

City of Ramsey
Agenda
City Council Work Session
Tuesday, July 14, 2015
5:30 pm
Lake Itasca Room 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Topics for Discussion**
 1. 2016 Preliminary Budget/Levy Review
- 3. Topics for Future Discussion**
 1. Review Future Topics/Calendar
- 4. Mayor/Council/Staff Input**
- 5. Adjournment**

Meeting Date: 07/14/2015

Information

Title:

2016 Preliminary Budget/Levy Review

Purpose/Background:

The City's adopted 2016 budget calendar calls for the 2016 preliminary budgets and levies to be presented to the City Council at work session starting in July. Council work sessions will continue up to the preliminary levy adoption on September 8, 2015.

The city annually adopts a preliminary levy for the General Fund and the Economic Development Authority (EDA) fund.

The attached budget documents are a first-run snapshot of all budget requests as of today (first review). Staff will continue to further refine the recommended budgets/levies, after Council has had a chance to weigh-in on tax rates, strategic planning items, future road reconstruction debt, just to name a few of the major issues.

Timeframe:

45-60 minutes

Funding Source:

Not applicable

Responsible Party(ies):

Finance Director

Outcome:

Review of preliminary budget and levies.

Attachments

2016 Preliminary General Fund Budget

2016 Personnel Requests

2015-2018 Strategic Plan

2016 Preliminary EDA Budget

2016 Preliminary Budget Notes & Charts & 5-Year Staffing

Form Review

Inbox

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 07/09/2015

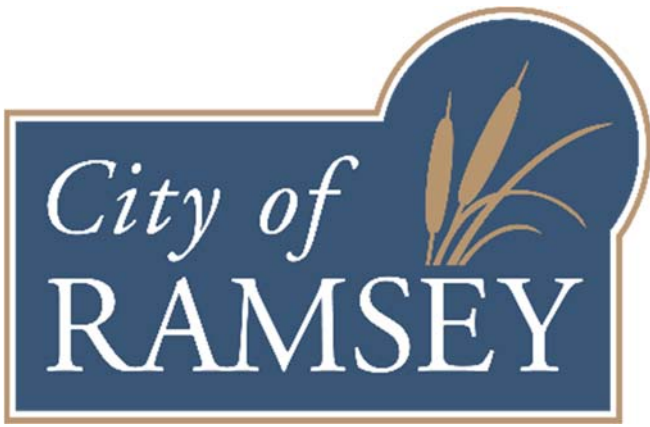
Reviewed By

Kurt Ulrich

Date

07/09/2015 02:07 PM

Started On: 07/01/2015 12:39 PM



7550 Sunwood Drive NW • Ramsey, MN 55303

City Hall: 763.427.1410 • Fax: 763.427.5543

www.cityoframsey.com

A large, stylized, light beige reed plant graphic is positioned in the background, behind the main title. It features several long, thin leaves and three prominent reed stalks with pointed tips, extending upwards and to the right.

CITY OF RAMSEY **REQUESTED BUDGET**

For Fiscal Year 2016

GENERAL FUND

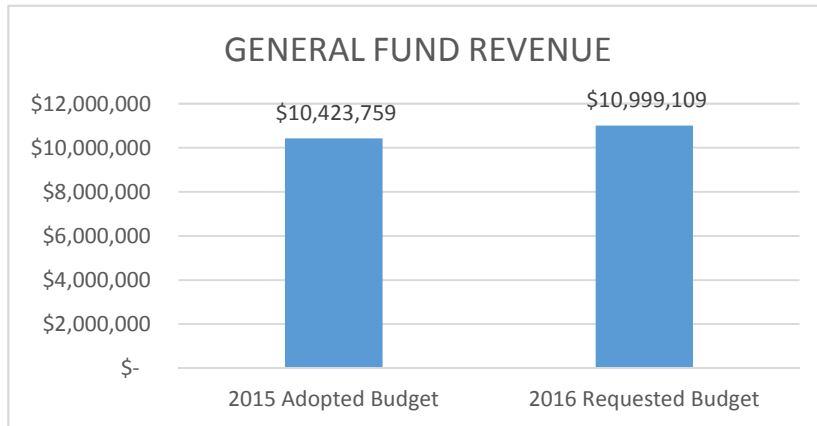
A decorative graphic at the bottom of the page consists of several overlapping, curved shapes in shades of blue, creating a wave-like effect that spans the width of the page.

NOTES



FUND: GENERAL

| REVENUES | | | |
|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 9101 - GENERAL FUND REVENUE | \$ 10,423,759 | \$ 10,999,109 | \$ 575,350 |
| TOTAL REVENUE | 10,423,759 | 10,999,109 | 575,350 |



FUND GENERAL

DEPARTMENT:

N/A

FUNCTION:

N/A

| REVENUES | | | | | | |
|---------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 9101 | 4011 | CURRENT-AD VALOREM TAXES | \$ 5,719,801 | \$ 6,821,570 | \$ 7,288,940 | \$ 467,370 |
| 9101 | 4012 | DELINQUENT-AD VALOREM TAXES | 60,718 | 75,000 | 75,000 | - |
| 9101 | 4014 | FISCAL DISPARITIES | 1,355,851 | 1,100,000 | 1,200,000 | 100,000 |
| 9101 | 4015 | EXCESS TAX INCREMENTS | 119,556 | 10,000 | 60,000 | 50,000 |
| 9101 | 4018 | PENALTY/INT-AD VALOREM TAXES | 16,081 | 20,000 | 20,000 | - |
| 9101 | 401A | CURRENT-UNCOLLECTED ALLOWANCE | | (100,000) | (100,000) | - |
| 9101 | 4140 | CREDIT CARD PROCESSING FEES | (7,210) | (7,000) | (10,000) | (3,000) |
| 9101 | 4155 | LIQUOR-ON SALE | 43,550 | 42,000 | 42,000 | - |
| 9101 | 4156 | LIQUOR-OFF SALE | 948 | 1,100 | 1,100 | - |
| 9101 | 4159 | MECHANICAL LICENSE | 8,850 | 8,000 | 8,000 | - |
| 9101 | 4163 | PAWNSHOP LICENSE | 7,121 | 8,000 | 8,000 | - |
| 9101 | 4164 | CIGARETTE SALES LICENSE | 2,062 | 4,000 | 3,000 | (1,000) |
| 9101 | 4165 | REFUSE HAULERS LICENSE | 350 | 500 | 500 | - |
| 9101 | 4166 | MOTOR VEHICLES LICENSE | 5,832 | 6,000 | 6,000 | - |
| 9101 | 4168 | PEDDLERS LICENSE | 1,700 | 1,500 | 1,500 | - |
| 9101 | 4169 | GASOLINE SALES LICENSE | 1,769 | 2,500 | 2,000 | (500) |
| 9101 | 4170 | OTHER BUSINESS LICENSES & PERM | 780 | 1,500 | 1,000 | (500) |
| 9101 | 4171 | INVESTIGATIVE FEES | 2,609 | - | - | - |
| 9101 | 4205 | BUILDING PERMIT | 226,624 | 235,032 | 235,000 | (32) |
| 9101 | 4206 | PLUMBING PERMIT | 30,077 | 20,000 | 30,000 | 10,000 |
| 9101 | 4207 | ANIMAL LICENSE | 851 | 1,000 | 1,000 | - |
| 9101 | 4208 | HEATING PERMIT | 31,894 | 20,000 | 30,000 | 10,000 |
| 9101 | 4209 | CONDITIONAL USE PERMIT | 6,130 | 4,000 | 4,000 | - |
| 9101 | 4211 | SIGN PERMITS | 2,725 | 2,000 | 2,000 | - |
| 9101 | 4212 | RENTAL LICENSE | 2,700 | 10,000 | 5,000 | (5,000) |
| 9101 | 4213 | FIRE PERMIT | 4,666 | 5,000 | 5,000 | - |
| 9101 | 4214 | ELECTRICAL INSPECTION PERMIT | 42,158 | 20,000 | 40,000 | 20,000 |
| 9101 | 4220 | SEPTIC SYSTEM PERMIT | 22,880 | 20,000 | 20,000 | - |
| 9101 | 4221 | URBAN SEWER PERMIT | 4,697 | 5,000 | 5,000 | - |
| 9101 | 4222 | URBAN WATER PERMIT | 6,175 | 5,000 | 5,000 | - |
| 9101 | 4230 | OTHER NON-BUSINESS LIC & PERM | 1,385 | 2,000 | 2,000 | - |
| 9101 | 4253 | FEDERAL EXCISE TAX REFUND | 7,217 | 7,000 | 7,000 | - |
| 9101 | 4262 | LOCAL GOVERNMENT AID | 91,381 | 110,350 | 111,305 | 955 |
| 9101 | 4263 | MARKET VALUE HOMESTEAD CREDIT | 2,268 | - | - | - |
| 9101 | 4268 | MSA FOR STREETS | 140,000 | 140,000 | 140,000 | - |
| 9101 | 4269 | POLICE - INSURANCE PREMIUM TAX | 164,378 | 150,000 | 160,000 | 10,000 |
| 9101 | 4271 | POST BOARD REIMBURSEMENT | 6,758 | 7,500 | 7,500 | - |
| 9101 | 4272 | STATE EXCISE TAX REFUND | 271 | 250 | 250 | - |
| 9101 | 4273 | OTHER STATE GRANTS & AIDS | 20,203 | 3,500 | 3,500 | - |
| 9101 | 4287 | OTHER LOCAL GOVERNMENT GRANTS | - | - | | - |
| 9101 | 4304 | RENTAL FEES - REAL PROPERTY | 5,765 | 7,500 | 7,500 | - |
| 9101 | 4305 | RENTAL FEES | 150,635 | 124,000 | 135,000 | 11,000 |

FUND GENERAL

DEPARTMENT:

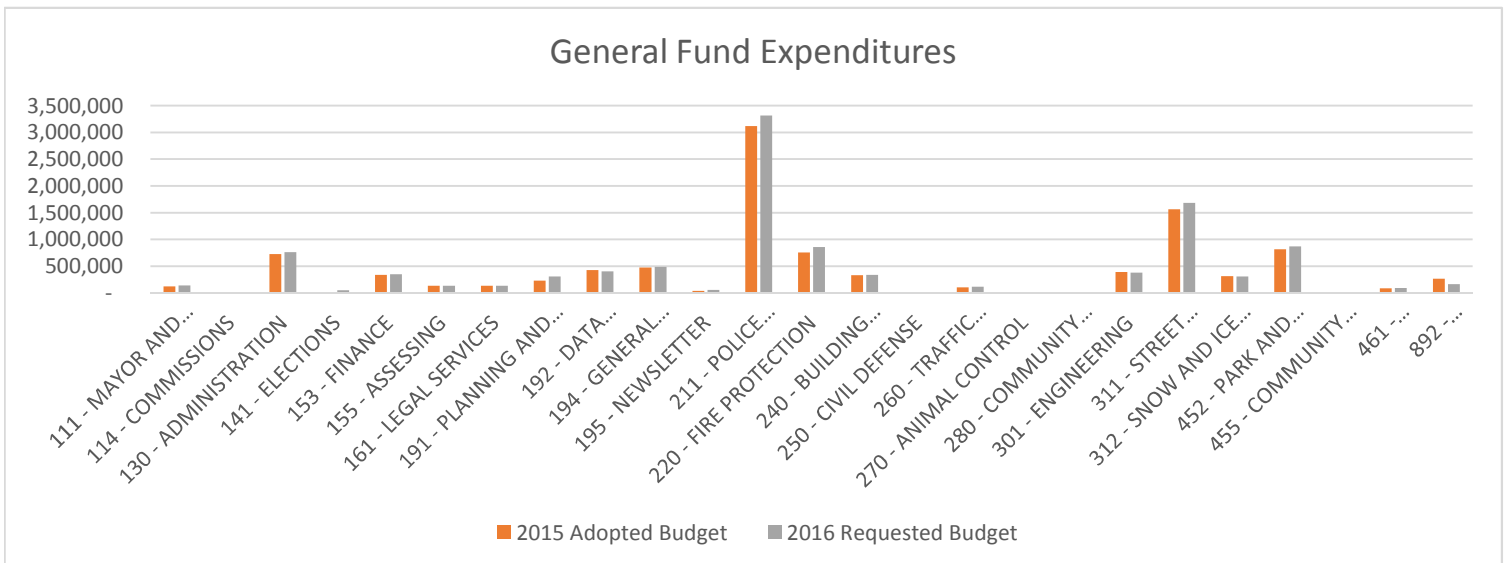
N/A

FUNCTION:

N/A

| REVENUES | | | | | | |
|----------------------|----------------|--------------------------------|-----------------------------|----------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 9101 | 4306 | ZONING & SUBDIVISION FEES | 1,950 | - | - | - |
| 9101 | 4307 | PLAN CHECKING FEES | 96,144 | 75,000 | 95,000 | 20,000 |
| 9101 | 4308 | SALES OF MAPS & PUBLICATIONS | 1,951 | 1,000 | 1,000 | - |
| 9101 | 4309 | ASSESSMENT SEARCHES | 2,485 | 3,500 | 3,000 | (500) |
| 9101 | 4312 | GENERAL GOVERNMENT STAFF TIME | 15,369 | 8,000 | 10,000 | 2,000 |
| 9101 | 4326 | SPECIAL POLICE SERVICES | 25,176 | 5,000 | 5,000 | - |
| 9101 | 4327 | SPECIAL FIRE PROTECTION SERVIC | 56,545 | 35,000 | 40,000 | 5,000 |
| 9101 | 4328 | ACCIDENT REPORTS | 2,417 | 1,200 | 1,500 | 300 |
| 9101 | 4329 | OPEN BURN PERMIT FEES | 1,350 | 1,000 | 1,200 | 200 |
| 9101 | 4330 | OTHER PUBLIC SAFETY | 8,547 | 7,000 | 8,000 | 1,000 |
| 9101 | 4337 | ENGINEERING | 257,570 | 274,000 | 274,000 | - |
| 9101 | 4338 | PLAN & SPECIFICATION FEES | 340 | 500 | 500 | - |
| 9101 | 4339 | OTHER PUBLIC WORKS | 8,537 | 8,000 | 8,000 | - |
| 9101 | 4347 | OTHER CULTURE-RECREATION | 8,642 | 5,000 | 7,000 | 2,000 |
| 9101 | 4452 | COURT FINES | 67,820 | 67,000 | 67,000 | - |
| 9101 | 4453 | OTHER FINES & FORFEITS | 515 | - | - | - |
| 9101 | 4454 | ADMINISTRATIVE FINES | 3,881 | 4,000 | 4,000 | - |
| 9101 | 4604 | SURCHARGES | 780 | 750 | 750 | - |
| 9101 | 4605 | ELECTION FILING FEES | 35 | - | 50 | 50 |
| 9101 | 4609 | OTHER MISCELLANEOUS REVENUES | 66,317 | 12,000 | 15,000 | 3,000 |
| 9101 | 4701 | INTEREST ON INVESTMENTS | 209,969 | 60,000 | 100,000 | 40,000 |
| 9101 | 4901 | TRANSFER IN FROM OTHER FUNDS | 931,934 | 962,007 | 795,014 | (166,993) |
| Total Revenue | | | \$ 10,080,480 | \$ 10,423,759 | \$ 10,999,109 | \$ 575,350 |

| EXPENDITURES | | | |
|------------------------------------|----------------------|-----------------------|-------------------------------------|
| Business Unit | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 111 - MAYOR AND COUNCIL | 119,958 | 138,455 | 18,497 |
| 114 - COMMISSIONS | 9,448 | 9,467 | 19 |
| 130 - ADMINISTRATION | 728,184 | 761,358 | 33,174 |
| 141 - ELECTIONS | 10,454 | 53,196 | 42,742 |
| 153 - FINANCE | 336,620 | 350,174 | 13,554 |
| 155 - ASSESSING | 136,000 | 137,000 | 1,000 |
| 161 - LEGAL SERVICES | 133,200 | 136,300 | 3,100 |
| 191 - PLANNING AND ZONING | 228,715 | 310,003 | 81,288 |
| 192 - DATA PROCESSING | 424,440 | 401,673 | (22,767) |
| 194 - GENERAL GOVERNMENT BUILDINGS | 475,952 | 490,008 | 14,056 |
| 195 - NEWSLETTER | 39,831 | 55,817 | 15,986 |
| 211 - POLICE PROTECTION | 3,116,904 | 3,313,742 | 196,838 |
| 220 - FIRE PROTECTION | 757,431 | 855,640 | 98,209 |
| 240 - BUILDING INSPECTION | 330,326 | 334,806 | 4,480 |
| 250 - CIVIL DEFENSE | 12,300 | 12,300 | - |
| 260 - TRAFFIC ENGINEERING | 106,837 | 116,842 | 10,005 |
| 270 - ANIMAL CONTROL | 8,250 | 8,250 | - |
| 280 - COMMUNITY ORIENTING POLICING | 6,450 | 8,900 | 2,450 |
| 301 - ENGINEERING | 392,089 | 378,797 | (13,292) |
| 311 - STREET MAINTENANCE | 1,565,081 | 1,682,436 | 117,355 |
| 312 - SNOW AND ICE REMOVAL | 311,376 | 307,952 | (3,424) |
| 452 - PARK AND RECREATION | 817,156 | 871,249 | 54,093 |
| 455 - COMMUNITY PROGRAMS | 9,775 | 12,000 | 2,225 |
| 461 - ENVIRONMENTAL SERVICES | 83,723 | 89,575 | 5,852 |
| 892 - MISCELLANEOUS/CONTINGENCY | 263,259 | 163,169 | (100,090) |
| TOTAL EXPENDITURES | \$ 10,423,759 | \$ 10,999,109 | \$ 575,350 |



FUND GENERAL

DEPARTMENT:
FUNCTION:

MAYOR AND COUNCIL
GENERAL GOVERNMENT

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0111 | 6104 | PART TIME-WAGES & SALARIES | \$ 44,000 | \$ 44,000 | \$ 44,000 | \$ - |
| 0111 | 6121 | PERA CONTRIBUTIONS | 900 | 900 | 900 | - |
| 0111 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 3,366 | 3,366 | 3,366 | - |
| 0111 | 6133 | WORKERS COMP INSURANCE PREMIUM | 89 | 154 | 154 | - |
| 0111 | 6247 | HAPPY DAYS SUPPLIES | 7,000 | 10,000 | 10,000 | - |
| 0111 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 12,593 | 14,100 | 14,500 | 400 |
| 0111 | 6315 | MISCELLANEOUS PROFESSIONAL SER | 11,750 | - | 12,250 | 12,250 |
| 0111 | 6322 | POSTAGE | - | - | - | - |
| 0111 | 6331 | TRAVEL & LODGING | - | 2,500 | 7,500 | 5,000 |
| 0111 | 6335 | TRAINING | 955 | 2,500 | 2,500 | - |
| 0111 | 6361 | GENERAL LIABILITY/PROPERTY INS | 1,142 | 1,350 | 1,300 | (50) |
| 0111 | 6451 | MEMBERSHIP DUES | 35,883 | 41,088 | 41,985 | 897 |
| Total Expenditure | | | \$ 117,678 | \$ 119,958 | \$ 138,455 | \$ 18,497 |

| PERSONNEL COMPLEMENT | | | | |
|----------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| Mayor | 1.00 | 1.00 | 1.00 | - |
| Council | 6.00 | 6.00 | 6.00 | - |
| | 7.00 | 7.00 | 7.00 | - |

| BUDGET HIGHLIGHTS |
|--|
| <ul style="list-style-type: none"> Bi-Annual Resident Survey: \$12,500 (Offset with an annual \$3,400 state contribution) 2015-2018 Strategic Plan: Travel for Lobbying for Improvements to Highway 10: \$5,000 |

| GOALS OF CURRENT YEAR BUDGET: |
|--|
| <ul style="list-style-type: none"> Establish and implement a Strategic Action Plan Establish legislative priorities for the City Maintain a stable tax levy rate Advocate for Highway 10 Improvements at the State and Federal Level |

| Performance Measurements: | 2014 Actual | 2015 Estimate | 2016 Projected |
|---|--------------|---------------|----------------|
| Tax Levy Rate | 44.24% | 42.26% | 43.00% |
| Sale of City Owned Land (Net land proceeds, dollars) | \$ 154,000 | \$ 3,219,468 | \$ 1,500,000 |
| Sale of City Owned Land (acres) | 0.81 | 32.87 | 15 |
| State and Federal Funding Allocated for U.S. Highway 10 (dollars) | \$ 6,147,000 | \$ 21,633,308 | \$ 5,000,000 |

