

City of Ramsey
Agenda
City Council Work Session
Tuesday, September 12, 2017

5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Topics for Discussion**
 1. Consider Cost-Share Options to Construct Temporary Potassium Street Cul-De-Sac
 2. Discussion regarding Staffing During Police Officer Military Deployment
 3. Continued Discussion of the General Fund Budget and Tax Levies
- 3. Topics for Future Discussion**
 1. Review Future Topics/Calendar
- 4. Mayor/Council/Staff Input**
- 5. Adjournment**

Meeting Date: 09/12/2017

Information

Title:

Consider Cost-Share Options to Construct Temporary Potassium Street Cul-De-Sac

Purpose/Background:

Purpose:

The purpose of this case is to discuss cost-share options for constructing a temporary aggregate surfaced cul-de-sac on the north end of Potassium Street, north of old Nowthen Boulevard.

Background:

A dispute exists between the City and the property owners regarding the existing Potassium Street easement width on the property located at 15641 Potassium Street.

The segment of Potassium Street, north of old Nowthen Boulevard, is a gravel road with no outlet. For the last few decades or so, the City has been maintaining this road, including an area on 15641 Potassium Street used by vehicles to turn around. However, this property was recently purchased by Ron and Shannon Schmitz who then posted no trespassing signs near the street on the south end of the property. This caused Ace Solid Waste to inform its customers along Potassium Street that they would no longer serve their properties since they could no longer safely turn their trucks around at the north end of Potassium Street.

Both parties acknowledge a 33-foot easement exists on the west side of the property, but the City contends that a 66-foot easement exists as conveyed by a previous Deed transfer to the public. The Schmitz's dispute that the additional 33-foot easement exists.

The City Attorney has noted that the City has other protections above and beyond the existing easements due to the length of time that the City has maintained this road for public use.

Based on early communications between both parties, the cost share for each party ranged between \$3,000 and \$9,000. Based on the cost-share proposal using quotes, costs for each party range from \$10,700 to \$21,500.

Below is a brief summary of actions to date.

February 7, 2017 - The City received the attached Settlement Offer from Mr. Schmitz.

May 1, 2017 - The City conveyed the following cost-share proposal to the Schmitz's attorney:
City obligations:

- Obtain consent from property owners to provide easements and draft and record the easement agreements.
- Retain Hakanson Anderson to design the requisite plans and specifications at the City's cost.
- City to provide surveyor to stake the easement area and turn-around.
- Provide at no cost the aggregate base class 5 material needed for construction.
- City to pay own legal fees.

Schmitz's obligations:

- Pay for construction costs, including Hakanson's project administration costs and inspection fees.
- Transport gravel from City reserves to the construction site.
- Schmitz to pay own legal fees.

May 10, 2017 - Schmitz Attorney stated the Schmitz's could not respond to this proposal until the City quantified all costs proposed to be paid by both parties.

June - August 2017 – City retained Hakanson Anderson to prepare plans and specifications for use in soliciting quotes from Contractors.

August 17, 2017 - Three quotes were received, the lowest being \$21,500.

August 18, 2017 - City presents updated cost-share proposal to Schmitz's based on lowest quote received.

August 30, 2017 – Schmitz's respond to cost-share proposal (attached).

The City Attorney will be present to discuss the case.

Timeframe:

Staff anticipates 15 minutes will be needed for presentation and discussion of this case.

Funding Source:

Any City cost share is proposed to be taken from the Public Improvement Revolving fund..

Responsible Party(ies):

City Engineer Westby will lead the discussion. City Attorney Langel will be present to address legal questions.

Outcome:

Council is requested to consider the following options.

1. Accept the Schmitz's cost-share offer based on August 30, 2017 email.
2. Make counter-offer to accept greater cost-share from Schmitz's (\$6K - \$9K per original expectation, or other)
3. Authorize City Attorney to commence Declaratory Judgment action to declare Potassium Street a Ramsey city street accessible by the public. Council would need to adopt a resolution authorizing this action.

If this matter is not resolved in a timely manner, Ace may once again refuse to collect waste along Potassium Street. Staff therefore recommends consideration of alternative #2 which would seem to offer the fastest path to resolution while requiring a more significant cost contribution from the property owner considering the benefit they will receive from the improvements.

Attachments

[Schmitz Offer Letter](#)

[Schmitz response email](#)

[Site Location Map](#)

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Bruce Westby	09/07/2017 02:58 PM
Bruce Westby (Originator)	Bruce Westby	09/07/2017 03:03 PM
Kurt Ulrich	Kurt Ulrich	09/07/2017 03:24 PM
Form Started By: Bruce Westby		Started On: 09/07/2017 05:31 AM
Final Approval Date: 09/07/2017		

FOR SETTLEMENT PURPOSES ONLY
SUBJECT TO MINN. R. CIV. P. 408

SENT VIA EMAIL

February 7, 2017

Tim Gladhill
Community Development Director
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Proposed Turn-Around Area – Potassium

Dear Mr. Gladhill,

Outlined herein are two options for resolving the issue at hand along with an estimate for services from a local engineering firm, their estimate of the costs associated with the proposal, and the party's respective estimated contributions.

While multiple estimates were sought, only two firms responded (most complete response attached hereto.) It has been voiced as a concern by multiple engineering firms and contractors that they (the vendors providing services for either of these two options) would require assurances from the City of Ramsey that their participation in this project will not negatively affect their future opportunities with the City of Ramsey.

General Points Of Agreement

Schmitz's

- General release of all claims against the City arising out of the property dispute
- Offer \$3,000 toward the fulfillment of Option 1 or 2
 - Plus approximately an additional \$2K for underground cable for Option 1
- Allow turn-around in driveway area located at the end of the paved driveway west of the family's garage for 120 days or until new area is ready, whichever is less

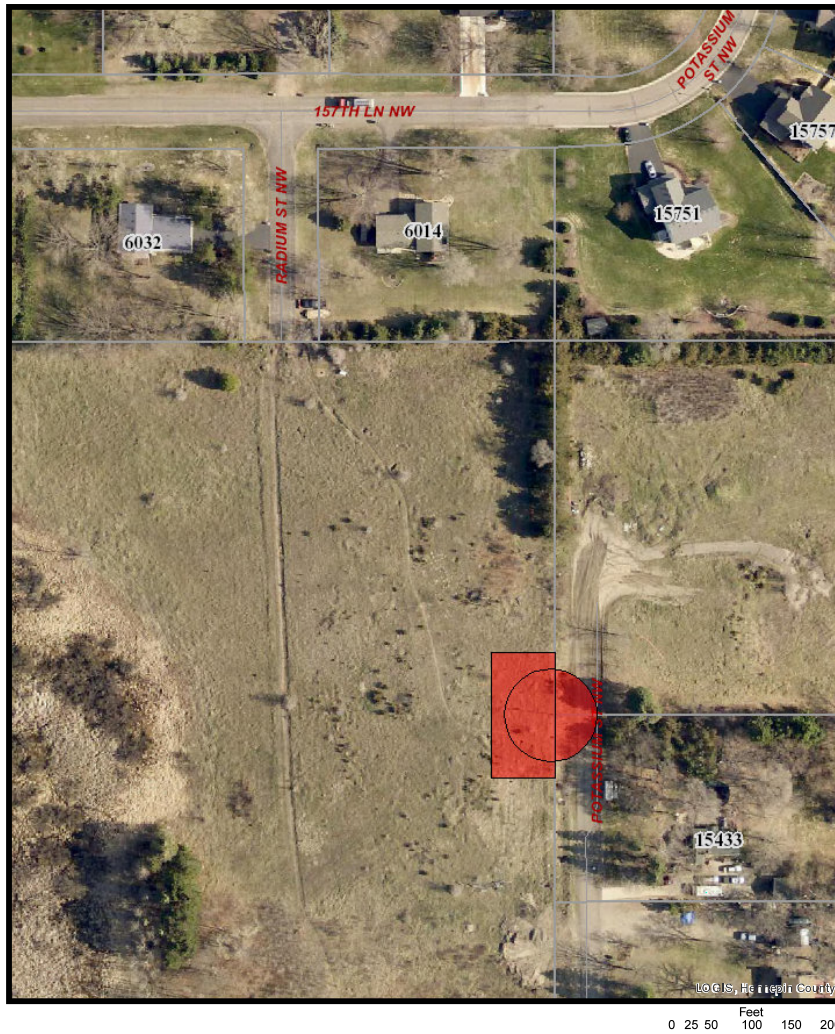
City

- General release of all claims against the Schmitz's and the land in dispute
- Provide for Class V material out of City reserves for Option 1 or Option 2
- Provide supervision for implementation of Option 1 or Option 2
- Work with Contracting firm(s) to reduce costs to a reasonable level

Option 1 – Arced Area SW Corner of Schmitz’s Potassium Property Extending into Shade Tree Communities, LLC Property Located Adjacent to the West

- Per drawings provided by City
 - Area to be a radius from the SW lot corner of the Schmitz’s
 - Extending due East to eastern edge of current improved surface drive area
 - Arcing from this point to the northwest until intersecting with the western boundary of the Schmitz’s property due north of the SW corner of the property
- Move electrical pole to accommodate the new area
 - Approximately \$2,500 for pole relocation
 - Schmitz’s responsible for additional charges for underground connection to new pole location
- Lower raised area property to current improved surface drive area elevation
- Install appropriate drainage angle to maintain current runoff directions
- Install appropriate Class V to accommodate customary vehicle traffic for this local
- Develop permanent solution on adjoining property to west within 36 months and vacate arced area at that time
- Approximate total cost of \$18-23K
- Approximately \$10K of this estimate is for Class V and excessive excavation fees
 - This should be able to be pulled from City reserves and excavation costs reduced from \$3,600 to approximately \$1,600
- City’s contribution to be \$5-8K

Potassium St CDS Concept 75'



Print Date: October 4, 2016

Option 2 – Rectangular Area Located to the South of Schmitz’s Property and Combining the Current Roadway, Roadway Easement Area(s) and Area to the West of Current Roadway

- Per attached drawings
 - Area to begin along southern boundary of Schmitz’s property
 - Beginning at the eastern edge of current improved surface drive area
 - Approximately 37 feet from Schmitz’s SW lot corner marker
 - Extending to the west approximately 80 from this point
 - Extending due south from this NW point to approximately the driveway area of adjacent property.
 - Returning from this SW point to the east to the eastern edge of current improved surface drive area

- No electrical pole to relocate
 - Savings of time and approximately \$2,500
- Comparative elevation along western edge of improved surface driving area
 - Reduced cost of leveling
- May be integrated into future development plans for adjacent property
- Approximate cost of \$15-18K
- Approximately \$10K of this estimate is for Class V and excessive excavation fees
 - This should be able to be pulled from City reserves and excavation costs reduced from \$3,600 to approximately \$1,600
- City's contribution to be \$3-5K



**ENGINEER'S ESTIMATE
CITY OF RAMSEY
POTASSIUM STREET CUL-DE-SAC CONSTRUCTION**

ITEM NO.	DESCRIPTION	UNIT	UNIT COST	ESTIMATED QUANTITY	ESTIMATED COST
1	Mobilization	LS	\$1,500.00	1	\$1,500.00
3	Salvage and Re-spread Topsoil	LS	\$1,500.00	1	\$1,500.00
4	Common Excavation	CY	\$12.00	300	\$3,600.00
5	Aggregate Surfacing, Class 5	TN	\$20.00	400	\$8,000.00
6	Turf Establishment	LS	\$1,000.00	1	\$1,000.00
					\$15,600.00

Approximate \$3,500 fee for engineering services not listed above.

The Schmitz's wish to resolve the this matter as soon as possible. I look forward to hearing from you and working with you on resolving these issues.

Keith A. Pieper

Gilbert Alden PLLC
2801 Cliff Road East
Suite 200
Burnsville, MN 55337

Direct: 612-940-5633
Email: Keith@GilbertAlden.com

Bruce Westby

From: Ron Schmitz <SCHMITZ1301@msn.com>
Sent: Wednesday, August 30, 2017 8:41 PM
To: Bruce Westby
Cc: Charlie@gilbertalden.com; Kurt Ulrich; Joe Langel; Shannon Schmitz
Subject: Re: Proposed Potassium Street Aggregate Cul-De-Sac Cost-Share Amounts

Hi Bruce,

Shannon and I have reviewed the cost-share amounts and design proposed by the City of Ramsey. We believe the design proposed is the best option at this point. As mentioned during our meeting on Friday, August 11th we will not agree to any cost-share where we are to fund 100% of the construction. As a gesture of good-faith, we will offer to contribute \$3,000 to the cost of the cul-de-sac construction assuming both parties can agree to terms and conditions in a written agreement.

Here are our arguments as to why we will only offer \$3,000 to the cost of construction:

- First, from a legal perspective the City of Ramsey has no recorded easement on our property.
- Second, the city attorney has argued the City of Ramsey can claim an easement under Minn. Stat. § 160.05 subdivision 1. We find this implausible. As you witnessed during our meeting on Friday, August 11th, the City of Ramsey has not been maintaining the area in our front yard. If the city was maintaining the area in our front yard, it would have graded or paved the front yard, or at least removed the garbage piles that were present before our home was built. Also, the area in our front yard is not of similar character or quality to the rest of Potassium St NW let alone other streets near the property. Lastly, the area in our front yard does not come anywhere close to the design standards in the proposed design.
- Third, the City of Ramsey's claim of an easement is further undone by the fact that the City of Ramsey approved our construction permits in 2015, and signed off on them without the existence of any easements. Our certificate of survey with no easements was approved by the city with our construction plans on August 3, 2015. City of Ramsey Planning and Engineering staff held a meeting on August 17, 2015 to discuss our permit application and encumbrances on the property, and again nothing arose.
- Fourth, the proposed cul-de-sac is not on our property though it will require a permanent easement on our property. We will not pay for construction of a cul-de-sac while also giving a permanent easement to the City of Ramsey on our property without being compensated.

- Fifth, the benefit to us is to stop ACE, an agent of the City of Ramsey, from further damaging, trespassing, and conducting unsafe turnarounds on our property. The other waste haulers servicing Potassium St NW don't turnaround in our front yard so we won't spend \$21,500 to benefit ACE.
- Sixth, between our building permit (over \$6,000) and our current annual property taxes (over \$5,000 with more than 35% going to the City of Ramsey) we believe the city demanding us to pay 100% for a cul-de-sac on someone else's property to benefit ACE is absurd.

Bruce, we appreciate meeting with you and your work to resolve the matter. We understand you are the messenger of the cost-share amounts based on the proposed agreement from the city attorney. We do find the cost-share amounts as initially proposed extremely disappointing. After what we believe are several missteps by the City of Ramsey, aggressive and intimidating actions toward us with respect to this dispute, the city attorney's proposal suggesting we pay 100% of the construction costs is outrageous.

Again, as a gesture of good-faith which seems to extend in only one direction, in our opinion, our offer is to contribute \$3,000 to the cost of the cul-de-sac construction. As a condition of this contribution, we would require a settlement agreement confirming that among other things, the City of Ramsey has no recorded or unrecorded easements on our property.

We look forward to hearing back from you.

Thanks,
Ron Schmitz

From: Bruce Westby <bwestby@ci.ramsey.mn.us>
Sent: Friday, August 18, 2017 3:28 PM
To: Ron Schmitz; Shannon Schmitz
Cc: Charlie@gilbertalden.com; Kurt Ulrich; Joe Langel
Subject: Proposed Potassium Street Aggregate Cul-De-Sac Cost-Share Amounts

Good afternoon, Ron and Shannon.

As we discussed last Friday, the City received quotes yesterday for constructing a temporary aggregate surfaced cul-de-sac located on the north end of Potassium Street, south of your property per design option #2. Below are all costs proposed to be paid by each party based on the lowest quote, on Hakanson Anderson's engineering fees for the final plans and specifications used to solicit quotes, and on the City Attorney's cost-share proposal as submitted to your attorney on May 1st.

City's obligations:

- Obtain consent from property owners to provide easements, draft and record easement agreements. \$ 3,500
- Retain Hakanson Anderson to design the requisite plans and specifications. \$ 3,800

- City to provide surveyor to stake the easement area and turn-around. \$ 1,000
- Provide at no cost the aggregate base class 5 material needed for construction. \$ 2,400 (240 CY @ \$10/CY)
- City to pay own legal fees.

N/A

TOT

AL = \$10,700

Schmitz's obligations:

- Construction costs, including Hakanson's project administration costs and inspection fees. \$21,500
- Transport gravel from City reserves to the construction site. \$ 0 (included in construction costs)
- Schmitz to pay own legal fees.

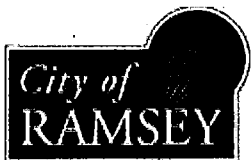
N/A

TOT

AL = \$21,500

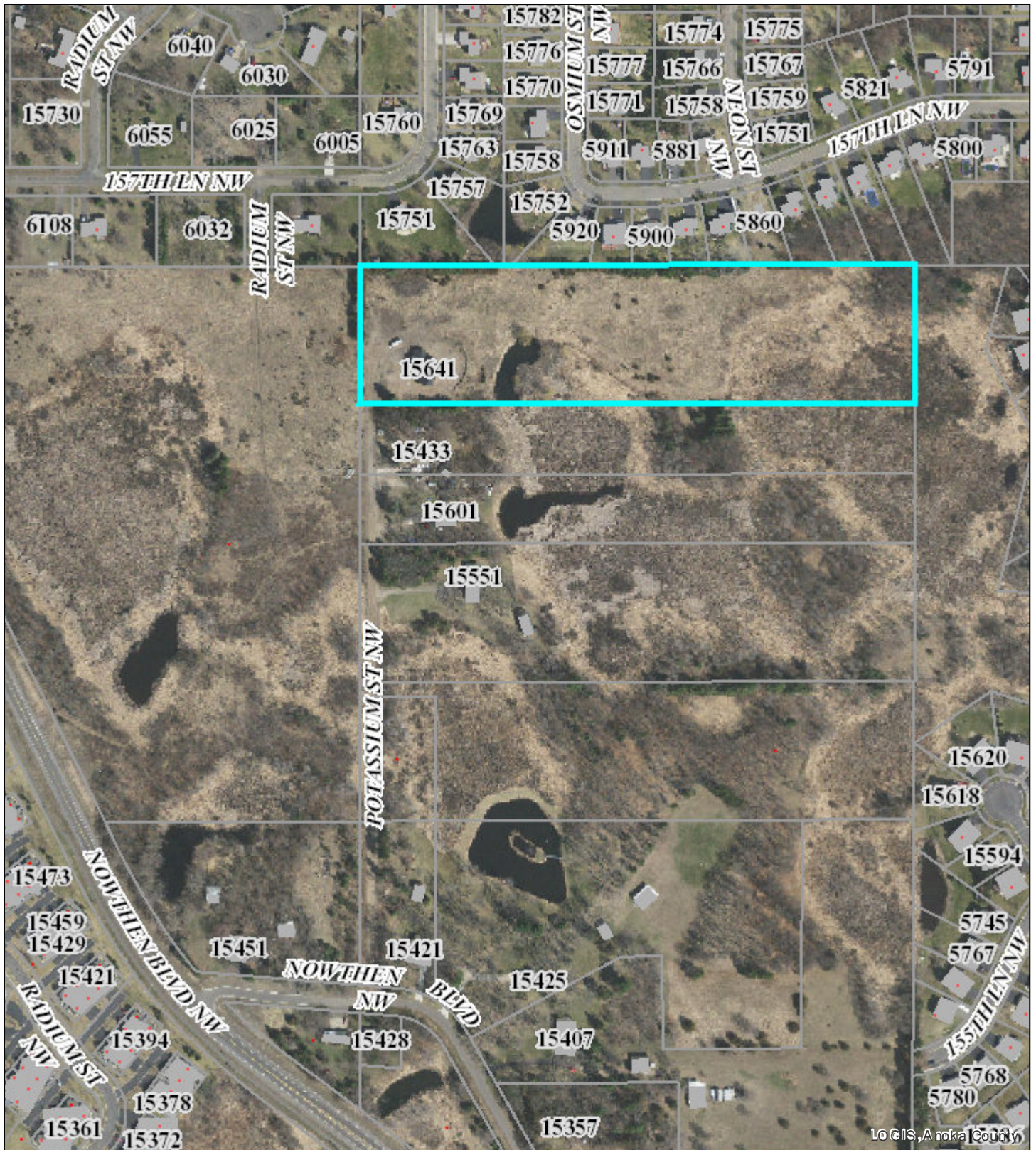
Please review and respond with your comments at your earliest convenience. Once cost-share amounts are agreed upon, the City can finalize a cost-share agreement for execution by both parties. The soonest we can present an agreement to Council for approval is September 12th. In the meantime, I will continue to work with the three (3) impacted property owners (including yourselves) to execute easement agreements as required for construction and maintenance of the cul-de-sac. Easement agreements should be presented to Council for approval at the same time as the cost-share agreement. If the required agreements are executed soon, construction of the aggregate surfaced cul-de-sac can be completed this fall.

Thanks, Bruce

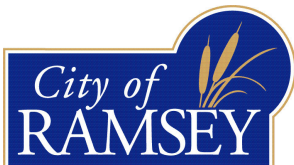


Bruce Westby, P.E.
 City Engineer
 7550 Sunwood Drive NW | Ramsey, MN 55303
 763-433-9825 (Direct) | 763-647-4485 (Cell)
bwestby@cityoframsey.com
www.cityoframsey.com

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



LO GIS, A roka County



Potassium Street Easement

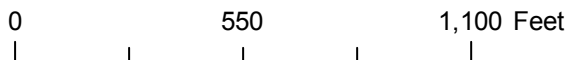
15641 POTASSIUM ST NW
23-32-25-12-0003

Legend

-  Site
-  Parcels



Print Date: May 4, 2017



Meeting Date: 09/12/2017

Information

Title:

Discussion regarding Staffing During Police Officer Military Deployment

Purpose/Background:

The Ramsey Police Department is budgeted for 25 licensed Police Officers in 2017 and 2018. Currently, the Police Department is staffed at 24 officers and in the hiring process to replace a recent officer resignation. If the hiring process is not delayed and the candidate successfully completes training, this new hire will be ready for duty in March 2018.

In addition to the current vacancy under recruitment, on September 7, 2017 a fulltime Police Officer went on military leave and deployed until July of 2018. This brings police officer staffing to 23 through March 2018, 24 through July 2018, and 25 thereafter. These staffing numbers do not account for medical leaves, planned or unplanned. The Human resources manager has done research and consulted the League of Minnesota Cities on options related to staffing during military deployments. The City can hire a Police Officer on a temporary basis to fill the position during military deployments. However, as we know, the person being hired would not replace the deployed officer; therefore the temporary officer would be laid off when the military leave is completed and eligible for unemployment wages paid by the City. This temporary employee would likely be eligible, per the union contract, to be recalled within two years before any new employee was hired. The field training time for an officer is a minimum of 3 months which is labor intensive and expensive. Staff doesn't recommend training a Police Officer for a temporary job.

There are personnel cost savings to the City related to military deployments and the Police Department working below budgeted staffing levels. The savings in this case is estimated to be just over \$42,000. If not filled, the cost of overtime wages for 2018 will increase to fill the vacancy created by the military deployment. The savings amount equates to approximately fifty-two 12-hour shifts at overtime wages or about 60% of the deployed officer's missed hours.

In the five and ten year planning and budgeting documents, the Police Department identified the need for an additional police officer in 2019. This is based on population growth trends and calls for service. The city's estimated population is 26,800 and the police calls for service in 2017 is projected to exceed 12,000, an all time high.

Potential options for the City Council to consider include, but may not be limited to:

- 1) Direct staff to use existing officers, at overtime wages, to fill the schedule.
- 2) Direct staff to hire a temporary officer - not recommended.
- 3) Direct staff to hire a regular fulltime officer; likely utilizing the current recruitment roster. The cost of a fulltime officer hired in January 2018 would normally be approximately \$78,030 in total; however with the savings listed above the additional cost would be about \$36,000. It should be noted, this option would by-pass the normal 2019 budgeting discussions; automatically adding a fulltime Police Officer to the 2019 budget, which may put limitations on other City positions that may be necessary in 2019.

