

City of Ramsey
Agenda
City Council Work Session
Tuesday, August 25, 2020

5:30 pm

Lake Itasca Room, 7550 Sunwood Drive NW

Remote Attendance available at www.cityoframsey.com/meetings. To maximize social distancing due to the COVID-19 Pandemic, those that can join remotely are encouraged to do so. Those joining remotely and requesting to speak are asked to use a webcam when speaking.

- 1. Call to Order**

- 2. Topics for Discussion**
 1. 2021 General Fund/Levy Review - Continued Discussion
 2. Discussion Regarding Union Contract Negotiations for AFSCME, LELS-Patrol, LELS-Sergeants & LELS-Captains (Discussion Closed to the Public)
 3. Discuss 2020 Citizen Survey
 4. Discuss Council Committee Appointments due to the Ward 1 Vacancy.

- 3. Topics for Future Discussion**
 1. Review Future Topics/Calendar

- 4. Mayor/Council/Staff Input**

- 5. Adjournment**

Meeting Date: 08/25/2020

Information

Title:

2021 General Fund/Levy Review - Continued Discussion

Purpose/Background:

At the July 14, 2020 budget worksession the council was presented with the 2021 General Fund budget and its effect on the tax levy. This was the first look at the budget which included all departments requests. At this worksession, it was requested to take a look at the COLA and to reduce the levy to a six percent increase over 2020.

At the August 10, 2020 budget worksession, the July 14 worksession requests were presented and a preliminary review of the 2021 personnel requests began.

Staff would like to use the August 25 worksession for further review of the personnel requests and receive input in regard to the overall budget and levies.

The following items are attached for your review.

1. Changes since the 7-14-20 Budget Worksession: General Fund Levy/Budget, EDA Levy & Debt Levy
2. Tax Capacity Calculations - Estimated Tax Capacity Rates
3. 2021 Personnel Request.
4. 2021 Capital Equipment Requests
5. 2021 Requested General Fund Budget
6. 2021 Requested EDA Budget

Timeframe:

45-60 minutes

Funding Source:

Responsible Party(ies):

City Administrator
Finance Director
Administrative Services Director

Outcome:

Review of preliminary budgets and levies to determine a preliminary levy and budget for the meeting of September 22, 2020.

Attachments

2021 Levy/Budget Changes

Estimated Tax Capacity

2021 Personnel Requests

2021 Capital Equipment Requests

2021 Requested General Fund Budget as of 8-20-20

2021 Requested EDA Budget

Form Review

Inbox

Colleen Lasher

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 08/20/2020

Reviewed By

Colleen Lasher

Kurt Ulrich

Date

08/20/2020 01:31 PM

08/20/2020 02:21 PM

Started On: 08/14/2020 11:26 AM

Changes since 7-14-20 Budget Worksession:

LEVY/GENERAL FUND BUDGET REDUCTIONS:

Levy Reductions:

Line Item Budget Changes	
(Increase of audit by \$5,000 for Single Audit due to CARES Funding)	\$ (16,100)
Police request for Knox Boxes	\$ (12,000)
Police request for body cameras -	
Wait until mandates & possibility of grant funding	\$ (42,800)
Personnel request of Police Officer - Move Start Date to March 1, 2021	\$ (12,922)
Personnel request of Police Tech. - Reclass to PT From FT (1300 hours)	\$ (31,890)
Personnel request of Building Maintenance Worker removed	\$ (18,781)
Personnel savings from refill of PT Building Maintenance Worker	\$ (7,183)
Add'l Contingency for Contract Negotiations	\$ 4,826
Total General Levy Reductions	\$ (136,850)
Equipment Replace 3/4 Ton Pickup #654	\$ (26,000)
Equipment Replace 1/2 Ton Pickup #665	\$ (27,000)
Equipment for 2021 is funded from Landfill & Equip. Fund not tax levy	
Total General Fund Budget Reductions	\$ (189,850)

EDA FUND LEVY/BUDGET REDUCTIONS:

Professional Services	\$ (13,000)
TOTAL EDA FUND BUDGET REDUCTIONS:	\$ (13,000)

DEBT REDUCTIONS:

PW CAMPUS DEBT	
Reduced with CARES Funds Fund Balance (\$1.312M)	
(Best guess estimate of fund bal at this time)	\$ (33,060)
Fire Station Debt	
Reduced with Debt funds from Closed bond fund 9351	
(closed year end 2019)	\$ (93,000)
TOTAL DEBT REDUCTIONS:	\$ (126,060)

GRAND TOTAL LEVY REDUCTIONS \$ (275,910)

NET EFFECT ON LEVY:

2020 Adopted Levy:	\$	12,509,232	
2021 Requested: 7-14-20	\$	13,501,199	
Levy Increase	\$	991,967	7.93%
2020 Adopted Levy	\$	12,509,232	
CC Recommendation 7-14-20	\$	13,259,786	
Levy Increase	\$	750,554	6.00%
2020 Adopted Levy	\$	12,509,232	
With all Budget Cuts Noted Above	\$	13,225,289	
Levy Increase	\$	716,057	5.72%

2021 Requested with Possible Levy Reductions of \$275,910

6.00% Increase (Estimate)

	Certified	Fiscal Disp	Local Levy	County #'s Taxable Value	Estimated Tax Capacity
General	11,206,362 *	1,680,954	9,525,408	28,311,011	33.646%
EDA	75,360 **	11,304	64,056	28,311,011	0.226%
Bonds	1,943,567 ***	291,535	1,652,032	28,311,011	5.835%
Total Levy	13,225,289	1,983,793	11,241,496		39.707%

* Levy increase of 5.72% means a \$275,910 reduction from total requested

**EDA Levy reduced by \$13,000 per EDA 8/13/20

***Muni Debt reduced by \$362,300 due to debt service fund balance & Fund Balance from CARES Fund Balance

***Fire Station Debt Reduced by \$93,000 from closed debt service fund in 2019

2021 Requested with 6% levy increase over 2020- Council Direction from 7-14-20 Worksession

6.00% Increase (Estimate)

	Certified	Fiscal Disp	Local Levy	County #'s Taxable Value	Estimated Tax Capacity
General	11,101,798 **	1,665,270	9,436,528	28,311,011	33.332%
EDA	88,360	13,254	75,106	28,311,011	0.265%
Bonds	2,069,627 *	310,444	1,759,183	28,311,011	6.214%
Total Levy	13,259,785	1,988,968	11,270,817		39.811%

** Levy increase of 6% means a \$241,414 reduction from total requested

*Muni Debt reduced by \$362,300 due to debt service funds in account

2021 Requested - 7-14-20

6.00% Increase (Estimate)

	Certified	Fiscal Disp	Local Levy	County #'s Taxable Value	Estimated Tax Capacity
General	11,343,212	1,701,482	9,641,730	28,311,011	34.056%
EDA	88,360	13,254	75,106	28,311,011	0.265%
Bonds	2,069,627 *	310,444	1,759,183	28,311,011	6.214%
Total Levy	13,501,199	2,025,180	11,476,019		40.536%

** Levy increase of 7.93%

*Muni Debt reduced by \$362,300 due to debt service funds in account

2020 Final adoption 50% of Road Debt Funded via PIR Fund amended with TIF 14 Correction

7.86% Increase

	Certified	Fiscal Disp	Local Levy	County #'s Taxable Value	Estimated Tax Capacity
General	10,670,932	1,618,371	9,052,561	26,803,568	33.774%
EDA	91,413	13,865	77,548	26,803,568	0.289%
Bonds	1,746,887	264,936	1,481,951	26,803,568	5.529%
Total Levy	<u>12,509,232</u>	<u>1,897,172</u>	<u>10,612,060</u>		<u>39.592%</u>
PIR Funded	241,263				

2019 Adopted Levy

50% of Road Debt Funded via PIR Fund - \$236,831 _FINAL #'s

8.26% Increase

	Certified	Fiscal Disp	Local Levy	County #'s Taxable Value	Estimated Tax Capacity
General	9,972,432	1,489,352	8,483,080	24,849,839	34.137%
EDA	101,663	16,035	85,628	24,849,839	0.345%
Bonds	1,757,241 *	298,225	1,459,016	24,849,839	5.872%
Total Levy	<u>11,831,336</u>	<u>1,803,612</u>	<u>10,027,724</u>		<u>40.354%</u>

* Reduced by \$75,000 from remaining debt service funds from Fire#1 & \$236,831 From PIR Fund for Road Debt

\$247,996 Total New Personnel Requests Less Police Officer (includes add'l hours & training & Uniforms)

Need to cut \$0 to get to last years rate of 41.73%

Levy Increase of \$532,155 or 4.68% Increase

2018 Adopted Levy

10.46% Increase

	Certified	Fiscal Disp**	Local Levy	Final 2018 Taxable Value	Estimated Tax Capacity
General	9,395,242	1,485,814	7,909,428	22,953,761	34.458%
EDA	103,981	18,956	85,025	22,953,761	0.371%
Bonds	1,875,172 *	291,527	1,583,645	22,953,761	6.900%
Total Levy	11,374,395	1,796,297	9,578,098		41.730%

*reduced by excess fire bond proceeds of \$60,000

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

2017 Adopted Levy

5.97% Increase

	Certified	Fiscal Disp	Local Levy	Final 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%)

2016 Adopted Levy

5.39% Increase

	Certified	Fiscal Disp	Local Levy	Final 2016 Taxable Value	Estimated Tax Capacity
General	8,287,721	1,248,188	7,039,533	19,609,016	35.899%
EDA	73,618	17,761	55,857	19,609,016	0.285%
Bonds	1,609,736	211,563	1,398,173	19,609,016	7.130%
Total Levy	9,971,075	1,477,512	8,493,563		43.315%

2015 Adopted Levy

16.16% Increase

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

2021 PERSONNEL REQUESTS		RECLASS	NEW	NEW	NEW	NEW	NEW	TOTALS
2021 Cost Center	Budget	Administration 130 Administrative Assistant to Deputy City Clerk	Community Development 191 Full-Time Zoning Code Enforcement Officer	Police 211 Part-Time Police Records Technician	Police 211 Full-Time Patrol Officer	Building Inspection 240 Full-Time Building Inspector	Parks 452 Full-Time Parks Maintenance Worker	
6102	Full-Time Regular	1,510	55,628	-	49,988	61,055	40,904	209,085
6104	Part-Time Regular	-	-	28,038	-	-	-	28,038
6121	Pera	114	4,172	2,103	8,848	4,579	3,068	22,884
6122	FICA/Medicare	116	5,021	2,145	725	4,670	3,129	15,806
6131	Group Insurance	-	10,000	-	10,000	10,000	10,000	40,000
6151	Workers Comp	12	444	224	2,599	488	3,955	7,722
6105	Current Rec & Summer Interns)							-
	Total Funding Required	1,752	75,265	32,510	72,160	80,792	61,056	323,535
	Additional Expense:							-
	Uniform & phone				9,000	-		9,000
	Other Revenue (funding)							
	Professional Services Reduction		(75,265)			(80,792)		(156,057)
	Add'l Net Funding Required	1,752	-	32,510	81,160	-	61,056	176,478
STATUS OF REQUEST		Position Reclass (Step 2) 2080 hours	NEW (Step 3) 1740 Hours (Start Mar 1, 2021)	NEW (Step 1) 1300 Hours (Start Jan 1, 2021)	NEW (Step 1) 1740 Hours (Start Mar 1, 2021)	NEW (Step 1) 1740 Hours (Start Mar 1, 2021)	NEW (Step 1) 1740 Hours (Start Mar 1, 2021)	
	Full-Time Equivalent	\$27.322/hr Currently FT	\$31.970 /hr 1	\$21.568 /hr 0.625	\$27.864 /hr 1	\$35.089 /hr 1	\$23.508/hr 1	
PERSONNEL JUSTIFICATION for Reclassifications, New Positions, Additional Hours		Additional responsibility added to this position. Employee scheduled for completion of the Clerks Institute. Employee's duties are focused on assisting the City Clerk, effective 7-23-18 including preliminary testing of election equipment, recruit and manage election judges, election publications and notices, election website updates/weekly update, minutes review/cases, ordinance retention/publication and staff agenda.	This requests is budget neutral. The demands for code enforcement have increased as the community grows. This request is a direct result of customer feedback provided to the City Council on July 14, 2020 and follow up discussions on July 28, 2020. The current Planning Technician is split between land use application administration and code enforcement. All others in the Planning Division, including contracted services, also have a role in code enforcement. Due to the hourly rate of current contracted services, this will increase the number of staffed hours by 24 hours with no budget impact. Contracted Services would no longer be used.	This position is the primary contact for customer service requests of the the police department office. The Police Records Technician processes and provides police reports to other criminal justice partners, insurance companies, and the public while complying with the MGDPA and other regulatory restrictions. The position compiles police statistical information/analysis and the duplication/dissemination of police squad videos. This position will spend time on the records of evidence/property and release/disposal of those items.	Assigned to patrol to continue level of basic services. Based on estimated growth and calls for service. Strategic Goals: Improve & maintain safety of community, create a strong positive image and enhance customer service	This request reclasses prof services (contracted inspections) as budget neutral, with the potential of overall cost savings. The City currently contracts with two separate inspection services to keep up with demand, creating multiple inefficiencies. The position allows for a more stable base of core services while still relying on contracted services for peak demands. This request is a direct result of customer feedback provided to the City Council on July 28, 2020 and follow up discussion on August 10, 2020. This service is paid for by building permit fees. Revenue history justifies the expense and will not have an impace on the tax rate.	Since 2006, the city has added 5 new parks that need weekly service and maintenance, but our park maintenance staffing level has remained the same. Continue to depend more and more on seasonal help and contracted services to accomplish maintenance tasks. While seasonal help is an essential part of park's operations, they are not a viable option in the spring and fall seasons, with spring being the busiest season. As the city's park system ages, maintenance needs will continue to increase. This person would also be part of snow removal operations and on-call team.	

ITEM #	COST CNTR	DESCRIPTION	ESTIMATED PURCHASE PRICE	2021 Capital USEFUL LIFE	TOTAL OF PURCH PRC	NOTES	OTHER FUND AVAILABLE 12/31/XX	Net 2021 FUNDING REQUIRED
2021 CAPITAL OUTLAY								
Data Processing #192								
6585	192	Replace Police Copier - File Room	10,500.00	8	10,500.00		0.00	10,500.00
6585	192	Replace Police Copier - Patrol Room	7,500.00	8	7,500.00		0.00	7,500.00
Total Data Processing #192			18,000.00		18,000.00		0.00	18,000.00
POLICE PROTECTION #211								
6550	211	Replace Tahoe	41,000.00	4	41,000.00	Replace #361-2016 Chev Tahoe		41,000.00
6550	211	Replace Malibu police admin veh	33,000.00	7	33,000.00	Replace #334 - 2013 Chevy Malibu		33,000.00
Total Police Protection #211			74,000.00		74,000.00		0.00	74,000.00
FIRE #220								
6540	220	Replace Fire Engine 11(2 Year Funding)	325,000.00	20	325,000.00	Replace #556-1999 HME		325,000.00
Total Fire #220			325,000.00		325,000.00		0.00	325,000.00
PUBLIC WORKS #311								
6540	311	Replace 1-Ton Truck	68,000.00	15	68,000.00	Replace #675-2010 Chevy Silverad	5,000.00	63,000.00
6540	311	Replace Snowplow Truck	225,000.00	15	225,000.00	Replace #644-2005 International	12,500.00	212,500.00
6580	311	Replace Tool Cat	57,500.00	10	57,500.00	Replace #645 2004 Tool Cat		57,500.00
6580	311	Replace Sidewalk Machine	148,500.00	15	148,500.00	Replace #655-2005 Trackless	2,000.00	146,500.00
6580	311	Replace trailer to haul skidsteer	11,500.00	15	11,500.00	Replace 1998 Felling trailer		11,500.00
6580	311	Replace Skid Steer	66,000.00	10	66,000.00	Replace #671 - 2008 Bobcat Skidst	5,000.00	61,000.00
Total Public Works #311			576,500.00		576,500.00		24,500.00	552,000.00
PARK & RECREATION #452								
6580	452	Replace Bison Trailer	9,200.00	7	9,200.00	Replace #648 - 2006 Bison Trailer		9,200.00
6580	452	Replace Large Area Mower	102,000.00	7	102,000.00	Replace #679 -2013 Toro	10,000.00	92,000.00
6580	452	Replace John Deere Mower	20,000.00	12	20,000.00	Replace #635- 2001 John Deere	0.00	20,000.00
Total Park & Recreation #452			131,200.00		131,200.00		10,000.00	121,200.00
TOTAL GENERAL FUND - 2021			1,124,700.00		1,124,700.00		34,500.00	1,090,200.00
Proposed Funding for 2021:								
Landfill Fund								\$ 1,000,000
Equipment Fund								\$ 90,200
Total								\$ 1,090,200

8/19/20

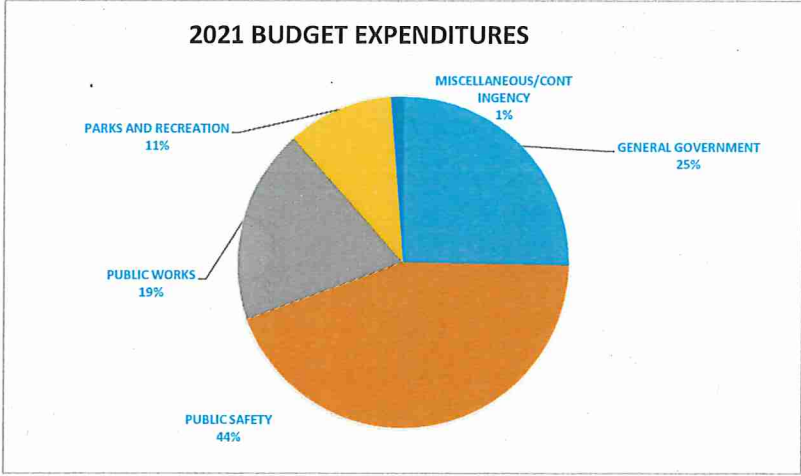
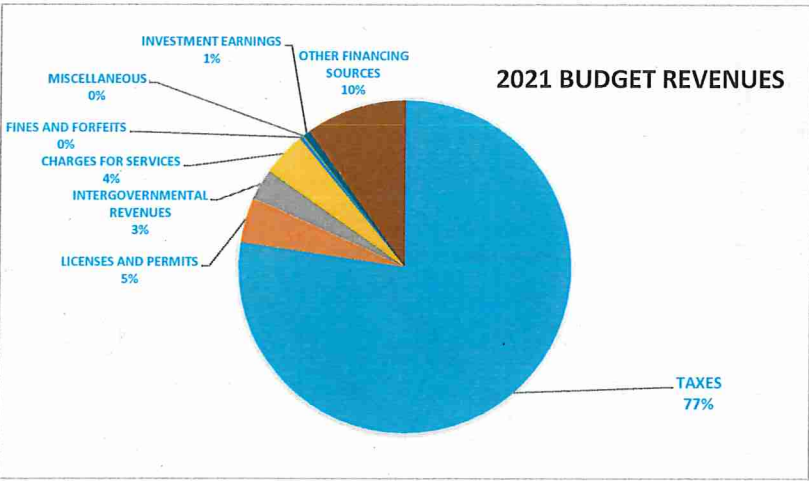
GENERAL FUND 101 - BUDGET SUMMARY