FUND GENERAL

DEPARTMENT:

COMMISSIONS

FUNCTION:

GENERAL GOVERNMENT

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0114 | 6105 | TEMPORARY-WAGES & SALARIES | \$ 4,175 | \$ 8,660 | \$ 8,660 | \$ - |
| 0114 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 319 | 663 | 663 | - |
| 0114 | 6133 | WORKERS COMP INSURANCE PREMIUM | 17 | 50 | 69 | 19 |
| 0114 | 6322 | POSTAGE | - | - | - | - |
| 0114 | 6361 | GENERAL LIABILITY/PROPERTY INS | 44 | 75 | 75 | - |
| Total Expenditure | | | \$ 4,555 | \$ 9,448 | \$ 9,467 | \$ 19 |

| PERSONNEL COMPLEMENT | | | | |
|-----------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| Charter Commission Members | 9.00 | 9.00 | 9.00 | - |
| Planning Commission Members | 7.00 | 7.00 | 7.00 | - |
| | 16.00 | 16.00 | 16.00 | - |

| BUDGET HIGHLIGHTS | |
|-------------------|------------|
| • | No changes |

| GOALS OF CURRENT YEAR BUDGET: |
|---|
| <ul style="list-style-type: none"> Assist the City Council in the implementation of the City's 3-Year Strategic Action Plan Implement individual commissions' work plans and missions Implement and manage individual commissions' budgets |

| Performance Measurements: | | | |
|--|-------------|---------------|----------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| # of Meetings: Charter Commission | 3 | 1 | 1 |
| # of Meetings: Economic Development Authority Commission | 10 | 11 | 11 |
| # of Meetings: Environmental Policy Board Commission | 10 | 10 | 10 |
| # of Meetings: Parks and Recreation Commission | 10 | 10 | 10 |
| # of Meetings: Planning Commission | 12 | 12 | 12 |
| # of Meetings: City Council Regular Session | 23 | 22 | 22 |
| # of Meetings: City Council Work Session | 31 | 30 | 30 |
| # of Meetings: Public Works Committee | 9 | 10 | 10 |
| # of Meetings: Housing & Redevelopment Authority | 16 | 0 | 0 |

FUND GENERAL

DEPARTMENT:

ADMINISTRATION

FUNCTION:

GENERAL GOVERNMENT

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0130 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 384,916 | \$ 455,762 | \$ 472,115 | \$ 16,353 |
| 0130 | 6103 | FULL TIME-REGULAR-OVERTIME | 120 | - | 2,000 | 2,000 |
| 0130 | 6104 | PART TIME-WAGES & SALARIES | 12,159 | - | - | - |
| 0130 | 6105 | TEMPORARY-WAGES & SALARIES | 11,129 | 12,480 | 14,560 | 2,080 |
| 0130 | 6108 | SEVERANCE PAY | 54 | - | - | - |
| 0130 | 6121 | PERA CONTRIBUTIONS | 28,162 | 34,183 | 35,409 | 1,226 |
| 0130 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 30,341 | 37,580 | 39,744 | 2,164 |
| 0130 | 6123 | ICMA RETIREMENT TRUST | 2,000 | 2,000 | 2,000 | - |
| 0130 | 6131 | GROUP INSURANCE | 31,816 | 38,851 | 44,037 | 5,186 |
| 0130 | 6133 | WORKERS COMP INSURANCE PREMIUM | 1,838 | 3,558 | 2,393 | (1,165) |
| 0130 | 6203 | DUPLICATING SUPPLY & COPY PAPE | 1,712 | 5,000 | 2,500 | (2,500) |
| 0130 | 6204 | STATIONERY, ENVELOPES & FORMS | 2,263 | 1,400 | 2,500 | 1,100 |
| 0130 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | 5,757 | 4,800 | 5,500 | 700 |
| 0130 | 6246 | MARKETING | - | - | 10,000 | 10,000 |
| 0130 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 4,491 | 4,750 | 4,750 | - |
| 0130 | 6305 | MEDICAL/PSYCHOLOGICAL FEES | 15,958 | 13,500 | 16,000 | 2,500 |
| 0130 | 6306 | PERSONNEL TESTING & RECRUITMT | 921 | 1,600 | 3,000 | 1,400 |
| 0130 | 6315 | MISCELLANEOUS PROFESSIONAL SER | 43,842 | 48,220 | 48,000 | (220) |
| 0130 | 6321 | TELEPHONE | 1,321 | 1,700 | 1,700 | - |
| 0130 | 6322 | POSTAGE | 926 | 1,000 | 1,000 | - |
| 0130 | 6323 | CELLULAR PHONES | 1,761 | 2,500 | 2,250 | (250) |
| 0130 | 6331 | TRAVEL & LODGING | 406 | 4,000 | 3,000 | (1,000) |
| 0130 | 6334 | MILEAGE REIMBURSEMENT | 52 | - | 300 | 300 |
| 0130 | 6335 | TRAINING | 13,125 | 16,500 | 15,000 | (1,500) |
| 0130 | 6352 | GENERAL NOTICE & PUBLIC INFOR | 1,604 | 1,500 | 2,000 | 500 |
| 0130 | 6353 | ORDINANCE PUBLICATION | 696 | 1,500 | 1,500 | - |
| 0130 | 6354 | HELP WANTED ADVERTISEMENTS | 2,791 | 2,000 | 3,000 | 1,000 |
| 0130 | 6361 | GENERAL LIABILITY/PROPERTY INS | 7,372 | 6,700 | 8,100 | 1,400 |
| 0130 | 6405 | OFFICE & DATA PROCESSING EQUIP | 12,097 | 13,000 | 13,500 | 500 |
| 0130 | 6451 | MEMBERSHIP DUES | 2,726 | 3,250 | 3,500 | 250 |
| 0130 | 6452 | SUBSCRIPTIONS | 872 | 850 | 2,000 | 1,150 |
| 0130 | 6489 | OTHER CONTRACTED SERVICES | 4,240 | 10,000 | - | (10,000) |
| Total Expenditure | | | \$ 627,468 | \$ 728,184 | \$ 761,358 | \$ 33,174 |

FUND GENERAL

DEPARTMENT:

ADMINISTRATION

FUNCTION:

GENERAL GOVERNMENT

PERSONNEL COMPLEMENT

| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
|--|-----------------------------------|------------------------|-----------------------------|--|
| City Administrator | 1.00 | 1.00 | 1.00 | - |
| Assistant City Administrator/Econ Dev Dir | - | 1.00 | 1.00 | - |
| Human Resources Manager | 1.00 | 1.00 | 1.00 | - |
| City Clerk | 1.00 | 1.00 | 1.00 | - |
| Office Assistant | 0.62 | 1.00 | 1.00 | - |
| Administrative Clerks | 1.30 | 1.00 | 1.00 | - |
| Mgmt Intern | 0.50 | 0.50 | 0.50 | - |
| Assistant to City Administrator - Management Analyst | 1.00 | - | - | - |
| Public Information & Events Specialist I | - | 1.00 | - | (1) |
| Public Information & Events Specialist II | - | - | 1.00 | 1 |
| Receptionist | 1.00 | 1.00 | 1.00 | - |
| | 7.42 | 8.50 | 8.50 | - |

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- Reclass Public Information & Events Specialist I to Public Information & Events Specialist II: \$5,207

GOALS OF CURRENT YEAR BUDGET:

- Oversee implementation of the Council Strategic Action Plan and Legislative Priorities
- Optimize use of non-city funding through joint projects, grants, and partnerships
- Actively participate in effort to secure funding for U.S. Highway 10 improvements
- Develop metric to ensure proper public safety staffing levels based on quantifiable growth thresholds
- Evaluate staffing deployment and process effectiveness in Community Development
- Identify opportunities for community volunteer work
- Develop and adopt a City-wide communications plan
- Develop a staff and citizen recognition program
- Initiate a strategy to highlight City employees and job duties

Performance Measurements:

| | 2014 Actual | 2015 Estimate | 2016 Projected |
|---|-------------|---------------|----------------|
| Strategic action plan items completed (all departments) | 37 of 72 | 12 of 36 | 24 of 36 |
| Strategic action plan items completed (Admin only) | 24 of 35 | 5 of 14 | 10 of 14 |
| Turnover rate in staff (w/out layoffs) | 2.8% | NA | NA |

FUND GENERAL

DEPARTMENT:
FUNCTION:

ELECTIONS
GENERAL GOVERNMENT

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0141 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 12,326 | \$ 3,584 | \$ 13,183 | \$ 9,599 |
| 0141 | 6103 | FULL TIME-REGULAR-OVERTIME | 675 | - | - | - |
| 0141 | 6104 | PART TIME-WAGES & SALARIES | 725 | - | - | - |
| 0141 | 6105 | TEMPORARY-WAGES & SALARIES | 23,418 | - | 27,000 | 27,000 |
| 0141 | 6121 | PERA CONTRIBUTIONS | 995 | 269 | 989 | 720 |
| 0141 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 1,065 | 274 | 3,074 | 2,800 |
| 0141 | 6133 | WORKERS COMP INSURANCE PREMIUM | 150 | 27 | 300 | 273 |
| 0141 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | - | - | 300 | 300 |
| 0141 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 1,276 | 25 | 1,500 | 1,475 |
| 0141 | 6281 | SMALL TOOLS & MINOR EQUIPMENT | 3,686 | - | - | - |
| 0141 | 6322 | POSTAGE | 1,278 | 15 | 200 | 185 |
| 0141 | 6361 | GENERAL LIABILITY/PROPERTY INS | 448 | 150 | 500 | 350 |
| 0141 | 6451 | MEMBERSHIP DUES | 220 | 260 | 300 | 40 |
| 0141 | 6580 | OTHER EQUIPMENT | - | 5,850 | 5,850 | - |
| Total Expenditure | | | \$ 46,262 | \$ 10,454 | \$ 53,196 | \$ 42,742 |

| PERSONNEL COMPLEMENT | | | | |
|---|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| No personnel budgeted to this business unit | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|---|
| <ul style="list-style-type: none"> Election Year |

| GOALS OF CURRENT YEAR BUDGET: |
|---|
| <ul style="list-style-type: none"> To run a smooth election, making it a positive experience for our voters To maintain 100% vote count accuracy To hire qualified Election Judges |

| Performance Measurements: | 2014 Actual | 2015 Estimate | 2016 Projected |
|--|-------------|---------------|----------------|
| Number of Votes | 8,416 | No Election | 14,000 |
| Number of Voters registered Election Day | 492 | No Election | 1,000 |
| Number of Wards | 4 | 4 | 4 |
| Number of Precincts | 8 | 8 | 8 |
| Percent Voting | 58% | No Election | 79% |

FUND GENERAL

DEPARTMENT:

FINANCE

FUNCTION:

GENERAL GOVERNMENT

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0153 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 199,867 | \$ 223,229 | \$ 235,220 | \$ 11,991 |
| 0153 | 6121 | PERA CONTRIBUTIONS | 14,409 | 16,742 | 17,642 | 900 |
| 0153 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 14,678 | 18,319 | 19,110 | 791 |
| 0153 | 6131 | GROUP INSURANCE | 25,109 | 30,877 | 31,256 | 379 |
| 0153 | 6133 | WORKERS COMP INSURANCE PREMIUM | 962 | 1,753 | 1,346 | (407) |
| 0153 | 6204 | STATIONERY, ENVELOPES & FORMS | 1,154 | 900 | 1,000 | 100 |
| 0153 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | 120 | 800 | 500 | (300) |
| 0153 | 6302 | AUDITING & ACCOUNTING SERVICES | 27,200 | 28,000 | 28,500 | 500 |
| 0153 | 6321 | TELEPHONE | 451 | 600 | 500 | (100) |
| 0153 | 6322 | POSTAGE | 2,020 | 2,400 | 2,400 | - |
| 0153 | 6335 | TRAINING | 883 | 3,500 | 3,000 | (500) |
| 0153 | 6352 | GENERAL NOTICE & PUBLIC INFOR | 1,223 | 1,200 | 1,300 | 100 |
| 0153 | 6361 | GENERAL LIABILITY/PROPERTY INS | 4,025 | 4,300 | 4,300 | - |
| 0153 | 6451 | MEMBERSHIP DUES | 529 | 500 | 600 | 100 |
| 0153 | 6489 | OTHER CONTRACTED SERVICES | 3,064 | 3,500 | 3,500 | - |
| Total Expenditure | | | \$ 295,694 | \$ 336,620 | \$ 350,174 | \$ 13,554 |

| PERSONNEL COMPLEMENT | | | | |
|-------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| Finance Director | 1.00 | 1.00 | 1.00 | - |
| Asst. Finance Director | 1.00 | 1.00 | 1.00 | - |
| Accountant I | 1.00 | 1.00 | - | (1.00) |
| Accountant II | - | - | 1.00 | 1.00 |
| Senior Accounting Clerk | - | - | 1.00 | 1.00 |
| Accounting Clerk | 0.70 | 1.00 | - | (1.00) |
| | 3.70 | 4.00 | 4.00 | - |

| BUDGET HIGHLIGHTS | |
|-------------------|--|
| • | 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases |
| • | Reclass Accountant I to Accountant II: \$1,440 |
| • | Reclass Accounting Clerk to Senior Accounting Clerk: \$1,867 |

| GOALS OF CURRENT YEAR BUDGET: |
|---|
| <ul style="list-style-type: none"> • Prepare an all-inclusive integrated budget document • Review and update city fund policies • Continued long-term financial planning (5-Year Budget & CIP) • Continued CAFR award recognition • Present budget for Distinguished Budget Recognition award • Ensure compliance with state and federal laws |

| Performance Measurements: | | | |
|----------------------------------|--------------------|----------------------|-----------------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| Average Rate of Return | 1.42% | 1.50% | 1.80% |
| Bond Rating | AA+ | AA+ | AA+ |
| Vendor Checks Issued | 2,764 | 2,847 | 2,932 |
| | | | |

FUND GENERAL

DEPARTMENT:

ASSESSING

FUNCTION:

GENERAL GOVERNMENT

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|---------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0155 | 6489 | OTHER CONTRACTED SERVICES | \$ 134,984 | \$ 136,000 | \$ 137,000 | \$ 1,000 |
| Total Expenditure | | | \$ 134,984 | \$ 136,000 | \$ 137,000 | \$ 1,000 |

| PERSONNEL COMPLEMENT | | | | |
|---|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| No personnel budgeted to this business unit | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|--|
| <ul style="list-style-type: none"> Inflationary adjustment only |

| GOALS OF CURRENT YEAR BUDGET: |
|--|
| <ul style="list-style-type: none"> Increase number of in-person assessment appraisals to better reflect market values |

| Performance Measurements: | | | |
|---|-------------|---------------|----------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| Number of Assessed Parcels - Residential Properties | 8,308 | 8,433 | 8,559 |
| Number of Assessed Parcels - Commercial Properties | 345 | 350 | 355 |
| | | | |

FUND GENERAL

DEPARTMENT:
FUNCTION:

LEGAL
GENERAL GOVERNMENT

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0161 | 6304 | LEGAL FEES | \$ 122,341 | \$ 132,000 | \$ 135,000 | \$ 3,000 |
| 0161 | 6361 | GENERAL LIABILITY/PROPERTY INS | 1,199 | 1,200 | 1,300 | 100 |
| Total Expenditure | | | \$ 123,540 | \$ 133,200 | \$ 136,300 | \$ 3,100 |

| PERSONNEL COMPLEMENT | | | | |
|---|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| No personnel budgeted to this business unit | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|---|
| <ul style="list-style-type: none"> Slight increase due to request for services outside of retainer |

| GOALS OF CURRENT YEAR BUDGET: |
|--|
| <ul style="list-style-type: none"> Ensure city compliance with all laws |

FUND GENERAL

DEPARTMENT:
FUNCTION:

PLANNING AND ZONING
GENERAL GOVERNMENT

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0191 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 110,025 | \$ 125,861 | \$ 190,318 | \$ 64,457 |
| 0191 | 6105 | TEMPORARY-WAGES & SALARIES | 10,395 | 24,960 | 14,560 | (10,400) |
| 0191 | 6121 | PERA CONTRIBUTIONS | 7,859 | 9,440 | 14,274 | 4,834 |
| 0191 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 8,987 | 12,310 | 17,432 | 5,122 |
| 0191 | 6131 | GROUP INSURANCE | 16,360 | 18,187 | 32,180 | 13,993 |
| 0191 | 6133 | WORKERS COMP INSURANCE PREMIUM | 570 | 1,207 | 1,139 | (68) |
| 0191 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | 295 | 600 | 1,500 | 900 |
| 0191 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 1,008 | 2,000 | 2,000 | - |
| 0191 | 6315 | MISCELLANEOUS PROFESSIONAL SER | 6,965 | 20,000 | 20,000 | - |
| 0191 | 6321 | TELEPHONE | 387 | 1,000 | 500 | (500) |
| 0191 | 6322 | POSTAGE | 449 | 600 | 750 | 150 |
| 0191 | 6323 | CELLULAR PHONES | 654 | 1,000 | 1,500 | 500 |
| 0191 | 6325 | LONG DISTANCE CHARGES | - | 100 | - | (100) |
| 0191 | 6331 | TRAVEL & LODGING | 427 | 2,000 | 2,000 | - |
| 0191 | 6334 | MILEAGE REIMBURSEMENT | - | 500 | 500 | - |
| 0191 | 6335 | TRAINING | 1,685 | 3,000 | 4,500 | 1,500 |
| 0191 | 6352 | GENERAL NOTICE & PUBLIC INFOR | 1,010 | 1,500 | 1,500 | - |
| 0191 | 6361 | GENERAL LIABILITY/PROPERTY INS | 1,660 | 2,000 | 2,000 | - |
| 0191 | 6451 | MEMBERSHIP DUES | 595 | 1,500 | 2,000 | 500 |
| 0191 | 6452 | SUBSCRIPTIONS | 476 | 600 | 850 | 250 |
| 0191 | 6471 | BOOKS & PAMPHLETS | 142 | 350 | 500 | 150 |
| Total Expenditure | | | \$ 169,949 | \$ 228,715 | \$ 310,003 | \$ 81,288 |

| PERSONNEL COMPLEMENT | | | | |
|--------------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| Economic Development Manager | 1.00 | - | - | - |
| City Planner (Funded under Dept 461) | 1.00 | 1.00 | 1.00 | - |
| Community Development Director | 1.00 | 1.00 | 1.00 | - |
| Community Development Assistant | 1.00 | 1.00 | 1.00 | - |
| Code Enforcement License Coordinator | - | - | 1.00 | 1.00 |
| Planning Intern | 0.50 | 0.50 | 0.50 | - |
| Rental License Intern | 0.50 | 0.50 | - | (0.50) |
| | 5.00 | 4.00 | 4.50 | 0.50 |

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- **2015-2018 Strategic Plan:** Full-Time Code Enforcement License Coordinator: \$58,046 (net of rental license intern)

GOALS OF CURRENT YEAR BUDGET:

- All Land Use Applications processed with 60 days
- Plan Review completed within 10 business days
- Complete preliminary drafts of the Comprehensive Plan Update
- Centralize Code Enforcement Program within the Division (from Police Department)
- Code Enforcement case compliance within 14 days (nuisance) to 30 days (buildings).