Staff is looking for discussion and direction from the City Council regarding staffing during this military leave.

Timeframe:

30 minutes

Funding Source:

Dependent on discussion, would be from 2018 operating budget.

Responsible Party(ies):

Colleen Lasher

Outcome:

Staff is looking for discussion and direction from the City Council on staffing during this military leave.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	09/07/2017 07:39 AM
Kurt Ulrich	Kurt Ulrich	09/07/2017 01:56 PM
Form Started By: Jeff Katers		Started On: 09/06/2017 10:02 AM
Final Approval Date: 09/07/2017		

CC Work Session

2. 3.

Meeting Date: 09/12/2017

Information

Title:

Continued Discussion of the General Fund Budget and Tax Levies

Purpose/Background:

The proposed General Fund Budget and tax levies are scheduled to be adopted at the regular City Council meeting of September 26, 2017. The worksession will provide a final review before preliminary adoption.

The following attachments are included for review:

Updated Budget Notes

Proposed Tax Capacity Rate Calculation (Fiscal Disparity Numbers have been updated from County)

Anoka County Cities 2017 Tax Capacity Rates Comparison

2018 Full General Fund Budget

Concept Idea: Road Funding

Senior Planner Position Profile

Timeframe:

20-30 minutes

Funding Source:

Responsible Party(ies):

Finance Director & City Administrator

Outcome:

Reach agreement on Levy and General Fund Budget for Preliminary Adoption on September 26, 2017

Attachments

2018 Preliminary Budget Notes

Tax Capacity Rate Calculation

Anoka County Cities Tax Rate Comparison

2018 Proposed General Fund Budget

Concept Idea: Road Funding

Sr Planner Position Planner

Form Review

Inbox

Kurt Ulrich

Reviewed By

Kurt Ulrich

Date

09/07/2017 01:54 PM

Form Started By: Diana Lund
Final Approval Date: 09/07/2017

Started On: 08/25/2017 10:10 AM

2018 Preliminary* (Working Document) Budget/Levy

GENERAL FUND LEVY: \$9,395,242 -\$8,670,635 (2017). **Increase of \$724,607** (increase 8.36%)

EDA LEVY: \$103,981 -\$103,981 (2017). **Increase of \$0**

DEBT SERVICE LEVY: \$1,875,172-\$1,704,442 (2017). **Increase of \$170,730** (increase 10.02%)

TOTAL LEVY: \$11,374,395 - \$10,479,058 (2017). **Increase of \$895,337** (increase 8.54%) **

TAXABLE VALUE: \$22,977,862 - \$20,779,674 (2017) **Increase of \$2,198,188** (increase 10.58%)

Estimated tax capacity rate of 41.686% (42.455% in 2017)

(Fiscal Disparity numbers have been received from County).

**The taxable levy has been reduced by \$202,777 since 7-25-17 worksession.

Amendments:

1. Retirement of Current Police Office Supervisor & refill postion: **(\$16,732)**
2. Workers Comp Adjustment: **(\$12,000)**
3. Add Back Admin Intern: **\$16,882**
4. Admin Asst Changed to Part-Time: **(\$31,869)** See #9 below. **Position removed**
5. Engineering Admin Asst Changed to Part-Time: **(\$33,144)**
6. Anoka County Management System Additional Funding Request: **\$6,556**
7. Road Reconstruction Debt: **(\$3,921)** actual number as sale held
8. EDA levy increase reduced to \$0 **(\$635)**.
9. Personnel Request of PT Admin Assistant, FT Fire Inspector, FT Recreation Assistant & Reclasses have been removed – **(\$155,914)**
10. Possible Special Election - **\$20,000**
11. Add 9 hour week for admin personnel to offset City Clerk hours - **\$12,000**
12. Membership in Miss River Cities & Towns Initiatives - **\$3,000**
13. Fire Personnel Costs Overstated – **(\$7,000)**

LEVY BREAKDOWN:

-General Levy:

General Fund: Levy Increase of \$724,607

A. Contributing Factors of Increase:

1. Personnel – Wages & Benefits (\$479,348 increase):
 - a. 2-1/2% COLA January 1, 2018, ½% July 1, 2018, Steps
 - b. Single Dental for all full-time employees
 - c. Health Insurance Rate Increase of 7.38% employer paid
 - d. **NEW Personnel Requests/Additional Hours: \$196,399**
 1. **FT Senior Planner**
 2. **FT Park Maintenance Worker**
 3. **PT Engineering Administrative Assistant**
 4. **IT Technician from 29 hours week to FT**
 - e. Election Year: \$58,186 increase (includes Possible Special Election)
2. Other Services & Charges (\$80,955 Increase)
 - a. Bi-Annual Survey
 - b. Contracted Professional Services: Building, Engineering

-EDA Levy:

EDA Fund: Levy Increase of \$0

Budget held constant

-Debt Levy: Levy Increase of \$170,730

A. Contributing Factors of Increase:

1. 2017 Road Funding Debt
2. Fire Station #2 debt was decreased by \$125,000 in 2017 from bond proceeds

3. Debt Summary:

2013 Capital Equipment Certificates(2023 Last Year)	73,119
2014 Capital Equipment Certificates (2024 last year)	101,879
2015 Road Improvement Debt (2025 last year)	116,663
Muni Center (2031 last Year)	1,118,613
Fire Station #2 (2033 last year)	224,248
2016 Road Improvement Debt (2026 last year)	146,571
2017 Road Improvement Debt (2027 last	94,079
Total Bonded Debt Levied	\$1,875,172

*Net of \$60,000 from fire station #2 bond proceeds

GENERAL FUND BUDGET:

Proposed Budget: \$12,123,284 (\$11,128,759 in 2017) **Increase of \$994,525 (increase 8.94%)**

Major Changes from 2017 Adopted Budget:

Revenue:

- Property tax: \$9,400,242 (\$8,685,635 in 2017) **Increase of \$714,607**
- LGA: \$0
- Permit Revenue: Held constant
- Charges for Services: \$710,244 (\$619,462 in 2017) **Increase of \$90,782**
Mostly attributed to Engineering Revenue: Staff time on Public Projects: \$58,282 increase
- Interest on Investments: \$70,000 (\$100,000 in 2017) **Decrease of (\$30,000)**
Based on 2016 rate of return
- Transfers In: \$970,598 (\$762,812 in 2017) **Increase of \$207,786**
 - Increase Capital Equipment Purchases: \$205,698. Funding 100% from Equipment Revolving
 - 1M additional Liability Insurance (\$3M total): \$22,588 funded from Insurance Fund
 - ~~2nd Floor Community Room Build Out in Muni Center: \$100,000 from Facility Fund (Moved to 2018-2027 CIP)~~

Expenditures:

- Cola -21/2% + 1/2% July 1 For Everyone + Steps (if available)
- Single Dental for all full-time employees
- Health Insurance: -7.38% increase for each employer paid plan based on documentation from Union contract settlements 12/13/16
- Capital Equipment: 100% Funded from Equipment Revolving Fund
Equipment Fund Est Balance after 2018: \$1,015,000

GENERAL FUND BUDGET CONTINUED:

Departmental Budget Changes:

Note: All departments with staff have increases in personnel costs due to COLA, Steps & Health Ins

- City Council (111) – \$24,392 Increase:
 - \$16,000 Bi-Annual Resident Survey – next year of survey will be in 2020
 - \$8,961 new memberships in Metro Cities, National League of Cities and Mississippi River Cities and Towns

- Administration (130) – (\$1,040) Decrease:
 - (\$52,368)-City Clerk Phased Retirement
 - See Dept 892 Council Contingency for offset clerk hours 9 hours week
 - \$22,588-\$1M additional Liability Insurance – Insurance fund funds

- Elections (141) – \$41,736 Increase:
 - Election Year
 - See Dept 892 Council Contingency for Possible Special Election

- Finance (153) – \$12,594 Increase:
 - COLA, Steps & Health Insurance

- Community Development (191) - \$89,674 Increase:
 - \$92,314 FT Senior Planner
 - If Senior Planner not hired \$20,000 in Prof Services will need to be added back

- Data Processing (192) – \$52,353 Increase:
 - \$27,012 IT Tech to F.T. from 29 hour week
 - \$13,000 Capital Increase for On Site Storage for Bldg Surveillance Video

- Police (211): \$61,711 Increase
 - COLA, Steps, PERA, Workers Comp & Health Ins
 - Retirement of Office Manager & Refill Position
 - (\$77,906) Decrease in Capital – 2 squad vehicles requested in 2018 for \$65,000

- Fire (220): \$108,678 Increase
 - \$98,100 Capital Equipment Increase: \$175,000 for 28 SCBA's & \$45,000 for Grass Truck

- Building (240): \$31,884 Increase
 - \$16,892 Increase in Professional Service for inspections (offset with building permit rev)

- Traffic Engineering (260): \$49,006 Increase
 - \$39,000 Capital Increase for Programmable Message Board

GENERAL FUND BUDGET CONTINUED:

Departmental Budget Changes Continued:

- Engineering (301): (\$2,847) Decrease:
 - (\$31,016) Engr Tech V Phased Retirement
 - \$25,000 increase in professional services due to phased retirement
 - \$22,898 Admin Asst (Feb 1 start)
 - Engr Sec/Asst moved to Parks Department if Admin Asst is Approved

- Public Works (311): \$238,303 Increase:
 - \$243,270 Increase in capital equipment purchases: \$188,000 Dump with Plow, \$37,270 ¾ Ton Truck, & \$18,000 for ATV

- Snow & Ice (312): \$26,918 Increase:
 - \$27,500 Salt increase to bring back to level prior to 2017 when had excess

- Park & Rec (452): \$250,220 Increase:
 - \$54,175 F.T. Park Maintenance Worker (Mar 1 start) Bring to 2011 staffing levels
 - Engr Sec/Asst moved to Parks Department if Admin Asst is Approved
 - \$122,740 Increase in capital equipment purchases: \$41,170 ¾ Ton Truck, \$63,570-1-ton truck & \$18,000 for ATV

- Community Programs: \$2,000 Increase:
 - (\$3,000) Donation to Family Promise removed
 - \$5,000 Increased donation to \$10,000 for Ramsey Foundation Concerts in the Park

- Contingency (892): (\$3,993) Decrease:
 - \$20,000 for possible special election
 - \$12,000 Possible 9 hours week personnel to offset City Clerk hours

SCENARIO PROPOSED AT WORKSESSION OF 8-22-17 & Updated with \$28,000 Requests: 9 hours/wk to offset City Clerk Position, Poss Spec Elec & MRCTI membership

2018 Proposed - Reduction in General Fund Levy: \$155,914				10.58% Increase	
	Certified	Fiscal Disp**	Local Levy	Estimated 2018 Taxable Value	Estimated Tax Capacity
General	9,395,242	1,484,101	7,911,141	22,977,862	34.429%
EDA	103,981	11,230	92,751	22,977,862	0.405%
Bonds	1,875,172 *	300,965	1,574,207	22,977,862	6.852%
Total Levy	11,374,395	1,796,296	9,578,099		41.686%

*reduced by excess fire bond proceeds of \$60,000
 ** Fiscal Disparity # has been updated to Reflect County #'s

Total Levy Increase of \$895,337 (8.54%) over 2017: General Levy Increase: \$724,607 (8.36%)/ Debt Levy Increase: \$170,730 (10.02%)

To get 2018 Proposed tax capacity rate at 2017 adopted rate could add back: \$177,000

SCENARIO PROPOSED AT WORKSESSION OF 8-22-17: Personnel Requests: Sr Planner, Park Maint Worker, PT Engr Asst, Curretn IT to Full-Time (29 to 40 hours): \$196,399 levy request

2018 Proposed - Reduction in General Fund Levy: \$155,914				10.58% Increase	
	Certified	Fiscal Disp**	Local Levy	Estimated 2018 Taxable Value	Estimated Tax Capacity
General	9,367,242	1,484,101	7,883,141	22,977,862	34.308%
EDA	103,981	11,230	92,751	22,977,862	0.405%
Bonds	1,875,172 *	300,965	1,574,207	22,977,862	6.852%
Total Levy	11,346,395	1,796,296	9,550,099		41.564%

*reduced by excess fire bond proceeds of \$60,000
 ** Fiscal Disparity # has been updated to Reflect County #'s

Total Levy Increase of \$867,337 (8.28%) over 2017: General Levy Increase: \$696,607 (8.03%)/ Debt Levy Increase: \$170,730 (10.02%)

To get 2018 Proposed tax capacity rate at 2017 adopted rate could add back: \$205,000

2017 Adopted Levy

2017 Adopted Levy				5.97% Increase	
	Certified	Fiscal Disp	Local Levy	Estimated 2017 Taxable Value	Estimated Tax Capacity
General	8,670,635	1,373,708	7,296,927	20,779,674	35.116%
EDA	103,981	10,905	93,076	20,779,674	0.449%
Bonds	1,704,442 *	272,867	1,431,575	20,779,674	6.890%
Total Levy	10,479,058	1,657,480	8,821,578		42.455%

*reduced by excess fire bond proceeds of \$125,000

Total Levy Increase 2016 to 2017: \$507,983 (5.09%)
 General Fund Levy Increase: 382,914 (4.62%) Debt Levy: 94,706 (5.88%)

Tax Capacity Rate Anoka County Cities

City	2016 Final Tax Rate	2017 Final Tax Rate
Ham Lake	27.02%	25.578%
Oak Grove	26.32%	25.580%
Nowthen	28.70%	26.417%
Blaine	36.37%	34.946%
Andover	38.28%	37.375%
Anoka	42.35%	40.913%
Ramsey	43.41%	42.454%
Coon Rapids	45.10%	44.212%
Lino Lakes	45.99%	45.140%
East Bethel	51.00%	47.222%
Fridley	44.91%	48.218%
Columbus	53.64%	50.259%
Spring Lake Park	54.56%	52.464%
St. Francis	58.35%	54.117%
Circle Pines	59.68%	59.484%
Bethel	69.75%	63.964%
Lexington	76.78%	63.665%
Columbia Heights	79.24%	68.546%
Centerville	70.99%	69.654%
Hilltop	98.61%	94.971%

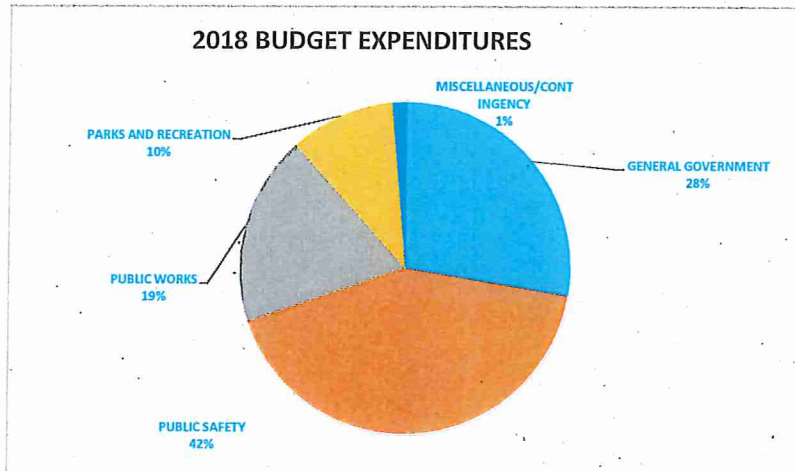
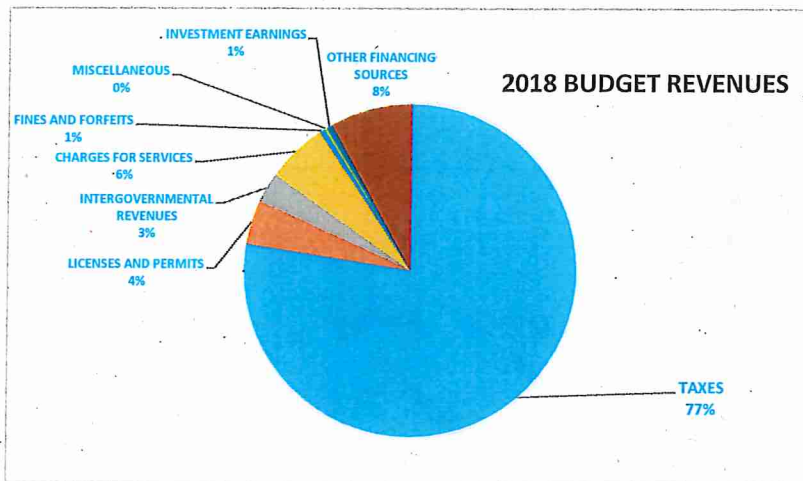
GENERAL FUND 101 - BUDGET SUMMARY

REVENUES

	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
TAXES	7,272,007	7,961,871	8,261,529	8,685,635	9,400,242
LICENSES AND PERMITS	451,323	784,954	526,009	511,800	512,750
INTERGOVERNMENTAL REVENUES	432,476	470,713	482,242	352,050	359,750
CHARGES FOR SERVICES	643,423	836,603	679,223	619,462	710,244
FINES AND FORFEITS	72,216	60,236	66,411	66,000	68,700
MISCELLANEOUS	67,131	28,776	36,069	31,000	31,000
INVESTMENT EARNINGS	209,969	76,953	55,841	100,000	70,000
OTHER FINANCING SOURCES	931,934	890,248	896,352	762,812	970,598
TOTAL REVENUES	10,080,479	11,110,354	11,003,676	11,128,759	12,123,284

EXPENDITURES

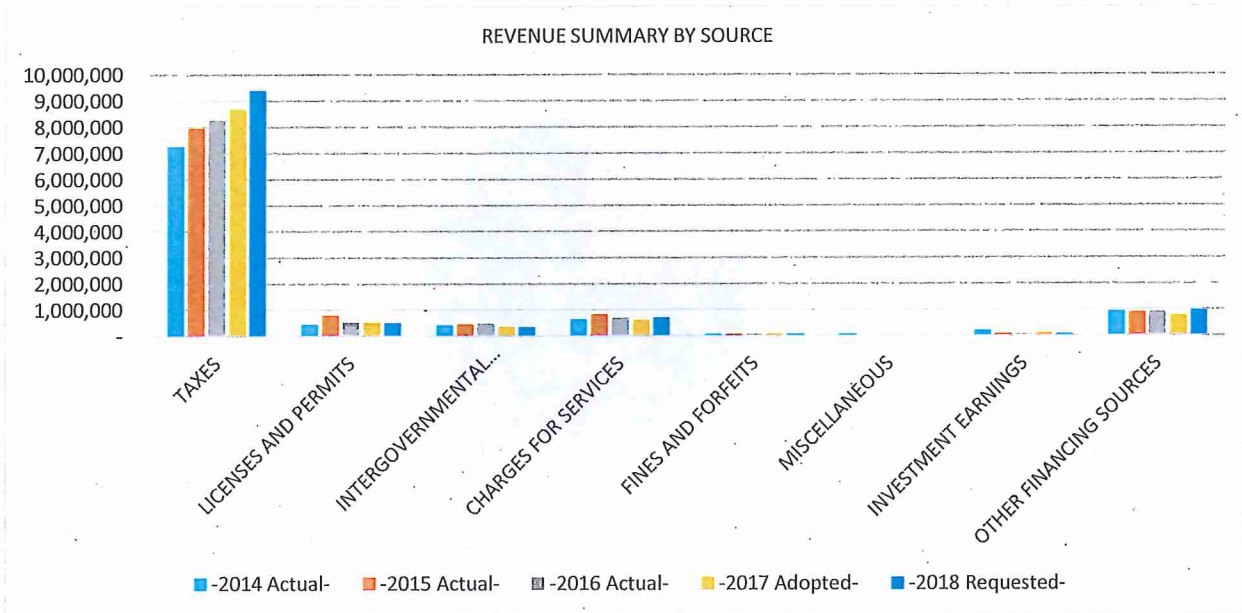
	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
GENERAL GOVERNMENT	2,352,144	2,553,779	2,802,966	3,127,038	3,355,433
PUBLIC SAFETY	3,904,643	4,179,687	4,491,423	4,843,668	5,099,197
PUBLIC WORKS	2,065,253	1,846,843	2,047,604	1,987,875	2,250,249
PARKS AND RECREATION	851,845	990,300	1,008,271	989,730	1,241,950
MISCELLANEOUS/CONTINGENCY	765,549	1,370,784	529,284	180,448	176,455
TOTAL EXPENDITURES	9,939,434	10,941,393	10,879,548	11,128,759	12,123,284



GENERAL FUND 101 - REVENUE SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
TAXES	7,272,007	7,961,871	8,261,529	8,685,635	9,400,242
LICENSES AND PERMITS	451,323	784,954	526,009	511,800	512,750
INTERGOVERNMENTAL REVENUES	432,476	470,713	482,242	352,050	359,750
CHARGES FOR SERVICES	643,423	836,603	679,223	619,462	710,244
FINES AND FORFEITS	72,216	60,236	66,411	66,000	68,700
MISCELLANEOUS	67,131	28,776	36,069	31,000	31,000
INVESTMENT EARNINGS	209,969	76,953	55,841	100,000	70,000
OTHER FINANCING SOURCES	931,934	890,248	896,352	762,812	970,598
TOTAL REVENUES	10,080,479	11,110,354	11,003,676	11,128,759	12,123,284

HISTORICAL LEVY AMOUNTS

2014 LEVY	\$ 7,201,730	-0.65%
2015 LEVY	\$ 7,921,570	10.00%
2016 LEVY	\$ 8,287,716	4.62%
2017 LEVY	\$ 8,670,635	4.62%
2018 LEVY	\$ 9,395,242	8.36%



GENERAL FUND 101 - REVENUE BY SOURCE		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
TAXES						
4011	CURRENT-AD VALOREM TAXES	5,719,801	6,544,869	6,937,975	7,402,635	7,911,242
401A	CURRENT-UNCOLLECTED ALLOWANCE			-	(100,000)	(100,000)
4012	DELINQUENT-AD VALOREM TAXES	60,718	119,331	52,984	75,000	75,000
4014	FISCAL DISPARITIES	1,355,851	1,268,926	1,240,144	1,268,000	1,484,000
4015	EXCESS TAX INCREMENTS	119,556	856	21,882	20,000	20,000
4018	PENALTY/INT-AD VALOREM TAXES	16,081	27,889	8,544	20,000	10,000
TAXES Total		7,272,007	7,961,871	8,261,529	8,685,635	9,400,242

LICENSES AND PERMITS						
- BUSINESS LICENSES/PERMITS						
4140	CREDIT CARD PROCESSING FEES	(7,210)	(12,280)	(24,342)	(19,000)	(30,000)
4155	LIQUOR-ON SALE	43,550	43,400	38,200	42,000	38,000
4156	LIQUOR-OFF SALE	948	740	906	750	1,200
4159	MECHANICAL LICENSE	8,850	11,950	10,700	10,000	10,500
4163	PAWNSHOP LICENSE	7,121	6,695	5,798	6,500	5,000
4164	CIGARETTE SALES LICENSE	2,062	2,675	3,300	2,500	3,000
4165	REFUSE HAULERS LICENSE	350	350	200	350	350
4166	MOTOR VEHICLES LICENSE	5,832	3,850	2,625	-	-
4168	PEDDLERS LICENSE	1,700	1,520	1,955	1,700	1,700
4169	GASOLINE SALES LICENSE	1,769	2,042	-	-	-
4170	OTHER BUSINESS LICENSES & PERM	780	2,115	1,073	1,500	1,000
4171	INVESTIGATIVE FEES	2,609	4,326	4,942	3,000	3,000
- NON-BUSINESS LICENSES/PERMITS						
4205	BUILDING PERMIT	226,624	472,551	288,360	300,000	300,000
4206	PLUMBING PERMIT	30,077	56,197	32,255	33,000	35,000
4207	ANIMAL LICENSE	851	1,280	1,410	1,000	1,000
4208	HEATING PERMIT	31,894	42,417	40,742	33,000	35,000
4209	CONDITIONAL USE PERMIT	6,130	6,550	6,000	5,000	6,000
4211	SIGN PERMITS	2,725	2,650	1,825	2,500	2,500
4212	RENTAL LICENSE	2,700	8,475	-	5,000	2,500
4213	FIRE PERMIT	4,666	9,066	7,573	9,000	9,000
4214	ELECTRICAL INSPECTION PERMIT	42,158	63,012	58,255	40,000	50,000
4220	SEPTIC SYSTEM PERMIT	22,880	33,648	29,275	20,000	25,000
4221	URBAN SEWER PERMIT	4,697	8,700	6,150	5,000	6,000
4222	URBAN WATER PERMIT	6,175	9,800	6,350	7,000	6,000
4230	OTHER NON-BUSINESS LIC & PERM	1,385	3,225	2,457	2,000	1,000
LICENSES AND PERMITS Total		451,323	784,954	526,009	511,800	512,750

