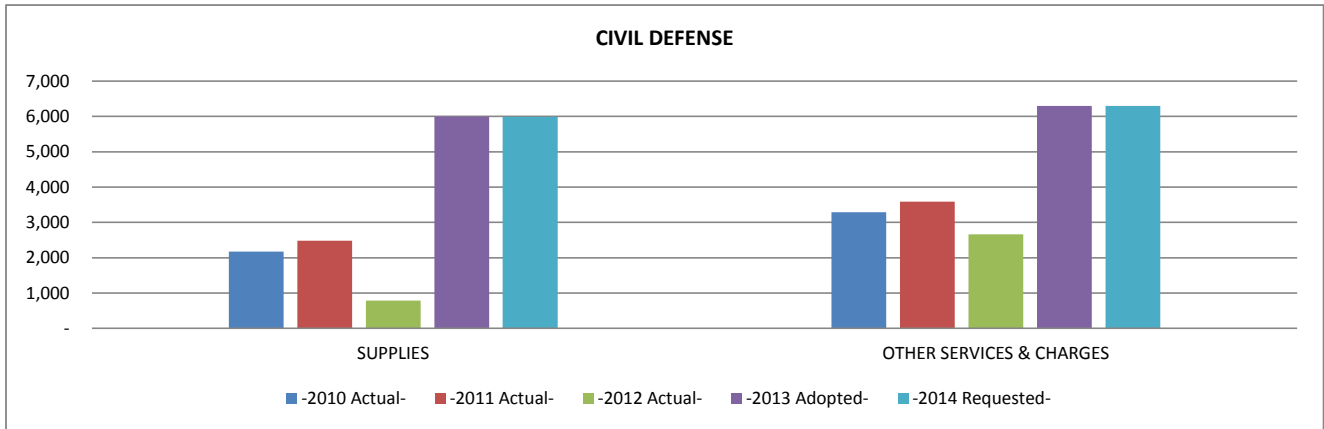
<b>6315 Miscellaneous Professional Services</b>	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>
Electrical Inspection Contract	-	-	31,138	30,000	30,000
Building Inspection Contract	50,749	95,409	131,275	93,100	30,000
	50,749	95,409	162,413	123,100	60,000

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**CIVIL DEFENSE** **250**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
SUPPLIES	2,176	2,481	789	6,000	5,985
OTHER SERVICES & CHARGES	3,292	3,586	2,663	6,300	6,300
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>5,468</b>	<b>6,067</b>	<b>3,452</b>	<b>12,300</b>	<b>12,285</b>



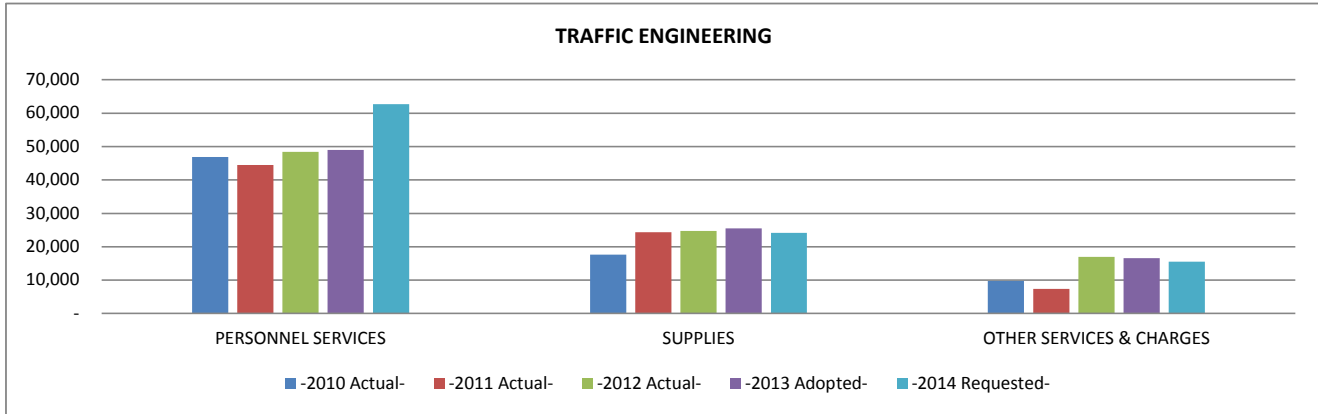
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>SUPPLIES</b>					
<b>REPAIR AND MAINTENANCE SUPPLIES</b>					
6251 BATTERIES	998	935	139	2,000	1,985
6275 OTHER EQUIPMENT PARTS	1,178	1,546	650	4,000	4,000
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>	<b>2,176</b>	<b>2,481</b>	<b>789</b>	<b>6,000</b>	<b>5,985</b>
<b>Total SUPPLIES</b>	<b>2,176</b>	<b>2,481</b>	<b>789</b>	<b>6,000</b>	<b>5,985</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	63	300	29	100	100
<b>TOTAL INSURANCE</b>	<b>63</b>	<b>300</b>	<b>29</b>	<b>100</b>	<b>100</b>
<b>UTILITIES</b>					
6371 ELECTRIC UTILITIES	1,091	1,176	1,089	1,200	1,200
<b>TOTAL UTILITIES</b>	<b>1,091</b>	<b>1,176</b>	<b>1,089</b>	<b>1,200</b>	<b>1,200</b>
<b>REPAIRS AND MAINTENANCE - LABOR</b>					
6382 MACHINERY & EQUIPMENT REPAIR	2,138	2,110	1,545	5,000	5,000
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>	<b>2,138</b>	<b>2,110</b>	<b>1,545</b>	<b>5,000</b>	<b>5,000</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>3,292</b>	<b>3,586</b>	<b>2,663</b>	<b>6,300</b>	<b>6,300</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>5,468</b>	<b>6,067</b>	<b>3,452</b>	<b>12,300</b>	<b>12,285</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**TRAFFIC ENGINEERING 260**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	46,892	44,470	48,426	48,987	62,724
SUPPLIES	17,644	24,316	24,767	25,500	24,170
OTHER SERVICES & CHARGES	9,756	7,353	17,007	16,600	15,500
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>74,292</b>	<b>76,139</b>	<b>90,200</b>	<b>91,087</b>	<b>102,394</b>



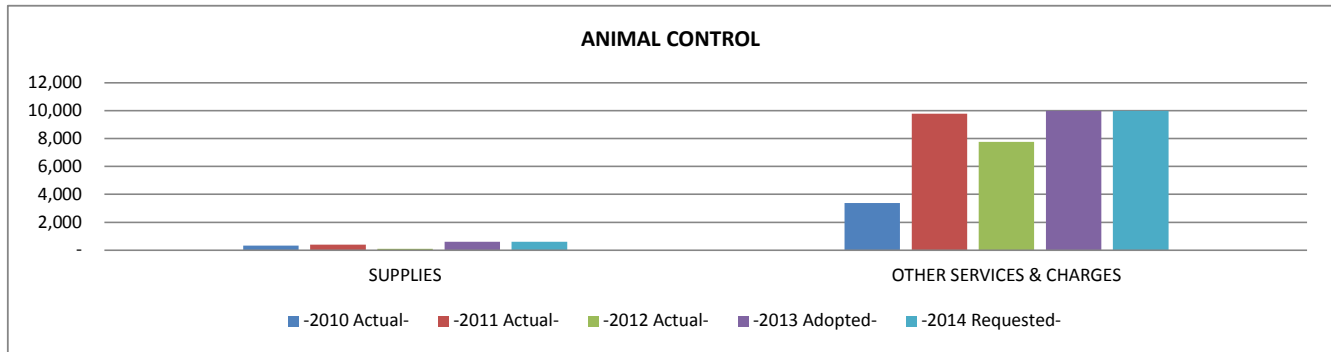
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	38,988	36,723	39,859	40,462	51,777
6105 TEMPORARY-WAGES & SALARIES	-	105	-	-	-
<b>TOTAL WAGES AND SALARIES</b>	<b>38,988</b>	<b>36,828</b>	<b>39,859</b>	<b>40,462</b>	<b>51,777</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	2,724	2,530	3,056	2,934	3,754
6122 FICA/MEDICARE CONTRIBUTIONS	2,965	2,611	2,985	3,095	3,961
6133 WORKERS COMP INSURANCE PREMIUM	2,215	2,501	2,526	2,496	3,232
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>7,904</b>	<b>7,642</b>	<b>8,567</b>	<b>8,525</b>	<b>10,947</b>
<b>Total PERSONNEL SERVICES</b>	<b>46,892</b>	<b>44,470</b>	<b>48,426</b>	<b>48,987</b>	<b>62,724</b>
<b>SUPPLIES</b>					
<b>OPERATING SUPPLIES</b>					
6249 MISCELLANEOUS OPERATING SUPPLY	16,894	24,316	22,187	22,000	20,750
<b>TOTAL OPERATING SUPPLIES</b>	<b>16,894</b>	<b>24,316</b>	<b>22,187</b>	<b>22,000</b>	<b>20,750</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>					
6271 SIGN REPAIR MATERIALS	750	-	2,580	3,500	3,420
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>	<b>750</b>	<b>-</b>	<b>2,580</b>	<b>3,500</b>	<b>3,420</b>
<b>Total SUPPLIES</b>	<b>17,644</b>	<b>24,316</b>	<b>24,767</b>	<b>25,500</b>	<b>24,170</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	505	550	721	600	1,000
<b>TOTAL INSURANCE</b>	<b>505</b>	<b>550</b>	<b>721</b>	<b>600</b>	<b>1,000</b>
<b>UTILITIES</b>					
6371 ELECTRIC UTILITIES	6,511	4,432	5,268	6,000	6,000
<b>TOTAL UTILITIES</b>	<b>6,511</b>	<b>4,432</b>	<b>5,268</b>	<b>6,000</b>	<b>6,000</b>
<b>REPAIRS AND MAINTENANCE - LABOR</b>					
6382 MACHINERY & EQUIPMENT REPAIR	2,240	707	6,486	7,000	7,000
6389 TOWING SERVICES	-	-	-	3,000	1,500
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>	<b>2,240</b>	<b>707</b>	<b>6,486</b>	<b>10,000</b>	<b>8,500</b>
<b>CONTRACTED SERVICES</b>					
6489 OTHER CONTRACTED SERVICES	500	1,664	4,532	-	-
<b>TOTAL CONTRACTED SERVICES</b>	<b>500</b>	<b>1,664</b>	<b>4,532</b>	<b>-</b>	<b>-</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>9,756</b>	<b>7,353</b>	<b>17,007</b>	<b>16,600</b>	<b>15,500</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>74,292</b>	<b>76,139</b>	<b>90,200</b>	<b>91,087</b>	<b>102,394</b>

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**ANIMAL CONTROL 270**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
SUPPLIES	327	402	103	600	600
OTHER SERVICES & CHARGES	3,385	9,785	7,770	10,000	10,000
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>3,712</b>	<b>10,187</b>	<b>7,873</b>	<b>10,600</b>	<b>10,600</b>



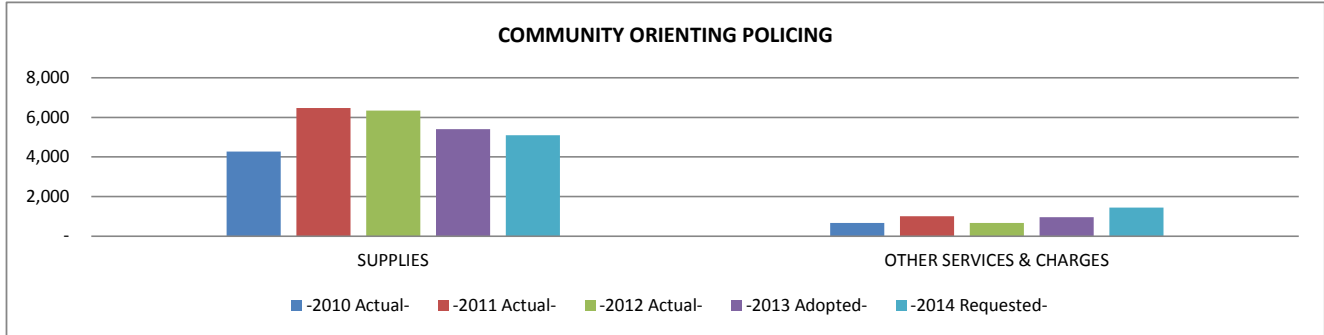
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>SUPPLIES</b>					
<b>OPERATING SUPPLIES</b>					
6249 MISCELLANEOUS OPERATING SUPPLY	298	-	103	350	350
TOTAL OPERATING SUPPLIES	298	-	103	350	350
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>					
6281 SMALL TOOLS & MINOR EQUIPMENT	29	402	-	250	250
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	29	402	-	250	250
<b>Total SUPPLIES</b>	<b>327</b>	<b>402</b>	<b>103</b>	<b>600</b>	<b>600</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>CONTRACTED SERVICES</b>					
6489 OTHER CONTRACTED SERVICES	3,385	9,785	7,770	10,000	10,000
TOTAL CONTRACTED SERVICES	3,385	9,785	7,770	10,000	10,000
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>3,385</b>	<b>9,785</b>	<b>7,770</b>	<b>10,000</b>	<b>10,000</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>3,712</b>	<b>10,187</b>	<b>7,873</b>	<b>10,600</b>	<b>10,600</b>

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**COMMUNITY ORIENTING POLICING** **280**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
SUPPLIES	4,280	6,470	6,344	5,400	5,100
OTHER SERVICES & CHARGES	672	1,011	663	950	1,450
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>4,952</b>	<b>7,481</b>	<b>7,007</b>	<b>6,350</b>	<b>6,550</b>



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
6204 STATIONERY, ENVELOPES & FORMS	-	251	-	250	250
6206 FILM, MICROFILM, TAPES, DISKS	-	-	29	50	50
<b>TOTAL OFFICE SUPPLIES</b>	-	251	29	300	300
<b>OPERATING SUPPLIES</b>					
6241 COMMUNITY POLICING SUPPLIES	4,280	6,219	6,315	5,000	4,700
<b>TOTAL OPERATING SUPPLIES</b>	4,280	6,219	6,315	5,000	4,700
<b>MERCHANDISE FOR RESALE</b>					
6291 CULVERTS, SIGNS, STREET SUPPLY	-	-	-	100	100
<b>TOTAL MERCHANDISE FOR RESALE</b>	-	-	-	100	100
<b>Total SUPPLIES</b>	<b>4,280</b>	<b>6,470</b>	<b>6,344</b>	<b>5,400</b>	<b>5,100</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>COMMUNICATION</b>					
6322 POSTAGE	115	83	72	200	200
<b>TOTAL COMMUNICATION</b>	115	83	72	200	200
<b>EMPLOYEE REIMBURSEMENTS</b>					
6331 TRAVEL & LODGING	218	533	76	350	350
6335 TRAINING	260	150	412	-	500
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>	478	683	488	350	850
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	34	150	58	100	100
<b>TOTAL INSURANCE</b>	34	150	58	100	100
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>					
6451 MEMBERSHIP DUES	45	95	45	100	100
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>	45	95	45	100	100
<b>BOOKS AND PAMPHLETS</b>					
6471 BOOKS & PAMPHLETS	-	-	-	200	200
<b>TOTAL BOOKS AND PAMPHLETS</b>	-	-	-	200	200
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>672</b>	<b>1,011</b>	<b>663</b>	<b>950</b>	<b>1,450</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>4,952</b>	<b>7,481</b>	<b>7,007</b>	<b>6,350</b>	<b>6,550</b>

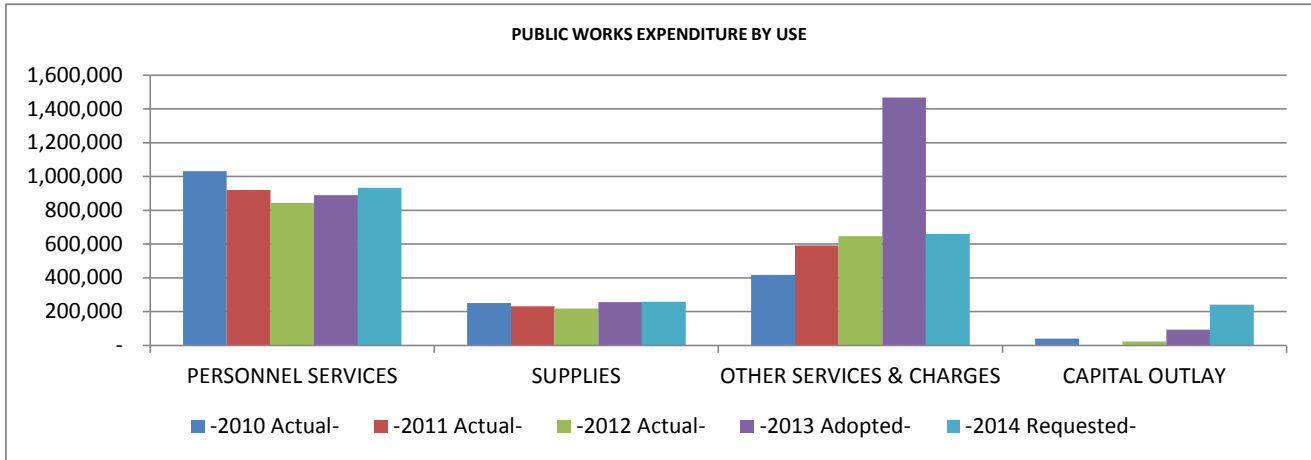
City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

**PUBLIC WORKS 301-312**

2010 Actual 2011 Actual 2012 Actual 2013 Adopted 2014 Requested

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	1,032,622	920,655	844,219	890,531	933,126
SUPPLIES	250,866	232,556	218,559	256,900	258,015
OTHER SERVICES & CHARGES	418,491	591,331	646,427	1,467,250	660,045
CAPITAL OUTLAY	40,016	-	22,371	94,000	241,100
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>1,741,995</b>	<b>1,744,542</b>	<b>1,731,576</b>	<b>2,708,681</b>	<b>2,092,286</b>



**EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS**

	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	709,170	595,404	533,780	544,218	615,899
6103 FULL TIME-REGULAR-OVERTIME	41,014	36,300	26,284	36,000	33,000
6104 PART TIME-WAGES & SALARIES	-	94	-	-	-
6105 TEMPORARY-WAGES & SALARIES	1,947	30,833	11,578	21,875	14,875
<b>TOTAL WAGES AND SALARIES</b>	<b>752,131</b>	<b>662,631</b>	<b>571,642</b>	<b>602,093</b>	<b>663,774</b>
<b>OTHER GROSS EARNINGS</b>					
6108 SEVERANCE PAY	27,105	-	22,591	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>	<b>27,105</b>	<b>-</b>	<b>22,591</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	53,238	46,237	42,495	42,040	47,045
6122 FICA/MEDICARE CONTRIBUTIONS	52,630	46,842	42,880	50,155	51,831
6131 GROUP INSURANCE	122,057	134,602	141,305	170,556	137,551
6133 WORKERS COMP INSURANCE PREMIUM	25,461	30,343	23,306	25,687	32,925
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>253,386</b>	<b>258,024</b>	<b>249,986</b>	<b>288,438</b>	<b>269,352</b>
<b>Total PERSONNEL SERVICES</b>	<b>1,032,622</b>	<b>920,655</b>	<b>844,219</b>	<b>890,531</b>	<b>933,126</b>

**SUPPLIES**

<b>OFFICE SUPPLIES</b>					
6205 DRAFTING SUPPLIES	514	-	-	1,000	500
6208 MISCELLANEOUS OFFICE SUPPLIES	654	1,474	498	3,800	1,775
<b>TOTAL OFFICE SUPPLIES</b>	<b>1,168</b>	<b>1,474</b>	<b>498</b>	<b>4,800</b>	<b>2,275</b>
<b>OPERATING SUPPLIES</b>					
6221 CLEANING SUPPLIES	-	-	-	200	200
6223 GASOLINE	9,262	16,328	11,997	14,500	16,000
6225 DIESEL FUEL	44,200	46,220	37,823	43,000	43,525
6227 LUBRICANTS & ADDITIVES	3,400	2,660	1,745	4,300	4,300
6229 SHOP MATERIALS	3,230	3,746	3,424	4,500	4,225

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

		PUBLIC WORKS 301-312				
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
6231	UNIFORMS & TURN-OUT GEAR	2,354	2,261	2,329	3,000	3,150
6249	MISCELLANEOUS OPERATING SUPPLY	7,397	8,428	6,793	9,000	8,465
<b>TOTAL OPERATING SUPPLIES</b>		<b>69,843</b>	<b>79,643</b>	<b>64,111</b>	<b>78,500</b>	<b>79,865</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>						
6257	OTHER VEHICLE PARTS	37,605	46,429	39,217	40,000	43,845
6259	BUILDING MAINT/REPAIR SUPPLIES	3,322	2,594	2,661	4,000	3,980
6261	SAND & GRAVEL	1,980	3,110	3,377	4,000	3,765
6263	SALT	109,785	71,413	77,693	84,000	82,905
6265	ASPHALT	7,136	15,862	13,073	15,000	15,475
6267	OTHER STREET MAINTENANCE SUPPL	2,608	5,155	6,318	5,000	5,625
6269	LANDSCAPE MATERIALS	6,019	3,554	7,118	8,000	7,500
6275	OTHER EQUIPMENT PARTS	-	-	-	1,000	500
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>		<b>168,455</b>	<b>148,117</b>	<b>149,457</b>	<b>161,000</b>	<b>163,595</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>						
6281	SMALL TOOLS & MINOR EQUIPMENT	11,400	3,322	4,493	12,600	12,280
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>		<b>11,400</b>	<b>3,322</b>	<b>4,493</b>	<b>12,600</b>	<b>12,280</b>
<b>Total SUPPLIES</b>		<b>250,866</b>	<b>232,556</b>	<b>218,559</b>	<b>256,900</b>	<b>258,015</b>
<b>OTHER SERVICES &amp; CHARGES</b>						
<b>PROFESSIONAL SERVICES</b>						
6315	MISCELLANEOUS PROFESSIONAL SER	14,158	32,078	71,421	29,500	35,000
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>14,158</b>	<b>32,078</b>	<b>71,421</b>	<b>29,500</b>	<b>35,000</b>
<b>COMMUNICATION</b>						
6321	TELEPHONE	2,438	1,623	1,909	2,400	2,100
6322	POSTAGE	960	490	427	1,100	1,100
6323	CELLULAR PHONES	6,063	7,543	5,572	7,500	7,200
<b>TOTAL COMMUNICATION</b>		<b>9,461</b>	<b>9,656</b>	<b>7,908</b>	<b>11,000</b>	<b>10,400</b>

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

		PUBLIC WORKS 301-312				
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>EMPLOYEE REIMBURSEMENTS</b>						
6331	TRAVEL & LODGING	-	37	-	1,000	500
6335	TRAINING	2,980	5,176	5,382	9,000	8,500
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>		2,980	5,213	5,382	10,000	9,000
<b>INSURANCE</b>						
6361	GENERAL LIABILITY/PROPERTY INS	27,111	25,700	31,648	31,500	34,700
<b>TOTAL INSURANCE</b>		27,111	25,700	31,648	31,500	34,700
<b>UTILITIES</b>						
6371	ELECTRIC UTILITIES	8,892	8,348	5,870	9,200	9,200
6372	WATER/IRRIGATION	531	500	544	500	500
6373	GAS	5,012	5,745	3,607	8,650	8,650
6374	REFUSE/RECYCLING	1,826	1,624	988	2,200	2,200
<b>TOTAL UTILITIES</b>		16,261	16,217	11,009	20,550	20,550
<b>REPAIRS AND MAINTENANCE - LABOR</b>						
6381	BUILDING & STRUCTURE REPAIR	6,737	12,006	3,328	7,000	8,000
6382	MACHINERY & EQUIPMENT REPAIR	(1,105)	316	-	2,000	3,000
6387	TIRE MOUNTING & BALANCING	399	60	-	400	400
6388	OTHER VEHICLE REPAIR	3,168	3,822	10,635	8,000	12,000
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>		9,199	16,204	13,963	17,400	23,400
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>						
6404	MACHINERY & EQUIPMENT	1,211	1,208	1,226	1,500	1,415
6405	OFFICE & DATA PROCESSING EQUIP	-	-	-	3,500	2,200
<b>TOTAL REPAIRS AND MAINTENANCE - CONTRACTS</b>		1,211	1,208	1,226	5,000	3,615
<b>RENTALS</b>						
6415	OTHER EQUIPMENT RENTAL	3,279	4,700	4,849	3,000	4,660
6416	MACHINERY RENTAL	283	-	-	-	-
6417	UNIFORM RENTAL	3,981	3,464	4,021	4,500	4,220
<b>TOTAL RENTALS</b>		7,543	8,164	8,870	7,500	8,880
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>						
6451	MEMBERSHIP DUES	1,645	995	500	2,000	1,400
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		1,645	995	500	2,000	1,400
<b>BOOKS AND PAMPHLETS</b>						
6471	BOOKS & PAMPHLETS	-	-	-	300	500
<b>TOTAL BOOKS AND PAMPHLETS</b>		-	-	-	300	500
<b>CONTRACTED SERVICES</b>						
6488	STREET MAINTENANCE CONTRACT	326,247	475,709	494,500	1,327,500	500,000
6489	OTHER CONTRACTED SERVICES	2,675	187	-	5,000	12,600
<b>TOTAL CONTRACTED SERVICES</b>		328,922	475,896	494,500	1,332,500	512,600
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>418,491</b>	<b>591,331</b>	<b>646,427</b>	<b>1,467,250</b>	<b>660,045</b>
<b>CAPITAL OUTLAY</b>						
<b>CAPITAL OUTLAY</b>						
6540	HEAVY MACHINERY	40,016	-	-	49,000	241,100
6580	OTHER EQUIPMENT	-	-	22,371	45,000	-
<b>TOTAL CAPITAL OUTLAY</b>		40,016	-	22,371	94,000	241,100
<b>Total CAPITAL OUTLAY</b>		<b>40,016</b>	<b>-</b>	<b>22,371</b>	<b>94,000</b>	<b>241,100</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>1,741,995</b>	<b>1,744,542</b>	<b>1,731,576</b>	<b>2,708,681</b>	<b>2,092,286</b>