REVENUES

	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
TAXES	9,361,993	9,902,004	10,625,932	11,161,362
LICENSES AND PERMITS	1,031,944	901,222	633,300	629,800
INTERGOVERNMENTAL REVENUES	418,106	442,366	405,595	433,800
CHARGES FOR SERVICES	815,127	790,112	666,162	616,500
FINES AND FORFEITS	46,651	49,479	55,500	45,500
MISCELLANEOUS	21,873	16,637	21,100	20,700
INVESTMENT EARNINGS	104,401	174,930	100,000	100,000
OTHER FINANCING SOURCES	936,450	953,354	796,000	1,422,200
TOTAL REVENUES	12,736,544	13,230,103	13,303,589	14,429,862

EXPENDITURES

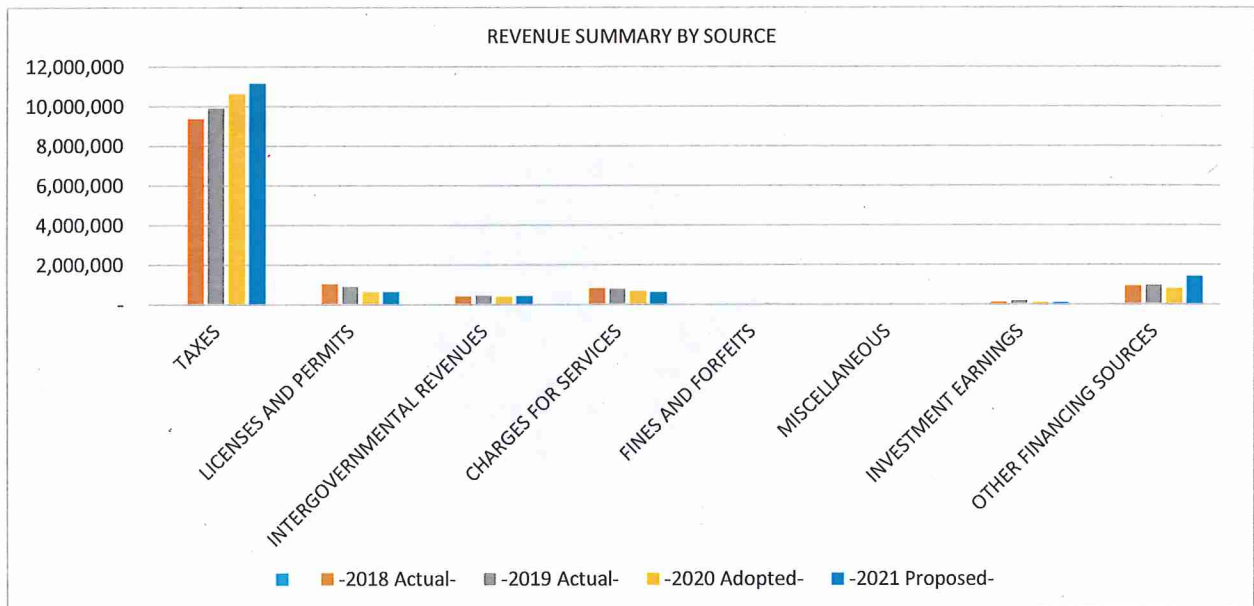
	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
GENERAL GOVERNMENT	3,291,647	3,467,904	3,600,556	3,649,460
PUBLIC SAFETY	5,103,105	5,511,745	6,075,072	6,362,566
PUBLIC WORKS	2,005,042	2,047,054	2,176,741	2,748,999
PARKS AND RECREATION	1,380,689	1,303,410	1,329,847	1,488,290
MISCELLANEOUS/CONTINGENCY	705,685	637,670	121,373	180,547
TOTAL EXPENDITURES	12,486,167	12,967,783	13,303,589	14,429,862



GENERAL FUND 101 - REVENUE SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
TAXES	9,361,993	9,902,004	10,625,932	11,161,362
LICENSES AND PERMITS	1,031,944	901,222	633,300	629,800
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OTHER FINANCING SOURCES	936,450	953,354	796,000	1,422,200
TOTAL REVENUES	12,736,544	13,230,103	13,303,589	14,429,862

HISTORICAL LEVY AMOUNTS

2017 LEVY	\$ 8,670,635	4.62%
2018 LEVY	\$ 9,395,242	8.36%
2019 LEVY	\$ 9,972,432	6.14%
2020 LEVY	\$ 10,670,932	7.00%
2021 LEVY	\$ 11,206,362	5.02%



GENERAL FUND 101 - REVENUE BY SOURCE		-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
TAXES					
4011	CURRENT-AD VALOREM TAXES	7,821,806	8,383,643	9,172,932	9,708,362
401A	CURRENT-UNCOLLECTED ALLOWANCE		-	(100,000)	(100,000)
4012	DELINQUENT-AD VALOREM TAXES	57,625	37,958	50,000	50,000
4014	FISCAL DISPARITIES	1,472,625	1,477,121	1,498,000	1,498,000
4015	EXCESS TAX INCREMENTS	16	179	-	-
4018	PENALTY/INT-AD VALOREM TAXES	9,921	3,104	5,000	5,000
TAXES Total		9,361,993	9,902,004	10,625,932	11,161,362

LICENSES AND PERMITS					
- BUSINESS LICENSES/PERMITS					
4140	CREDIT CARD PROCESSING FEES	(11,494)	(5,960)	(5,000)	(5,000)
4155	LIQUOR-ON SALE	55,500	48,740	55,000	50,000
4156	LIQUOR-OFF SALE	740	-	1,000	1,000
4159	MECHANICAL LICENSE	12,200	14,300	11,000	12,000
4163	PAWNSHOP LICENSE	5,891	9,868	6,000	4,000
4164	CIGARETTE SALES LICENSE	550	3,050	2,500	2,500
4165	REFUSE HAULERS LICENSE	200	450	400	400
4166	MOTOR VEHICLES LICENSE	-	-	-	-
4168	PEDDLERS LICENSE	2,535	2,820	1,500	2,000
4169	GASOLINE SALES LICENSE	-	-	-	-
4170	OTHER BUSINESS LICENSES & PERM	1,125	2,180	1,000	2,000
4171	INVESTIGATIVE FEES	414	3,451	3,000	1,000
- NON-BUSINESS LICENSES/PERMITS					
4205	BUILDING PERMIT	626,166	577,644	350,000	350,000
4206	PLUMBING PERMIT	64,517	46,218	40,000	40,000
4207	ANIMAL LICENSE	2,590	1,250	1,200	1,200
4208	HEATING PERMIT	96,141	53,963	40,000	40,000
4209	CONDITIONAL USE PERMIT	3,006	8,750	6,000	6,000
4211	SIGN PERMITS	2,101	2,625	2,500	2,500
4212	RENTAL LICENSE	6,275	1,525	5,000	3,000
4213	FIRE PERMIT	10,160	8,386	11,000	11,000
4214	ELECTRICAL INSPECTION PERMIT	100,338	92,148	55,000	60,000
4220	SEPTIC SYSTEM PERMIT	32,409	21,159	30,000	30,000
4221	URBAN SEWER PERMIT	8,855	2,850	7,500	7,500
4222	URBAN WATER PERMIT	8,855	3,525	7,500	7,500
4230	OTHER NON-BUSINESS LIC & PERM	2,870	2,280	1,200	1,200
LICENSES AND PERMITS Total		1,031,944	901,222	633,300	629,800

INTERGOVERNMENTAL REVENUES					
- FEDERAL INTERGOVERNMENTAL					
4253	FEDERAL EXCISE TAX REFUND	8,409	8,863	8,000	8,500
4252	FEDERAL GRANTS	-	-	-	-
- STATE INTERGOVERNMENTAL					
4262	LOCAL GOVERNMENT AID	-	-	-	-
4263	MARKET VALUE HOMESTEAD CREDIT	2,902	2,689	-	-
4268	MSA FOR STREETS	140,000	150,000	150,000	180,000
4269	POLICE - INSURANCE PREMIUM TAX	207,352	228,225	205,000	220,000
4271	POST BOARD REIMBURSEMENT	22,968	23,860	9,000	15,000
4272	STATE EXCISE TAX REFUND	337	364	300	300
4273	OTHER STATE GRANTS & AIDS	36,139	28,365	20,000	10,000
- LOCAL INTERGOVERNMENTAL					
4287	OTHER LOCAL GOVERNMENT GRANTS	-	-	13,295	-
INTERGOVERNMENTAL REVENUES Total		418,106	442,366	405,595	433,800

CHARGES FOR SERVICES

4304	RENTAL FEES - REAL PROPERTY	149,819	153,799	145,000	118,000
4305	RENTAL FEES	9,739	11,042	12,000	12,000
4306	ZONING & SUBDIVISION FEES	3,739	2,082	3,000	3,000
4307	PLAN CHECKING FEES	296,301	241,565	160,000	160,000
4308	SALES OF MAPS & PUBLICATIONS	499	358	1,000	500
4309	ASSESSMENT SEARCHES	840	630	-	-
4312	GENERAL GOVERNMENT STAFF TIME	33,889	39,694	25,000	25,000
4326	SPECIAL POLICE SERVICES	16,645	21,082	15,000	15,000
4327	SPECIAL FIRE PROTECTION SERVIC	55,953	86,157	55,000	55,000
4328	ACCIDENT REPORTS	1,657	1,373	2,000	2,000
4329	OPEN BURN PERMIT FEES	675	975	1,000	1,000
4330	OTHER PUBLIC SAFETY	6,995	4,935	5,000	5,000
4337	ENGINEERING	214,693	200,453	221,262	200,000
4338	PLAN & SPECIFICATION FEES	-	-	-	-
4339	OTHER PUBLIC WORKS	14,862	13,460	12,000	12,000
4347	OTHER CULTURE-RECREATION	8,821	12,507	8,900	8,000

CHARGES FOR SERVICES Total	815,127	790,112	666,162	616,500
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FINES AND FORFEITS

4452	COURT FINES	44,569	45,404	55,000	45,000
4453	OTHER FINES & FORFEITS	33	405	-	-
4454	ADMINISTRATIVE FINES	2,049	3,669	500	500

FINES AND FORFEITS Total	46,651	49,479	55,500	45,500
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MISCELLANEOUS

4604	SURCHARGES	689	690	700	700
4605	ELECTION FILING FEES	55	20	-	-
4609	OTHER MISCELLANEOUS REVENUES	21,129	15,927	20,400	20,000
4608	CONTRIBUTIONS & DONATIONS	-	-	-	-

MISCELLANEOUS Total	21,873	16,637	21,100	20,700
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INVESTMENT EARNINGS

4701	INTEREST ON INVESTMENTS	104,401	174,930	100,000	100,000
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INVESTMENT EARNINGS Total	104,401	174,930	100,000	100,000
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OTHER FINANCING SOURCES**TRANSFERS IN**

4901	TRANSFER IN FROM OTHER FUNDS	936,450	953,354	796,000	1,422,200
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OTHER FINANCING SOURCES Total	936,450	953,354	796,000	1,422,200
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TOTAL REVENUE	12,736,544	13,230,103	13,303,589	14,429,862
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GENERAL FUND 101 - LINE ITEM DETAIL

-2018 Actual-

-2019 Actual-

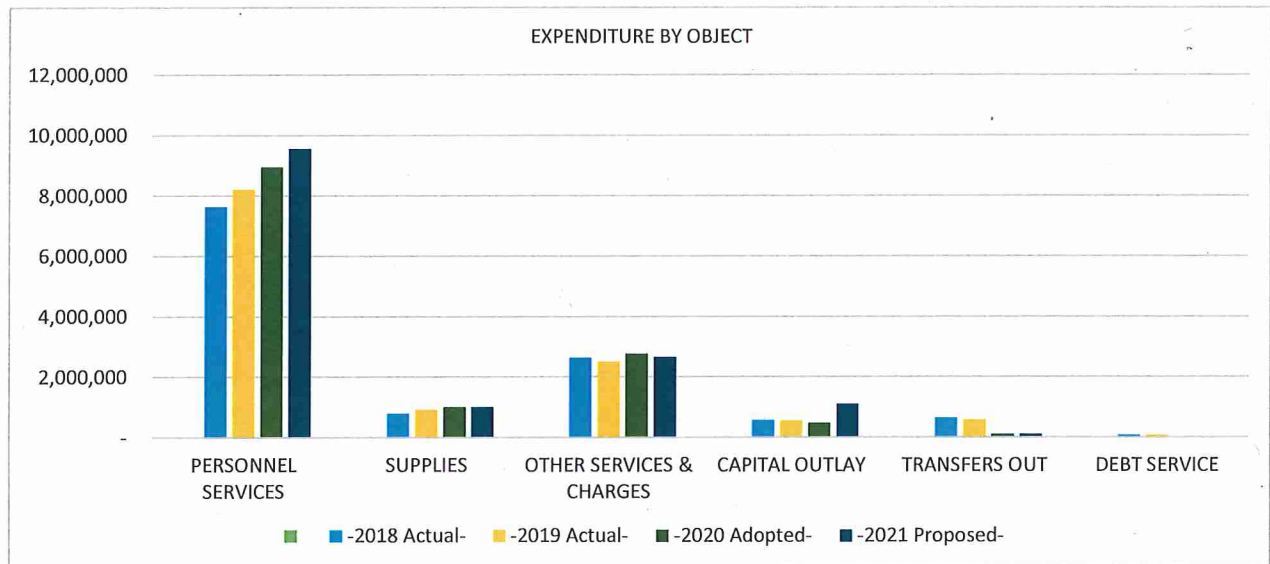
-2020 Adopted-

-2021 Proposed-

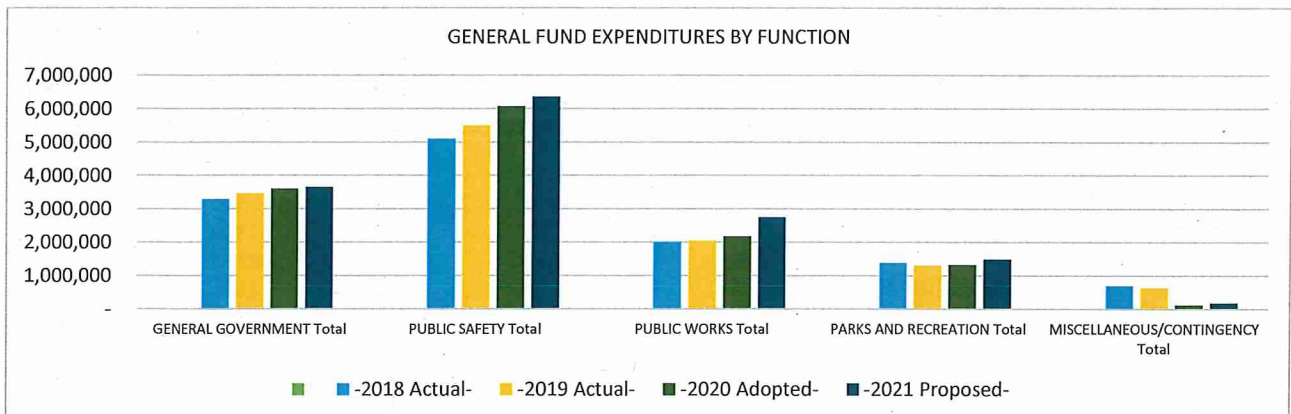
4901 Other Finance Sources

Water Fund Administrative Transfer	41,000	43,000	45,000	47,000
Sewer Fund Administrative Transfer	35,000	37,000	39,000	41,000
St. Lighting Fund Administrative Transfer	20,000	21,000	22,000	23,000
Recycling Fund Administrative Transfer	11,500	-	-	-
Storm Water Utility Fund Administrative Transfer	30,000	32,000	34,000	36,000
Landfill Fund	-	-	-	1,000,000
Capital Maintenance Fund - For Trail Maintenance	-	50,000	60,000	60,000
Insurance Fund	22,588	-	-	-
Fleet Vehicle Fnd	-	87,000	-	-
PIR Fund-Street Maintenance	100,000	125,000	125,000	125,000
Equipment Revolving Fund	676,362	558,354	471,000	143,200
	<u>936,450</u>	<u>953,354</u>	<u>796,000</u>	<u>1,475,200</u>

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES	7,649,639	8,216,968	8,957,160	9,567,594
SUPPLIES	789,149	913,056	1,004,500	1,003,228
OTHER SERVICES & CHARGES	2,640,548	2,511,623	2,764,556	2,662,467
CAPITAL OUTLAY	565,955	549,084	471,000	1,090,200
TRANSFERS OUT	643,832	575,817	106,373	106,373
DEBT SERVICE	61,853	61,853	-	-
TOTAL EXPENDITURE BY OBJECT	12,350,976	12,828,401	13,303,589	14,429,862



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
GENERAL GOVERNMENT					
0111	MAYOR AND COUNCIL	125,890	118,969	131,847	116,847
0114	CHARTER/PLAN/HORSE COMMISSIONS	4,141	3,642	5,483	4,483
0130	ADMINISTRATION	861,767	812,003	834,618	864,170
0141	ELECTIONS	59,959	22,103	72,729	19,845
0153	FINANCE	350,532	367,590	379,624	393,205
0155	ASSESSING	140,246	143,667	147,000	150,500
0161	LEGAL	121,965	152,821	131,300	136,600
0191	PLANNING & ZONING	583,331	680,965	723,848	747,219
0192	DATA PROCESSING	505,957	623,164	571,552	604,570
0194	GENERAL GOVERNMENT BUILDINGS	483,815	494,094	545,378	557,662
0195	NEWSLETTER	54,043	48,885	57,177	54,359
GENERAL GOVERNMENT Total		3,291,647	3,467,904	3,600,556	3,649,460
PUBLIC SAFETY					
0211	POLICE PROTECTION	3,502,113	3,794,498	4,118,778	4,446,253
0220	FIRE PROTECTION	999,255	1,024,125	1,331,268	1,301,675
0240	PROTECTIVE INSPECTIONS	450,223	600,831	468,390	460,570
0250	CIVIL DEFENSE	11,627	15,164	12,325	13,350
0260	TRAFFIC ENGINEERING	124,516	59,904	125,786	122,193
0270	ANIMAL CONTROL	4,381	4,336	4,750	4,750
0280	COMMUNITY ORIENTING POLICING	10,990	12,888	13,775	13,775
PUBLIC SAFETY Total		5,103,105	5,511,745	6,075,072	6,362,566
PUBLIC WORKS					
0301	ENGINEERING	229,140	379,804	420,950	436,803
0311	STREET MAINTENANCE	1,474,670	1,306,948	1,436,508	1,997,847
0312	SNOW & ICE REMOVAL	301,233	360,301	319,283	314,349
PUBLIC WORKS Total		2,005,042	2,047,054	2,176,741	2,748,999
PARKS AND RECREATION					
0452	PARK & RECREATION	1,292,547	1,283,410	1,329,847	1,488,290
0455	COMMUNITY PROGRAMS	10,000	20,000	-	-
0461	ENVIRONMENTAL SERVICES	78,142	-	-	-
PARKS AND RECREATION Total		1,380,689	1,303,410	1,329,847	1,488,290
MISCELLANEOUS/CONTINGENCY					
0892	EXPENDITURE RESERVE	705,685	637,670	121,373	180,547
MISCELLANEOUS/CONTINGENCY Total		705,685	637,670	121,373	180,547
TOTAL EXPENDITURES & OTHER FINANCING		12,486,167	12,967,783	13,303,589	14,429,862