Performance Measurements:

| | 2014 Actual | 2015 Estimate | 2016 Projected |
|----------------------------------|--------------------|----------------------|-----------------------|
| Number of Land Use Applications | 40 | 43 | 45 |
| Number of Permits | 1898 | 2000 | 2250 |
| Number of Code Enforcement Cases | 617 | 625 | 650 |

FUND GENERAL

DEPARTMENT:
FUNCTION:

DATA PROCESSING
GENERAL GOVERNMENT

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0192 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 61,504 | \$ 68,776 | \$ 73,917 | \$ 5,141 |
| 0192 | 6104 | PART TIME-WAGES & SALARIES | 15,145 | 22,183 | 23,764 | 1,581 |
| 0192 | 6121 | PERA CONTRIBUTIONS | 5,438 | 6,822 | 7,326 | 504 |
| 0192 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 5,709 | 6,958 | 7,472 | 514 |
| 0192 | 6131 | GROUP INSURANCE | 9,623 | 10,104 | 11,493 | 1,389 |
| 0192 | 6133 | WORKERS COMP INSURANCE PREMIUM | 378 | 728 | 781 | 53 |
| 0192 | 6206 | FILM, MICROFILM, TAPES, DISKS | 107 | - | - | - |
| 0192 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | 19 | 300 | 300 | - |
| 0192 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 1,509 | 600 | 1,100 | 500 |
| 0192 | 6281 | SMALL TOOLS & MINOR EQUIPMENT | 31,576 | 30,000 | 48,300 | 18,300 |
| 0192 | 6321 | TELEPHONE | 8,667 | 14,000 | 12,000 | (2,000) |
| 0192 | 6335 | TRAINING | - | 500 | 2,500 | 2,000 |
| 0192 | 6361 | GENERAL LIABILITY/PROPERTY INS | 4,340 | 4,000 | 4,600 | 600 |
| 0192 | 6405 | OFFICE & DATA PROCESSING EQUIP | 192,189 | 199,469 | 208,120 | 8,651 |
| 0192 | 6580 | OTHER EQUIPMENT | - | 31,000 | - | (31,000) |
| 0192 | 6585 | COMPUTER HARDWARE/SOFTWARE | 110,024 | 29,000 | - | (29,000) |
| Total Expenditure | | | \$ 446,228 | \$ 424,440 | \$ 401,673 | \$ (22,767) |

| PERSONNEL COMPLEMENT | | | | |
|----------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| IT Manager | 1.00 | 1.00 | 1.00 | - |
| IT Tech | 0.50 | 0.50 | 0.50 | - |
| | 1.50 | 1.50 | 1.50 | - |

| BUDGET HIGHLIGHTS | |
|---|--|
| <ul style="list-style-type: none"> 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases 2015-2018 Strategic Plan: Cameras for Elm Crest Park & Municipal Center Front Lot: \$13,800 LOGIS Application Support Contract - \$10,195 Increase No Capital Purchases for 2016 | |

| GOALS OF CURRENT YEAR BUDGET: |
|---|
| <ul style="list-style-type: none"> Ensure all city staff have the technology resources available to them to provide efficient service. Maintain and implement current technologies into the existing work environments and infrastructure. Identify any opportunities for improvement and seek out solutions to improve city services. |

| Performance Measurements: | | | |
|----------------------------------|-------------|---------------|----------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| Number of Physical Servers | 5 | 7 | 9 |
| Number of Desktop PCs / Laptops | 130 | 142 | 152 |
| Number of Phones | 95 | 95 | 98 |
| Number of Mobile Phones | 59 | 61 | 63 |
| Number of Tablets | 2 | 5 | 6 |
| Number of Wireless Access Points | 7 | 8 | 10 |
| | | | |

FUND GENERAL

DEPARTMENT: GENERAL GOVERN. BUILDINGS
FUNCTION: GENERAL GOVERNMENT

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0194 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 92,086 | \$ 108,596 | \$ 111,193 | \$ 2,597 |
| 0194 | 6103 | FULL TIME-REGULAR-OVERTIME | 1,230 | - | - | - |
| 0194 | 6104 | PART TIME-WAGES & SALARIES | 18,457 | 24,080 | 25,810 | 1,730 |
| 0194 | 6107 | OVERTIME-PART TIME | 236 | - | - | - |
| 0194 | 6121 | PERA CONTRIBUTIONS | 8,080 | 9,951 | 10,275 | 324 |
| 0194 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 8,258 | 10,150 | 10,776 | 626 |
| 0194 | 6131 | GROUP INSURANCE | 23,758 | 24,957 | 22,986 | (1,971) |
| 0194 | 6133 | WORKERS COMP INSURANCE PREMIUM | 4,397 | 7,218 | 5,527 | (1,691) |
| 0194 | 6221 | CLEANING SUPPLIES | 1,776 | 2,500 | 2,500 | - |
| 0194 | 6223 | GASOLINE | 3,130 | 3,000 | 3,000 | - |
| 0194 | 6225 | DIESEL FUEL | 214 | 2,000 | 2,000 | - |
| 0194 | 6231 | UNIFORMS & TURN-OUT GEAR | - | - | 1,500 | 1,500 |
| 0194 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 12,262 | 13,000 | 13,000 | - |
| 0194 | 6257 | OTHER VEHICLE PARTS | 399 | 1,000 | 1,500 | 500 |
| 0194 | 6259 | BUILDING MAINT/REPAIR SUPPLIES | 4,711 | 5,000 | 5,200 | 200 |
| 0194 | 6275 | OTHER EQUIPMENT PARTS | - | - | - | - |
| 0194 | 6281 | SMALL TOOLS & MINOR EQUIPMENT | 1,889 | 4,000 | 4,000 | - |
| 0194 | 6323 | CELLULAR PHONES | 1,177 | 1,500 | 1,500 | - |
| 0194 | 6361 | GENERAL LIABILITY/PROPERTY INS | 11,710 | 16,000 | 16,000 | - |
| 0194 | 6371 | ELECTRIC UTILITIES | 88,673 | 102,000 | 100,000 | (2,000) |
| 0194 | 6372 | WATER/IRRIGATION | 3,292 | 6,000 | 4,000 | (2,000) |
| 0194 | 6373 | GAS | 37,515 | 37,000 | 39,000 | 2,000 |
| 0194 | 6374 | REFUSE/RECYCLING | 3,576 | 6,000 | 4,500 | (1,500) |
| 0194 | 6381 | BUILDING & STRUCTURE REPAIR | 9,774 | 10,000 | 10,000 | - |
| 0194 | 6382 | MACHINERY & EQUIPMENT REPAIR | 11,320 | 10,000 | 10,000 | - |
| 0194 | 6388 | OTHER VEHICLE REPAIR | 445 | 1,000 | 1,000 | - |
| 0194 | 6415 | OTHER EQUIPMENT RENTAL | 619 | 1,000 | 1,000 | - |
| 0194 | 6417 | UNIFORM RENTAL | - | - | - | - |
| 0194 | 6489 | OTHER CONTRACTED SERVICES | 8,724 | 70,000 | 83,741 | 13,741 |
| Total Expenditure | | | \$ 357,708 | \$ 475,952 | \$ 490,008 | \$ 14,056 |

| PERSONNEL COMPLEMENT | | | | |
|---------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| Building Maintenance Supervisor | 1.00 | 1.00 | 1.00 | - |
| Building Maintenance Worker | 2.50 | 2.63 | 2.63 | - |
| | 3.50 | 3.63 | 3.63 | - |

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- Increase in parking ramp maintenance costs: \$13,741

GOALS OF CURRENT YEAR BUDGET:

- Clean and maintain our municipal buildings to the highest level possible
- Continue to prepare and support voting precincts during elections
- Respond to all maintenance requests in a timely manner

Performance Measurements:

| | 2014 Actual | 2015 Estimate | 2016 Projected |
|--------------------------------------|-------------|---------------|----------------|
| Buildings Maintained | 12 | 12 | 12 |
| Rooms Prepared for Meetings Annually | 1118 | 1175 | 1210 |
| Maintenance Request Cleared | 48 | 40 | 40 |
| | | | |

FUND GENERAL

DEPARTMENT:
FUNCTION:

NEWSLETTER
GENERAL GOVERNMENT

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0195 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 2,373 | \$ 10,077 | \$ 10,278 | \$ 201 |
| 0195 | 6121 | PERA CONTRIBUTIONS | 172 | 756 | 771 | 15 |
| 0195 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 196 | 771 | 786 | 15 |
| 0195 | 6133 | WORKERS COMP INSURANCE PREMIUM | 10 | 77 | 82 | 5 |
| 0195 | 6322 | POSTAGE | 5,808 | 6,750 | 10,500 | 3,750 |
| 0195 | 6352 | GENERAL NOTICE & PUBLIC INFOR | 19,247 | 21,000 | 33,000 | 12,000 |
| 0195 | 6361 | GENERAL LIABILITY/PROPERTY INS | 272 | 400 | 400 | - |
| Total Expenditure | | | \$ 28,078 | \$ 39,831 | \$ 55,817 | \$ 15,986 |

| PERSONNEL COMPLEMENT | | | | |
|---|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| No personnel budgeted to this business unit | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|---|
| <ul style="list-style-type: none"> 2015-2018 Strategic Plan: Increase Communications: Restore full color newsletter back to 6 publications Increase costs of \$12,000 for printing & \$3,750 for postage |

| GOALS OF CURRENT YEAR BUDGET: |
|--|
| <ul style="list-style-type: none"> Restore publications of the newsletter to six, full size, color issues Improve appearance and content of newsletter |

| Performance Measurements: | 2014 Actual | 2015 Estimate | 2016 Projected |
|---|-------------|---------------|----------------|
| Number of newsletters completed annually | 6 | 6 | 6 |
| Number of full color newsletters completed annually | 4 | 6 | 6 |
| Number of pages published annually | 80 | 80 | 100 |
| Annual number of purchased advertisements | 46 | 50 | 70 |

FUND GENERAL

DEPARTMENT:

POLICE PROTECTION

FUNCTION:

PUBLIC SAFETY

| BUDGET SUMMARY: | | | | | | |
|-----------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0211 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 1,869,182 | \$ 1,955,335 | \$ 2,064,419 | \$ 109,084 |
| 0211 | 6103 | FULL TIME-REGULAR-OVERTIME | 62,930 | 75,000 | 65,000 | (10,000) |
| 0211 | 6104 | PART TIME-WAGES & SALARIES | 47,268 | 53,442 | 65,425 | 11,983 |
| 0211 | 6105 | TEMPORARY-WAGES & SALARIES | 7,476 | - | - | - |
| 0211 | 6106 | OVERTIME-TEMPORARY | 170 | - | - | - |
| 0211 | 6108 | SEVERANCE PAY | - | - | - | - |
| 0211 | 6121 | PERA CONTRIBUTIONS | 278,822 | 311,023 | 337,472 | 26,449 |
| 0211 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 43,491 | 48,094 | 45,837 | (2,257) |
| 0211 | 6131 | GROUP INSURANCE | 198,492 | 215,606 | 212,460 | (3,146) |
| 0211 | 6133 | WORKERS COMP INSURANCE PREMIUM | 42,452 | 53,673 | 52,923 | (750) |
| 0211 | 6204 | STATIONERY, ENVELOPES & FORMS | 1,399 | 1,700 | 1,700 | - |
| 0211 | 6206 | FILM, MICROFILM, TAPES, DISKS | 237 | 1,000 | 1,500 | 500 |
| 0211 | 6207 | TRAINING SUPPLIES | 720 | 3,000 | 3,000 | - |
| 0211 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | 2,484 | 4,000 | 4,000 | - |
| 0211 | 6223 | GASOLINE | 66,997 | 80,000 | 75,000 | (5,000) |
| 0211 | 6227 | LUBRICANTS & ADDITIVES | 910 | 1,100 | 1,100 | - |
| 0211 | 6229 | SHOP MATERIALS | 964 | 700 | 1,000 | 300 |
| 0211 | 6231 | UNIFORMS & TURN-OUT GEAR | 27,764 | 18,750 | 25,000 | 6,250 |
| 0211 | 6233 | BATTERIES | 1,003 | 1,000 | 1,000 | - |
| 0211 | 6235 | AMMUNITION | 10,782 | 9,500 | 9,500 | - |
| 0211 | 6237 | CRIME SCENE KIT MATERIALS | 535 | 1,000 | 750 | (250) |
| 0211 | 6239 | FIRST AID SUPPLIES | 1,949 | 1,700 | 1,700 | - |
| 0211 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 6,905 | 6,000 | 6,000 | - |
| 0211 | 6251 | BATTERIES | 238 | 600 | 600 | - |
| 0211 | 6253 | BRAKES | 1,598 | 2,500 | 2,000 | (500) |
| 0211 | 6255 | TIRES | 3,093 | 8,000 | 7,000 | (1,000) |
| 0211 | 6257 | OTHER VEHICLE PARTS | 11,334 | 6,000 | 8,000 | 2,000 |
| 0211 | 6259 | BUILDING MAINT/REPAIR SUPPLIES | - | 200 | 200 | - |
| 0211 | 6275 | OTHER EQUIPMENT PARTS | 245 | 500 | 1,000 | 500 |
| 0211 | 6281 | SMALL TOOLS & MINOR EQUIPMENT | 33,018 | 14,000 | 26,000 | 12,000 |
| 0211 | 6315 | MISCELLANEOUS PROFESSIONAL SER | 2,307 | 3,000 | 5,000 | 2,000 |
| 0211 | 6321 | TELEPHONE | 2,384 | 2,700 | 2,700 | - |
| 0211 | 6322 | POSTAGE | 1,275 | 1,500 | 1,500 | - |
| 0211 | 6323 | CELLULAR PHONES | 7,977 | 8,000 | 8,000 | - |
| 0211 | 6331 | TRAVEL & LODGING | 3,772 | 3,600 | 4,000 | 400 |
| 0211 | 6334 | MILEAGE REIMBURSEMENT | 307 | 500 | 500 | - |
| 0211 | 6335 | TRAINING | 18,127 | 23,000 | 23,000 | - |
| 0211 | 6361 | GENERAL LIABILITY/PROPERTY INS | 34,709 | 37,000 | 38,000 | 1,000 |
| 0211 | 6382 | MACHINERY & EQUIPMENT REPAIR | 120 | 500 | 500 | - |
| 0211 | 6383 | OFFICE EQUIPMENT REPAIR | - | 250 | 250 | - |
| 0211 | 6386 | BRAKE REPAIR | - | 1,000 | 1,000 | - |
| 0211 | 6387 | TIRE MOUNTING & BALANCING | - | - | - | - |

| | | | | | | |
|--------------------------|------|--------------------------------|---------------------|---------------------|---------------------|-------------------|
| 0211 | 6388 | OTHER VEHICLE REPAIR | 8,823 | 7,000 | 9,000 | 2,000 |
| 0211 | 6389 | TOWING SERVICES | 11 | 500 | 500 | - |
| 0211 | 6405 | OFFICE & DATA PROCESSING EQUIP | 2,994 | 5,000 | 4,000 | (1,000) |
| 0211 | 6413 | OFFICE EQUIPMENT RENTAL | 6,387 | 5,000 | 6,500 | 1,500 |
| 0211 | 6415 | OTHER EQUIPMENT RENTAL | 16,086 | 22,500 | 31,000 | 8,500 |
| 0211 | 6451 | MEMBERSHIP DUES | 3,103 | 3,000 | 3,500 | 500 |
| 0211 | 6489 | OTHER CONTRACTED SERVICES | 3,449 | 4,500 | 11,300 | 6,800 |
| 0211 | 6550 | MOTOR VEHICLES | 86,715 | 45,000 | 92,000 | 47,000 |
| 0211 | 6580 | OTHER EQUIPMENT | | 65,406 | 51,906 | (13,500) |
| 0211 | 6603 | OTHER L.T. OBLIGATION PRINCIPA | 8,716 | 4,525 | - | (4,525) |
| Total Expenditure | | | \$ 2,929,720 | \$ 3,116,904 | \$ 3,313,742 | \$ 196,838 |

PERSONNEL COMPLEMENT

| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
|--------------------------------|-----------------------------------|------------------------|-----------------------------|--|
| Police Chief | 1.00 | 1.00 | 1.00 | - |
| Captain | 2.00 | 2.00 | 2.00 | - |
| Sergeant | 4.00 | 4.00 | 4.00 | - |
| Patrol Officer | 16.00 | 16.00 | 17.00 | 1 |
| Drug Task Force Officer | - | - | 1.00 | 1 |
| Crime Prevention Specialist | 1.00 | 1.00 | - | (1) |
| Community Service Officers (2) | 1.00 | 1.00 | 1.00 | - |
| Clerical/Support Personnel | 3.00 | 3.00 | 3.00 | - |
| | 28.50 | 28.00 | 29.00 | 1 |

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- **2015-2018 Strategic Plan:** Full-Time Drug Task Force Officer: \$82,435 (salary & uniform)
- Maintenance costs for shared Public Safety Data System - \$8,500 Increase
- Police department policy/procedures recodification and software system (Lexipol) -\$6,800
- **2015-2018 Strategic Plan:** Elimination of Code Enforcement Intern: (\$15,851)

GOALS OF CURRENT YEAR BUDGET:

- Reduce Illegal drug activity in the community
- Adequately staff public safety based on changing demographics
- Leverage technology to create operational efficiencies
- Enhance traffic safety in the community

Performance Measurements:

| | 2014 Actual | 2015 Estimate | 2016 Projected |
|----------------------------|-------------|---------------|----------------|
| Police Department Activity | | | |
| Traffic Arrests | 3351 | 4017 | 4097 |
| Motor Vehicle Accidents | 400 | 416 | 424 |
| Criminal Incidents | 1310 | 1191 | 1215 |

| | | | |
|--|-------------|-------------|-------------|
| Non-Criminal Incidents | 6840 | 6979 | 7119 |
| Ordinance Complaints | 629 | 691 | 705 |
| Total | 12530 | 13294 | 13560 |
| <i>State CPM Performance Measurement Results</i> | 2012 | 2013 | 2014 |
| Part 1 and Part 2 Crime Rates (per 1000) | 22.20/26.30 | 17.3/25.43 | 1 yr lag |
| Part 1 and Part 2 Crime Clearance Rates (per 1000) | 41% | 51% | 1 yr lag |
| Average police response times | 8:36 | NA | 1 yr lag |

FUND GENERAL

DEPARTMENT:
FUNCTION:

FIRE PROTECTION
PUBLIC SAFETY

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0220 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 160,797 | \$ 175,209 | \$ 182,432 | \$ 7,223 |
| 0220 | 6103 | FULL TIME-REGULAR-OVERTIME | 83 | - | - | - |
| 0220 | 6104 | PART TIME-WAGES & SALARIES | 192,871 | 200,906 | 237,514 | 36,608 |
| 0220 | 6105 | TEMPORARY-WAGES & SALARIES | 699 | - | - | - |
| 0220 | 6121 | PERA CONTRIBUTIONS | 24,549 | 27,885 | 30,570 | 2,685 |
| 0220 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 14,844 | 17,266 | 20,307 | 3,041 |
| 0220 | 6131 | GROUP INSURANCE | 12,942 | 23,896 | 25,497 | 1,601 |
| 0220 | 6132 | DISABILITY INSURANCE | - | 1,300 | 1,300 | - |
| 0220 | 6133 | WORKERS COMP INSURANCE PREMIUM | 14,215 | 27,049 | 18,520 | (8,529) |
| 0220 | 6206 | FILM, MICROFILM, TAPES, DISKS | - | 100 | 100 | - |
| 0220 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | 619 | 950 | 2,000 | 1,050 |
| 0220 | 6223 | GASOLINE | 13,034 | 14,500 | 14,500 | - |
| 0220 | 6225 | DIESEL FUEL | 5,262 | 6,500 | 6,500 | - |
| 0220 | 6231 | UNIFORMS & TURN-OUT GEAR | 14,757 | 15,000 | 15,000 | - |
| 0220 | 6233 | BATTERIES | - | 500 | 500 | - |
| 0220 | 6239 | FIRST AID SUPPLIES | 1,226 | 1,500 | 1,500 | - |
| 0220 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 20,246 | 17,000 | 19,000 | 2,000 |
| 0220 | 6255 | TIRES | - | 6,000 | 1,000 | (5,000) |
| 0220 | 6257 | OTHER VEHICLE PARTS | 10,457 | 8,000 | 8,000 | - |
| 0220 | 6266 | SCBA-PARTS | 7,827 | 5,500 | 6,000 | 500 |
| 0220 | 6275 | OTHER EQUIPMENT PARTS | 262 | 2,000 | 2,000 | - |
| 0220 | 6281 | SMALL TOOLS & MINOR EQUIPMENT | 33,083 | 22,000 | 27,000 | 5,000 |
| 0220 | 6302 | AUDITING & ACCOUNTING SERVICES | 3,400 | 3,400 | 3,400 | - |
| 0220 | 6315 | MISCELLANEOUS PROFESSIONAL SER | 17,623 | - | - | - |
| 0220 | 6321 | TELEPHONE | 1,512 | 1,500 | 1,500 | - |
| 0220 | 6322 | POSTAGE | 155 | 500 | 500 | - |
| 0220 | 6323 | CELLULAR PHONES | 1,707 | 2,000 | 5,000 | 3,000 |
| 0220 | 6335 | TRAINING | 20,314 | 18,000 | 20,000 | 2,000 |
| 0220 | 6361 | GENERAL LIABILITY/PROPERTY INS | 16,068 | 22,000 | 19,000 | (3,000) |
| 0220 | 6371 | ELECTRIC UTILITIES | 24,458 | 24,000 | 24,000 | - |
| 0220 | 6372 | WATER/IRRIGATION | 94 | 100 | 100 | - |
| 0220 | 6373 | GAS | 14,341 | 14,000 | 14,000 | - |
| 0220 | 6374 | REFUSE/RECYCLING | 782 | 800 | 800 | - |
| 0220 | 6388 | OTHER VEHICLE REPAIR | 21,258 | 24,000 | 24,000 | - |
| 0220 | 6405 | OFFICE & DATA PROCESSING EQUIP | - | 6,470 | 6,500 | 30 |
| 0220 | 6451 | MEMBERSHIP DUES | 1,109 | 1,600 | 1,600 | - |
| 0220 | 6452 | SUBSCRIPTIONS | 117 | 1,000 | 1,000 | - |
| 0220 | 6471 | BOOKS & PAMPHLETS | 205 | 600 | 600 | - |
| 0220 | 6489 | OTHER CONTRACTED SERVICES | 5,392 | 7,500 | 7,500 | - |
| 0220 | 6580 | OTHER EQUIPMENT | - | 56,900 | 106,900 | 50,000 |
| Total Expenditure | | | \$ 656,308 | \$ 757,431 | \$ 855,640 | \$ 98,209 |

FUND GENERAL

DEPARTMENT:
FUNCTION:

FIRE PROTECTION
PUBLIC SAFETY

PERSONNEL COMPLEMENT

| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
|--------------------|-----------------------------------|------------------------|-----------------------------|--|
| Fire Chief | 1.00 | 1.00 | 1.00 | - |
| Fire Marshall | 1.00 | 1.00 | 1.00 | - |
| Fire Tec Secretary | - | - | 0.50 | 0.50 |
| Firefighters | 7.58 | 7.58 | 7.58 | - |
| | 9.58 | 9.58 | 10.08 | 0.50 |

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- 12.3% On-Call Rate Increase: \$17,490
- Part-Time Fire Tech Secretary not budgeted in 2015, hired midyear in 2015, full year in 2016
- Capital Equipment of Fire Vehicle #559 box needing replacement earlier than the 2018 estimated date: \$50,000

GOALS OF CURRENT YEAR BUDGET:

- Continue proactive inspection programs
- Enhance public education including seniors presentations

Performance Measurements:

| | 2014 Actual | 2015 Estimate | 2016 Projected |
|--------------------------------|-------------|---------------|----------------|
| Number of Calls for Service | 486 | 500 | 500 |
| Number of On-Call Firefighters | 48 | 54 | 55 |

FUND GENERAL

DEPARTMENT:
FUNCTION:

PROTECTIVE INSPECTIONS
PUBLIC SAFETY

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0240 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 122,888 | \$ 164,976 | \$ 182,834 | \$ 17,858 |
| 0240 | 6103 | FULL TIME-REGULAR-OVERTIME | 396 | - | - | - |
| 0240 | 6104 | PART TIME-WAGES & SALARIES | - | - | - | - |
| 0240 | 6105 | TEMPORARY-WAGES & SALARIES | 9,578 | 12,480 | - | (12,480) |
| 0240 | 6121 | PERA CONTRIBUTIONS | 9,003 | 12,373 | 13,713 | 1,340 |
| 0240 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 9,166 | 13,575 | 13,987 | 412 |
| 0240 | 6131 | GROUP INSURANCE | 27,262 | 46,024 | 40,509 | (5,515) |
| 0240 | 6133 | WORKERS COMP INSURANCE PREMIUM | 692 | 1,348 | 1,463 | 115 |
| 0240 | 6204 | STATIONERY, ENVELOPES & FORMS | - | 750 | 750 | - |
| 0240 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | 360 | 500 | 750 | 250 |
| 0240 | 6223 | GASOLINE | 2,850 | 3,000 | 3,000 | - |
| 0240 | 6231 | UNIFORMS & TURN-OUT GEAR | - | 500 | 500 | - |
| 0240 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 1,591 | 2,000 | 2,500 | 500 |
| 0240 | 6315 | MISCELLANEOUS PROFESSIONAL SER | 49,530 | 60,000 | 60,000 | - |
| 0240 | 6321 | TELEPHONE | 447 | 600 | 600 | - |
| 0240 | 6322 | POSTAGE | 1,168 | 2,000 | 2,000 | - |
| 0240 | 6323 | CELLULAR PHONES | 968 | 1,500 | 2,000 | 500 |
| 0240 | 6334 | MILEAGE REIMBURSEMENT | - | 500 | 500 | - |
| 0240 | 6335 | TRAINING | 1,245 | 3,000 | 3,500 | 500 |
| 0240 | 6361 | GENERAL LIABILITY/PROPERTY INS | 2,649 | 3,200 | 3,200 | - |
| 0240 | 6451 | MEMBERSHIP DUES | 425 | 1,000 | 1,500 | 500 |
| 0240 | 6471 | BOOKS & PAMPHLETS | - | 1,000 | 1,500 | 500 |
| Total Expenditure | | | \$ 240,218 | \$ 330,326 | \$ 334,806 | \$ 4,480 |

| PERSONNEL COMPLEMENT | | | | |
|-----------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| Building Official | 1.00 | 1.00 | 1.00 | - |
| Building Inspections Intern | 0.50 | 0.50 | 0.50 | - |
| Permit Technician | 1.00 | 1.50 | 2.00 | 0.50 |
| Code Enforcement Intern | 0.50 | 0.50 | - | (0.50) |
| Inspectors | 0.75 | 0.25 | 0.25 | - |
| | 3.75 | 3.75 | 3.75 | - |

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases
- **2015-2018 Strategic Plan:** Part-Time Permit Tech to Full-Time: \$36,287
- Building intern and part-time inspector not included in budget

GOALS OF CURRENT YEAR BUDGET:

- Complete standard plan review within 10 business days.
- Inspections scheduled no longer than 48 hours out (excluding weekends).
- Determine if any changes to residential rental licensing program is warranted.
- Move business licensing program to the division (from Administrative Services).
- Determine appropriate software system to administer applications.

Performance Measurements:

| | 2014 Actual | 2015 Estimate | 2016 Projected |
|-----------------------|-------------|---------------|----------------|
| New Residential Units | 66 | 50 | 75 |
| Total Permits | 1898 | 2000 | 2250 |
| Number of Inspections | 5149 | 6500 | 6750 |
| | | | |

FUND GENERAL

DEPARTMENT:

CIVIL DEFENSE

FUNCTION:

PUBLIC SAFETY

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0250 | 6251 | BATTERIES | \$ 601 | \$ 2,000 | \$ 2,000 | \$ - |
| 0250 | 6275 | OTHER EQUIPMENT PARTS | 1,008 | 4,000 | 4,000 | - |
| 0250 | 6361 | GENERAL LIABILITY/PROPERTY INS | 50 | 100 | 100 | - |
| 0250 | 6371 | ELECTRIC UTILITIES | 1,026 | 1,200 | 1,200 | - |
| 0250 | 6382 | MACHINERY & EQUIPMENT REPAIR | 2,481 | 5,000 | 5,000 | - |
| Total Expenditure | | | \$ 5,166 | \$ 12,300 | \$ 12,300 | \$ - |

| PERSONNEL COMPLEMENT | | | | |
|---|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| No personnel budgeted to this business unit | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|--|
| <ul style="list-style-type: none"> No changes |

| GOALS OF CURRENT YEAR BUDGET: |
|---|
| <ul style="list-style-type: none"> Maintain infrastructure of siren warning system |

| Performance Measurements: | | | |
|---------------------------|-------------|---------------|----------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| Number of Sirens | 17 | 17 | 17 |
| | | | |

FUND GENERAL

DEPARTMENT:
FUNCTION:

TRAFFIC ENGINEERING
PUBLIC SAFETY

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0260 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 24,224 | \$ 55,373 | \$ 58,422 | \$ 3,049 |
| 0260 | 6103 | FULL TIME-REGULAR-OVERTIME | - | - | - | - |
| 0260 | 6105 | TEMPORARY-WAGES & SALARIES | 107 | - | - | - |
| 0260 | 6121 | PERA CONTRIBUTIONS | 1,643 | 4,153 | 4,382 | 229 |
| 0260 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 1,710 | 4,236 | 4,469 | 233 |
| 0260 | 6133 | WORKERS COMP INSURANCE PREMIUM | 1,317 | 4,125 | 2,369 | (1,756) |
| 0260 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 13,427 | 20,750 | 20,000 | (750) |
| 0260 | 6271 | SIGN REPAIR MATERIALS | 249 | 3,400 | 3,400 | - |
| 0260 | 6361 | GENERAL LIABILITY/PROPERTY INS | 586 | 1,000 | 1,000 | - |
| 0260 | 6371 | ELECTRIC UTILITIES | 10,946 | 6,000 | 12,000 | 6,000 |
| 0260 | 6382 | MACHINERY & EQUIPMENT REPAIR | 6,997 | 7,800 | 7,800 | - |
| 0260 | 6489 | CONTRACTED SERVICES | - | - | 3,000 | 3,000 |
| Total Expenditure | | | \$ 61,206 | \$ 106,837 | \$ 116,842 | \$ 10,005 |

| PERSONNEL COMPLEMENT | | | | |
|---|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| No personnel budgeted to this business unit | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|--|
| <ul style="list-style-type: none"> 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases |

| GOALS OF CURRENT YEAR BUDGET: |
|--|
| <ul style="list-style-type: none"> Continue to meet FHWA guidelines for traffic signage Replace damaged or defective signs within 48 hours Bring signage up to current standards on all reconstruct and overlay projects Continue to support Engineering and Community Development departments with traffic issues |

| Performance Measurements: | 2014 Actual | 2015 Estimate | 2016 Projected |
|------------------------------------|-------------|---------------|----------------|
| Total sign making hours | 606 | 650 | 610 |
| Number of Traffic Signs in System | 2300 | 2360 | 2390 |
| Number of Traffic Counts Performed | 15 | 90 | 15 |

FUND GENERAL

DEPARTMENT:
FUNCTION:

ANIMAL CONTROL
PUBLIC SAFETY

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0270 | 6249 | MISCELLANEOUS OPERATING SUPPLY | \$ 488 | \$ 500 | \$ 500 | \$ - |
| 0270 | 6281 | SMALL TOOLS & MINOR EQUIPMENT | - | 250 | 250 | - |
| 0270 | 6489 | OTHER CONTRACTED SERVICES | 4,761 | 7,500 | 7,500 | - |
| Total Expenditure | | | \$ 5,249 | \$ 8,250 | \$ 8,250 | \$ - |

| PERSONNEL COMPLEMENT | | | | |
|---|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| No personnel budgeted to this business unit | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|--|
| <ul style="list-style-type: none"> No changes |

| GOALS OF CURRENT YEAR BUDGET: |
|--|
| <ul style="list-style-type: none"> Provide animal containment services to residents |

| Performance Measurements: | | | |
|--------------------------------------|-------------|---------------|----------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| Animal Complaints | 463 | 451 | 460 |
| Number of Animals Impounded | 48 | 48 | 49 |
| Number of Animals Released to Owners | 44 | 46 | 47 |
| Number of Euthanizations | 4 | 2 | 0 |

FUND GENERAL

DEPARTMENT: COMMUNITY ORIENTATING POLICE
FUNCTION: PUBLIC SAFETY

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0280 | 6204 | STATIONERY, ENVELOPES & FORMS | \$ - | \$ 250 | \$ 250 | \$ - |
| 0280 | 6206 | FILM, MICROFILM, TAPES, DISKS | - | 50 | 50 | - |
| 0280 | 6241 | COMMUNITY POLICING SUPPLIES | 6,025 | 4,700 | 7,000 | 2,300 |
| 0280 | 6281 | SMALL TOOLS & MINOR EQUIPMENT | - | 100 | 100 | - |
| 0280 | 6291 | CULVERTS, SIGNS, STREET SUPPLY | 60 | - | - | - |
| 0280 | 6322 | POSTAGE | 36 | 200 | 200 | - |
| 0280 | 6331 | TRAVEL & LODGING | 99 | 400 | 400 | - |
| 0280 | 6335 | TRAINING | 335 | 500 | 500 | - |
| 0280 | 6361 | GENERAL LIABILITY/PROPERTY INS | 66 | 100 | 100 | - |
| 0280 | 6451 | MEMBERSHIP DUES | 155 | 50 | 200 | 150 |
| 0280 | 6471 | BOOKS & PAMPHLETS | - | 100 | 100 | - |
| Total Expenditure | | | \$ 6,776 | \$ 6,450 | \$ 8,900 | \$ 2,450 |

| PERSONNEL COMPLEMENT | | | | |
|---|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| No personnel budgeted to this business unit | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|--|
| <ul style="list-style-type: none"> No major changes |

| GOALS OF CURRENT YEAR BUDGET: |
|--|
| <ul style="list-style-type: none"> Increase participation in community based programs |

| Performance Measurements: | | | |
|--|-------------|---------------|----------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| # of participants attending Kids Safety Camp | 127 | 138 | 141 |
| # of car seat inspections | 28 | 51 | 52 |
| # of car seat inspections | 28 | 51 | 52 |
| Night to Unite - # of Parties | 47 | 43 | 44 |
| # of animals served at Pet Clinics | 290 | 260 | 265 |

FUND GENERAL

DEPARTMENT:
FUNCTION:

ENGINEERING
PUBLIC WORKS

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0301 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 161,834 | \$ 180,246 | \$ 187,459 | \$ 7,213 |
| 0301 | 6103 | FULL TIME-REGULAR-OVERTIME | 13,903 | 18,000 | 18,000 | - |
| 0301 | 6105 | TEMPORARY-WAGES & SALARIES | 8,327 | 29,120 | 29,120 | - |
| 0301 | 6106 | OVERTIME-TEMPORARY | 17 | - | - | - |
| 0301 | 6121 | PERA CONTRIBUTIONS | 12,574 | 14,868 | 15,409 | 541 |
| 0301 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 12,228 | 17,394 | 17,945 | 551 |
| 0301 | 6131 | GROUP INSURANCE | 35,462 | 38,599 | 43,565 | 4,966 |
| 0301 | 6133 | WORKERS COMP INSURANCE PREMIUM | 951 | 1,862 | 1,999 | 137 |
| 0301 | 6205 | DRAFTING SUPPLIES | - | 500 | 500 | - |
| 0301 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | 939 | 1,500 | 1,500 | - |
| 0301 | 6223 | GASOLINE | 3,668 | 6,000 | 6,000 | - |
| 0301 | 6231 | UNIFORMS & TURN-OUT GEAR | 1,176 | 1,800 | 2,200 | 400 |
| 0301 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 175 | 2,000 | 1,500 | (500) |
| 0301 | 6257 | OTHER VEHICLE PARTS | 641 | 1,500 | 1,500 | - |
| 0301 | 6281 | SMALL TOOLS & MINOR EQUIPMENT | 59 | 2,000 | 2,000 | - |
| 0301 | 6315 | MISCELLANEOUS PROFESSIONAL SER | 5,545 | 25,000 | 30,000 | 5,000 |
| 0301 | 6321 | TELEPHONE | 965 | 1,000 | 1,000 | - |
| 0301 | 6322 | POSTAGE | 455 | 750 | 1,000 | 250 |
| 0301 | 6323 | CELLULAR PHONES | 2,954 | 4,000 | 4,000 | - |
| 0301 | 6331 | TRAVEL & LODGING | - | 500 | 500 | - |
| 0301 | 6335 | TRAINING | 1,226 | 5,000 | 2,500 | (2,500) |
| 0301 | 6361 | GENERAL LIABILITY/PROPERTY INS | 2,928 | 5,000 | 4,000 | (1,000) |
| 0301 | 6405 | OFFICE & DATA PROCESSING EQUIP | 1,878 | 7,200 | 5,500 | (1,700) |
| 0301 | 6451 | MEMBERSHIP DUES | 747 | 800 | 1,100 | 300 |
| 0301 | 6471 | BOOKS & PAMPHLETS | - | 250 | 500 | 250 |
| 0301 | 6550 | MOTOR VEHICLES | - | 27,200 | - | (27,200) |
| Total Expenditure | | | \$ 268,652 | \$ 392,089 | \$ 378,797 | \$ (13,292) |

FUND GENERAL

DEPARTMENT:
FUNCTION:

ENGINEERING
PUBLIC WORKS

| PERSONNEL COMPLEMENT | | | | |
|--------------------------|-----------------------------------|------------------------|-----------------------------|--|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| City Engineer | 1.00 | 1.00 | 1.00 | - |
| Senior Engineering Tech | - | 1.00 | 1.00 | - |
| Engineering Tech IV | 1.00 | - | - | - |
| Engineering Tech II | 1.00 | 1.00 | 1.00 | - |
| Engineering Tech III | - | 1.00 | 1.00 | - |
| Civil Engineer II | 1.00 | 1.00 | - | (1) |
| Civil Engineer IV | - | - | 1.00 | 1 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | - |
| Interns (2) | 0.30 | 1.00 | 1.00 | - |
| | 5.30 | 7.00 | 7.00 | - |

| BUDGET HIGHLIGHTS | |
|---|--|
| <ul style="list-style-type: none"> • 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases • Civil Engineer II reclassified to Civil Engineer IV: \$2,928 • No capital purchases for 2016 | |

| GOALS OF CURRENT YEAR BUDGET: | |
|---|--|
| <ul style="list-style-type: none"> • Develop and implement a long-term trail maintenance program • Develop and implement a long-term stormwater pond maintenance program • Conduct CSAH 5/Nowthen Blvd. transportation corridor study and develop improvements program • Conduct TH 47 transportation corridor study and develop improvements program • Develop and plan for key infrastructure improvements (AUAR, utilities, transportation) • Work with other cities/regulating agencies to identify sustainable regional water supply solutions | |

| Performance Measurements: | | | |
|--------------------------------|-------------|---------------|----------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| Active Engineering Projects | 12 | 11 | 11 |
| Completed Engineering Projects | 5 | 7 | 6 |
| | | | |

FUND GENERAL

DEPARTMENT:
FUNCTION:

STREET MAINTENANCE
PUBLIC WORKS

| BUDGET SUMMARY: | | | | | | |
|-----------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0311 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 311,874 | \$ 352,341 | \$ 404,903 | \$ 52,562 |
| 0311 | 6103 | FULL TIME-REGULAR-OVERTIME | 450 | 2,000 | 2,000 | - |
| 0311 | 6105 | TEMPORARY-WAGES & SALARIES | 3,378 | 11,440 | 19,200 | 7,760 |
| 0311 | 6108 | SEVERANCE PAY | 4,068 | - | - | - |
| 0311 | 6121 | PERA CONTRIBUTIONS | 22,358 | 26,576 | 30,518 | 3,942 |
| 0311 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 23,117 | 29,077 | 33,776 | 4,699 |
| 0311 | 6131 | GROUP INSURANCE | 66,680 | 72,548 | 80,616 | 8,068 |
| 0311 | 6133 | WORKERS COMP INSURANCE PREMIUM | 20,411 | 27,542 | 22,073 | (5,469) |
| 0311 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | 296 | 300 | 300 | - |
| 0311 | 6221 | CLEANING SUPPLIES | - | 200 | 200 | - |
| 0311 | 6223 | GASOLINE | 9,460 | 9,000 | 9,000 | - |
| 0311 | 6225 | DIESEL FUEL | 27,161 | 28,000 | 28,000 | - |
| 0311 | 6227 | LUBRICANTS & ADDITIVES | 3,613 | 4,300 | 4,300 | - |
| 0311 | 6229 | SHOP MATERIALS | 2,877 | 4,000 | 4,000 | - |
| 0311 | 6231 | UNIFORMS & TURN-OUT GEAR | 2,045 | 2,500 | 2,800 | 300 |
| 0311 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 7,440 | 8,000 | 8,000 | - |
| 0311 | 6257 | OTHER VEHICLE PARTS | 27,245 | 25,000 | 25,000 | - |
| 0311 | 6259 | BUILDING MAINT/REPAIR SUPPLIES | 3,122 | 6,000 | 6,000 | - |
| 0311 | 6261 | SAND & GRAVEL | - | 3,000 | 3,000 | - |
| 0311 | 6265 | ASPHALT | 12,655 | 25,000 | 25,000 | - |
| 0311 | 6267 | OTHER STREET MAINTENANCE SUPPL | 1,997 | 2,100 | 2,100 | - |
| 0311 | 6269 | LANDSCAPE MATERIALS | 13,620 | 7,500 | 7,500 | - |
| 0311 | 6275 | OTHER EQUIPMENT PARTS | - | 500 | 500 | - |
| 0311 | 6281 | SMALL TOOLS & MINOR EQUIPMENT | 1,264 | 12,000 | 14,000 | 2,000 |
| 0311 | 6315 | MISCELLANEOUS PROFESSIONAL SER | 22,453 | 20,000 | 54,000 | 34,000 |
| 0311 | 6321 | TELEPHONE | 1,014 | 1,100 | 1,100 | - |
| 0311 | 6322 | POSTAGE | 81 | 100 | 100 | - |
| 0311 | 6323 | CELLULAR PHONES | 2,685 | 3,500 | 3,500 | - |
| 0311 | 6335 | TRAINING | 2,554 | 4,500 | 4,000 | (500) |
| 0311 | 6361 | GENERAL LIABILITY/PROPERTY INS | 21,798 | 25,000 | 25,000 | - |
| 0311 | 6371 | ELECTRIC UTILITIES | 7,285 | 9,200 | 8,500 | (700) |
| 0311 | 6372 | WATER/IRRIGATION | 1,624 | 500 | 1,700 | 1,200 |
| 0311 | 6373 | GAS | 7,269 | 8,650 | 8,650 | - |
| 0311 | 6374 | REFUSE/RECYCLING | 1,842 | 2,200 | 2,200 | - |
| 0311 | 6381 | BUILDING & STRUCTURE REPAIR | 5,240 | 10,000 | 10,000 | - |
| 0311 | 6382 | MACHINERY & EQUIPMENT REPAIR | 1,868 | 5,000 | 5,000 | - |
| 0311 | 6387 | TIRE MOUNTING & BALANCING | 130 | 600 | 600 | - |
| 0311 | 6388 | OTHER VEHICLE REPAIR | 8,042 | 8,000 | 8,000 | - |
| 0311 | 6404 | MACHINERY & EQUIPMENT | 990 | 1,400 | 4,400 | 3,000 |
| 0311 | 6415 | OTHER EQUIPMENT RENTAL | 5,579 | 5,100 | 5,500 | 400 |
| 0311 | 6417 | UNIFORM RENTAL | 4,959 | 4,400 | 5,000 | 600 |
| 0311 | 6451 | MEMBERSHIP DUES | 50 | 300 | 300 | - |
| 0311 | 6488 | STREET MAINTENANCE CONTRACT | 512,125 | 500,000 | 500,000 | - |

FUND GENERAL

DEPARTMENT:
FUNCTION:

STREET MAINTENANCE
PUBLIC WORKS

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|---------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0311 | 6489 | OTHER CONTRACTED SERVICES | - | 30,000 | 50,000 | 20,000 |
| 0311 | 6540 | HEAVY MACHINERY | 227,137 | 192,507 | 247,000 | 54,493 |
| 0311 | 6580 | OTHER EQUIPMENT | - | 74,100 | 5,100 | (69,000) |
| Total Expenditure | | | \$ 1,399,856 | \$ 1,565,081 | \$ 1,682,436 | \$ 117,355 |

| PERSONNEL COMPLEMENT | | | | |
|-----------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| Public Works Superintendent | 1.00 | 1.00 | 1.00 | - |
| Heavy Equipment Operator | 1.00 | 1.00 | 1.00 | - |
| Mechanic | 1.00 | 1.00 | 2.00 | 1.00 |
| PW Maintenance Worker | 4.00 | 4.00 | 4.00 | - |
| Temporary - Streets (3) | - | 0.50 | 0.92 | 0.42 |
| | 7.00 | 7.50 | 8.92 | 1.42 |

| BUDGET HIGHLIGHTS | |
|---|--|
| <ul style="list-style-type: none"> • 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases • Full-Time Public Works Maintenance worker: \$64,853 • Pubic Works Maintenance Worker reclass to mechanic: \$3,551 • Additional Contract for Spray patching: \$20,000 • Professional Services for possible public works campus: \$30,000 • Capital Equipment of a snowplow truck & 1-ton truck | |

| GOALS OF CURRENT YEAR BUDGET: |
|--|
| <ul style="list-style-type: none"> • Maintain and improve city's rating of 7.0 average of road condition • Increase use of contracted services on pothole repair (velocity patching) • Increase prevenative maintenance to prolong the life of our public streets • Maintain our city vehicles and equipment to the highest level possible |

| Performance Measurements: | | | |
|---------------------------|-------------|---------------|----------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| Crack filling (miles) | 6.48 | 12.8 | 7 |
| Sealcoating (miles) | 7.55 | 7.73 | 7.5 |
| Asphalt patching (tons) | 207 | 180 | 150 |

FUND GENERAL

DEPARTMENT:
FUNCTION:

SNOW & ICE REMOVAL
PUBLIC WORKS

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0312 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 97,518 | \$ 72,565 | \$ 77,870 | \$ 5,305 |
| 0312 | 6103 | FULL TIME-REGULAR-OVERTIME | 14,447 | 13,000 | 13,000 | - |
| 0312 | 6105 | TEMPORARY-WAGES & SALARIES | 5,109 | 8,000 | 10,000 | 2,000 |
| 0312 | 6121 | PERA CONTRIBUTIONS | 8,463 | 6,417 | 6,815 | 398 |
| 0312 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 9,560 | 7,158 | 7,717 | 559 |
| 0312 | 6133 | WORKERS COMP INSURANCE PREMIUM | 6,463 | 7,836 | 6,950 | (886) |
| 0312 | 6223 | GASOLINE | - | 3,000 | 3,000 | - |
| 0312 | 6225 | DIESEL FUEL | 27,719 | 24,000 | 24,000 | - |
| 0312 | 6229 | SHOP MATERIALS | 320 | 500 | 500 | - |
| 0312 | 6257 | OTHER VEHICLE PARTS | 49,581 | 27,000 | 27,000 | - |
| 0312 | 6261 | SAND & GRAVEL | 3,949 | 2,000 | 4,000 | 2,000 |
| 0312 | 6263 | SALT | 153,891 | 105,600 | 106,000 | 400 |
| 0312 | 6267 | OTHER STREET MAINTENANCE SUPPL | 3,280 | 3,700 | 3,700 | - |
| 0312 | 6361 | GENERAL LIABILITY/PROPERTY INS | 7,188 | 8,000 | 7,400 | (600) |
| 0312 | 6388 | OTHER VEHICLE REPAIR | 7,995 | 10,000 | 10,000 | - |
| 0312 | 6489 | OTHER CONTRACTED SERVICES | 1,262 | 12,600 | - | (12,600) |
| Total Expenditure | | | \$ 396,745 | \$ 311,376 | \$ 307,952 | \$ (3,424) |

| PERSONNEL COMPLEMENT | | | | |
|---|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| No personnel budgeted to this business unit | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|--|
| <ul style="list-style-type: none"> 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases |

| GOALS OF CURRENT YEAR BUDGET: |
|---|
| <ul style="list-style-type: none"> Clearing of the parking ramp utilizing PW Staff (full time, temporary on call, and seasonal staff) Discontinue contracted snow removal in the parking ramp Continue to monitor and reduce salt usage Continue to complete citywide plowing in 8 hours or less Upgrade weather service to MDSS (maintenance decision support software) Equip cul-de-sac trucks and sidewalk plowing equipment with AVL to track snow removal operations |

| Performance Measurements: | | | |
|----------------------------------|--------------------|----------------------|-----------------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| Miles of Streets Plowed | 172.8 | 175 | 175 |
| Cul-de-sacs | 271 | 271 | 275 |
| Salt/Sand Purchased (tons) | 1800 | 1200 | 1200 |
| Snow Removal Hours | 4253 | 4000 | 4000 |
| Full Scale Plowing Events | 16 | 7 | 8 to 12 |

FUND GENERAL

DEPARTMENT:
FUNCTION:

PARK & RECREATION
PARKS AND RECREATION

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0452 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 307,468 | \$ 312,634 | \$ 336,721 | \$ 24,087 |
| 0452 | 6103 | FULL TIME-REGULAR-OVERTIME | 1,125 | 1,000 | 1,000 | - |
| 0452 | 6105 | TEMPORARY-WAGES & SALARIES | 81,026 | 91,390 | 93,218 | 1,828 |
| 0452 | 6121 | PERA CONTRIBUTIONS | 22,341 | 23,523 | 25,329 | 1,806 |
| 0452 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 29,546 | 30,984 | 32,967 | 1,983 |
| 0452 | 6131 | GROUP INSURANCE | 44,852 | 40,603 | 49,173 | 8,570 |
| 0452 | 6133 | WORKERS COMP INSURANCE PREMIUM | 10,615 | 17,922 | 15,341 | (2,581) |
| 0452 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | 647 | 400 | 400 | - |
| 0452 | 6223 | GASOLINE | 20,954 | 21,000 | 24,000 | 3,000 |
| 0452 | 6225 | DIESEL FUEL | 7,385 | 6,500 | 7,000 | 500 |
| 0452 | 6229 | SHOP MATERIALS | 1,306 | 2,000 | 2,000 | - |
| 0452 | 6231 | UNIFORMS & TURN-OUT GEAR | 2,414 | 3,000 | 3,000 | - |
| 0452 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 39,428 | 35,000 | 40,000 | 5,000 |
| 0452 | 6257 | OTHER VEHICLE PARTS | 6,121 | 14,000 | 14,000 | - |
| 0452 | 6265 | ASPHALT | 18,554 | 25,000 | 30,000 | 5,000 |
| 0452 | 6268 | IRRIGATION SUPPLIES | - | - | 10,000 | 10,000 |
| 0452 | 6269 | LANDSCAPE MATERIALS | 15,023 | 12,000 | 15,000 | 3,000 |
| 0452 | 6281 | SMALL TOOLS & MINOR EQUIPMENT | 2,280 | 2,000 | 2,000 | - |
| 0452 | 6315 | MISCELLANEOUS PROFESSIONAL SER | 7,236 | 35,000 | 45,000 | 10,000 |
| 0452 | 6321 | TELEPHONE | 784 | 800 | 800 | - |
| 0452 | 6322 | POSTAGE | 47 | 200 | 100 | (100) |
| 0452 | 6323 | CELLULAR PHONES | 2,621 | 3,000 | 3,000 | - |
| 0452 | 6335 | TRAINING | 385 | 2,000 | 2,000 | - |
| 0452 | 6361 | GENERAL LIABILITY/PROPERTY INS | 10,228 | 10,500 | 11,500 | 1,000 |
| 0452 | 6371 | ELECTRIC UTILITIES | 21,773 | 21,000 | 22,000 | 1,000 |
| 0452 | 6372 | WATER/IRRIGATION | 4,526 | 20,000 | 6,000 | (14,000) |
| 0452 | 6373 | GAS | 4,146 | 4,500 | 5,000 | 500 |
| 0452 | 6374 | REFUSE/RECYCLING | 2,030 | 2,000 | 2,100 | 100 |
| 0452 | 6381 | BUILDING & STRUCTURE REPAIR | 13,781 | 7,000 | 13,000 | 6,000 |
| 0452 | 6382 | MACHINERY & EQUIPMENT REPAIR | 1,284 | 1,000 | 1,500 | 500 |
| 0452 | 6388 | OTHER VEHICLE REPAIR | 716 | 3,000 | 2,000 | (1,000) |
| 0452 | 6415 | OTHER EQUIPMENT RENTAL | 10,009 | 8,400 | 9,500 | 1,100 |
| 0452 | 6416 | MACHINERY RENTAL | 100 | 800 | 600 | (200) |
| 0452 | 6417 | UNIFORM RENTAL | 1,132 | 650 | 650 | - |
| 0452 | 6451 | MEMBERSHIP DUES | 293 | 350 | 350 | - |
| 0452 | 6489 | OTHER CONTRACTED SERVICES | 38,849 | 40,000 | 45,000 | 5,000 |
| 0452 | 6540 | HEAVY MACHINERY | 32,803 | - | - | - |
| 0452 | 6580 | OTHER EQUIPMENT | - | 18,000 | - | (18,000) |
| Total Expenditure | | | \$ 763,828 | \$ 817,156 | \$ 871,249 | \$ 54,093 |

PERSONNEL COMPLEMENT

| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
|--|--|--------------------------------|--------------------------------------|--|
| Park Maintenance Worker | 4.00 | 5.00 | 5.00 | - |
| Utilities Maintenance Worker (Enterprise Funded) | 3.00 | 3.00 | 3.00 | - |
| Utilities Supervisor (Enterprise Funded) | 1.00 | 1.00 | 1.00 | - |
| Park Supervisor/Assistant PW Superintendent | 1.00 | 1.00 | 1.00 | - |
| Temporary - Parks | 2.47 | 2.47 | 2.47 | - |
| Parks Intern | 0.50 | 0.50 | 0.50 | - |
| | 11.97 | 12.97 | 12.97 | - |

BUDGET HIGHLIGHTS

- 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases

GOALS OF CURRENT YEAR BUDGET:

- Begin implementation of new trail maintenance policy developed in 2015
- Continue to coordinate trail, sidewalk, parking lot and rink snow removal with city-wide snow plowing for
- Continue to work year-round with the athletic associations in the provision of youth recreation
- Complete a citizen survey to identify community need for recreation programming (children to adults)
As a sub-set of preparations for the 2018 Comprehensive Plan update; align public engagement opportunities
- with Community Development to determine a vision for future parks, trails and public open space
- Continue organizing a Master Park and Trail Plan, including cost estimates for the emerging future vision
- Complete the Mississippi River Trail to Sherburne County

Performance Measurements:

| | 2014 Actual | 2015 Estimate | 2016 Projected |
|--------------------------------------|--------------------|----------------------|-----------------------|
| Number of City Parks | 23 | 23 | 23 |
| Number of Athletic Fields Maintained | 40 | 42 | 42 |
| Number of Playgrounds Maintained | 16 | 17 | 17 |
| Miles of Trails Maintained | 38 | 39.5 | 41 |
| Total Acreage Mowed | 150.11 | 150.11 | 150.11 |

FUND GENERAL

DEPARTMENT:

COMMUNITY PROGRAMS

FUNCTION:

PARKS AND RECREATION

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|---------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0455 | 6489 | OTHER CONTRACTED SERVICES | \$ 8,199 | \$ 9,775 | \$ 12,000 | \$ 2,225 |
| Total Expenditure | | | \$ 8,199 | \$ 9,775 | \$ 12,000 | \$ 2,225 |

| PERSONNEL COMPLEMENT | | | | |
|---|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| No personnel budgeted to this business unit | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|---|
| <ul style="list-style-type: none"> Contribution to Family Promise in Anoka County -\$3,000 |

| GOALS OF CURRENT YEAR BUDGET: |
|---|
| <ul style="list-style-type: none"> Increase citizens knowledge of programs offered |

| Performance Measurements: | | | |
|---------------------------|-------------|---------------|----------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| Number of People Served | 198 | 205 | 215 |
| | | | |