INTERGOVERNMENTAL REVENUES						
- FEDERAL INTERGOVERNMENTAL						
4253	FEDERAL EXCISE TAX REFUND	7,217	8,379	8,051	7,500	8,000
4252	FEDERAL GRANTS	-	-	14,350	-	-
- STATE INTERGOVERNMENTAL						
4262	LOCAL GOVERNMENT AID	91,381	110,352	111,311	-	-
4263	MARKET VALUE HOMESTEAD CREDIT	2,268	3,338	3,272	-	-
4268	MSA FOR STREETS	140,000	140,000	140,000	140,000	140,000
4269	POLICE - INSURANCE PREMIUM TAX	164,378	179,451	186,048	175,000	190,000
4271	POST BOARD REIMBURSEMENT	6,758	7,330	7,591	7,500	7,500
4272	STATE EXCISE TAX REFUND	271	277	335	250	250
4273	OTHER STATE GRANTS & AIDS	20,203	21,586	11,284	13,800	14,000
- LOCAL INTERGOVERNMENTAL						
4287	OTHER LOCAL GOVERNMENT GRANTS	-	-	-	8,000	-
INTERGOVERNMENTAL REVENUES Total		432,476	470,713	482,242	352,050	359,750

CHARGES FOR SERVICES						
4304	RENTAL FEES - REAL PROPERTY	5,765	6,378	58,326	7,500	122,000
4305	RENTAL FEES	150,635	137,528	92,750	135,000	28,000
4306	ZONING & SUBDIVISION FEES	1,950	2,325	2,850	1,500	2,500
4307	PLAN CHECKING FEES	96,144	233,584	142,855	150,000	150,000
4308	SALES OF MAPS & PUBLICATIONS	1,951	1,381	1,144	1,000	1,000
4309	ASSESSMENT SEARCHES	2,485	720	90	-	-
4312	GENERAL GOVERNMENT STAFF TIME	15,369	6,806	9,373	7,500	15,000
4326	SPECIAL POLICE SERVICES	25,176	38,781	34,193	15,000	15,000
4327	SPECIAL FIRE PROTECTION SERVIC	56,545	45,945	60,821	45,000	55,000
4328	ACCIDENT REPORTS	2,417	2,254	2,466	1,500	2,000
4329	OPEN BURN PERMIT FEES	1,350	1,025	850	1,000	1,000
4330	OTHER PUBLIC SAFETY	8,547	3,977	4,589	3,000	4,000
4337	ENGINEERING	257,570	334,033	244,652	233,462	291,744
4338	PLAN & SPECIFICATION FEES	340	-	-	-	-
4339	OTHER PUBLIC WORKS	8,537	13,951	17,006	10,000	15,000
4347	OTHER CULTURE-RECREATION	8,642	7,915	7,258	8,000	8,000
CHARGES FOR SERVICES Total		643,423	836,603	679,223	619,462	710,244
FINES AND FORFEITS						
4452	COURT FINES	67,820	57,780	65,362	65,000	68,000
4453	OTHER FINES & FORFEITS	515	669	771	-	200
4454	ADMINISTRATIVE FINES	3,881	1,787	278	1,000	500
FINES AND FORFEITS Total		72,216	60,236	66,411	66,000	68,700
MISCELLANEOUS						
4604	SURCHARGES	780	913	743	1,000	1,000
4605	ELECTION FILING FEES	35	-	20	-	-
4609	OTHER MISCELLANEOUS REVENUES	66,316	27,863	35,306	30,000	30,000
4608	CONTRIBUTIONS & DONATIONS	-	-	-	-	-
MISCELLANEOUS Total		67,131	28,776	36,069	31,000	31,000
INVESTMENT EARNINGS						
4701	INTEREST ON INVESTMENTS	209,969	76,953	55,841	100,000	70,000
INVESTMENT EARNINGS Total		209,969	76,953	55,841	100,000	70,000
OTHER FINANCING SOURCES						
TRANSFERS IN						
4901	TRANSFER IN FROM OTHER FUNDS	931,934	890,248	896,352	762,812	970,598
OTHER FINANCING SOURCES Total		931,934	890,248	896,352	762,812	970,598
TOTAL REVENUE		10,080,479	11,110,354	11,003,676	11,128,759	12,123,284

GENERAL FUND 101 - LINE ITEM DETAIL

-2014 Actual- -2015 Actual- -2016 Actual- -2017 Adopted- -2018 Requested-

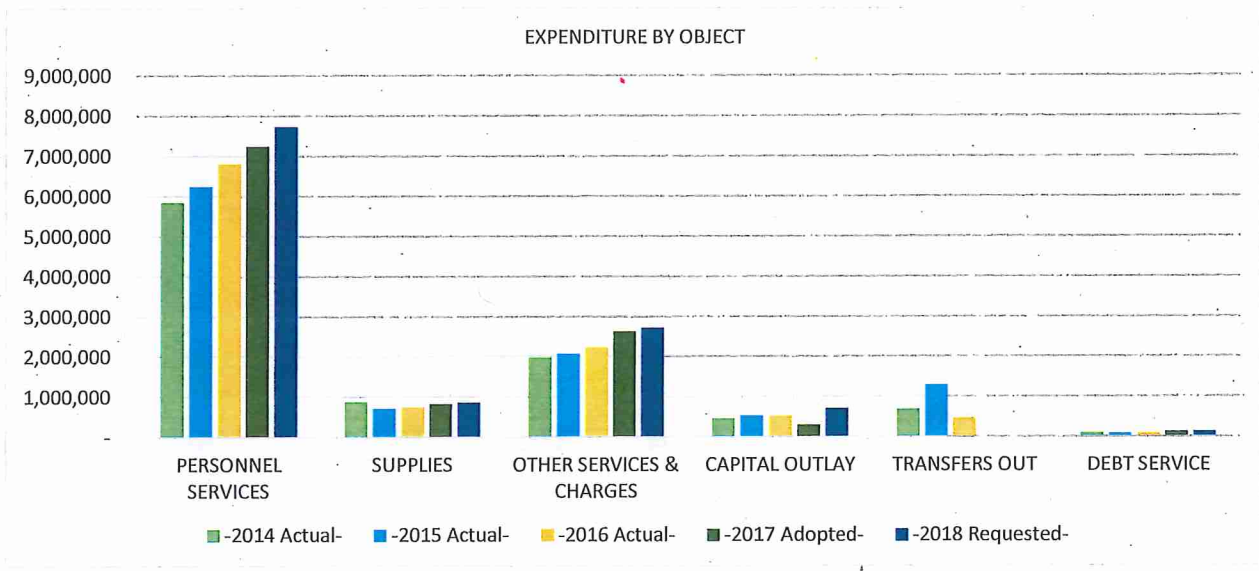
4337 Engineering

Riverdale Extension to Traprock (15% project cost of \$2.5M)	163,398	20,583	-	-	-
Road Reconstruction (Est 12% of project cost of up to \$ 1,700,000)		225,215	204,000	-	-
2018-Road Reconstructions :					
Bond Fund: 8% of \$1,705,600				85,392	136,448
Storm Fund: 12% of				10,614	-
2017-Overlays:					
Bond Fund: 8% of \$753,700				42,456	60,296
Sealcoats (Est 12% of \$500,000)	66,083	36,845	60,000	60,000	60,000
Private Funded Projects	28,089	51,390	10,000	35,000	35,000
	257,570	334,033	274,000	233,462	291,744

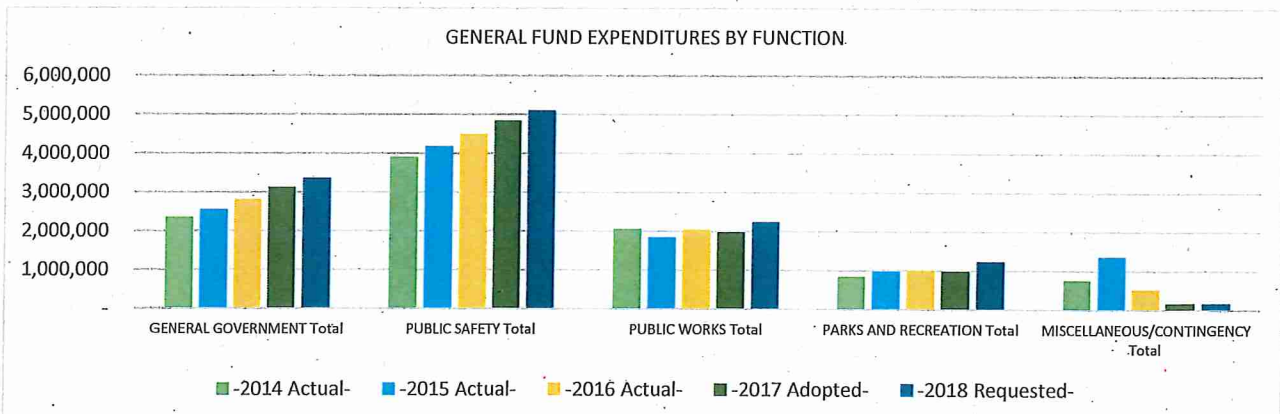
4901 Other Finance Sources

Water Fund Administrative Transfer	37,000	38,000	39,000	40,000	41,000
Sewer Fund Administrative Transfer	31,000	32,000	33,000	34,000	35,000
St. Lighting Fund Administrative Transfer	16,000	17,000	18,000	19,000	20,000
Recycling Fund Administrative Transfer	9,500	10,000	10,500	11,000	11,500
Storm Water Utility Fund Administrative Transfer	26,000	27,000	28,000	29,000	30,000
HRA Fund Closed to General	-	119,945	230,000	-	-
Tax Increment Financing #4	275,000	-	-	-	-
Equipment Certificate Fund	-	265,344	254,378	302,406	-
Insurance Fund	-	-	-	-	22,588
PIR Fund-Street Maintenance	25,000	100,000	25,000	125,000	100,000
Equipment Revolving Fund	452,398	265,344	254,378	202,406	710,510
Landfill Tipping Fee Fund - Environment Services Time	60,036	15,615	-	-	-
	931,934	890,248	892,256	762,812	970,598

EXPENDITURE BY OBJECT SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES	5,854,763	6,250,991	6,804,543	7,249,034	7,728,382
SUPPLIES	876,914	711,546	735,171	825,300	852,375
OTHER SERVICES & CHARGES	1,976,813	2,073,959	2,220,484	2,631,607	2,712,562
CAPITAL OUTLAY	456,679	530,688	516,156	302,406	710,510
TRANSFERS OUT	686,900	1,291,936	452,455	-	-
DEBT SERVICE	87,365	82,273	76,829	120,412	119,455
TOTAL EXPENDITURE BY OBJECT	9,939,434	10,941,393	10,805,638	11,128,759	12,123,284



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
GENERAL GOVERNMENT						
0111	MAYOR AND COUNCIL	117,678	131,549	117,554	117,792	142,184
0114	CHARTER/PLAN/HORSE COMMISSIONS	4,555	4,979	5,326	9,467	9,467
0130	ADMINISTRATION	627,468	720,608	844,358	954,493	953,453
0141	ELECTIONS	46,262	7,792	69,503	7,256	48,992
0153	FINANCE	295,694	328,942	326,447	339,560	352,154
0155	ASSESSING	134,984	136,517	137,937	138,000	140,000
0161	LEGAL	123,540	127,726	123,358	128,600	128,400
0191	PLANNING & ZONING	169,949	201,297	287,848	415,772	505,446
0192	DATA PROCESSING	446,228	423,219	421,976	465,751	518,104
0194	GENERAL GOVERNMENT BUILDINGS	357,708	440,198	431,122	497,691	507,488
0195	NEWSLETTER	28,078	30,952	37,537	52,656	49,745
GENERAL GOVERNMENT Total		2,352,144	2,553,779	2,802,966	3,127,038	3,355,433
PUBLIC SAFETY						
0211	POLICE PROTECTION	2,929,720	3,027,457	3,191,267	3,428,777	3,490,488
0220	FIRE PROTECTION	656,308	758,147	817,778	895,212	1,003,890
0240	PROTECTIVE INSPECTIONS	240,218	306,871	363,178	391,199	423,083
0250	CIVIL DEFENSE	5,166	4,728	22,708	7,500	7,600
0260	TRAFFIC ENGINEERING	61,206	71,868	80,766	103,780	152,786
0270	ANIMAL CONTROL	5,249	4,408	8,871	8,050	9,500
0280	COMMUNITY ORIENTING POLICING	6,776	6,208	6,855	9,150	11,850
PUBLIC SAFETY Total		3,904,643	4,179,687	4,491,423	4,843,668	5,099,197
PUBLIC WORKS						
0301	ENGINEERING	268,652	355,495	358,831	386,856	384,009
0311	STREET MAINTENANCE	1,399,856	1,294,881	1,470,492	1,356,114	1,594,417
0312	SNOW & ICE REMOVAL	396,745	196,467	218,281	244,905	271,823
PUBLIC WORKS Total		2,065,253	1,846,843	2,047,604	1,987,875	2,250,249
PARKS AND RECREATION						
0452	PARK & RECREATION	763,828	901,623	913,634	976,730	1,226,950
0455	COMMUNITY PROGRAMS	8,199	5,556	16,495	13,000	15,000
0461	ENVIRONMENTAL SERVICES	79,818	83,121	78,142	-	-
PARKS AND RECREATION Total		851,845	990,300	1,008,271	989,730	1,241,950
MISCELLANEOUS/CONTINGENCY						
0892	EXPENDITURE RESERVE	765,549	1,370,784	529,284	180,448	176,455
MISCELLANEOUS/CONTINGENCY Total		765,549	1,370,784	529,284	180,448	176,455
TOTAL EXPENDITURES & OTHER FINANCING		9,939,434	10,941,393	10,879,548	11,128,759	12,123,284



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	3,984,025	4,191,438	4,597,697	4,904,555	5,253,434
6103	FULL TIME-REGULAR-OVERTIME	95,359	79,743	108,810	104,000	96,000
6104	PART TIME-WAGES & SALARIES	330,625	353,891	383,568	447,733	416,198
6105	TEMPORARY-WAGES & SALARIES	164,817	158,776	170,229	203,006	266,639
6106	OVERTIME-TEMPORARY	187	1,620	2,057	-	-
6107	OVERTIME-PART TIME	236	-	119	-	-
WAGES AND SALARIES		4,575,249	4,785,468	5,262,480	5,659,294	6,032,271
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	4,122	69,136	47,457	-	-
OTHER GROSS EARNINGS		4,122	69,136	47,457	-	-
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	450,485	523,345	534,057	583,825	619,247
6122	FICA/MEDICARE CONTRIBUTIONS	221,160	256,498	257,947	299,102	318,948
6123	ICMA RETIREMENT TRUST	2,000	2,032	1,968	2,000	2,000
6131	GROUP INSURANCE	495,919	513,515	567,154	563,289	598,524
6132	DISABILITY INSURANCE	-	1,284	1,284	1,300	1,300
6133	WORKERS COMP INSURANCE PREMIUM	105,828	99,713	132,196	140,224	156,092
EMPLOYER CONTRIBUTIONS		1,275,392	1,396,387	1,494,606	1,589,740	1,696,111
PERSONNEL SERVICES Total		5,854,763	6,250,991	6,804,543	7,249,034	7,728,382

SUPPLIES

OFFICE SUPPLIES						
6203	DUPLICATING SUPPLY & COPY PAPER	1,712	3,299	3,283	3,500	3,250
6204	STATIONERY, ENVELOPES & FORMS	4,816	5,776	4,278	6,450	6,200
6205	DRAFTING SUPPLIES	-	200	-	400	250
6206	FILM, MICROFILM, TAPES, DISKS	344	566	1,310	1,800	1,800
6207	TRAINING SUPPLIES	720	3,365	1,765	2,500	2,500
6208	MISCELLANEOUS OFFICE SUPPLIES	11,591	12,728	10,304	15,650	15,475
OFFICE SUPPLIES		19,183	25,934	20,940	30,300	29,475
OPERATING SUPPLIES						
6221	CLEANING SUPPLIES	1,776	963	1,043	2,700	2,700
6223	GASOLINE	120,093	91,228	80,898	123,500	112,000
6225	DIESEL FUEL	67,741	30,022	24,802	64,500	42,500
6227	LUBRICANTS & ADDITIVES	4,523	3,046	3,578	5,400	5,100
6229	SHOP MATERIALS	5,467	4,849	3,751	8,000	7,500
6231	UNIFORMS & TURN-OUT GEAR	48,156	59,558	63,704	50,550	56,800
6233	BATTERIES	1,003	1,131	1,084	1,200	1,200
6235	AMMUNITION	10,782	11,715	9,056	9,000	8,500
6237	CRIME SCENE KIT MATERIALS	535	1,107	792	1,000	1,000
6239	FIRST AID SUPPLIES	3,175	1,956	2,833	2,700	3,300
6241	COMMUNITY POLICING SUPPLIES	6,025	4,298	5,519	7,000	6,200
6247	HAPPY DAYS SUPPLIES	7,000	10,000	10,000	11,250	11,750
6249	MISCELLANEOUS OPERATING SUPPLY	122,839	116,043	104,970	127,600	131,750
6246	MARKETING	-	-	18,000	10,000	5,000
OPERATING SUPPLIES		399,115	335,916	330,030	424,400	395,300
REPAIR AND MAINTENANCE SUPPLIES						
6251	BATTERIES	839	106	2,572	1,700	3,000
6253	BRAKES	1,598	1,824	3,825	2,000	2,200
6255	TIRES	3,093	8,906	7,999	8,200	8,200
6257	OTHER VEHICLE PARTS	105,778	80,091	82,933	88,000	93,800
6259	BUILDING MAINT/REPAIR SUPPLIES	7,833	4,513	8,912	11,500	11,500
6261	SAND & GRAVEL	3,949	1,951	993	3,000	4,000
6263	SALT	153,891	72,561	87,028	44,500	72,000
6265	ASPHALT	31,209	31,610	38,107	50,000	60,000
6266	SCBA-PARTS	7,827	9,370	5,893	5,000	5,000
6267	OTHER STREET MAINTENANCE SUPPL	5,277	1,933	3,388	5,700	5,700
6269	LANDSCAPE MATERIALS	28,643	26,670	13,673	25,500	25,500

6271	SIGN REPAIR MATERIALS	249	-	985	3,000	3,000
6275	OTHER EQUIPMENT PARTS	1,515	2,301	15,562	3,500	3,200
6268	IRRIGATION SUPPLIES	-	-	15,628	10,000	15,000
REPAIR AND MAINTENANCE SUPPLIES		351,701	241,836	287,498	261,600	312,100
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	106,855	107,860	96,653	109,000	115,450
SMALL TOOLS AND MINOR EQUIPMENT		106,855	107,860	96,653	109,000	115,450
MERCHANDISE FOR RESALE						
6291	CULVERTS, SIGNS, STREET SUPPLY	60	-	50	-	50
MERCHANDISE FOR RESALE		60	-	50	-	50
SUPPLIES Total		876,914	711,546	735,171	825,300	852,375

OTHER SERVICES & CHARGES

PROFESSIONAL SERVICES

6302	AUDITING & ACCOUNTING SERVICES	30,600	31,100	33,110	33,500	34,100
6304	LEGAL FEES	122,341	126,355	122,179	127,000	127,000
6305	MEDICAL/PSYCHOLOGICAL FEES	15,958	10,304	13,132	16,000	16,000
6306	PERSONNEL TESTING & RECRUITMT	921	1,497	1,125	3,500	2,000
6315	MISCELLANEOUS PROFESSIONAL SER	167,251	200,196	287,370	364,415	410,088
PROFESSIONAL SERVICES		337,071	369,452	456,916	544,415	589,188

COMMUNICATION

6321	TELEPHONE	17,963	17,767	19,021	23,540	23,640
6322	POSTAGE	13,711	14,851	16,236	21,100	20,650
6323	CELLULAR PHONES	22,504	24,303	26,639	31,250	31,800
6325	LONG DISTANCE CHARGES	-	-	-	-	-
COMMUNICATION		54,178	56,921	61,896	75,890	76,090

EMPLOYEE REIMBURSEMENTS

6331	TRAVEL & LODGING	4,723	13,048	7,147	18,400	17,000
6334	MILEAGE REIMBURSEMENT	510	294	386	1,800	1,750
6335	TRAINING	61,039	60,686	56,099	94,860	88,100
EMPLOYEE REIMBURSEMENTS		66,272	74,028	63,632	115,060	106,850

ADVERTISING AND PUBLISHING

6352	GENERAL NOTICE & PUBLIC INFOR	23,176	24,067	28,249	34,700	37,900
6353	ORDINANCE PUBLICATION	696	1,231	860	1,500	1,500
6354	HELP WANTED ADVERTISEMENTS	2,791	3,159	3,022	3,300	3,500
ADVERTISING AND PUBLISHING		26,663	28,457	32,131	39,500	42,900

INSURANCE

6361	GENERAL LIABILITY/PROPERTY INS	129,261	141,088	133,436	155,000	146,175
INSURANCE		129,261	141,088	133,436	155,000	146,175

UTILITIES

6371	ELECTRIC UTILITIES	154,161	160,186	167,207	173,700	175,700
6372	WATER/IRRIGATION	9,536	19,782	23,456	15,700	24,500
6373	GAS	63,271	37,945	40,002	57,150	45,500
6374	REFUSE/RECYCLING	8,230	8,903	10,451	10,300	11,300
UTILITIES		235,198	226,816	241,116	256,850	257,000

REPAIRS AND MAINTENANCE - LABOR

6381	BUILDING & STRUCTURE REPAIR	28,795	29,021	36,570	35,000	41,000
6382	MACHINERY & EQUIPMENT REPAIR	24,070	24,163	39,736	27,300	35,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	250	250
6386	BRAKE REPAIR	-	-	541	1,000	1,000
6387	TIRE MOUNTING & BALANCING	130	-	171	600	600
6388	OTHER VEHICLE REPAIR	47,279	30,541	34,313	55,000	59,000
6389	TOWING SERVICES	11	344	1,657	500	3,000
REPAIRS AND MAINTENANCE - LABOR		100,285	84,069	112,988	119,650	140,350

REPAIRS AND MAINTENANCE - CONTRACTS

6404	MACHINERY & EQUIPMENT	990	1,348	1,325	4,000	3,000
6405	OFFICE & DATA PROCESSING EQUIP	209,158	230,001	242,254	317,742	317,683
REPAIRS AND MAINTENANCE - CONTRACTS		210,148	231,349	243,579	321,742	320,683

RENTALS

6413	OFFICE EQUIPMENT RENTAL	6,387	5,170	5,834	6,500	6,000
6415	OTHER EQUIPMENT RENTAL	32,293	43,712	38,735	49,300	102,300
6416	MACHINERY RENTAL	100	-	63	600	700

