

# 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 1<sup>st</sup> 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>		<b>43.768%</b>

**2015 Adopted Levy**

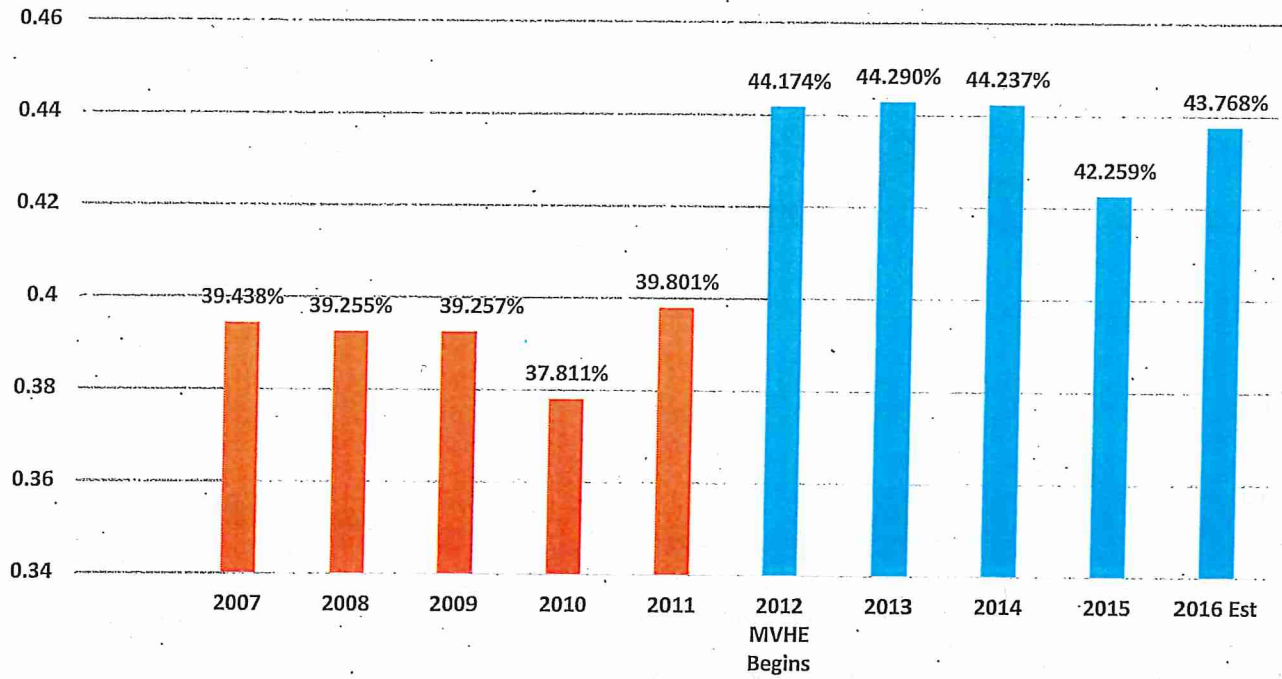
	Certified	Fiscal Disp	Local Levy	Estimated 2015 Taxable Value	Estimated Tax Capacity
General	7,921,570	1,279,483	6,642,087	18,605,528	35.700%
EDA	116,444	22,081	94,363	18,605,528	0.508%
Bonds	1,369,807	244,114	1,125,693	18,605,528	6.051%
	<u>9,407,821</u>	<u>1,545,678</u>	<u>7,862,143</u>		<b>42.259%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