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102	F.T. REGULAR-WAGES & SALARIES	5,183,931	5,513,787	5,982,625	6,290,841
6103	FULL TIME-REGULAR-OVERTIME	123,989	146,188	109,000	109,000
6104	PART TIME-WAGES & SALARIES	462,116	496,943	474,410	642,109
6105	TEMPORARY-WAGES & SALARIES	152,872	125,768	281,185	261,848
6106	OVERTIME-TEMPORARY	1,404	926	-	-
6107	OVERTIME-PART TIME	-	1,905	-	-
WAGES AND SALARIES		5,924,312	6,285,516	6,847,220	7,303,798
OTHER GROSS EARNINGS					
6108	SEVERANCE PAY	33,314	45,355	-	-
OTHER GROSS EARNINGS		33,314	45,355	-	-
EMPLOYER CONTRIBUTIONS					
6121	PERA CONTRIBUTIONS	612,622	678,558	757,531	806,715
6122	FICA/MEDICARE CONTRIBUTIONS	298,253	315,349	357,635	381,207
6123	ICMA RETIREMENT TRUST	2,000	2,000	2,000	2,000
6131	GROUP INSURANCE	598,674	683,256	770,903	832,466
6132	DISABILITY INSURANCE	1,284	1,313	1,300	1,300
6133	WORKERS COMP INSURANCE PREMIUM	179,180	205,620	220,571	240,108
EMPLOYER CONTRIBUTIONS		1,692,013	1,886,097	2,109,940	2,263,796
PERSONNEL SERVICES Total		7,649,639	8,216,968	8,957,160	9,567,594

SUPPLIES

OFFICE SUPPLIES					
6203	DUPLICATING SUPPLY & COPY PAPER	3,596	2,174	3,600	4,000
6204	STATIONERY, ENVELOPES & FORMS	4,764	4,725	6,100	6,200
6205	DRAFTING SUPPLIES	-	-	200	200
6206	FILM, MICROFILM, TAPES, DISKS	1,150	1,983	1,300	1,400
6207	TRAINING SUPPLIES	1,951	2,565	2,500	3,400
6208	MISCELLANEOUS OFFICE SUPPLIES	15,744	12,357	16,100	16,150
OFFICE SUPPLIES		27,205	23,804	29,800	31,350
OPERATING SUPPLIES					
6221	CLEANING SUPPLIES	1,946	1,503	2,500	3,000
6223	GASOLINE	108,942	105,124	114,300	111,900
6225	DIESEL FUEL	44,225	57,591	46,800	53,000
6227	LUBRICANTS & ADDITIVES	4,011	6,247	5,100	5,100
6229	SHOP MATERIALS	4,008	2,537	7,000	5,200
6231	UNIFORMS & TURN-OUT GEAR	56,745	63,103	75,300	81,500
6233	BATTERIES	1,105	1,071	1,500	2,500
6235	AMMUNITION	7,135	9,386	8,500	8,500
6237	CRIME SCENE KIT MATERIALS	894	669	1,000	1,000
6239	FIRST AID SUPPLIES	17,964	2,560	4,500	6,000
6241	COMMUNITY POLICING SUPPLIES	4,880	7,750	7,000	7,000
6247	HAPPY DAYS SUPPLIES	11,750	12,000	12,000	12,000
6249	MISCELLANEOUS OPERATING SUPPLY	114,828	113,972	132,450	124,250
6246	MARKETING	1,391	1,210	3,000	3,000
OPERATING SUPPLIES		379,822	384,725	420,950	423,950
REPAIR AND MAINTENANCE SUPPLIES					
6251	BATTERIES	2,051	812	3,000	3,000
6253	BRAKES	2,281	2,342	3,000	3,000
6255	TIRES	6,427	7,271	7,500	7,500
6257	OTHER VEHICLE PARTS	99,426	98,407	104,000	106,000
6259	BUILDING MAINT/REPAIR SUPPLIES	3,852	14,227	8,500	21,000
6261	SAND & GRAVEL	2,355	4,726	4,000	4,000
6263	SALT	72,544	97,334	94,200	78,528
6265	ASPHALT	53,060	107,676	121,000	121,000
6266	SCBA-PARTS	2,292	4,843	5,000	6,000
6267	OTHER STREET MAINTENANCE SUPPL	4,279	7,353	5,700	5,700
6269	LANDSCAPE MATERIALS	28,460	24,972	27,500	29,500

6271	SIGN REPAIR MATERIALS	-	121	3,000	2,000
6275	OTHER EQUIPMENT PARTS	4,362	6,158	5,100	6,100
6268	IRRIGATION SUPPLIES	15,111	9,317	15,000	15,000
REPAIR AND MAINTENANCE SUPPLIES		296,500	385,559	406,500	408,328
SMALL TOOLS AND MINOR EQUIPMENT					
6281	SMALL TOOLS & MINOR EQUIPMENT	85,622	118,464	147,050	139,400
SMALL TOOLS AND MINOR EQUIPMENT		85,622	118,464	147,050	139,400
MERCHANDISE FOR RESALE					
6291	CULVERTS, SIGNS, STREET SUPPLY	-	505	200	200
MERCHANDISE FOR RESALE		-	505	200	200
SUPPLIES Total		789,149	913,056	1,004,500	1,003,228

OTHER SERVICES & CHARGES

PROFESSIONAL SERVICES

6302	AUDITING & ACCOUNTING SERVICES	34,235	36,580	37,600	43,000
6304	LEGAL FEES	120,873	151,343	130,000	135,000
6305	MEDICAL/PSYCHOLOGICAL FEES	9,391	6,425	-	-
6306	PERSONNEL TESTING & RECRUITMT	1,598	800	12,000	6,000
6315	MISCELLANEOUS PROFESSIONAL SER	435,732	422,044	372,000	214,394
PROFESSIONAL SERVICES		601,829	617,192	551,600	398,394

COMMUNICATION

6321	TELEPHONE	18,190	17,842	19,400	19,600
6322	POSTAGE	18,564	17,517	24,050	20,850
6323	CELLULAR PHONES	34,945	33,701	39,700	44,250
6325	LONG DISTANCE CHARGES	-	-	-	-
COMMUNICATION		71,699	69,060	83,150	84,700

EMPLOYEE REIMBURSEMENTS

6331	TRAVEL & LODGING	8,416	11,972	16,300	16,950
6334	MILEAGE REIMBURSEMENT	296	639	1,450	1,450
6335	TRAINING	76,598	91,174	97,200	105,600
EMPLOYEE REIMBURSEMENTS		85,310	103,785	114,950	124,000

ADVERTISING AND PUBLISHING

6352	GENERAL NOTICE & PUBLIC INFOR	40,224	34,969	41,600	38,600
6353	ORDINANCE PUBLICATION	941	876	2,000	2,000
6354	HELP WANTED ADVERTISEMENTS	3,850	2,305	3,500	3,500
ADVERTISING AND PUBLISHING		45,015	38,150	47,100	44,100

INSURANCE

6361	GENERAL LIABILITY/PROPERTY INS	127,215	145,692	145,635	154,910
INSURANCE		127,215	145,692	145,635	154,910

UTILITIES

6371	ELECTRIC UTILITIES	161,824	153,221	168,700	167,200
6372	WATER/IRRIGATION	19,775	15,205	22,000	21,150
6373	GAS	44,072	45,139	44,000	47,000
6374	REFUSE/RECYCLING	12,728	12,945	12,300	13,100
UTILITIES		238,398	226,511	247,000	248,450

REPAIRS AND MAINTENANCE - LABOR

6381	BUILDING & STRUCTURE REPAIR	33,741	19,827	39,000	44,100
6382	MACHINERY & EQUIPMENT REPAIR	49,712	42,527	51,500	56,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	-
6386	BRAKE REPAIR	-	-	-	-
6387	TIRE MOUNTING & BALANCING	278	160	800	400
6388	OTHER VEHICLE REPAIR	71,178	102,635	67,500	69,500
6389	TOWING SERVICES	3,224	1,623	3,500	3,500
REPAIRS AND MAINTENANCE - LABOR		158,134	166,772	162,300	174,000

REPAIRS AND MAINTENANCE - CONTRACTS

6404	MACHINERY & EQUIPMENT	1,221	1,332	1,500	1,300
6405	OFFICE & DATA PROCESSING EQUIP	336,747	344,102	376,387	391,134
REPAIRS AND MAINTENANCE - CONTRACTS		337,968	345,433	377,887	392,434

RENTALS

6413	OFFICE EQUIPMENT RENTAL	5,966	4,837	6,000	6,000
6415	OTHER EQUIPMENT RENTAL	93,483	119,147	107,125	109,425
6416	MACHINERY RENTAL	-	275	300	300

6417	UNIFORM RENTAL	1,530	1,948	2,200	1,800
RENTALS		100,979	126,208	115,625	117,525
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451	MEMBERSHIP DUES	57,608	58,318	53,359	51,554
6452	SUBSCRIPTIONS	799	2,238	2,500	3,000
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		58,407	60,556	55,859	54,554
BOOKS AND PAMPHLETS					
6471	BOOKS & PAMPHLETS	3,055	862	4,450	3,400
BOOKS AND PAMPHLETS		3,055	862	4,450	3,400
CONTRACTED SERVICES					
6488	STREET MAINTENANCE CONTRACT	467,265	237,483	500,000	500,000
6489	OTHER CONTRACTED SERVICES	345,273	373,918	359,000	366,000
CONTRACTED SERVICES		812,538	611,401	859,000	866,000
OTHER SERVICES & CHARGES Total		2,640,548	2,511,623	2,764,556	2,662,467

CAPITAL OUTLAY

CAPITAL OUTLAY					
6520	BUILDINGS	-	-	-	-
6540	HEAVY MACHINERY	220,423	185,980	33,000	275,500
6550	MOTOR VEHICLES	98,487	145,289	395,000	399,000
6580	OTHER EQUIPMENT	247,045	136,289	43,000	397,700
6585	COMPUTER HARDWARE/SOFTWARE	-	81,526	-	18,000
CAPITAL OUTLAY		565,955	549,084	471,000	1,090,200
CAPITAL OUTLAY Total		565,955	549,084	471,000	1,090,200

TRANSFERS OUT

OPERATING TRANSFERS					
6820	OPERATING TRANSFERS TO OTHER F	643,832	575,817	106,373	106,373
OPERATING TRANSFERS		643,832	575,817	106,373	106,373
TRANSFERS OUT Total		643,832	575,817	106,373	106,373

DEBT SERVICE

DEBT SERVICE					
6603	OTHER L.T. OBLIGATION PRINCIPA	61,853	61,853	-	-
DEBT SERVICE		61,853	61,853	-	-
DEBT SERVICE Total		61,853	61,853	-	-

TOTAL EXPENDITURES & OTHER FINANCING		12,350,976	12,828,401	13,303,589	14,429,862
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FUND: GENERAL

Business Unit	2020 Adopted Budget	2021 Adopted Budget
REVENUE		
9101 - GENERAL FUND REVENUE	13,303,589	14,429,862
TOTAL REVENUE	13,303,589	14,429,862

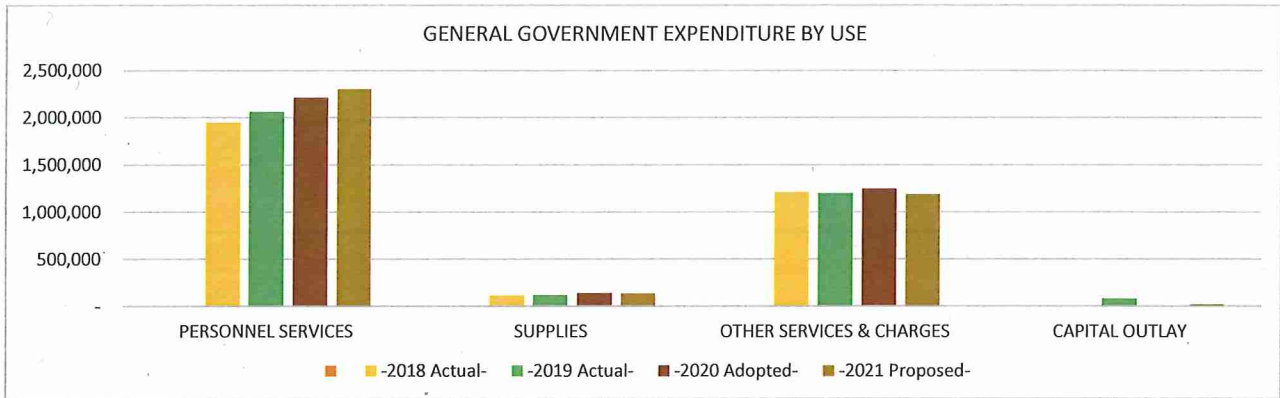
EXPENDITURES		
111 - MAYOR AND COUNCIL	131,847	116,847
114 - COMMISSIONS	5,483	4,483
130 - ADMINISTRATION	834,618	864,170
141 - ELECTIONS	72,729	19,845
153 - FINANCE	379,624	393,205
155 - ASSESSING	147,000	150,500
161 - LEGAL SERVICES	131,300	136,600
191 - PLANNING AND ZONING	723,848	747,219
192 - DATA PROCESSING	571,552	604,570
194 - GENERAL GOVERNMENT BUILDINGS	545,378	557,662
195 - NEWSLETTER	57,177	54,359
211 - POLICE PROTECTION	4,118,778	4,446,253
220 - FIRE PROTECTION	1,331,268	1,301,675
240 - BUILDING INSPECTION	468,390	460,570
250 - CIVIL DEFENSE	12,325	13,350
260 - TRAFFIC ENGINEERING	125,786	122,193
270 - ANIMAL CONTROL	4,750	4,750
280 - COMMUNITY ORIENTING POLICING	13,775	13,775
301 - ENGINEERING	420,950	436,803
311 - STREET MAINTENANCE	1,436,508	1,997,847
312 - SNOW AND ICE REMOVAL	319,283	314,349
452 - PARK AND RECREATION	1,329,847	1,488,290
455 - COMMUNITY PROGRAMS	-	-
461 - ENVIRONMENTAL SERVICES	-	-
892 - MISCELLANEOUS/CONTINGENCY	121,373	180,547
TOTAL EXPENDITURES	13,303,589	14,429,862

Excess (deficiency) of revenue over expenditures

GENERAL FUND 101 - GENERAL GOVERNMENT

GENERAL GOVERNMENT 111-195

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES	1,952,471	2,064,540	2,212,322	2,305,456
SUPPLIES	115,396	120,179	139,100	135,550
OTHER SERVICES & CHARGES	1,212,768	1,201,658	1,249,134	1,190,454
CAPITAL OUTLAY	-	81,526	-	18,000
TOTAL EXPENDITURE BY OBJECT	3,280,635	3,467,904	3,600,556	3,649,460



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

GENERAL GOVERNMENT

111-195

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102	F.T. REGULAR-WAGES & SALARIES	1,362,167	1,432,355	1,498,374	1,596,909
6103	FULL TIME-REGULAR-OVERTIME	5,289	2,645	-	-
6104	PART TIME-WAGES & SALARIES	110,163	154,597	128,522	158,917
6105	TEMPORARY-WAGES & SALARIES	55,266	31,496	116,123	43,120
6107	OVERTIME-PART TIME	-	1,905	-	-
TOTAL WAGES AND SALARIES		1,532,885	1,622,998	1,743,019	1,798,946
OTHER GROSS EARNINGS					
6108	SEVERANCE PAY	22,741	14,464	-	-
TOTAL OTHER GROSS EARNINGS		22,741	14,464	-	-
EMPLOYER CONTRIBUTIONS					
6121	PERA CONTRIBUTIONS	105,289	112,726	121,660	129,441
6122	FICA/MEDICARE CONTRIBUTIONS	110,784	117,515	139,255	145,102
6123	ICMA RETIREMENT TRUST	2,000	2,000	2,000	2,000
6131	GROUP INSURANCE	165,274	178,168	186,136	210,337
6133	WORKERS COMP INSURANCE PREMIUM	13,499	16,670	20,252	19,630
TOTAL EMPLOYER CONTRIBUTIONS		396,845	427,079	469,303	506,510
Total PERSONNEL SERVICES		1,952,471	2,064,540	2,212,322	2,305,456
SUPPLIES					
OFFICE SUPPLIES					
6203	DUPLICATING SUPPLY & COPY PAPER	3,596	2,174	3,600	4,000
6204	STATIONERY, ENVELOPES & FORMS	2,870	1,472	3,100	3,100
6206	FILM, MICROFILM, TAPES, DISKS	-	-	-	-
6208	MISCELLANEOUS OFFICE SUPPLIES	10,084	4,052	8,250	7,700
TOTAL OFFICE SUPPLIES		16,550	7,698	14,950	14,800
OPERATING SUPPLIES					
6221	CLEANING SUPPLIES	1,946	1,503	2,500	3,000
6223	GASOLINE	3,111	2,466	3,000	3,000
6225	DIESEL FUEL	978	793	2,000	2,000
6231	UNIFORMS & TURN-OUT GEAR	2,278	1,605	1,850	1,850
6247	HAPPY DAYS SUPPLIES	11,750	12,000	12,000	12,000
6249	MISCELLANEOUS OPERATING SUPPLY	42,942	32,969	46,300	39,300
6246	MARKETING	1,391	1,210	3,000	3,000
TOTAL OPERATING SUPPLIES		64,396	52,547	70,650	64,150
REPAIR AND MAINTENANCE SUPPLIES					
6257	OTHER VEHICLE PARTS	1,168	4,101	1,500	1,500
6259	BUILDING MAINT/REPAIR SUPPLIES	3,067	4,001	5,000	6,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES		4,236	8,103	6,500	7,500
SMALL TOOLS AND MINOR EQUIPMENT					
6281	SMALL TOOLS & MINOR EQUIPMENT	30,214	51,832	47,000	49,100
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		30,214	51,832	47,000	49,100
Total SUPPLIES		115,396	120,179	139,100	135,550
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6302	AUDITING & ACCOUNTING SERVICES	30,485	32,680	34,000	39,000
6304	LEGAL FEES	120,873	151,343	130,000	135,000
6305	MEDICAL/PSYCHOLOGICAL FEES	9,391	6,425	-	-
6306	PERSONNEL TESTING & RECRUITMT	1,598	800	12,000	6,000
6315	MISCELLANEOUS PROFESSIONAL SER	198,252	148,577	145,000	56,735
TOTAL PROFESSIONAL SERVICES		360,599	339,824	321,000	236,735
COMMUNICATION					
6321	TELEPHONE	10,829	10,261	11,600	11,550
6322	POSTAGE	15,031	13,119	17,800	16,600
6323	CELLULAR PHONES	6,878	5,136	7,300	7,300
6325	LONG DISTANCE CHARGES	-	-	-	-
TOTAL COMMUNICATION		32,738	28,515	36,700	35,450