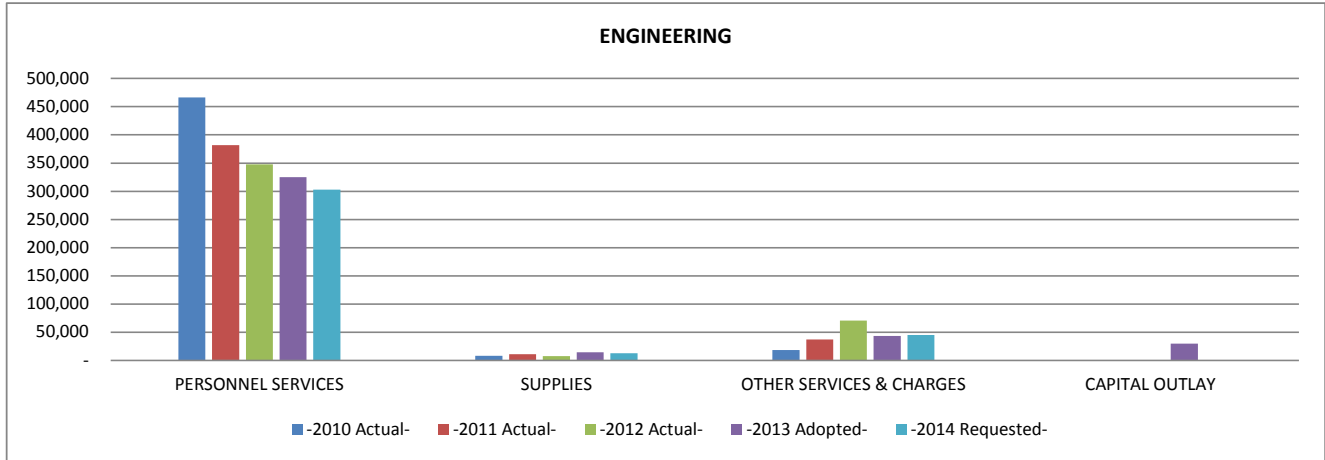
City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**ENGINEERING 301**

**2010 Actual 2011 Actual 2012 Actual 2013 Adopted 2014 Requested**

<b>EXPENDITURE BY OBJECT SUMMARY</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
PERSONNEL SERVICES	466,516	381,762	348,014	325,261	303,109
SUPPLIES	8,008	11,025	7,765	14,100	12,410
OTHER SERVICES & CHARGES	18,572	37,248	70,583	43,600	45,000
CAPITAL OUTLAY				30,000	
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>493,096</b>	<b>430,035</b>	<b>426,362</b>	<b>412,961</b>	<b>360,519</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

		ENGINEERING					301
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested	
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-	
<b>PERSONNEL SERVICES</b>							
<b>WAGES AND SALARIES</b>							
6102	F.T. REGULAR-WAGES & SALARIES	311,745	234,760	202,679	181,842	188,841	
6103	FULL TIME-REGULAR-OVERTIME	18,435	19,777	15,809	18,000	18,000	
6105	TEMPORARY-WAGES & SALARIES	-	20,751	3,430	6,875	6,875	
<b>TOTAL WAGES AND SALARIES</b>		<b>330,180</b>	<b>275,288</b>	<b>221,918</b>	<b>206,717</b>	<b>213,716</b>	
<b>OTHER GROSS EARNINGS</b>							
6108	SEVERANCE PAY	27,105	-	22,591	-	-	
<b>TOTAL OTHER GROSS EARNINGS</b>		<b>27,105</b>	<b>-</b>	<b>22,591</b>	<b>-</b>	<b>-</b>	
<b>EMPLOYER CONTRIBUTIONS</b>							
6121	PERA CONTRIBUTIONS	23,192	18,455	16,950	14,465	14,996	
6122	FICA/MEDICARE CONTRIBUTIONS	21,339	18,097	16,680	15,876	16,349	
6131	GROUP INSURANCE	63,210	68,023	68,736	86,940	56,309	
6133	WORKERS COMP INSURANCE PREMIUM	1,490	1,899	1,139	1,263	1,739	
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>		<b>109,231</b>	<b>106,474</b>	<b>103,505</b>	<b>118,544</b>	<b>89,393</b>	
<b>Total PERSONNEL SERVICES</b>		<b>466,516</b>	<b>381,762</b>	<b>348,014</b>	<b>325,261</b>	<b>303,109</b>	
<b>SUPPLIES</b>							
<b>OFFICE SUPPLIES</b>							
6205	DRAFTING SUPPLIES	514	-	-	1,000	500	
6208	MISCELLANEOUS OFFICE SUPPLIES	211	1,403	303	3,500	1,475	
<b>TOTAL OFFICE SUPPLIES</b>		<b>725</b>	<b>1,403</b>	<b>303</b>	<b>4,500</b>	<b>1,975</b>	
<b>OPERATING SUPPLIES</b>							
6223	GASOLINE	3,204	5,440	4,220	5,000	5,500	
6231	UNIFORMS & TURN-OUT GEAR	700	700	1,001	1,000	1,200	
6249	MISCELLANEOUS OPERATING SUPPLY	986	1,813	577	2,000	1,765	
<b>TOTAL OPERATING SUPPLIES</b>		<b>4,890</b>	<b>7,953</b>	<b>5,798</b>	<b>8,000</b>	<b>8,465</b>	
<b>REPAIR AND MAINTENANCE SUPPLIES</b>							
6257	OTHER VEHICLE PARTS	944	1,669	1,603	1,000	1,470	
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>		<b>944</b>	<b>1,669</b>	<b>1,603</b>	<b>1,000</b>	<b>1,470</b>	
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>							
6281	SMALL TOOLS & MINOR EQUIPMENT	1,449	-	61	600	500	
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>		<b>1,449</b>	<b>-</b>	<b>61</b>	<b>600</b>	<b>500</b>	
<b>Total SUPPLIES</b>		<b>8,008</b>	<b>11,025</b>	<b>7,765</b>	<b>14,100</b>	<b>12,410</b>	
<b>OTHER SERVICES &amp; CHARGES</b>							
<b>PROFESSIONAL SERVICES</b>							
6315	MISCELLANEOUS PROFESSIONAL SER	5,551	22,800	58,193	20,000	25,000	
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>5,551</b>	<b>22,800</b>	<b>58,193</b>	<b>20,000</b>	<b>25,000</b>	
<b>COMMUNICATION</b>							
6321	TELEPHONE	1,363	633	737	1,300	1,000	
6322	POSTAGE	929	384	358	1,000	1,000	
6323	CELLULAR PHONES	3,104	4,046	3,075	4,000	3,700	
<b>TOTAL COMMUNICATION</b>		<b>5,396</b>	<b>5,063</b>	<b>4,170</b>	<b>6,300</b>	<b>5,700</b>	
<b>EMPLOYEE REIMBURSEMENTS</b>							
6331	TRAVEL & LODGING	-	37	-	1,000	500	
6335	TRAINING	2,379	3,669	3,677	6,500	5,500	
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>		<b>2,379</b>	<b>3,706</b>	<b>3,677</b>	<b>7,500</b>	<b>6,000</b>	
<b>INSURANCE</b>							
6361	GENERAL LIABILITY/PROPERTY INS	3,812	5,000	4,279	4,500	4,700	
<b>TOTAL INSURANCE</b>		<b>3,812</b>	<b>5,000</b>	<b>4,279</b>	<b>4,500</b>	<b>4,700</b>	
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>							
6405	OFFICE & DATA PROCESSING EQUIP	-	-	-	3,500	2,200	
<b>TOTAL REPAIRS AND MAINTENANCE - CONTRACTS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>3,500</b>	<b>2,200</b>	

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

		<b>ENGINEERING</b>					<b>301</b>
		<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>	
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>							
6451	MEMBERSHIP DUES	1,434	679	264	1,500	900	
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		<b>1,434</b>	<b>679</b>	<b>264</b>	<b>1,500</b>	<b>900</b>	
<b>BOOKS AND PAMPHLETS</b>							
6471	BOOKS & PAMPHLETS	-	-	-	300	500	
<b>TOTAL BOOKS AND PAMPHLETS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>300</b>	<b>500</b>	
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>18,572</b>	<b>37,248</b>	<b>70,583</b>	<b>43,600</b>	<b>45,000</b>	
<b>CAPITAL OUTLAY</b>							
<b>CAPITAL OUTLAY</b>							
6580	OTHER EQUIPMENT	-	-	-	30,000	-	
<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>-</b>	
<b>Total CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>-</b>	
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>493,096</b>	<b>430,035</b>	<b>426,362</b>	<b>412,961</b>	<b>360,519</b>	

		<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>
<b>PERSONNEL COMPLEMENT</b>						
City Engineer		1.00	1.00	1.00	1.00	1.00
City Engineer/PW Director		1.00	1.00	1.00	-	-
PW Director		-	-	-	-	-
Assistant City Engineer		1.00	-	-	-	-
Engineering Tech IV		1.00	1.00	1.00	1.00	1.00
Engineering Tech II		1.00	1.00	1.00	1.00	1.00
Engineering Tech III		-	-	-	1.00	1.00
Civil Engineer II		1.00	1.00	1.00	1.00	1.00
Secretary		1.00	1.00	1.00	1.00	1.00
Intern		0.48	-	0.60	0.30	0.30
Public Works Total		<b>7.48</b>	<b>6.00</b>	<b>6.60</b>	<b>6.30</b>	<b>6.30</b>
<b>6580 - Other Equipment</b>						
Scanner		-	-	-	20,000	-
Colored plotter/scanner		-	-	-	10,000	-
		<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>-</b>

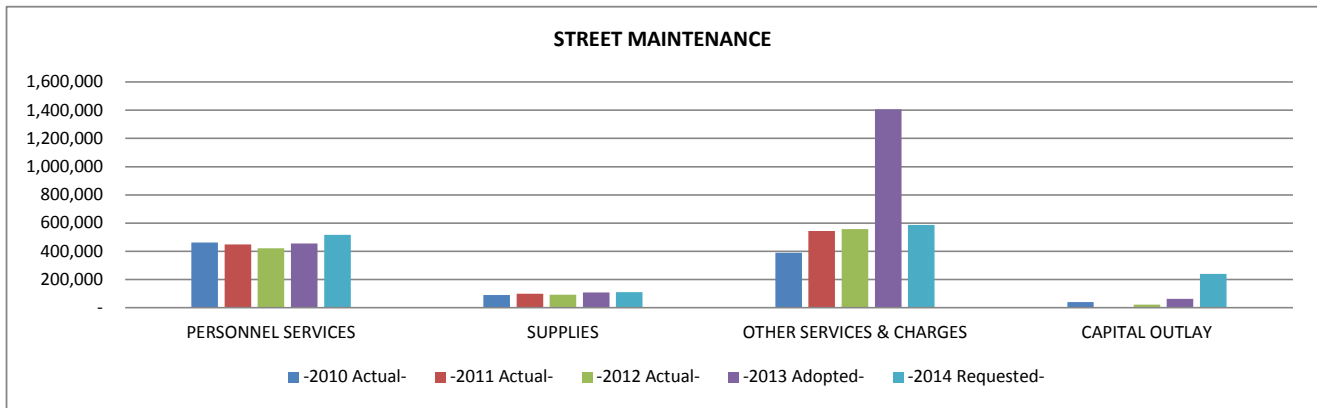
City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**STREET MAINTENANCE 311**

**2010 Actual 2011 Actual 2012 Actual 2013 Adopted 2014 Requested**

<b>EXPENDITURE BY OBJECT SUMMARY</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
PERSONNEL SERVICES	463,781	449,309	421,546	456,442	516,315
SUPPLIES	91,266	100,357	93,928	109,800	110,235
OTHER SERVICES & CHARGES	389,091	545,475	557,652	1,406,650	587,445
CAPITAL OUTLAY	40,016	-	22,371	64,000	241,100
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>984,154</b>	<b>1,095,141</b>	<b>1,095,497</b>	<b>2,036,892</b>	<b>1,455,095</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

		STREET MAINTENANCE					311
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested	
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-	
<b>PERSONNEL SERVICES</b>							
<b>WAGES AND SALARIES</b>							
6102	F.T. REGULAR-WAGES & SALARIES	336,699	307,068	281,111	293,920	354,651	
6103	FULL TIME-REGULAR-OVERTIME	233	1,196	495	2,000	2,000	
6105	TEMPORARY-WAGES & SALARIES	66	7,739	6,243	10,000	-	
<b>TOTAL WAGES AND SALARIES</b>		<b>336,998</b>	<b>316,003</b>	<b>287,849</b>	<b>305,920</b>	<b>356,651</b>	
<b>EMPLOYER CONTRIBUTIONS</b>							
6121	PERA CONTRIBUTIONS	24,030	22,005	21,241	21,454	25,857	
6122	FICA/MEDICARE CONTRIBUTIONS	24,761	22,666	21,642	26,003	28,337	
6131	GROUP INSURANCE	58,847	66,579	72,569	83,616	81,242	
6133	WORKERS COMP INSURANCE PREMIUM	19,145	22,056	18,245	19,449	24,228	
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>		<b>126,783</b>	<b>133,306</b>	<b>133,697</b>	<b>150,522</b>	<b>159,664</b>	
<b>Total PERSONNEL SERVICES</b>		<b>463,781</b>	<b>449,309</b>	<b>421,546</b>	<b>456,442</b>	<b>516,315</b>	
<b>SUPPLIES</b>							
<b>OFFICE SUPPLIES</b>							
6208	MISCELLANEOUS OFFICE SUPPLIES	443	71	195	300	300	
<b>TOTAL OFFICE SUPPLIES</b>		<b>443</b>	<b>71</b>	<b>195</b>	<b>300</b>	<b>300</b>	
<b>OPERATING SUPPLIES</b>							
6221	CLEANING SUPPLIES	-	-	-	200	200	
6223	GASOLINE	5,070	7,670	7,777	7,000	7,500	
6225	DIESEL FUEL	27,158	29,480	20,648	24,000	24,000	
6227	LUBRICANTS & ADDITIVES	3,400	2,660	1,745	4,300	4,300	
6229	SHOP MATERIALS	3,225	3,355	3,319	4,000	3,725	
6231	UNIFORMS & TURN-OUT GEAR	1,654	1,561	1,328	2,000	1,950	
6249	MISCELLANEOUS OPERATING SUPPLY	6,411	6,615	6,216	7,000	6,700	
<b>TOTAL OPERATING SUPPLIES</b>		<b>46,918</b>	<b>51,341</b>	<b>41,033</b>	<b>48,500</b>	<b>48,375</b>	
<b>REPAIR AND MAINTENANCE SUPPLIES</b>							
6257	OTHER VEHICLE PARTS	16,441	20,394	18,077	17,000	18,300	
6259	BUILDING MAINT/REPAIR SUPPLIES	3,322	2,594	2,661	4,000	3,980	
6261	SAND & GRAVEL	20	1,110	1,388	2,000	1,900	
6265	ASPHALT	7,136	15,862	13,073	15,000	15,475	
6267	OTHER STREET MAINTENANCE SUPPL	1,016	2,109	5,951	2,000	2,125	
6269	LANDSCAPE MATERIALS	6,019	3,554	7,118	8,000	7,500	
6275	OTHER EQUIPMENT PARTS	-	-	-	1,000	500	
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>		<b>33,954</b>	<b>45,623</b>	<b>48,268</b>	<b>49,000</b>	<b>49,780</b>	
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>							
6281	SMALL TOOLS & MINOR EQUIPMENT	9,951	3,322	4,432	12,000	11,780	
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>		<b>9,951</b>	<b>3,322</b>	<b>4,432</b>	<b>12,000</b>	<b>11,780</b>	
<b>Total SUPPLIES</b>		<b>91,266</b>	<b>100,357</b>	<b>93,928</b>	<b>109,800</b>	<b>110,235</b>	
<b>OTHER SERVICES &amp; CHARGES</b>							
<b>PROFESSIONAL SERVICES</b>							
6315	MISCELLANEOUS PROFESSIONAL SER	8,607	9,278	9,858	9,500	10,000	
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>8,607</b>	<b>9,278</b>	<b>9,858</b>	<b>9,500</b>	<b>10,000</b>	
<b>COMMUNICATION</b>							
6321	TELEPHONE	1,075	990	1,172	1,100	1,100	
6322	POSTAGE	31	106	69	100	100	
6323	CELLULAR PHONES	2,959	3,497	2,497	3,500	3,500	
<b>TOTAL COMMUNICATION</b>		<b>4,065</b>	<b>4,593</b>	<b>3,738</b>	<b>4,700</b>	<b>4,700</b>	
<b>EMPLOYEE REIMBURSEMENTS</b>							
6335	TRAINING	601	1,507	1,705	2,500	3,000	
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>		<b>601</b>	<b>1,507</b>	<b>1,705</b>	<b>2,500</b>	<b>3,000</b>	

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

		<b>STREET MAINTENANCE</b>					<b>311</b>
		<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>	
<b>INSURANCE</b>							
6361	GENERAL LIABILITY/PROPERTY INS	16,901	14,500	20,193	20,000	22,000	
<b>TOTAL INSURANCE</b>		<b>16,901</b>	<b>14,500</b>	<b>20,193</b>	<b>20,000</b>	<b>22,000</b>	
<b>UTILITIES</b>							
6371	ELECTRIC UTILITIES	8,892	8,348	5,870	9,200	9,200	
6372	WATER/IRRIGATION	531	500	544	500	500	
6373	GAS	5,012	5,745	3,607	8,650	8,650	
6374	REFUSE/RECYCLING	1,826	1,624	988	2,200	2,200	
<b>TOTAL UTILITIES</b>		<b>16,261</b>	<b>16,217</b>	<b>11,009</b>	<b>20,550</b>	<b>20,550</b>	
<b>REPAIRS AND MAINTENANCE - LABOR</b>							
6381	BUILDING & STRUCTURE REPAIR	6,737	12,006	3,328	7,000	8,000	
6382	MACHINERY & EQUIPMENT REPAIR	(1,105)	316	-	2,000	3,000	
6387	TIRE MOUNTING & BALANCING	399	60	-	400	400	
6388	OTHER VEHICLE REPAIR	1,413	1,601	2,989	3,000	5,000	
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>		<b>7,444</b>	<b>13,983</b>	<b>6,317</b>	<b>12,400</b>	<b>16,400</b>	
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>							
6404	MACHINERY & EQUIPMENT	1,211	1,208	1,226	1,500	1,415	
<b>TOTAL REPAIRS AND MAINTENANCE - CONTRACTS</b>		<b>1,211</b>	<b>1,208</b>	<b>1,226</b>	<b>1,500</b>	<b>1,415</b>	
<b>RENTALS</b>							
6415	OTHER EQUIPMENT RENTAL	3,279	4,700	4,849	3,000	4,660	
6416	MACHINERY RENTAL	283	-	-	-	-	
6417	UNIFORM RENTAL	3,981	3,464	4,021	4,500	4,220	
<b>TOTAL RENTALS</b>		<b>7,543</b>	<b>8,164</b>	<b>8,870</b>	<b>7,500</b>	<b>8,880</b>	
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>							
6451	MEMBERSHIP DUES	211	316	236	500	500	
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		<b>211</b>	<b>316</b>	<b>236</b>	<b>500</b>	<b>500</b>	
<b>CONTRACTED SERVICES</b>							
6488	STREET MAINTENANCE CONTRACT	326,247	475,709	494,500	1,327,500	500,000	
<b>TOTAL CONTRACTED SERVICES</b>		<b>326,247</b>	<b>475,709</b>	<b>494,500</b>	<b>1,327,500</b>	<b>500,000</b>	
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>389,091</b>	<b>545,475</b>	<b>557,652</b>	<b>1,406,650</b>	<b>587,445</b>	
<b>CAPITAL OUTLAY</b>							
<b>CAPITAL OUTLAY</b>							
6540	HEAVY MACHINERY	40,016	-	-	49,000	241,100	
6580	OTHER EQUIPMENT	-	-	22,371	15,000	-	
<b>TOTAL CAPITAL OUTLAY</b>		<b>40,016</b>	<b>-</b>	<b>22,371</b>	<b>64,000</b>	<b>241,100</b>	
<b>Total CAPITAL OUTLAY</b>		<b>40,016</b>	<b>-</b>	<b>22,371</b>	<b>64,000</b>	<b>241,100</b>	
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>984,154</b>	<b>1,095,141</b>	<b>1,095,497</b>	<b>2,036,892</b>	<b>1,455,095</b>	

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

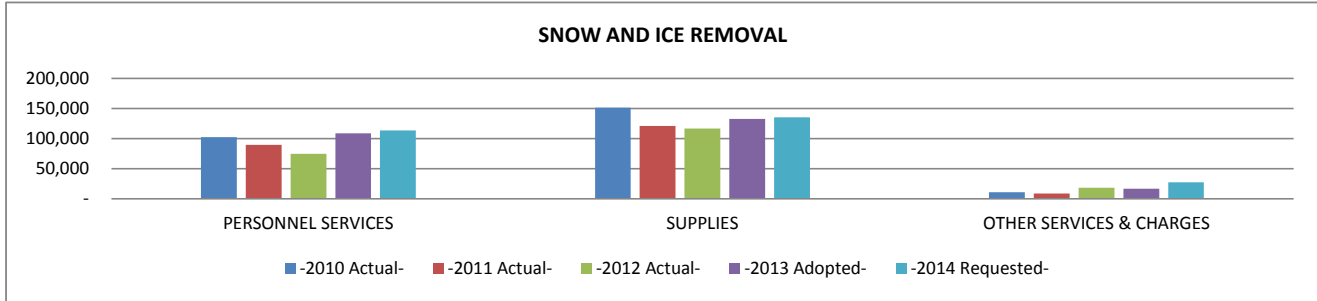
<b>STREET MAINTENANCE</b>						<b>311</b>
	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>	
	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>	
<b>PERSONNEL COMPLEMENT</b>						
Public Works Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00	1.00	1.00	1.00
PW Maintenance Worker	4.00	4.00	4.00	4.00	4.00	4.00
Temporary - Streets	-	-	-	-	-	-
Streets Total	7.00	7.00	7.00	7.00	7.00	7.00
<b>6315 Miscellaneous Professional Services</b>						
Work Program - County jail workers	5,044	4,000	3,363	4,000	4,000	4,000
Engineering services, janitorial services.	3,563	5,278	6,495	5,500	6,000	6,000
	8,607	9,278	9,858	9,500	10,000	10,000
<b>6488/6489 Other Contracted Services</b>						
Street Maintenance Program	-	400,000	400,000	-	-	-
Long term road reconstruction	-	-	-	1,327,500	500,000	500,000
Increase Asphalt Costs	-	30,000	30,000	-	-	-
Sealcoating Costs previously assessed (86/14 - 2012)	-	45,709	64,500	-	-	-
	326,247	475,709	494,500	1,327,500	500,000	500,000
<b>6540 - Heavy Machinery</b>						
F350 truck with plow	-	-	-	49,000	186,900	186,900
Tractor with mower	-	-	-	-	54,200	54,200
	40,016	-	-	49,000	241,100	241,100
<b>6580 - Other Equipment</b>						
Felling Trailer (less \$4,000 trade-in)	-	-	22,371	-	-	-
AUL system for tracking	-	-	-	15,000	-	-
	-	-	22,371	15,000	-	-