6417	UNIFORM RENTAL	6,091	5,423	2,997	5,650	4,100
RENTALS		44,871	54,305	47,629	62,050	113,100
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	46,005	52,879	45,101	51,250	62,326
6452	SUBSCRIPTIONS	1,465	1,440	1,487	4,150	4,000
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		47,470	54,319	46,588	55,400	66,326
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	347	1,616	1,731	2,950	3,100
BOOKS AND PAMPHLETS		347	1,616	1,731	2,950	3,100
CONTRACTED SERVICES						
6488	STREET MAINTENANCE CONTRACT	512,125	403,384	491,369	500,000	500,000
6489	OTHER CONTRACTED SERVICES	212,924	348,155	287,473	383,100	350,800
CONTRACTED SERVICES		725,049	751,539	778,842	883,100	850,800
OTHER SERVICES & CHARGES Total		1,976,813	2,073,959	2,220,484	2,631,607	2,712,562

CAPITAL OUTLAY

CAPITAL OUTLAY						
6520	BUILDINGS	-	-	-	-	-
6540	HEAVY MACHINERY	259,940	178,973	254,117	-	330,010
6550	MOTOR VEHICLES	86,715	77,844	97,604	181,000	110,000
6580	OTHER EQUIPMENT	-	241,615	164,435	113,906	250,000
6585	COMPUTER HARDWARE/SOFTWARE	110,024	32,256	-	7,500	20,500
CAPITAL OUTLAY		456,679	530,688	516,156	302,406	710,510
CAPITAL OUTLAY Total		456,679	530,688	516,156	302,406	710,510

TRANSFERS OUT

OPERATING TRANSFERS						
6820	OPERATING TRANSFERS TO OTHER F	686,900	1,291,936	452,455	-	-
OPERATING TRANSFERS		686,900	1,291,936	452,455	-	-
TRANSFERS OUT Total		686,900	1,291,936	452,455	-	-

DEBT SERVICE

DEBT SERVICE						
6603	OTHER L.T. OBLIGATION PRINCIPA	87,365	82,273	76,829	120,412	119,455
DEBT SERVICE		87,365	82,273	76,829	120,412	119,455
DEBT SERVICE Total		87,365	82,273	76,829	120,412	119,455

TOTAL EXPENDITURES & OTHER FINANCING		9,939,434	10,941,393	10,805,638	11,128,759	12,123,284
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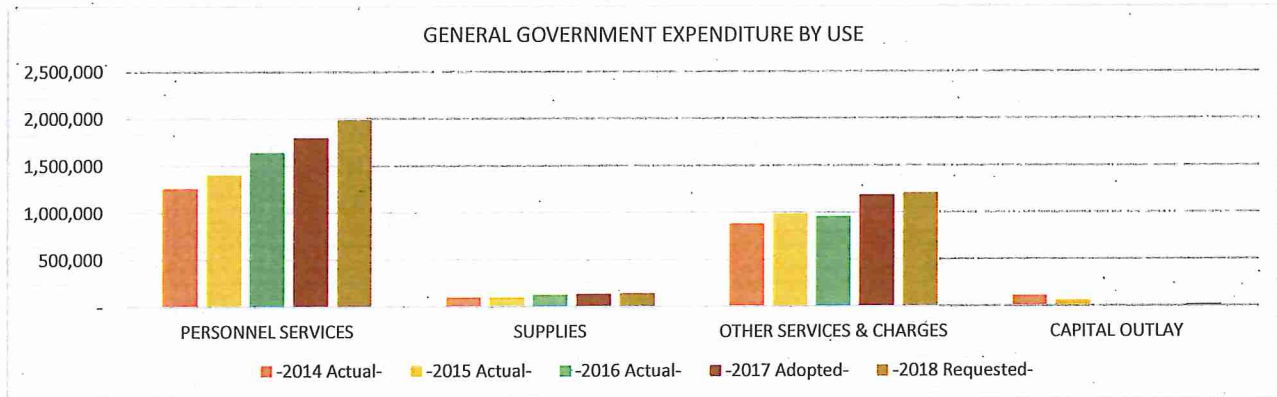
FUND: GENERAL

Business Unit	2017 Adopted Budget	2018 Requested Budget
REVENUE		
9101 - GENERAL FUND REVENUE	11,128,759	12,123,284
TOTAL REVENUE	11,128,759	12,123,284

EXPENDITURES		
111 - MAYOR AND COUNCIL	117,792	142,184
114 - COMMISSIONS	9,467	9,467
130 - ADMINISTRATION	954,493	953,453
141 - ELECTIONS	7,256	48,992
153 - FINANCE	339,560	352,154
155 - ASSESSING	138,000	140,000
161 - LEGAL SERVICES	128,600	128,400
191 - PLANNING AND ZONING	415,772	505,446
192 - DATA PROCESSING	465,751	518,104
194 - GENERAL GOVERNMENT BUILDINGS	497,691	507,488
195 - NEWSLETTER	52,656	49,745
211 - POLICE PROTECTION	3,428,777	3,490,488
220 - FIRE PROTECTION	895,212	1,003,890
240 - BUILDING INSPECTION	391,199	423,083
250 - CIVIL DEFENSE	7,500	7,600
260 - TRAFFIC ENGINEERING	103,780	152,786
270 - ANIMAL CONTROL	8,050	9,500
280 - COMMUNITY ORIENTING POLICING	9,150	11,850
301 - ENGINEERING	386,856	384,009
311 - STREET MAINTENANCE	1,356,114	1,594,417
312 - SNOW AND ICE REMOVAL	244,905	271,823
452 - PARK AND RECREATION	976,730	1,226,950
455 - COMMUNITY PROGRAMS	13,000	15,000
461 - ENVIRONMENTAL SERVICES	-	-
892 - MISCELLANEOUS/CONTINGENCY	180,448	176,455
TOTAL EXPENDITURES	11,128,759	12,123,284

Excess (deficiency) of revenue over expenditures

EXPENDITURE BY OBJECT SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES	1,261,026	1,404,069	1,642,010	1,798,417	1,988,194
SUPPLIES	98,947	98,796	126,802	134,050	139,175
OTHER SERVICES & CHARGES	882,147	987,521	960,244	1,187,071	1,207,564
CAPITAL OUTLAY	110,024	63,393	-	7,500	20,500
TOTAL EXPENDITURE BY OBJECT	2,352,144	2,553,779	2,729,056	3,127,038	3,355,433



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

GENERAL GOVERNMENT 111-195

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	863,097	968,935	1,126,849	1,245,262	1,387,486
6103	FULL TIME-REGULAR-OVERTIME	2,025	299	5,632	5,000	5,000
6104	PART TIME-WAGES & SALARIES	90,486	90,128	103,374	126,363	115,354
6105	TEMPORARY-WAGES & SALARIES	49,117	29,115	63,618	51,468	58,500
6107	OVERTIME-PART TIME	236	-	119	-	-
TOTAL WAGES AND SALARIES		1,004,961	1,088,477	1,299,592	1,428,093	1,566,340
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	54	6,762	-	-	-
TOTAL OTHER GROSS EARNINGS		54	6,762	-	-	-
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	66,015	80,460	87,685	103,683	109,066
6122	FICA/MEDICARE CONTRIBUTIONS	72,919	86,873	93,057	113,376	124,905
6123	ICMA RETIREMENT TRUST	2,000	2,032	1,968	2,000	2,000
6131	GROUP INSURANCE	106,666	130,817	150,040	135,299	169,206
6133	WORKERS COMP INSURANCE PREMIUM	8,411	8,648	9,668	15,966	16,677
TOTAL EMPLOYER CONTRIBUTIONS		256,011	308,830	342,418	370,324	421,854
Total PERSONNEL SERVICES		1,261,026	1,404,069	1,642,010	1,798,417	1,988,194
SUPPLIES						
OFFICE SUPPLIES						
6203	DUPLICATING SUPPLY & COPY PAPE	1,712	3,299	3,283	3,500	3,250
6204	STATIONERY, ENVELOPES & FORMS	3,417	2,557	1,878	3,750	3,500
6206	FILM, MICROFILM, TAPES, DISKS	107	-	-	-	-
6208	MISCELLANEOUS OFFICE SUPPLIES	6,191	5,402	3,335	7,800	7,825
TOTAL OFFICE SUPPLIES		11,427	11,258	8,496	15,050	14,575
OPERATING SUPPLIES						
6221	CLEANING SUPPLIES	1,776	963	1,043	2,500	2,500
6223	GASOLINE	3,130	2,201	1,613	3,000	3,000
6225	DIESEL FUEL	214	52	792	2,000	2,000
6231	UNIFORMS & TURN-OUT GEAR	-	1,710	1,181	1,500	1,850
6247	HAPPY DAYS SUPPLIES	7,000	10,000	10,000	11,250	11,750
6249	MISCELLANEOUS OPERATING SUPPLY	33,139	29,167	29,248	31,100	35,250
6246	MARKETING	-	-	18,000	10,000	5,000
TOTAL OPERATING SUPPLIES		45,259	44,093	61,877	61,350	61,350
REPAIR AND MAINTENANCE SUPPLIES						
6257	OTHER VEHICLE PARTS	399	367	604	1,500	1,800
6259	BUILDING MAINT/REPAIR SUPPLIES	4,711	2,419	2,727	5,000	5,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES		5,110	2,786	3,331	6,500	6,800
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	37,151	40,659	53,098	51,150	56,450
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		37,151	40,659	53,098	51,150	56,450
Total SUPPLIES		98,947	98,796	126,802	134,050	139,175
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6302	AUDITING & ACCOUNTING SERVICES	27,200	27,650	29,610	29,900	30,500
6304	LEGAL FEES	122,341	126,355	122,179	127,000	127,000
6305	MEDICAL/PSYCHOLOGICAL FEES	15,958	10,304	13,132	16,000	16,000
6306	PERSONNEL TESTING & RECRUITMT	921	1,497	1,125	3,500	2,000
6315	MISCELLANEOUS PROFESSIONAL SER	62,557	67,545	122,249	153,471	168,588
TOTAL PROFESSIONAL SERVICES		228,977	233,351	288,295	329,871	344,088
COMMUNICATION						
6321	TELEPHONE	10,826	10,827	11,667	16,140	16,040
6322	POSTAGE	10,481	9,599	12,075	14,700	15,000
6323	CELLULAR PHONES	3,592	4,112	4,479	5,250	5,300
6325	LONG DISTANCE CHARGES	-	-	-	-	-
TOTAL COMMUNICATION		24,899	24,538	28,221	36,090	36,340

EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	833	9,397	2,815	13,000	11,500
6334	MILEAGE REIMBURSEMENT	52	-	219	800	1,000
6335	TRAINING	16,648	11,207	12,746	32,360	31,100
TOTAL EMPLOYEE REIMBURSEMENTS		17,533	20,604	15,780	46,160	43,600
ADVERTISING AND PUBLISHING						
6352	GENERAL NOTICE & PUBLIC INFOR	23,084	24,067	28,249	34,700	37,900
6353	ORDINANCE PUBLICATION	696	1,231	860	1,500	1,500
6354	HELP WANTED ADVERTISEMENTS	2,791	3,159	3,022	3,300	3,500
TOTAL ADVERTISING AND PUBLISHING		26,571	28,457	32,131	39,500	42,900
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	32,212	35,146	35,703	39,800	38,675
TOTAL INSURANCE		32,212	35,146	35,703	39,800	38,675
UTILITIES						
6371	ELECTRIC UTILITIES	88,673	94,023	101,119	106,000	106,000
6372	WATER/IRRIGATION	3,292	3,451	2,650	4,000	4,000
6373	GAS	37,515	23,917	23,815	30,000	26,000
6374	REFUSE/RECYCLING	3,576	3,621	3,574	4,500	4,500
TOTAL UTILITIES		133,056	125,012	131,158	144,500	140,500
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	9,774	5,967	4,749	10,000	10,000
6382	MACHINERY & EQUIPMENT REPAIR	11,320	8,720	9,981	10,000	10,000
6388	OTHER VEHICLE REPAIR	445	178	716	1,000	2,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		21,539	14,865	15,446	21,000	22,000
REPAIRS AND MAINTENANCE - CONTRACTS						
6405	OFFICE & DATA PROCESSING EQUIP	204,286	211,392	232,703	266,350	261,535
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		204,286	211,392	232,703	266,350	261,535
RENTALS						
6415	OTHER EQUIPMENT RENTAL	619	811	282	1,000	1,000
TOTAL RENTALS		619	811	282	1,000	1,000
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	39,953	44,373	37,997	42,500	51,776
6452	SUBSCRIPTIONS	1,348	1,440	1,487	3,150	3,000
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		41,301	45,813	39,484	45,650	54,776
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	142	47	-	350	350
TOTAL BOOKS AND PAMPHLETS		142	47	-	350	350
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	151,012	247,485	141,041	216,800	221,800
TOTAL CONTRACTED SERVICES		151,012	247,485	141,041	216,800	221,800
Total OTHER SERVICES & CHARGES		882,147	987,521	960,244	1,187,071	1,207,564
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6520	BUILDINGS	-	-	-	-	-
6580	OTHER EQUIPMENT	-	31,137	-	-	-
6585	COMPUTER HARDWARE/SOFTWARE	110,024	32,256	-	7,500	20,500
TOTAL CAPITAL OUTLAY		110,024	63,393	-	7,500	20,500
Total CAPITAL OUTLAY		110,024	63,393	-	7,500	20,500
TOTAL EXPENDITURES & OTHER FINANCING		2,352,144	2,553,779	2,729,056	3,127,038	3,355,433

FUND GENERAL

DEPARTMENT: MAYOR AND COUNCIL
 FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0111	6104	PART TIME-WAGES & SALARIES	45,049	44,000	44,000	44,000
0111	6121	PERA CONTRIBUTIONS	600	600	900	900
0111	6122	FICA/MEDICARE CONTRIBUTIONS	3,485	3,366	3,366	3,366
0111	6133	WORKERS COMP INSURANCE PREMIUM	82	103	176	242
0111	6247	HAPPY DAYS SUPPLIES	10,000	10,000	11,250	11,750
0111	6249	MISCELLANEOUS OPERATING SUPPLY	8,772	6,758	10,500	11,500
0111	6315	MISCELLANEOUS PROFESSIONAL SER	16,245	15,105	-	16,000
0111	6322	POSTAGE	-	-	-	-
0111	6331	TRAVEL & LODGING	5,067	1,188	7,500	6,000
0111	6335	TRAINING	1,332	1,174	2,500	2,000
0111	6361	GENERAL LIABILITY/PROPERTY INS	1,448	1,191	1,500	1,500
0111	6451	MEMBERSHIP DUES	39,468	34,069	36,100	44,926
Total Expenditure			131,548	117,554	117,792	142,184

PERSONNEL COMPLEMENT

Mayor	1.00	1.00	1.00	1.00
Council	6.00	6.00	6.00	6.00
Mayor and Council Total	7.00	7.00	7.00	7.00

6249 Miscellaneous Operating Supplies

Mayor's Prayer Breakfast	370	380	400	400
Meals for Council Work sessions	3,606	2,352	4,000	4,000
Anoka Area Chamber of Commerce	600	600	600	600
Holiday Party	2,684	3,091	3,200	3,200
Gala/Fundraising Events	500	335	300	300
Miscellaneous	1,012	-	2,000	3,000
	8,772	6,758	10,500	11,500

6451 Dues

Anoka County Mediation Services	2,604	2,604	2,650	2,650
Mississippi River Cities & Towns Initiatives (MRCTI)	-	-	-	3,000
North Metro Mayors Association	10,576	11,396	11,810	12,400
North Metro Chamber	368	350	450	450
North Metro Hwy 10 Corridor	-	-	-	-
Anoka Area Chamber of Commerce	410	410	450	450
Youth First (Lawful Gambling Funded)	7,000	-	-	-
League of Minnesota Cities	18,480	19,279	19,985	19,985
MN Mayors Assoc	30	30	30	30
Metro Cities	-	-	-	4,100
National League of Citi8es	-	-	-	1,861
	39,468	34,069	35,375	44,926

DESCRIPTION OF SERVICES:

The Mayor and Council budget provides for legislative and policy making activities of the city on behalf of the citizens of Ramsey. They provide for the planning and control of all financial activities including approving the tax levy, rates and charges, and approval of expenditures.

BUDGET HIGHLIGHTS

- Bi-Annual Survey: \$16,000
- Happy Days Donation Increase by \$500
- Tree Lighting Event: \$1,000

GOALS OF CURRENT YEAR BUDGET:

- 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:

		2016 Actual	2017 Actual	2018 Projected
Tax Levy Rate		43.32%	42.46%	42.40%
Sale of City Owned Land (acres)		32.04	3	10
State and Federal Funding Allocated for U.S. Highway 10 (dollars)		\$ 21,633,308.00	\$ -	\$ 1,000,000

FUND GENERAL

DEPARTMENT: COMMISSIONS

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0114	6105	TEMPORARY-WAGES & SALARIES	4,560	4,890	8,660	8,660
0114	6122	FICA/MEDICARE CONTRIBUTIONS	349	364	663	663
0114	6133	WORKERS COMP-INSURANCE PREMIUM	17	19	69	69
0114	6322	POSTAGE	-	-	-	-
0114	6361	GENERAL LIABILITY/PROPERTY INS	53	53	75	75
Total Expenditure			4,979	5,326	9,467	9,467

PERSONNEL COMPLEMENT

Charter Commission Members	9.00	9.00	9.00	9.00
Planning Commission Members	7.00	7.00	7.00	7.00
Commission Total	16.00	16.00	16.00	16.00

DESCRIPTION OF SERVICES:

The Commissions budget provides council-appointed committee members tasked to review and provide feedback on city plans, initiatives, and policies. Commissions include: Charter Commission, Economic Development Authority Commission, Environmental Policy Board Commission, Parks and Recreation Commission, and Planning Commission.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- 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:

	2016 Actual	2017 Estimate	2018 Projected
# of Meetings: Charter Commission	2	1	1
# of Meetings: Economic Development Authority Commission	12	11	11
# of Meetings: Environmental Policy Board Commission	12	10	10
# of Meetings: Parks and Recreation Commission	11	10	10
# of Meetings: Planning Commission	15	12	12
# of Meetings: City Council Regular Session	23	22	22
# of Meetings: City Council Work Session	24	30	30
# of Meetings: Public Works Committee	11	10	10

FUND GENERAL

DEPARTMENT: ADMINISTRATION
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0130	6102	F.T. REGULAR-WAGES & SALARIES	455,028	555,210	582,241	567,536
0130	6103	FULL TIME-REGULAR-OVERTIME	18	2,193	5,000	5,000
0130	6104	PART TIME-WAGES & SALARIES	-	-	-	22,326
0130	6105	TEMPORARY-WAGES & SALARIES	7,176	8,150	35,528	14,560
0130	6108	SEVERANCE PAY	-	-	-	-
0130	6121	PERA CONTRIBUTIONS	35,648	40,495	46,333	43,033
0130	6122	FICA/MEDICARE CONTRIBUTIONS	37,017	41,545	50,205	49,217
0130	6123	ICMA RETIREMENT TRUST	2,032	1,968	2,000	2,000
0130	6131	GROUP INSURANCE	48,893	66,118	64,934	67,361
0130	6133	WORKERS COMP INSURANCE PREMIUM	2,108	2,605	4,942	4,882
0130	6203	DUPLICATING SUPPLY & COPY PAPER	3,300	3,283	3,500	3,250
0130	6204	STATIONERY, ENVELOPES & FORMS	1,827	1,175	2,750	2,500
0130	6208	MISCELLANEOUS OFFICE SUPPLIES	4,622	2,701	5,500	5,500
0130	6246	MARKETING	-	18,000	5,000	5,000
0130	6249	MISCELLANEOUS OPERATING SUPPLY	5,028	4,596	10,000	5,250
0130	6305	MEDICAL/PSYCHOLOGICAL FEES	10,304	13,132	16,000	16,000
0130	6306	PERSONNEL TESTING & RECRUITMT	1,497	1,125	3,500	2,000
0130	6315	MISCELLANEOUS PROFESSIONAL SER	43,330	43,481	50,000	72,588
0130	6321	TELEPHONE	1,322	1,296	1,700	1,600
0130	6322	POSTAGE	627	665	1,500	1,500
0130	6323	CELLULAR PHONES	1,520	2,026	2,250	2,000
0130	6331	TRAVEL & LODGING	4,054	1,186	4,000	4,000
0130	6334	MILEAGE REIMBURSEMENT	-	219	300	500
0130	6335	TRAINING	7,621	9,347	22,560	22,000
0130	6352	GENERAL NOTICE & PUBLIC INFOR	457	624	1,800	1,700
0130	6353	ORDINANCE PUBLICATION	1,231	860	1,500	1,500
0130	6354	HELP WANTED ADVERTISEMENTS	3,159	3,022	3,300	3,500
0130	6361	GENERAL LIABILITY/PROPERTY INS	7,933	8,097	8,400	8,400
0130	6405	OFFICE & DATA PROCESSING EQUIP	13,467	8,056	13,500	13,000
0130	6451	MEMBERSHIP DUES	3,247	2,428	4,000	3,750
0130	6452	SUBSCRIPTIONS	586	755	2,250	2,000
0130	6489	OTHER CONTRACTED SERVICES	17,557	-	-	-
Total Expenditure			720,609	844,358	954,493	953,453

PERSONNEL COMPLEMENT

City Administrator	1.00	1.00	1.00	1.00
Assistant City Administrator/Econ Dev Dir	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	0.50
Office Assistant	1.00	1.00	1.00	0.50
Administrative Clerks	1.00	1.00	1.00	1.00
Mgmt Intern	0.50	0.50	0.50	0.50
Administrative Assistant	-	-	0.50	1.00
Public Information & Events Specialist	1.00	1.00	1.00	1.00
Receptionist	1.00	1.00	1.00	1.00
Administration Total	8.50	8.50	9.00	8.50

6249 Miscellaneous Operating Supplies

Employee Recognition	1,926	1,983	2,700	2,700
Flowers for illnesses, expenses for staff workshops, thank-you cards, and other miscellaneous operating supplies.	3,102	2,613	2,300	2,550
	5,028	4,596	5,000	5,250

6315 Miscellaneous Professional Services

Insurance Agent of Record Annual Fee	6,200	6,200	6,400	6,400
Excess Liability Insurance Coverage -\$1M for total of \$3M	-	-	-	22,588
Flex Spending(admin & deposit)	3,003	2,500	3,200	3,200
Employee Assistance Program	1,005	519	1,300	1,300
City Code Codification	7,063	7,774	7,400	7,400
Miscellaneous department charges	1,478	4,147	6,800	6,800
Recruiting Software	5,000	3,000	3,000	3,000
Health admin/enrollment	2,750	2,860	2,900	2,900
Minute Taking	16,831	16,481	19,000	19,000
	43,330	43,481	50,000	72,588

6451 Dues

IPMA - National	-	149	150	150
ICMA	1,076	1,048	1,100	1,100
MCCMA	375	156	375	375
MAMA	45	45	45	45
Miscellaneous	1,151	430	1,730	1,480
HR organizations-misc	-	-	-	-
Rotary	600	600	600	600
	3,247	2,428	4,000	3,750

DESCRIPTION OF SERVICES:

The Administration Department is generally responsible for the execution of city policy/ strategic plan as adopted by the City Council, prepares and maintains official records, provides for the licensing of local businesses and activities as required by state law or city ordinance, provides Human Resource services, and generally oversees the coordination of events and communications for the City.