FUND GENERAL

DEPARTMENT: ENVIRONMENTAL SERVICES
FUNCTION: PARKS AND RECREATION

| BUDGET SUMMARY: | | | | | | |
|-------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0461 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 65,143 | \$ 65,365 | \$ 69,940 | \$ 4,575 |
| 0461 | 6121 | PERA CONTRIBUTIONS | 4,717 | 4,902 | 5,246 | 344 |
| 0461 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 4,579 | 5,001 | 5,350 | 349 |
| 0461 | 6131 | GROUP INSURANCE | 3,563 | 3,726 | 4,129 | 403 |
| 0461 | 6133 | WORKERS COMP INSURANCE PREMIUM | 301 | 379 | 560 | 181 |
| 0461 | 6208 | MISCELLANEOUS OFFICE SUPPLIES | 55 | 100 | 100 | - |
| 0461 | 6231 | UNIFORMS & TURN-OUT GEAR | - | 100 | 100 | - |
| 0461 | 6249 | MISCELLANEOUS OPERATING SUPPLY | - | 250 | 250 | - |
| 0461 | 6281 | SMALL TOOLS & MINOR EQUIPMENT | - | 250 | 250 | - |
| 0461 | 6315 | MISCELLANEOUS PROFESSIONAL SER | - | 700 | 700 | - |
| 0461 | 6321 | TELEPHONE | 31 | 250 | 250 | - |
| 0461 | 6322 | POSTAGE | 13 | 100 | 100 | - |
| 0461 | 6331 | TRAVEL & LODGING | 19 | 250 | 250 | - |
| 0461 | 6334 | MILEAGE REIMBURSEMENT | 151 | 50 | 50 | - |
| 0461 | 6335 | TRAINING | 205 | 500 | 500 | - |
| 0461 | 6352 | GENERAL NOTICE & PUBLIC INFOR | 92 | 200 | 200 | - |
| 0461 | 6361 | GENERAL LIABILITY/PROPERTY INS | 779 | 1,000 | 1,000 | - |
| 0461 | 6451 | MEMBERSHIP DUES | 170 | 600 | 600 | - |
| Total Expenditure | | | \$ 79,818 | \$ 83,723 | \$ 89,575 | \$ 5,852 |

| PERSONNEL COMPLEMENT | | | | |
|--------------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| Personnel: See Community Development | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|--|
| <ul style="list-style-type: none"> • 2% COLA, Steps, 2088 Hours (FT) due to Leap Year and Health Insurance Rate Increases |

| GOALS OF CURRENT YEAR BUDGET: |
|--|
| <ul style="list-style-type: none"> • Formalize involvement in development review process. • Complete update to natural resource component of the Comprehensive Plan. • Complete communication plan for water resources. |

| Performance Measurements: | | | |
|---|--------------------|----------------------|-----------------------|
| | 2014 Actual | 2015 Estimate | 2016 Projected |
| Wetland related assistance: | 10 | 15 | 18 |
| Shoreland and Wild and Scenic related assistance (landowner contacts) | 3 | 5 | 6 |
| Floodplain related assistance: | | | |
| Landowner Contacts | 30 | 35 | 40 |
| FEMA Application Assistance | 5 | 6 | 8 |
| Forestry related assistance (Oak wilt, DED, EAB, general tree concerns) | 25 | 30 | 40 |
| Public Education Articles (water resources, forestry, sustainability) | 3 | 4 | 6 |

FUND GENERAL

DEPARTMENT:

EXPENDITURE RESERVE

FUNCTION:

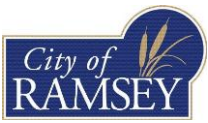
MISCELLANEOUS/CONTINGENCY

| BUDGET SUMMARY: | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 0892 | 6101 | TEMPORARY-WAGES & SALARIES | \$ - | \$ 4,683 | \$ 8,200 | \$ 3,517 |
| 0892 | 6315 | MISCELLANEOUS PROFESSIONAL SER | - | 25,774 | 31,800 | 6,026 |
| 0892 | 6603 | OTHER L.T. OBLIGATION PRINCIPA | 78,649 | 123,169 | 123,169 | - |
| 0892 | 6820 | OPERATING TRANSFERS TO OTHER F | 686,900 | 109,633 | - | (109,633) |
| Total Expenditure | | | \$ 765,549 | \$ 263,259 | \$ 163,169 | \$ (100,090) |

| PERSONNEL COMPLEMENT | | | | |
|---|-----------------------------|---------------------|-----------------------|-------------------------------------|
| | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| No personnel budgeted to this business unit | - | - | - | - |
| | - | - | - | - |

| BUDGET HIGHLIGHTS |
|--|
| <ul style="list-style-type: none"> \$8,200 for Possible Market Rate Adjustments |

| GOALS OF CURRENT YEAR BUDGET: |
|--|
| <ul style="list-style-type: none"> Minimize unbudgeted/unallocated expenses |



Strategic Action Plan 2015 – 2018

06/23/15

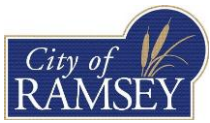
MISSION

To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Tools Required | Responsible Party | Key Outcome Indicators/Metrics |
|---|----------------|--|-----------------|-----------------|---|---------------------------|-------------------|---|
| Improve budget preparation to identify operational efficiencies and cost-savings | Finance | 1) An all-inclusive integrated budget document developed that will incorporate Strategic Planning items, adopted budgets, CIP, metrics, and trend information. | June 2015 | December 2015 | None | None | D. Lund | <ul style="list-style-type: none"> Integrated budget completed for 2016 Distinguished Budget Award received |
| Increase economic growth and development | Administration | 2) Sale of City-Owned Parcels that are listed for sale for economic development. | Summer 2015 | Summer 2018 | Shovel ready certification will cost between \$10,000 and \$35,000 per certification (six total) in third-party professional consulting fees (legal/title, environmental, engineering, etc.). Standard transaction fees will apply to each sale Staff will propose use of existing dollars from TIF Account #1. | NA | P. Brama | <ul style="list-style-type: none"> City owned land will be positioned: "as-competitive-as-possible" in today's real estate market. Removed development "unknowns" for prospects and significantly improved project timelines. 100 % properties shovel-ready certified. Land sale closings above previous three year term. |



Strategic Action Plan 2015 – 2018

06/23/15

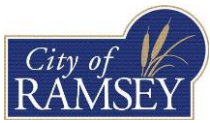
MISSION

To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Tools Required | Responsible Party | Key Outcome Indicators/Metrics |
|---|----------------|--|-----------------|-----------------|---|---------------------------|-------------------|---|
| <i>Increase economic growth and development (cont.)</i> | Administration | 3) Recruit new industry and market-ready major retail businesses to Ramsey | Ongoing | Fall 2017 | No additional in-house human resources required. Staff will continue to market properties with CBRE; and attain shovel ready status. | | P. Brama | <ul style="list-style-type: none"> Secured two (2) new 30,000+ square foot retail facilities. Secured two (2) new 30,000+ square foot industrial facilities. |
| | Administration | 4) Establish new Business Park, west of Armstrong Boulevard | Spring 2016 | Summer 2016 | <p>Shovel ready certification will cost between \$10,000 and \$25,000 per certification (two total) in third-party professional consulting fees (legal/title, environmental, engineering, etc.).</p> <p>Future policy direction related to construction of infrastructure, site improvements, and level city involvement will directly affect required additional resources.</p> <p>Staff will propose use of existing dollars from TIF Account #1.</p> | NA | P. Brama | <ul style="list-style-type: none"> Business Park will be positioned: "as-competitive-as-possible" in today's real estate market. Removed development "unknowns" for prospects and significantly improved project timelines. Attain State of Minnesota <i>Shovel-Ready</i> Status for Business Park land parcels. |



Strategic Action Plan 2015 – 2018

06/23/15

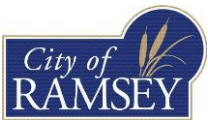
MISSION

To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative I: Financial Stability

Ensure strategic economic development that complements the city's desired quality of life and builds a stable tax base, all while maintaining a low tax levy.

| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Tools Required | Responsible Party | Key Outcome Indicators/Metrics |
|---|----------------|--|-----------------|-----------------|--|---|-------------------|--|
| Increase economic growth and development (cont.) | Engineering | 5) Develop and plan for key infrastructure improvements (AUAR improvements, extensions of municipal utilities, and major transportation corridors. | April 2015 | December 2017 | Anoka County coordination Consultant expenses Project Funding Sources – development driven tax increment funding, utility funds, grants, and funding partnerships. | Update traffic and turning movement volumes Update estimated project costs and complete feasibility analysis | B. Westby | <ul style="list-style-type: none"> Meet the COR AUAR milestones Scheduled prioritized projects in CIP Revised JPA construction schedule - Meet the scheduled milestones. Reviewed possible extension of sewer and water to 167th and Hwy 47 area Mobility improvements made to major highway corridors (i.e. US Hwy 10, Hwy 47 and CR 5) |
| Leverage outside funding sources | Administration | 6) Optimize use of non-city funding through joint projects, grants and partnerships | 2015 | 2018 | TBD | None | K. Ulrich | <ul style="list-style-type: none"> Increased grant awards Reduced reliance on the general fund. Effective grant administration Increased public and private partnerships |



Strategic Action Plan 2015 – 2018

06/23/15

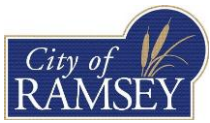
MISSION

To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services

Strategic Imperative II: A Connected Community

Ensure that the city is a connected city that is part of a comprehensive regional transportation system that enables all citizens to easily navigate the community and attracts business development.

| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Tools Required | Responsible Party | Key Outcome Indicators/Metrics |
|--|----------------|--|-----------------|-----------------|---|---------------------------|-------------------|--|
| Improve the safety and mobility of major road corridors | Administration | 7) Actively lobby State Legislature and Federal Congressional Delegation for \$120M to construct the identified Highway 10 corridor priorities | March 2015 | December 2018 | \$30-60K annually in Legislative liaison consultant expenses, \$5-10K travel expenses | None | K. Ulrich | <ul style="list-style-type: none"> State and federal funding secured for high priority TH Highway 10 projects. |
| | Administration | 8) Introduce legislation requesting state funding for highway-rail separation at Ramsey and Sunfish Lake Blvd. rail intersections. | March 2015 | May 2015 | State bonding and work with City legislative liaison | None | K. Ulrich | <ul style="list-style-type: none"> Allocation of up to \$10 M in state bonding for projects. |
| | Administration | 9) Initiate a regional effort to complete Preliminary Engineering and Environmental Review for all projects of the Highway 10 Study | March 2015 | December 2018 | State bonding and other outside funding. | None | K. Ulrich | <ul style="list-style-type: none"> Preliminary Design and Engineering in regard to MNDOT TH10 Access Planning Study projects are commenced. |



Strategic Action Plan 2015 – 2018

06/23/15

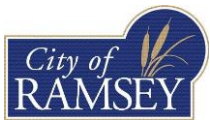
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| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Tools Required | Responsible Party | Key Outcome Indicators/Metrics |
|--|----------------|--|-----------------|-----------------|---|---|-------------------|---|
| Improve the safety and mobility of major road corridors (cont.) | Administration | 10) Develop a communications strategy in regard to Highway 10 improvements | Summer 2015 | Summer 2015 | No additional resources required. | This tactic will be included in the City's adopted communications plan. | P. Brama | <ul style="list-style-type: none"> 1-2 page flyer (marketing material) summary of Highway 10 Created project webpage on City website. "Support network" of businesses and land owners willing to assist in lobbying established. "Lobbying List" outlining an inventory of people the City should be communicating with (lobbying) established. |
| | Engineering | 11) Conduct CASH 5 Corridor Study (land use and traffic integrate in cooperation with the County | April 2015 | October 2018 | Professional services - \$50,000 (PIR) Anoka County Coordination Construction funds | | B. Westby | <ul style="list-style-type: none"> Corridor study completion in 2017 At least one high priority improvement project commenced by 2018 |



Strategic Action Plan 2015 – 2018

06/23/15

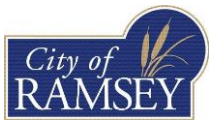
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| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Tools Required | Responsible Party | Key Outcome Indicators/Metrics |
|---|-----------------------|--|-----------------|-----------------|--|---------------------------|-------------------|---|
| Improve the safety and mobility of major road corridors (cont.) | Engineering | 12) Conduct MN State Hwy 47 Study in cooperation with MNDOT and City of Anoka | April 2015 | October 2018 | Anoka County & MNDOT coordination Construction Funds | | | <ul style="list-style-type: none"> Corridor study completion in 2017 At least one high priority improvement project commenced by 2018 |
| Create a diverse and robust offering of recreational opportunities | Public Works | 13) Develop a comprehensive recreation plan that inventories existing recreation programs, services, and infrastructure at the local, regional, and national level | 5/2015 | 10/2016 | Citizen Survey (2016 - \$15,000) - recreation staffing as identified -park capital costs as identified by district | None | G. Riemer | <ul style="list-style-type: none"> Present findings and recommendations in 2017 as part of budget development for 2018 implementation |
| | Community Development | 14) Develop Plan for future parks, trails, and open space capital improvements | 2015 | 2016 | TBD | | T. Gladhill | <ul style="list-style-type: none"> Completed Master Park and Trail Plan Update CIP Aligned with Parks Plan |



Strategic Action Plan 2015 – 2018

06/23/15

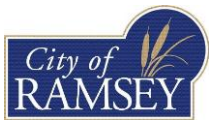
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Strategic Imperative III: Smart, Citizen-Focused Government

Continue the delivery of quality services to ensure the city will have safe and thriving neighborhoods and business districts, and a clean environment.

| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Tools Required | Responsible Party | Key Outcome Indicators/Metrics |
|---|----------------|--|-----------------|-----------------|---|------------------------------------|-------------------|---|
| <i>Improve and maintain the safety of the community</i> | Police | 15) Reduce illegal drug activity in the community | June 2015 | January 2016 | Request 1 FTE Police Officer in 2016 budget to allocate to Anoka Hennepin Drug Task Force (AHDTF) | Council approval of JPA with AHDTF | J Katers | <ul style="list-style-type: none"> Increased number of arrests for drug crimes Maximized collaboration of Anoka Hennepin Drug Task Force by allocating staff to task force Increased intelligence on drug activity Reduced criminal activity in community related to drug use Increased community awareness of illegal drug activity |
| | Administration | 16) Provide adequate public safety staffing based on City's growth factors | June 2015 | September 2015 | None | None | K. Ulrich | <ul style="list-style-type: none"> Metrics developed to support 2016 and future public safety staffing requests |



Strategic Action Plan 2015 – 2018

06/23/15

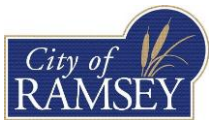
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|---|------------|--|-----------------|-----------------|---|---------------------------|-------------------|--|
| Improve and maintain safety of the community (cont.) | Police | 17) Consider security cameras to enhance safety and security | June 2015 | February 2016 | Data connections Software licenses. Cameras (2016 Budget) | | J. Katers | <ul style="list-style-type: none"> • Visible deterrent to criminal activity • Reduction of Vandalism to city owned property by 10 % • Assisted in identification of criminal suspects • Provided increased sense of security in public spaces. |
| | Fire | 18) Expand and improve residential rental licensing program | April 2015 | July 2015 | None | None | D. Kapler | <ul style="list-style-type: none"> • Cost Benefit analysis completed • Improved property maintenance • Improved landlord/tenant relationships • Improved public safety response |



Strategic Action Plan 2015 – 2018

06/23/15

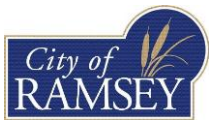
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| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Tools Required | Responsible Party | Key Outcome Indicators/Metrics |
|--|-----------------------|---|-----------------|-----------------|--|---------------------------|-------------------|---|
| Create a strong positive image for residential neighborhoods and business districts | Community Development | 19) Meet or exceed community expectations in regard to response times for code complaints | 2016 | 2016 | Add a Code Enforcement Specialist for public nuisance code enforcement | None | T. Gladhill | <ul style="list-style-type: none"> Centralized enforcement program with consistent metrics Improved communication of notices of violation Response times of 14-30 days Enhanced focus on key corridors (Highway 10 and Highway 47) Eliminate duplication in data |
| Enhance Community Engagement | Administration | 20) Create a program for citizen recognition. | June 2015 | December 2015 | None | None | K. Ulrich | <ul style="list-style-type: none"> Implemented citizen recognition program |
| | Administration | 21) Identify opportunities for community volunteer work | June 2015 | December 2015 | Volunteer Coordination | None | K. Ulrich | <ul style="list-style-type: none"> Increased citizen volunteer hours |



Strategic Action Plan 2015 – 2018

06/23/15

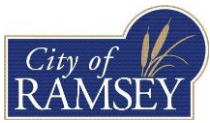
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| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Tools Required | Responsible Party | Key Outcome Indicators/Metrics |
|--|-----------------------|--|-----------------|-----------------|---|---------------------------|-------------------|---|
| Enhance Community Engagement (cont.) | Community Development | 22) Increase engagement opportunities in future land use decisions | 2015 | 2018 | TBD | | T. Gladhill | <ul style="list-style-type: none"> • Adopt a citizen engagement framework for 2040 Comprehensive Plan update • Determine appropriate scale of update to the City's Comprehensive Plan • Complete required 2040 Comprehensive Plan update • Clarified vision for the COR |
| Enhance the level of customer service | Community Development | 23) Evaluate staffing deployment and process effectiveness | 2015 | 2016 | Re-class PT to FT Position (\$ impact TBD) \$25 – 50,000 for software improvements | \$2,000 for hardware | T. Gladhill | <ul style="list-style-type: none"> • 10 Business Day Building Permit Plan Review • 48 Hour Inspection Window • Centralized Permits and Licenses Division • Improved management and ensured equity of enforcement of City-Owned properties • Improved support to Environmental Policy Board (EPB) |



Strategic Action Plan 2015 – 2018

06/23/15

MISSION

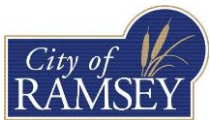
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| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Tools Required | Responsible Party | Key Outcome Indicators/Metrics |
|---|-----------------------|---|-----------------|---|-------------------------------|--|-------------------|--|
| Define and promote Ramsey Brand | Administration | 24) Develop strategy with Ramsey Brand as umbrella while still promoting sub-areas of the community (The COR, 167 th Avenue, Future Business Park, etc.) | Spring 2015 | Summer 2016 Final completion tied to tactic below. | None | This tactic will be included in the City's adopted communications plan | P. Brama | <ul style="list-style-type: none"> Unified marketing/communications with consistent use of Ramsey Brand (refreshed materials and policy). Implementation of Ramsey logo in future COR materials and signage (same for other sub-districts) |
| | Administration | 25) Acquire a ZIP Code for Ramsey | Spring 2015 | December 2017 | None | None | P. Brama | <ul style="list-style-type: none"> New and unique ZIP Code assigned to Ramsey |
| | Community Development | 26) Create a community sign plan that focuses on community gateways and focal points. | 2015 | 2016 | None | Adobe Creative Suite (\$2,000) | T. Gladhill | <ul style="list-style-type: none"> Revised zoning code Monument signage plan for the City completed Tenant panel distribution policy completed Funding and Priority Plan |
| Improve the image of key corridors (Highway 10, CR5, and Highway 47) | Community Development | 27) Use property-owner/ citizen engagement strategies | 2016 | 2016 | | | T. Gladhill | <ul style="list-style-type: none"> Adopted Statement of Goals |

Three - Year Strategic Action Plan



Strategic Action Plan 2015 – 2018

06/23/15

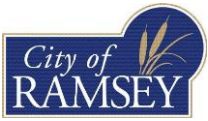
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| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Tools Required | Responsible Party | Key Outcome Indicators/Metrics |
|--|-----------------------|---|-----------------|-----------------|---|---------------------------|-------------------|--|
| Improve the image of key corridors (Highway 10, CR5 and Highway 47 (cont.)) | Community Development | 28) Proactively Implement Corridor Improvements through public investment and code compliance initiatives | 2016 | 2018 | 0.5 FTE (Covered in Code Enforcement Section) | | T. Gladhill | <ul style="list-style-type: none"> 30% of targeted property clean-up per year of plan |
| Ensure long-term sustainability of Public Water System | Engineering | 29) Work with neighboring cities and regulating agencies to identify regional solution(s) for sustainable water supply/water treatment facility | 2015 | 2018 | None | TBD | B. Westby | <ul style="list-style-type: none"> Commitment to regional solution for long-term water supply Active participation of neighboring cities/regulating agencies |
| | Engineering | 30) Develop a Comprehensive Plan for City long-term water supply | 2015 | 2016 | None | TBD | B. Westby | <ul style="list-style-type: none"> Updated Comprehensive Water Supply Study |