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**SNOW AND ICE REMOVAL 312**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	102,325	89,584	74,659	108,828	113,702
SUPPLIES	151,592	121,174	116,866	133,000	135,370
OTHER SERVICES & CHARGES	10,828	8,608	18,192	17,000	27,600
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>264,745</b>	<b>219,366</b>	<b>209,717</b>	<b>258,828</b>	<b>276,672</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**SNOW AND ICE REMOVAL 312**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	60,726	53,576	49,990	68,456	72,407
6103 FULL TIME-REGULAR-OVERTIME	22,346	15,327	9,980	16,000	13,000
6104 PART TIME-WAGES & SALARIES	-	94	-	-	-
6105 TEMPORARY-WAGES & SALARIES	1,881	2,343	1,905	5,000	8,000
<b>TOTAL WAGES AND SALARIES</b>	<b>84,953</b>	<b>71,340</b>	<b>61,875</b>	<b>89,456</b>	<b>93,407</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	6,016	5,777	4,304	6,121	6,192
6122 FICA/MEDICARE CONTRIBUTIONS	6,530	6,079	4,558	8,276	7,145
6133 WORKERS COMP INSURANCE PREMIUM	4,826	6,388	3,922	4,975	6,958
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>17,372</b>	<b>18,244</b>	<b>12,784</b>	<b>19,372</b>	<b>20,295</b>
<b>Total PERSONNEL SERVICES</b>	<b>102,325</b>	<b>89,584</b>	<b>74,659</b>	<b>108,828</b>	<b>113,702</b>
<b>SUPPLIES</b>					
<b>OPERATING SUPPLIES</b>					
6223 GASOLINE	988	3,218	-	2,500	3,000
6225 DIESEL FUEL	17,042	16,740	17,175	19,000	19,525
6229 SHOP MATERIALS	5	391	105	500	500
<b>TOTAL OPERATING SUPPLIES</b>	<b>18,035</b>	<b>20,349</b>	<b>17,280</b>	<b>22,000</b>	<b>23,025</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>					
6257 OTHER VEHICLE PARTS	20,220	24,366	19,537	22,000	24,075
6261 SAND & GRAVEL	1,960	2,000	1,989	2,000	1,865
6263 SALT	109,785	71,413	77,693	84,000	82,905
6267 OTHER STREET MAINTENANCE SUPPL	1,592	3,046	367	3,000	3,500
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>	<b>133,557</b>	<b>100,825</b>	<b>99,586</b>	<b>111,000</b>	<b>112,345</b>
<b>Total SUPPLIES</b>	<b>151,592</b>	<b>121,174</b>	<b>116,866</b>	<b>133,000</b>	<b>135,370</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6315 MISCELLANEOUS PROFESSIONAL SER	-	-	3,370	-	-
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>-</b>	<b>-</b>	<b>3,370</b>	<b>-</b>	<b>-</b>
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	6,398	6,200	7,176	7,000	8,000
<b>TOTAL INSURANCE</b>	<b>6,398</b>	<b>6,200</b>	<b>7,176</b>	<b>7,000</b>	<b>8,000</b>
<b>REPAIRS AND MAINTENANCE - LABOR</b>					
6388 OTHER VEHICLE REPAIR	1,755	2,221	7,646	5,000	7,000
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>	<b>1,755</b>	<b>2,221</b>	<b>7,646</b>	<b>5,000</b>	<b>7,000</b>
<b>CONTRACTED SERVICES</b>					
6489 OTHER CONTRACTED SERVICES	2,675	187	-	5,000	12,600
<b>TOTAL CONTRACTED SERVICES</b>	<b>2,675</b>	<b>187</b>	<b>-</b>	<b>5,000</b>	<b>12,600</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>10,828</b>	<b>8,608</b>	<b>18,192</b>	<b>17,000</b>	<b>27,600</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>264,745</b>	<b>219,366</b>	<b>209,717</b>	<b>258,828</b>	<b>276,672</b>

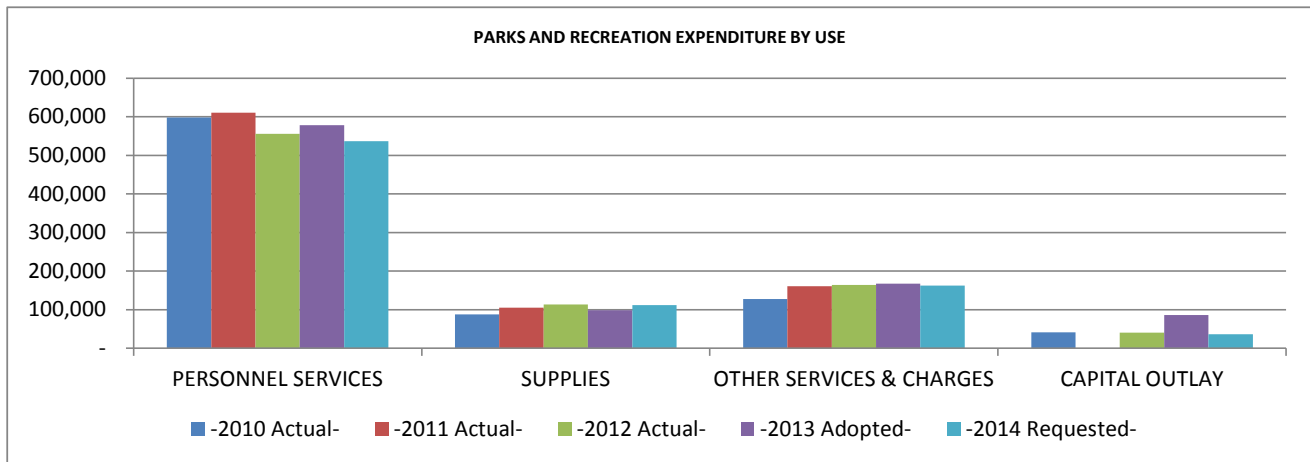
City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

**PARKS AND RECREATION 452-461**

**2010 Actual 2011 Actual 2012 Actual 2013 Adopted 2014 Requested**

<b>EXPENDITURE BY OBJECT SUMMARY</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
PERSONNEL SERVICES	598,321	610,671	555,922	578,121	536,693
SUPPLIES	87,685	104,914	113,185	98,600	111,475
OTHER SERVICES & CHARGES	127,686	160,321	164,377	167,345	162,225
CAPITAL OUTLAY	40,871	-	40,421	86,000	36,000
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>854,563</b>	<b>875,906</b>	<b>873,905</b>	<b>930,066</b>	<b>846,393</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

**PARKS AND RECREATION** 452-461

2010 Actual      2011 Actual      2012 Actual      2013 Adopted      2014 Requested

LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	411,647	400,535	355,234	369,761	336,474
6103 FULL TIME-REGULAR-OVERTIME	1,023	321	1,310	1,000	1,000
6105 TEMPORARY-WAGES & SALARIES	57,344	70,980	69,924	71,000	82,440
6106 OVERTIME-TEMPORARY	-	-	354	-	-
<b>TOTAL WAGES AND SALARIES</b>	<b>470,014</b>	<b>471,836</b>	<b>426,822</b>	<b>441,761</b>	<b>419,914</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	28,862	28,969	26,806	26,880	24,467
6122 FICA/MEDICARE CONTRIBUTIONS	34,714	35,066	32,528	33,793	32,124
6131 GROUP INSURANCE	53,652	58,006	58,730	59,724	46,078
6133 WORKERS COMP INSURANCE PREMIUM	11,079	16,794	11,036	15,963	14,110
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>128,307</b>	<b>138,835</b>	<b>129,100</b>	<b>136,360</b>	<b>116,779</b>
<b>Total PERSONNEL SERVICES</b>	<b>598,321</b>	<b>610,671</b>	<b>555,922</b>	<b>578,121</b>	<b>536,693</b>
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
6208 MISCELLANEOUS OFFICE SUPPLIES	446	382	306	600	575
<b>TOTAL OFFICE SUPPLIES</b>	<b>446</b>	<b>382</b>	<b>306</b>	<b>600</b>	<b>575</b>
<b>OPERATING SUPPLIES</b>					
6223 GASOLINE	16,012	18,700	18,190	20,000	20,000
6225 DIESEL FUEL	2,910	4,788	6,107	8,000	7,000
6229 SHOP MATERIALS	1,041	3,823	1,671	2,500	2,430
6231 UNIFORMS & TURN-OUT GEAR	1,826	2,005	1,333	2,000	2,600
6249 MISCELLANEOUS OPERATING SUPPLY	21,096	24,073	30,117	20,250	33,250
<b>TOTAL OPERATING SUPPLIES</b>	<b>42,885</b>	<b>53,389</b>	<b>57,418</b>	<b>52,750</b>	<b>65,280</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>					
6257 OTHER VEHICLE PARTS	11,069	16,352	15,656	14,000	13,100
6265 ASPHALT	17,786	15,000	20,402	15,000	18,600
6269 LANDSCAPE MATERIALS	11,558	16,593	13,037	12,500	11,570
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>	<b>40,413</b>	<b>47,945</b>	<b>49,095</b>	<b>41,500</b>	<b>43,270</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>					
6281 SMALL TOOLS & MINOR EQUIPMENT	3,941	3,198	6,366	3,750	2,350
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>	<b>3,941</b>	<b>3,198</b>	<b>6,366</b>	<b>3,750</b>	<b>2,350</b>
<b>Total SUPPLIES</b>	<b>87,685</b>	<b>104,914</b>	<b>113,185</b>	<b>98,600</b>	<b>111,475</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6315 MISCELLANEOUS PROFESSIONAL SER	13,430	28,646	58,058	39,700	24,700
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>13,430</b>	<b>28,646</b>	<b>58,058</b>	<b>39,700</b>	<b>24,700</b>
<b>COMMUNICATION</b>					
6321 TELEPHONE	890	874	890	1,300	1,300
6322 POSTAGE	113	103	631	370	350
6323 CELLULAR PHONES	3,240	3,167	2,731	3,500	3,500
<b>TOTAL COMMUNICATION</b>	<b>4,243</b>	<b>4,144</b>	<b>4,252</b>	<b>5,170</b>	<b>5,150</b>
<b>EMPLOYEE REIMBURSEMENTS</b>					
6331 TRAVEL & LODGING	32	16	-	250	250
6334 MILEAGE REIMBURSEMENT	-	-	-	50	50
6335 TRAINING	2,022	1,524	1,680	3,000	3,000
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>	<b>2,054</b>	<b>1,540</b>	<b>1,680</b>	<b>3,300</b>	<b>3,300</b>
<b>ADVERTISING AND PUBLISHING</b>					
6352 GENERAL NOTICE & PUBLIC INFOR	-	-	-	200	200
<b>TOTAL ADVERTISING AND PUBLISHING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>200</b>

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT

		PARKS AND RECREATION 452-461				
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>INSURANCE</b>						
6361	GENERAL LIABILITY/PROPERTY INS	7,230	9,700	8,615	8,200	9,800
<b>TOTAL INSURANCE</b>		<b>7,230</b>	<b>9,700</b>	<b>8,615</b>	<b>8,200</b>	<b>9,800</b>
<b>UTILITIES</b>						
6371	ELECTRIC UTILITIES	20,405	16,656	25,419	18,000	19,000
6372	WATER/IRRIGATION	33,068	50,000	22,097	40,000	20,500
6373	GAS	2,752	3,500	2,113	3,500	4,500
6374	REFUSE/RECYCLING	1,987	2,055	2,350	2,000	2,000
<b>TOTAL UTILITIES</b>		<b>58,212</b>	<b>72,211</b>	<b>51,979</b>	<b>63,500</b>	<b>46,000</b>
<b>REPAIRS AND MAINTENANCE - LABOR</b>						
6381	BUILDING & STRUCTURE REPAIR	6,876	5,093	2,750	6,000	6,000
6382	MACHINERY & EQUIPMENT REPAIR	3,560	630	2,053	1,000	1,000
6388	OTHER VEHICLE REPAIR	3,025	3,247	872	2,000	3,000
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>		<b>13,461</b>	<b>8,970</b>	<b>5,675</b>	<b>9,000</b>	<b>10,000</b>
<b>RENTALS</b>						
6415	OTHER EQUIPMENT RENTAL	6,703	8,622	8,643	9,000	8,400
6416	MACHINERY RENTAL	444	-	-	1,000	1,000
6417	UNIFORM RENTAL	1,479	591	1,006	2,800	3,130
<b>TOTAL RENTALS</b>		<b>8,626</b>	<b>9,213</b>	<b>9,649</b>	<b>12,800</b>	<b>12,530</b>
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>						
6451	MEMBERSHIP DUES	402	409	514	475	685
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		<b>402</b>	<b>409</b>	<b>514</b>	<b>475</b>	<b>685</b>
<b>CONTRACTED SERVICES</b>						
6489	OTHER CONTRACTED SERVICES	20,028	25,488	23,955	25,000	49,860
<b>TOTAL CONTRACTED SERVICES</b>		<b>20,028</b>	<b>25,488</b>	<b>23,955</b>	<b>25,000</b>	<b>49,860</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>127,686</b>	<b>160,321</b>	<b>164,377</b>	<b>167,345</b>	<b>162,225</b>
<b>CAPITAL OUTLAY</b>						
<b>CAPITAL OUTLAY</b>						
6540	HEAVY MACHINERY	40,871	-	-	86,000	36,000
6550	MOTOR VEHICLES	-	-	40,421	-	-
<b>TOTAL CAPITAL OUTLAY</b>		<b>40,871</b>	<b>-</b>	<b>40,421</b>	<b>86,000</b>	<b>36,000</b>
<b>Total CAPITAL OUTLAY</b>		<b>40,871</b>	<b>-</b>	<b>40,421</b>	<b>86,000</b>	<b>36,000</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>854,563</b>	<b>875,906</b>	<b>873,905</b>	<b>930,066</b>	<b>846,393</b>

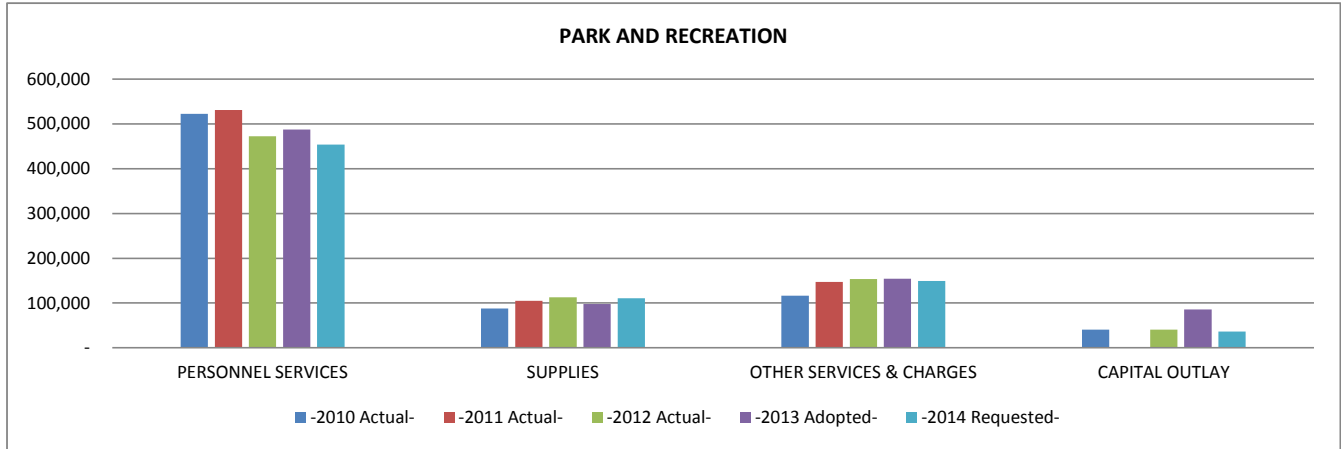
City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**PARK AND RECREATION 452**

**2010 Actual 2011 Actual 2012 Actual 2013 Adopted 2014 Requested**

<b>EXPENDITURE BY OBJECT SUMMARY</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
PERSONNEL SERVICES	522,732	531,154	472,586	487,364	453,818
SUPPLIES	87,685	104,903	113,185	97,900	110,775
OTHER SERVICES & CHARGES	116,465	147,372	153,866	154,375	149,200
CAPITAL OUTLAY	40,871	-	40,421	86,000	36,000
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>767,753</b>	<b>783,429</b>	<b>780,058</b>	<b>825,639</b>	<b>749,793</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**PARK AND RECREATION 452**

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS</b>	<b>-2010 Actual-</b>	<b>-2011 Actual-</b>	<b>-2012 Actual-</b>	<b>-2013 Adopted-</b>	<b>-2014 Requested-</b>
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	355,171	341,648	295,283	304,699	272,391
6103 FULL TIME-REGULAR-OVERTIME	514	321	1,310	1,000	1,000
6105 TEMPORARY-WAGES & SALARIES	57,344	70,980	69,924	71,000	82,440
6106 OVERTIME-TEMPORARY	-	-	354	-	-
<b>TOTAL WAGES AND SALARIES</b>	<b>413,029</b>	<b>412,949</b>	<b>366,871</b>	<b>376,699</b>	<b>355,831</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	24,891	24,701	22,310	22,163	19,821
6122 FICA/MEDICARE CONTRIBUTIONS	31,292	31,556	28,779	28,816	27,222
6131 GROUP INSURANCE	42,679	45,510	43,869	44,100	37,206
6133 WORKERS COMP INSURANCE PREMIUM	10,841	16,438	10,757	15,586	13,738
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>109,703</b>	<b>118,205</b>	<b>105,715</b>	<b>110,665</b>	<b>97,987</b>
<b>Total PERSONNEL SERVICES</b>	<b>522,732</b>	<b>531,154</b>	<b>472,586</b>	<b>487,364</b>	<b>453,818</b>
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
6208 MISCELLANEOUS OFFICE SUPPLIES	446	382	306	500	475
<b>TOTAL OFFICE SUPPLIES</b>	<b>446</b>	<b>382</b>	<b>306</b>	<b>500</b>	<b>475</b>
<b>OPERATING SUPPLIES</b>					
6223 GASOLINE	16,012	18,700	18,190	20,000	20,000
6225 DIESEL FUEL	2,910	4,788	6,107	8,000	7,000
6229 SHOP MATERIALS	1,041	3,823	1,671	2,500	2,430
6231 UNIFORMS & TURN-OUT GEAR	1,826	2,005	1,333	1,900	2,500
6249 MISCELLANEOUS OPERATING SUPPLY	21,096	24,062	30,117	20,000	33,000
<b>TOTAL OPERATING SUPPLIES</b>	<b>42,885</b>	<b>53,378</b>	<b>57,418</b>	<b>52,400</b>	<b>64,930</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>					
6257 OTHER VEHICLE PARTS	11,069	16,352	15,656	14,000	13,100
6265 ASPHALT	17,786	15,000	20,402	15,000	18,600
6269 LANDSCAPE MATERIALS	11,558	16,593	13,037	12,500	11,570
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>	<b>40,413</b>	<b>47,945</b>	<b>49,095</b>	<b>41,500</b>	<b>43,270</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>					
6281 SMALL TOOLS & MINOR EQUIPMENT	3,941	3,198	6,366	3,500	2,100
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>	<b>3,941</b>	<b>3,198</b>	<b>6,366</b>	<b>3,500</b>	<b>2,100</b>
<b>Total SUPPLIES</b>	<b>87,685</b>	<b>104,903</b>	<b>113,185</b>	<b>97,900</b>	<b>110,775</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6315 MISCELLANEOUS PROFESSIONAL SER	13,430	28,491	58,013	39,000	24,000
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>13,430</b>	<b>28,491</b>	<b>58,013</b>	<b>39,000</b>	<b>24,000</b>
<b>COMMUNICATION</b>					
6321 TELEPHONE	792	784	784	1,050	1,050
6322 POSTAGE	76	94	620	250	250
6323 CELLULAR PHONES	3,240	3,167	2,731	3,500	3,500
<b>TOTAL COMMUNICATION</b>	<b>4,108</b>	<b>4,045</b>	<b>4,135</b>	<b>4,800</b>	<b>4,800</b>
<b>EMPLOYEE REIMBURSEMENTS</b>					
6335 TRAINING	1,732	1,359	1,505	2,500	2,500
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>	<b>1,732</b>	<b>1,359</b>	<b>1,505</b>	<b>2,500</b>	<b>2,500</b>
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	6,707	9,000	7,915	7,500	9,000
<b>TOTAL INSURANCE</b>	<b>6,707</b>	<b>9,000</b>	<b>7,915</b>	<b>7,500</b>	<b>9,000</b>
<b>UTILITIES</b>					
6371 ELECTRIC UTILITIES	20,405	16,656	25,419	18,000	19,000
6372 WATER/IRRIGATION	33,068	50,000	22,097	40,000	20,500
6373 GAS	2,752	3,500	2,113	3,500	4,500
6374 REFUSE/RECYCLING	1,987	2,055	2,350	2,000	2,000
<b>TOTAL UTILITIES</b>	<b>58,212</b>	<b>72,211</b>	<b>51,979</b>	<b>63,500</b>	<b>46,000</b>

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

		PARK AND RECREATION					452
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested	
<b>REPAIRS AND MAINTENANCE - LABOR</b>							
6381	BUILDING & STRUCTURE REPAIR	6,876	5,093	2,750	6,000	6,000	
6382	MACHINERY & EQUIPMENT REPAIR	3,560	630	2,053	1,000	1,000	
6388	OTHER VEHICLE REPAIR	3,025	3,247	872	2,000	3,000	
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>		<b>13,461</b>	<b>8,970</b>	<b>5,675</b>	<b>9,000</b>	<b>10,000</b>	
<b>RENTALS</b>							
6415	OTHER EQUIPMENT RENTAL	6,703	8,622	8,643	9,000	8,400	
6416	MACHINERY RENTAL	444	-	-	1,000	1,000	
6417	UNIFORM RENTAL	1,479	591	1,006	2,800	3,130	
<b>TOTAL RENTALS</b>		<b>8,626</b>	<b>9,213</b>	<b>9,649</b>	<b>12,800</b>	<b>12,530</b>	
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>							
6451	MEMBERSHIP DUES	242	249	249	275	285	
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		<b>242</b>	<b>249</b>	<b>249</b>	<b>275</b>	<b>285</b>	
<b>CONTRACTED SERVICES</b>							
6489	OTHER CONTRACTED SERVICES	9,947	13,834	14,746	15,000	40,085	
<b>TOTAL CONTRACTED SERVICES</b>		<b>9,947</b>	<b>13,834</b>	<b>14,746</b>	<b>15,000</b>	<b>40,085</b>	
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>116,465</b>	<b>147,372</b>	<b>153,866</b>	<b>154,375</b>	<b>149,200</b>	
<b>CAPITAL OUTLAY</b>							
<b>CAPITAL OUTLAY</b>							
6540	HEAVY MACHINERY	40,871	-	-	86,000	36,000	
6550	MOTOR VEHICLES	-	-	40,421	-	-	
<b>TOTAL CAPITAL OUTLAY</b>		<b>40,871</b>	<b>-</b>	<b>40,421</b>	<b>86,000</b>	<b>36,000</b>	
<b>Total CAPITAL OUTLAY</b>		<b>40,871</b>	<b>-</b>	<b>40,421</b>	<b>86,000</b>	<b>36,000</b>	
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>767,753</b>	<b>783,429</b>	<b>780,058</b>	<b>825,639</b>	<b>749,793</b>	

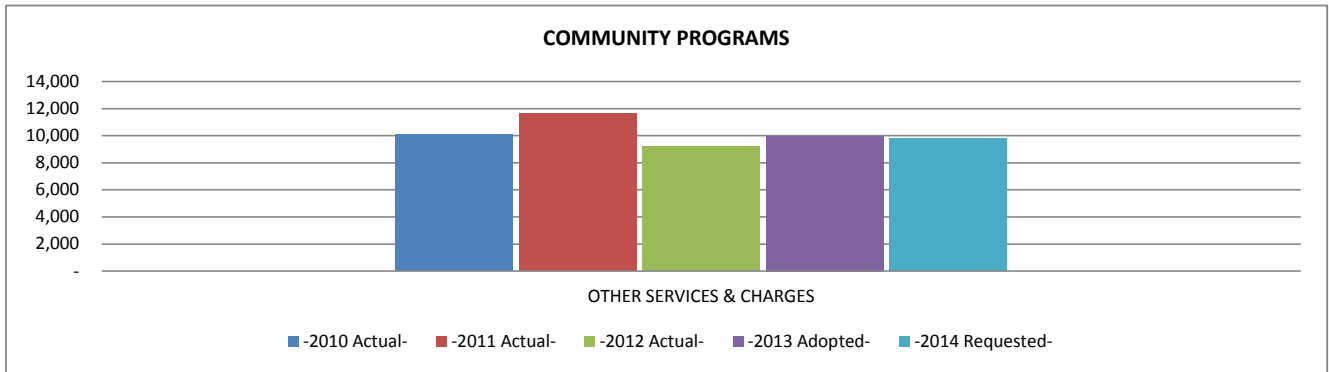
		2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested	
<b>PERSONNEL COMPLEMENT</b>							
	Park Maintenance Worker	5.00	5.00	4.00	4.00	5.00	
	Utilities Maintenance Worker	2.00	2.00	2.00	2.00	2.00	
	Utilities Supervisor	2.00	2.00	2.00	1.00	1.00	
	Park Supervisor/Assistant PW Superintendent	-	-	-	1.00	1.00	
	Temporary - Parks	1.47	2.47	2.47	2.47	2.47	
	Parks Intern	-	-	-	-	0.50	
	Parks/Utilities Total	<b>10.47</b>	<b>11.47</b>	<b>10.47</b>	<b>10.47</b>	<b>11.97</b>	
<b>6315 Miscellaneous Professional Services</b>							
	The Draw Park maintenance contract	-	-	2,440	20,000	-	
	Work Program - County jail workers	10,081	10,088	10,594	11,000	12,000	
	Other Misc	3,349	18,403	44,979	8,000	12,000	
		<b>13,430</b>	<b>28,491</b>	<b>58,013</b>	<b>39,000</b>	<b>24,000</b>	
<b>6489 Other Contracted Services</b>							
	Contracted Maintenance	-	-	-	-	40,085	
		-	-	-	-	40,085	
<b>6540 Heavy Machinery</b>							
	Toro Mower	-	-	-	86,000	36,000	
		<b>40,871</b>	<b>-</b>	<b>-</b>	<b>86,000</b>	<b>36,000</b>	
<b>6550 Motor Vehicles</b>							
	2012 1-Ton Truck w/dump (less \$3000 trade-in)	-	-	40,421	-	-	
		-	-	40,421	-	-	