EMPLOYEE REIMBURSEMENTS					
6331	TRAVEL & LODGING	2,700	7,938	8,000	9,000
6334	MILEAGE REIMBURSEMENT	2	111	700	700
6335	TRAINING	12,514	19,771	22,900	24,000
TOTAL EMPLOYEE REIMBURSEMENTS		15,215	27,820	31,600	33,700
ADVERTISING AND PUBLISHING					
6352	GENERAL NOTICE & PUBLIC INFOR	40,224	34,969	41,600	38,600
6353	ORDINANCE PUBLICATION	941	876	2,000	2,000
6354	HELP WANTED ADVERTISEMENTS	3,850	2,305	3,500	3,500
TOTAL ADVERTISING AND PUBLISHING		45,015	38,150	47,100	44,100
INSURANCE					
6361	GENERAL LIABILITY/PROPERTY INS	29,491	33,983	33,610	35,860
TOTAL INSURANCE		29,491	33,983	33,610	35,860
UTILITIES					
6371	ELECTRIC UTILITIES	98,140	90,508	102,000	100,000
6372	WATER/IRRIGATION	3,044	2,057	4,000	4,000
6373	GAS	28,789	29,313	28,000	30,000
6374	REFUSE/RECYCLING	3,882	4,790	4,500	5,000
TOTAL UTILITIES		133,854	126,668	138,500	139,000
REPAIRS AND MAINTENANCE - LABOR					
6381	BUILDING & STRUCTURE REPAIR	12,463	7,641	15,000	20,000
6382	MACHINERY & EQUIPMENT REPAIR	12,587	11,461	15,000	20,000
6388	OTHER VEHICLE REPAIR	1,771	1,845	2,000	1,500
TOTAL REPAIRS AND MAINTENANCE - LABOR		26,821	20,947	32,000	41,500
REPAIRS AND MAINTENANCE - CONTRACTS					
6405	OFFICE & DATA PROCESSING EQUIP	295,378	302,488	324,415	337,000
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		295,378	302,488	324,415	337,000
RENTALS					
6415	OTHER EQUIPMENT RENTAL	-	-	-	-
TOTAL RENTALS		-	-	-	-
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451	MEMBERSHIP DUES	49,518	51,387	42,209	41,609
6452	SUBSCRIPTIONS	799	1,551	1,500	1,500
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		50,317	52,938	43,709	43,109
BOOKS AND PAMPHLETS					
6471	BOOKS & PAMPHLETS	-	155	-	-
TOTAL BOOKS AND PAMPHLETS		-	155	-	-
CONTRACTED SERVICES					
6489	OTHER CONTRACTED SERVICES	223,340	230,169	240,500	244,000
TOTAL CONTRACTED SERVICES		223,340	230,169	240,500	244,000
Total OTHER SERVICES & CHARGES		1,212,768	1,201,658	1,249,134	1,190,454
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6520	BUILDINGS	-	-	-	-
6550	MOTOR VEHICLES	-	-	-	-
6580	OTHER EQUIPMENT	-	-	-	-
6585	COMPUTER HARDWARE/SOFTWARE	-	81,526	-	18,000
TOTAL CAPITAL OUTLAY		-	81,526	-	18,000
Total CAPITAL OUTLAY		-	81,526	-	18,000
TOTAL EXPENDITURES & OTHER FINANCING		3,280,635	3,467,904	3,600,556	3,649,460

FUND GENERAL

DEPARTMENT: MAYOR AND COUNCIL
 FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0111	6104	PART TIME-WAGES & SALARIES	31,412	36,932	44,000	44,000
0111	6121	PERA CONTRIBUTIONS	600	775	900	900
0111	6122	FICA/MEDICARE CONTRIBUTIONS	2,403	2,838	3,366	3,366
0111	6131	GROUP INSURANCE	3,171	3,648		
0111	6133	WORKERS COMP INSURANCE PREMIUM	98	130	242	242
0111	6247	HAPPY DAYS	11,750	12,000	12,000	12,000
0111	6249	MISCELLANEOUS OPERATING SUPPLY	12,698	11,485	13,000	13,000
0111	6315	MISCELLANEOUS PROFESSIONAL SER	16,740	-	17,000	
0111	6322	POSTAGE	-	-	-	-
0111	6331	TRAVEL & LODGING	1,331	2,268	3,000	4,000
0111	6335	TRAINING	56	753	1,500	2,500
0111	6361	GENERAL LIABILITY/PROPERTY INS	1,148	1,177	1,300	1,300
0111	6451	MEMBERSHIP DUES	44,482	46,963	35,539	35,539
Total Expenditure			125,890	118,969	131,847	116,847

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	400	400	400	400
Meals for Council Work sessions	3,491	2,861	4,000	4,000
Anoka Area Chamber of Commerce	600	-	600	600
Holiday Party	2,439	3,153	2,750	2,750
Tree Lighting	750	1,400	750	750
Gala/Fundraising Events	2,000	1,340	2,000	2,000
Miscellaneous	3,018	2,331	2,500	2,500
	12,698	11,485	13,000	13,000

6315 Miscellaneous Professional Services

Citizen Survey	16,740		17,000	
	16,740	-	17,000	-

6451 Dues

Anoka County Mediation Services	2,883	2,882	-	-
Mississippi River Cities & Towns Initiatives (MRCTI)	3,000	-	-	-
North Metro Mayors Association	12,008	12,008	12,200	12,200
North Metro Chamber (EDA)	370	660	-	-
Mississippi/Champlin Streamgange Agreement			334	334
Anoka Area Chamber of Commerce (EDA)	410	410	-	-
Association of Metro Municipalities	4,155	8,429	-	-
League of Minnesota Cities	19,765	20,627	21,000	21,000
MN Mayors Assoc	30	30	30	30
Metro Cities			-	-
National League of Cities	1,861	1,917	1,975	1,975
	44,482	46,963	35,539	35,539

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

- No major changes
-

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:

	2018 Actual	2019 Estimate	2020 Projected	2021 Projected
Tax Levy Rate	41.73%	40.35%	42.40%	TBD

FUND GENERAL

DEPARTMENT: COMMISSIONS

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0114	6105	TEMPORARY-WAGES & SALARIES	3,785	3,335	5,000	4,000
0114	6122	FICA/MEDICARE CONTRIBUTIONS	300	255	383	383
0114	6133	WORKERS COMP INSURANCE PREMIUM	18	16	40	40
0114	6322	POSTAGE	-	-	-	-
0114	6361	GENERAL LIABILITY/PROPERTY INS	38	36	60	60
Total Expenditure			4,141	3,642	5,483	4,483

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:

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
# of Meetings: Charter Commission	1	2	1	2
# of Meetings: Economic Development Authority Commission	12	10	12	12
# of Meetings: Environmental Policy Board Commission	10	10	10	11
# of Meetings: Parks and Recreation Commission	9	11	11	10
# of Meetings: Planning Commission	16	13	15	17
# of Meetings: City Council Regular Session	23	23	23	23
# of Meetings: City Council Work Session	26	31	26	25
# of Meetings: Public Works Committee	10	9	10	8

FUND GENERAL

DEPARTMENT: ADMINISTRATION
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0130	6102	F.T. REGULAR-WAGES & SALARIES	512,646	497,636	525,235	542,721
0130	6103	FULL TIME-REGULAR-OVERTIME	1,116	261		
0130	6104	PART TIME-WAGES & SALARIES	30,124	36,677	-	
0130	6105	TEMPORARY-WAGES & SALARIES	8,653	9,685	14,560	14,560
0130	6108	SEVERANCE PAY	22,741	14,464		
0130	6121	PERA CONTRIBUTIONS	37,440	36,244	40,485	41,796
0130	6122	FICA/MEDICARE CONTRIBUTIONS	40,475	38,717	44,761	46,814
0130	6123	ICMA RETIREMENT TRUST	2,000	2,000	2,000	2,000
0130	6131	GROUP INSURANCE	62,195	58,925	67,989	78,251
0130	6133	WORKERS COMP INSURANCE PREMIUM	3,144	3,007	4,318	4,458
0130	6203	DUPLICATING SUPPLY & COPY PAPE	3,596	2,174	3,600	4,000
0130	6204	STATIONERY, ENVELOPES & FORMS	2,240	1,039	2,300	2,300
0130	6208	MISCELLANEOUS OFFICE SUPPLIES	8,934	3,046	6,000	6,000
0130	6246	MARKETING	1,391	1,210	3,000	3,000
0130	6249	MISCELLANEOUS OPERATING SUPPLY	6,115	4,305	6,000	6,500
0130	6305	MEDICAL/PSYCHOLOGICAL FEES	9,391	6,425	-	-
0130	6306	PERSONNEL TESTING	1,598	800	12,000	6,000
0130	6315	MISCELLANEOUS PROFESSIONAL SER	66,292	44,262	48,000	52,000
0130	6321	TELEPHONE	1,518	1,006	1,600	1,600
0130	6322	POSTAGE	391	356	1,000	1,000
0130	6323	CELLULAR PHONES	2,566	1,397	2,500	2,500
0130	6331	TRAVEL & LODGING	975	4,409	3,500	3,500
0130	6334	MILEAGE REIMBURSEMENT	-	111	200	200
0130	6335	TRAINING	9,877	14,233	15,000	15,000
0130	6352	GENERAL NOTICE & PUBLIC INFOR	495	285	1,000	1,000
0130	6353	ORDINANCE PUBLICATION	941	876	2,000	2,000
0130	6354	HELP WANTED ADVERTISEMENTS	3,850	2,305	3,500	3,500
0130	6361	GENERAL LIABILITY/PROPERTY INS	7,876	8,008	9,000	9,000
0130	6405	OFFICE & DATA PROCESSING EQUIP	9,792	14,129	11,000	11,000
0130	6451	MEMBERSHIP DUES	3,053	3,247	3,570	2,970
0130	6452	SUBSCRIPTIONS	343	764	500	500
0130	6489	OTHER CONTRACTED SERVICES	-	-	-	-
Total Expenditure			861,767	812,003	834,618	864,170

PERSONNEL COMPLEMENT

City Administrator	1.00	1.00	1.00	1.00
Assistant City Administrator/Econ Dev Dir	1.00	-	-	-
Human Resources Manager	1.00	-	-	-
Director of Administrative Services	-	1.00	1.00	1.00
City Clerk	0.50	0.50	-	-
Deputy City Clerk	-	-	-	1.00
HR Generalist	-	-	1.00	1.00
Administrative Clerks	1.00	1.00	1.00	1.00
Mgmt Intern	0.50	0.50	0.50	0.50
Administrative Assistant	1.50	1.73	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	7.73	7.50	7.50

6249 Miscellaneous Operating Supplies

Employee Recognition	2,810	1,813	2,900	2,900
Expenses for staff workshops and other misc. operating supplies.	3,305	2,492	3,100	3,600
	6,115	4,305	6,000	6,500

6315 Miscellaneous Professional Services

Insurance Agent of Record Annual Fee	6,400	7,000	7,000	7,000
Excess Liability Insurance Coverage -\$1M for total of \$3M	22,848	-		
Flex Spending(admin & deposit)	4,248	4,248	4,500	4,800
Employee Assistance Program	1,300	1,300	1,300	1,300
City Code Codification	3,609	1,677	3,500	3,000
Miscellaneous department charges	4,324	5,417	6,800	7,900
Recruiting Software	3,000	3,000	3,000	3,500
Health admin/enrollment	2,900	2,900	2,900	3,500
Minute Taking	17,663	18,720	19,000	21,000
	66,292	44,262	48,000	52,000

6451 Dues

IPMA - National		150	150	150
ICMA	1,152	1,200	1,200	1,200
MCCMA	168	168	375	375
MAMA	45	45	45	45
Miscellaneous	1,088	1,084	1,200	1,200
HR organizations-misc				
Rotary	600	600	600	-
	3,053	3,247	3,570	2,970

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

- Administrative Clerk Reclassified to Deputy City Clerk - \$1,765
- Administrative Assistant Hours increased from 29 hours week to 40 hours week/now full time w/ health benefits
- Reclass Administrative Asst to HR Generalist - \$1,423
- Increase trainings for all staff - \$5,000 (line item 6335)

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:

	2018 Projected	2019 Projected	2020 Projected	2021 Projected
Strategic action plan items completed (all departments)	25 of 35	25 of 35	___ of 13	

FUND GENERAL

DEPARTMENT: ELECTIONS

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0141	6102	F.T. REGULAR-WAGES & SALARIES	7,550	1,716		
0141	6103	FULL TIME-REGULAR-OVERTIME	2,189	1,309		
0141	6104	PART TIME-WAGES & SALARIES	1,615	392		
0141	6105	TEMPORARY-WAGES & SALARIES	34,516	9,264	53,600	10,000
0141	6121	PERA CONTRIBUTIONS	730	256		
0141	6122	FICA/MEDICARE CONTRIBUTIONS	843	246	4,100	765
0141	6133	WORKERS COMP INSURANCE PREMIUM	213	57	429	80
0141	6208	MISCELLANEOUS OFFICE SUPPLIES	176	-	-	-
0141	6249	MISCELLANEOUS OPERATING SUPPLY	5,371	1,184	6,500	-
0141	6281	SMALL TOOLS & MINOR EQUIPMENT	5,949	7,425	7,000	8,100
0141	6322	POSTAGE	60	36	100	100
0141	6361	GENERAL LIABILITY/PROPERTY INS	547	219	700	500
0141	6451	MEMBERSHIP DUES	200	-	300	300
0141	6580	OTHER EQUIPMENT	-	-		
Total Expenditure			59,959	22,103	72,729	19,845

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

- BUDGET HIGHLIGHTS**
- Special Election in February
 -

Performance Measurements:

	2014	2016	2018	2020
Number of Votes	9097	16927	11764	
Number of Voters registered Election Day	15130	17280	15890	
Percent (votes/registered)	60.13%	97.96%	74.03%	#DIV/0!
Number of Wards	4	4	4	4
Number of Precincts	8	8	8	8

FUND GENERAL

DEPARTMENT: FINANCE
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0153	6102	F.T. REGULAR-WAGES & SALARIES	246,595	256,779	261,490	265,726
0153	6108	SEVERANCE PAY	-	-		
0153	6121	PERA CONTRIBUTIONS	18,175	18,954	19,612	19,929
0153	6122	FICA/MEDICARE CONTRIBUTIONS	17,834	18,222	21,169	21,540
0153	6131	GROUP INSURANCE	26,524	28,896	27,900	29,024
0153	6133	WORKERS COMP INSURANCE PREMIUM	660	1,395	2,053	2,086
0153	6204	STATIONERY, ENVELOPES & FORMS	630	433	800	800
0153	6208	MISCELLANEOUS OFFICE SUPPLIES	112	390	300	400
0153	6302	AUDITING & ACCOUNTING SERVICES	30,485	32,680	34,000	39,000
0153	6321	TELEPHONE	343	447	500	500
0153	6322	POSTAGE	1,910	1,689	2,200	2,000
0153	6335	TRAINING	-	225	1,000	3,500
0153	6352	GENERAL NOTICE & PUBLIC INFOR	527	263	600	600
0153	6361	GENERAL LIABILITY/PROPERTY INS	3,200	3,637	3,700	3,800
0153	6451	MEMBERSHIP DUES	659	544	800	800
0153	6489	OTHER CONTRACTED SERVICES	2,877	3,035	3,500	3,500
Total Expenditure			350,532	367,590	379,624	393,205

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	-	-	-
Accountant II	-	1.00	1.00	1.00
Accounting Clerk	1.00	-	-	-
Sr. Accounting Clerk	-	1.00	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 & 10-Year CIP)
- Continued CAFR award recognition
- Ensure compliance with state and federal laws

Performance Measurements:

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Average Rate of Return	1.53%	2.18%	2.00%	2.00%
Bond Rating	AA+	AA+	AA+	AA+

FUND GENERAL

DEPARTMENT: ASSESSING
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0155	6489	OTHER CONTRACTED SERVICES	140,246	143,667	147,000	150,500
Total Expenditure			140,246	143,667	147,000	150,500

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:

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Number of Assessed Parcels - Residential Properties	8,717	8,848	9,000	9,135
Number of Assessed Parcels - Commercial Properties	378	384	384	390

FUND GENERAL

DEPARTMENT: LEGAL

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0161	6304	LEGAL FEES	120,873	151,343	130,000	135,000
0161	6361	GENERAL LIABILITY/PROPERTY INS	1,092	1,479	1,300	1,600
Total Expenditure			121,965	152,821	131,300	136,600

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 Eckberg, Lammers Attorneys at Law 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	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0191	6102	F.T. REGULAR-WAGES & SALARIES	342,609	408,399	424,508	496,679
0191	6104	PART-TIME WAGES & SALARIES	8,873	31,332	30,297	64,806
0191	6105	TEMPORARY-WAGES & SALARIES	7,516	9,212	42,963	14,560
0191	6121	PERA CONTRIBUTIONS	25,938	32,796	35,060	41,174
0191	6122	FICA/MEDICARE CONTRIBUTIONS	26,675	33,750	39,362	46,079
0191	6131	GROUP INSURANCE	35,865	42,110	40,976	51,328
0191	6133	WORKERS COMP INSURANCE PREMIUM	2,006	2,415	3,982	3,608
0191	6208	MISCELLANEOUS OFFICE SUPPLIES	803	464	1,500	1,000
0191	6249	MISCELLANEOUS OPERATING SUPPLY	1,091	473	4,000	2,000
0191	6315	MISCELLANEOUS PROFESSIONAL SER	115,220	104,315	80,000	4,735
0191	6321	TELEPHONE	432	559	500	750
0191	6322	POSTAGE	2,598	481	2,500	1,500
0191	6323	CELLULAR PHONES	2,607	2,163	3,000	3,000
0191	6325	LONG DISTANCE CHARGES	-	-		
0191	6331	TRAVEL & LODGING	394	1,261	1,500	1,500
0191	6334	MILEAGE REIMBURSEMENT	2		500	500
0191	6335	TRAINING	2,581	1,852	3,000	3,000
0191	6352	GENERAL NOTICE & PUBLIC INFOR	1,252	1,145	2,000	2,000
0191	6361	GENERAL LIABILITY/PROPERTY INS	5,289	6,663	5,200	6,000
0191	6451	MEMBERSHIP DUES	1,124	633	2,000	2,000
0191	6452	SUBSCRIPTIONS	456	787	1,000	1,000
0191	6471	BOOKS & PAMPHLETS	-	155		
Total Expenditure			583,331	680,965	723,848	747,219

PERSONNEL COMPLEMENT

City Planner	2.00	2.00	2.00	1.00
Senior Planner	-	-	1.00	1.00
Community Development Director	1.00	1.00	-	-
Deputy City Administrator	-	-	1.00	1.00
Planning Technician	-	-	-	1.00
Economic Development Manager	-	1.00	1.00	1.00
Community Development Assistant	1.00	1.00	0.40	0.40
Planning Intern	0.50	0.50	0.50	0.50
Administrative Assistant	-	0.73	0.73	0.73
Planning & Zoning Total	4.50	6.23	6.63	6.63

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

- No Major Changes
-
-

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).
- Improve Responsiveness to Code Violation Complaints
- Improve the image of key nodes and corridors and clean up Highway 10.
- Improve the application process for land use applications.