BUDGET HIGHLIGHTS

- City Clerk Position Pera Phased Retirement: (\$52,368) Savings
- F.T. Administrative Assistant: \$54,815 (Feb 1 Start)
- Elimination of Administrative Intern (See FT Admin Asst): (\$16,882) Savings
- Reclass Public Information & Event Specialist to Communications Coordinator: \$4,456
- Tree Lighting Event: \$1,000

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

Performance Measurements:

	2016 Actual	2017 Estimate	2018 Projected
Strategic action plan items completed (all departments)	24 of 36	0 of 33	12 of 33
Turnover rate in staff (w/out layoffs)	0	0	0

FUND GENERAL

DEPARTMENT: ELECTIONS
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0141	6102	F.T. REGULAR-WAGES & SALARIES	1,845	16,910	717	7,812
0141	6103	FULL TIME-REGULAR-OVERTIME	-	2,026	-	-
0141	6104	PART TIME-WAGES & SALARIES	-	766	-	-
0141	6105	TEMPORARY-WAGES & SALARIES	-	38,804	-	28,000
0141	6121	PERA CONTRIBUTIONS	138	1,478	54	-
0141	6122	FICA/MEDICARE CONTRIBUTIONS	144	1,537	54	2,739
0141	6133	WORKERS COMP INSURANCE PREMIUM	8	228	6	466
0141	6208	MISCELLANEOUS OFFICE SUPPLIES		10	-	25
0141	6249	MISCELLANEOUS OPERATING SUPPLY	33	1,216	100	1,000
0141	6281	SMALL TOOLS & MINOR EQUIPMENT	5,223	5,365	5,850	7,750
0141	6322	POSTAGE	50	390	50	300
0141	6361	GENERAL LIABILITY/PROPERTY INS	86	703	125	600
0141	6451	MEMBERSHIP DUES	265	70	300	300
0141	6580	OTHER EQUIPMENT			-	
Total Expenditure			7,792	69,503	7,256	48,992

DESCRIPTION OF SERVICES:
 The Elections budget provides funds needed to conduct the national, state, and local elections in accordance with statutory requirements.

BUDGET HIGHLIGHTS

- Election Year: \$41,736 Increase

GOALS OF CURRENT YEAR BUDGET:

- 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	2016	2018 Estimated
Number of Votes	9,097	16,927	11,000
Number of Voters registered Election Day	15,130	17,280	17,500
Percent (votes/registered)	60.13%	97.96%	62.86%
Number of Wards	4	4	4
Number of Precincts	8	8	8

FUND GENERAL

DEPARTMENT: FINANCE
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0153	6102	F.T. REGULAR-WAGES & SALARIES	213,612	219,460	231,548	239,982
0153	6108	SEVERANCE PAY	6,761	-		
0153	6121	PERA CONTRIBUTIONS	17,012	16,009	17,366	17,999
0153	6122	FICA/MEDICARE CONTRIBUTIONS	17,162	15,711	18,612	19,353
0153	6131	GROUP INSURANCE	30,640	31,492	23,817	26,537
0153	6133	WORKERS COMP INSURANCE PREMIUM	1,025	1,021	1,317	1,883
0153	6204	STATIONERY, ENVELOPES & FORMS	730	703	1,000	1,000
0153	6208	MISCELLANEOUS OFFICE SUPPLIES	293	404	500	500
0153	6302	AUDITING & ACCOUNTING SERVICES	27,650	29,610	29,900	30,500
0153	6321	TELEPHONE	433	439	500	500
0153	6322	POSTAGE	2,170	2,199	2,400	2,200
0153	6335	TRAINING	1,322	275	1,800	1,000
0153	6352	GENERAL NOTICE & PUBLIC INFOR	1,252	779	1,400	1,200
0153	6361	GENERAL LIABILITY/PROPERTY INS	4,740	4,562	5,000	4,900
0153	6451	MEMBERSHIP DUES	529	679	600	800
0153	6489	OTHER CONTRACTED SERVICES	3,611	3,104	3,800	3,800
Total Expenditure			328,942	326,447	339,560	352,154

PERSONNEL COMPLEMENT

Finance Director	1.00	1.00	1.00	1.00
Asst. Finance Director	1.00	1.00	1.00	1.00
Accountant I	1.00	1.00	-	-
Accountant II	-	-	1.00	1.00
Accounting Clerk	1.00	1.00	-	-
Sr. Accounting Clerk	-	-	1.00	1.00
Finance Total	4.00	4.00	4.00	4.00

DESCRIPTION OF SERVICES:

The Finance Department is responsible for financial reporting and budgeting, assessments, cash receipts, accounts receivable, accounts payable, payroll processing, debt service management and investment of all city funds.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Continued long-term financial planning (5-Year Budget & CIP)
- Continued CAFR award recognition
- Ensure compliance with state and federal laws

Performance Measurements:

	2016 Actual	2017 Estimate	2018 Projected
Average Rate of Return	1.23%	1.36%	1.50%
Bond Rating	AA+	AA+	AA+
Vendor Checks Issued	2,927	2,468	2,500

FUND GENERAL

DEPARTMENT: **ASSESSING**
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0155	6489	OTHER CONTRACTED SERVICES	136,517	137,937	138,000	140,000
Total Expenditure			136,517	137,937	138,000	140,000

DESCRIPTION OF SERVICES:
 The Assessing budget provides contractual assessing services provided by Anoka County.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Increase number of in-person assessment appraisals to better reflect market values

Performance Measurements:

	2016 Actual	2017 Estimate	2018 Projected
Number of Assessed Parcels - Residential Properties	8,308	8,572	8,701
Number of Assessed Parcels - Commercial Properties	345	338	343

FUND GENERAL

DEPARTMENT: LEGAL

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0161	6304	LEGAL FEES	126,355	122,179	127,000	127,000
0161	6361	GENERAL LIABILITY/PROPERTY INS	1,371	1,179	1,600	1,400
Total Expenditure			127,726	123,358	128,600	128,400

DESCRIPTION OF SERVICES:

The Legal budget provides for legal counsel to the City Council and city staff, reviews ordinances, resolutions, contracts and other legal documents. The budget also provides for prosecution services. The City's prosecution services are provided by Randall, Goodrich & Haag, P.L.C and other legal services are provided by Ratwik, Roszak & Maloney, P.A.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Ensure city compliance with all laws

FUND GENERAL

DEPARTMENT: PLANNING AND ZONING

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0191	6102	F.T. REGULAR-WAGES & SALARIES	125,518	156,739	228,627	312,002
0191	6105	TEMPORARY-WAGES & SALARIES	17,379	11,774	7,280	7,280
0191	6121	PERA CONTRIBUTIONS	9,928	11,549	17,693	23,946
0191	6122	FICA/MEDICARE CONTRIBUTIONS	11,286	12,661	18,712	25,914
0191	6131	GROUP INSURANCE	19,299	18,509	20,502	34,000
0191	6133	WORKERS COMP INSURANCE PREMIUM	660	770	1,387	2,554
0191	6208	MISCELLANEOUS OFFICE SUPPLIES	487	185	1,500	1,500
0191	6249	MISCELLANEOUS OPERATING SUPPLY	799	1,274	2,000	2,000
0191	6315	MISCELLANEOUS PROFESSIONAL SER	7,969	63,663	103,471	80,000
0191	6321	TELEPHONE	390	386	500	500
0191	6322	POSTAGE	424	764	750	1,000
0191	6323	CELLULAR PHONES	1,263	1,292	1,500	1,500
0191	6325	LONG DISTANCE CHARGES	-	-	-	-
0191	6331	TRAVEL & LODGING	276	441	1,500	1,500
0191	6334	MILEAGE REIMBURSEMENT	-	-	500	500
0191	6335	TRAINING	852	1,847	3,000	3,000
0191	6352	GENERAL NOTICE & PUBLIC INFOR	831	1,752	1,500	2,000
0191	6361	GENERAL LIABILITY/PROPERTY INS	2,171	2,759	2,600	2,900
0191	6451	MEMBERSHIP DUES	864	751	1,500	2,000
0191	6452	SUBSCRIPTIONS	854	732	900	1,000
0191	6471	BOOKS & PAMPHLETS	47	-	350	350
Total Expenditure			201,297	287,848	415,772	505,446

PERSONNEL COMPLEMENT

City Planner	1.00	1.00	1.00	1.00
Community Development Director	1.00	1.00	1.00	1.00
Senior Planner	-	-	-	1.00
Community Development Assistant	1.00	1.00	1.00	1.00
Planning Intern	0.50	0.50	0.50	0.50
Rental License Intern	0.50	-	-	-
Planning & Zoning Total	4.00	3.50	3.50	4.50

DESCRIPTION OF SERVICES:

The mission of the Community Development Department is to guide residential and commercial growth through comprehensive planning processes and administer the city's building and zoning codes in a equitable and professional manner to promote and sustain public safety, quality of life, and the health and well being of the whole community.

The Planning Division's function is to prepare and implement the City's Comprehensive Plan (the City's land use guide) and comprises of two (2) major functions: long-range land use planning and zoning administration.

BUDGET HIGHLIGHTS

- F.T. Senior Planner: \$92,314
- Reduction in Professional Services: (\$20,000) if Senior Planner is hired

GOALS OF CURRENT YEAR BUDGET:

- All Land Use Applications processed with 60 days.
- Standard plan review completed within 5 business day (previously 10 business days).
- Complete draft of Comprehensive Plan Update.
- Improve the image of key nodes and corridors and clean up Highway 10.
- Improve the application process for land use applications.

Performance Measurements:				
		2016 Actual	2017 Estimate	2018 Projected
Number of Land Use Applications		28	29	30
Number of Permits		2,172	2,200	2,250
Number of Code Enforcement Cases		55	75	100

FUND GENERAL

DEPARTMENT: DATA PROCESSING
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0192	6102	F.T. REGULAR-WAGES & SALARIES	67,020	74,297	78,661	138,671
0192	6104	PART TIME-WAGES & SALARIES	22,004	34,290	36,629	-
0192	6121	PERA CONTRIBUTIONS	6,996	7,987	8,647	10,400
0192	6122	FICA/MEDICARE CONTRIBUTIONS	7,106	8,117	8,820	10,609
0192	6131	GROUP INSURANCE	10,661	11,308	8,682	21,840
0192	6133	WORKERS COMP INSURANCE PREMIUM	410	496	922	1,109
0192	6206	FILM, MICROFILM, TAPES, DISKS	-	-	-	-
0192	6208	MISCELLANEOUS OFFICE SUPPLIES	-	35	300	300
0192	6249	MISCELLANEOUS OPERATING SUPPLY	2,073	2,515	500	500
0192	6281	SMALL TOOLS & MINOR EQUIPMENT	32,301	44,537	41,300	44,700
0192	6321	TELEPHONE	8,681	9,546	13,440	13,440
0192	6335	TRAINING	80	103	2,500	3,100
0192	6361	GENERAL LIABILITY/PROPERTY INS	4,569	4,098	5,000	4,400
0192	6374	REFUSE/RECYCLING	-	-	-	-
0192	6405	OFFICE & DATA PROCESSING EQUIP	197,925	224,647	252,850	248,535
0192	6580	OTHER EQUIPMENT	31,137	-	-	-
0192	6585	COMPUTER HARDWARE/SOFTWARE	32,256	-	7,500	20,500
Total Expenditure			423,219	421,976	465,751	518,104

PERSONNEL COMPLEMENT

IT Manager	1.00	1.00	1.00	1.00
IT Tech	0.50	0.73	0.73	1.00
Data Processing Total	1.50	1.73	1.73	2.00

6405 Office Equipment Contracts

Support	11,800	10,985	10,000	10,000
Financial Support(General Ledger,P/R, S/A, F/A & System Dev)	69,538	72,255	76,881	93,222
PIMS System Support	27,861	30,605	31,955	35,169
GIS	32,512	34,231	35,000	38,500
Laser Fiche Licensing	6,673	6,673	7,000	7,000
Licensing/maintenance	35,000	55,186	45,373	48,300
Internet (Included in LOGIS Support)	12,011	12,033	12,466	12,344
Printer Support	2,530	2,679	4,660	4,000
Website Redesign	-	-	29,515	-
	197,925	224,647	252,850	248,535

6585 Computer Hardware / Software

Replace File/E-Mail Server	-	-	7,500	7,500
NAS/SAN Storage Addition	-	-	-	13,000
Switches & Battery Replacements	32,256	-	-	-
Additional On-Site Storage for Building Surveillance Video	-	-	-	-
	32,256	-	7,500	20,500

DESCRIPTION OF SERVICES:

The Information Technology Department manages and maintains all voice, network and data systems for the city. They also handle long-term project planning, technology implementations and helpdesk support for city staff.

BUDGET HIGHLIGHTS

- IT Technician to full-time status from 29 hours week: \$27,012

GOALS OF CURRENT YEAR BUDGET:

- 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:

	2016 Actual	2017 Estimate	2018 Projected
Number of Physical Servers	7	9	9
Number of Virtualized Servers	0	0	0
Number of Desktop PCs / Laptops	142	152	160
Number of Phones	95	98	100
Number of Mobile Phones	61	63	63
Number of Tablets	5	6	8
Number of Wireless Access Points	8	10	12

FUND GENERAL

DEPARTMENT: GENERAL GOVERNMT. BUILDINGS

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0194	6102	F.T. REGULAR-WAGES & SALARIES	103,545	100,786	112,984	116,097
0194	6103	FULL TIME-REGULAR-OVERTIME	282	1,413		
0194	6104	PART TIME-WAGES & SALARIES	23,075	24,318	45,734	49,028
0194	6107	OVERTIME-PART TIME	-	119		
0194	6121	PERA CONTRIBUTIONS	9,960	9,309	11,904	12,384
0194	6122	FICA/MEDICARE CONTRIBUTIONS	10,127	9,471	12,142	12,632
0194	6131	GROUP INSURANCE	21,325	22,613	17,364	19,468
0194	6133	WORKERS COMP INSURANCE PREMIUM	4,328	4,411	7,063	5,429
0194	6221	CLEANING SUPPLIES	963	1,043	2,500	2,500
0194	6223	GASOLINE	2,201	1,613	3,000	3,000
0194	6225	DIESEL FUEL	52	792	2,000	2,000
0194	6231	UNIFORMS & TURN-OUT GEAR	1,710	1,181	1,500	1,850
0194	6249	MISCELLANEOUS OPERATING SUPPLY	12,462	12,889	13,000	15,000
0194	6257	OTHER VEHICLE PARTS	367	604	1,500	1,800
0194	6259	BUILDING MAINT/REPAIR SUPPLIES	2,418	2,727	5,000	5,000
0194	6275	OTHER EQUIPMENT PARTS	-	-		
0194	6281	SMALL TOOLS & MINOR EQUIPMENT	3,135	3,196	4,000	4,000
0194	6323	CELLULAR PHONES	1,330	1,161	1,500	1,800
0194	6361	GENERAL LIABILITY/PROPERTY INS	12,433	12,680	15,000	14,000
0194	6371	ELECTRIC UTILITIES	94,024	101,119	106,000	106,000
0194	6372	WATER/IRRIGATION	3,451	2,650	4,000	4,000
0194	6373	GAS	23,917	23,815	30,000	26,000
0194	6374	REFUSE/RECYCLING	3,621	3,574	4,500	4,500
0194	6381	BUILDING & STRUCTURE REPAIR	5,968	4,749	10,000	10,000
0194	6382	MACHINERY & EQUIPMENT REPAIR	8,720	9,981	10,000	10,000
0194	6388	OTHER VEHICLE REPAIR	178	716	1,000	2,000
0194	6415	OTHER EQUIPMENT RENTAL	811	282	1,000	1,000
0194	6417	UNIFORM RENTAL	-	-		
0194	6489	OTHER CONTRACTED SERVICES	89,800	73,910	75,000	78,000
0194	6520	BUILDINGS	-	-	-	-
Total Expenditure			440,203	431,122	497,691	507,488

PERSONNEL COMPLEMENT

Gen. Gov't. Bldgs.

Building Maintenance	2.63	2.63	2.63	3.13
Gen Govt Bldgs Total	2.63	2.63	2.63	3.13

DESCRIPTION OF SERVICES:

The General Government Buildings Department is responsible for cleaning city buildings and the repair and maintenance of all building systems.

BUDGET HIGHLIGHTS

- Capital: \$100,000 for Muni Center 2nd Floor Community Room build out (Facility Fund funded)

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:

	2016 Actual	2017 Estimate	2018 Projected
Buildings Maintained	12	12	12
Rooms Prepared for Meetings Annually	1118	1175	1210
Maintenance Request Cleared	48	40	40

FUND GENERAL

DEPARTMENT: NEWSLETTER

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0195	6102	F.T. REGULAR-WAGES & SALARIES	2,368	3,447	10,484	5,386
0195	6121	PERA CONTRIBUTIONS	178	258	786	404
0195	6122	FICA/MEDICARE CONTRIBUTIONS	197	285	802	412
0195	6133	WORKERS COMP INSURANCE PREMIUM	10	15	84	43
0195	6322	POSTAGE	6,328	8,057	10,000	10,000
0195	6352	GENERAL NOTICE & PUBLIC INFOR	21,528	25,094	30,000	33,000
0195	6361	GENERAL LIABILITY/PROPERTY INS	343	381	500	500
Total Expenditure			30,952	37,537	52,656	49,745

DESCRIPTION OF SERVICES:
 The community newsletter, The Ramsey Resident, is distributed to residential homes every two months. It is intended to provide public information about community events and local government.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Implement refreshed Ramsey branding items into the newsletter

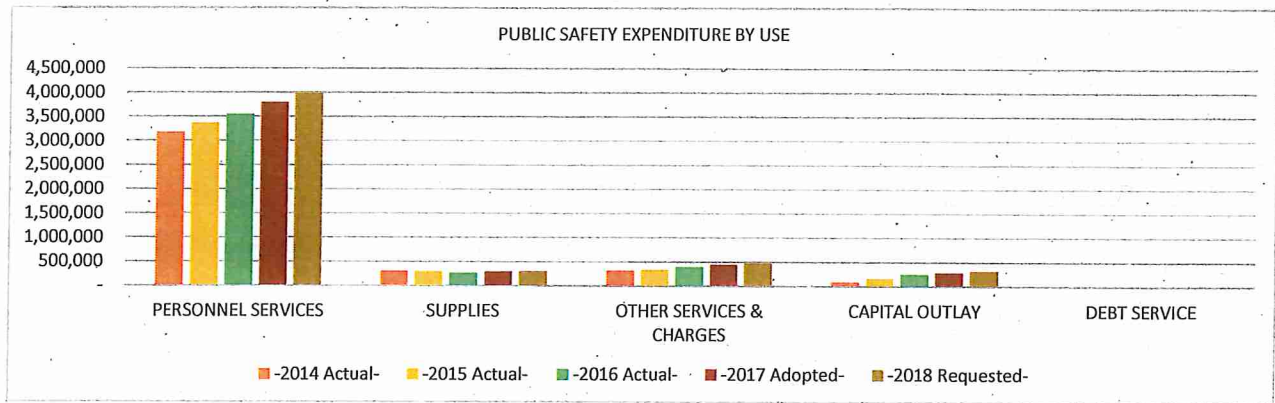
Performance Measurements:

	2016 Actual	2017 Estimate	2018 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 quantity of paid ads	46	50	60

GENERAL FUND 101 - GENERAL GOVERNMENT

PUBLIC SAFETY 211-280

EXPENDITURE BY OBJECT SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES	3,179,269	3,372,310	3,558,331	3,802,162	3,989,299
SUPPLIES	305,607	296,136	274,769	297,750	302,850
OTHER SERVICES & CHARGES	324,336	343,427	401,384	453,950	483,048
CAPITAL OUTLAY	86,715	163,289	256,939	289,806	324,000
DEBT SERVICE	8,716	4,525	-	-	-
TOTAL EXPENDITURE BY OBJECT	3,904,643	4,179,687	4,491,423	4,843,668	5,099,197



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PUBLIC SAFETY 211-280

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	2,177,091	2,234,989	2,396,841	2,598,829	2,747,267
6103	FULL TIME-REGULAR-OVERTIME	63,409	55,708	73,866	65,000	65,000
6104	PART TIME-WAGES & SALARIES	240,139	263,763	280,194	321,370	300,844
6105	TEMPORARY-WAGES & SALARIES	17,860	25,088	331	-	-
6107	OVERTIME-PART TIME	170	-	-	-	-
TOTAL WAGES AND SALARIES		2,498,669	2,579,548	2,751,232	2,985,199	3,113,111
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	-	62,374	47,457	-	-
TOTAL OTHER GROSS EARNINGS		-	62,374	47,457	-	-
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	314,017	361,593	365,184	394,780	421,184
6122	FICA/MEDICARE CONTRIBUTIONS	69,211	81,684	76,551	89,418	91,908
6131	GROUP INSURANCE	238,696	228,347	239,122	252,241	273,782
6132	DISABILITY INSURANCE	-	1,284	1,284	1,300	1,300
6133	WORKERS COMP INSURANCE PREMIUM	58,676	57,480	77,501	79,224	88,014
TOTAL EMPLOYER CONTRIBUTIONS		680,600	730,388	759,642	816,963	876,188
Total PERSONNEL SERVICES		3,179,269	3,372,310	3,558,331	3,802,162	3,989,299
SUPPLIES						
OFFICE SUPPLIES						
6204	STATIONERY, ENVELOPES & FORMS	1,399	3,219	2,400	2,700	2,700
6206	FILM, MICROFILM, TAPES, DISKS	237	566	1,310	1,800	1,800
6207	TRAINING SUPPLIES	720	3,365	1,765	2,500	2,500
6208	MISCELLANEOUS OFFICE SUPPLIES	3,463	4,696	5,129	5,750	5,750
TOTAL OFFICE SUPPLIES		5,819	11,846	10,604	12,750	12,750
OPERATING SUPPLIES						
6223	GASOLINE	82,881	63,169	57,333	83,000	78,000
6225	DIESEL FUEL	5,262	2,853	2,582	3,500	3,500
6227	LUBRICANTS & ADDITIVES	910	1,010	1,064	1,100	1,100
6229	SHOP MATERIALS	964	837	630	1,000	1,000
6231	UNIFORMS & TURN-OUT GEAR	42,521	49,973	55,051	40,750	45,750
6233	BATTERIES	1,003	1,131	1,084	1,200	1,200
6235	AMMUNITION	10,782	11,715	9,056	9,000	8,500
6237	CRIME SCENE KIT MATERIALS	535	1,107	792	1,000	1,000
6239	FIRST AID SUPPLIES	3,175	1,956	2,833	2,700	3,300
6241	COMMUNITY POLICING SUPPLIES	6,025	4,298	5,519	7,000	6,200
6249	MISCELLANEOUS OPERATING SUPPLY	42,657	48,411	36,574	50,000	50,500
TOTAL OPERATING SUPPLIES		196,715	186,460	172,518	200,250	200,050
REPAIR AND MAINTENANCE SUPPLIES						
6251	BATTERIES	839	106	2,572	1,700	3,000
6253	BRAKES	1,598	1,824	3,825	2,000	2,200
6255	TIRES	3,093	8,906	7,999	8,200	8,200
6257	OTHER VEHICLE PARTS	21,791	22,352	18,969	19,000	22,000
6259	BUILDING MAINT/REPAIR SUPPLIES	-	136	1,479	500	500
6266	SCBA-PARTS	7,827	9,370	5,893	5,000	5,000
6271	SIGN REPAIR MATERIALS	249	-	985	3,000	3,000
6275	OTHER EQUIPMENT PARTS	1,515	2,301	15,521	3,000	3,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES		36,912	44,995	57,243	42,400	46,900
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	66,101	52,835	34,354	42,350	43,100
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		66,101	52,835	34,354	42,350	43,100
MERCHANDISE FOR RESALE						
6291	CULVERTS, SIGNS, STREET SUPPLY	60	-	50	-	50
TOTAL MERCHANDISE FOR RESALE		60	-	50	-	50
Total SUPPLIES		305,607	296,136	274,769	297,750	302,850
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6302	AUDITING & ACCOUNTING SERVICES	3,400	3,450	3,500	3,600	3,600
6315	MISCELLANEOUS PROFESSIONAL SER	69,460	83,693	115,500	88,108	107,500
TOTAL PROFESSIONAL SERVICES		72,860	87,143	119,000	91,708	111,100