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**COMMUNITY PROGRAMS** **455**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
OTHER SERVICES & CHARGES	10,081	11,654	9,209	10,000	9,775
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>10,081</b>	<b>11,654</b>	<b>9,209</b>	<b>10,000</b>	<b>9,775</b>



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>CONTRACTED SERVICES</b>					
6489 OTHER CONTRACTED SERVICES	10,081	11,654	9,209	10,000	9,775
TOTAL CONTRACTED SERVICES	10,081	11,654	9,209	10,000	9,775
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>10,081</b>	<b>11,654</b>	<b>9,209</b>	<b>10,000</b>	<b>9,775</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>10,081</b>	<b>11,654</b>	<b>9,209</b>	<b>10,000</b>	<b>9,775</b>

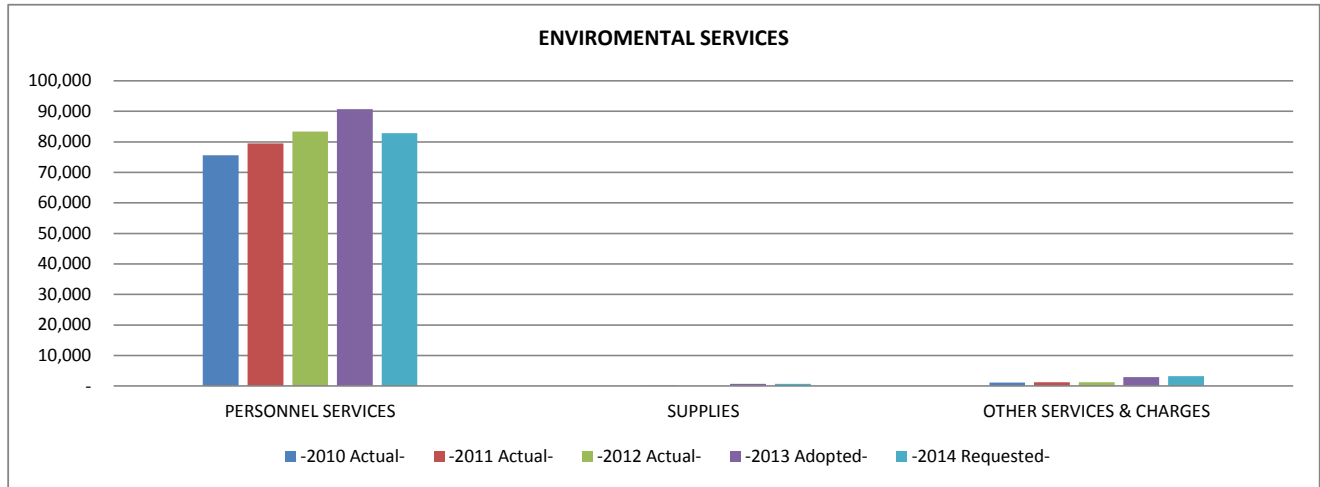
	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>6489 Other Contracted Services</b>					
Alexandra House	7,000	7,000	5,000	5,000	5,000
Arbor Events/Environmental Expo	3,081	4,654	4,209	5,000	4,775
	10,081	11,654	9,209	10,000	9,775

City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**ENVIROMENTAL SERVICES 461**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
PERSONNEL SERVICES	75,589	79,517	83,336	90,757	82,875
SUPPLIES	-	11	-	700	700
OTHER SERVICES & CHARGES	1,140	1,295	1,302	2,970	3,250
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>76,729</b>	<b>80,823</b>	<b>84,638</b>	<b>94,427</b>	<b>86,825</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**ENVIROMENTAL SERVICES 461**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>PERSONNEL SERVICES</b>					
<b>WAGES AND SALARIES</b>					
6102 F.T. REGULAR-WAGES & SALARIES	56,476	58,887	59,951	65,062	64,083
6103 FULL TIME-REGULAR-OVERTIME	509	-	-	-	-
<b>TOTAL WAGES AND SALARIES</b>	<b>56,985</b>	<b>58,887</b>	<b>59,951</b>	<b>65,062</b>	<b>64,083</b>
<b>EMPLOYER CONTRIBUTIONS</b>					
6121 PERA CONTRIBUTIONS	3,971	4,268	4,496	4,717	4,646
6122 FICA/MEDICARE CONTRIBUTIONS	3,422	3,510	3,749	4,977	4,902
6131 GROUP INSURANCE	10,973	12,496	14,861	15,624	8,872
6133 WORKERS COMP INSURANCE PREMIUM	238	356	279	377	372
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>18,604</b>	<b>20,630</b>	<b>23,385</b>	<b>25,695</b>	<b>18,792</b>
<b>Total PERSONNEL SERVICES</b>	<b>75,589</b>	<b>79,517</b>	<b>83,336</b>	<b>90,757</b>	<b>82,875</b>
<b>SUPPLIES</b>					
<b>OFFICE SUPPLIES</b>					
6208 MISCELLANEOUS OFFICE SUPPLIES	-	-	-	100	100
<b>TOTAL OFFICE SUPPLIES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100</b>	<b>100</b>
<b>OPERATING SUPPLIES</b>					
6231 UNIFORMS & TURN-OUT GEAR	-	-	-	100	100
6249 MISCELLANEOUS OPERATING SUPPLY	-	11	-	250	250
<b>TOTAL OPERATING SUPPLIES</b>	<b>-</b>	<b>11</b>	<b>-</b>	<b>350</b>	<b>350</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>					
6281 SMALL TOOLS & MINOR EQUIPMENT	-	-	-	250	250
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250</b>	<b>250</b>
<b>Total SUPPLIES</b>	<b>-</b>	<b>11</b>	<b>-</b>	<b>700</b>	<b>700</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6315 MISCELLANEOUS PROFESSIONAL SER	-	155	45	700	700
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>-</b>	<b>155</b>	<b>45</b>	<b>700</b>	<b>700</b>
<b>COMMUNICATION</b>					
6321 TELEPHONE	98	90	106	250	250
6322 POSTAGE	37	9	11	120	100
<b>TOTAL COMMUNICATION</b>	<b>135</b>	<b>99</b>	<b>117</b>	<b>370</b>	<b>350</b>
<b>EMPLOYEE REIMBURSEMENTS</b>					
6331 TRAVEL & LODGING	32	16	-	250	250
6334 MILEAGE REIMBURSEMENT	-	-	-	50	50
6335 TRAINING	290	165	175	500	500
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>	<b>322</b>	<b>181</b>	<b>175</b>	<b>800</b>	<b>800</b>
<b>ADVERTISING AND PUBLISHING</b>					
6352 GENERAL NOTICE & PUBLIC INFOR	-	-	-	200	200
<b>TOTAL ADVERTISING AND PUBLISHING</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>200</b>
<b>INSURANCE</b>					
6361 GENERAL LIABILITY/PROPERTY INS	523	700	700	700	800
<b>TOTAL INSURANCE</b>	<b>523</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>800</b>
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>					
6451 MEMBERSHIP DUES	160	160	265	200	400
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>	<b>160</b>	<b>160</b>	<b>265</b>	<b>200</b>	<b>400</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>1,140</b>	<b>1,295</b>	<b>1,302</b>	<b>2,970</b>	<b>3,250</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>76,729</b>	<b>80,823</b>	<b>84,638</b>	<b>94,427</b>	<b>86,825</b>

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>PERSONNEL COMPLEMENT</b>					
Environmental Specialist/Zoning *	1.00	1.00	1.00	1.00	-
Environmental Total	1.00	1.00	1.00	1.00	-

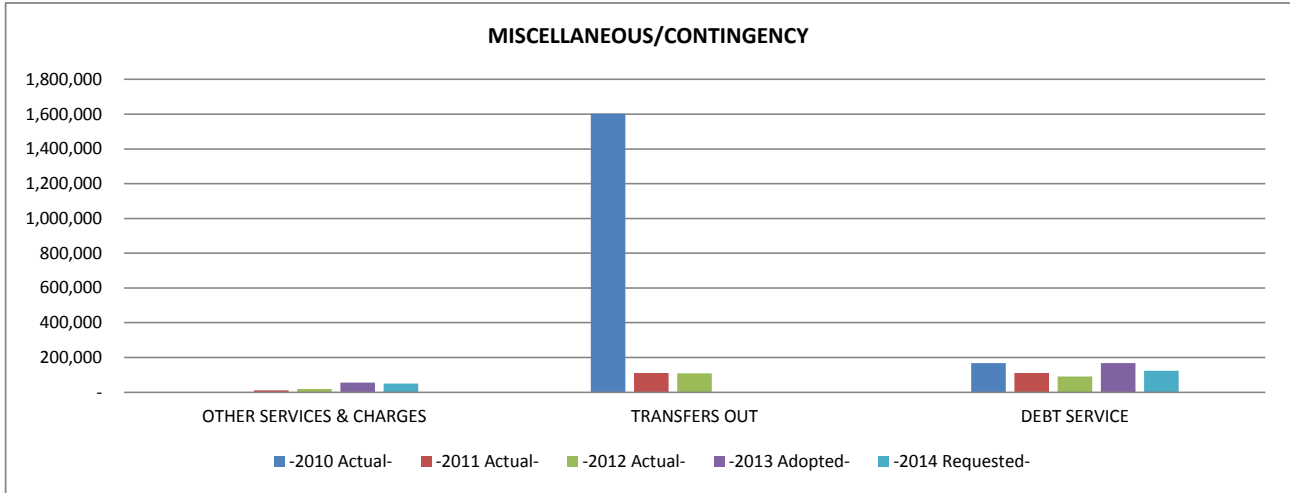
\*(See Community Development)

City of Ramsey 2014 Requested General Fund Budget

**GENERAL FUND 101 - GENERAL GOVERNMENT**  
 LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

**MISCELLANEOUS/CONTINGENCY 892**

EXPENDITURE BY OBJECT SUMMARY	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
OTHER SERVICES & CHARGES	-	10,898	18,955	56,313	50,000
TRANSFERS OUT	1,603,000	110,016	108,000	-	-
DEBT SERVICE	168,048	111,344	91,267	168,226	123,169
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>1,771,048</b>	<b>232,258</b>	<b>218,222</b>	<b>224,539</b>	<b>173,169</b>



City of Ramsey 2014 Requested General Fund Budget

GENERAL FUND 101 - GENERAL GOVERNMENT  
LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

MISCELLANEOUS/CONTINGENCY 892

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2010 Actual-	-2011 Actual-	-2012 Actual-	-2013 Adopted-	-2014 Requested-
<b>OTHER SERVICES &amp; CHARGES</b>					
<b>PROFESSIONAL SERVICES</b>					
6315 MISCELLANEOUS PROFESSIONAL SER	-	10,898	18,955	56,313	50,000
TOTAL PROFESSIONAL SERVICES	-	10,898	18,955	56,313	50,000
<b>Total OTHER SERVICES &amp; CHARGES</b>	<b>-</b>	<b>10,898</b>	<b>18,955</b>	<b>56,313</b>	<b>50,000</b>
<b>TRANSFERS OUT</b>					
<b>OPERATING TRANSFERS</b>					
6820 OPERATING TRANSFERS TO OTHER F	1,603,000	110,016	108,000	-	-
TOTAL OPERATING TRANSFERS	1,603,000	110,016	108,000	-	-
<b>Total TRANSFERS OUT</b>	<b>1,603,000</b>	<b>110,016</b>	<b>108,000</b>	<b>-</b>	<b>-</b>
<b>DEBT SERVICE</b>					
<b>DEBT SERVICE</b>					
6603 OTHER L.T. OBLIGATION PRINCIPA	168,048	111,344	91,267	168,226	123,169
TOTAL DEBT SERVICE	168,048	111,344	91,267	168,226	123,169
<b>Total DEBT SERVICE</b>	<b>168,048</b>	<b>111,344</b>	<b>91,267</b>	<b>168,226</b>	<b>123,169</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>1,771,048</b>	<b>232,258</b>	<b>218,222</b>	<b>224,539</b>	<b>173,169</b>

	2010 Actual	2011 Actual	2012 Actual	2013 Adopted	2014 Requested
<b>6603 Debt Service Payment</b>					
Principal - Park & Ride (PIR Fund)	10,400	10,400	10,400	-	-
Interest - Park & Ride (PIR Fund)	1,404	936	468	-	-
Muni Center Internal Loan (Water Fund)	48,488	18,760	61,853	-	-
Muni Center Internal Loan (Sewer Fund)	50,000	19,395	18,546	61,853	16,796
Bury Carlson Internal Loan (PIR Fund)	57,756	-	-	44,520	44,520
Minicipal Center debt transfer interfund	-	61,853	-	61,853	61,853
	168,048	111,344	91,267	168,226	123,169

2014 PROPOSED GENERAL FUND BUDGET

Finance Committee Recommendation of November 12, 2013:

Tax Capacity Options:	Tax Capacity Rate	Preliminary Levy Adopted	Additional Levy Reduction	Amended Levy	Amended Tax Capacity Rate
Option A: 2013 Adopted	44.288%	\$	(159,000)	\$ 8,564,341	44.284%
Option B: 2014 Estimated for Preliminary	43.370%	\$	(341,000)	\$ 8,382,341	43.367%
Option C: 2014 Preliminary per County #'s	45.095%	\$ 8,723,341	\$ -	\$ 8,723,341	45.095%

Possible Additional Levy Reduction Items

**Personnel Savings:**

Salary for non-union to 2% and health waivers	\$	(23,686)
Economic Development Manager Salary budgeted for 2014 (reduce 2014 EDA Levy)	\$	(8,689)
Economic Development Manager Savings from 2013 (reduce 2014 levy)	\$	(6,262)
<b>Total Personnel Savings</b>	\$	<b>(38,637)</b>

**Strategic Planning Items:**

	<b>Strategic Initiative</b>		
Communications	Enhancing Internal/External Communications	\$	(45,000)
Training Supervisors	Enhancing Organizational Structure	\$	(5,000)
Prof Survey	Creating a High-Performance Work Environment & Workforce	\$	(7,500)
Interns:			
Admin Intern	Enhancing Organizational Structure	\$	(13,535)
Planning Intern:	Streamlining Internal Processes	\$	(13,535)
Rental License Intern:	Improving Safety & Quality of Housing Stock	\$	(13,535)
Code Enforcement Intern:	Ensuring Quality Services Baed on Customer Requirements	\$	(12,695)
Building Inspection Intern:	Improving Safety & Quality of Housing Stock	\$	(13,535)
Parks Intern	Enhancing Recreational & Cultural Opportunities	\$	(12,757)
Restore Police Force-1 FT Police Officer ( Begin June 1)	Ensuring a Safe City	\$	(40,470)
Reclassification of Jobs (5 positions)	Enhancing Organizational Structure	\$	(16,968)
Office Assistant ( 25 hours week)	Creating a High-Performance Work Environment & Workforce	\$	(28,895)
IT Tech (20 hours week)	Creating a High-Performance Work Environment & Workforce	\$	(24,259)
<b>Total Strategic Planning Items</b>		\$	<b>(247,684)</b>

**Total Personnel Savings & Strategic Planning Items** \$ (286,321)

**Other Possible Savings:**

HRA County Fund Request of \$215,561 - Won't know outcome of request until after budget/levy adoption

**General Fund Budget Tax Capacity Rates ISD #11**

<u>Year</u>	<u>Ramsey</u>	<u>Anoka</u>	<u>ISD #11</u>	<u>Special</u>	<u>Total</u>	<u>City</u>	
<u>Collectable</u>	<u>County</u>	<u>County</u>	<u>ISD #11</u>	<u>Districts</u>	<u>Total</u>	<u>Share</u>	<u>as %</u>
1988	18.141	30.766	62.181	1.459	112.547	16.119%	
1989	13.942	27.425	51.384	1.519	94.270	14.789%	
1990	15.193	28.846	47.893	1.012	92.944	16.346%	
1991	13.413	31.400	51.779	1.060	97.652	13.736%	
1992	15.216	32.990	56.525	1.244	105.975	14.358%	
1993	16.182	32.779	63.717	1.032	113.710	14.231%	
1994	18.684	32.680	57.161	1.068	109.593	17.049%	
1995	19.551	32.765	61.402	1.213	114.931	17.011%	
1997	20.454	30.091	55.588	1.316	107.449	19.036%	
1998	21.530	30.618	51.824	2.820	106.792	20.161%	
1999	22.893	32.206	54.731	3.065	112.895	20.278%	
2000	24.120	30.841	52.140	3.521	110.622	21.804%	
2001	27.619	28.859	52.281	3.455	112.214	24.613%	
2002	41.124	37.976	29.082	4.513	112.695	36.491%	
2003	39.353	37.714	26.941	6.071	110.079	35.750%	
2004	37.439	35.221	21.050	6.393	100.103	37.400%	
2005	38.183	33.080	21.492	4.955	97.710	39.078%	
2006	39.352	33.869	20.046	4.382	97.649	40.299%	
2007	39.438	32.369	19.337	4.050	95.194	41.429%	
2008	39.255	33.888	16.983	3.967	94.093	41.719%	
2009	39.257	33.563	18.247	3.803	94.870	41.380%	
2010	37.811	36.855	19.939	4.961	99.566	37.976%	
2011	39.801	41.708	23.999	4.905	110.413	36.047%	
2012	44.172	42.267	23.325	5.157	114.921	38.437%	
2013	44.290	45.538	26.801	4.152	120.781	36.670%	
2014	45.095	44.819	28.210	6.014	124.138	36.327%	Option C: Preliminary Levy with County #'s as of Nov 4, 2013
2014	44.284	44.819	28.210	6.014	123.327	35.908%	Option A: 2013 Final City Tax Rate and 2014 Prelim Levy #'s from County for other jurisdictions
2014	43.367	44.819	28.210	6.014	122.410	35.428%	Option B: Prelim 2014 Staff Estimate tax rate and 2014 Prelim Levy #'s from County for other juri

Meeting Date: 11/26/2013

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### Information

**Title:**

Discussion Regarding 2014 Non-union Wages and Non-union City Health Insurance Contributions

**Purpose/Background:**

The purpose of this case is to discuss non-union employee' wages and non-union health insurance contributions for 2014 – and to consider the comparison related to the City's unionized employees.

This work-session case is a follow-up to one that occurred at the July 23, 2013, work-session, "Overview of 2014 Budget Process; as well as the Personnel Committee on October 15, 2013, "Discussion Regarding 2014 Non-union Wages and City Health Insurance Contributions."

As background information, the City employs 68 employees, of which 65 employees are benefit eligible. Of the 65 benefit eligible employees, 24 are non-union and 44 are union. Again, this case is specific to the City's 24 non-union employees and the 2014 budget; however, it is important to note that since the union contracts have been settled through 2014 the decisions made regarding the non-union group will have an impact on the City's internal equity and compensation structure.

Note: The July 23, 2013, work-session minutes and October 15, 2013, Personnel Committee minutes are attached; as well as a summary of the City's wages, health insurance and other related documents.

Note: The position identified in the attached charts as Community Development Director is currently referred to as the Development Services Manager and the City Planner is currently referred to as the Associate Planner/Environmental Coordinator; both positions are slated for reclassification. The position of Assistant to the City Administrator was not listed in the charts due to a lack of comparable data.

Health Insurance

Historically, the City has always offered the same health insurance contributions to all employee groups, union and non-union alike. Staff highly suggests continuing that practice in an effort to maintain internal equity, minimize the complexity of the budget, keep the payroll process streamlined, and to mirror other city's business practices.

As background regarding the City's 2014 premium increases, the premiums were expected to be capped at 10% and the 2014 union contracts were negotiated based on that percentage. However, staff was aware that there was a chance the increase would be slightly higher due to healthcare reform fees and the unions were given (and have requested) to have a re-opener to negotiate for the added fees, which came in at 3.3% or 13.3% all together.

Staff recommends the City Council consider authorizing the sharing of the premium increases with non-union employees as per one of the attached spreadsheets, limited to the Single, Employee + Spouse, and Employee + Children plans. These spreadsheet options represent the amounts previously negotiated with the unions, or, an option to include a portion of the remaining 3.3 percent that was added to the premiums due to healthcare reform fees. Staff recommends holding the City's contribution on the Family plan at the level that was previously negotiated with the unions in order to reduce costs and work toward more equitable contributions amongst the tiers.

Staff recommends option C. Option C falls within the 2014 preliminary budget while 1) maintaining 100% coverage by the City on the least expensive single premium (consistent past with practice and recommended by the City's benefits broker), and 2) offers \$130.00 toward the single VEBA contribution (but not \$155 as was the case last year).

### Wages

Staff originally accounted for a 2.5% non-union cost-of-living-adjustment (COLA) in the preliminary 2014 budget. Due to the need to drive down the 2014 preliminary budget the percentage was reduced to 2%. Concurrently, staff has reviewed the most recent COLA data and found that most City's are coming in at a average COLA of 2%. Staff recommends a 2% COLA be authorized for the non-union employee group.

### Market Study

Staff was asked to conduct a non-union market study. A study was completed on every non-union position in the City. The market area included similarly sized cities in the Metro Area, as well as Elk River (which is considered Central MN) and Andover (which is larger in population) but is very close in proximity.

### Non-union staff

Staff was asked about the make-up of the non-union group; the following list shows the city's non-union positions and F.L.S.A. status (Fair Labor Standards Act):

	Title	Eligible for Overtime / Covered by the F.L.S.A.
1	City Administrator (KU)	NO
2	Police Chief (JW)	NO
3	Finance Director (DL)	NO
4	Fire Chief (DK)	NO
5	City Engineer (BW)	NO
6	Public Works Superintendent (GR)	NO
7	Economic Development Manager (TL)	NO
8	Parks and Asst PW Superintendent (MR)	NO
9	Police Captain (JK) and (TF)	NO
10	Asst. Finance Officer (DM)	NO
11	Human Resources Manager (CL)	NO
12	Development Services Manager (TG)	NO
13	Building Official (RJ)	NO
14	Assistant to the City Administrator (PB)	NO
15	PW Utilities Supervisor (JN)	NO
16	Civil Engineer (LL)	NO
17	IT Coordinator (JF)	NO
18	Fire Marshall (Vacant)	Yes
19	City Clerk (JT)	Yes
20	Police Dept. Office Supervisor (JW)	Yes
21	Env. Coord/Assoc Planner (CA)	No
22	Parks Leadperson (MB) and (New in 2014)	Yes
23	Accountant I (CN)	Yes
24	Building Maint. Supervisor (DB)	Yes

At the October 15, 2013; Personnel Committee, the minutes reflect that the Committee was concerned about authorizing pay increases for the non-union group; it was stated that the non-union group is among the highest paid employees in the City. There are factors that should be considered with regard to a decision not to authorize a COLA to non-union employees: 1) Most of the above listed non-union positions are not eligible for overtime compensation and work a number of extra hours, including night meetings; 2) Most of the non-union positions require advanced education; 3) Most of the positions are already below the market when comparing 2013 data, and 4) considering that LELS will be getting 2% COLA plus a 2% market adjustment in 2014 and AFSCME will be getting 2% COLA plus 1% market adjustment in 2014, the wage scales show a narrowing margin.

Please see the attached graph documenting the market study.

**Timeframe:**

A case to authorize the non-union wages and health insurance contributions will be brought forward at the December 10, 2013, regular City Council meeting to be adopted as part of the 2014 budget.

**Funding Source:**

The funding required for the non-union COLA and health insurance contributions are included in the 2014 preliminary budget and will be covered in detail as they related to the 2014 budget discussion this evening.

**Responsible Party(ies):**

Colleen Lasher, Human Resources manager

**Outcome:**

Agreement on a contribution for health insurance for all employees, and a wage adjustment for non-union employees. Discuss market comparisons.