Strategic Action Plan 2015 – 2018

06/23/15

MISSION

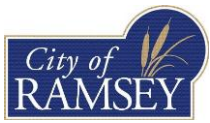
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Strategic Imperative IV: An Effective Organization

Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meet the increasingly ever-changing needs of the organization

| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Required | Tools | Responsible Party | Key Indicators/Metrics | Outcome |
|---|----------------|--|-------------------------|-----------------|---|---|-------|-------------------|--|---------|
| Improve City communications with the community | Administration | 31) Adopt a Formalized Communications Plan | Winter 2015 | Early 2016 | No additional resources required for creation of plan. Implementation of plan may require additional resources. The adopted plan will outline if/ when additional resources are needed, and for what. | Requires completion of communications survey. | | P. Brama | <ul style="list-style-type: none"> Council adopted communications plan. The adopted plan outlines specific outcome for each specific tactic. | |
| Improve and sustain high employee morale | Administration | 32) Develop a Staff recognition program | April 22, 2015 Kick-off | Ongoing | | | | C. Lasher | <ul style="list-style-type: none"> Formal Staff Recognition Program Developed and Implemented Staff feeling recognized and valued by peers Staff promoting positive accountability to our core values by peers Promoted teamwork and brand Sustained or improved morale | |

Three - Year Strategic Action Plan



Strategic Action Plan 2015 – 2018

06/23/15

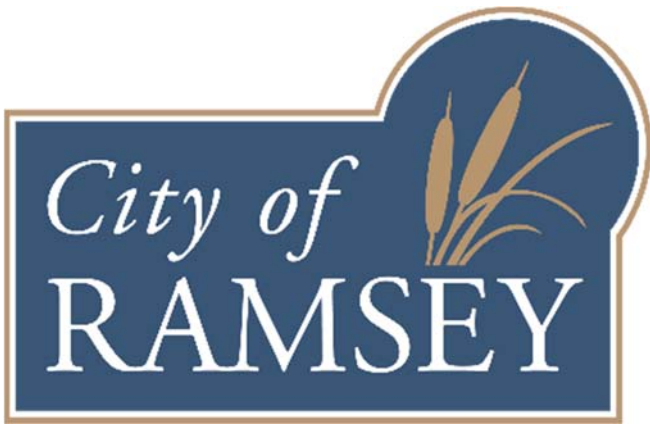
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| Strategic Initiative | Department | Tactics | Initiation Date | Completion Date | Additional Resources Required | Additional Required | Tools | Responsible Party | Key Indicators/Metrics | Outcome |
|--|----------------|---|-----------------|---|-------------------------------|---------------------|-------|-------------------|---|---------|
| Improve and sustain high employee morale (cont.) | Administration | 33) Initiate a strategy to highlight City Employees and job duties (put a face to a name and highlight their contribution to the community) | July/Aug. 2015 | Ongoing (monthly) RR Publications as scheduled | None | None | | C. Lasher | <ul style="list-style-type: none"> Increased awareness of Dept. Functions. / increased staff recognition Increased awareness of specific roles and specific current events / increased staff recognition. Promoted Ramsey Brand / increased staff recognition. | |
| Continue to implement process improvement initiatives | Administration | 34) Review existing events and consider the value to the City | June 2015 | September 2015 | None | None | | K. Ulrich | <ul style="list-style-type: none"> Status of each City event (i.e., include or not) in 2016 budget determined | |
| Plan for public facilities to meet City's growth | Finance | 35) Identify capital cost of PW facility based upon space needs study. Create funding and implementation plan for a new public works campus | 2015 | 2016 | None | None | | D. Lund | <ul style="list-style-type: none"> Decision by Council on timing and amount of debt for the new Public Works facility | |



7550 Sunwood Drive NW • Ramsey, MN 55303

City Hall: 763.427.1410 • Fax: 763.427.5543

www.cityoframsey.com

A large, faint, stylized illustration of reeds is positioned in the background, extending from the bottom left towards the top right. The reeds are rendered in light beige and tan colors, with long, slender blades and pointed seed heads.

CITY OF RAMSEY
REQUESTED BUDGET

For Fiscal Year 2016

ECONOMIC DEVELOPMENT AUTHORITY

A decorative graphic at the bottom of the page consists of several overlapping, curved shapes in various shades of blue, creating a wave-like effect that spans the width of the page.

NOTES



FUND ECONOMIC DEVELOPMENT AUTHORITY

DEPARTMENT

N/A

FUNCTION:

N/A

| REVENUES | | | | | | |
|----------------------|----------------|------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 9230 | 4011 | CURRENT-AD VALOREM TAXES | \$ 102,442 | \$ 116,444 | \$ 122,950 | \$ 6,506 |
| 9230 | 4012 | DELINQUENT-AD VALOREM TAXES | 1,108 | - | - | - |
| 9230 | 4014 | FISCAL DISPARITIES | 17,852 | - | - | - |
| 9230 | 4273 | OTHER STATE GRANTS & AIDS | 12,239 | - | - | - |
| 9230 | 4609 | OTHER MISCELLANEOUS REVENUES | 198 | - | - | - |
| 9230 | 4701 | INTEREST ON INVESTMENTS | 27,357 | 3,000 | 10,000 | 7,000 |
| 9230 | 4901 | TRANSFER IN FROM OTHER FUNDS | - | 87,857 | 97,242 | 9,385 |
| Total Revenue | | | \$ 161,196 | \$ 207,301 | \$ 230,192 | \$ 22,891 |

| EXPENDITURES | | | | | | |
|--------------------------|----------------|--------------------------------|-----------------------------|---------------------|-----------------------|-------------------------------------|
| Business Unit | Object Account | Description | 2014 Budget Final (Actuals) | 2015 Adopted Budget | 2016 Requested Budget | Increase (Decrease) from Prior Year |
| 9230 | 6102 | F.T. REGULAR-WAGES & SALARIES | \$ 37,061 | \$ 103,645 | \$ 109,948 | \$ 6,303 |
| 9230 | 6105 | TEMPORARY-WAGES & SALARIES | 1,025 | 6,000 | 6,000 | - |
| 9230 | 6121 | PERA CONTRIBUTIONS | 2,687 | 7,569 | 8,044 | 475 |
| 9230 | 6122 | FICA/MEDICARE CONTRIBUTIONS | 2,931 | 8,545 | 8,587 | 42 |
| 9230 | 6131 | GROUP INSURANCE | 2,357 | 11,118 | 12,643 | 1,525 |
| 9230 | 6133 | WORKERS COMP INSURANCE PREMIUM | 178 | 774 | 880 | 106 |
| 0130 | 6246 | MARKETING | - | - | 3,500 | 3,500 |
| 9230 | 6249 | MISCELLANEOUS OPERATING SUPPLY | 8,761 | 10,750 | 13,500 | 2,750 |
| 9230 | 6304 | LEGAL FEES | 1,073 | 1,500 | - | (1,500) |
| 9230 | 6315 | MISCELLANEOUS PROFESSIONAL SER | 30,990 | 45,000 | 48,000 | 3,000 |
| 9230 | 6322 | POSTAGE | 118 | 250 | 250 | - |
| 9230 | 6323 | CELLULAR PHONES | - | 700 | - | (700) |
| 9230 | 6331 | TRAVEL & LODGING | 157 | 1,000 | 8,440 | 7,440 |
| 9230 | 6335 | TRAINING | 652 | 2,000 | 5,000 | 3,000 |
| 9230 | 6361 | GENERAL LIABILITY/PROPERTY INS | 960 | 2,000 | 1,100 | (900) |
| 9230 | 6371 | ELECTRIC UTILITIES | 968 | 1,150 | 1,150 | - |
| 9230 | 6439 | OTHER MISCELLANEOUS | 158,702 | 1,000 | 1,000 | - |
| 9230 | 6451 | MEMBERSHIP DUES | 850 | 1,000 | 1,850 | 850 |
| 9230 | 6452 | SUBSCRIPTIONS | - | 300 | 300 | - |
| Total Expenditure | | | \$ 249,470 | \$ 204,301 | \$ 230,192 | \$ 25,891 |

FUND ECONOMIC DEVELOPMENT AUTHORITY

DEPARTMENT

N/A

FUNCTION:

N/A

| PERSONNEL COMPLEMENT | | | | |
|----------------------|--|--|--|--|
|----------------------|--|--|--|--|

| | | | | |
|---|-------------|-------------|-------------|---|
| Economic Development Commission Members | 7.00 | 7.00 | 7.00 | - |
| | 7.00 | 7.00 | 7.00 | - |

| BUDGET HIGHLIGHTS |
|-------------------|
|-------------------|

- | |
|--|
| <ul style="list-style-type: none"> Increase in travel |
|--|

| GOALS OF CURRENT YEAR BUDGET: |
|-------------------------------|
|-------------------------------|

- | |
|---|
| <ul style="list-style-type: none"> Growth of the City's tax base Growth in the City's quantity of jobs Improved quality of life Sale of City owned land Review existing events and consider reducing where appropriate (EDA Biz Expo) Recruit new industrial and retail businesses Establish a new business park |
|---|

| Performance Measurements: | | | |
|---------------------------|--|--|--|
|---------------------------|--|--|--|

| | 2014 Actual | 2015 Estimate | 2016 Projected |
|--|----------------|------------------|------------------|
| Sale of ALL City owned land (acres) | 0.81 | 32.87 | 15 |
| Sale of COR City owned land (Net land proceeds, dollars) | \$ 154,000 | \$ 3,219,468 | \$ 1,300,000 |
| Sale of COR City owned land (acres) | 0.81 | 18.01 | 13 |
| Estimated Market Value (all) | \$ 1,795,400 | \$ 2,025,977,100 | \$ 2,100,000,000 |
| Estimated Market Value (Commercial/ Industrial) | \$ 242,466,700 | \$ 249,153,900 | \$ 275,000,000 |
| Unemployment Rates | 5,736 | TBD | 6,000 |
| Employment (total) | 3.8% | TBD | 3.75% |
| Building Permits Valuation (Commercial Industrial, all permits) | \$ 4,269,392 | TBD | \$ 5,500,000 |
| Building Permits Valuation (Commercial, new build/ build-out, private sector only) | \$ 2,581,764 | TBD | \$ 3,000,000 |

2016 Very Preliminary* (Working Document) Budget/Levy

GENERAL FUND LEVY*: \$8,488,940 -\$7,921,570 (2015). **Increase of \$567,370**

EDA LEVY*: \$122,950 -\$116,444 (2015). **Increase of \$6,506**

DEBT SERVICE LEVY: \$1,547,198-\$1,369,807 (2015). **Increase of \$177,391**

TOTAL LEVY: \$10,159,088 - \$9,407,821 (2015). **Increase of \$751,267**

*The General Fund Levy and EDA Levy have been reduced by the HRA remaining fund balance of \$230,000 (\$132,758 to General & \$97,242 to EDA). This funding will not be available next year and will become part of the tax levy for each respective fund.

Estimated tax capacity rate of 43.768% (42.259% in 2015)

*The Budget Document and corresponding levy numbers represent the first attempt at the budget. No numbers contained within are finalized or approved.

LEVY BREAKDOWN:

-General Levy:

General Fund: Levy Increase of \$567,370

A. Contributing Factors of Increase:

1. Personnel (\$487,745 increase):
 - a. 2% COLA, Steps & Market Rate Adjustments (LELS contracts): \$136,079
 - b. Health Insurance Rate Increase & Plan Changes: \$33,923
 - c. Election Judges for Election Year: \$29,206
 - d. 2088 Hours (Full-Time Employee) due to Leap Year: \$22,665
 - e. Personnel Request: \$289,923 (See Personnel Spreadsheet)
2. Public Works New Campus Design: \$30,000
3. Inflationary adjustments Departmental line Items

-EDA Levy:

EDA Fund: Levy Increase of \$6,506

A. Contributing Factors of Increase:

1. NDC Training

-Debt Levy: Levy Increase of \$177,391

A. Contributing Factors of Increase:

1. Fire Station #2 & 2015 Road Funding Debt
2. Debt Summary:

| | | |
|---|--------------|-----------|
| Fire Station #1 | \$ 147,420 | Ends 2016 |
| 2013 Capital Equipment Certificates | \$ 74,505 | Ends 2023 |
| Municipal Center | \$ 1,072,013 | Ends 2031 |
| 2014 Capital Equipment Certificates | \$ 103,441 | Ends 2024 |
| Garnet & Overlays Road Debt (2015 Debt Issue) | \$ 40,606 | Ends 2025 |
| Fire Station #2 (2015 Debt Issue) | \$ 109,213 | Ends 2033 |
| Total Debt Levied | \$ 1,547,198 | |

GENERAL FUND BUDGET:

Proposed Budget: \$10,999,109 (\$10,423,759 in 2015) **Increase of \$575,350**

Major Changes from 2015 Adopted Budget:

Revenue:

- Property tax: \$8,543,940 (\$7,926,570 in 2015) **Increase of \$617,370**
- LGA: \$111,305 (\$110,350 in 2015) **Increase of \$955**
- Permit Revenue: \$447,100 (\$417,132) **Increase of \$29,968**
- Charges for Services: \$596,700 (\$555,700 in 2015) **Increase of \$41,000**
- Interest on Investments: \$100,000 (\$60,000 in 2015) **Increase of \$40,000**
Based on 2014 rate of return
- Transfers In: \$795,014 (\$962,007 in 2015) **Decrease of \$166,993**
Decrease mostly attributed to capital equipment funding

GENERAL FUND BUDGET CONTINUED:

Expenditures:

- Cola -2% For Everyone + Market Rate Adjustments for Patrol & Sergeants Effective April 1, 2016
(Per union contracts) (all departments affected with increase in personnel costs)
- Health Insurance: Single: \$10,461 to \$11,493 (9.9% increase)
E&Spouse: \$13,704 to \$14,004 (2.2% increase)
E & Child: \$14,712 to \$15,012 (2% increase)
Waiver: \$4,140 to \$4,440 (7.25% increase)
- Leap Year all full time employees paid 2088 hours instead of 2080 hours
- HRA related expenses funded from remaining HRA fund balance
- Capital Equipment: 50% Funded from 2014 Capital Equipment Certificates (Year 2 of 3 funding)
and 50% from Equipment Fund

Departmental Budget Changes:

- City Council (111) - \$18,497 Increase:
\$12,250 Bi-Annual Resident Survey
\$5,000 Travel for Hwy 10 Lobbying (Strategic Planning Item)
- Administration (130) - \$33,174 Increase:
\$5,207 Public Information I reclass to Public Information II
- Elections (141) - \$42,742 Increase
Election Year
- Finance (153) - \$13,554 Increase:
\$1,867 Accounting Clerk reclass to Senior Accounting Clerk
\$1,440 Accountant I reclass to Accountant II
- Community Development (191) - \$81,288 Increase:
\$73,897 increase for FT Code Enforcement/License Coordinator (costs will be netted against
rental licensing intern not hired (Strategic Planning Item)
- Data Processing (192) – (\$22,767) Decrease:
\$13,800 for cameras at Elm Crest Park Building & Front of Muni Center Lot (Strategic
Planning Item)
LOGIS Application Support - \$10,195 Increase (Finance, GIS, Internet Support)
(\$60,000) reduction for capital purchases

Departmental Budget Changes Continued:

- General Government (194): - \$14,056 Increase
\$13,741 additional for municipal parking ramp maintenance expense
- Newsletter (195): - \$15,986 Increase
Expand full-color newsletter from 4 to 6 (postage and printing)
- Police (211): \$196,838 Increase
\$82,435 increase for new full-time Drug Task Force Officer (2016 Strategic Plan)
\$47,000 Capital for 2 squad vehicles
-Holiday buy-back for Police-Allowed 96 hour buyback used to be capped at 54 hours (union contract)
-\$8,500 Increase in maintenance costs for shared Public Safety Data System
-\$6,800 Police department policy/procedures recodification and software system (Lexipol)
-Code Enforcement Intern not included in budget
- Fire (220): \$98,209 Increase
\$50,000 Capital for Fire Truck Box
\$17,490 On-Call Firefighter 12.3% pay increase
Part-Time Fire Secretary hired midyear 2015 now full year
- Building (240): \$4,480 Increase
\$36,287 Permit Tech increased from part-time to full-time (Building intern & part-time Inspector not included in budget)
- Engineering (301): (\$13,292) Decrease:
\$1,466 Civil Engineer II reclass to Civil Engineer IV
(\$27,200) Capital Decrease
- Public Works (311): \$117,355 Increase
\$64,853 – Full-Time Public Works Maintenance Worker
\$3,551 Reclass Public Works Maintenance Worker to Mechanic
\$20,000 Increase for additional contract for spray patching
\$30,000 for next steps of Public Workers Campus
Capital Equipment of a snowplow truck & 1-ton truck
- Park & Rec (452): \$54,093 Increase
\$10,000 increase for professional services related to comprehensive trail plan (Strategic Planning item)
- Community Programs (455): \$2,225 Increase
\$3,000 – First time funding for Contribution to Family Promise in Anoka County
- Council Contingency (461): \$90,090 Decrease
Decrease attributed to 1st year of road reconstruction debt recorded here in 2015, will now be An annual debt service levy

EDA BUDGET/LEVY:

- \$22,891 increase
- 2% COLA, Steps & Health Insurance Increases
- \$7,440 Increase in travel

EDA positions & funding percentages:

- Assistant to City Administrator - 70% EDA
- City Administrator – 20% EDA
- Comm Dev Director - 20% EDA

2016 Proposed LEVY

| | Certified | Fiscal Disp | Local Levy | Estimated 2015 Taxable Value | Estimated Tax Capacity |
|---------|-------------------|------------------|------------------|------------------------------|------------------------|
| General | 8,488,940 | 1,371,124 | 7,117,816 | 19,578,196 | 36.356% |
| EDA | 122,950 | 23,314 | 99,636 | 19,578,196 | 0.509% |
| Bonds | 1,547,198 | 195,720 | 1,351,478 | 19,578,196 | 6.903% |
| | <u>10,159,088</u> | <u>1,590,158</u> | <u>8,568,930</u> | | 43.768% |