**2014 Adopted Levy**

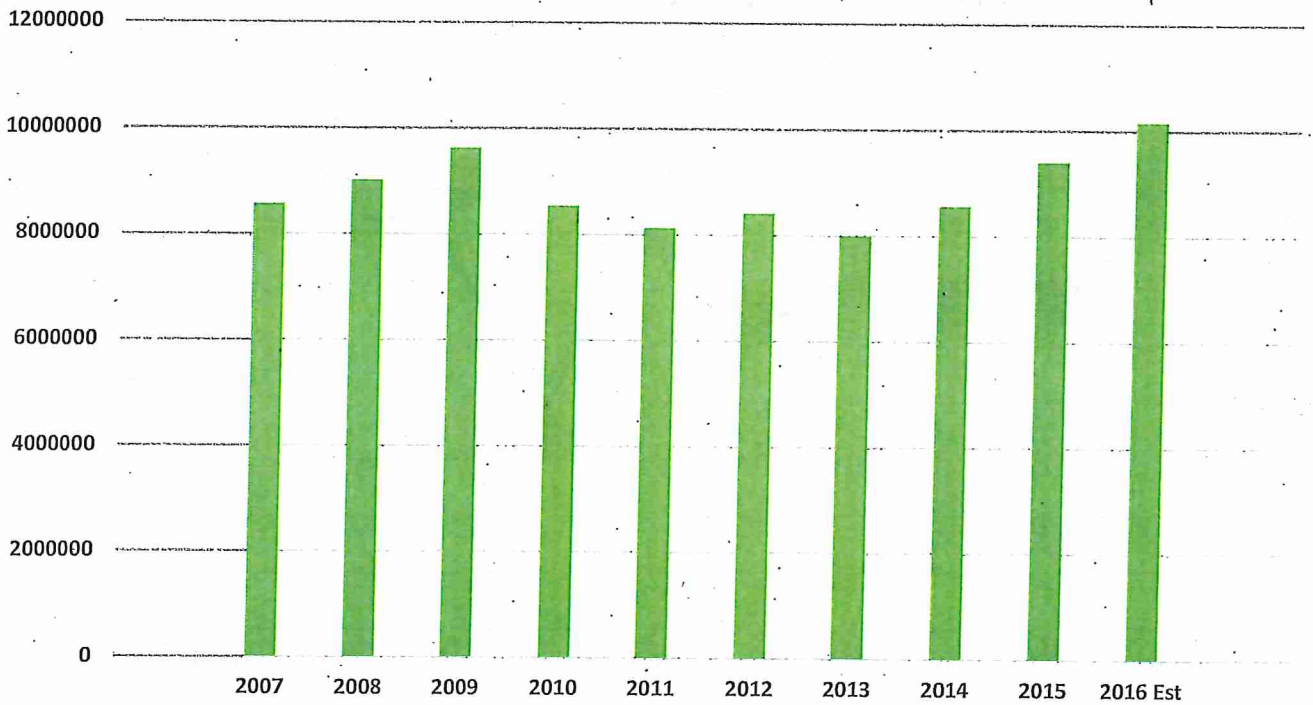
	Certified	Fiscal Disp	Local Levy	Estimated 2014 Taxable Value	Estimated Tax Capacity
General	7,201,730	1,367,492	5,834,238	16,017,461	36.424%
EDA	121,783	18,065	103,718	16,017,461	0.648%
Bonds	1,240,828	93,399	1,147,429	16,017,461	7.164%
	<u>8,564,341</u>	<u>1,478,956</u>	<u>7,085,385</u>		<b>44.235%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