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**Attachments**

[Wages and Health Ins. Overview](#)

[07-23-13 Work-session](#)

[PC Minutes 10-15-13](#)

[Compensation Seciton of Personnel Policy](#)

[Sample Compensaiton Guidelines](#)

[HR Wage Tables](#)

[2014 Health Contribution Option A B C D](#)

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 11/21/2013

**Reviewed By**

Kurt Ulrich

**Date**

11/21/2013 05:56 PM

Started On: 11/20/2013 06:48 PM

### **Wages / Overview of the City's Cost of Living Adjustments (COLA)**

The purpose of the COLA is to ensure that purchasing power is not eroded by inflation. Last year, the City Council was provided with the information listed below. Unfortunately, the 2014 data is not yet available and may not be for some time, pending the end of the government shut-down.

In any event, the Social Security Administration (SSA) provides data as it relates to Social Security Income and COLA calculations. (Based on the percentage increase in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)) The SSA calculated the COLA for 2013 to be 1.7% and the City gave a 1% COLA to all groups in 2013.

Note: This information has been provided as supporting documentation only and does not imply that the City relies on the SSA for budgeting purposes, or otherwise

For information purposes, a brief COLA history is listed below:

- 2013 1% for all employee groups
- 2012 2% for all employee groups, with the exception of Department Heads at 1%
- 2011 Zero % for all employee groups
- 2010 Zero % for all employee groups
- 2003 to 2009 3% each year for all employee groups

For 2014, the City's preliminary budget for non-union employees has budgeted for a 2.5% wage or cost of living adjustment.

### **Health Insurance / Overview of the City's Health Insurance**

January 2014 marks the beginning of the City's third year with Blue Cross and Blue Shield. The City changed health insurance carriers in 2012 from HealthPartners to Blue Cross and Blue Shield as part of the Local Government Information Systems Consortium (LOGIS). The City' benefited by joining the LOGIS group in many ways, but especially through the guarantee of four years of rate caps as follows: 8 1/2% in 2013, 10% in 2014, 11% in 2015, and 12% in 2016. However, as Healthcare Reform has evolved, there have been some added taxes that have passed on to the health plan and consequently the City. As a result, the 10% rate cap increase for 2014 ended up coming in at 13.3%.

**CITY COUNCIL WORK SESSION  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey City Council conducted a City Council Work Session on Tuesday, July 23, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen  
Councilmember Mark Kuzma  
Councilmember John LeTourneau  
Councilmember Chris Riley  
Councilmember Jason Tossey

Member Absent: Councilmember Randy Backous

Also Present: City Administrator Kurtis Ulrich  
Finance Director Diana Lund  
Police Captain Jeff Katers  
Fire Marshall Matt Kohner  
Public Works Superintendent Grant Riemer  
Human Resources Manager Colleen Lasher  
Development Services Manager Timothy Gladhill  
City Engineer Bruce Westby  
City Attorney Joe Langel

Mayor Strommen stated the Finance Committee discussed that there had been just under a 1% decrease in residential home values.

Finance Director Lund completed presentation of the budget information relating to personnel and road reconstruction funding. She indicated the Council will need to focus on road reconstruction funding since the general fund does not have capacity to cover that cost due to levy limits. She stated prior to adoption in September, staff needs to look at balancing the budget to the levy, and the Council needs to consider whether to use Anoka County HRA funds of \$220,000, and whether to merge the EDA/HRA account. In addition, staff will prepare a five-year budget projection for the Council's review.

City Administrator Ulrich stated the five-year projection was a request from the Finance Committee to see what is happening to tax revenue and expenditures. On the EDA/HRA, it may not be good year to eliminate the HRA during a year of levy limits but the option is available to utilize Anoka County HRA funding to substitute that levy. Or, the HRA's activity can be scaled back and those duties transferred to the EDA through the HRA levy; however, that may result in concerns with transparency. With regard to funding road reconstruction costs, there has been discussion of a franchise fee and a Council decision needs to be reached in the next month or so in order to have a road reconstruction project in 2014. He stated the assessment option also needs to be considered so if approved, it could go into place in 2014. City Administrator Ulrich stated staff will consider cuts that can be made to reach a balanced budget and that recommendation will be made for the Council's consideration.

Councilmember Riley stated the Finance Committee discussed the Comprehensive Annual Financial Report and staff had a call with S&P who indicated the General Fund reserves are the most important thing they look at. He noted there are two main changes: the difference in funding roads in 2013 (combination of debt savings and one-time monies) versus 2014; and, now we have to pay the debt, making a \$600,000 difference. That is the difference between 2013 and 2014.

Finance Director Lund stated there are also personnel changes.

Mayor Strommen noted this presentation has laid out the issues. The Council will be working on the budget over the next few months, receive the five-year projections, and need to make a decision on funding sources for road reconstruction.

City Administrator Ulrich stated he would like to test the assumption if the Council wants to levy to the maximum or if the budget should be scaled back even more, and whether to keep the HRA levy in place or cover that \$200,000 with cuts. He asked if there is support to cut back on the levy or staffing to balance the 2014 budget.

Councilmember Tossey stated one TIF district is coming off line and even with a levy increase and lower home values, it will lower the tax capacity, proving TIF is more destructive than good. He asked about the assumption of a 2.5% wage increase for non-union when union got 2%.

Finance Director Lund verified that the unions received the following: AFSCME: 2% January 1 and 1% July 1 and LELS 2% January 1 and 2% July 1<sup>st</sup> for year 2014.

Finance Director Lund stated this is preliminary for consideration by the Council but the union contracts have been approved and need to stay in the budget.

Councilmember Tossey stated he would support a .5% decrease for non-union employees instead of paying a higher increase than union employees received.

City Administrator Ulrich stated the AFSCME is 2% in January and 1% in July, or 2.5%; and, LELS was 2% January 1<sup>st</sup> and 2% July 1<sup>st</sup> which averages 3%.

Councilmember Tossey stated there could be savings by reducing non-union increases. He asked why, in September, the Council debated using Anoka County HRA funds to off-set the Ramsey HRA but there is still not an answer.

Finance Director Lund stated the Council was informed that Anoka County HRA funds could be used but decided to not use it and save it for other housing activity or a project. She indicated Anoka County had approved it, but Ramsey had to submit its budget.

Councilmember Tossey referenced about the comment on the lack of transparency when using HRA funding to pay for certain EDA things, and stated he would argue that franchise fees result in the same, lack of transparency. He felt invoking a franchise fee was an attempt to get around the levy limit.

Councilmember Kuzma stated he would like to talk about bonding for road reconstruction.

Finance Director Lund stated it is too late to bond for projects in 2013 but bonding can be done for 2014 projects. Since it would be a non-qualified bond and the process takes 90 days to complete, she would recommend it be held off to 2014.

Mayor Strommen asked when the Council will receive revised road construction costs so that discussion can be tackled. She noted it is clear the cost for road reconstruction will not fit into the General Fund levy without significant decreases elsewhere. Mayor Strommen stated all agree the roads need to be fixed so the decision is the level of projects, pace of projects, and how they will be funded.

City Engineer Westby stated information on road costs, funding options, and associated timelines will be presented at the August 13, 2013, Work Session.

Finance Director Lund explained how levy limits are determined, noting the limit is 3% of last year's levy amount.

Councilmember Tossey asked how much additional revenue will be received by the TIF #2 District coming off line and asked why that should count towards levy limits since that money could not be accessed last year.

Mayor Strommen stated the City cannot take advantage of that because it is dictated by what had been levied last year.

Councilmember Tossey stated he wants money to go towards roads but he does not support franchise fees.

Mayor Strommen stated Ramsey does not get the choice to use the additional revenue generated by decertification of TIF #2 for road construction due to levy limits.

Finance Director Lund stated another reason levies were put in place is that the state passed a sales tax exemption.

Councilmember Riley stated on the transparency issue, several years ago the EDA/HRA were the same and it was past practice to use one levy one year and the other levy the next year depending on which was the most advantageous. He stated he did not support that practice. Councilmember Riley stated this budget starts with the Strategic Plan and to make changes that can be paid for. He stated the "wish list" needs to be scrutinized first and only items included that can be paid for.

Mayor Strommen stated the personnel changes considered during strategic planning are not enough to offset road costs so that problem still needs to be addressed.

Councilmember Kuzma stated in 2014, \$156,000 needs to be cut even if the levy limit is maximized. He stated if the \$156,000 is cut, the budget would have \$500,000 allocated for roads so maybe only maintenance can be done in 2014 unless information is presented at the next Work Session to resolve that funding issue.

Councilmember Riley stated there is an operating budget and a road funding issue but right now, the \$156,000 needs to be cut first and then the Council can tackle the road funding issue. He noted that the City cannot increase taxes to pay for road reconstruction, which frames the Council's discussion.

Mayor Strommen agreed and stated the Council has wrestled with this decision for years and keeps pushing it "down the road" but that decision is needed now because there is a big issue with roads. She stated she is not concerned about cutting \$156,000 from the 2014 budget but funding road reconstruction will be a difficult decision. She stated at some point, a Council has to tackle that issue and find funding that is not one-time in nature, perhaps through a phased approach.

City Administrator Ulrich asked if the non-union wage discussion should be referred to the Personnel Committee.

The City Council agreed it should be referred to the Personnel Committee

Human Resources Manager Lasher explained it was a COLA increase on top of the entire scale.

City Administrator Ulrich stated Anoka County HRA had a caveat that it preferred one-time projects and expenditures but there was no clear answer about using Anoka County HRA funds for on-going administrative costs.

Mayor Strommen asked staff to prepare a plan that meets Anoka County's objectives and Ramsey's objectives and budget scenarios addressing both.

Councilmember Tossey asked what COR land sales are dedicated to.

Finance Director Lund stated there are two outstanding MSA bonds, sewer and water internal loans and then it is to go to pay back the HRA for development matters and help fund parks because park improvements cannot be bonded for through TIF.

Councilmember Tossey asked about the status of park funds.

Finance Director Lund stated the Park Fund has a balance of about \$2.4 million and that number does not include the cost for Elmcrest Park.

Councilmember Tossey suggested analyzing HRA land to determine if any of that money can be used for road reconstruction, noting the City is land rich but cash poor.

City Administrator Ulrich stated land proceeds have always been something hoped for to fund a lot of things, but the market has not been there and it is an unpredictable funding source.

Councilmember Tossey stated the City does not have an Economic Development Manager but the market is changing and people are interested in buying land. In addition, the Highway 10 project may increase interest in The COR property without spending money on consultants. He noted levy limits may be in place for 2015 but he thinks the way to get revenue for roads is through the levy and not through fees.

Mayor Strommen supported making this decision this year so that decision is not again delayed.

City Administrator Ulrich agreed the interchange project moving forward will result in increasing the value of The COR land.

Councilmember Kuzma raised the option of instituting a franchise fee for a year until land sales increase.

City Administrator Ulrich stated that is an option and has been used previously when the market homestead credit was cut and there were levy limits.

Finance Director Lund stated LGA had also been cut at that time and that franchise fee was instituted for one year but sunset after nine months. She noted that the budget process would be presented at tonight's Council meeting to make the public aware.

### **3. FUTURE TOPICS FOR DISCUSSION**

City Administrator Ulrich reviewed future topics.

Mayor Strommen suggested the Metropolitan Council representative be invited and introduced at a future meeting. She stated the Mississippi River Mayor's Association had a recent conference in St. Cloud, it is free to join, and fits with the Council's Strategic Plan to promote connectivity. In addition, Parks and Assistant Public Works Superintendent Riverblood has indicated it would be in line with the Mississippi River Trail.

The Council supported discussing the Mississippi River Mayor's Association at a future Work Session.

Councilmember Tossey stated he attended Senator Peterson's Town Hall meeting and the Rum River Dam was discussed. He stated there is a movement to get all cities along the Rum River to contribute towards a secondary barrier, as it is a regional issue, instead of only the four cities within the Lower Rum River Watershed Management Organization.

City Administrator Ulrich stated the Housing Assistance Plan will be considered in several weeks. He provided updates on personnel issues.

Mayor Strommen suggested addressing concerns related to investment in abutting properties that will be impacted by the Highway 10 project.

Development Services Manager Gladhill stated the Planning Commission will be discussing that issue in August.

City Administrator Ulrich announced a cyber security session will be offered to Ramsey business owners on September 17, 2013.

### **4. MAYOR / COUNCIL / STAFF INPUT**

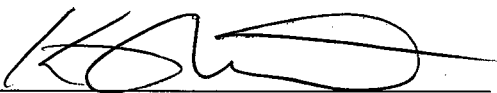
None

### **5. ADJOURNMENT**

Motion by Councilmember Kuzma, seconded by Councilmember Tossey, to adjourn the Work Session meeting.

The Work Session of the City Council was adjourned at 6:33 p.m.

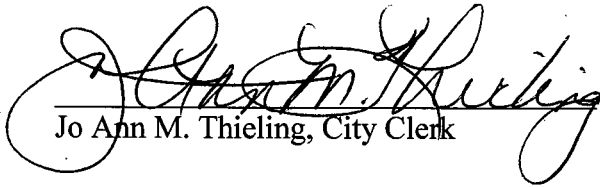
Respectfully submitted,



Kurtis G. Ulrich

City Administrator

ATTEST:



Jo Ann M. Thieling, City Clerk

Drafted by Carla Wirth  
*TimeSaver Off Site Secretarial, Inc.*

**PERSONNEL COMMITTEE  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Personnel Committee conducted a regular meeting on Tuesday, October 15, 2013, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Jason Tossey  
                            Councilmember Randy Backous  
                            Councilmember Mark Kuzma

Also Present:         City Administrator Kurtis Ulrich  
                            Human Resources Manager Colleen Lasher  
                            Fire Chief Dean Kapler  
                            Parks and Assistant Public Works Superintendent Mark Riverblood  
                            Public Works Superintendent Grant Riemer  
                            City Engineer Bruce Westby  
                            Development Services Manager Timothy Gladhill  
                            Mayor Sarah Strommen (Alternate)  
                            Councilmember Jill Johns  
                            Councilmember John LeTourneau  
                            Councilmember Chris Riley

**1.     CALL TO ORDER**

Chairperson Tossey called the regular meeting of the Personnel Committee to order at 6:27 p.m.

**2.     CITIZEN INPUT**

There was none.

**3.     APPROVE AGENDA**

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to approve the agenda as submitted.

Motion carried.   Voting Yes:   Chairperson Tossey, Councilmembers Backous and Kuzma.  
Voting No: None.

#### **4. COMMITTEE BUSINESS**

##### **4.01: Discussion Regarding 2014 Non-union Wages and City Health Insurance Contributions**

Human Resources Manager Lasher reviewed the staff report, noting the City has 68 employees, of which 65 are benefit eligible. Of those 68, 24 are non-union and 44 are union. The purpose of this case is to discuss non-union employee's wages and health insurance benefits for 2014 and to consider a comparison related to the City's unionized employees. It was noted that since the union contracts have been settled through 2014, the decisions made regarding the non-union group will have an impact on the City's internal equity and compensation structure. She advised that staff has data from about 18% of the reporting metro area cities indicating an average, non-union wage increase of 2.08% for 2014. Human Resources Manager Lasher reviewed terms of the 2014 settled contracts (wages and health insurance) (AFSCME, LELS-Patrol, and LELS-Sergeants). She presented three options for the Committee's consideration and further discussion:

Option #1: Retain the previously budgeted 2.5% increase in order to have flexibility based on the results of further analysis and receipt of additional pending data and to offer the same health insurance benefit to the non-union group as the unionized groups.

Option #2: Option #1 plus direct staff to perform a League of Minnesota Cities wage study for each non-union position in order to gather position specific market data and then use the remaining .5% to increase the position(s) that are too low.

Option #3: Based on discussion.

Human Resources Manager Lasher stated staff recommends Option #1, noting this will allow flexibility and time to learn what the Consumer Price Index and market are doing. She noted that in 2012, Department Heads received a 1% increase and all other staff members received a 2% increase, causing an even greater disparity within the compensation structure and market. It was noted the preliminary 2014 budget has accounted for a 2.5% non-union COLA and health insurance increases. The difference between a 2% increase and a 2.5% increase is about \$6,000 per year. She stated there may be an issue coming forward relating to comparable market wages.

Councilmember Backous asked if a League of Minnesota Cities study is done each year and if it has been done for 2014.

Human Resources Manager Lasher stated it is done yearly and already completed for 2013.

Councilmember Backous asked how the City rated and stated his preference to consider what the market bears and compete for talent in that way.

Human Resources Manager Lasher stated the unionized groups are where they need to be. She stated she has analyzed two-thirds of the non-union positions and found the City is at market or below, but none are over market rate.

City Administrator Ulrich stated if the Personnel Committee wants to keep COLA low and distribute funds to address market efficiencies, staff can present that option at a future meeting.

Councilmember Backous stated the market is the City's market and if the City is retaining employees, it is doing a good job. He noted Ramsey is unique and not the same as other cities in all aspects. He stated he has previously done salary surveys and they do identify if there are major discrepancies.

Chairperson Tossey stated he has yet to see an employee leave because of a 1% or 2% discrepancy. He stated the non-union positions are generally the highest paid positions in the City, and he believes this is not the time to consider a raise for the City's highest paid employees. Chairperson Tossey supported taking the time to do a market analysis and then consider adjustments, if justified, on a case-by-case basis.

Councilmember Kuzma asked who is considered non-union.

City Administrator Ulrich stated it is department heads and confidential employees who work with union negotiations such as Human Resources Manager Lasher.

Human Resources Manager Lasher stated, typically staff members who attend Council meetings would be non-union as well as liaisons to Boards and Commissions. She described the positions comprised in the union groups and stated she will provide a list that identifies non-union positions.

Councilmember Kuzma stated support for a comparison study.

City Administrator Ulrich stated if the unions get a percentage and the non-union do not, it will be an issue.

Councilmember Backous stated the union is the union and those contracts were negotiated so he does not find it to be a perception issue.

Chairperson Tossey stated handing out 2.5% increases to the City's highest paid employees while asking residents to pay for roads is the perception issue he is concerned about.

Human Resources Manager Lasher stated it was clear that the Council wanted to focus on retention and higher-level positions are specialized, leading the non-union groups.

Chairperson Tossey reviewed increases made within the Police Department and the issue of whether salaries are equitable, which he is not buying, because the Council takes it up on a case-by-case basis if there is a disparity.

City Administrator Ulrich stated most non-union employees are exempt and do not qualify for overtime and work extra hours. The union settlements were broken down into cost of living and market rate adjustment. He stated staff will do additional research relating to market rates.

Chairperson Tossey asked how many were told they had to leave the union to take a promotion, noting none were forced and did so voluntarily. He did not think it was fair to ask the public for more tax dollars to raise the salaries of the City's highest paid employees unless there is a big disparity

Councilmember Kuzma stated those management positions that are paid higher than union positions include the function of management, and that is where the comparable will come in.

Councilmember Backous stated some private companies have put a moratorium on higher paid positions. He noted other positions have been added to ease the burden and there are other work factors than the pay. Councilmember Backous stated if the City offers market or near market salaries and the employees are happy in their environment, they will stay. He stated the analysis has to compare like positions to like positions and it is the responsibility of the Council to determine the fair market value for each position.

Chairperson Tossey agreed and stated there is a need to compare apples-to-apples and population alone is not an indicator.

Human Resources Manager Lasher stated the League of Minnesota Cities has upgraded its salary survey so there are more factors considered than previously. She stated she will attempt to get the comparison as close to "apples-to-apples" as possible.

It was the consensus of the Personnel Committee to ask staff to complete a wage study and market survey for each non-union position so the City's non-union salaries can be compared with market rates.

#### **4.02: Resolution to Replace the Duties Left Vacant by the Fire Marshal**

Human Resources Manager Lasher reviewed the staff report and recommendation to authorize staff to move ahead with recruiting a Deputy Fire Chief posted at the position's full pay scale of \$30.14 per hour to \$37.67 per hour. The proposed position will provide back up for the Fire Chief, anticipates the need for succession planning, will assist with the on-going fire service consolidation effort, and is meant to ensure exemplary ongoing fire administration for the community. She noted the Fire Marshal's position in 2014 wages was budgeted for \$102,988 and anticipated funding for this position is approximately \$89,346.

Fire Chief Kapler stated the consolidation effort will take a lot of work and he would like this position to be part of that, which will have a direct reflection on its success. He stated the breakdown into operations and code enforcement at a 60/40 split is not far from where it was before and there is need for flexibility in this job description because he does not see a lot of full-time positions in the future.

Councilmember Backous stated he understands Fire Marshal Kohner's resignation resulted in a big loss. He asked if there were existing long-term employees that could be utilized for operations as a back up and whether the 40% of Code Enforcements/Inspection Services could be contracted.

Fire Chief Kapler stated this will be the #2 position and it is important to recognize that a strong structure is needed. He stated he selected the Deputy Fire Chief title because some duties will go along with that position and put an emphasis that it is the #2 position. He stated the current people work during the day and as a City, the majority of fire calls are also during the day.

Chairperson Tossey asked how many structure fires there were.

Fire Chief Kapler stated last year there were 14-15 structure fires.

Chairperson Tossey stated he has a hard time considering a full-time Deputy Chief position for a City of this size, especially with its economic problems. He felt there was opportunity for a Fire Inspector being a #2 position and was concerned that a Deputy Chief may garner a higher pay. He noted Fire Chief Kapler is very active and attends many meetings, which is great, but some of those commitments could be downsized somewhat.

Councilmember Backous stated he is not saying this is not an important position but agrees there are budget issues and the City is also asking residents to fund a street improvement program. He stated Ramsey is reaching out to other communities for shared fire services, which he supports, but does not know if Ramsey is getting back an adequate amount to cover the costs for the additional tasks. Councilmember Backous stated if there is more burden on City staff and additional costs with shared services that is not reimbursed, he does not want to be part of it. Rather, he supported joined services and cutting costs.

Fire Chief Kapler stated he does not know if a good gauge is the number of structure fires because the Code enforcement and fire prevention results in people not spending money to repair their homes, which is huge. He believed fire prevention should be #1 on the list. He stated administrators are looking at the shared services cost analysis and the effort expended by staff to get it to this point is not being recouped.

Councilmember Backous stated if Ramsey is adding staff to cover the burden for joint fire services then either the other cities need to make enough reimbursement to cover those costs, or Ramsey should get out of it.

Fire Chief Kapler stated a lot of the questions related to costs are included in the consultant's report and it contains good information to determine if shared services is a good idea. He stated after reviewing that study, he thinks there will be an improvement in services and in the long term, reduction in costs.

City Administrator Ulrich stated there was originally five cities considering shared services with Ramsey. Then Oak Grove dropped out so it is now at four cities. He explained there is anticipation that administration costs of the joint venture will be shared, though the exact numbers are not yet known. He stated he and Fire Chief Kapler will work on that organization for shared equipment. City Administrator Ulrich agreed that Ramsey has the highest costs because it has the biggest Department and population to serve and as the model is expanded for shared services, all will contribute toward those costs. He believed there was the option to share

this position in the future but it is critical to hire in the start up phase of shared services, and also addresses succession planning for this larger entity if it comes about, and to have the employee feel comfortable in providing leadership. City Administrator Ulrich stated there are alternatives, such as a lower level position to grow into this position over time but that is not the preference. He explained if there is a new Department in two years, they want an employee with those skills and abilities at this point. He asked if there may be the opportunity to contract out some of the fire inspection work for neighboring communities to recoup some of the costs.

Chairperson Tossey asked if that was done with Fire Marshal Kohner.

Fire Chief Kapler stated the only one contracted out was with Nowthen under that JPA.

Chairperson Tossey stated if not done previously, he does not think it will be done in the future. He stated he attended the consultant presentation and heard about shared services. The consultant said overall, it makes sense to have some shared services in the area of fire prevention and training but not in sharing rigs. Chairperson Tossey stated he has no desire to fill a position that may never come to fruition and would prefer a fire prevention position.

Councilmember Kuzma asked what the difference in salary is between the two positions.

Human Resources Manager Lasher stated the Deputy Fire Marshal range is \$30.14 per hour to \$37.67 per hour as compared to that of the Fire Marshal range of \$27.93 per hour to \$34.56 per hour. She stated she read three or four area fire chief's recommendations regarding this position and advised that all recommended asking to hire two people, a Deputy Fire Chief and a Fire Inspector. She noted that Chief Kapler had scaled down the request considerably.

Chairperson Tossey stated he does not support staff's recommendation to hire a Deputy Fire Chief but would be willing to discuss lowering the position classification.

Fire Chief Kapler stated the recommendation he presented was his vision of what is best for the Fire Department. But if this does not have a chance, he absolutely would recommend covering what needs to be covered today. He stated part of his job is to predict the community's future needs (buildings and services) and this is his idea of a snapshot of the future in what the community needs. Fire Chief Kapler stated he does not want to lose services the City is already providing.

Councilmember Backous stated he was going to ask what was the most important in this position, and Fire Chief Kapler had previously mentioned the most important aspect is fire prevention. He asked if that service can be contracted instead of hiring an employee. He stated if the shared services agreement evolves, that position would be an easy one to share and quantify the cost to the communities.

Fire Chief Kapler stated it can be contracted out and the City needs to look at efficiencies. He noted new construction inspections are picking up as well as other administrative functions.