2015 Adopted Levy

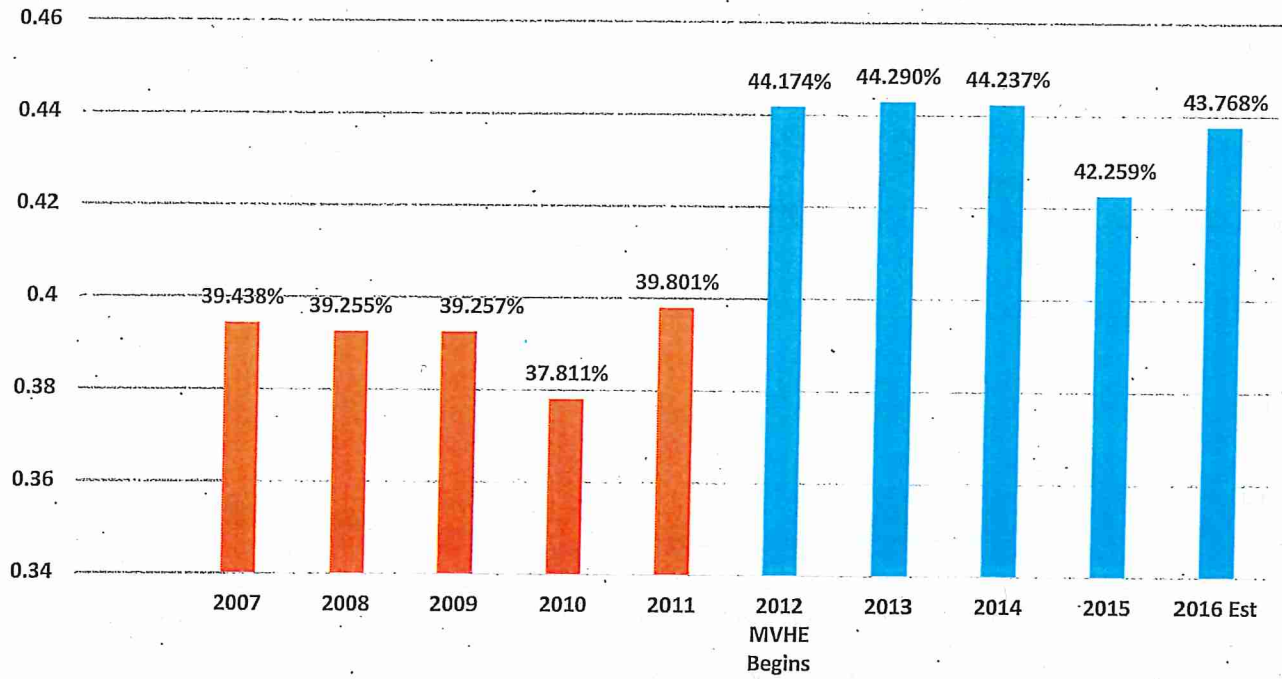
| | Certified | Fiscal Disp | Local Levy | Estimated 2015 Taxable Value | Estimated Tax Capacity |
|---------|------------------|------------------|------------------|------------------------------|------------------------|
| General | 7,921,570 | 1,279,483 | 6,642,087 | 18,605,528 | 35.700% |
| EDA | 116,444 | 22,081 | 94,363 | 18,605,528 | 0.508% |
| Bonds | 1,369,807 | 244,114 | 1,125,693 | 18,605,528 | 6.051% |
| | <u>9,407,821</u> | <u>1,545,678</u> | <u>7,862,143</u> | | 42.259% |

2014 Adopted Levy

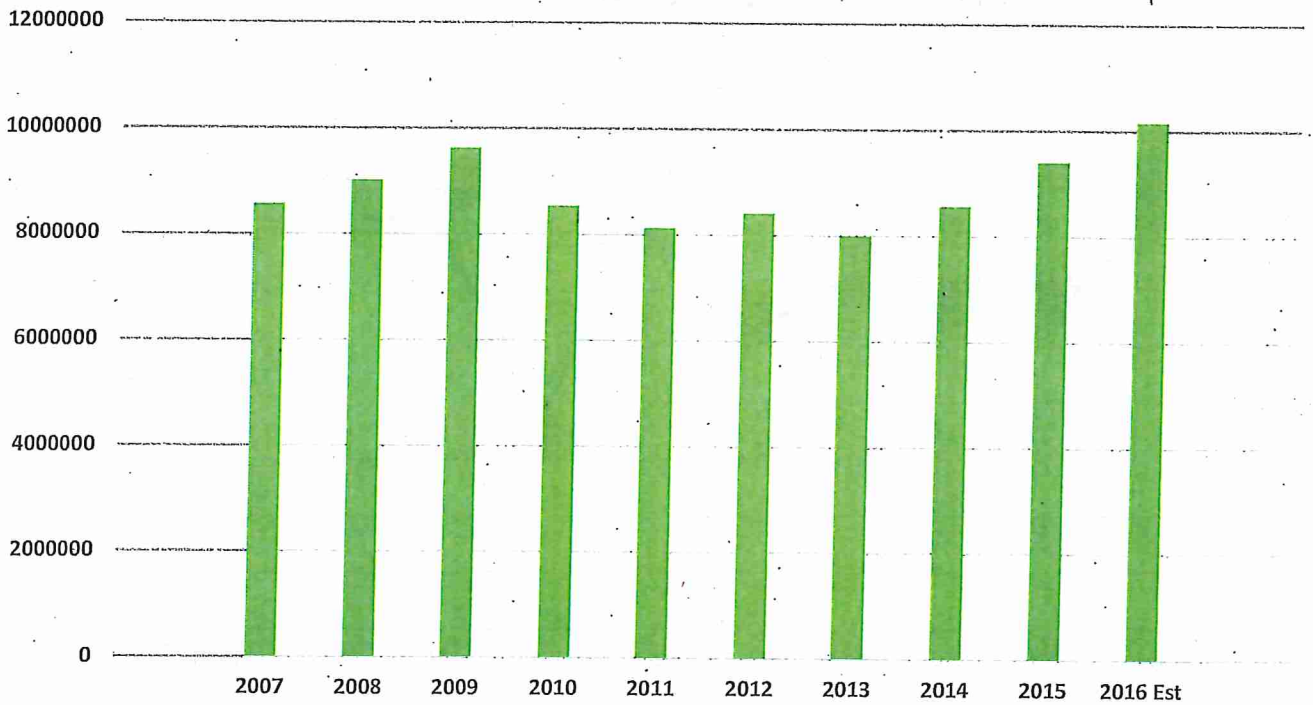
| | Certified | Fiscal Disp | Local Levy | Estimated 2014 Taxable Value | Estimated Tax Capacity |
|---------|------------------|------------------|------------------|------------------------------|------------------------|
| General | 7,201,730 | 1,367,492 | 5,834,238 | 16,017,461 | 36.424% |
| EDA | 121,783 | 18,065 | 103,718 | 16,017,461 | 0.648% |
| Bonds | 1,240,828 | 93,399 | 1,147,429 | 16,017,461 | 7.164% |
| | <u>8,564,341</u> | <u>1,478,956</u> | <u>7,085,385</u> | | 44.235% |

1% point deduction = For General Levy
 \$190,000 = for debt levy

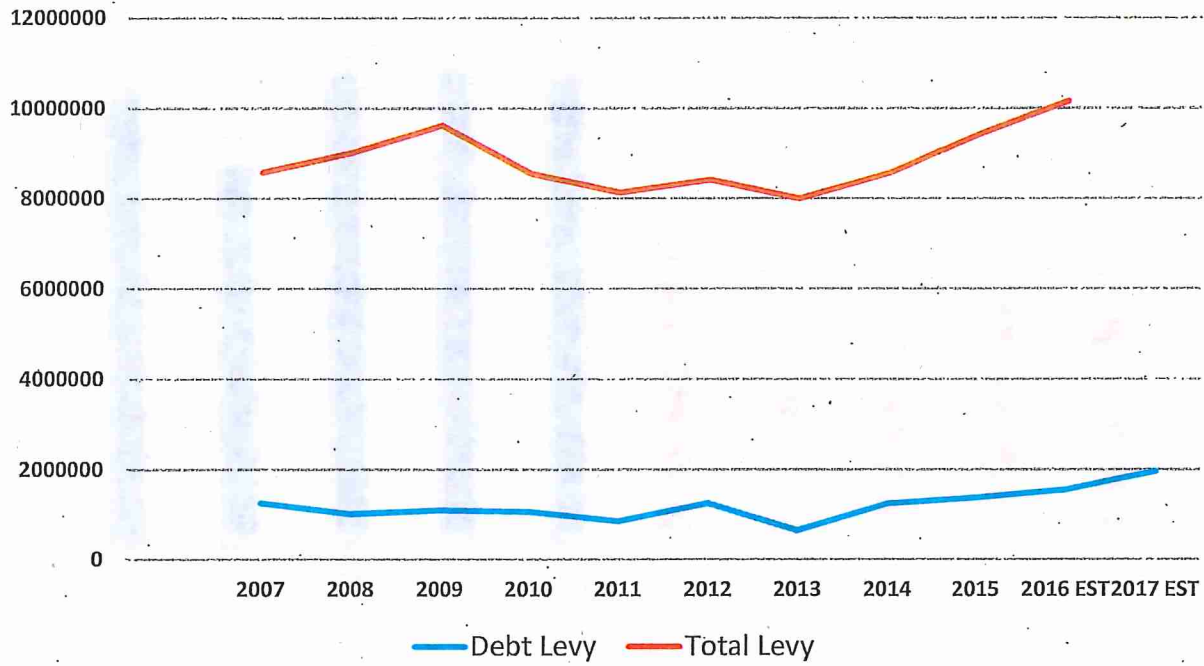
Tax Capacity Rate



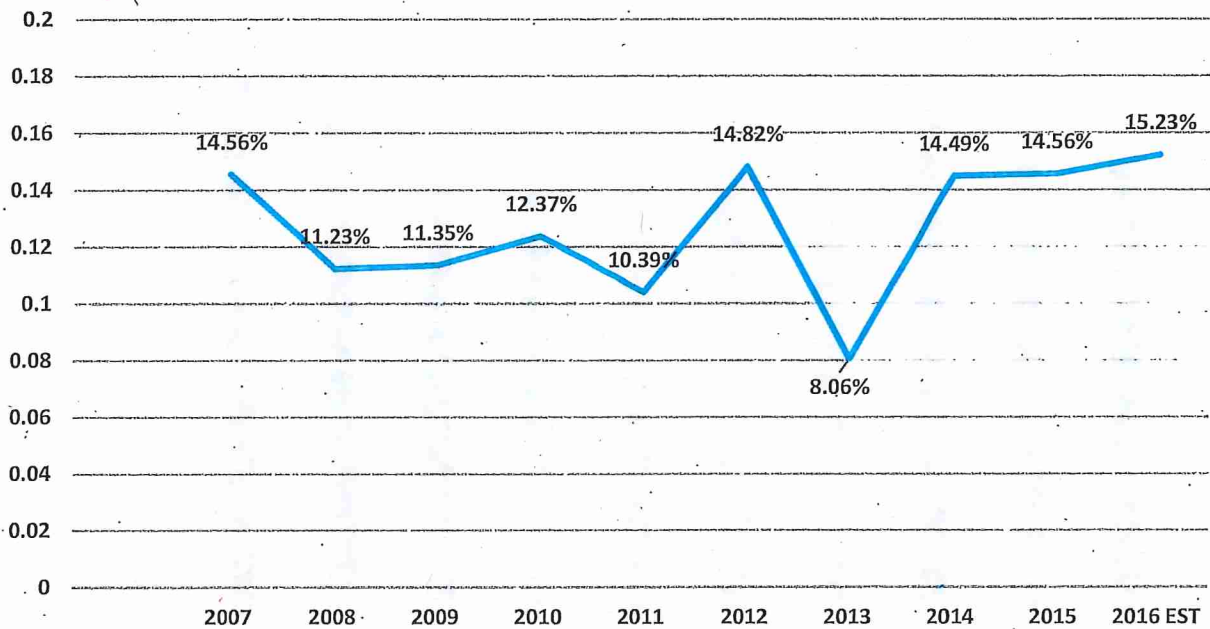
Total Levy



Debt Levy & Total Levy



% Debt Levy of Total Levy



2016 Debt Service

2016 Proposed

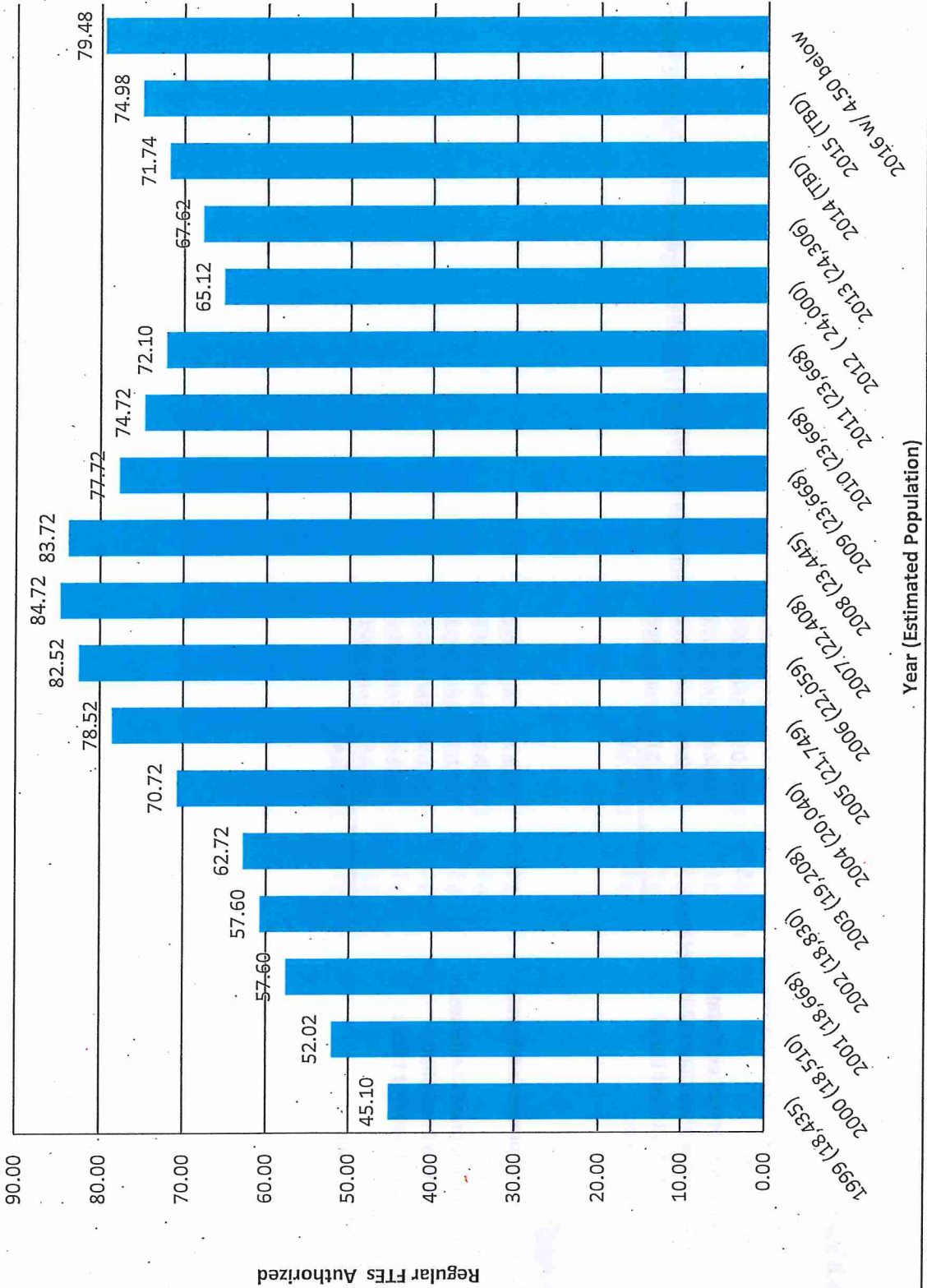
| | | |
|---|------------------|-----------|
| Fire Station #1 | 147,420 | Last Year |
| 2013 Capital Equipment Certificates | 74,505 | Ends 2023 |
| Municipal Center | 1,072,013 | Ends 2031 |
| 2014 Capital Equipment Certificates | 103,441 | Ends 2024 |
| Garnet & Overlays Road Debt (2015 Debt Issu | 40,606 | Ends 2025 |
| Fire Station #2 (2015 Debt Issue) | 109,213 | Ends 2033 |
| Total Debt Levied | <u>1,547,198</u> | |

Reduced by \$62,538 (\$109,633 budgeted in 2015 less Dec 2015 debt service of \$47,095)

2017 Proposed

| | | |
|-------------------------------------|------------------|-----------|
| 2013 Capital Equipment Certificates | 73,875 | Ends 2023 |
| Municipal Center | 1,098,813 | Ends 2031 |
| 2014 Capital Equipment Certificates | 102,905 | Ends 2024 |
| Garnet & Overlays Road Debt | 119,078 | Ends 2025 |
| Andrie St & Overlays Road Debt | 286,361 | Ends 2031 |
| Fire Station #2 | 282,463 | Ends 2033 |
| Total Debt Levied | <u>1,963,495</u> | |

City of Ramsey Staffing Levels (1999-2016)



5-Year Staffing Requests Summary: 2016-2020

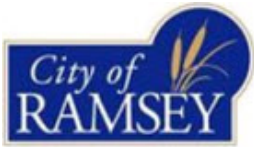
| Budget Year | Department | Position Request | Justification | Annual Salary & Benefits |
|-------------|--------------------|--|---|--------------------------|
| 2016 | Planning | 1 FTE Code Enforcement/License Coordinator | Shift in duties from PD. Achieve 14-day compliance timeframe for all code complaints. Assist Economic Development in property management of leased properties | \$ 73,897 |
| 2016 | Police | 1 FTE Drug Task Force Officer | Increase in number of arrests for drug crimes in city of Ramsey. Maximize collaboration with Anoka Hennepin Drug Task Force by allocating staff to task force. Increase intelligence on drug activity. Reduce criminal activity in community related to drug use. | \$ 76,185 |
| 2016 | Public Works | 1 FTE Public Works Maintenance Worker | Demand exists for more street maintenance activities, as well as snow removal activity to remain within acceptable levels of service. Additionally, contracted snow removal in the parking ramp has not proven cost-effective. | \$ 64,853 |
| 2016 | Building Inspector | .5 FTE Permit Tech (Increase hours from 20 to 40 hours week) | Maintain responsiveness to customer service demands for reports, statistics, data entry and crime reporting. | \$ 36,287 |

| Budget Year | Department | Position Request | Justification | Annual Salary & Benefits |
|-------------|----------------------|---|--|---|
| 2017 | Administration | .23FTE IT Support Tech (Increase hours from 20 hours week to 29 hours week) | Increase hours to meet technology needs of city staff | \$ 12,350 |
| 2017 | Building Maintenance | .5 FTE Building Maintenance | Increased maintenance expectations with Fire Station #2, Parking Ramp and existing buildings | \$ 21,300 |
| 2017 | Police | 1 FTE Investigator | Additional resource for complex investigations requiring extensive followup. Increased number of cases requiring investigation due to population growth and business growth. | \$ 75,320 |
| 2017 | Police | 1 FTE Police Technician | Maintain responsiveness to customer service demands for reports, statistics, data entry and crime reporting. | \$ 58,846 |
| 2017 | Park & Rec | 1 FTE Park Maintenance Worker | This position is responsible for maintenance activities in the park department which include park & trail construction & development | \$63,052 - Full Year would look at April 1 start date |
| 2018 | Administration | 1 FTE Administrative Assistant | Need for a new staff person to assist with communications, economic development and administration. Position would be funded 50% General Fund & 50% EDA | \$ 76,028 |

| Budget Year | Department | Position Request | Justification | Annual Salary & Benefits |
|-------------|----------------|---|--|--------------------------|
| 2018 | Administration | .50 FTE IT Support Tech (Increase hours from 29 hours to 40 hours week) | Increase to full-time to meet technology needs of city staff | \$ 76,028 |
| 2018 | Police | 1 FTE Patrol Officer | Assigned to patrol to continue level of basic services. Based on estimated growth and calls for service. | \$ 77,067 |
| 2019 | Police | 1 FTE Police Technician | Maintain responsiveness to customer service demands for reports, statistics, data entry and crime reporting. | \$ 61,595 |
| 2020 | Police | 1 FTE Patrol Officer | Assigned to patrol to continue level of basic services. Based on estimated growth and calls for service. | \$ 80,309 |
| 2020 | Police | 1 FTE Patrol Officer | Assigned to patrol to continue level of basic services. Based on estimated growth and calls for service. | \$ 80,309 |

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Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services.

CC Work Session

3.1.

Meeting Date: 07/14/2015

By: Jo Thieling, Administrative Services

Information

Title:

Review Future Topics/Calendar

Purpose/Background:

Attached is a list of future topics for work session discussion.

Recommendation:

N/A

Action:

For Council review - no formal action necessary.

Attachments

No file(s) attached.

Form Review

Form Started By: Jo Thieling
Final Approval Date: 07/09/2015

Started On: 07/09/2015 02:41 PM