Performance Measurements:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Number of Land Use Applications	30	30	30	
Number of Permits	2,250	2,250	2,250	
Number of Code Enforcement Cases	100	100	100	

FUND GENERAL

DEPARTMENT: DATA PROCESSING

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0192	6102	F.T. REGULAR-WAGES & SALARIES	138,336	149,915	157,777	160,316
0192	6104	PART TIME-WAGES & SALARIES	1,004	-		
0192	6121	PERA CONTRIBUTIONS	10,384	11,173	11,833	12,024
0192	6122	FICA/MEDICARE CONTRIBUTIONS	10,084	11,182	12,070	12,265
0192	6131	GROUP INSURANCE	21,240	20,645	22,745	23,882
0192	6133	WORKERS COMP INSURANCE PREMIUM	812	836	1,262	1,283
0192	6206	FILM, MICROFILM, TAPES, DISKS	-	-	-	-
0192	6208	MISCELLANEOUS OFFICE SUPPLIES	59	153	450	300
0192	6249	MISCELLANEOUS OPERATING SUPPLY	2,353	1,060	800	800
0192	6281	SMALL TOOLS & MINOR EQUIPMENT	22,974	41,290	35,000	35,000
0192	6321	TELEPHONE	8,536	8,249	9,000	8,700
0192	6335	TRAINING	-	2,708	2,400	-
0192	6361	GENERAL LIABILITY/PROPERTY INS	4,590	6,070	4,800	6,000
0192	6374	REFUSE/RECYCLING	-	-		
0192	6405	OFFICE & DATA PROCESSING EQUIP	285,585	288,359	313,415	326,000
0192	6580	OTHER EQUIPMENT	-	-		
0192	6585	COMPUTER HARDWARE/SOFTWARE	-	81,526		18,000
Total Expenditure			505,957	623,164	571,552	604,570

PERSONNEL COMPLEMENT

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

6405 Office Equipment Contracts

Support	10,000	10,000	12,000	-
Financial Support(General Ledger,P/R, S/A, F/A & System Dev)	93,222	93,222	100,741	108,545
PIMS System Support	35,169	35,169	44,271	46,115
GIS	38,500	38,500	42,753	48,415
Laser Fiche Licensing	7,000	7,000	8,000	8,000
Licensing/maintenance	62,287	65,417	58,783	57,290
Internet (Included in LOGIS Support)	12,344	12,344	15,219	16,660
Server Backup/Hosting LOGIS			26,648	35,975
Printer Support	4,000	5,180	5,000	5,000
Website Annual Fee	23,063	21,527		
	285,585	288,359	313,415	326,000

6585 Computer Hardware / Software

Server Virtualization	-	81,526	-	-
Police Copiers - File & Patrol Rooms				18,000
	-	81,526	-	18,000

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

- Capital Equipment: Police Copiers in File & Patrol Rooms - \$18,000

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:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Number of Physical Servers	8	4	4	0
Number of Virtualized Servers	0	7	7	12
Number of Desktop PCs / Laptops	160	162	162	173
Number of Phones	104	105	105	105
Number of Mobile Phones	61	62	62	62
Number of Tablets	16	18	18	20
Number of Wireless Access Points	8	8	8	11

FUND GENERAL

DEPARTMENT: GENERAL GOVERNMT. BUILDINGS
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0194	6102	F.T. REGULAR-WAGES & SALARIES	109,443	113,982	123,649	125,638
0194	6103	FULL TIME-REGULAR-OVERTIME	1,985	1,075		
0194	6104	PART TIME-WAGES & SALARIES	46,008	49,263	54,225	50,111
0194	6107	OVERTIME-PART TIME		1,905		
0194	6121	PERA CONTRIBUTIONS	11,666	12,232	13,341	13,181
0194	6122	FICA/MEDICARE CONTRIBUTIONS	11,775	11,980	13,607	13,444
0194	6131	GROUP INSURANCE	19,450	23,944	26,526	27,852
0194	6133	WORKERS COMP INSURANCE PREMIUM	6,523	8,796	7,880	7,786
0194	6221	CLEANING SUPPLIES	1,946	1,503	2,500	3,000
0194	6223	GASOLINE	3,111	2,466	3,000	3,000
0194	6225	DIESEL FUEL	978	793	2,000	2,000
0194	6231	UNIFORMS & TURN-OUT GEAR	2,278	1,605	1,850	1,850
0194	6249	MISCELLANEOUS OPERATING SUPPLY	15,313	14,463	16,000	17,000
0194	6257	OTHER VEHICLE PARTS	1,168	4,101	1,500	1,500
0194	6259	BUILDING MAINT/REPAIR SUPPLIES	3,067	4,001	5,000	6,000
0194	6275	OTHER EQUIPMENT PARTS	-	-		
0194	6281	SMALL TOOLS & MINOR EQUIPMENT	1,291	3,117	5,000	6,000
0194	6323	CELLULAR PHONES	1,705	1,575	1,800	1,800
0194	6361	GENERAL LIABILITY/PROPERTY INS	5,217	6,210	7,000	7,000
0194	6371	ELECTRIC UTILITIES	98,140	90,508	102,000	100,000
0194	6372	WATER/IRRIGATION	3,044	2,057	4,000	4,000
0194	6373	GAS	28,789	29,313	28,000	30,000
0194	6374	REFUSE/RECYCLING	3,882	4,790	4,500	5,000
0194	6381	BUILDING & STRUCTURE REPAIR	12,463	7,641	15,000	20,000
0194	6382	MACHINERY & EQUIPMENT REPAIR	12,587	11,461	15,000	20,000
0194	6388	OTHER VEHICLE REPAIR	1,771	1,845	2,000	1,500
0194	6415	OTHER EQUIPMENT RENTAL	-	-		
0194	6417	UNIFORM RENTAL	-	-		
0194	6489	OTHER CONTRACTED SERVICES	80,216	83,467	90,000	90,000
0194	6520	BUILDINGS	-	-	-	-
0194	6550	MOTOR VEHICLES	-	-	-	-
Total Expenditure			483,815	494,094	545,378	557,662

PERSONNEL COMPLEMENT

Gen. Gov't. Bldgs.

Building Maintenance	2.63	3.13	3.13	3.13
Gen Gov't Bldgs Total	2.63	3.13	3.13	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

- Part-Time Building Maintenance Worker - Begin October 1, 2021: \$19,769

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:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Buildings Maintained	12	12	12	13
Rooms Prepared for Meetings Annually	1210	1210	1210	1210
Maintenance Request Cleared	40	40	40	45

FUND GENERAL

DEPARTMENT: NEWSLETTER

FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0195	6102	F.T. REGULAR-WAGES & SALARIES	4,751	3,928	5,715	5,829
0195	6121	PERA CONTRIBUTIONS	356	295	429	437
0195	6122	FICA/MEDICARE CONTRIBUTIONS	395	327	437	446
0195	6133	WORKERS COMP INSURANCE PREMIUM	25	20	46	47
0195	6322	POSTAGE	10,072	10,557	12,000	12,000
0195	6352	GENERAL NOTICE & PUBLIC INFOR	37,951	33,276	38,000	35,000
0195	6361	GENERAL LIABILITY/PROPERTY INS	493	484	550	600
Total Expenditure			54,043	48,885	57,177	54,359

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:

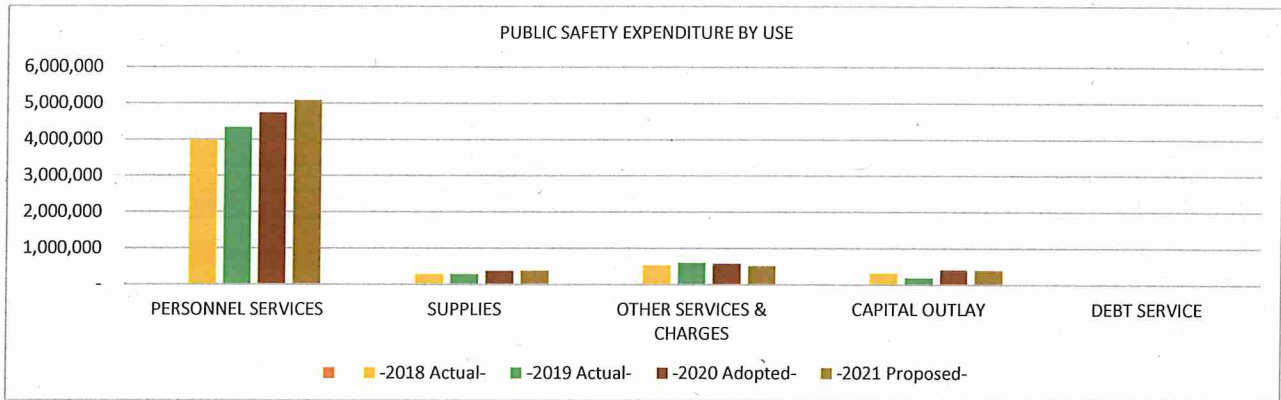
- Implement refreshed Ramsey branding items into the newsletter

Performance Measurements:				
	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Number of newsletters completed annually	6	6	6	6
Number of full color newsletters completed annually	6	6	6	6
Number of pages published annually	100	100	100	100
Annual quantity of paid ads	60	60	60	60

GENERAL FUND 101 - GENERAL GOVERNMENT

PUBLIC SAFETY 211-280

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES	3,970,489	4,337,124	4,728,900	5,074,848
SUPPLIES	283,527	284,616	366,950	377,450
OTHER SERVICES & CHARGES	530,344	605,576	572,222	511,268
CAPITAL OUTLAY	314,203	187,166	407,000	399,000
DEBT SERVICE	-	-	-	-
TOTAL EXPENDITURE BY OBJECT	5,098,563	5,414,483	6,075,072	6,362,566



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PUBLIC SAFETY 211-280

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102	F.T. REGULAR-WAGES & SALARIES	2,629,530	2,867,497	3,170,530	3,289,774
6103	FULL TIME-REGULAR-OVERTIME	94,925	100,480	90,000	90,000
6104	PART TIME-WAGES & SALARIES	351,953	342,346	345,888	483,192
6105	TEMPORARY-WAGES & SALARIES	-	-	-	-
6107	OVERTIME-PART TIME	-	-	-	-
TOTAL WAGES AND SALARIES		3,076,408	3,310,324	3,606,418	3,862,966
OTHER GROSS EARNINGS					
6108	SEVERANCE PAY	6,894	22,719	-	-
TOTAL OTHER GROSS EARNINGS		6,894	22,719	-	-
EMPLOYER CONTRIBUTIONS					
6121	PERA CONTRIBUTIONS	418,119	471,042	532,481	566,970
6122	FICA/MEDICARE CONTRIBUTIONS	87,930	92,679	102,576	112,940
6131	GROUP INSURANCE	273,027	315,534	362,321	391,659
6132	DISABILITY INSURANCE	1,284	1,313	1,300	1,300
6133	WORKERS COMP INSURANCE PREMIUM	106,826	123,514	123,804	139,013
TOTAL EMPLOYER CONTRIBUTIONS		887,186	1,004,081	1,122,482	1,211,882
Total PERSONNEL SERVICES		3,970,489	4,337,124	4,728,900	5,074,848
SUPPLIES					
OFFICE SUPPLIES					
6204	STATIONERY, ENVELOPES & FORMS	1,894	3,253	3,000	3,100
6206	FILM, MICROFILM, TAPES, DISKS	1,150	1,983	1,300	1,400
6207	TRAINING SUPPLIES	1,951	2,565	2,500	3,400
6208	MISCELLANEOUS OFFICE SUPPLIES	3,335	3,487	5,450	5,450
TOTAL OFFICE SUPPLIES		8,330	11,288	12,250	13,350
OPERATING SUPPLIES					
6223	GASOLINE	73,963	70,208	78,500	76,000
6225	DIESEL FUEL	3,617	3,783	3,800	4,000
6227	LUBRICANTS & ADDITIVES	939	951	1,100	1,100
6229	SHOP MATERIALS	647	962	1,000	1,000
6231	UNIFORMS & TURN-OUT GEAR	45,597	52,434	64,750	70,750
6233	BATTERIES	1,105	1,071	1,500	2,500
6235	AMMUNITION	7,135	9,386	8,500	8,500
6237	CRIME SCENE KIT MATERIALS	894	669	1,000	1,000
6239	FIRST AID SUPPLIES	17,964	2,560	4,500	6,000
6241	COMMUNITY POLICING SUPPLIES	4,880	7,750	7,000	7,000
6249	MISCELLANEOUS OPERATING SUPPLY	43,103	35,512	47,350	46,350
TOTAL OPERATING SUPPLIES		199,844	185,286	219,000	224,200
REPAIR AND MAINTENANCE SUPPLIES					
6251	BATTERIES	2,051	812	3,000	3,000
6253	BRAKES	2,281	2,342	3,000	3,000
6255	TIRES	6,427	7,271	7,500	7,500
6257	OTHER VEHICLE PARTS	19,638	9,690	26,000	27,000
6259	BUILDING MAINT/REPAIR SUPPLIES	118	7,844	500	12,500
6266	SCBA-PARTS	2,292	4,843	5,000	6,000
6271	SIGN REPAIR MATERIALS	-	121	3,000	2,000
6275	OTHER EQUIPMENT PARTS	4,362	6,158	5,100	6,100
TOTAL REPAIR AND MAINTENANCE SUPPLIES		37,168	39,081	53,100	67,100
SMALL TOOLS AND MINOR EQUIPMENT					
6281	SMALL TOOLS & MINOR EQUIPMENT	38,186	48,456	82,400	72,600
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		38,186	48,456	82,400	72,600
MERCHANDISE FOR RESALE					
6291	CULVERTS, SIGNS, STREET SUPPLY	-	505	200	200
TOTAL MERCHANDISE FOR RESALE		-	505	200	200
Total SUPPLIES		283,527	284,616	366,950	377,450
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6302	AUDITING & ACCOUNTING SERVICES	3,750	3,900	3,600	4,000
6315	MISCELLANEOUS PROFESSIONAL SER	160,494	212,959	158,000	77,659
TOTAL PROFESSIONAL SERVICES		164,244	216,859	161,600	81,659

COMMUNICATION					
6321	TELEPHONE	4,395	4,459	4,700	4,900
6322	POSTAGE	2,118	1,991	3,450	2,950
6323	CELLULAR PHONES	17,080	17,549	22,400	25,200
TOTAL COMMUNICATION		23,594	24,000	30,550	33,050
EMPLOYEE REIMBURSEMENTS					
6331	TRAVEL & LODGING	5,216	3,962	7,800	7,800
6334	MILEAGE REIMBURSEMENT	-	528	750	750
6335	TRAINING	55,005	60,763	64,100	70,600
TOTAL EMPLOYEE REIMBURSEMENTS		60,221	65,253	72,650	79,150
INSURANCE					
6361	GENERAL LIABILITY/PROPERTY INS	60,944	71,100	69,025	74,250
TOTAL INSURANCE		60,944	71,100	69,025	74,250
UTILITIES					
6371	ELECTRIC UTILITIES	31,589	32,858	34,200	34,200
6372	WATER/IRRIGATION	4,994	4,397	4,000	4,500
6373	GAS	6,077	7,072	7,000	8,000
6374	REFUSE/RECYCLING	1,122	1,250	1,200	1,400
TOTAL UTILITIES		43,782	45,576	46,400	48,100
REPAIRS AND MAINTENANCE - LABOR					
6382	MACHINERY & EQUIPMENT REPAIR	26,808	13,645	26,500	26,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	-
6386	BRAKE REPAIR	-	-	-	-
6388	OTHER VEHICLE REPAIR	45,129	70,917	38,000	40,000
6389	TOWING SERVICES	3,224	1,623	3,500	3,500
TOTAL REPAIRS AND MAINTENANCE - LABOR		75,161	86,185	68,000	70,000
REPAIRS AND MAINTENANCE - CONTRACTS					
6405	OFFICE & DATA PROCESSING EQUIP	41,370	41,614	50,072	54,134
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		41,370	41,614	50,072	54,134
RENTALS					
6413	OFFICE EQUIPMENT RENTAL	5,966	4,837	6,000	6,000
6415	OTHER EQUIPMENT RENTAL	31,613	31,014	35,125	35,125
TOTAL RENTALS		37,578	35,851	41,125	41,125
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451	MEMBERSHIP DUES	5,421	5,546	9,000	8,000
6452	SUBSCRIPTIONS	-	688	1,000	1,500
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		5,421	6,234	10,000	9,500
BOOKS AND PAMPHLETS					
6471	BOOKS & PAMPHLETS	3,020	626	4,300	3,300
TOTAL BOOKS AND PAMPHLETS		3,020	626	4,300	3,300
CONTRACTED SERVICES					
6489	OTHER CONTRACTED SERVICES	15,010	12,279	18,500	17,000
TOTAL CONTRACTED SERVICES		15,010	12,279	18,500	17,000
Total OTHER SERVICES & CHARGES		530,344	605,576	572,222	511,268
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6540	HEAVY MACHINERY	-	-	-	-
6550	MOTOR VEHICLES	98,487	111,789	395,000	399,000
6580	OTHER EQUIPMENT	215,716	75,378	12,000	-
TOTAL CAPITAL OUTLAY		314,203	187,166	407,000	399,000
Total CAPITAL OUTLAY		314,203	187,166	407,000	399,000
DEBT SERVICE					
DEBT SERVICE					
6603	OTHER L.T. OBLIGATION PRINCIPA	-	-	-	-
TOTAL DEBT SERVICE		-	-	-	-
TOTAL DEBT SERVICE		-	-	-	-
TOTAL EXPENDITURES & OTHER FINANCING		5,098,563	5,414,483	6,075,072	6,362,566

FUND GENERAL

DEPARTMENT:

POLICE PROTECTION

FUNCTION:

PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0211	6102	F.T. REGULAR-WAGES & SALARIES	2,226,750	2,382,526	2,619,059	2,767,065
0211	6103	FULL TIME-REGULAR-OVERTIME	94,598	100,248	90,000	90,000
0211	6104	PART TIME-WAGES & SALARIES	86,060	77,511	89,203	121,254
0211	6105	TEMPORARY-WAGES & SALARIES		-		
0211	6108	SEVERANCE PAY	6,894	22,719		
0211	6121	PERA CONTRIBUTIONS	369,085	408,862	459,624	487,180
0211	6122	FICA/MEDICARE CONTRIBUTIONS	50,348	53,390	58,813	64,129
0211	6131	GROUP INSURANCE	226,600	258,970	298,275	323,264
0211	6133	WORKERS COMP INSURANCE PREMIUM	79,187	94,302	87,754	105,311
0211	6204	STATIONERY, ENVELOPES & FORMS	911	2,567	1,500	1,600
0211	6206	FILM, MICROFILM, TAPES, DISKS	1,150	1,101	1,000	1,100
0211	6207	TRAINING SUPPLIES	1,951	2,565	2,500	3,400
0211	6208	MISCELLANEOUS OFFICE SUPPLIES	2,579	2,561	3,500	3,500
0211	6223	GASOLINE	58,811	55,400	63,000	60,000
0211	6227	LUBRICANTS & ADDITIVES	939	951	1,100	1,100
0211	6229	SHOP MATERIALS	647	962	1,000	1,000
0211	6231	UNIFORMS & TURN-OUT GEAR	18,878	30,905	34,000	34,000
0211	6233	BATTERIES	1,105	1,071	1,500	2,500
0211	6235	AMMUNITION	7,135	9,386	8,500	8,500
0211	6237	CRIME SCENE KIT MATERIALS	894	669	1,000	1,000
0211	6239	FIRST AID SUPPLIES	15,719	1,164	2,500	4,000
0211	6249	MISCELLANEOUS OPERATING SUPPLY	5,742	9,644	9,100	9,100
0211	6251	BATTERIES	961	812	2,000	2,000
0211	6253	BRAKES	2,281	2,342	3,000	3,000
0211	6255	TIRES	6,427	7,271	7,500	7,500
0211	6257	OTHER VEHICLE PARTS	10,986	6,795	14,000	15,000
0211	6259	BUILDING MAINT/REPAIR SUPPLIES	118	7,844	500	12,500
0211	6275	OTHER EQUIPMENT PARTS	964	1,268	1,100	1,100
0211	6281	SMALL TOOLS & MINOR EQUIPMENT	17,568	31,268	37,300	47,500
0211	6315	MISCELLANEOUS PROFESSIONAL SER	3,444	4,730	8,000	8,000
0211	6321	TELEPHONE	2,233	2,124	2,300	2,300
0211	6322	POSTAGE	1,020	1,259	1,100	1,100
0211	6323	CELLULAR PHONES	10,166	10,072	12,500	16,000
0211	6331	TRAVEL & LODGING	4,716	3,549	4,500	4,500
0211	6334	MILEAGE REIMBURSEMENT	-	-	250	250
0211	6335	TRAINING	24,495	26,762	30,000	32,500
0211	6361	GENERAL LIABILITY/PROPERTY INS	42,787	49,548	45,000	52,000
0211	6382	MACHINERY & EQUIPMENT REPAIR	373	235	500	500
0211	6383	OFFICE EQUIPMENT REPAIR	-	-	-	
0211	6386	BRAKE REPAIR	-	-	-	
0211	6388	OTHER VEHICLE REPAIR	7,904	5,643	10,000	10,000
0211	6389	TOWING SERVICES	3,224	1,623	3,500	3,500
0211	6405	OFFICE & DATA PROCESSING EQUIP	2,830	2,445	8,800	12,000
0211	6413	OFFICE EQUIPMENT RENTAL	5,966	4,837	6,000	6,000
0211	6415	OTHER EQUIPMENT RENTAL	30,485	31,014	35,000	35,000
0211	6451	MEMBERSHIP DUES	2,422	3,018	3,500	3,500
0211	6489	OTHER CONTRACTED SERVICES	7,467	5,410	7,500	7,500
0211	6550	MOTOR VEHICLES	57,293	67,155	30,000	74,000
0211	6580	OTHER EQUIPMENT	-		12,000	
Total Expenditure			3,502,113	3,794,498	4,118,778	4,446,253