Councilmember Backous asked whether the Fire Department can draw on the talents of current employees to pick up the slack on operational functions. He stated he likes the idea of contracting for fire inspections because then the City can hire to the level needed.

Fire Chief Kapler stated the operational functions occur during the day and the experienced people work during the day so he will have no luck finding a current person to handle operational functions. He stated these functions can occur any day of the week and that is the advantage of a flexible position instead of a contractor that is rigid.

Councilmember Backous asked what the Fire Department can live without, as he would like to find a compromise. He stated this is not a good time to add a \$100,000 cost.

Fire Chief Kapler noted this is not a request to add anything, but to replace a full-time position. He stated a Fire Inspector/Building Inspector was brought on and with the activity, went to a Fire Inspector, and then as the employee's abilities grew became a Fire Marshal. The same happened with Mr. Kohner.

Chairperson Tossey stated it would add \$15,000 in salary if a Deputy Fire Chief position is hired. He stated he is not comfortable paying the new replacement position more than was received by the person in the position previously. He stated residents spoke last week and told the City to stop spending money. Chairperson Tossey stated he understands the need to fund critical services but he does not want to replace the previous position with someone being paid more. He asked if there was support to restructure this position or bring it before the full Council.

Fire Chief Kapler stated he has heard the comments of the Personnel Committee loud and clear and suggested he and Human Resources Manager Lasher come up with an alternate recommendation.

Councilmember Kuzma asked if this position being on staff affects the insurance rates of the homeowner.

Fire Chief Kapler stated it does but is part of a long and complex formula.

Councilmember Backous stated as an insurance agent, rates are based on having a fire hydrant within 1,000 feet, a Fire Station within so many miles, and the type of structure of the house.

Fire Chief Kapler described the other items that are factored into the formula.

City Administrator Ulrich stated the issue is the ISO rating and described how it is determined.

Councilmember Kuzma stated support for the Fire Chief to consider other alternatives that address the funding concerns.

Councilmember Backous stated he understands the request but in all requests impacting the budget, he wants to hear what is needed, not what is wanted.

Fire Chief Kapler stated he will return with a tiered approach that includes options.

Councilmember Kuzma agreed with the importance of succession planning so the #2 position is ready at the time Fire Chief Kapler retires.

Councilmember Backous stated it may be that another City's Fire Department is training that #2 person who will replace Fire Chief Kapler when he retires.

Chairperson Tossey stated the Council will select the replacement for the Fire Chief, and it may not be the #2 person, and it may be someone from outside of the Department.

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to postpone consideration of the recruitment for a Deputy Fire Chief position and ask Fire Chief Kapler and Human Resources Manager Lasher to develop other options that includes a tiered approach.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Backous and Kuzma. Voting No: None.

#### **4.03: Resolution to Accept a Paid-on-call Firefighter's Resignation**

Human Resources Manager Lasher reviewed the staff report and recommendation to accept the resignation from paid-on-call Firefighter Lance Weatherly as he has moved out of the City. It was noted the Fire Chief is not requesting to fill this position at this time.

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to recommend that the City Council confirm the recommendation of the Personnel Committee and accept paid-on-call Firefighter Lance Weatherly's resignation and to recruit for this position at a later date.

Motion carried. Voting Yes: Chairperson Tossey, Councilmembers Backous and Kuzma. Voting No: None.

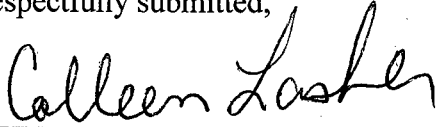
#### **ADJOURNMENT**

Motion by Councilmember Backous, seconded by Councilmember Kuzma, to adjourn the regular meeting of the Personnel Committee.

Motion carried.

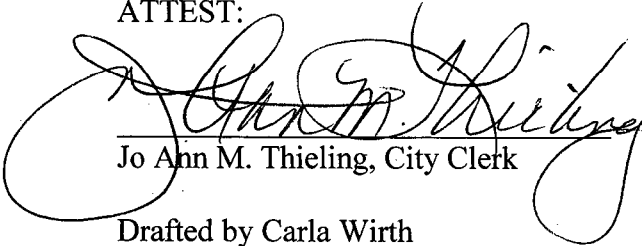
The regular meeting of the Personnel Committee adjourned at 7:29 p.m.

Respectfully submitted,



Colleen Lasher  
Human Resources Manager

ATTEST:



Jo Ann M. Thieling, City Clerk

Drafted by Carla Wirth  
*TimeSaver Off Site Secretarial, Inc.*

## **SECTION 6            CLASSIFICATION AND COMPENSATION**

### **6.1     General**

Employees of the City shall be compensated according to the schedule established by the City Council. Any wage, salary, or other monetary benefit so established is the total remuneration for employment which may be allowed for the conduct of official business, but shall not be considered as reimbursement for official travel or other expenses. Unless approved by the City Council, no employee shall receive pay from the city in addition to the salary authorized for the position or positions to which the employee has been appointed, or for hours beyond the normal work week without prior approval by the Administrator or designee.

Non-exempt employees who work for a period less than the regularly scheduled work-week will earn wages based on the actual number of hours worked. Regular part-time employees are eligible to earn vacation and sick leave in proportion to that earned by regular full-time employees based on the number of hours worked. Holidays are earned in proportion to those earned by regular full-time employees and are based on work hours budgeted on January 1. Vacation and sick leave, and holidays count toward total budgeted work hours for the year. Temporary employees are not eligible for vacation or sick leave, holiday pay, or health or life insurance.

This employee is eligible to earn vacation and sick leave in proportion to that earned by regular full-time employees based on the number of hours worked. Holidays are earned in proportion to those earned by regular full-time employees and are based on work hours budgeted on January 1. Vacation and sick leave, and holidays count toward total budgeted work hours for the year.

Employees shall be paid biweekly. When a pay day falls on a holiday, employees shall receive their pay the preceding work day.

No employee shall be permitted to receive from any third party payment for services and labor performed while such employee is working regular hours or while working additional overtime hours.

### **6.2     Classification Plan**

The City will establish and maintain a position classification plan for all positions in accordance with federal and state laws. This plan will be reviewed periodically to ensure that responsibility levels and wages are commensurate with the work performed. Position descriptions shall not be used to limit the scope of work, but shall serve as a guide in identifying core functions and qualifications.

Each position description shall contain:

- a.     Essential duties and responsibilities of the position.
- b.     Examples of work which are illustrative of the duties of the position.

- c. Descriptions of the level of knowledge, skills and abilities necessary to perform the essential duties and responsibilities.
- d. Minimum requirements of the position which will include the desired level of education, experience, education and training for recruitment into the position.
- e. Working conditions and physical demands of the position.

### *Purpose*

The purpose of the classification plan is to:

- a. Establish reasonable compensation relationships between job classifications.
- b. Establish qualification standards for recruitment and testing purposes.
- c. Provide the appointing authority with means for analyzing work distribution, areas of responsibility, lines of authority, and other relationships between positions.
- d. Assist the appointing authority in determining budget requirements.
- e. Provide the basis for developing standards of work performance.
- f. Indicate training needs
- g. Provide uniform titles to positions.

### *Class*

A class shall be comprised of one or more positions that are substantially similar with respect to the type, difficulty, and responsibility of work performed.

### *Position Specification*

The Human Resources Manager, under the direction of the City Administrator, and in conjunction with Department Heads, shall be responsible for establishing and maintaining current position descriptions. The position description shall state the essential duties, responsibilities and qualification requirements which distinguish a given position from other positions. The position description shall describe the typical types of work which may be assigned to a particular position but shall not be construed to restrict the assignment of other duties related to the position.

### *Administration of the Classification Plan*

The classification plan shall be established and maintained through recommendation of the department head and the Human Resources Manager to the City Administrator. The City Administrator may establish a new class, create a new position within a class or reclassify a position upon approval by the City Council.

When a new position is proposed by a department head and the Human Resources Manager, a request for the position along with a description of the duties and responsibilities of the position shall be submitted to the City Administrator. The position shall be analyzed and evaluated based on the duties and responsibilities without regard to the personal characteristics, abilities or

qualifications of the incumbent. The final approval of the classification shall be by the City Council.

### *Reclassification*

When the duties and responsibilities of a position change logically, gradually and significantly, the department head may initiate a request for a change in classification. This request must be submitted in writing to the Human Resources Manager accompanied by an updated position description prepared by the department head. The Human Resources Manager shall submit the request to the City Administrator for review and approval or denial. If the City Administrator denies a request for reclassification, no similar request may be submitted for one year.

Factors that should be considered that could lead to conducting an analysis of existing positions are as follows:

- a. Change in the existing organizational or reporting relationship.
- b. Significant additions, reductions or changes in the essential functions for which the position is accountable which affect the level of skill, knowledge, responsibility or working conditions of the position.
- c. Change in the supervisory functions assigned to the position.
- d. Change in the qualifications required of the position.

### **6.3 Compensation Plan**

The City Administrator shall be responsible for presenting to the City Council a pay plan for all classes of positions included in the classification plan. From time to time the position and pay classification plan may be amended by City Council resolution upon receipt of a recommendation from the City Administrator. In making such recommendations, the City Administrator shall give appropriate consideration to the following factors:

- a. Maintenance of equitable relationship between classes, based on their relative duties and responsibilities.
- b. Indicators, from the appropriate labor market, for comparable work under similar conditions.
- c. Current recruitment and retention experience.
- d. Comparable worth for all positions within the organization.
- e. Ability of the City of Ramsey to fund the position.

### *Content of Pay Plan*

The pay plan presented to the City Council for its approval shall consist of the minimum and maximum rate of pay for each position in the organization. Each position shall be assigned to a pay class and all positions in the pay class shall be compensated according to the established pay range. A pay range will be assigned to each class according to the responsibilities of the position, the duties and pay for other positions, prevailing rates of pay for comparable positions in public

and private employment in the area, fringe benefits received by employees, the financial policy of the City, federal and state statutes and other pertinent economic factors.

#### *Pay Plan Administration*

The City Administrator shall be responsible for administering the Pay Plan according to this section.

**Beginning Salary Rate** – The beginning rate for a new employee will be the minimum rate in the established class for his or her position classification. In unusual situations, the Employer, at its sole discretion, may approve a pay rate above the minimum rate to:

- a. mitigate recruiting obstacles
- b. hire a person with superior qualifications
- c. correct salary inequities
- d. give credit for prior service

**Method of Progression** - After appointment or promotion and pending satisfactory performance, an employee shall be eligible for advancement through his/her respective salary range as specified in the collective bargaining agreement or as authorized by the City Council.

**Market Adjustment Pay** – Occasionally positions within the City may fall behind in pay with regard to the market value. When this becomes apparent, the Human Resources Manager will make a recommendation for the appropriate salary adjustment to the City Administrator. Upon approval by the City Council, the employee in said position will receive a salary range adjustment. The employee will retain her/his original anniversary date for the purposes of step increases and performance evaluations.

#### *Annual Review, Amendments and Modification*

At least once each year prior to the beginning of the following fiscal year, the City Council shall review the pay plan, make desired changes and approve all pay ranges for the following year. However, the City Council may modify any or all of the pay ranges or grades as set forth in their plan at any time. The City Council may also set an effective date(s) for the pay plan. All pay ranges and grades, including longevity and or performance increases, shall be construed as policy declarations and not binding permanent contractual obligations between the City and its employees. Any amendment to the pay plan shall be based on changes in the responsibility or the duties of the position, recruiting experience, rates of pay and benefits in the public and private sector, the City's financial status, general economic conditions, federal or state law, including the Minnesota Pay Equity law, or other pertinent factors warranting such action.

#### *Personnel Policies and Union Contracts*

An employee included in a collective bargaining agreement entered into according to the Public Employment Labor Relations Act, as per state law, is exempt from any provision of this policy that is inconsistent with such agreement.

## **6.4 Payroll Deductions**

Certain deductions from your earnings, such as federal and state income taxes and social security taxes, are required by law. These deductions will be identified on your check stub. The amount of these required deductions may change since they are affected by changes in the amount earned, and in the case of income tax, they are affected by changes in your number of dependents. Monies earned during a two (2) week pay period, cannot be divided into two payroll checks. The tax law states that all monies earned or paid during any given week must be taxed accordingly.

## **6.5 Lunch Periods and Breaks**

When working under conditions where a break period is practicable, all hourly employees are entitled to two (2) 15 minute breaks with pay per eight (8) hour shift at times designated by the supervisor. Most employees also receive a thirty (30) minute lunch period during each eight hour work day. With the exception of patrol officers, employees are not compensated during the lunch period.

## **6.6 Overtime/Compensatory Time Off**

### *Overtime for non-exempt, non-union employees*

Non-exempt, non-union employees will be paid overtime compensation for all hours worked in excess of forty (40) hours per work week at a rate of one and one-half times the regular rate of pay. Paid holidays, vacation leave, and sick leave are considered time worked for the purposes of calculating overtime hours.

Overtime pay will not be paid for time not worked. Exempt employees, as defined by the Fair Labor Standards Act, are not entitled to overtime pay.

### *Compensatory time off for non-exempt, non-union employees*

Non-exempt, non-union employees will be allowed to take compensatory time off in lieu of receiving over time compensation. Compensatory time off is computed at a rate of one and one-half times the hours worked in excess of the forty (40) hour work week. Accrued compensatory time off shall not exceed 40 hours at any time. Once an employee has accrued 40 hours of compensatory time off, compensation for additional hours worked must be paid in cash. (Beginning December 31, 2003, the City will cash out compensatory time off balances in excess of 40 hours. Employees who have not reached forty hours of banked compensatory time off must remain at or below forty hours.)

Accrued compensatory time off may be used with prior approval from the employee's Department Head. Upon an employee's separation from the City, there will be a pay-out of accrued and unused compensatory time off at the then current hourly rate of pay.

Exempt employees, as defined by the Fair Labor Standards Act, are not entitled to compensatory time off.

## **6.7 Severance Pay**

Employees shall receive a lump sum payment upon termination of employment with the City of Ramsey based on thirty-three (33) percent of employee's unused, accumulated sick leave after five (5) years of continuous employment. After fifteen (15) years of continuous employment, the employee will receive thirty-five (35) percent of said employee's unused, accumulated sick leave. After twenty (20) years of continuous employment, the employee will receive thirty-seven (37) percent of unused accumulated sick leave. After twenty-five (25) years of continuous employment, the employee will receive forty (40) percent of said employee's unused, accumulated sick leave.

Severance pay shall not be available in any sum to an employee if that employee is discharged for just cause, if an employee voluntarily terminates his or her employment prior to five (5) years of continuous employment service or if the employee voluntarily terminates his or her employment without giving the City of Ramsey fourteen (14) days written notice.

Receipt of severance pay terminates all seniority rights and ends all City of Ramsey's liability with regard to other benefits.



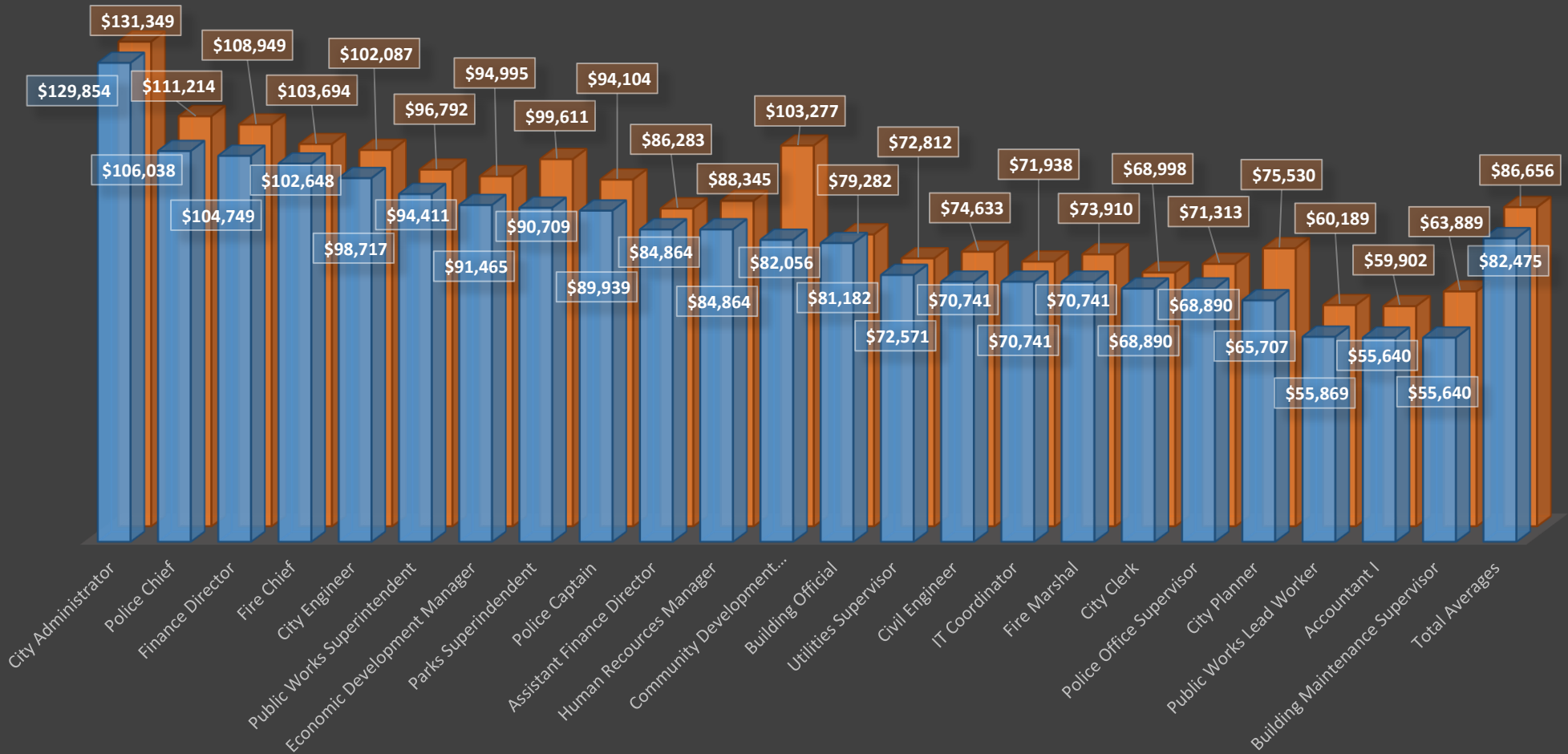
## **EMPLOYEE COMPENSATION GUIDELINES**

- It is the organization's ultimate objective to compensate employees at a level consistent with 100% of the average maximum for comparable positions in metropolitan area cities (population of 20,000 – 30,000).
- Market data provided in the Minnesota Local Government Salary & Benefits Survey (League of Minnesota Cities and Metro Cities) and DCA Stanton (Group 6) shall serve as the primary benchmarks for compensation data.
- Salaries paid to comparable benchmark positions identified in the private industry may also be a consideration in determining market compensation for Champlin City employees.
- If the City Administrator has determined, after reviewing external market data, that an employee is paid less than the average maximum for comparable positions in the market, the City Council may consider a recommendation for a salary adjustment based on the individual's performance and/or qualifying criteria for the position.
- All position market and/or salary adjustments recommended by the City Administrator shall be approved by the City Council as part of the annual budget process. Unless an alternative timeline is specifically recommended by the City Administrator, employee salary adjustments shall become effective January 1<sup>st</sup> for the identified budget year.
- At times, the Consumer Price Index (CPI) may be utilized in establishing some component of employee compensation. It is recommended that the "Midwest Urban—(all items)" data provided by the U.S. Department of Labor Statistics, be utilized for comparison purposes.

Amended: November 12, 2013

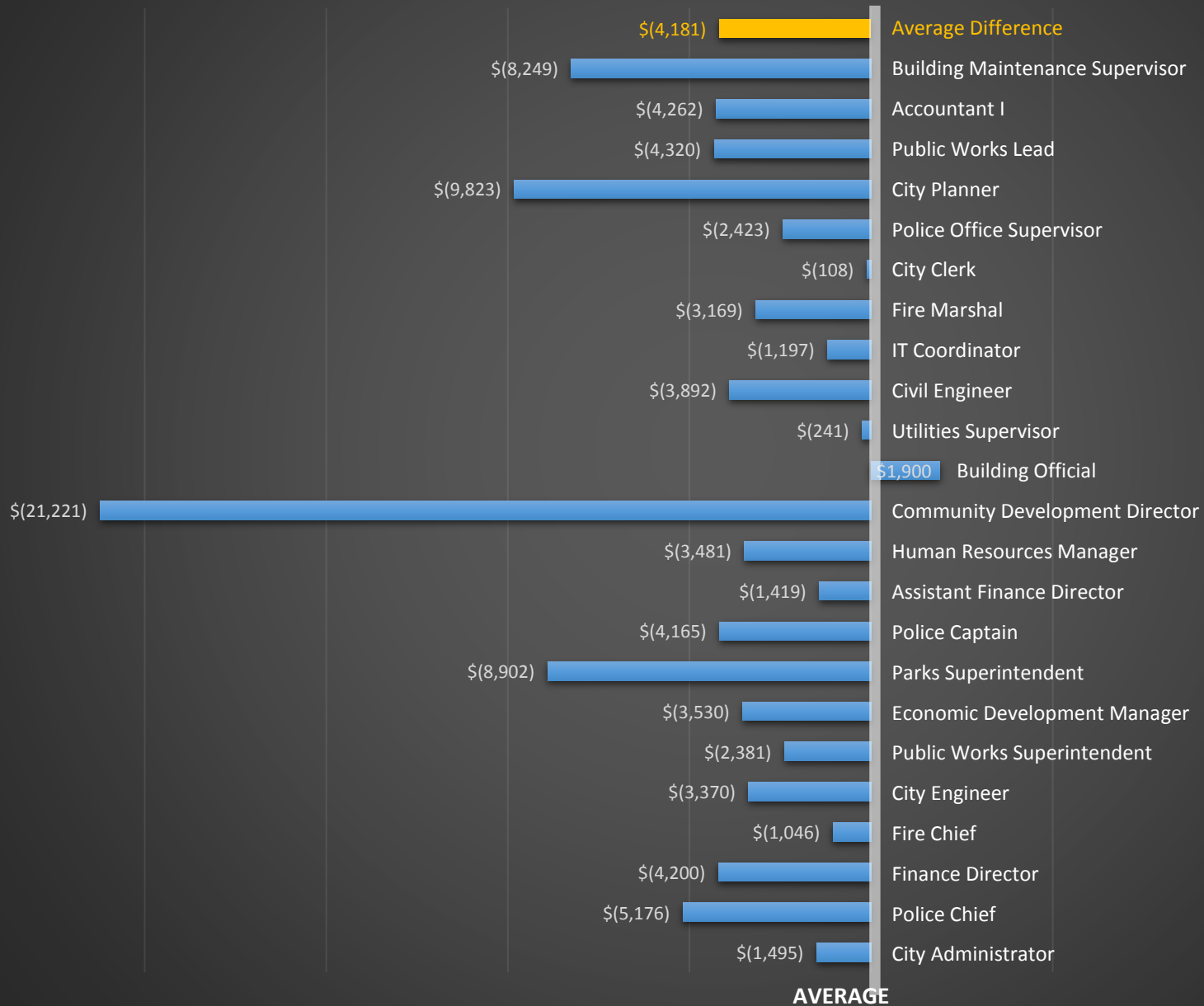
# RAMSEY WAGES COMPARED TO METRO

[AVERAGES, HIGHEST STEP, NON-UNION]