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

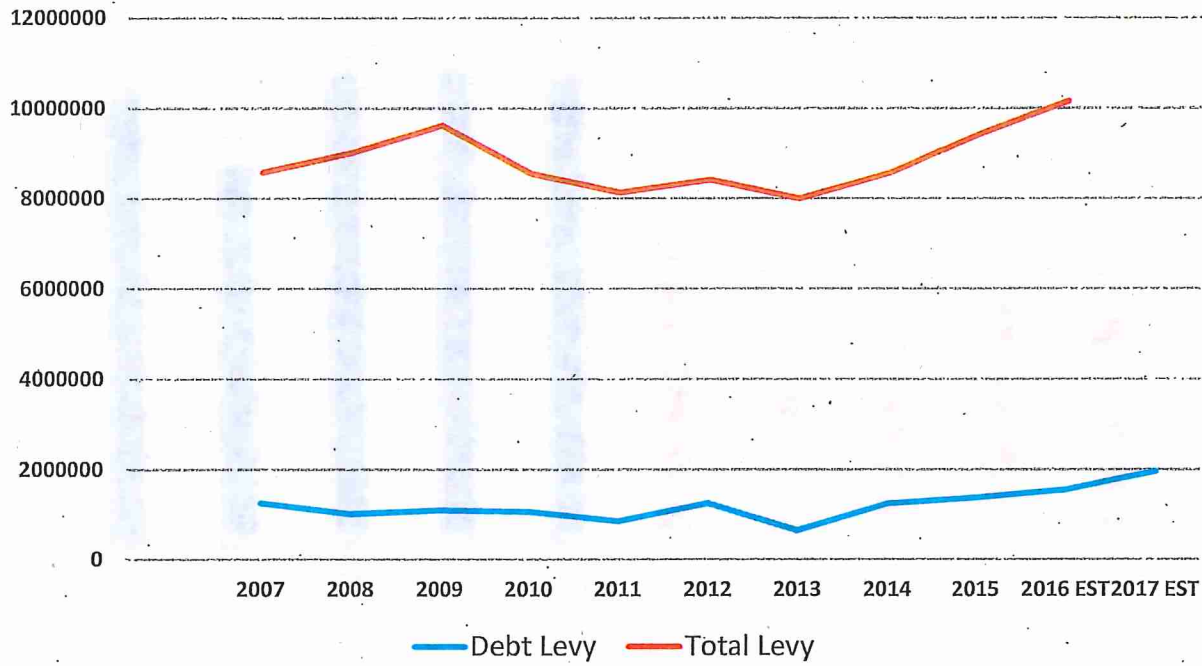
## Tax Capacity Rate



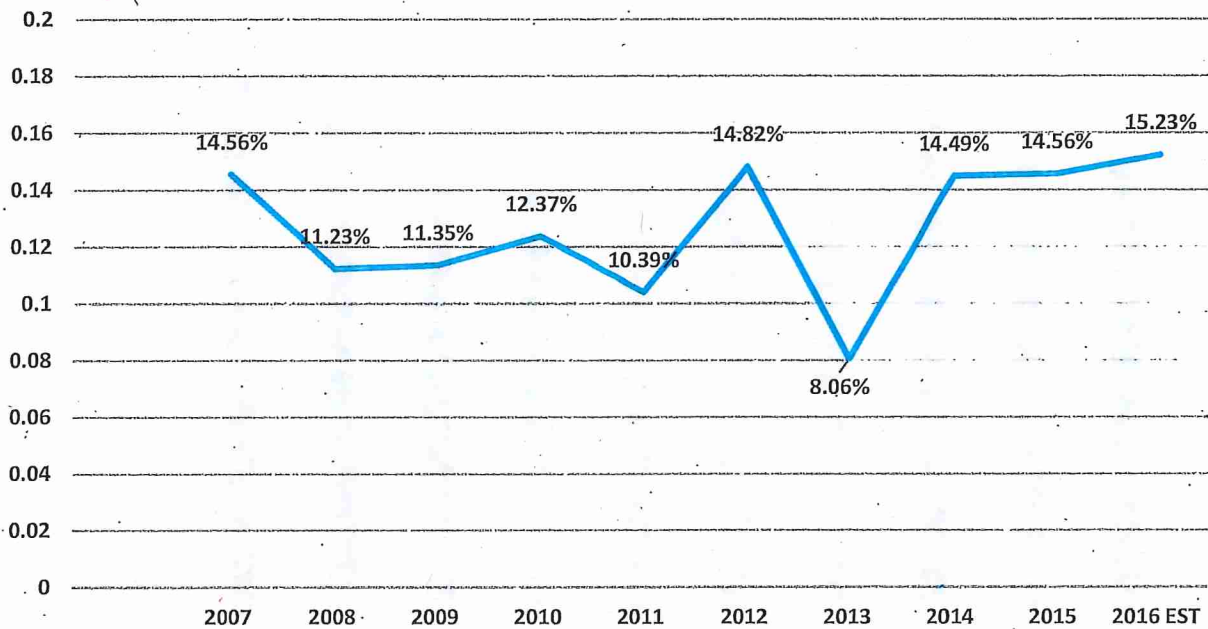
## Total Levy



## Debt Levy & Total Levy



## % Debt Levy of Total Levy



# 2016 Debt Service

## 2016 Proposed

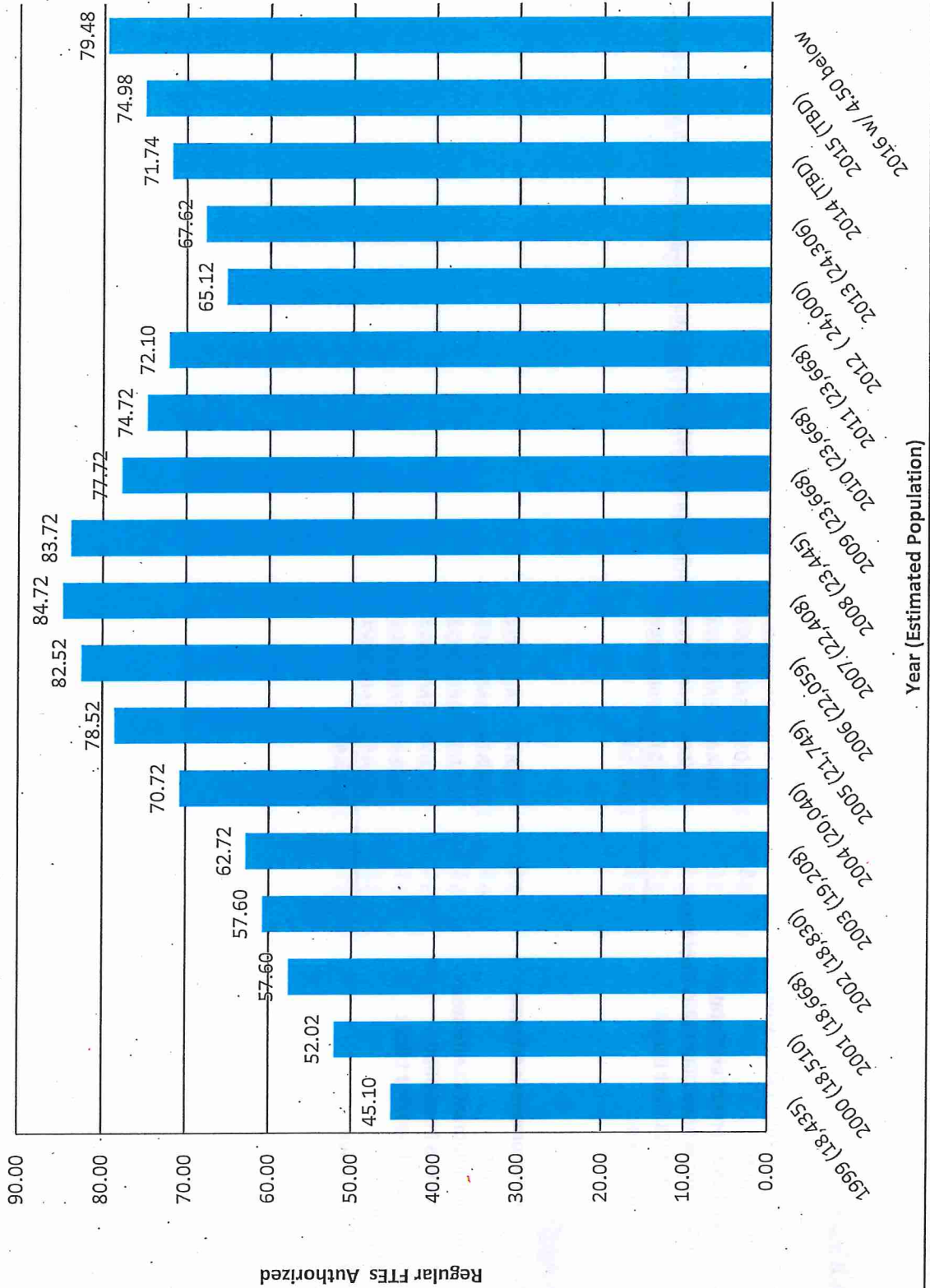
Fire Station #1									
2013 Capital Equipment Certificates									
Municipal Center									
2014 Capital Equipment Certificates									
Garnet & Overlays Road Debt (2015 Debt Issu									
Fire Station #2 (2015 Debt Issue)									
Total Debt Levied	\$	147,420							
	\$	74,505							
	\$	1,072,013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

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

## 2017 Proposed

2013 Capital Equipment Certificates									
Municipal Center									
2014 Capital Equipment Certificates									
Garnet & Overlays Road Debt									
Andrie St & Overlays Road Debt									
Fire Station #2									
Total Debt Levied	\$	73,875							
	\$	1,098,813							
	\$	102,905							
	\$	119,078							
	\$	286,361							
	\$	282,463							
	\$	1,963,495							

# 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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