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	1.00	1.00
Patrol Officer	17.00	19.00	19.00	20.00
Community Service Officer	1.26	1.26	1.26	1.26
Police Office Supervisor	1.00	1.00	1.00	1.00
Clerical/Support Personnel	2.50	2.50	2.63	3.63
Public Safety Total	29.76	31.76	31.89	33.89

6550 Motor Vehicles

Ford Interceptor	28,646	-	30,000	-
Malibu	-	-	-	31,500
Taurus	-	29,592	-	-
Tahoe	28,647	37,563	-	37,000
	57,293	67,155	30,000	68,500

6580 Other Equipment

ATV	-	-	12,000	-
	-	-	-	-
	-	-	12,000	-

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

- Full-Time Patrol Officer (with Uniform) - \$95,485
- Full-Time Police Records Technician - \$64,400
- Building Repairs (6259): Window Tint & Repair Garage Floor: \$12,000
- Body Cameras (6281): 33 - \$42,800
- Knox Boxes (6281) - \$12,000
- Capital Equipment: Replace 2016 Chev Tahoe: \$41,000
- Capital Equipment: Replace 2013 Chevy Malibu: \$33,000

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:

	2017 Actual	2018 Actual	2019 Actual	2020 Projected
Police Department Activity				
Dispatched Calls for Service	12578	12102	13484	12800
Motor Vehicle Accidents	442	466	423	480
Citations and Warnings	2997	1812	1278	2000
Criminal	1388	1257	1217	1400
Non-Criminal	5375	7413	8531	7500
<i>State CPM Performance Measurement Results</i>	2017	2018	2019	2020

Part 1 and Part 2 Crime Rates (per 1000)	16.25/23.72	1 yr lag	1 yr lag	1 yr lag
Part 1 and Part 2 Crime Clearance Rates (per 1000)	46%	1 yr lag	1 yr lag	1 yr lag

FUND GENERAL

DEPARTMENT: FIRE PROTECTION
 FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0220	6102	F.T. REGULAR-WAGES & SALARIES	192,691	260,037	287,632	299,814
0220	6103	FULL TIME-REGULAR-OVERTIME	327	232		
0220	6104	PART TIME-WAGES & SALARIES	260,022	264,836	256,685	258,750
0220	6105	TEMPORARY-WAGES & SALARIES				
0220	6108	SEVERANCE PAY				
0220	6121	PERA CONTRIBUTIONS	32,865	45,362	53,069	55,334
0220	6122	FICA/MEDICARE CONTRIBUTIONS	21,170	21,479	23,579	23,866
0220	6131	GROUP INSURANCE	18,479	35,216	40,488	38,977
0220	6132	DISABILITY INSURANCE	1,284	1,313	1,300	1,300
0220	6133	WORKERS COMP INSURANCE PREMIUM	24,715	26,414	30,143	29,100
0220	6206	FILM, MICROFILM, TAPES, DISKS	-	-		
0220	6208	MISCELLANEOUS OFFICE SUPPLIES	356	602	1,200	1,200
0220	6223	GASOLINE	12,220	12,643	12,500	13,000
0220	6225	DIESEL FUEL	3,617	3,783	3,800	4,000
0220	6231	UNIFORMS & TURN-OUT GEAR	26,159	21,515	30,000	36,000
0220	6233	BATTERIES	-			
0220	6239	FIRST AID SUPPLIES	2,245	1,396	2,000	2,000
0220	6249	MISCELLANEOUS OPERATING SUPPLY	14,171	14,880	20,000	20,000
0220	6255	TIRES	-	-		
0220	6257	OTHER VEHICLE PARTS	8,652	2,895	12,000	12,000
0220	6266	SCBA-PARTS	2,292	4,843	5,000	6,000
0220	6275	OTHER EQUIPMENT PARTS	-	-		
0220	6281	SMALL TOOLS & MINOR EQUIPMENT	20,561	16,725	45,000	25,000
0220	6302	AUDITING & ACCOUNTING SERVICES	3,750	3,900	3,600	4,000
0220	6315	MISCELLANEOUS PROFESSIONAL SER	-	-		
0220	6321	TELEPHONE	1,772	2,000	1,800	2,000
0220	6322	POSTAGE	251	146	300	300
0220	6323	CELLULAR PHONES	6,256	6,906	6,200	7,000
0220	6335	TRAINING	27,695	27,851	28,000	32,000
0220	6361	GENERAL LIABILITY/PROPERTY INS	12,402	14,493	18,000	16,000
0220	6371	ELECTRIC UTILITIES	18,308	17,327	20,000	20,000
0220	6372	WATER/IRRIGATION	4,994	4,397	4,000	4,500
0220	6373	GAS	6,077	7,072	7,000	8,000
0220	6374	REFUSE/RECYCLING	1,122	1,250	1,200	1,400
0220	6388	OTHER VEHICLE REPAIR	37,225	65,273	28,000	30,000
0220	6405	OFFICE & DATA PROCESSING EQUIP	14,056	14,685	16,272	17,134
0220	6451	MEMBERSHIP DUES	2,035	1,236	2,000	2,000
0220	6452	SUBSCRIPTIONS	-	688	1,000	1,500
0220	6471	BOOKS & PAMPHLETS	95	275	1,000	1,000
0220	6489	OTHER CONTRACTED SERVICES	3,038	2,444	3,500	3,500
0220	6550	MOTOR VEHICLES	41,195	44,634	365,000	325,000
0220	6580	OTHER EQUIPMENT	177,160	75,378		
Total Expenditure			999,255	1,024,125	1,331,268	1,301,675

PERSONNEL COMPLEMENT

Fire Chief	1.00	1.00	1.00	1.00
Fire Secretary	0.70	0.70	0.70	0.70
Fire Inspector		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	10.28	11.28	11.28	11.28

6550 Motor Vehicles

1st half funding Replace 1999 Fire Engine #556			325,000	-
2nd half funding Replace 1999 Fire Engine #556			-	325,000
Replace Fire Prevention Veh #386			40,000	-
Replace Grass Truck #21	41,195	44,634	-	-
	41,195	44,634	365,000	325,000

6580 Other Equipment

800 MHZ Radio - 3 Year Funding	-	-	-	-
SCBA's - 28	177,160	-	-	-
Thermal Imaging Camera		23,897		
Bullex Attack Training Prop		16,515		
Extrication Tools		34,966		
Rescue Truck #1 Box	-	-	-	-
	177,160	75,378	-	-

BUDGET HIGHLIGHTS

- Capital Equipment: Replace 1999 Fire Engine over 2 years: \$325,000 annually
-

GOALS OF CURRENT YEAR BUDGET:

- Identify and improve workflow process with implementation of Duty Crew response model
- Revise and update department policies/procedures and Standard Operating Guidelines
- Expand use of FDM software modules to include training, public education & equipment inventory
- Establish and maintain programs that enhance the health and fitness of all department employees
- Ensure adequate staff numbers to meet increased demand of calls for service
- Increase use of PSDS software to include mobile inspections module

Performance Measurements:

	2018 Actual	2019 Actual	2020 Estimated	2021 Projected
Number of Calls for Service	821	975	1050	1100
Mutual Aid	44	41	42	45
Given	33	19	25	27
Received	11	22	17	18
Number of firefighters	52	52	55	40
Prevention:				
# of Public Education contacts	62	57	75	75
# of commercial property inspections	194	282	300	320

# of permits issued	90	96	110	110
<i>State CPM Performance Measurement Results</i>	2017	2018	2019	2020 Estimated
Insurance industry rating of fire services	4/7	4/7	4/7	4/7

FUND GENERAL

DEPARTMENT: PROTECTIVE INSPECTIONS

FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0240	6102	F.T. REGULAR-WAGES & SALARIES	185,628	199,091	206,669	163,214
0240	6103	FULL TIME-REGULAR-OVERTIME	-	-		
0240	6104	PART TIME-WAGES & SALARIES	5,871	-		103,188
0240	6105	TEMPORARY-WAGES & SALARIES	-	-		
0240	6108	SEVERANCE PAY	4,541	16,493		
0240	6121	PERA CONTRIBUTIONS	14,291	14,888	15,500	19,980
0240	6122	FICA/MEDICARE CONTRIBUTIONS	14,566	15,876	15,810	20,380
0240	6131	GROUP INSURANCE	27,948	21,348	23,558	29,418
0240	6133	WORKERS COMP INSURANCE PREMIUM	1,133	1,160	1,653	2,131
0240	6204	STATIONERY, ENVELOPES & FORMS	983	393	1,000	1,000
0240	6208	MISCELLANEOUS OFFICE SUPPLIES	400	323	750	750
0240	6223	GASOLINE	2,932	2,165	3,000	3,000
0240	6231	UNIFORMS & TURN-OUT GEAR	560	14	750	750
0240	6249	MISCELLANEOUS OPERATING SUPPLY	1,093	2,404	2,500	2,500
0240	6315	MISCELLANEOUS PROFESSIONAL SER	157,050	208,230	150,000	69,659
0240	6321	TELEPHONE	390	335	600	600
0240	6322	POSTAGE	847	585	2,000	1,500
0240	6323	CELLULAR PHONES	658	570	2,500	1,000
0240	6331	TRAVEL AND LODGING			2,000	2,000
0240	6334	MILEAGE REIMBURSEMENT	-	528	500	500
0240	6335	TRAINING	1,945	5,496	5,000	5,000
0240	6361	GENERAL LIABILITY/PROPERTY INS	4,468	6,237	4,600	6,000
0240	6405	OFFICE & DATA PROCESSING EQUIP	24,484	24,484	25,000	25,000
0240	6451	MEMBERSHIP DUES	435	360	2,000	1,000
0240	6471	BOOKS & PAMPHLETS	-	100	3,000	2,000
0240	6550	MOTOR VEHICLES	-	79,752		
Total Expenditure			450,223	600,831	468,390	460,570

PERSONNEL COMPLEMENT

Building Official	1.00	1.00	1.00	1.00
Permit Technician	2.00	1.81	1.81	1.81
Inspectors	0.25	0.25	0.25	0.25
Building Inspection Total	3.25	3.06	3.06	3.06

6550 Motor Vehicles

Replace Veh #401	-	26,584	-	-
Replace Veh #405		26,584	-	-
Replace Veh #406		26,584	-	-
		79,752	-	-

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

- Contracted Services based on recent growth history - \$40,000 (line item 6315)

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.

Performance Measurements:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
New Residential Units	75	150	150	
Total Permits	2,250	2,250	2,250	
Number of Inspections	6,250	6,250	6,250	

FUND GENERAL

DEPARTMENT:

CIVIL DEFENSE

FUNCTION:

PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0250	6251	BATTERIES	1,090	-	1,000	1,000
0250	6275	OTHER EQUIPMENT PARTS	3,398	4,891	4,000	5,000
0250	6361	GENERAL LIABILITY/PROPERTY INS	106	150	125	150
0250	6371	ELECTRIC UTILITIES	1,020	1,020	1,200	1,200
0250	6382	MACHINERY & EQUIPMENT REPAIR	6,013	9,104	6,000	6,000
Total Expenditure			11,627	15,164	12,325	13,350

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:

	2018 Actual	2019 Projected	2020 Projected	2021 Projected
Number of Sirens	17	17	17	17

FUND GENERAL

DEPARTMENT: TRAFFIC ENGINEERING

FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0260	6102	F.T. REGULAR-WAGES & SALARIES	24,461	25,844	57,170	59,681
0260	6103	FULL TIME-REGULAR-OVERTIME	-	-		
0260	6105	TEMPORARY-WAGES & SALARIES	-	-		
0260	6121	PERA CONTRIBUTIONS	1,878	1,930	4,288	4,476
0260	6122	FICA/MEDICARE CONTRIBUTIONS	1,845	1,934	4,374	4,565
0260	6133	WORKERS COMP INSURANCE PREMIUM	1,790	1,639	4,254	2,471
0260	6249	MISCELLANEOUS OPERATING SUPPLY	21,921	8,448	15,000	14,000
0260	6271	SIGN REPAIR MATERIALS	-	121	3,000	2,000
0260	6361	GENERAL LIABILITY/PROPERTY INS	1,081	572	1,200	
0260	6371	ELECTRIC UTILITIES	12,261	14,511	13,000	13,000
0260	6382	MACHINERY & EQUIPMENT REPAIR	20,422	4,307	20,000	20,000
0260	6489	CONTRACTED SERVICES	300	600	3,500	2,000
0260	6580	OTHER EQUIPMENT	38,556	-		
Total Expenditure			124,516	59,904	125,786	122,193

DESCRIPTION OF SERVICES:

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

BUDGET HIGHLIGHTS

- No major changes. Staff time redistributed between streets, traffic engr & snow plowing

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:

	2018 Estimate	2019 Actual	2020 Projected	2021 Projected
Total Hours	610	539	610	
Number of Traffic Signs in System	2390	2390	2390	
Number of Traffic Counts Performed	15	15	15	

FUND GENERAL

DEPARTMENT: ANIMAL CONTROL
 FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0270	6249	MISCELLANEOUS OPERATING SUPPLY	176	136	750	750
0270	6281	SMALL TOOLS & MINOR EQUIPMENT	-	375		
0270	6489	OTHER CONTRACTED SERVICES	4,205	3,825	4,000	4,000
Total Expenditure			4,381	4,336	4,750	4,750

DESCRIPTION OF SERVICES:

This fund covers expenditures related to animal control which is provided on a contractual basis with North Metro Animal Care.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Provide animal containment services to residents

Performance Measurements:

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Animal Complaints	456	375	456	390
Number of Animals Impounded	70	33	70	45
Number of Animals Released to Owners	59	26	59	45
Number of Euthanizations	0	0	0	0

FUND GENERAL

DEPARTMENT: COMMUNITY ORIENTATING POLICE
 FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0280	6204	STATIONERY, ENVELOPES & FORMS	-	293	500	500
0280	6206	FILM, MICROFILM, TAPES, DISKS	-	883	300	300
0280	6241	COMMUNITY POLICING SUPPLIES	4,880	7,750	7,000	7,000
0280	6281	SMALL TOOLS & MINOR EQUIPMENT	56	88	100	100
0280	6291	CULVERTS, SIGNS, STREET SUPPLY	-	505	200	200
0280	6322	POSTAGE	1	-	50	50
0280	6323	CELL PHONES	-	1,018	1,200	1,200
0280	6331	TRAVEL & LODGING	500	413	1,300	1,300
0280	6335	TRAINING	870	655	1,100	1,100
0280	6361	GENERAL LIABILITY/PROPERTY INS	100	101	100	100
0280	6415	OTHER EQUIPMENT RENTAL	1,127	-	125	125
0280	6451	MEMBERSHIP DUES	530	933	1,500	1,500
0280	6471	BOOKS & PAMPHLETS	2,925	251	300	300
Total Expenditure			10,990	12,888	13,775	13,775

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:

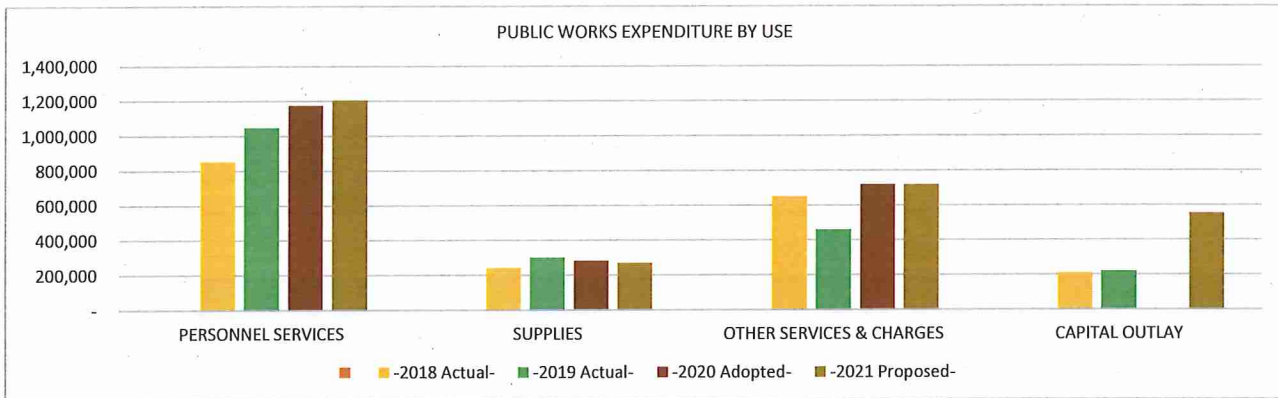
- Increase participation in community based programs

Performance Measurements:	2018 Actual	2019 Actual	2020 Projected	2021 Projected
# of participants attending Kids Safety Camp	125	144	142	144
# of car seat inspections	50	29	40	30
Night to Unite - # of Parties	45	48	48	48
# of animals served at Pet Clinics	231	120	231	120

GENERAL FUND 101 - GENERAL GOVERNMENT

PUBLIC WORKS 301-312

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES	851,970	1,047,527	1,174,591	1,206,326
SUPPLIES	241,961	301,182	282,350	270,928
OTHER SERVICES & CHARGES	649,658	460,263	719,800	719,745
CAPITAL OUTLAY	211,093	219,480	-	552,000
TOTAL EXPENDITURE BY OBJECT	1,954,681	2,028,451	2,176,741	2,748,999



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PUBLIC WORKS

301-312

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102	F.T. REGULAR-WAGES & SALARIES	594,983	697,857	781,477	814,650
6103	FULL TIME-REGULAR-OVERTIME	22,650	38,755	18,000	18,000
6105	TEMPORARY-WAGES & SALARIES	19,178	28,718	51,095	51,095
6106	OVERTIME-TEMPORARY	1,404	926	-	-
TOTAL WAGES AND SALARIES		638,215	766,256	850,572	883,745
OTHER GROSS EARNINGS					
6108	SEVERANCE PAY	3,678	8,173	-	-
TOTAL OTHER GROSS EARNINGS		3,678	8,173	-	-
EMPLOYER CONTRIBUTIONS					
6121	PERA CONTRIBUTIONS	43,216	53,931	62,145	64,633
6122	FICA/MEDICARE CONTRIBUTIONS	47,778	58,394	67,057	69,694
6131	GROUP INSURANCE	87,178	120,893	148,601	142,235
6133	WORKERS COMP INSURANCE PREMIUM	31,905	39,881	46,216	46,019
TOTAL EMPLOYER CONTRIBUTIONS		210,077	273,098	324,019	322,581
Total PERSONNEL SERVICES		851,970	1,047,527	1,174,591	1,206,326
SUPPLIES					
OFFICE SUPPLIES					
6205	DRAFTING SUPPLIES	-	-	200	200
6208	MISCELLANEOUS OFFICE SUPPLIES	1,803	3,377	1,800	2,400
TOTAL OFFICE SUPPLIES		1,803	3,377	2,000	2,600
OPERATING SUPPLIES					
6221	CLEANING SUPPLIES	-	-	-	-
6223	GASOLINE	13,235	13,344	13,800	13,900
6225	DIESEL FUEL	34,393	48,516	34,000	40,000
6227	LUBRICANTS & ADDITIVES	3,072	5,296	4,000	4,000
6229	SHOP MATERIALS	2,588	922	4,000	2,200
6231	UNIFORMS & TURN-OUT GEAR	4,582	5,176	4,700	4,700
6249	MISCELLANEOUS OPERATING SUPPLY	6,769	9,669	8,800	8,600
TOTAL OPERATING SUPPLIES		64,639	82,923	69,300	73,400
REPAIR AND MAINTENANCE SUPPLIES					
6257	OTHER VEHICLE PARTS	63,272	66,918	60,500	60,500
6259	BUILDING MAINT/REPAIR SUPPLIES	667	2,382	3,000	2,500
6261	SAND & GRAVEL	2,355	4,726	4,000	4,000
6263	SALT	72,544	97,334	94,200	78,528
6265	ASPHALT	11,129	14,235	21,000	21,000
6267	OTHER STREET MAINTENANCE SUPPL	4,279	7,353	5,700	5,700
6269	LANDSCAPE MATERIALS	5,929	5,675	7,500	7,500
6275	OTHER EQUIPMENT PARTS	-	-	-	-
TOTAL REPAIR AND MAINTENANCE SUPPLIES		160,176	198,622	195,900	179,728
SMALL TOOLS AND MINOR EQUIPMENT					
6281	SMALL TOOLS & MINOR EQUIPMENT	15,343	16,261	15,150	15,200
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		15,343	16,261	15,150	15,200
Total SUPPLIES		241,961	301,182	282,350	270,928
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315	MISCELLANEOUS PROFESSIONAL SER	21,585	28,986	29,000	30,000
TOTAL PROFESSIONAL SERVICES		21,585	28,986	29,000	30,000
COMMUNICATION					
6321	TELEPHONE	2,182	2,337	2,300	2,350
6322	POSTAGE	1,221	2,328	2,700	1,200
6323	CELLULAR PHONES	6,662	6,427	6,500	7,250
TOTAL COMMUNICATION		10,065	11,092	11,500	10,800