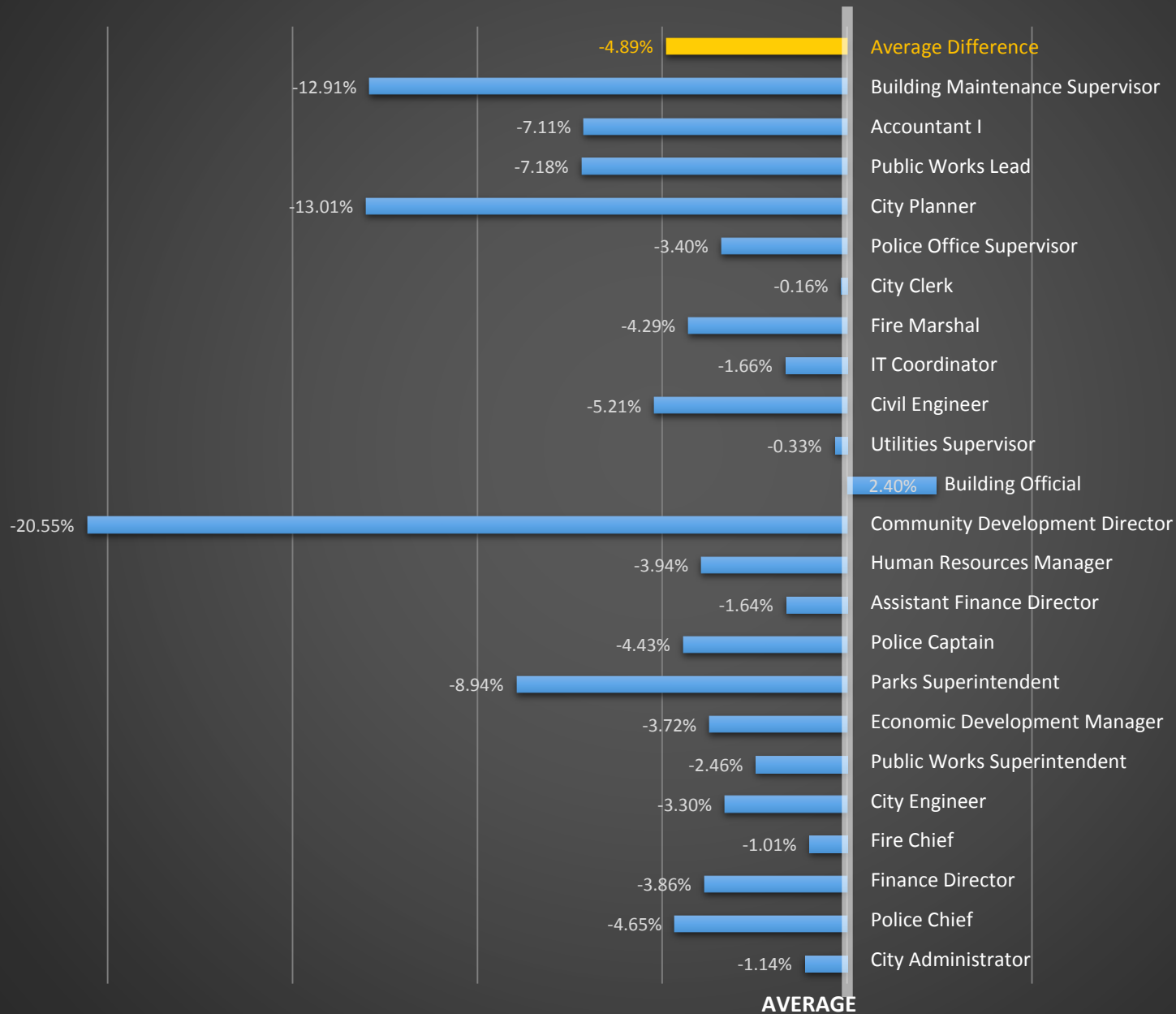
# DIFFERENCE BETWEEN RAMSEY WAGES AND METRO: \$NOMINAL

[AVERAGES, HIGHEST STEP, NON-UNION]



# DIFFERENCE BETWEEN RAMSEY WAGES AND METRO: %PERCENT

[AVERAGES, HIGHEST STEP, NON-UNION]



DATA SHEET

		Average Maximum Base Salary		Difference (Ramsey - Metro)	
		Ramsey	Metro	Nominal	Percentage
1	City Administrator	\$ 129,854	\$ 131,349	\$ (1,495)	-1.14%
2	Police Chief	\$ 106,038	\$ 111,214	\$ (5,176)	-4.65%
3	Finance Director	\$ 104,749	\$ 108,949	\$ (4,200)	-3.86%
4	Fire Chief	\$ 102,648	\$ 103,694	\$ (1,046)	-1.01%
5	City Engineer	\$ 98,717	\$ 102,087	\$ (3,370)	-3.30%
6	Public Works Superintendent	\$ 94,411	\$ 96,792	\$ (2,381)	-2.46%
7	Economic Development Manager	\$ 91,465	\$ 94,995	\$ (3,530)	-3.72%
8	Parks Superintendent	\$ 90,709	\$ 99,611	\$ (8,902)	-8.94%
9	Police Captain	\$ 89,939	\$ 94,104	\$ (4,165)	-4.43%
10	Assistant Finance Director	\$ 84,864	\$ 86,283	\$ (1,419)	-1.64%
11	Human Resources Manager	\$ 84,864	\$ 88,345	\$ (3,481)	-3.94%
12	Community Development Director	\$ 82,056	\$ 103,277	\$ (21,221)	-20.55%
13	Building Official	\$ 81,182	\$ 79,282	\$ 1,900	2.40%
14	Utilities Supervisor	\$ 72,571	\$ 72,812	\$ (241)	-0.33%
15	Civil Engineer	\$ 70,741	\$ 74,633	\$ (3,892)	-5.21%
16	IT Coordinator	\$ 70,741	\$ 71,938	\$ (1,197)	-1.66%
17	Fire Marshal	\$ 70,741	\$ 73,910	\$ (3,169)	-4.29%
18	City Clerk	\$ 68,890	\$ 68,998	\$ (108)	-0.16%
19	Police Office Supervisor	\$ 68,890	\$ 71,313	\$ (2,423)	-3.40%
20	City Planner	\$ 65,707	\$ 75,530	\$ (9,823)	-13.01%
21	Public Works Lead Worker	\$ 55,869	\$ 60,189	\$ (4,320)	-7.18%
22	Accountant I	\$ 55,640	\$ 59,902	\$ (4,262)	-7.11%
23	Building Maintenance Supervisor	\$ 55,640	\$ 63,889	\$ (8,249)	-12.91%
		Ramsey	Metro	Nominal	Percentage
	Averages	\$ 82,475	\$ 86,656	\$ (4,181)	-4.89%

Health Plan Type/Tier (Per Month)	<u>ACCORD</u> Premium	<u>AWARE</u> Premium	City Contribution to Premium	Employee Cost for <u>Accord</u> Network	Employee Cost for <u>Aware</u> Network	City Contribution to VEBA	Total City Contribution Per Contract Option A
<b>Single Plans</b>							
BCBS 100% \$30.00 co-pay	\$972.00	\$1,008.50	\$517.14	\$454.86	\$491.36	NA	\$517.14
BCBS \$1500 Ded. Plan w/VEBA	\$825.00	\$855.50	\$637.00	\$188.00	\$218.50	\$130.00	\$767.00
BCBS \$2500 Ded. Plan w/VEBA	\$760.00	\$788.50	\$637.00	\$123.00	\$151.50	\$130.00	\$767.00
BCBS \$4000 Ded. Plan w/VEBA	\$670.00	\$695.00	\$670.00	0	\$25.00	\$114.00	\$784.00
<b>Employee + Spouse Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,041.50	\$2,118.50	\$831.56	\$1,209.94	\$1,286.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,733.00	\$1,797.50	\$908.00	\$825.00	\$889.50	\$160.00	\$1,068.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,596.50	\$1,656.50	\$908.00	\$688.50	\$748.50	\$160.00	\$1,068.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,408.00	\$1,460.50	\$908.00	\$500.00	\$552.50	\$160.00	\$1,068.00
<b>Employee + Children Plans</b>							
BCBS 100% \$30.00 co-pay	\$1,945.00	\$2,018.00	\$831.56	\$1,113.44	\$1,186.44	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,649.50	\$1,712.00	\$990.00	\$659.50	\$722.00	\$160.00	\$1,150.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,520.00	\$1,577.00	\$990.00	\$530.00	\$587.00	\$160.00	\$1,150.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,340.50	\$1,391.00	\$990.00	\$350.50	\$401.00	\$160.00	\$1,150.00
<b>Family Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,529.00	\$2,623.50	\$831.56	\$1,697.44	\$1,791.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$2,145.50	\$2,225.00	\$1,166.00	\$979.50	\$1,059.00	\$192.00	\$1,358.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,976.50	\$2,051.50	\$1,166.00	\$810.50	\$885.50	\$192.00	\$1,358.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,743.00	\$1,808.50	\$1,166.00	\$577.00	\$642.50	\$192.00	\$1,358.00
<b>Waivers</b>							
						(Waivers)	\$295.00

Health Plan Type/Tier (Per Month)	<u>ACCORD</u> Premium	<u>AWARE</u> Premium	City Contribution to Premium	Employee Cost for <u>Accord</u> Network	Employee Cost for <u>Aware</u> Network	City Contribution to VEBA	Total City Contribution Option B
<b>Single Plans</b>							
BCBS 100% \$30.00 co-pay	\$972.00	\$1,008.50	\$517.14	\$454.86	\$491.36	NA	\$517.14
BCBS \$1500 Ded. Plan w/VEBA	\$825.00	\$855.50	\$654.00	\$171.00	\$201.50	\$130.00	\$784.00
BCBS \$2500 Ded. Plan w/VEBA	\$760.00	\$788.50	\$654.00	\$106.00	\$134.50	\$130.00	\$784.00
BCBS \$4000 Ded. Plan w/VEBA	\$670.00	\$695.00	\$629.00	<b>\$41.00</b>	\$66.00	<b>\$155.00</b>	\$784.00
<b>Employee + Spouse Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,041.50	\$2,118.50	\$831.56	\$1,209.94	\$1,286.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,733.00	\$1,797.50	\$932.00	\$801.00	\$865.50	\$160.00	\$1,092.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,596.50	\$1,656.50	\$932.00	\$664.50	\$724.50	\$160.00	\$1,092.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,408.00	\$1,460.50	\$932.00	\$476.00	\$528.50	\$160.00	\$1,092.00
<b>Employee + Children Plans</b>							
BCBS 100% \$30.00 co-pay	\$1,945.00	\$2,018.00	\$831.56	\$1,113.44	\$1,186.44	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,649.50	\$1,712.00	\$1,016.00	\$633.50	\$696.00	\$160.00	\$1,176.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,520.00	\$1,577.00	\$1,016.00	\$504.00	\$561.00	\$160.00	\$1,176.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,340.50	\$1,391.00	\$1,016.00	\$324.50	\$375.00	\$160.00	\$1,176.00
<b>Family Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,529.00	\$2,623.50	\$831.56	\$1,697.44	\$1,791.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$2,145.50	\$2,225.00	\$1,166.00	\$979.50	\$1,059.00	\$192.00	\$1,358.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,976.50	\$2,051.50	\$1,166.00	\$810.50	\$885.50	\$192.00	\$1,358.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,743.00	\$1,808.50	\$1,166.00	\$577.00	\$642.50	\$192.00	\$1,358.00
<b>Waivers</b>							
					(Waivers)		\$295.00

Health Plan Type/Tier (Per Month)	<u>ACCORD</u> Premium	<u>AWARE</u> Premium	City Contribution to Premium	Employee Cost for <u>Accord</u> Network	Employee Cost for <u>Aware</u> Network	City Contribution to VEBA	Total City Contribution Option C
<b>Single Plans</b>							
BCBS 100% \$30.00 co-pay	\$972.00	\$1,008.50	\$517.14	\$454.86	\$491.36	NA	\$517.14
BCBS \$1500 Ded. Plan w/VEBA	\$825.00	\$855.50	\$670.00	\$155.00	\$185.50	\$130.00	\$800.00
BCBS \$2500 Ded. Plan w/VEBA	\$760.00	\$788.50	\$670.00	\$90.00	\$118.50	\$130.00	\$800.00
BCBS \$4000 Ded. Plan w/VEBA	\$670.00	\$695.00	\$670.00	0	\$25.00	\$130.00	\$800.00
<b>Employee + Spouse Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,041.50	\$2,118.50	\$831.56	\$1,209.94	\$1,286.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,733.00	\$1,797.50	\$932.00	\$801.00	\$865.50	\$160.00	\$1,092.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,596.50	\$1,656.50	\$932.00	\$664.50	\$724.50	\$160.00	\$1,092.00
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BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,649.50	\$1,712.00	\$1,016.00	\$633.50	\$696.00	\$160.00	\$1,176.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,520.00	\$1,577.00	\$1,016.00	\$504.00	\$561.00	\$160.00	\$1,176.00
BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,340.50	\$1,391.00	\$1,016.00	\$324.50	\$375.00	\$160.00	\$1,176.00
<b>Family Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,529.00	\$2,623.50	\$831.56	\$1,697.44	\$1,791.94	NA	\$831.56
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BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,743.00	\$1,808.50	\$1,166.00	\$577.00	\$642.50	\$192.00	\$1,358.00
<b>Waivers</b>							
						(Waivers)	\$295.00

Health Plan Type/Tier (Per Month)	<u>ACCORD</u> Premium	<u>AWARE</u> Premium	City Contribution to Premium	Employee Cost for <u>Accord</u> Network	Employee Cost for <u>Aware</u> Network	City Contribution to VEBA	Total City Contribution Option D
<b>Single Plans</b>							
BCBS 100% \$30.00 co-pay	\$972.00	\$1,008.50	\$517.14	\$454.86	\$491.36	NA	\$517.14
BCBS \$1500 Ded. Plan w/VEBA	\$825.00	\$855.50	\$695.00	\$130.00	\$160.50	\$130.00	\$825.00
BCBS \$2500 Ded. Plan w/VEBA	\$760.00	\$788.50	\$695.00	\$65.00	\$93.50	\$130.00	\$825.00
BCBS \$4000 Ded. Plan w/VEBA	\$670.00	\$695.00	\$670.00	0	\$25.00	<b>\$155.00</b>	\$825.00
<b>Employee + Spouse Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,041.50	\$2,118.50	\$831.56	\$1,209.94	\$1,286.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,733.00	\$1,797.50	\$932.00	\$801.00	\$865.50	\$160.00	\$1,092.00
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<b>Employee + Children Plans</b>							
BCBS 100% \$30.00 co-pay	\$1,945.00	\$2,018.00	\$831.56	\$1,113.44	\$1,186.44	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$1,649.50	\$1,712.00	\$1,016.00	\$633.50	\$696.00	\$160.00	\$1,176.00
BCBS \$2500/\$5000 Ded. Plan w/VEBA	\$1,520.00	\$1,577.00	\$1,016.00	\$504.00	\$561.00	\$160.00	\$1,176.00
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<b>Family Plans</b>							
BCBS 100% \$30.00 co-pay	\$2,529.00	\$2,623.50	\$831.56	\$1,697.44	\$1,791.94	NA	\$831.56
BCBS \$1500/\$3000 Ded. Plan w/VEBA	\$2,145.50	\$2,225.00	\$1,166.00	\$979.50	\$1,059.00	\$192.00	\$1,358.00
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BCBS \$4000/8000 Ded. Plan w/VEBA	\$1,743.00	\$1,808.50	\$1,166.00	\$577.00	\$642.50	\$192.00	\$1,358.00
<b>Waivers</b>							
						(Waivers)	\$295.00

Meeting Date: 11/26/2013

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### Information

**Title:**

Receive Presentation on Update to Minnesota State Building Code

**Purpose/Background:**

The purpose of this case is to present the current schedule for rulemaking authorized by the Minnesota Legislature for the Department of Labor and Industry (DLI) to update portions of the Minnesota State Building Code. It is not the intent of this case to seek official comments to forward to DLI. Staff believes, after review of the draft rules, that it is appropriate to allow the State rulemaking process determine the outcome of these items. Staff will provide a brief presentation to the City Council that will focus on the update schedule.

This case contains a large amount of material for reference purposes. Please note that the chapters and draft rules are not included in this agenda packet due to lack of electronic media availability and file size. The full rulemaking docket can be found at <http://www.dli.state.mn.us/RulemakingCCL.asp>. The current discussion applies to two (2) chapters in the rulemaking process:

1. Chapter 1309: Adoption of the International Residential Code (IRC)
2. Chapter 1300: Administration of the State Building Code

Minnesota Statute Chapter 326B is the basis for construction codes and licensing within the State of Minnesota. The State of Minnesota has adopted the model codes of the International Code Council (ICC). The State of Minnesota then amends the model standards of the ICC to meet the local needs of the State. The State Building Code currently has adopted the 2006 ICC chapters, with a number of amendments (the number of pages of the State Building Code is significantly less than the full ICC materials).

The City is required to adopt the State Building Code per Minnesota Statute Chapter 326B. Chapter 105 of the Ramsey City Code, entitled Buildings and Building Code Regulations, incorporates the State Building Code by reference. The City has adopted the 'self-perpetuating' model, meaning that the most recent version of the State Building Code is automatically incorporated by reference upon adoption. Even without this clause, the City would be required to administer the current version of the State Building Code. The adoption in City Code by ordinance provides the City the necessary legal process to properly administer the Code.

A Hearing on the draft rules has been scheduled for December 12, 2013 for Chapter 1309 (residential code) and for January 10, 2014 for Chapter 1300 (administration).

One topic of significant discussion leading up to, and as part of the rulemaking process has been potential amendments to fire sprinkler standards. Staff will provide additional detail regarding this topic as the process unfolds and as necessary.

In previous City Council discussions regarding permit requirements and fees, a question was raised regarding a sunset clause in 2008 whereby certain communities that currently had adopted the State Building Code were no longer able to repeal the adoption of the State Building Code. This clause did not apply to Ramsey, as the community already fell within the threshold of communities that were previously required to adopt the State Building Code. Prior to 2008, the State Building Code applied statewide. In the State Building Code as it existed in 2001, an exemption existed for portions of the State Building Code for counties that were not located within the metropolitan area. As Ramsey is located in the defined metropolitan area, Ramsey was required to adopt the State Building Code prior to 2008. See the attached exhibit entitled 'Effective Dates of Minnesota Code and Rule Adoption'.

Of additional note, Staff is working on scheduling a Contractor Networking Event. The purpose of this event is three-fold; 1) provide a networking opportunity for contractors, subcontractors and City Staff, 2) provide an opportunity for local contractors and City Staff to obtain required continuing education credits, and 3) provide a forum for contractors to suggest improvements to City standards and processes. The event is also planned to have a presentation on the status of the update to the State Building Code. It is the hope that this event can parallel the update to the State Building Code by also providing an opportunity to improve the City's service delivery, based on customer feedback.

**Timeframe:**

The separate chapters of the Minnesota State Building Code will be updated individually over the next twelve (12) + months.

The first chapter to be considered for update, Chapter 1309, is the section pertaining to one and two-dwelling buildings. The Hearing is scheduled for December 12, 2013.

The next chapter to be considered for update, Chapter 1300, is the administrative chapter of the Minnesota State Building Code. A hearing has been scheduled for January 10, 2014.

**Funding Source:**

Review of the rulemaking process is being handled as part of normal Staff duties.

**Responsible Party(ies):**

The Community Development Department is responsible for the administration of the State Building Code.

**Outcome:**

The desired outcome of this topic report is to update the City Council on the current rulemaking process related to the update to the Minnesota State Building Code.

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**Attachments**

[Effective Dates of Minnesota Code and Rule Adoption](#)

[Map of Counties with Full Adoption](#)

[Makeup of Minnesota State Building Code](#)

[Status of Rulemaking for Individual Chapters](#)

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Dean Kapler	Tim Gladhill	11/20/2013 04:06 PM
Tim Gladhill (Originator)	Tim Gladhill	11/20/2013 04:07 PM
Dean Kapler	Dean Kapler	11/20/2013 04:25 PM
Tim Gladhill (Originator)	Tim Gladhill	11/21/2013 10:16 AM
Kurt Ulrich	Kurt Ulrich	11/21/2013 03:33 PM
Form Started By: Tim Gladhill		Started On: 11/19/2013 12:19 PM
Final Approval Date: 11/21/2013		

## Effective Dates of Minnesota Code and Rule Adoptions

<u>EFFECTIVE DATE OF ADOPTION:</u>	<u>ACTION:</u>
July 1, 1971	Surcharges
July 1, 1972	<i>State Building Code</i> applies statewide; supersedes and takes the place of the building code of any municipality. Specifically the code applied to any municipality which as of May 28, 1971, had a building code and further applies to any municipality choosing to adopt a building code thereafter. The <i>State Building Code</i> adopts the <i>1970 Uniform Building Code</i> by reference
October 1972	Supplement to the 1972 SBC
June/July 1973	Amendments to 1972 SBC
January 14, 1974	<i>1973 Uniform Building Code</i> adopted by reference
October 3, 1975	<i>Minnesota Uniform Fire Code</i> adopted the <i>1973 Uniform Fire Code</i>
November 18, 1975	Adoption of the Handicapped Code, Chapter 55, and new Uniform Building Code Section 1717, Foam Plastics
January 14, 1976	<i>1976 State Building Code</i>
January 30, 1976	<i>Energy Conservation in Buildings</i>
October 29, 1977	<i>Solar Energy Code</i>
September 19, 1978	<i>1978 State Building Code</i> adopted the <i>1976 Uniform Building Code</i> by reference; the <i>Energy Conservation in Buildings</i> code is amended
October 27, 1978	<i>1978 National Electric Code</i>
September 9, 1980	<i>1980 State Building Code</i> adopted the <i>1979 Uniform Building Code</i>
October 20, 1980	Elevator Rules — Home Energy Disclosure Rules
March 9, 1981	Energy Conservation Standards for Existing Residences
April 6, 1981	<i>1981 National Electric Code</i>
March 1, 1983	Amended <i>1980 State Building Code</i> adopted the <i>1982 Uniform Building Code</i>

## Effective Dates of Minnesota Code and Rule Adoptions

**EFFECTIVE DATE  
OF ADOPTION:**

**ACTION:**

April 11, 1983	<i>Minnesota Uniform Fire Code</i> adopted the <i>1982 Uniform Fire Code</i>
April 25, 1983	Optional Appendix "E". Automatic Fire Suppression Systems
January 1, 1984	<i>Energy Conservation in Buildings</i> adopted the <i>1983 Model Energy Code</i>
January 14, 1985	Rules adopted updating the State Building Code and governing Handicapped Accessibility, Electrical, Elevators and Plumbing
February 18, 1986	Amended Energy Code Rules and Rental Housing Energy Standards
February 17, 1987	<i>1985 State Building Code</i> adopted the <i>1985 Uniform Building Code</i>
January 11, 1988	Adopted the Group E Division 3 Rules
April 15, 1988	Adopted Rules relating to Manufactured Home Park Storm Shelter Design
October 1, 1989	<i>1989 Minnesota Uniform Fire Code</i> adopted the <i>1988 Uniform Fire Code</i>
July 2, 1990	<i>1990 National Electrical Code</i>
July 16, 1990	<i>1990 State Building Code</i> adopted <i>1988 Uniform Building Code</i> , <i>1988 Uniform Mechanical Code</i> , <i>1987 ANSI Code for Elevators</i> , Minnesota Plumbing Code
May 13, 1991	<i>1991 Minnesota Energy Code</i> adopted the <i>1989 Model Energy Code</i>
September 7, 1992	<i>1992 Minnesota Energy Code</i> . ( <i>1989 Model Energy Code</i> )
August 9, 1993	<i>1993 National Electrical Code</i>
August 23, 1993	<i>1993 Minnesota Uniform Fire Code</i> adopted the <i>1991 Uniform Fire Code</i>
June 16, 1994	<i>1994 Minnesota Energy Code</i>
July 12, 1994	Amended Building Official Certification Rules. (Access Specialist, Building Official - Limited)
September 19, 1994	<i>1994 Minnesota Plumbing Code</i>
December 19, 1994	<i>1994 Minnesota Mechanical Code</i> adopts <i>1991 Uniform Mechanical Code</i>

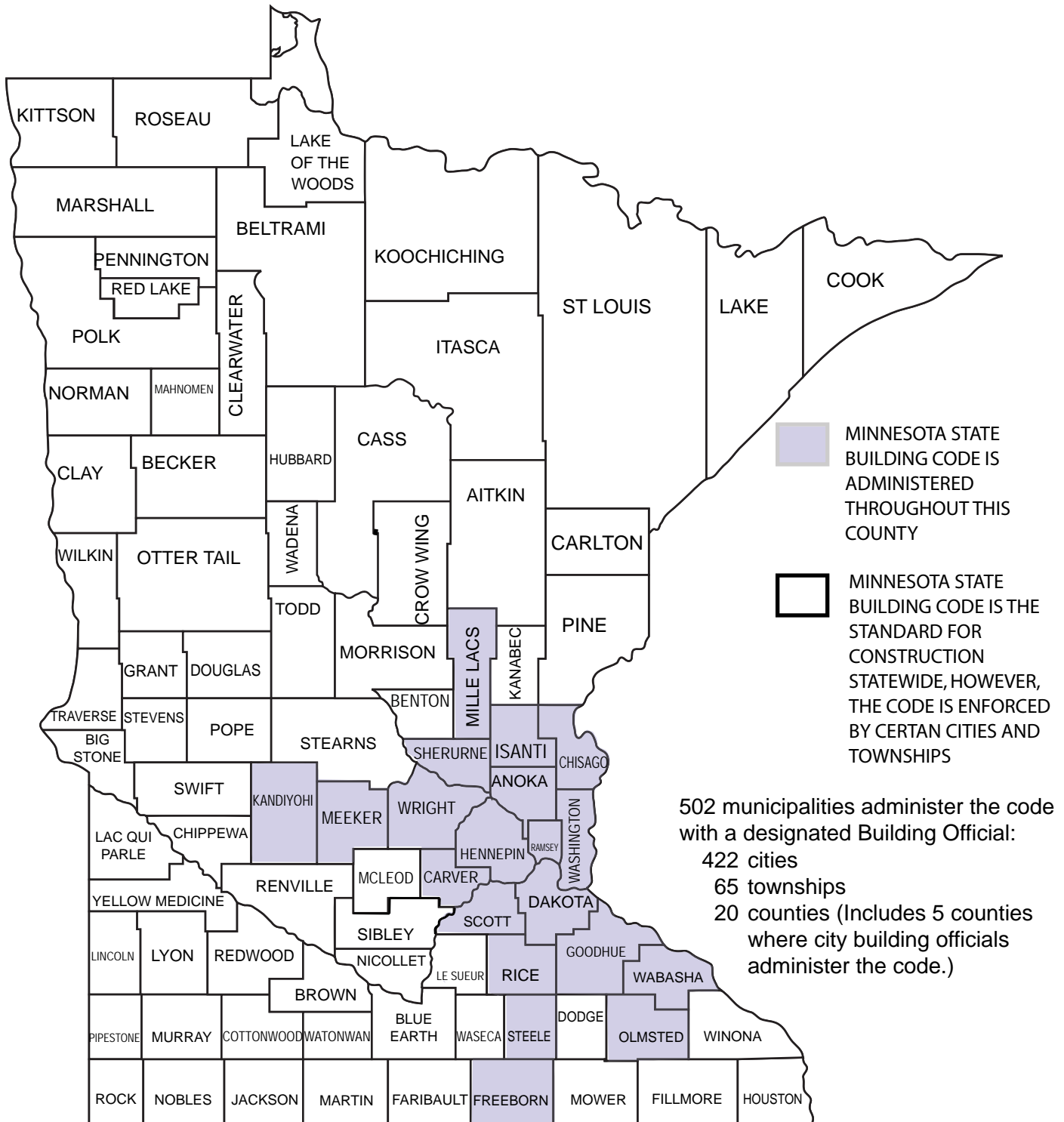
## Effective Dates of Minnesota Code and Rule Adoptions