COMMUNICATION						
6321	TELEPHONE	4,343	4,034	4,458	4,300	4,600
6322	POSTAGE	2,634	3,478	2,457	4,200	3,900
6323	CELLULAR PHONES	10,652	11,859	13,124	16,000	16,500
TOTAL COMMUNICATION		17,629	19,371	20,039	24,500	25,000
EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	3,871	3,111	3,771	4,900	4,500
6334	MILEAGE REIMBURSEMENT	307	-	138	1,000	750
6335	TRAINING	40,021	40,990	34,470	46,000	45,000
TOTAL EMPLOYEE REIMBURSEMENTS		44,199	44,101	38,379	51,900	50,250
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	54,128	60,643	55,393	66,600	60,500
TOTAL INSURANCE		54,128	60,643	55,393	66,600	60,500
UTILITIES						
6371	ELECTRIC UTILITIES	36,430	34,302	35,563	37,200	38,200
6372	WATER/IRRIGATION	94	37	3,848	4,000	4,000
6373	GAS	14,341	7,343	8,303	14,000	10,000
6374	REFUSE/RECYCLING	782	704	1,242	800	1,500
TOTAL UTILITIES		51,647	42,386	48,956	56,000	53,700
REPAIRS AND MAINTENANCE - LABOR						
6382	MACHINERY & EQUIPMENT REPAIR	9,598	10,438	22,574	11,500	16,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	250	250
6386	BRAKE REPAIR	-	-	541	1,000	1,000
6388	OTHER VEHICLE REPAIR	30,081	18,002	24,250	34,000	34,000
6389	TOWING SERVICES	11	344	1,657	500	3,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		39,690	28,784	49,022	47,250	54,750
REPAIRS AND MAINTENANCE - CONTRACTS						
6405	OFFICE & DATA PROCESSING EQUIP	2,994	12,424	3,419	43,392	49,948
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		2,994	12,424	3,419	43,392	49,948
RENTALS						
6413	OFFICE EQUIPMENT RENTAL	6,387	5,170	5,834	6,500	6,000
6415	OTHER EQUIPMENT RENTAL	16,086	22,660	27,250	33,000	36,300
TOTAL RENTALS		22,473	27,830	33,084	39,500	42,300
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	4,792	5,848	4,669	6,700	8,000
6452	SUBSCRIPTIONS	117	-	-	1,000	1,000
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		4,909	5,848	4,669	7,700	9,000
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	205	1,569	1,617	2,100	2,500
TOTAL BOOKS AND PAMPHLETS		205	1,569	1,617	2,100	2,500
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	13,602	13,328	27,806	23,300	24,000
TOTAL CONTRACTED SERVICES		13,602	13,328	27,806	23,300	24,000
Total OTHER SERVICES & CHARGES		324,336	343,427	401,384	453,950	483,048
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	-	-	-	-	-
6550	MOTOR VEHICLES	86,715	42,673	97,604	181,000	110,000
6580	OTHER EQUIPMENT	-	120,616	159,335	108,806	214,000
TOTAL CAPITAL OUTLAY		86,715	163,289	256,939	289,806	324,000
Total CAPITAL OUTLAY		86,715	163,289	256,939	289,806	324,000
DEBT SERVICE						
DEBT SERVICE						
6603	OTHER L.T. OBLIGATION PRINCIPA	8,716	4,525	-	-	-
TOTAL DEBT SERVICE		8,716	4,525	-	-	-
TOTAL DEBT SERVICE		8,716	4,525	-	-	-
TOTAL EXPENDITURES & OTHER FINANCING		3,904,643	4,179,687	4,491,423	4,843,668	5,099,197

FUND GENERAL

DEPARTMENT: POLICE PROTECTION

FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0211	6102	F.T. REGULAR-WAGES & SALARIES	1,893,807	2,017,151	2,178,157	2,298,360
0211	6103	FULL TIME-REGULAR-OVERTIME	55,145	71,471	65,000	65,000
0211	6104	PART TIME-WAGES & SALARIES	47,913	53,587	73,500	50,250
0211	6105	TEMPORARY-WAGES & SALARIES	6,964	-		
0211	6108	SEVERANCE PAY	62,374	19,659		
0211	6121	PERA CONTRIBUTIONS	317,627	321,327	345,970	367,374
0211	6122	FICA/MEDICARE CONTRIBUTIONS	47,649	44,442	49,956	50,673
0211	6131	GROUP INSURANCE	175,556	181,711	206,146	223,629
0211	6133	WORKERS COMP INSURANCE PREMIUM	41,147	55,727	57,292	60,702
0211	6204	STATIONERY, ENVELOPES & FORMS	2,486	1,423	1,700	1,700
0211	6206	FILM, MICROFILM, TAPES, DISKS	273	1,264	1,500	1,500
0211	6207	TRAINING SUPPLIES	3,365	1,765	2,500	2,500
0211	6208	MISCELLANEOUS OFFICE SUPPLIES	3,708	3,548	4,000	4,000
0211	6223	GASOLINE	53,118	47,931	70,000	65,000
0211	6227	LUBRICANTS & ADDITIVES	1,010	1,064	1,100	1,100
0211	6229	SHOP MATERIALS	837	630	1,000	1,000
0211	6231	UNIFORMS & TURN-OUT GEAR	19,538	18,151	20,000	20,000
0211	6233	BATTERIES	1,008	898	1,200	1,200
0211	6235	AMMUNITION	11,715	9,056	9,000	8,500
0211	6237	CRIME SCENE KIT MATERIALS	1,107	792	1,000	1,000
0211	6239	FIRST AID SUPPLIES	1,643	1,548	1,700	1,500
0211	6249	MISCELLANEOUS OPERATING SUPPLY	7,799	4,714	7,000	7,000
0211	6251	BATTERIES	104	1,769	500	1,800
0211	6253	BRAKES	1,824	3,825	2,000	2,200
0211	6255	TIRES	8,906	7,999	8,200	8,200
0211	6257	OTHER VEHICLE PARTS	10,022	12,581	9,000	12,000
0211	6259	BUILDING MAINT/REPAIR SUPPLIES	136	1,479	500	500
0211	6275	OTHER EQUIPMENT PARTS	528	819	1,000	1,000
0211	6281	SMALL TOOLS & MINOR EQUIPMENT	16,041	17,409	17,000	17,500
0211	6315	MISCELLANEOUS PROFESSIONAL SER	1,384	8,273	5,000	7,500
0211	6321	TELEPHONE	2,226	2,197	2,700	2,500
0211	6322	POSTAGE	1,849	1,121	1,500	1,300
0211	6323	CELLULAR PHONES	7,140	6,729	8,000	8,000
0211	6331	TRAVEL & LODGING	3,111	3,420	4,500	4,000
0211	6334	MILEAGE REIMBURSEMENT	-	138	500	250
0211	6335	TRAINING	19,975	16,129	22,500	21,000
0211	6361	GENERAL LIABILITY/PROPERTY INS	38,561	34,925	40,000	38,000
0211	6382	MACHINERY & EQUIPMENT REPAIR	417	392	500	500
0211	6383	OFFICE EQUIPMENT REPAIR			250	250
0211	6386	BRAKE REPAIR		541	1,000	1,000
0211	6388	OTHER VEHICLE REPAIR	7,717	12,792	10,000	10,000
0211	6389	TOWING SERVICES	344	1,657	500	3,000
0211	6405	OFFICE & DATA PROCESSING EQUIP	5,904	3,419	5,000	4,000
0211	6413	OFFICE EQUIPMENT RENTAL	5,170	5,834	6,500	6,000
0211	6415	OTHER EQUIPMENT RENTAL	22,660	27,250	33,000	35,000
0211	6451	MEMBERSHIP DUES	3,376	2,864	3,500	3,000
0211	6489	OTHER CONTRACTED SERVICES	3,360	10,336	5,000	5,000
0211	6550	MOTOR VEHICLES	42,673	97,604	91,000	65,000
0211	6580	OTHER EQUIPMENT	63,716	51,906	51,906	-
0211	6603	OTHER L.T. OBLIGATION PRINCIPA	4,525	-		
Total Expenditure			3,027,458	3,191,267	3,428,777	3,490,488

PERSONNEL COMPLEMENT

Police Chief	1.00	1.00	1.00	1.00
Captain	2.00	2.00	2.00	2.00
Sergeant	4.00	4.00	4.00	4.00
Drug Task Force Officer	-	-	1.00	1.00
Patrol Officer	16.00	16.00	16.00	16.00
Community Service Officer	1.00	1.00	1.00	1.00
Crime Prevention Specialist	1.00	-	-	-
Clerical/Support Personnel	3.00	3.00	3.00	3.00
Code Enforcement Intern	0.50	-	-	-
Public Safety Total	28.50	27.00	28.00	28.00

6550 Motor Vehicles

Capri	42,673	58,000	57,000	30,000
Tahoe		34,000	34,000	35,000
	42,673	92,000	91,000	65,000

DESCRIPTION OF SERVICES:

The Police Department is responsible for the protection of life and property and an atmosphere of community security through the deterrence of criminal activity by visible patrols; the enforcement of traffic laws; the apprehension of criminal offenders; emergency response services; and the delivery of other community services such as animal control and school liaison. The department provides for the investigation of criminal incidents and the apprehension of criminal offenders through the gathering, analysis, preservation and presentation of evidence.

BUDGET HIGHLIGHTS

- Capital Equipment: Chev Caprice: \$30,000; Chev Tahoe: \$35,000

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:

Police Department Activity	2016 Actual	2017 Estimate	2018 Projected
Traffic Arrests	3351	4518	4182
Motor Vehicle Accidents	400	390	457
Criminal Incidents	1310	1138	1125
Non-Criminal Incidents	6840	7376	6722
Ordinance Complaints	629	601	843
total	12530	14043	13329
State CPM Performance Measurement Results	2014	2015	2016
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: FIRE PROTECTION
 FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0220	6102	F.T. REGULAR-WAGES & SALARIES	172,430	170,992	178,387	192,657
0220	6103	FULL TIME-REGULAR-OVERTIME	88	435		
0220	6104	PART TIME-WAGES & SALARIES	215,850	226,607	247,870	250,594
0220	6105	TEMPORARY-WAGES & SALARIES	483	167		
0220	6108	SEVERANCE PAY	-	27,798		
0220	6121	PERA CONTRIBUTIONS	29,360	28,313	30,639	34,592
0220	6122	FICA/MEDICARE CONTRIBUTIONS	20,124	17,251	20,927	21,632
0220	6131	GROUP INSURANCE	22,218	23,202	17,364	21,090
0220	6132	DISABILITY INSURANCE	1,284	1,284	1,300	1,300
0220	6133	WORKERS COMP INSURANCE PREMIUM	14,034	19,212	18,925	22,069
0220	6206	FILM, MICROFILM, TAPES, DISKS	-	21	-	
0220	6208	MISCELLANEOUS OFFICE SUPPLIES	633	1,044	1,000	1,000
0220	6223	GASOLINE	7,775	7,399	10,000	10,000
0220	6225	DIESEL FUEL	2,853	2,582	3,500	3,500
0220	6231	UNIFORMS & TURN-OUT GEAR	29,646	36,480	20,000	25,000
0220	6233	BATTERIES	123	186	-	
0220	6239	FIRST AID SUPPLIES	313	1,285	1,000	1,800
0220	6249	MISCELLANEOUS OPERATING SUPPLY	27,358	17,395	20,000	20,000
0220	6255	TIRES			-	
0220	6257	OTHER VEHICLE PARTS	12,330	6,388	10,000	10,000
0220	6266	SCBA-PARTS	9,370	5,893	5,000	5,000
0220	6275	OTHER EQUIPMENT PARTS	69	2,135	-	
0220	6281	SMALL TOOLS & MINOR EQUIPMENT	36,794	16,742	25,000	25,000
0220	6302	AUDITING & ACCOUNTING SERVICES	3,450	3,500	3,600	3,600
0220	6315	MISCELLANEOUS PROFESSIONAL SER	-			
0220	6321	TELEPHONE	1,418	1,875	1,000	1,500
0220	6322	POSTAGE	208	84	500	500
0220	6323	CELLULAR PHONES	3,920	5,749	6,000	6,000
0220	6335	TRAINING	17,960	16,497	20,000	20,000
0220	6361	GENERAL LIABILITY/PROPERTY INS	17,531	15,461	21,000	17,000
0220	6371	ELECTRIC UTILITIES	21,120	21,808	24,000	24,000
0220	6372	WATER/IRRIGATION	37	3,848	4,000	4,000
0220	6373	GAS	7,343	8,303	14,000	10,000
0220	6374	REFUSE/RECYCLING	704	1,242	800	1,500
0220	6388	OTHER VEHICLE REPAIR	10,286	11,458	24,000	24,000
0220	6405	OFFICE & DATA PROCESSING EQUIP	6,520	-	6,500	14,056
0220	6451	MEMBERSHIP DUES	1,346	1,095	2,000	2,500
0220	6452	SUBSCRIPTIONS	-	-	1,000	1,000
0220	6471	BOOKS & PAMPHLETS	510	529	1,000	1,000
0220	6489	OTHER CONTRACTED SERVICES	5,758	6,089	8,000	8,000
0220	6550	MOTOR VEHICLES	-	-	90,000	45,000
0220	6580	OTHER EQUIPMENT	56,900	107,429	56,900	175,000
Total Expenditure			758,146	817,778	895,212	1,003,890

PERSONNEL COMPLEMENT

Fire Chief	1.00	1.00	1.00	1.00
Fire Inspector/Life Safety Educator	-	-	-	1.00
Fire Secretary	-	1.00	1.00	1.00
Fire Marshall	1.00	1.00	1.00	1.00
Firefighters	7.58	7.58	7.58	7.58
Fire Total	9.58	10.58	10.58	11.58

6550 Motor Vehicles

Duty Officer Truck	-	-	40,000	-
Replace Grass Truck #21	-	-	-	45,000
Replace Fire Chief Vehicle	-	-	50,000	-
	-	-	90,000	45,000

6580 Other Equipment

800 MHZ Radio - 3 Year Funding	56,900	56,900	56,900	-
SCBA's - 28	-	-	-	175,000
Rescue Truck #1 Box	-	50,000	-	-
	56,900	106,900	56,900	175,000

BUDGET HIGHLIGHTS

- F.T. Fire Inspector/Life Safety Educator: \$66,248 (Mar 1 Start date)
- Capital Equipment: Replace Grass Truck: \$45,000
- Capital Equipment: Replace 28 SCBA's: \$175,000

GOALS OF CURRENT YEAR BUDGET:

- Increase resident safety and fire prevention education through a community outreach program
- Revise and update emergency operations plan
- Enhance department resources for leadership training and mentoring
- Develop and execute action plan for conducting pre-incident planning of structures
- Integrate the fire records system into daily operations; ability to generate analytical reports
- Establish and maintain programs that enhance the health and fitness of all department employees

Performance Measurements:

	2016 Actual	2017 Estimate	2018 Projected
Number of Calls for Service	498	550	600
Mutual Aid	23	25	25
Given	16	15	15
Received	7	10	10
Number of firefighters	55	55	55
Prevention:			
# of Public Education contacts	42	60	70
# of commercial property inspections	134	170	200
# of permits issued	110	120	120
State CPM Performance Measurement Results	2014	2015	2016
Insurance industry rating of fire services	6/7	5/7	5/7
Fire calls per 1,000 population	10.98	16.5	11.7
Average fire response times	8:24	8:12	8:23
EMS calls per 1,000 population	4.56	4.7	7.6
Average EMS response times	7:35	6:35	6:51

FUND GENERAL

DEPARTMENT: PROTECTIVE INSPECTIONS

FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0240	6102	F.T. REGULAR-WAGES & SALARIES	137,399	179,351	194,496	206,579
0240	6103	FULL TIME-REGULAR-OVERTIME	476	1,960		
0240	6104	PART TIME-WAGES & SALARIES	17,640	-		
0240	6105	TEMPORARY-WAGES & SALARIES	-	-		
0240	6121	PERA CONTRIBUTIONS	12,123	13,331	14,587	15,493
0240	6122	FICA/MEDICARE CONTRIBUTIONS	11,361	12,612	14,879	15,803
0240	6131	GROUP INSURANCE	30,573	34,209	28,731	29,063
0240	6133	WORKERS COMP INSURANCE PREMIUM	755	881	1,256	1,653
0240	6204	STATIONERY, ENVELOPES & FORMS	623	776	750	800
0240	6208	MISCELLANEOUS OFFICE SUPPLIES	355	537	750	750
0240	6223	GASOLINE	2,276	2,003	3,000	3,000
0240	6231	UNIFORMS & TURN-OUT GEAR	789	420	750	750
0240	6249	MISCELLANEOUS OPERATING SUPPLY	127	782	2,500	2,500
0240	6315	MISCELLANEOUS PROFESSIONAL SER	82,309	107,227	83,108	100,000
0240	6321	TELEPHONE	390	386	600	600
0240	6322	POSTAGE	1,289	1,238	2,000	2,000
0240	6323	CELLULAR PHONES	799	646	2,000	2,500
0240	6334	MILEAGE REIMBURSEMENT	-	-	500	500
0240	6335	TRAINING	2,596	1,494	3,000	3,000
0240	6361	GENERAL LIABILITY/PROPERTY INS	3,651	3,802	4,400	4,200
0240	6405	OFFICE & DATA PROCESSING EQUIP	-	-	31,892	31,892
0240	6451	MEMBERSHIP DUES	325	435	1,000	1,000
0240	6471	BOOKS & PAMPHLETS	1,014	1,088	1,000	1,000
Total Expenditure			306,870	363,178	391,199	423,083

PERSONNEL COMPLEMENT

Building Official	1.00	1.00	1.00	1.00
Building Inspections Intern	0.50	0.50	0.50	-
Permit Technician	1.50	2.00	2.00	2.00
Inspectors	0.25	0.25	0.25	0.25
Building Inspection Total	3.25	3.75	3.75	3.25

DESCRIPTION OF SERVICES:

The mission of the Community Development Department is to guide residential and commercial growth through comprehensive planning processes and administer the city's building and zoning codes in a equitable and professional manner to promote and sustain public safety, quality of life, and the health and well being of the whole community.

The purpose of the Building Division is to help ensure all your construction projects meet the requirements of both the Minnesota State Building Code and the City Zoning regulations.

BUDGET HIGHLIGHTS

- Increase in Professional Services for Inspection Contract (Offset with Building Permit Revenue)

GOALS OF CURRENT YEAR BUDGET:

- Complete standard residential plan review within 10 business days.
- Complete standard commercial plan review within 30 business days.
- Allow for inspection availability within 48 hours.
- Improve plan review submittal and department review process.
- Implement the recommendations of the Permit Customer Survey.
- Establish a sustainable employee development and transition plan.

Performance Measurements:				
		2016 Actual	2017 Estimate	2018 Projected
New Residential Units		86	175	75
Total Permits		2,172	2,200	2,250
Number of Inspections		6,181	6,200	6,250

FUND GENERAL

DEPARTMENT: CIVIL DEFENSE
 FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0250	6251	BATTERIES	-	803	1,200	1,200
0250	6275	OTHER EQUIPMENT PARTS	1,704	12,567	2,000	2,000
0250	6361	GENERAL LIABILITY/PROPERTY INS	52	333	100	200
0250	6371	ELECTRIC UTILITIES	1,020	1,020	1,200	1,200
0250	6382	MACHINERY & EQUIPMENT REPAIR	1,952	7,985	3,000	3,000
Total Expenditure			4,728	22,708	7,500	7,600

DESCRIPTION OF SERVICES:
 The Civil Defence budget funds expenditures related to the city-wide emergency siren notification system.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Maintain infrastructure of siren warning system

Performance Measurements:

	2016 Actual	2017 Estimate	2018 Projected
Number of Sirens	17	17	17

FUND GENERAL

DEPARTMENT: **TRAFFIC ENGINEERING**
 FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0260	6102	F.T. REGULAR-WAGES & SALARIES	31,353	29,347	47,789	49,671
0260	6103	FULL TIME-REGULAR-OVERTIME	-	-		
0260	6105	TEMPORARY-WAGES & SALARIES	-	164		
0260	6121	PERA CONTRIBUTIONS	2,482	2,213	3,584	3,725
0260	6122	FICA/MEDICARE CONTRIBUTIONS	2,550	2,246	3,656	3,800
0260	6133	WORKERS COMP INSURANCE PREMIUM	1,544	1,681	1,751	3,590
0260	6249	MISCELLANEOUS OPERATING SUPPLY	12,928	13,065	20,000	20,000
0260	6271	SIGN REPAIR MATERIALS	-	985	3,000	3,000
0260	6361	GENERAL LIABILITY/PROPERTY INS	779	802	1,000	1,000
0260	6371	ELECTRIC UTILITIES	12,162	12,735	12,000	13,000
0260	6382	MACHINERY & EQUIPMENT REPAIR	8,069	14,197	8,000	13,000
0260	6489	CONTRACTED SERVICES	-	3,331	3,000	3,000
0260	6580	OTHER EQUIPMENT	-	-	-	39,000
Total Expenditure			71,867	80,766	103,780	152,786

DESCRIPTION OF SERVICES:
 The Traffic Engineering budget funds the installation and maintenance of traffic signage on, above, and/or near city streets.