EMPLOYEE REIMBURSEMENTS					
6331	TRAVEL & LODGING	145	72	500	150
6335	TRAINING	8,236	7,726	7,700	8,500
TOTAL EMPLOYEE REIMBURSEMENTS		8,380	7,798	8,200	8,650
INSURANCE					
6361	GENERAL LIABILITY/PROPERTY INS	22,473	25,244	28,000	28,300
TOTAL INSURANCE		22,473	25,244	28,000	28,300
UTILITIES					
6371	ELECTRIC UTILITIES	7,422	7,555	8,500	8,500
6372	WATER/IRRIGATION	2,677	2,656	3,000	2,650
6373	GAS	5,304	5,240	5,000	5,000
6374	REFUSE/RECYCLING	3,912	2,167	2,800	2,800
TOTAL UTILITIES		19,317	17,618	19,300	18,950
REPAIRS AND MAINTENANCE - LABOR					
6381	BUILDING & STRUCTURE REPAIR	2,102	3,393	3,000	3,100
6382	MACHINERY & EQUIPMENT REPAIR	6,704	4,820	5,000	5,000
6387	TIRE MOUNTING & BALANCING	278	160	800	400
6388	OTHER VEHICLE REPAIR	19,809	23,444	23,000	23,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		28,894	31,817	31,800	31,500
REPAIRS AND MAINTENANCE - CONTRACTS					
6404	MACHINERY & EQUIPMENT	1,221	1,332	1,500	1,300
6405	OFFICE & DATA PROCESSING EQUIP	-	-	1,900	-
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		1,221	1,332	3,400	1,300
RENTALS					
6415	OTHER EQUIPMENT RENTAL	60,355	86,565	70,000	72,300
6417	UNIFORM RENTAL	1,268	1,672	1,800	1,400
TOTAL RENTALS		61,623	88,237	71,800	73,700
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451	MEMBERSHIP DUES	1,484	1,084	1,650	1,445
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		1,484	1,084	1,650	1,445
BOOKS AND PAMPHLETS					
6471	BOOKS & PAMPHLETS	35	82	150	100
TOTAL BOOKS AND PAMPHLETS		35	82	150	100
CONTRACTED SERVICES					
6488	STREET MAINTENANCE CONTRACT	467,265	237,483	500,000	500,000
6489	OTHER CONTRACTED SERVICES	7,316	9,489	15,000	15,000
TOTAL CONTRACTED SERVICES		474,582	246,971	515,000	515,000
Total OTHER SERVICES & CHARGES		649,658	460,263	719,800	719,745
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6540	HEAVY MACHINERY	197,061	185,980	-	275,500
6550	MOTOR VEHICLES	-	33,500	-	-
6580	OTHER EQUIPMENT	14,032	-	-	276,500
TOTAL CAPITAL OUTLAY		211,093	219,480	-	552,000
Total CAPITAL OUTLAY		211,093	219,480	-	552,000
TOTAL EXPENDITURES & OTHER FINANCING		1,954,681	2,028,451	2,176,741	2,748,999

FUND GENERAL

DEPARTMENT: ENGINEERING
 FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0301	6102	F.T. REGULAR-WAGES & SALARIES	132,852	206,802	263,174	275,646
0301	6103	FULL TIME-REGULAR-OVERTIME	6,020	9,788	6,000	6,000
0301	6104	PART TIME-WAGES & SALARIES	12,784	-		
0301	6105	TEMPORARY-WAGES & SALARIES	10,046	11,915	29,120	29,120
0301	6106	OVERTIME-TEMPORARY	1,404	926		
0301	6108	SEVERANCE PAY	-	18,602		
0301	6121	PERA CONTRIBUTIONS	7,989	15,192	22,372	23,307
0301	6122	FICA/MEDICARE CONTRIBUTIONS	11,695	17,825	22,819	23,774
0301	6131	GROUP INSURANCE	19,753	36,693	44,806	46,353
0301	6133	WORKERS COMP INSURANCE PREMIUM	687	1,180	2,009	2,108
0301	6205	DRAFTING SUPPLIES	-	-	200	200
0301	6208	MISCELLANEOUS OFFICE SUPPLIES	1,706	2,755	1,500	2,000
0301	6223	GASOLINE	3,540	3,917	3,800	3,900
0301	6231	UNIFORMS & TURN-OUT GEAR	1,711	2,156	2,000	2,000
0301	6249	MISCELLANEOUS OPERATING SUPPLY	98	841	300	500
0301	6257	OTHER VEHICLE PARTS	1,436	893	500	500
0301	6281	SMALL TOOLS & MINOR EQUIPMENT	144	218	150	200
0301	6315	MISCELLANEOUS PROFESSIONAL SER	4,730	967	5,000	5,000
0301	6321	TELEPHONE	1,140	1,285	1,200	1,250
0301	6322	POSTAGE	980	2,298	2,500	1,000
0301	6323	CELLULAR PHONES	3,268	2,660	3,000	3,750
0301	6331	TRAVEL & LODGING	145	72	500	150
0301	6335	TRAINING	3,148	4,090	3,200	4,400
0301	6361	GENERAL LIABILITY/PROPERTY INS	2,593	4,415	3,500	4,500
0301	6405	OFFICE & DATA PROCESSING EQUIP	-	-	1,900	-
0301	6451	MEMBERSHIP DUES	1,239	732	1,250	1,045
0301	6471	BOOKS & PAMPHLETS	35	82	150	100
0301	6550	MOTOR VEHICLES	-	33,500		
Total Expenditure			229,140	379,804	420,950	436,803

PERSONNEL COMPLEMENT

City Engineer	1.00	1.00	1.00	1.00
Engineering Tech IV	1.00	0.50	1.00	1.00
Engineering Tech II	1.00	1.00	1.00	1.00
Engineering Tech III	1.00	1.00	-	-
Civil Engineer IV	1.00	1.00	1.00	1.00
Civil Engineer II	-	-	1.00	1.00
Secretary (Moved to PW)	1.00	-	-	-
Administrative Assistant	-	0.50	1.00	1.00
Interns	1.00	1.00	1.00	1.00
Engineering Total	7.00	6.00	7.00	7.00

6550 Motor Vehicles

Replace Veh #402 - - 31,500 -

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

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Continue assisting to implement a long-term funding program for the Pavement Management Program
- Continue researching grant funding opportunities for transportation and utility improvements
- 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)
- Continue assisting to fund and implement Ramsey Gateway Highway 10 improvements
- Continue working to fund and implement a Groundwater Treatment Facility to reduce iron and manganese
- Identify and implement an improved pavement rating system

Performance Measurements:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Active Engineering Projects	12	12	11	13
Completed Engineering Projects	9	10	10	11
Infrastructure Asset Management System Upgrades	1		1	1

FUND GENERAL

DEPARTMENT: STREET MAINTENANCE
 FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0311	6102	F.T. REGULAR-WAGES & SALARIES	367,183	379,894	419,208	435,274
0311	6103	FULL TIME-REGULAR-OVERTIME	810	1,533	2,000	2,000
0311	6105	TEMPORARY-WAGES & SALARIES	2,888	9,361	13,200	13,200
0311	6108	SEVERANCE PAY	3,678	8,173		
0311	6121	PERA CONTRIBUTIONS	27,316	28,192	31,591	32,796
0311	6122	FICA/MEDICARE CONTRIBUTIONS	27,607	29,153	35,221	36,549
0311	6131	GROUP INSURANCE	67,425	84,200	103,795	95,882
0311	6133	WORKERS COMP INSURANCE PRÉMIUM	21,034	29,349	33,893	33,196
0311	6208	MISCELLANEOUS OFFICE SUPPLIES	97	622	300	400
0311	6221	CLEANING SUPPLIES	-	-		
0311	6223	GASOLINE	9,695	9,427	10,000	10,000
0311	6225	DIESEL FUEL	12,992	22,378	15,000	16,000
0311	6227	LUBRICANTS & ADDITIVES	3,072	5,296	4,000	4,000
0311	6229	SHOP MATERIALS	2,377	865	3,500	2,000
0311	6231	UNIFORMS & TURN-OUT GEAR	2,871	3,020	2,700	2,700
0311	6249	MISCELLANEOUS OPERATING SUPPLY	6,671	8,828	8,500	8,100
0311	6257	OTHER VEHICLE PARTS	22,718	30,149	25,000	25,000
0311	6259	BUILDING MAINT/REPAIR SUPPLIES	667	2,382	3,000	2,500
0311	6261	SAND & GRAVEL	-	-	1,000	1,000
0311	6265	ASPHALT	11,129	14,235	21,000	21,000
0311	6267	OTHER STREET MAINTENANCE SUPPL	418	1,577	2,000	2,000
0311	6269	LANDSCAPE MATERIALS	5,929	5,675	7,500	7,500
0311	6275	OTHER EQUIPMENT PARTS	-	-		
0311	6281	SMALL TOOLS & MINOR EQUIPMENT	15,199	16,043	15,000	15,000
0311	6315	MISCELLANEOUS PROFESSIONAL SER	16,855	28,019	24,000	25,000
0311	6321	TELEPHONE	1,042	1,052	1,100	1,100
0311	6322	POSTAGE	241	30	200	200
0311	6323	CELLULAR PHONES	3,394	3,767	3,500	3,500
0311	6335	TRAINING	5,088	3,636	4,500	4,100
0311	6361	GENERAL LIABILITY/PROPERTY INS	17,130	17,277	21,000	20,000
0311	6371	ELECTRIC UTILITIES	7,422	7,555	8,500	8,500
0311	6372	WATER/IRRIGATION	2,677	2,656	3,000	2,650
0311	6373	GAS	5,304	5,240	5,000	5,000
0311	6374	REFUSE/RECYCLING	3,912	2,167	2,800	2,800
0311	6381	BUILDING & STRUCTURE REPAIR	2,102	3,393	3,000	3,100
0311	6382	MACHINERY & EQUIPMENT REPAIR	6,704	4,820	5,000	5,000
0311	6387	TIRE MOUNTING & BALANCING	278	160	800	400
0311	6388	OTHER VEHICLE REPAIR	4,400	13,953	8,000	8,000
0311	6404	MACHINERY & EQUIPMENT	1,221	1,332	1,500	1,300
0311	6415	OTHER EQUIPMENT RENTAL	60,355	86,565	70,000	72,300
0311	6417	UNIFORM RENTAL	1,268	1,672	1,800	1,400
0311	6451	MEMBERSHIP DUES	245	353	400	400
0311	6488	STREET MAINTENANCE CONTRACT	467,265	237,483	500,000	500,000
0311	6489	OTHER CONTRACTED SERVICES	7,316	9,489	15,000	15,000
0311	6540	HEAVY MACHINERY	197,061	185,980		275,500
0311	6550	MOTOR VEHICLES	37,577	-		-
0311	6580	OTHER EQUIPMENT	14,032			276,500
Total Expenditure			1,474,670	1,306,948	1,436,508	1,997,847

PERSONNEL COMPLEMENT

Public Works Superintendent	1.00	1.00	1.00	1.00
Secretary (Formerly under Engineering)	1.00	1.00	1.00	1.00
Heavy Equipment Operator Mechanic	-	-	-	-
Streets Lead Worker	2.00	2.00	2.00	2.00
PW Maintenance Worker	1.00	1.00	1.00	1.00
Temporary - Streets	4.00	5.00	5.00	5.00
	0.50	0.50	0.50	0.50
Street Maintenance Total	9.50	10.50	10.50	10.50

6488/6489 Other Contracted Services

Pavement Management Program Funding				300,000
Cracksealing/Sealcoating	237,483	237,483	500,000	200,000
Curb Repair/Tree Removal			15,000	15,000
	237,483	237,483	515,000	515,000

6540 - Heavy Machinery

F350 truck with plow	197,061	-	-	212,500
1-Ton Truck	37,577	-	-	63,000
Sidewalk Machine		148,292	-	-
Tractor Backhoe (\$84,000 total remainder utility funded)		37,688	-	-
Sidewalk Machine	-	-	-	-
	234,638	185,980	-	275,500

6550-Motor Vehicle

	-	-	-	-
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6580 - Other Equipment

Sidewalk Machine	-	-	-	146,500
Trailer for skidsteer	-	-	-	11,500
Toolcat	-	-	-	57,500
Skidsteer	-	-	-	61,000
ATV Athletic Field Maintenance Machine	14,032	14,032	-	-
	14,032	14,032	-	276,500

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: All Replacements. See listing above: Total Capital: \$578,000
Replaces aged equipment from a 1998 Felling Trailer to a 2010 Chevy 1-ton truck
See Capital Equipment List for 7 Capital items replaced

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 prevenative maintenance to prolong the life of our public streets
- Maintain our city vehicles and equipment to the highest level possible

Performance Measurements:

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Crack filling (miles)	7.95	21.5	7	
Sealcoating (miles)	7.5	0	0	0
Asphalt patching (tons)	150	532	500	

FUND GENERAL

DEPARTMENT: SNOW & ICE REMOVAL

FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0312	6102	F.T. REGULAR-WAGES & SALARIES	94,947	111,161	99,095	103,730
0312	6103	FULL TIME-REGULAR-OVERTIME	15,820	27,433	10,000	10,000
0312	6105	TEMPORARY-WAGES & SALARIES	6,244	7,443	8,775	8,775
0312	6121	PERA CONTRIBUTIONS	7,911	10,547	8,182	8,530
0312	6122	FICA/MEDICARE CONTRIBUTIONS	8,476	11,416	9,017	9,371
0312	6133	WORKERS COMP INSURANCE PREMIUM	10,184	9,353	10,314	10,715
0312	6223	GASOLINE	-	-	-	-
0312	6225	DIESEL FUEL	21,401	26,138	19,000	24,000
0312	6229	SHOP MATERIALS	211	57	500	200
0312	6251	BATTERIES	-	-	-	-
0312	6257	OTHER VEHICLE PARTS	39,117	35,875	35,000	35,000
0312	6261	SAND & GRAVEL	2,355	4,726	3,000	3,000
0312	6263	SALT	72,544	97,334	94,200	78,528
0312	6267	OTHER STREET MAINTENANCE SUPPL	3,861	5,777	3,700	3,700
0312	6361	GENERAL LIABILITY/PROPERTY INS	2,750	3,553	3,500	3,800
0312	6388	OTHER VEHICLE REPAIR	15,410	9,491	15,000	15,000
0312	6489	OTHER CONTRACTED SERVICES	-	-	-	-
Total Expenditure			301,233	360,301	319,283	314,349

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

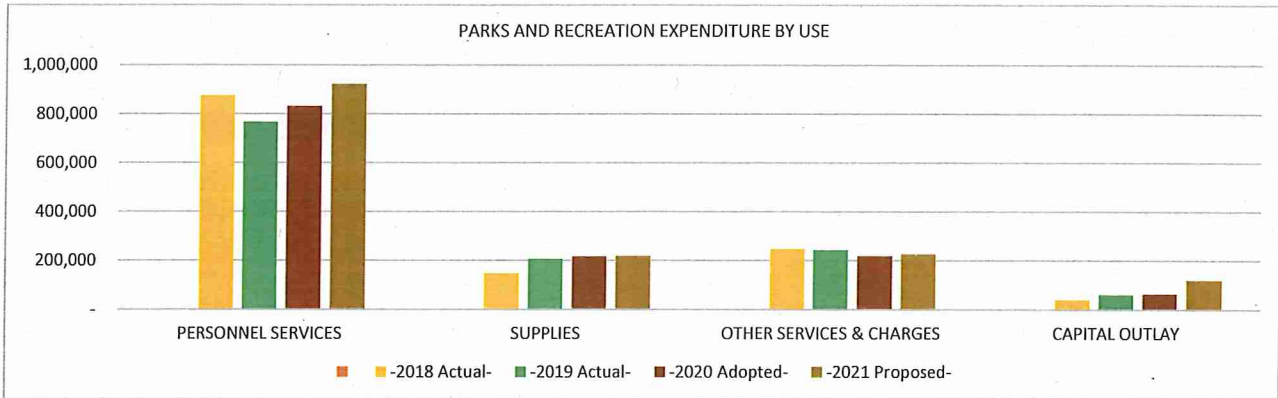
BUDGET HIGHLIGHTS
 No major changes. Staff time redistributed between streets, traffic engr & snow plowing

- GOALS OF CURRENT YEAR BUDGET:**
- Clearing of parking ramp utilizing PW Staff (full time, temp on call, & seasonal staff) See PUMA Budget
 - 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:	2018 Estimate	2019 Actual	2020 Projected	2021 Projected
Miles of Streets Plowed	175	181.8	181.8	
Cul-de-sacs	275	283	283	
Salt/Sand Purchased (tons)	1200	1200	1200	
Snow Removal Hours	4000	5126	4000	
Full Scale Plowing Events	15.00	17.00	8 to 12	

PARKS AND RECREATION 452-461

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES	874,710	767,777	831,347	921,790
SUPPLIES	148,265	207,079	216,100	219,300
OTHER SERVICES & CHARGES	247,778	244,126	218,400	226,000
CAPITAL OUTLAY	40,660	60,911	64,000	121,200
TOTAL EXPENDITURE BY OBJECT	1,311,412	1,279,893	1,329,847	1,488,290



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PARKS AND RECREATION 452-461