<u>EFFECTIVE DATE OF ADOPTION:</u>	<u>ACTION:</u>
March 20, 1995	<i>1995 Minnesota State Building Code</i> adopts the <i>1994 Uniform Building Code</i>
January 23, 1996	New Accessibility rules - chapter 1340
April 29, 1996	Adopted Rules updating chapters 1300, 1310, 1315, 1325, 1360 and 1361
July 1, 1996	<i>1996 National Electrical Code</i> adopted
June 29, 1998	<i>Minnesota Fire Code</i> adopted the <i>1997 Uniform Fire Code</i>
October 5, 1998	<i>1997 Uniform Building Code</i> adopted with state amendments
October 5, 1998	<i>1998 Plumbing Code</i> amendments adopted
May 3, 1999	<i>1996 ASME A17.1, A17.3, A17.5, B.20.1 and 1997 A90.1 Elevators and Related Related Devices</i> adopted with amendments
May 3, 1999	<i>Minnesota Accessibility Code</i> adopted – based on the Americans with Disabilities Act Accessibility Guidelines – replaced chapter 1340 with chapter 1341
July 6, 1999	<i>1999 National Electrical Code</i> adopted
July 20, 1999	<i>Minnesota Energy Code</i> adopted – chapters 7676 and 7678
April 15, 2000	<i>Minnesota Energy Code</i> adopted – chapters 7672 (with option of chapter 7670) and 7674
June 26, 2000	Rules relating to Manufactured Homes updated
September 16, 2002	<i>2002 National Electrical Code</i> adopted
March 31, 2003	<i>2000 International Building Code</i> adopted with state amendments
March 31, 2003	<i>2000 International Residential Code</i> adopted with state amendments
March 31, 2003	<i>Guidelines for the Rehabilitation of Existing Buildings</i> adopted with state amendments
March 31, 2003	Adopted rules updating chapters 1300, 1301, 1303 and 1306

## Effective Dates of Minnesota Code and Rule Adoptions

<u>EFFECTIVE DATE</u> <u>OF ADOPTION:</u>	<u>ACTION:</u>
September 20, 2004	2000 International Mechanical and Fuel Gas Codes, chapter 1346
January 29, 2007	Elevators and Related Devices ASME A17.1-2004 with addenda and supplement, A17.3-2002, A17.5-2004, A18.1-2005, A90.1-2003 and B20.1-2003, chapter 1307
July 10, 2007	<i>2006 International Fire Code</i> adopted with state amendments, new chapter 7511
July 10, 2007	<i>2006 International Building Code</i> adopted with state amendments, chapter 1305
July 10, 2007	<i>2006 International Residential Code</i> adopted with state amendments, chapter 1309
July 10, 2007	Adopted Rules updating chapters 1300, 1303, 1306 and 1341
September 15, 2008	<i>2008 National Electrical Code</i> adopted
June 1, 2009	<i>Minnesota Residential Energy Code</i> adopted – chapter 1322
June 1, 2009	<i>Minnesota Commercial Energy Code</i> adopted – chapter 1323
July 1, 2009	Window Fall Prevention Provisions adopted – 1303.2300-1303.2330 and 1305.1405
October 26, 2009	Minnesota Mechanical and Fuel Gas Codes ( <i>2006 International Mechanical and Fuel Gas Codes</i> ), chapter 1346
October 26, 2009	Minnesota Plumbing code, chapter 4715
December 29, 2009	Manufactured Homes (1350.6710 effective 4/1/2009)
August 8, 2011	2011 National Electrical code adopted

# Minnesota State Building Code



# MAKEUP AND USE OF THE MINNESOTA STATE BUILDING CODE

## Makeup of 2007 Minnesota State Building Code

### Required Enforcement

Chapter 1300 Administration of the State Building Code

Chapter 1301 Building Official Certification

Chapter 1302 Construction Approvals

Chapter 1303 Minnesota Provisions of the State Building Code

Chapter 1303 Window Fall Prevention Provisions

Chapter 1305 Adoption of the *2006 International Building Code*

★ Chapter 1307 Elevators and Related Devices

Chapter 1309 Adoption of the *2006 International Residential Code*

Chapter 1311 Adoption of the *Guidelines for the Rehabilitation of Existing Buildings*

★ Chapter 1315 Adoption of the *2008 National Electrical Code*

Chapter 1322 Residential Energy Code

Chapter 1323 Commercial Energy Code

Chapter 1325 Solar Energy Systems

Chapter 1335 Floodproofing Regulations

★ Chapter 1341 Minnesota Accessibility Code

Chapter 1346 Adoption of the *2006 International Mechanical and Fuel Gas Codes*

★ Chapter 1350 Manufactured Homes

★ Chapter 1360 Prefabricated Buildings

★ Chapter 1361 Industrialized/Modular Buildings

Chapter 1370 Storm Shelters (Manufactured Home Parks)

- ★ Chapter 4715 Minnesota Plumbing Code

### **Optional Enforcement**

International Building Code Appendix J (Grading) See chapter 1300.

Chapter 1306 Special Fire Protection Systems, either 1306.0020, subpart 2 (existing and new buildings) or subpart 3 (new buildings only)

Chapter 1335 Floodproofing Regulations Parts 1335.0600 to 1335.1200

- ★ These codes have specific statutory authority and with limited exception, are mandatory throughout the state.

### **Use of The Minnesota State Building Code**

**The Minnesota State Building Code is comprised of numerous chapters in Minnesota Rule that includes references to other adopted publications with any necessary amendments.**

The Minnesota State Building Code, known also as the “State Building Code” or the “Code,” includes chapters of Minnesota Rule as outlined in the “Makeup of the 2007 Minnesota State Building Code” located in this section. Each chapter is identified with a white index tab stating the topic and contains the Minnesota Rule chapter number on the opposite side of the tab. The State Building Code is comprised of the following:

Stand alone codes that do not incorporate by reference another published document:

- 1300 Administration of the State Building Code
- 1301 Building Official Certification
- 1302 State Construction Approvals
- 1303 Minnesota Provisions of the State Building Code
- 1306 Special Fire Suppression Systems
- 1325 Solar Energy Systems
- 1350 Manufactured Homes
- 1360 Prefabricated Buildings
- 4715 Minnesota Plumbing Code

Code chapters that incorporate by reference another published code, standard or other document and include any necessary amendments to the document:

- 1305 Adoption of the *2006 International Building Code\** (and necessary amendments)
- 1307 Elevators and Related Devices
- 1309 Adoption of the *2006 International Residential Code\** (and necessary amendments)
- 1311 Adoption of the Guidelines for the Rehabilitation of Existing Buildings\* (and necessary amendments)
- 1315 Electrical Code (2008 National Electrical Code\*)
- 1322 Residential Energy Code incorporates Chapter 11 of the *2006 International Residential Code* (with amendments)
- 1323 Commercial Energy Code incorporates ASHRAE Standard 90.1-2004 with amendments
- 1335 Floodproofing Regulations (adopts with amendments *1972 Floodproofing Regulations\**)
- 1341 Minnesota Accessibility Code (this chapter is intended to conform to the Federal Americans with Disabilities Act Accessibility Guidelines and the Fair Housing Act)
- 1346 Adoption of the 2006 International Mechanical and Fuel Gas Codes (and necessary amendments)
- 1361 Industrialized/Modular Buildings (adopts the *1993 Model Rules and Regulations for Industrialized/Modular Buildings\**)
- 1370 Storm Shelters (adopts with amendments the *1980 Interim Guidelines for Building Occupant Protection from Tornadoes and Extreme Winds\**)

\*These publications must be purchased separately.

## **Specific Code Applications of Adopted Model Codes**

### ***Minnesota Rules, chapter 1305 – Adoption of the 2006 International Building Code***

Mandatory chapters of the *2006 International Building Code* include chapters 2 through 33 and 35. See chapter 1300 for Administrative provisions. Amendments to Chapters 11 and 30 of the IBC are incorporated into 2007 SBC Chapters 1341 and 1307 respectively.

Optional Appendix Chapter J (Grading) may be adopted by reference. See Chapter 1300, Optional Administration.

Several chapters in this Code have not been adopted but the Minnesota State Building Code provides mandatory provisions elsewhere to replace some of the chapters not adopted here. The information relative to these chapters is as follows:

- For provisions relative to chapter 1, please refer to Minnesota Rules, chapter 1300, Administration of the State Building Code.
- For provisions relative to chapter 11, please refer to Minnesota Rules, chapter 1341, the Minnesota Accessibility Code.
- For provisions relative to chapter 30, please refer to Minnesota Rules, chapter 1307, Elevators and Related Devices.
- For information relative to chapter 34, please refer to Minnesota Rules, chapter 1311, Adoption of *the Guidelines for the Rehabilitation of Existing Buildings*.
- For provisions related to floodproofing, please refer to Minnesota Rules, chapter 1335, Floodproofing.

Any seismic or earthquake provisions in this code are deleted and not required.

For a complete description of all applicable chapters and related information in this code, please refer to Minnesota Rules, section 1305.0011.

### ***Minnesota Rules, chapter 1309 – Adoption of the 2006 International Residential Code***

Mandatory chapters of the *2006 International Residential Code* include chapters 2 through 10, chapter 43.

Several chapters in this Code have not been adopted but the Minnesota State Building Code provides mandatory provisions elsewhere to replace the chapters not adopted here. The information relative to these chapters is as follows:

- For provisions relative to chapter 1, please refer to Minnesota Rules, chapter 1300, Administration of the State Building Code.
- For provisions relative to chapter 11, please refer to Minnesota Rules, chapter 1322.

- For provisions relative to chapters 12 through 24, please refer to Minnesota Rules, chapter 1346, Minnesota Mechanical Code.
- For provisions relative to chapters 25 through 32, please refer to Minnesota Rules, chapter 4715, Minnesota Plumbing Code.
- For information relative to chapters 33 through 42 (other than section R313 Smoke Alarms), please refer to Minnesota Rules, chapter 1315, Minnesota Electrical Code.
- For provisions related to floodproofing, please refer to Minnesota Rules, chapter 1335, Floodproofing.

Any seismic or earthquake provisions in this code are deleted and not required.

For a complete description of all applicable chapters and related information in this code, please refer to Minnesota Rules, section 1309.0010.

***Minnesota Rules, chapter 1311 – Adoption of the Guidelines for the Rehabilitation of Existing Buildings***

Mandatory chapters of the *Guidelines for the Rehabilitation of Existing Buildings* include chapters 1 through 6.

Appendices 2, 3, and 4 are deleted and not a part of the Minnesota State Building Code. If a reference is made to the appendices in this code, the appendices shall not apply.

Resources 1 through 6 are considered useful information intended to assist the user and shall not be adopted as part of the Minnesota State Building Code, with the exception of Resource 2, as referenced in section 504.1 of this code.

For a complete description of all applicable chapters and related information in this code, please refer to Minnesota Rules, sections 1311.0010 and 1311.0103.

***Minnesota Rules, chapter 1315 – Adoption of the 2008 National Electrical Code***

The *2008 National Electrical Code* is incorporated by reference and made part of the Minnesota State Building Code.

***Minnesota Rules, chapter 1346 – Adoption of the 2000 International Mechanical and Fuel Gas Codes***

Mandatory chapters of the 2000 International Mechanical Code include chapters 2 through 15, as amended. Mandatory chapters of the 2000 international Fuel Gas Code include chapters 2 through 7 as amended.

For a complete description of all applicable chapters and related information in this Code, please refer to Minnesota Rules, section 1346.0050 and 1346.5050.

### Rulemaking Status for Minnesota State Building Code

Chapter	Chapter Title	Draft Completed	Request for Comments Issued	Notice of Intent to Adopt Rules	Public Hearing Scheduled	Administrative Law Judge Report	Governor's Approval	Rule Adopted
1300	Building Code Administration	x	x		x			
1303	Radon mitigation controls		x					
1305	Adoption of the International Building Code		x					
1307	Elevators and related devices		x					
1309	Adoption of the International Residential Code	x	x	x				
1311	Adoption of the International Existing Building Code		x					
1315	Adoption of the 2014 National Electrical Code		x					
1322	Adoption of the International Residential Energy Code		x					
1323	Adoption of the International Commercial Energy Code		x					
1341	Accessibility Code		x					
1346	Adoption of the International Mechanical and Fuel Gas Codes		x					

Meeting Date: 11/26/2013

**Information**

**Title:**

Discussion Regarding the Recruitment, Application, and Interview Process for Boards and Commissions

**Purpose/Background:**

The purpose of this discussion is to consider revising the policy for the recruitment, application, and interview process of appointing City board and commission members.

After the last annual recruitment process, it was the the consensus of the City Council to request a review of the process of filling board and commission seats. The Policy for Appointing Board and Commission Members is attached; draft edits have been made for the purpose of discussion and revision.

It is important to note, appointments to the Economic Development Authority are made by the Mayor as allowed by Minnesota Statute and the term length is six years.

**Timeframe:**

Staff will move ahead based on the City Council's work-session discussion and direction as it relates to the City's Board and Commission process/terms ending March 31, 2014. The revised policy, once complete, will be brought forward after the April 1st terms are filled, allowing time for any fine tuning that may become evident once the process is conducted.

**Funding Source:**

There is no funding required.

**Responsible Party(ies):**

Colleen Lasher, Human Resources Manager

**Outcome:**

A revised process and policy the recruitment, application, and interview process for boards and commissions.

**Attachments**

MN Statute 469.95

Draft Policy

Draft Policy w o Mark-up

**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 11/21/2013

**Reviewed By**

Kurt Ulrich

**Date**

11/21/2013 04:32 PM

Started On: 11/21/2013 01:41 PM

**469.095 COMMISSIONERS; APPOINTMENT, TERMS, VACANCIES, PAY, REMOVAL.**

Subdivision 1. **Commissioners.** Except as provided in subdivision 2, paragraph (d), an economic development authority shall consist of either three, five, or seven commissioners who shall be appointed after the enabling resolution provided for in section 469.093 becomes effective. The resolution must indicate the number of commissioners constituting the authority.

Subd. 2. **Appointment, terms; vacancies.** (a) Three-member authority: the commissioners constituting a three-member authority, one of whom must be a member of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of two, four, and six years, respectively. Thereafter all commissioners shall be appointed for six-year terms.

(b) Five-member authority: the commissioners constituting a five-member authority, two of whom must be members of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of two, three, four, five, and six years respectively. Thereafter all commissioners shall be appointed for six-year terms.

(c) Seven-member authority: the commissioners constituting a seven-member authority, two of whom must be members of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of one, two, three, four, and five years respectively and two members for six years. Thereafter all commissioners shall be appointed for six-year terms.

(d) The enabling resolution may provide that the members of the city council shall serve as the commissioners.

(e) The enabling resolution may provide for the appointment of members of the city council in excess of the number required in paragraphs (a), (b), and (c).

(f) A vacancy is created in the membership of an authority when a city council member of the authority ends council membership. A vacancy for this or another reason must be filled for the balance of the unexpired term, in the manner in which the original appointment was made. The city council may set the term of the commissioners who are members of the city council to coincide with their term of office as members of the city council.

Subd. 3. **Increase in commission members.** An authority may be increased from three to five or seven members, or from five to seven members by a resolution adopted by the city council following the procedure provided for modifying the enabling resolution in section 469.093.

Subd. 4. **Compensation and reimbursement.** A commissioner, including the president, shall be paid for attending each regular or special meeting of the authority in an amount to be determined by the city council. In addition to receiving pay for meetings, the commissioners may be reimbursed for actual expenses incurred in doing official business of the authority. All money paid for compensation or reimbursement must be paid out of the authority's budget.

Subd. 5. **Removal for cause.** A commissioner may be removed by the city council for inefficiency, neglect of duty, or misconduct in office. A commissioner shall be removed only after a hearing. A copy of the charges must be given to the commissioner at least ten days before the hearing. The commissioner must be given an opportunity to be heard in person or by counsel at the hearing. When written charges have been submitted against a commissioner, the city council may temporarily suspend the commissioner. If the city council finds that those charges have not been substantiated, the commissioner shall be immediately reinstated. If a commissioner is

removed, a record of the proceedings, together with the charges and findings, shall be filed in the office of the city clerk.

**History:** *1987 c 291 s 96*

-PROPOSED DRAFT POLICY FOR DISCUSSION-

**POLICY FOR THE RECRUITMENT, APPLICATION, AND INTERVIEW  
PROCESS OF APPOINTING MEMBERS  
OF CITY BOARDS AND COMMISSIONS MEMBERS**

**Purpose:** The Mayor and City Council of the City of Ramsey have the authority to establish volunteer boards and commissions to advise them on matters affecting the City, as detailed in Chapter 2-155 of the City Code. The purpose of this policy is to outline a process for selecting and appointing representatives to the recruitment, application, and interview process of appointing City boards and commissions members.

**Scope:** This policy applies to the following advisory commissions established by the City of Ramsey: Economic Development Authority, Environmental Policy Board, Park and Recreation Commission, Board of Adjustment Planning Commission, and to the Charter Commission with the exceptions noted in item number 7.

**Process:** The intent of the process is to ensure that openings on City boards and commissions are publicized to the community at large, that applicants are evaluated objectively and treated fairly and courteously, and that members of boards and commissions are selected on the basis of their qualifications and suitability for the position.

**1 Incumbent reapplication process**

**a) Letter of intent**

Annually, the Human Resources Manager will notify commission members by December 1<sup>st</sup> reminding them of the upcoming term expiration and inviting them to complete and submit a brief letter of intent indicating their desire to continue serving, along with the option for highlighting additional information such as accomplishments, personal contributions to the commission, and ideas for improving the effectiveness of the commission for review by the evaluation panel.

The evaluation panel will meet to discuss and vote on whether or not a recommendation for reappointment will be made to the City Council. If it is determined that the evaluation panel does not wish to reappoint the incumbent, that individual's seat will be advertised. If it is determined that the incumbent will be reappointed, the incumbent will be notified of his/her new term dates and the seat will not be advertised.

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**2.1. Notification of vacancies**

~~a.~~ Annually, prior to the normal ending date of boards and commissions terms, the Human Resources Manager will prepare a detailed notice of position availability for publication ~~twice~~ in the City newsletter and in the City’s official newspaper, as required by the Charter. ~~Incumbents will be notified by December 1 of each year that their term is expiring March 31 of the following year.~~

~~a.~~

I. Periodically, when an unexpected vacancy on a board or commission occurs, the staff liaison to the commission will notify the Human Resources Manager who will take one of the following actions:

i. refer back to the most recent recruitment file in an effort to identify a viable candidate that has already successfully passed the interview process. If a candidate is identified and willing to serve on the given board or commission, the Human Resources Manager will consult with the City Administrator and act according to the City Administrator’s direction; if applicable, a resolution appointing the new member will be presented to the City Council; or

~~ii.~~ prepare a detailed notice of position availability for publication once in the City newsletter and in the City’s official newspaper, as required by the Charter.

The application deadline will be no less than two weeks after the date of publication or posting in the City’s official newspaper.

**2. Applicants**

~~Incumbents seeking reappointment and new applicants will be required to complete a City of Ramsey application for boards and commissions and will be considered in one collective recruitment, interview and selection process. Resumes are welcome, but not required.~~

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### 3. Evaluation Process

#### a. Evaluation panel

The evaluation panel for City boards and commissions is the City Council. The evaluation panel will be used only when the number of applicants for a vacancy exceeds five. If there are more than five applicants for a vacancy, the City Council will evaluate the applications and select five applicants to be interviewed by the full City Council.

#### b. Reviewing applications

After the application deadline has passed, the Human Resources Manager will forward all applications to evaluation panel members for scoring. The Human Representative will total the scores and invite the top five scorers to interview.

#### ~~e. c.~~ e. c. Interviewing applicants

##### ~~41)~~ 41) Invitation to interview

The Human Resources Representative will arrange interview times and notify applicants and members of the evaluation panel of the arrangements.

##### ~~52)~~ 52) Interview process

Interview questions will be determined before the interview based on qualifications identified as necessary, as well as to accurately identify each applicant's knowledge, skills, and abilities, and the benefits that the applicant, if appointed, may bring to the board or commission in the future.

~~A short open house will be held prior to interviews. Applicants will interview for City boards and commissions individually.~~

All applicants will be asked the same questions. Depending on responses, some follow-up questions will differ from candidate to candidate for purposes of clarification.

Members of the evaluation panel will evaluate applicants by comparing responses to interview questions, information contained in the letter of interest/application, and potential contribution to the existing diversity of expertise, experience and geographic representation on the applicable board or commission.

Interviews will not be televised but will be held in an open meeting.

##### ~~63)~~ 63) Selection

The chair of each board or commission for which appointments are being considered will be advised of the interview date and time and invited to submit written comments to the City Council and make a recommendation regarding reappointment. The form for written comments will be provided by the city. The final decision regarding appointments will rest with the City Council.

Recommendations from the City Council regarding appointments will be forwarded to the next regular meeting of the City Council for consideration.

When vacancies occur on the EDA, the mayor will make a recommendation for appointment to the City Council.

Except where a vacancy unexpectedly occurs in the middle of a calendar year, all new appointments or reappointments to regular terms on a City board or commission will be effective on April 1. This is to allow the current members of the City Council the opportunity to review and select individuals for seats on boards and commissions.

**d. Notification to applicants**

After the City Council has approved the appointments at a regular meeting of the City Council, the Human Resources Manager will notify all applicants of the results of the process.

**74. Terms**

Board and Commission members shall serve four-year terms, with the exception of members of the Economic Development Authority that serve six-year terms . There will be no limit to the number of terms that can be served. Terms will expire annually on March 31. Incumbents will be allowed to continue to serve until a successor is appointed.

**6. Stipends for members of City boards and commissions**

**a) Amount established by City Council resolution**

Effective July 1, 1996, members of all City boards and commissions (with the exception of the Charter Commission) are eligible for stipends to cover expenses for meetings actually attended. The amount of the stipends is established by City Council resolution and subject to change as deemed necessary by the City Council. Elected officials seated on a board or commission are not eligible for a stipend.

**b) IRS reporting**

Stipends paid to members of City boards and commissions will be reported to the Internal Revenue Service as required by law.

**7. Exceptions pertaining to Charter Commission**

**a) Term limits**

Terms of office for members of the City of Ramsey Home Rule Charter Commission are established by Minnesota Statutes 410.05 subd.2.

**b) Appointment by District Judge**

Appointments to the City of Ramsey Home Rule Charter Commission are made by the Chief Judge of the Tenth Judicial District in accordance with Minnesota Statute 410.05, when a commission member's term expires or a vacancy occurs, the chief judge has 30 days to make an appointment. If the judge fails to make an appointment, the governing body of the city may appoint the new members unless the chief judge indicates in writing to the governing body, within the 30 day period, of his or her intention to make the appointments. In this case, the judge has an additional 60 days to make the appointment.

**8. Service on more than one City board or commission**

Resolution 89-11-302 states that it is the policy of the Ramsey City Council "to avoid appointing individuals to more than one Board or Commission unless adequate representation cannot be accomplished or it is clearly in the best interest of the City of Ramsey to make such appointments to multiple Boards or Commission."

## Revisions

Adopted by the City Council August 13, 1996

Revised by the City Council August, 11, 1997

- Ordinance #97-10 amended City Code 2.03.02 changing terms of office for boards and commissions from two years to four years and establishing a limitation of two consecutive four-year terms, effective August 11, 1997.

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## **2. Notification of vacancies**

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- b. Periodically, when an unexpected vacancy on a board or commission occurs, the staff liaison to the commission will notify the Human Resources Manager who will take one of the following actions:
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