BUDGET HIGHLIGHTS

- Capital Equipment: \$39,000 Programmable Message Board

GOALS OF CURRENT YEAR BUDGET:

- 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:		2016 Actual	2017 Estimate	2018 Projected
Total Hours		606	650	610
Number of Traffic Signs in System		2300	2360	2390
Number of Traffic Counts Performed		15	90	15

FUND GENERAL

DEPARTMENT: ANIMAL CONTROL

FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0270	6249	MISCELLANEOUS OPERATING SUPPLY	198	618	500	1,000
0270	6281	SMALL TOOLS & MINOR EQUIPMENT	-	203	250	500
0270	6489	OTHER CONTRACTED SERVICES	4,210	8,050	7,300	8,000
Total Expenditure			4,408	8,871	8,050	9,500

DESCRIPTION OF SERVICES:
 This fund covers expenditures related to animal control which is provided on a contractual basis by the city of Anoka Police Department.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Provide animal containment services to residents

Performance Measurements:

	2016 Actual	2017 Estimate	2018 Projected
Animal Complaints	463	434	456
Number of Animals Impounded	48	37	59
Number of Animals Released to Owners	44	35	59
Number of Euthanizations	4	2	0

FUND GENERAL

DEPARTMENT: COMMUNITY ORIENTATING POLICE
 FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0280	6204	STATIONERY, ENVELOPES & FORMS	110	201	250	200
0280	6206	FILM, MICROFILM, TAPES, DISKS	293	25	300	300
0280	6241	COMMUNITY POLICING SUPPLIES	4,298	5,519	7,000	6,200
0280	6281	SMALL TOOLS & MINOR EQUIPMENT	-	-	100	100
0280	6291	CULVERTS, SIGNS, STREET SUPPLY	-	50	-	50
0280	6322	POSTAGE	132	14	200	100
0280	6331	TRAVEL & LODGING	-	351	400	500
0280	6335	TRAINING	460	350	500	1,000
0280	6361	GENERAL LIABILITY/PROPERTY INS	68	70	100	100
0280	6415	OTHER EQUIPMENT RENTAL	-	-	-	1,300
0280	6451	MEMBERSHIP DUES	801	275	200	1,500
0280	6471	BOOKS & PAMPHLETS	45	-	100	500
Total Expenditure			6,207	6,855	9,150	11,850

DESCRIPTION OF SERVICES:

The Community Orientating Policing funds expenditures related to community programs such as: Kids Safety Camp, Car Seat Inspections, Night to Unite, Pet Clinics, Bike Helmet Fitting and Sale, Police Explorers, and Drug Take Back Program

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Increase participation in community based programs

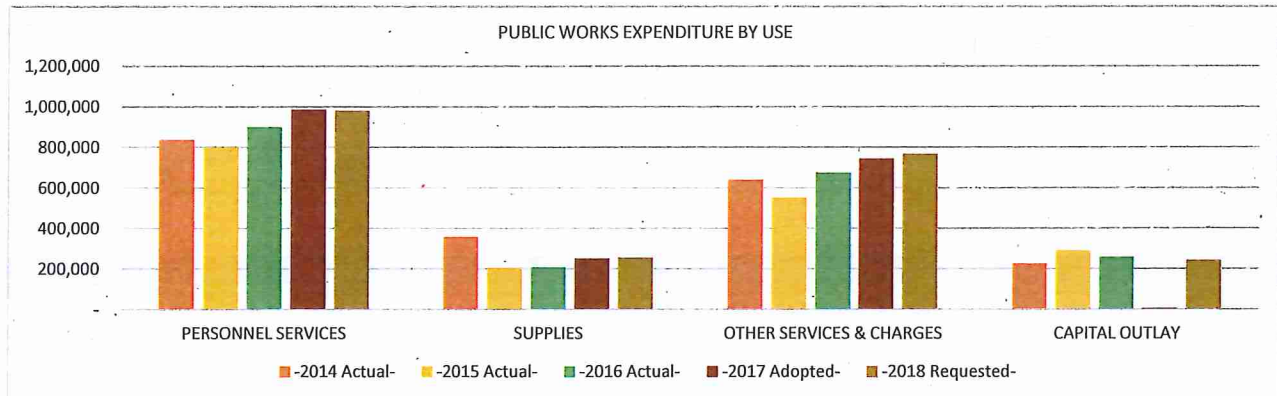
Performance Measurements:

	2016 Actual	2017 Estimate	2018 Projected
# of participants attending Kids Safety Camp	127	138	112
# of car seat inspections	28	43	83
Night to Unite - # of Parties	47	38	45
# of animals served at Pet Clinics	290	260	231

GENERAL FUND 101 - GENERAL GOVERNMENT

PUBLIC WORKS **301-312**

EXPENDITURE BY OBJECT SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES	839,192	800,870	901,475	986,625	981,529
SUPPLIES	358,193	206,416	209,343	250,600	255,850
OTHER SERVICES & CHARGES	640,731	551,129	677,569	745,550	769,600
CAPITAL OUTLAY	227,137	288,428	259,217	5,100	243,270
TOTAL EXPENDITURE BY OBJECT	2,065,253	1,846,843	2,047,604	1,987,875	2,250,249



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PUBLIC WORKS **301-312**

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS -2014 Actual- -2015 Actual- -2016 Actual- -2017 Adopted- -2018 Requested-

PERSONNEL SERVICES

		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	571,226	544,621	609,886	661,186	644,513
6103	FULL TIME-REGULAR-OVERTIME	28,800	22,263	28,799	33,000	25,000
6105	TEMPORARY-WAGES & SALARIES	16,814	22,725	23,781	58,320	72,110
6106	OVERTIME-TEMPORARY	17	1,620	2,057	-	-
TOTAL WAGES AND SALARIES		616,857	591,229	664,523	752,506	741,623
OTHER GROSS EARNINGS						
6108	SEVERANCE PAY	4,068	-	-	-	-
TOTAL OTHER GROSS EARNINGS		4,068	-	-	-	-
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	43,395	45,260	46,702	54,249	51,834
6122	FICA/MEDICARE CONTRIBUTIONS	44,905	46,267	47,358	58,555	57,827
6131	GROUP INSURANCE	102,142	96,182	114,344	92,567	94,877
6133	WORKERS COMP INSURANCE PREMIUM	27,825	21,932	28,548	28,748	35,368
TOTAL EMPLOYER CONTRIBUTIONS		218,267	209,641	236,952	234,119	239,906
Total PERSONNEL SERVICES		839,192	800,870	901,475	986,625	981,529

SUPPLIES

OFFICE SUPPLIES						
6205	DRAFTING SUPPLIES	-	200	-	400	250
6208	MISCELLANEOUS OFFICE SUPPLIES	1,235	1,899	1,309	1,700	1,400
TOTAL OFFICE SUPPLIES		1,235	2,099	1,309	2,100	1,650
OPERATING SUPPLIES						
6221	CLEANING SUPPLIES	-	-	-	200	200
6223	GASOLINE	13,128	10,862	8,370	16,500	14,000
6225	DIESEL FUEL	54,880	21,068	15,977	52,000	30,000
6227	LUBRICANTS & ADDITIVES	3,613	2,036	2,514	4,300	4,000
6229	SHOP MATERIALS	3,197	910	2,106	4,500	4,500
6231	UNIFORMS & TURN-OUT GEAR	3,221	4,506	4,291	5,300	5,700
6249	MISCELLANEOUS OPERATING SUPPLY	7,615	9,923	11,236	11,500	11,000
TOTAL OPERATING SUPPLIES		85,654	49,305	44,494	94,300	69,400
REPAIR AND MAINTENANCE SUPPLIES						
6257	OTHER VEHICLE PARTS	77,467	46,423	50,174	53,500	56,000
6259	BUILDING MAINT/REPAIR SUPPLIES	3,122	1,958	4,706	6,000	6,000
6261	SAND & GRAVEL	3,949	1,951	993	3,000	4,000
6263	SALT	153,891	72,561	87,028	44,500	72,000
6265	ASPHALT	12,655	13,489	9,160	20,000	20,000
6267	OTHER STREET MAINTENANCE SUPPL	5,277	1,933	3,388	5,700	5,700
6269	LANDSCAPE MATERIALS	13,620	5,361	1,272	7,500	7,500
6275	OTHER EQUIPMENT PARTS	-	-	41	500	200
TOTAL REPAIR AND MAINTENANCE SUPPLIES		269,981	143,676	156,762	140,700	171,400
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	1,323	11,336	6,778	13,500	13,400
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		1,323	11,336	6,778	13,500	13,400
Total SUPPLIES		358,193	206,416	209,343	250,600	255,850

OTHER SERVICES & CHARGES

PROFESSIONAL SERVICES						
6315	MISCELLANEOUS PROFESSIONAL SER	27,998	17,921	44,681	49,000	74,000
TOTAL PROFESSIONAL SERVICES		27,998	17,921	44,681	49,000	74,000
COMMUNICATION						
6321	TELEPHONE	1,979	2,122	2,112	2,300	2,200
6322	POSTAGE	536	1,558	1,624	2,100	1,650
6323	CELLULAR PHONES	5,639	5,468	5,811	7,000	6,500
TOTAL COMMUNICATION		8,154	9,148	9,547	11,400	10,350

EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	-	184	349	500	1,000
6335	TRAINING	3,780	6,950	5,958	14,500	10,000
TOTAL EMPLOYEE REIMBURSEMENTS		3,780	7,134	6,307	15,000	11,000
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	31,914	33,342	32,318	36,500	35,000
TOTAL INSURANCE		31,914	33,342	32,318	36,500	35,000
UTILITIES						
6371	ELECTRIC UTILITIES	7,285	6,386	6,704	8,500	8,500
6372	WATER/IRRIGATION	1,624	1,315	3,749	1,700	3,500
6373	GAS	7,269	3,654	4,460	8,650	5,000
6374	REFUSE/RECYCLING	1,842	1,791	2,462	2,200	2,300
TOTAL UTILITIES		18,020	13,146	17,375	21,050	19,300
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	5,240	3,956	10,105	10,000	10,000
6382	MACHINERY & EQUIPMENT REPAIR	1,868	1,780	693	4,000	4,000
6387	TIRE MOUNTING & BALANCING	130	-	171	600	600
6388	OTHER VEHICLE REPAIR	16,037	8,804	6,807	18,000	20,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		23,275	14,540	17,776	32,600	34,600
REPAIRS AND MAINTENANCE - CONTRACTS						
6404	MACHINERY & EQUIPMENT	990	1,348	1,325	4,000	3,000
6405	OFFICE & DATA PROCESSING EQUIP	1,878	6,185	6,132	8,000	6,200
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		2,868	7,533	7,457	12,000	9,200
RENTALS						
6415	OTHER EQUIPMENT RENTAL	5,579	9,825	3,429	5,800	56,000
6417	UNIFORM RENTAL	4,959	4,787	2,312	5,000	3,000
TOTAL RENTALS		10,538	14,612	5,741	10,800	59,000
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	797	1,119	1,024	1,700	1,900
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		797	1,119	1,024	1,700	1,900
BOOKS AND PAMPHLETS						
6471	BOOKS & PAMPHLETS	-	-	114	500	250
TOTAL BOOKS AND PAMPHLETS		-	-	114	500	250
CONTRACTED SERVICES						
6488	STREET MAINTENANCE CONTRACT	512,125	403,384	491,369	500,000	500,000
6489	OTHER CONTRACTED SERVICES	1,262	29,250	43,860	55,000	15,000
TOTAL CONTRACTED SERVICES		513,387	432,634	535,229	555,000	515,000
Total OTHER SERVICES & CHARGES		640,731	551,129	677,569	745,550	769,600
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	227,137	178,973	254,117	-	225,270
6550	MOTOR VEHICLES	-	35,171	-	-	-
6580	OTHER EQUIPMENT	-	74,284	5,100	5,100	18,000
TOTAL CAPITAL OUTLAY		227,137	288,428	259,217	5,100	243,270
Total CAPITAL OUTLAY		227,137	288,428	259,217	5,100	243,270
TOTAL EXPENDITURES & OTHER FINANCING		2,065,253	1,846,843	2,047,604	1,987,875	2,250,249

FUND GENERAL

DEPARTMENT: ENGINEERING
 FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0301	6102	F.T. REGULAR-WAGES & SALARIES	178,407	191,595	197,102	175,385
0301	6103	FULL TIME-REGULAR-OVERTIME	19,087	19,710	18,000	10,000
0301	6105	TEMPORARY-WAGES & SALARIES	12,048	17,911	29,120	48,910
0301	6106	OVERTIME-TEMPORARY	1,620	2,057		
0301	6121	PERA CONTRIBUTIONS	16,070	15,197	18,317	16,110
0301	6122	FICA/MEDICARE CONTRIBUTIONS	15,874	15,953	18,683	17,923
0301	6131	GROUP INSURANCE	40,133	40,777	32,658	25,784
0301	6133	WORKERS COMP INSURANCE PREMIUM	1,008	1,085	1,676	1,997
0301	6205	DRAFTING SUPPLIES	200	-	400	250
0301	6208	MISCELLANEOUS OFFICE SUPPLIES	1,603	901	1,400	1,000
0301	6223	GASOLINE	3,470	2,679	4,500	4,000
0301	6231	UNIFORMS & TURN-OUT GEAR	2,130	1,631	2,300	2,200
0301	6249	MISCELLANEOUS OPERATING SUPPLY	3,010	2,227	3,500	3,000
0301	6257	OTHER VEHICLE PARTS	550	1,464	1,500	2,000
0301	6281	SMALL TOOLS & MINOR EQUIPMENT	123	317	500	400
0301	6315	MISCELLANEOUS PROFESSIONAL SER	3,549	26,532	25,000	50,000
0301	6321	TELEPHONE	1,105	1,092	1,200	1,100
0301	6322	POSTAGE	1,482	1,480	2,000	1,500
0301	6323	CELLULAR PHONES	2,841	2,781	3,500	3,000
0301	6331	TRAVEL & LODGING	184	349	500	1,000
0301	6335	TRAINING	4,611	2,287	10,500	6,000
0301	6361	GENERAL LIABILITY/PROPERTY INS	4,188	3,966	4,600	4,500
0301	6405	OFFICE & DATA PROCESSING EQUIP	6,185	6,132	8,000	6,200
0301	6451	MEMBERSHIP DUES	845	594	1,400	1,500
0301	6471	BOOKS & PAMPHLETS		114	500	250
0301	6550	MOTOR VEHICLES	35,171	-		
Total Expenditure			355,494	358,831	386,856	384,009

PERSONNEL COMPLEMENT

City Engineer	1.00	1.00	1.00	1.00
Engineering Tech IV	1.00	1.00	1.00	0.50
Engineering Tech II	1.00	1.00	1.00	1.00
Engineering Tech III	1.00	1.00	1.00	1.00
Civil Engineer IV	-	1.00	1.00	1.00
Civil Engineer II	1.00	-	-	-
Secretary	1.00	1.00	1.00	-
Administrative Assistant	-	-	-	0.50
Intern	1.00	1.00	1.00	1.00
Engineering Total	7.00	7.00	7.00	6.00

DESCRIPTION OF SERVICES:

The Engineering budget covers engineering functions not charged to specific projects. The City Engineer oversees all engineering including working with the Minnesota Department of Transportation, Anoka County, other cities and regulating agencies, maintaining mapping and GIS data, managing stormwater runoff, responding to citizen and staff requests, and general engineering functions.

BUDGET HIGHLIGHTS

- Engr Tech V Pera Phased Retirement: (\$31,016 General Fund) Savings
- F.T. Administrative Assistant: \$54,815 (Feb 1 Start)
- Engr Secretary/Asst moved to Parks Department (If Administrative Assistant is approved)
- Increase Professional Services: \$25,000 due to reduction in hours of Engr Tech V

GOALS OF CURRENT YEAR BUDGET:

- 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/St. Francis Blvd. 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
- Implement Infrastructure Asset Management System Upgrades

Performance Measurements:

		2016 Actual	2017 Estimate	2018 Projected
Active Engineering Projects		12	11	12
Completed Engineering Projects		5	7	9
Infrastructure Asset Management System Upgrades				1

FUND GENERAL

DEPARTMENT: STREET MAINTENANCE
 FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0311	6102	F.T. REGULAR-WAGES & SALARIES	307,810	361,383	386,781	389,032
0311	6103	FULL TIME-REGULAR-OVERTIME	184	605	2,000	2,000
0311	6105	TEMPORARY-WAGES & SALARIES	7,931	2,878	19,200	13,200
0311	6108	SEVERANCE PAY	-	-	-	-
0311	6121	PERA CONTRIBUTIONS	24,175	26,772	29,159	28,742
0311	6122	FICA/MEDICARE CONTRIBUTIONS	24,982	26,427	32,199	32,017
0311	6131	GROUP INSURANCE	56,048	73,567	59,909	69,093
0311	6133	WORKERS COMP INSURANCE PREMIUM	17,693	23,682	22,416	28,213
0311	6208	MISCELLANEOUS OFFICE SUPPLIES	296	408	300	400
0311	6221	CLEANING SUPPLIES	-	-	200	200
0311	6223	GASOLINE	7,392	5,691	9,000	7,000
0311	6225	DIESEL FUEL	12,707	7,211	28,000	15,000
0311	6227	LUBRICANTS & ADDITIVES	2,036	2,514	4,300	4,000
0311	6229	SHOP MATERIALS	885	2,079	4,000	4,000
0311	6231	UNIFORMS & TURN-OUT GEAR	2,376	2,660	3,000	3,500
0311	6249	MISCELLANEOUS OPERATING SUPPLY	6,911	9,009	8,000	8,000
0311	6257	OTHER VEHICLE PARTS	20,786	20,061	25,000	25,000
0311	6259	BUILDING MAINT/REPAIR SUPPLIES	1,958	4,706	6,000	6,000
0311	6261	SAND & GRAVEL	-	-	1,000	1,000
0311	6265	ASPHALT	13,489	9,160	20,000	20,000
0311	6267	OTHER STREET MAINTENANCE SUPPL	160	438	2,000	2,000
0311	6269	LANDSCAPE MATERIALS	5,361	1,272	7,500	7,500
0311	6275	OTHER EQUIPMENT PARTS	-	41	500	200
0311	6281	SMALL TOOLS & MINOR EQUIPMENT	11,213	6,461	13,000	13,000
0311	6315	MISCELLANEOUS PROFESSIONAL SER	14,374	18,149	24,000	24,000
0311	6321	TELEPHONE	1,017	1,020	1,100	1,100
0311	6322	POSTAGE	75	144	100	150
0311	6323	CELLULAR PHONES	2,628	3,030	3,500	3,500
0311	6335	TRAINING	2,339	3,671	4,000	4,000
0311	6361	GENERAL LIABILITY/PROPERTY INS	23,738	23,066	26,100	25,000
0311	6371	ELECTRIC UTILITIES	6,385	6,704	8,500	8,500
0311	6372	WATER/IRRIGATION	1,315	3,749	1,700	3,500
0311	6373	GAS	3,654	4,460	8,650	5,000
0311	6374	REFUSE/RECYCLING	1,791	2,462	2,200	2,300
0311	6381	BUILDING & STRUCTURE REPAIR	3,956	10,105	10,000	10,000
0311	6382	MACHINERY & EQUIPMENT REPAIR	1,780	693	4,000	4,000
0311	6387	TIRE MOUNTING & BALANCING	-	171	600	600
0311	6388	OTHER VEHICLE REPAIR	5,308	4,101	8,000	8,000
0311	6404	MACHINERY & EQUIPMENT	1,348	1,325	4,000	3,000
0311	6415	OTHER EQUIPMENT RENTAL	9,826	3,429	5,800	56,000
0311	6417	UNIFORM RENTAL	4,787	2,312	5,000	3,000
0311	6451	MEMBERSHIP DUES	274	430	300	400
0311	6488	STREET MAINTENANCE CONTRACT	403,384	491,369	500,000	500,000
0311	6489	OTHER CONTRACTED SERVICES	29,250	43,860	50,000	10,000
0311	6540	HEAVY MACHINERY	178,973	254,117	-	225,270
0311	6580	OTHER EQUIPMENT	74,284	5,100	5,100	18,000
Total Expenditure			1,294,879	1,470,492	1,356,114	1,594,417

PERSONNEL COMPLEMENT

Public Works Superintendent	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	-	-	-
Mechanic	1.00	2.00	2.00	2.00
Streets Lead Worker	1.00	1.00	1.00	1.00
PW Maintenance Worker	3.00	4.00	4.00	4.00
Temporary - Streets	0.50	0.50	0.50	0.50
Street Maintenance Total	7.50	8.50	8.50	8.50

6488/6489 Other Contracted Services

Street Maintenance Program	-	-	-	-
Long term road reconstruction	337,321	535,229	500,000	500,000
Road Patching	95,313	-	50,000	10,000
	432,634	535,229	550,000	510,000

6540 - Heavy Machinery

F350 truck with plow	192,507	186,000	-	188,000
1-Ton Truck	-	61,000	-	-
3/4 Ton Truck	-	-	-	37,270
Loader	178,973	-	-	-
	371,480	247,000	-	225,270

6580 - Other Equipment

Sidewalk Machine	53,234	-	-	-
800 MHZ Radio - 3 Year Funding	5,100	5,100	5,100	-
Kubota Tractor	15,950	-	-	-
ATV Athletic Field Maintenance Machine	-	-	-	18,000
	74,284	5,100	5,100	18,000

DESCRIPTION OF SERVICES:

The Street Maintenance Department is responsible for maintaining city streets, sidewalks, traffic signs, boulevards, ROW mowing and the storm water collection system.

BUDGET HIGHLIGHTS

- Capital Equipment: Dump Truck with Plow: \$188,000 (Net of \$8,000 trade in)
- Capital Equipment: 3/4 Ton Truck: \$37,270 (Net of \$5,000 trade in)
- Capital Equipment: ATV athletic field machine: \$18,000

GOALS OF CURRENT YEAR BUDGET:

- Maintain and improve city's rating of 7.0 average of road condition
- Increase use of contracted services on pothole repair (velocity patching)
- Increase preventive maintenance to prolong the life of our public streets
- Maintain our city vehicles and equipment to the highest level possible

Performance Measurements:

	2016 Actual	2017 Estimate	2018 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: SNOW & ICE REMOVAL
 FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0312	6102	F.T. REGULAR-WAGES & SALARIES	58,404	56,908	77,303	80,096
0312	6103	FULL TIME-REGULAR-OVERTIME	2,990	8,484	13,000	13,000
0312	6105	TEMPORARY-WAGES & SALARIES	2,746	2,992	10,000	10,000
0312	6121	PERA CONTRIBUTIONS	5,015	4,733	6,773	6,982
0312	6122	FICA/MEDICARE CONTRIBUTIONS	5,410	4,978	7,673	7,887
0312	6133	WORKERS COMP INSURANCE PREMIUM	3,231	3,781	4,656	5,158
0312	6223	GASOLINE	-	-	3,000	3,000
0312	6225	DIESEL FUEL	8,362	8,766	24,000	15,000
0312	6229	SHOP MATERIALS	25	27	500	500
0312	6251	BATTERIES				
0312	6257	OTHER VEHICLE PARTS	25,087	28,649	27,000	29,000
0312	6261	SAND & GRAVEL	1,951	993	2,000	3,000
0312	6263	SALT	72,561	87,028	44,500	72,000
0312	6267	OTHER STREET MAINTENANCE SUPPL	1,773	2,950	3,700	3,700
0312	6361	GENERAL LIABILITY/PROPERTY INS	5,416	5,286	5,800	5,500
0312	6388	OTHER VEHICLE REPAIR	3,496	2,706	10,000	12,000
0312	6489	OTHER CONTRACTED SERVICES	-	-	5,000	5,000
Total Expenditure			196,467	218,281	244,905	271,823

DESCRIPTION OF SERVICES:
 The Snow and Ice Removal budget provides for snow removal and for ice control on city streets, parking lots, and pathways.

BUDGET HIGHLIGHTS

- Increase Salt Levels to Previous (Over-Supply Beginning 2017): \$27,500

GOALS OF CURRENT YEAR BUDGET:

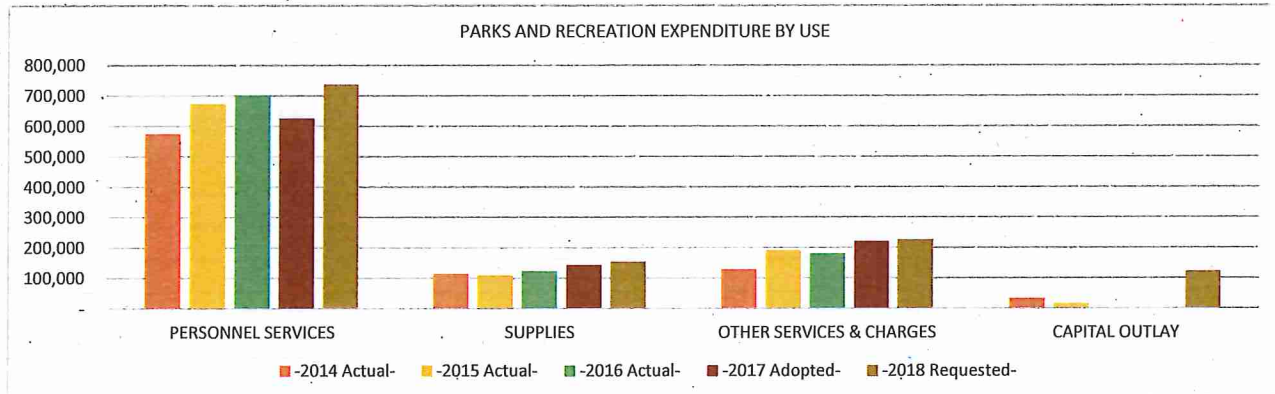
- Clearing of the parking ramp utilizing PW Staff (full time, temporary on call, and seasonal staff)
- Continue to monitor and reduce salt usage
- Continue to complete citywide plowing in 8 hours or less
- Upgrade weather service to MDSS (maintenance decision support software)
- Equip cul-de-sac trucks and sidewalk plowing equipment with AVL to track snow removal operations

Performance Measurements:

	2016 Actual	2017 Estimate	2018 Projected
Miles of Streets Plowed	172.8	175	175
Cul-de-sacs	271	271	275
Salt/Sand Purchased (tons)	600	960	1200
Snow Removal Hours	4253	4000	4000
Full Scale Plowing Events	16	8 to 12	8 to 12

PARKS AND RECREATION 452-461

EXPENDITURE BY OBJECT SUMMARY	-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES	575,276	673,742	702,727	625,630	737,360
SUPPLIES	114,167	110,198	124,257	142,900	154,500
OTHER SERVICES & CHARGES	129,599	190,782	181,287	221,200	227,350
CAPITAL OUTLAY	32,803	15,578	-	-	122,740
TOTAL EXPENDITURE BY OBJECT	851,845	990,300	1,008,271	989,730	1,241,950



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PARKS AND RECREATION 452-461

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2014 Actual-	-2015 Actual-	-2016 Actual-	-2017 Adopted-	-2018 Requested-
PERSONNEL SERVICES						
WAGES AND SALARIES						
6102	F.T. REGULAR-WAGES & SALARIES	372,611	442,893	464,121	399,278	474,168
6103	FULL TIME-REGULAR-OVERTIME	1,125	1,473	513	1,000	1,000
6105	TEMPORARY-WAGES & SALARIES	81,026	81,848	82,499	93,218	104,029
TOTAL WAGES AND SALARIES		454,762	526,214	547,133	493,496	579,197
EMPLOYER CONTRIBUTIONS						
6121	PERA CONTRIBUTIONS	27,058	36,032	34,486	31,113	37,163
6122	FICA/MEDICARE CONTRIBUTIONS	34,125	41,674	40,981	37,753	44,308
6131	GROUP INSURANCE	48,415	58,169	63,648	46,982	60,659
6133	WORKERS COMP INSURANCE PREMIUM	10,916	11,653	16,479	16,286	16,033
TOTAL EMPLOYER CONTRIBUTIONS		120,514	147,528	155,594	132,134	158,163
Total PERSONNEL SERVICES		575,276	673,742	702,727	625,630	737,360
SUPPLIES						
OFFICE SUPPLIES						
6208	MISCELLANEOUS OFFICE SUPPLIES	702	731	531	400	500
TOTAL OFFICE SUPPLIES		702	731	531	400	500
OPERATING SUPPLIES						
6223	GASOLINE	20,954	14,996	13,582	21,000	17,000
6225	DIESEL FUEL	7,385	6,049	5,451	7,000	7,000
6229	SHOP MATERIALS	1,306	3,102	1,015	2,500	2,000
6231	UNIFORMS & TURN-OUT GEAR	2,414	3,369	3,181	3,000	3,500
6249	MISCELLANEOUS OPERATING SUPPLY	39,428	28,542	27,912	35,000	35,000
TOTAL OPERATING SUPPLIES		71,487	56,058	51,141	68,500	64,500
REPAIR AND MAINTENANCE SUPPLIES						
6257	OTHER VEHICLE PARTS	6,121	10,949	13,186	14,000	14,000
6265	ASPHALT	18,554	18,121	28,947	30,000	40,000
6269	LANDSCAPE MATERIALS	15,023	21,309	12,401	18,000	18,000
6268	IRRIGATION SUPPLIES	-	-	15,628	10,000	15,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES		39,698	50,379	70,162	72,000	87,000
SMALL TOOLS AND MINOR EQUIPMENT						
6281	SMALL TOOLS & MINOR EQUIPMENT	2,280	3,030	2,423	2,000	2,500
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		2,280	3,030	2,423	2,000	2,500
Total SUPPLIES		114,167	110,198	124,257	142,900	154,500
OTHER SERVICES & CHARGES						
PROFESSIONAL SERVICES						
6315	MISCELLANEOUS PROFESSIONAL SER	7,236	29,937	4,940	50,000	35,000
TOTAL PROFESSIONAL SERVICES		7,236	29,937	4,940	50,000	35,000
COMMUNICATION						
6321	TELEPHONE	815	784	784	800	800
6322	POSTAGE	60	216	80	100	100
6323	CELLULAR PHONES	2,621	2,864	3,225	3,000	3,500
TOTAL COMMUNICATION		3,496	3,864	4,089	3,900	4,400

EMPLOYEE REIMBURSEMENTS						
6331	TRAVEL & LODGING	19	356	212	-	-
6334	MILEAGE REIMBURSEMENT	151	294	29	-	-
6335	TRAINING	590	1,539	2,925	2,000	2,000
TOTAL EMPLOYEE REIMBURSEMENTS		760	2,189	3,166	2,000	2,000
ADVERTISING AND PUBLISHING						
6352	GENERAL NOTICE & PUBLIC INFOR	92	-	-	-	-
TOTAL ADVERTISING AND PUBLISHING		92	-	-	-	-
INSURANCE						
6361	GENERAL LIABILITY/PROPERTY INS	11,007	11,957	10,022	12,100	12,000
TOTAL INSURANCE		11,007	11,957	10,022	12,100	12,000
UTILITIES						
6371	ELECTRIC UTILITIES	21,773	25,475	23,821	22,000	23,000
6372	WATER/IRRIGATION	4,526	14,979	13,209	6,000	13,000
6373	GAS	4,146	3,031	3,424	4,500	4,500
6374	REFUSE/RECYCLING	2,030	2,787	3,173	2,800	3,000
TOTAL UTILITIES		32,475	46,272	43,627	35,300	43,500
REPAIRS AND MAINTENANCE - LABOR						
6381	BUILDING & STRUCTURE REPAIR	13,781	19,098	21,716	15,000	21,000
6382	MACHINERY & EQUIPMENT REPAIR	1,284	3,225	6,488	1,800	5,000
6388	OTHER VEHICLE REPAIR	716	3,557	2,540	2,000	3,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		15,781	25,880	30,744	18,800	29,000
RENTALS						
6415	OTHER EQUIPMENT RENTAL	10,009	10,416	7,774	9,500	9,000
6416	MACHINERY RENTAL	100	-	63	600	700
6417	UNIFORM RENTAL	1,132	636	685	650	1,100
TOTAL RENTALS		11,241	11,052	8,522	10,750	10,800
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES						
6451	MEMBERSHIP DUES	463	1,539	1,411	350	650
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		463	1,539	1,411	350	650
CONTRACTED SERVICES						
6489	OTHER CONTRACTED SERVICES	47,048	58,092	74,766	88,000	90,000
TOTAL CONTRACTED SERVICES		47,048	58,092	74,766	88,000	90,000
Total OTHER SERVICES & CHARGES		129,599	190,782	181,287	221,200	227,350
CAPITAL OUTLAY						
CAPITAL OUTLAY						
6540	HEAVY MACHINERY	32,803	-	-	-	104,740
6580	OTHER EQUIPMENT	-	15,578	-	-	18,000
TOTAL CAPITAL OUTLAY		32,803	15,578	-	-	122,740
Total CAPITAL OUTLAY		32,803	15,578	-	-	122,740
TOTAL EXPENDITURES & OTHER FINANCING		851,845	990,300	1,008,271	989,730	1,241,950

FUND GENERAL

DEPARTMENT: PARK & RECREATION
 FUNCTION: PARKS AND RECREATION

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0452	6102	F.T. REGULAR-WAGES & SALARIES	377,172	401,518	399,278	474,168
0452	6103	FULL TIME-REGULAR-OVERTIME	1,472	513	1,000	1,000
0452	6105	TEMPORARY-WAGES & SALARIES	81,848	82,499	93,218	104,029
0452	6121	PERA CONTRIBUTIONS	30,868	29,899	31,113	37,163
0452	6122	FICA/MEDICARE CONTRIBUTIONS	36,762	36,600	37,753	44,308
0452	6131	GROUP INSURANCE	53,944	59,269	46,982	60,659
0452	6133	WORKERS COMP INSURANCE PREMIUM	11,365	16,203	16,286	16,033
0452	6208	MISCELLANEOUS OFFICE SUPPLIES	710	519	400	500
0452	6223	GASOLINE	14,996	13,582	21,000	17,000
0452	6225	DIESEL FUEL	6,049	5,451	7,000	7,000
0452	6229	SHOP MATERIALS	3,102	1,015	2,500	2,000
0452	6231	UNIFORMS & TURN-OUT GEAR	3,369	3,181	3,000	3,500
0452	6249	MISCELLANEOUS OPERATING SUPPLY	28,543	27,772	35,000	35,000
0452	6257	OTHER VEHICLE PARTS	10,949	13,186	14,000	14,000
0452	6265	ASPHALT	18,121	28,947	30,000	40,000
0452	6268	IRRIGATION SUPPLIES	-	15,628	10,000	15,000
0452	6269	LANDSCAPE MATERIALS	21,309	12,401	18,000	18,000
0452	6281	SMALL TOOLS & MINOR EQUIPMENT	3,030	2,423	2,000	2,500
0452	6315	MISCELLANEOUS PROFESSIONAL SER	29,938	4,758	50,000	35,000
0452	6321	TELEPHONE	784	784	800	800
0452	6322	POSTAGE	216	80	100	100
0452	6323	CELLULAR PHONES	2,864	3,225	3,000	3,500
0452	6335	TRAINING	1,224	2,360	2,000	2,000
0452	6361	GENERAL LIABILITY/PROPERTY INS	11,038	10,022	12,100	12,000
0452	6371	ELECTRIC UTILITIES	25,475	23,821	22,000	23,000
0452	6372	WATER/IRRIGATION	14,979	13,209	6,000	13,000
0452	6373	GAS	3,031	3,424	4,500	4,500
0452	6374	REFUSE/RECYCLING	2,787	3,173	2,800	3,000
0452	6381	BUILDING & STRUCTURE REPAIR	19,098	21,716	15,000	21,000
0452	6382	MACHINERY & EQUIPMENT REPAIR	3,224	6,488	1,800	5,000
0452	6388	OTHER VEHICLE REPAIR	3,557	2,540	2,000	3,000
0452	6415	OTHER EQUIPMENT RENTAL	10,416	7,774	9,500	9,000
0452	6416	MACHINERY RENTAL	-	63	600	700
0452	6417	UNIFORM RENTAL	636	685	650	1,100
0452	6451	MEMBERSHIP DUES	634	635	350	650
0452	6489	OTHER CONTRACTED SERVICES	52,536	58,271	75,000	75,000
0452	6540	HEAVY MACHINERY	-	-	-	104,740
0452	6580	OTHER EQUIPMENT	15,578	-	-	18,000
Total Expenditure			901,624	913,634	976,730	1,226,950

PERSONNEL COMPLEMENT

Park Maintenance Worker	5.00	5.00	4.00	5.00
Recreation Assistant	-	-	-	1.00
Utilities Maintenance Worker (Enterprise Funded)	3.00	3.00	3.00	3.00
Utilities Supervisor (Enterprise Funded)	1.00	1.00	1.00	1.00
Parks/Assistant PW Superintendent	1.00	1.00	1.00	1.00
Park Supervisor	-	-	1.00	1.00
Temporary - Parks	2.47	2.47	2.47	3.62
Parks Intern	0.50	0.50	0.50	0.34
	<u>12.97</u>	<u>12.97</u>	<u>12.97</u>	<u>15.96</u>

6540 Heavy Machinery

3/4 Ton 4/4 Truck with plow equipment	-	-	-	41,170
1-ton truck with plow equipment	-	-	-	63,570
	<u>-</u>	<u>-</u>	<u>-</u>	<u>104,740</u>

6580 Other Equipment

ATV Athletic Field Maintenance Machine	-	-	-	18,000
Field Machine	15,578	-	-	-
	<u>15,578</u>	<u>-</u>	<u>-</u>	<u>18,000</u>

DESCRIPTION OF SERVICES:

The Park and Recreation Department is responsible for the maintenance of all city parks and facilities. These parks and facilities include playgrounds, shelters, ballfields, trails, public grounds and streetscapes.

BUDGET HIGHLIGHTS

- F.T. Parks Maintenance Worker: \$54,175 (March 1 start)
- F.T.Recreation Assistant: \$61,621
- Engr Secretary/Asst moved to Parks Department (If Administrative Assistant is approved in Engineering)
- Capital Equipment: 3/4 Tone 4/4 Pickup with Plow: \$41,1700 (Net of \$3,000 trade in)
- Capital Equipment: 1-Ton Truck with plow: \$63,570
- Capital Equipment: ATV athletic field machine: \$18,000

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)
- Following the conclusion of the 2018 comprehensive plan update and master park planning endeavor begin implementing the park and trail plan objectives
- Continue organizing a Master Park and Trail Plan, including cost estimates for the emerging future vision
- Advocate for the Mississippi River Trail to Sherburne County

Performance Measurements:

	2016 Actual	2017 Estimate	2018 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

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0455	6489	OTHER CONTRACTED SERVICES	5,556	16,495	13,000	15,000
Total Expenditure			5,556	16,495	13,000	15,000

6489 Other Contracted Services

Alexandra House	5,000	5,000	5,000	5,000
Family Promise Donation	-	3,000	3,000	-
Ramsey Foundation - Draw Park Events	-	8,000	5,000	10,000
Arbor Events/Environmental Expo	556			
	5,556	16,000	13,000	15,000

DESCRIPTION OF SERVICES:

The Community Programs budget provides funding for those organizations that provide programs and support to Ramsey residents in need.

BUDGET HIGHLIGHTS

- Contribution to Alexandra House: \$5,000
- Contribution to Concerts in the Park (Draw Park): \$10,000

GOALS OF CURRENT YEAR BUDGET:

- Increase citizens knowledge of programs offered

Performance Measurements:

	2016 Actual	2017 Estimate	2018 Projected
Number of People Served	198	205	215

FUND GENERAL

DEPARTMENT: ENVIRONMENTAL SERVICES
 FUNCTION: PARKS AND RECREATION

DON'T USE

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget
0461	6102	F.T. REGULAR-WAGES & SALARIES	65,722	62,603	
0461	6121	PERA CONTRIBUTIONS	5,164	4,587	
0461	6122	FICA/MEDICARE CONTRIBUTIONS	4,912	4,381	
0461	6131	GROUP INSURANCE	4,225	4,379	
0461	6133	WORKERS COMP INSURANCE PREMIUM	288	276	
0461	6208	MISCELLANEOUS OFFICE SUPPLIES	21	12	
0461	6231	UNIFORMS & TURN-OUT GEAR	-	-	
0461	6249	MISCELLANEOUS OPERATING SUPPLY	-	140	
0461	6281	SMALL TOOLS & MINOR EQUIPMENT	-	-	
0461	6315	MISCELLANEOUS PROFESSIONAL SER	-	182	
0461	6321	TELEPHONE	-	-	
0461	6322	POSTAGE	-	-	
0461	6331	TRAVEL & LODGING	356	212	
0461	6334	MILEAGE REIMBURSEMENT	294	29	
0461	6335	TRAINING	316	565	
0461	6352	GENERAL NOTICE & PUBLIC INFOR	-	-	
0461	6361	GENERAL LIABILITY/PROPERTY INS	919	-	
0461	6451	MEMBERSHIP DUES	905	776	
Total Expenditure			83,122	78,142	-

DESCRIPTION OF SERVICES:
 The Environmental Services Department is responsible for promoting environmental awareness and conservation practice by citizens by advising the City Council on policy issues, review of new development proposals, communication and education.

- GOALS OF CURRENT YEAR BUDGET:**
- Assist in development review process related to natural resources.
 - Complete update to natural resource component of the Comprehensive Plan.
 - Complete communication plan for water resources.
 - Improve review process for avoiding wetland impacts.
 -
 -

FUND GENERAL

DEPARTMENT: EXPENDITURE RESERVE
 FUNCTION: MISCELLANEOUS/CONTINGENCY

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget	2018 Requested Budget
0892	6105	TEMPORARY-WAGES & SALARIES	-	-	36,200	32,000
0892	6315	MISCELLANEOUS PROFESSIONAL SER	1,100	-	23,836	25,000
0892	6603	OTHER L.T. OBLIGATION PRINCIPA	77,748	76,829	120,412	119,455
0892	6820	OPERATING TRANSFERS TO OTHER F	1,291,936	452,455		
Total Expenditure			1,370,784	529,284	180,448	176,455

6105 Temporary Wages & Salaries

Possible Special Election	-	-	-	20,000
Bring City Clerk to Full Time Staffing Levels	-	-	-	12,000
Health Insurance Increases	-	-	36,200	-
	-	-	36,200	32,000
Muni Center Internal Loan (Sewer Fund)	15,895	14,976	14,039	13,082
Bury Carlson Internal Loan (PIR Fund)*	-	-	44,520	44,520 *
Municipal Center debt transfer interfund	61,853	61,853	61,853	61,853
	77,748	76,829	156,612	151,455

*Coded directly against property tax when collected

6820 Transfers to Other Funds

Excess Revenue Transfer	1,182,303	452,455	-	-
2015 Road Improvement Funding	109,633	-	-	-
	1,291,936	452,455	-	-

DESCRIPTION OF SERVICES:

The Contingency budget is to be used for unforeseen expenditures or for anticipated expenditures of uncertain amounts.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Minimize unbudgeted/unallocated expenses

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**IF ROAD DEBT WAS FUNDED THROUGH THE GENERAL FUND TAX LEVY
CONCEPT IDEA ONLY**

Road Reconstruction & Overlay Projects: 2018-2027
Bonding Portion Only

Construct Year	Project	Reconstruction	Overlays	Grand Total	Prepaid Assess 10%	Net Funding Required	Annual Levy 5-Year Average (2018-2022)**	Levy Year
2018	Stanhope Terrace	\$ 900,000						
2018	Woodland Greens		\$ 675,000					
2018	Riversbend	\$ 342,500						
	Totals 2018	\$ 1,242,500	\$ 675,000	\$ 1,917,500	\$ (191,750)	\$ 1,725,750	\$ 2,441,124	2019
2019	Ford Brook Est & Hy 10	\$ 618,700						
2019	Brookview Est		\$ 612,200					
	Totals 2019	\$ 618,700	\$ 612,200	\$ 1,230,900	\$ (123,090)	\$ 1,107,810	\$ 2,441,124	2020
2020	Barthels Rum River	\$ 3,553,400						
2020	Chestnut Ridge		\$ 529,000					
	Totals 2020	\$ 3,553,400	\$ 529,000	\$ 4,082,400	\$ (408,240)	\$ 3,674,160	\$ 2,441,124	2021
2021	Riverdale Drive	\$ 2,790,000						
2021	Wood Pond Hills		\$ 337,000					
	Totals 2021	\$ 2,790,000	\$ 337,000	\$ 3,127,000	\$ (312,700)	\$ 2,814,300	\$ 2,441,124	2022
2022	Autumn Heights & Variolite	\$ 2,825,000						
2022	Halls Dover		\$ 379,000					
	Totals 2022	\$ 2,825,000	\$ 379,000	\$ 3,204,000	\$ (320,400)	\$ 2,883,600	\$ 2,441,124	2023
	TOTAL 5-YEAR 2018-2022			\$ 13,561,800	\$ (1,356,180)	\$ 12,205,620	\$ 12,205,620	

****\$2,441,124 will be added to annual General Fund Tax Levy instead of annual debt levy
Remaining 15% assessments collected in these years will be used to offset 2023-2027 Road Project financing
These numbers do not include the annual \$500,000 for sealcoats**

Position Profile

Senior Planner (Neighborhood Advocate)

What investments are we making?

- Collaborative approach to improved images of residential neighborhoods and business district including a sustainable, long-term plan. [Strategic Plan Item]
- Work with Property Owners to clean up areas of blight along Highway 10 (public and private realm). [Strategic Plan Item]
- Work with Property Owners to clean up areas of blight along Highway 47 (public and private realm). [Strategic Plan Item]
- Work with Property Owner to clean up areas of blight along Highway 5 (public and private realm). [Strategic Plan Item]
- Enhanced levels of customer service (internal, external, public, private). [Strategic Plan Item]

What service levels will be reduced without this investment?

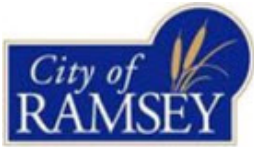
- Standard residential plan review increased to 15 business days. [Approved Metric]
- Standard commercial/industrial plan review increased to 45 business days. [Approved Metric]
- Customer service ratings will reduce.
- The reduced service levels above have a negative impact on our economic development goals.
- Mental and physical health of employees will continue to surface (burn-out).
- In person and over-the-phone customer service coverage.
- Administration of septic system program (groundwater quality). [Secondary effect across department].
- Current levels of public engagement for standard land use applications.
- Current levels of public engagement for land use planning.

What planned activities will not be done without this investment?

- Any noticeable improvement to key corridors, nodes, residential neighborhoods, or business district beyond reactive enforcement practice.
- Any items on the Environmental Policy Board (EPB) Work Plan.
- Achievement of recycling goals set by the State of Minnesota.
- Consistent coverage for walk-up and call-in customers wanting a quick answer.
- Depth within the department for coverage due to vacations and illnesses.
- Administrative transfer of licensing function would need to be replaced (8 hours/week)

Miscellaneous Notes

- Good customer service in this department helps aides in building the tax base by authorizing projects in a timely fashion.
- This department generates revenue in addition to the General Property Tax Levy to support its operation.



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: 09/12/2017

Submitted For: Kurt Ulrich, Administrative Services

By: Jo Thieling, Administrative Services

Information

Title:

Review Future Topics/Calendar

Purpose/Background:

Attached is the current list of future topics for work session discussion. Items are drawn from Council requests at meetings, or are related to topics that have been identified in the City's strategic plan. Dates will be assigned in the future.

Recommendation:

N/A

Action:

For Council review - no formal action necessary.

Attachments

Future Topics

Form Review

Inbox

Kurt Ulrich

Jo Thieling (Originator)

Kurt Ulrich

Form Started By: Jo Thieling

Final Approval Date: 09/07/2017

Reviewed By

Kurt Ulrich

Jo Thieling

Jo Thieling

Date

09/07/2017 01:53 PM

09/07/2017 02:27 PM

09/07/2017 02:28 PM

Started On: 09/07/2017 08:36 AM

City Council Future Topics – Work Session

(Draft)

Date	Topics for Discussion – Council Action
Future	Discuss Ordinance Governing Unmanned Aerial Vehicle Use (<i>Katers</i>)
Future	Review and Consider Adoption of Ramsey’s Portion of Previous Highway 47 Study (<i>Westby</i>)
Future	Cost Share for Corridor Study of Nowthen Blvd/CR5 (<i>Westby</i>)
Future	Intersection Control Evaluation for Spot Improvements on Armstrong (<i>Westby</i>)
Future	Discussion re Tap Rooms/Brew Pubs (<i>Thieling/Katers</i>)
Future	Assessment Policy Review (<i>Westby</i>)
Future	Review State of Minnesota and Anoka County Recycling Goals for 2030 and Discuss Options for Achieving Goals (<i>Gladhill</i>)
Future	Discuss Replacing Monument Sign at the Corner of Bunker Lake Boulevard and Highway 47 (<i>Ulrich</i>)
Date	Topics for Discussion – Regulatory
Future	Commercial Signage Standards and Community Sign Plan(<i>Gladhill</i>)
Future	Property Maintenance Code (Maintenance of Buildings and Structures) (<i>Gladhill</i>)
Date	Topics for Discussion – Policy
Future	Public Facilities Naming Policy (<i>Riverblood</i>)
Future	Trail Maintenance Policy (<i>Westby</i>)
Future	Stormwater Pond Maintenance Policy (<i>Westby</i>)
Future	Citizen Volunteer and Recognition Program (<i>U of M RCP Program</i>)
Future	Newsletter Policy to Address Advertising and Content Control (<i>Brama</i>)
August	Discussion re Updating the City’s Personnel Policy (<i>Lasher</i>)
Date	Topics for Discussion – Planning and Budget
Future	Summary of Compensation/Development Plan for Employees (<i>Lasher</i>)
Future	Review Comprehensive Plan for Long-Term Water Supply (<i>Westby</i>)
September 26	Update (Work Plan and Strategy for Selling City Owned Land – joint meeting with EDA (<i>Brama</i>))
Date	Topics for Discussion – Information
Future	Receive Update on Rental License Program Implementation (<i>Gladhill</i>)
Future	Discuss Next Steps for Comprehensive Plan Update (<i>Gladhill</i>)