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102	F.T. REGULAR-WAGES & SALARIES	597,252	516,077	532,244	589,508
6103	FULL TIME-REGULAR-OVERTIME	1,124	4,308	1,000	1,000
6105	TEMPORARY-WAGES & SALARIES	78,428	65,553	103,967	108,459
TOTAL WAGES AND SALARIES		676,804	585,939	637,211	698,967
EMPLOYER CONTRIBUTIONS					
6121	PERA CONTRIBUTIONS	45,997	40,860	41,245	45,671
6122	FICA/MEDICARE CONTRIBUTIONS	51,761	46,762	48,747	53,471
6131	GROUP INSURANCE	73,196	68,662	73,845	88,235
6133	WORKERS COMP INSURANCE PREMIUM	26,951	25,555	30,299	35,446
TOTAL EMPLOYER CONTRIBUTIONS		197,905	181,839	194,136	222,823
Total PERSONNEL SERVICES		874,710	767,777	831,347	921,790
SUPPLIES					
OFFICE SUPPLIES					
6208	MISCELLANEOUS OFFICE SUPPLIES	522	1,441	600	600
TOTAL OFFICE SUPPLIES		522	1,441	600	600
OPERATING SUPPLIES					
6223	GASOLINE	18,633	19,107	19,000	19,000
6225	DIESEL FUEL	5,237	4,500	7,000	7,000
6229	SHOP MATERIALS	773	654	2,000	2,000
6231	UNIFORMS & TURN-OUT GEAR	4,287	3,888	4,000	4,200
6249	MISCELLANEOUS OPERATING SUPPLY	22,014	35,821	30,000	30,000
TOTAL OPERATING SUPPLIES		50,943	63,970	62,000	62,200
REPAIR AND MAINTENANCE SUPPLIES					
6257	OTHER VEHICLE PARTS	15,348	17,698	16,000	17,000
6265	ASPHALT	41,931	93,441	100,000	100,000
6269	LANDSCAPE MATERIALS	22,531	19,297	20,000	22,000
6268	IRRIGATION SUPPLIES	15,111	9,317	15,000	15,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES		94,921	139,753	151,000	154,000
SMALL TOOLS AND MINOR EQUIPMENT					
6281	SMALL TOOLS & MINOR EQUIPMENT	1,878	1,915	2,500	2,500
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		1,878	1,915	2,500	2,500
Total SUPPLIES		148,265	207,079	216,100	219,300
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315	MISCELLANEOUS PROFESSIONAL SER	55,401	31,522	35,000	35,000
TOTAL PROFESSIONAL SERVICES		55,401	31,522	35,000	35,000
COMMUNICATION					
6321	TELEPHONE	784	784	800	800
6322	POSTAGE	194	79	100	100
6323	CELLULAR PHONES	4,325	4,590	3,500	4,500
TOTAL COMMUNICATION		5,303	5,453	4,400	5,400

EMPLOYEE REIMBURSEMENTS					
6331	TRAVEL & LODGING	356	-	-	-
6334	MILEAGE REIMBURSEMENT	294	-	-	-
6335	TRAINING	844	2,914	2,500	2,500
TOTAL EMPLOYEE REIMBURSEMENTS		1,494	2,914	2,500	2,500
ADVERTISING AND PUBLISHING					
6352	GENERAL NOTICE & PUBLIC INFOR	-	-	-	-
TOTAL ADVERTISING AND PUBLISHING		-	-	-	-
INSURANCE					
6361	GENERAL LIABILITY/PROPERTY INS	14,308	15,364	15,000	16,500
TOTAL INSURANCE		14,308	15,364	15,000	16,500
UTILITIES					
6371	ELECTRIC UTILITIES	24,672	22,301	24,000	24,500
6372	WATER/IRRIGATION	9,060	6,095	11,000	10,000
6373	GAS	3,902	3,514	4,000	4,000
6374	REFUSE/RECYCLING	3,812	4,739	3,800	3,900
TOTAL UTILITIES		41,445	36,648	42,800	42,400
REPAIRS AND MAINTENANCE - LABOR					
6381	BUILDING & STRUCTURE REPAIR	19,176	8,793	21,000	21,000
6382	MACHINERY & EQUIPMENT REPAIR	3,612	12,601	5,000	5,000
6388	OTHER VEHICLE REPAIR	4,470	6,429	4,500	5,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		27,259	27,823	30,500	31,000
RENTALS					
6415	OTHER EQUIPMENT RENTAL	1,515	1,568	2,000	2,000
6416	MACHINERY RENTAL	-	275	300	300
6417	UNIFORM RENTAL	263	276	400	400
TOTAL RENTALS		1,777	2,119	2,700	2,700
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451	MEMBERSHIP DUES	1,185	300	500	500
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		1,185	300	500	500
CONTRACTED SERVICES					
6489	OTHER CONTRACTED SERVICES	99,607	121,982	85,000	90,000
TOTAL CONTRACTED SERVICES		99,607	121,982	85,000	90,000
Total OTHER SERVICES & CHARGES		247,778	244,126	218,400	226,000
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6540	HEAVY MACHINERY	23,362	-	33,000	-
6550	VEHICLES	-	-	-	-
6580	OTHER EQUIPMENT	17,298	60,911	31,000	121,200
TOTAL CAPITAL OUTLAY		40,660	60,911	64,000	121,200
Total CAPITAL OUTLAY		40,660	60,911	64,000	121,200
TOTAL EXPENDITURES & OTHER FINANCING		1,311,412	1,279,893	1,329,847	1,488,290

FUND GENERAL

DEPARTMENT: **PARK & RECREATION**
 FUNCTION: PARKS AND RECREATION

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0452	6102	F.T. REGULAR-WAGES & SALARIES	531,530	516,077	532,244	589,508
0452	6103	FULL TIME-REGULAR-OVERTIME	1,124	4,308	1,000	1,000
0452	6104	PART TIME-WAGES & SALARIES	1,550	23,517		24,819
0452	6105	TEMPORARY-WAGES & SALARIES	78,428	65,553	103,967	83,640
0452	6121	PERA CONTRIBUTIONS	40,833	40,860	41,245	45,671
0452	6122	FICA/MEDICARE CONTRIBUTIONS	46,849	46,762	48,747	53,471
0452	6131	GROUP INSURANCE	68,971	68,662	73,845	88,235
0452	6133	WORKERS COMP INSURANCE PREMIUM	26,663	25,555	30,299	35,446
0452	6208	MISCELLANEOUS OFFICE SUPPLIES	501	1,441	600	600
0452	6223	GASOLINE	18,633	19,107	19,000	19,000
0452	6225	DIESEL FUEL	5,237	4,500	7,000	7,000
0452	6229	SHOP MATERIALS	773	654	2,000	2,000
0452	6231	UNIFORMS & TURN-OUT GEAR	4,287	3,888	4,000	4,200
0452	6249	MISCELLANEOUS OPERATING SUPPLY	22,014	35,821	30,000	30,000
0452	6257	OTHER VEHICLE PARTS	15,348	17,698	16,000	17,000
0452	6265	ASPHALT	41,931	93,441	100,000	100,000
0452	6268	IRRIGATION SUPPLIES	15,111	9,317	15,000	15,000
0452	6269	LANDSCAPE MATERIALS	22,531	19,297	20,000	22,000
0452	6281	SMALL TOOLS & MINOR EQUIPMENT	1,878	1,915	2,500	2,500
0452	6315	MISCELLANEOUS PROFESSIONAL SER	55,401	31,522	35,000	35,000
0452	6321	TELEPHONE	784	784	800	800
0452	6322	POSTAGE	194	79	100	100
0452	6323	CELLULAR PHONES	4,325	4,590	3,500	4,500
0452	6335	TRAINING	528	2,914	2,500	2,500
0452	6361	GENERAL LIABILITY/PROPERTY INS	14,308	15,364	15,000	16,500
0452	6371	ELECTRIC UTILITIES	24,672	22,301	24,000	24,500
0452	6372	WATER/IRRIGATION	9,060	6,095	11,000	10,000
0452	6373	GAS	3,902	3,514	4,000	4,000
0452	6374	REFUSE/RECYCLING	3,812	4,739	3,800	3,900
0452	6381	BUILDING & STRUCTURE REPAIR	19,176	8,793	21,000	21,000
0452	6382	MACHINERY & EQUIPMENT REPAIR	3,612	12,601	5,000	5,000
0452	6388	OTHER VEHICLE REPAIR	4,470	6,429	4,500	5,000
0452	6415	OTHER EQUIPMENT RENTAL	1,515	1,568	2,000	2,000
0452	6416	MACHINERY RENTAL	-	275	300	300
0452	6417	UNIFORM RENTAL	263	276	400	400
0452	6451	MEMBERSHIP DUES	280	300	500	500
0452	6489	OTHER CONTRACTED SERVICES	89,607	101,982	85,000	90,000
0452	6540	HEAVY MACHINERY	23,362	-	33,000	
0452	6550	MOTOR VEHICLES	71,788	-		-
0452	6580	OTHER EQUIPMENT	17,298	60,911	31,000	121,200
Total Expenditure			1,292,547	1,283,410	1,329,847	1,488,290

PERSONNEL COMPLEMENT

Park Maintenance Worker	5.00	4.00	4.00	5.00
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	1.00	1.00
Parks Lead Worker	-	1.00	1.00	1.00
Recreation Specialist	-	0.50	0.50	0.50
Temporary - Parks	3.62	3.62	3.62	3.62
Parks Intern	0.34	0.34	-	-
	<u>14.96</u>	<u>15.46</u>	<u>15.12</u>	<u>16.12</u>

6540/6550 Heavy Machinery

3/4 ton 4/4 Truck			33,000	-
3/4 Ton 4/4 Truck with plow equipment	36,580	-	-	-
1-ton truck with plow equipment	58,570	-	-	-
	<u>95,150</u>	<u>-</u>	<u>33,000</u>	<u>-</u>

6580 Other Equipment

ATV Athletic Field Maintenance Machine	17,298	-	-	-
Kubota Tractor Attachment			31,000	-
Large Area Mower			-	92,000
John Deere Mower				20,000
Bison Trailer				9,200
3-Zero-Turn Mowers	-	21,338	-	-
Chipper		33,800	-	-
	<u>17,298</u>	<u>55,138</u>	<u>31,000</u>	<u>121,200</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

- Full-Time Parks Maintenance Worker - Start March 1, 2021: \$63,428
- Capital Equipment: Replace 2007 Chevy 1/2 ton Pickup - \$27,000
- Capital Equipment: Replace 2006 Bison Trailer - \$9,200
- Capital Equipment: Replace 2001 John Deere Tractor - \$20,000
- Capital Equipment: Replace 2013 Toro Large Area Mower - \$92,000

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
- 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

Performance Measurements:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Number of City Parks	23	23	23	26

Number of Athletic Fields Maintained	42	42	42	42
Number of Playgrounds Maintained	17	17	17	17
Miles of Trails Maintained	41	70	70	70
Total Acreage Mowed	150.11	150.11	150.11	150.11

FUND GENERAL

DEPARTMENT: COMMUNITY PROGRAMS
 FUNCTION: PARKS AND RECREATION

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0455	6489	OTHER CONTRACTED SERVICES	10,000	20,000		
Total Expenditure			10,000	20,000	-	-

6489 Other Contracted Services

Alexandra House (Gambling Funds)	-	10,000	-	-
Family Promise Donation	-	-	-	-
Ramsey Foundation - Draw Park Events (Gambling Funds)	5,000	10,000	-	-
	5,000	20,000	-	-

DESCRIPTION OF SERVICES:

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

BUDGET HIGHLIGHTS

- Funding For Alexandra House and Draw Park Events Funded via Gambling Fund

GOALS OF CURRENT YEAR BUDGET:

- Increase citizens knowledge of programs offered

Performance Measurements:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Average Number of People at Concert Events at Draw	300	500	500	
Number of Services Provided - Alexandra House	1648	1680	1680	

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	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0892	6105	TEMPORARY-WAGES & SALARIES	-	-	10,000	59,174
0892	6315	MISCELLANEOUS PROFESSIONAL SER	-	-	5,000	15,000
0892	6603	OTHER L.T. OBLIGATION PRINCIPA	61,853	61,853		
0892	6820	OPERATING TRANSFERS TO OTHER F	643,832	575,817	106,373	106,373
Total Expenditure			705,685	637,670	121,373	180,547

6105 Temporary Wages & Salaries

Contingency for Negotiations	-	-	-	59,174
Presidential Primary Election	-	-	10,000	15,000
Health Insurance Increases	-	-	-	-
	-	-	10,000	74,174
Muni Center Internal Loan (Sewer Fund)	-	-	-	-
Bury Carlson Internal Loan (PIR Fund)*	-	44,520	44,520	44,520
Minicipal Center debt transfer interfund	61,853	61,853	61,853	61,853
	61,853	106,373	106,373	106,373

*Coded directly against property tax when collected

6820 Transfers to Other Funds

Excess Revenue Transfer	643,832	575,817	-	-
	-	-	-	-
	643,832	575,817	-	-

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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Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
9230	4011	CURRENT-AD VALOREM TAXES	84,583	85,062	91,413	75,360
9230	4012	DELINQUENT-AD VALOREM TAXES	919	434		
9230	4014	FISCAL DISPARITIES	18,824	14,360		
9230	4273	OTHER STATE GRANTS & AIDS	-	-		
9230	4609	OTHER MISCELLANEOUS REVENUES	3,816	46,972		
9230	4701	INTEREST ON INVESTMENTS	16,059	35,028	7,500	10,000
9230	4901	TRANSFER IN FROM OTHER FUNDS	-	-		
Total Revenue			124,202	181,856	98,913	85,360

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
9230	6102	F.T. REGULAR-WAGES & SALARIES	-	-		
9230	6105	TEMPORARY-WAGES & SALARIES	1,435	840	2,000	1,500
9230	6121	PERA CONTRIBUTIONS	-	-		
9230	6122	FICA/MEDICARE CONTRIBUTIONS	120	64	153	100
9230	6131	GROUP INSURANCE	-	-		
9230	6133	WORKERS COMP INSURANCE PREMIUM	7	4	10	10
9230	6246	MARKETING	4,150	22,027	30,000	30,000
9230	6249	MISCELLANEOUS OPERATING SUPPLY	15,261	10,771	19,000	19,000
9230	6304	LEGAL FEES	-	-		
9230	6315	MISCELLANEOUS PROFESSIONAL SER	27,889	20,999	43,000	30,000
9230	6322	POSTAGE	-	-		
9230	6323	CELLULAR PHONES	-	-		
9230	6331	TRAVEL & LODGING	347	850	1,000	1,000
9230	6335	TRAINING	511	2,048	1,000	1,000
9230	6361	GENERAL LIABILITY/PROPERTY INS	511	590	750	750
9230	6371	ELECTRIC UTILITIES	-	-		
9230	6439	OTHER MISCELLANEOUS	-	-		
9230	6451	MEMBERSHIP DUES	1,370	1,437	2,000	2,000
9230	6452	SUBSCRIPTIONS	-	-	-	-
Total Expenditure			51,601	59,630	98,913	85,360

DESCRIPTION OF SERVICES:

The primary objective of the Economic Development Authority is to aid, assist and promote the growth and expansion of commercial, retail and industrial development in the City of Ramsey.

GOALS OF CURRENT YEAR BUDGET:

- Enhance Business Retention and Expansion Program
- Increase number of jobs
- Increase retail base
- Reduce the amount of land owned by City for development

	2016	2017	2018	2019
Sale of ALL City owned land (acres)	32.87	3	8	3
Employment	6521	6,758	6900	7,100
Unemployment Rates	3.5%	3.10%	3.5%	3.50%

Meeting Date: 08/25/2020

Information

Title:

Discussion Regarding Union Contract Negotiations for AFSCME, LELS-Patrol, LELS-Sergeants & LELS-Captains (Discussion Closed to the Public)

Purpose/Background:

The purpose of this discussion is to provide the City Council with an update on the status of negotiations and to receive feedback for staff to negotiate with each group. Staff will also provide the City Council with information on the process of negotiating union contracts.

Per Minnesota Statutes 13D.03, which states: "The governing body of a public employer may by a majority vote in a public meeting decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections [179A.01](#) to [179A.25](#)" staff is requesting that the City Council go into closed session to discuss the City's labor negotiations strategy for its four union contracts. All four contracts are set to expire on December 31, 2020.

At the time of the work session, City staff will have met with AFSCME, but the three LELS groups are scheduled for late August and September.

Timeframe:

Up to 30 minutes.

Funding Source:

Not applicable at this time.

Responsible Party(ies):

Colleen Lasher, Administrative Services Director

Outcome:

For the City Council to provide staff with direction regarding how to proceed with the next contract negotiations.

Attachments

Statute 13D.03

Form Review

Inbox

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 08/20/2020

Reviewed By

Kurt Ulrich

Date

08/20/2020 11:50 AM

Started On: 08/19/2020 03:31 PM

13D.03 CLOSED MEETINGS FOR LABOR NEGOTIATIONS STRATEGY.

Subdivision 1. **Procedure.** (a) Section 13D.01, subdivisions 1, 2, 4, 5, and section 13D.02 do not apply to a meeting held pursuant to the procedure in this section.

(b) The governing body of a public employer may by a majority vote in a public meeting decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25.

(c) The time of commencement and place of the closed meeting shall be announced at the public meeting.

(d) A written roll of members and all other persons present at the closed meeting shall be made available to the public after the closed meeting.

Subd. 2. **Meeting must be recorded.** (a) The proceedings of a closed meeting to discuss negotiation strategies shall be tape-recorded at the expense of the governing body.

(b) The recording shall be preserved for two years after the contract is signed and shall be made available to the public after all labor contracts are signed by the governing body for the current budget period.

Subd. 3. **If violation claimed.** (a) If an action is brought claiming that public business other than discussions of labor negotiation strategies or developments or discussion and review of labor negotiation proposals was transacted at a closed meeting held pursuant to this section during the time when the tape is not available to the public, the court shall review the recording of the meeting in camera.

(b) If the court finds that this section was not violated, the action shall be dismissed and the recording shall be sealed and preserved in the records of the court until otherwise made available to the public pursuant to this section.

(c) If the court finds that this section was violated, the recording may be introduced at trial in its entirety subject to any protective orders as requested by either party and deemed appropriate by the court.

History: 1957 c 773 s 1; 1967 c 462 s 1; 1973 c 123 art 5 s 7; 1973 c 654 s 15; 1973 c 680 s 1,3; 1975 c 271 s 6; 1981 c 174 s 1; 1983 c 137 s 1; 1983 c 274 s 18; 1984 c 462 s 27; 1987 c 313 s 1; 1990 c 550 s 2,3; 1991 c 292 art 8 s 12; 1991 c 319 s 22; 1994 c 618 art 1 s 39; 1997 c 154 s 2

Meeting Date: 08/25/2020

Information

Title:

Discuss 2020 Citizen Survey

Purpose/Background:

Note, this case was previously scheduled for discussion at the August 10 work session and was postponed due to time constraints.

The purpose of this case is to consider the final language on the road funding question on the 2020 Citizen Survey. At the July 28 City Council Work Session, it was requested that this question be revised based on recent actions of the City Council. The Council is asked to limit discussion to this particular question.

The question is now proposed as follows.

Table 19: Question 19

The City employs a long-term Pavement management Program to cost-effectively maintain all 180 miles of City streets. From 2015-2020 the City funded projects by assessing 25% to benefiting property owners and contributed 75% through bonded debt, paid with property taxes. The City Council recently passed an ordinance to collect a monthly franchise fee on gas and electric customers and dedicate this funding to the Pavement Management Program, and to eliminate the need for additional property taxes or assessments. The City periodically evaluates funding sources for this ongoing program. Please indicate the extent to which you would support or oppose the following funding sources:

- Assess 25% of street project cost to benefiting property owners and pay 75% through bonded debt, paid with city-wide property taxes.
- Eliminate special assessments and pay 100% with property taxes, resulting in an estimated 15% increase in tax levy.
- Collect a monthly franchise fee on gas and electric customers in the amount of \$7 per utility per month.

Timeframe:

15 Minutes

Funding Source:

Responsible Party(ies):

Deputy City Administrator
City Engineer
Finance Director

Outcome:

Staff is seeking consensus on the final language on the road funding question for the Citizen Survey.

Attachments

No file(s) attached.

Form Review

Inbox

Kurt Ulrich

Kurt Ulrich

Form Started By: Tim Gladhill

Final Approval Date: 08/20/2020

Reviewed By

Kathy Schmitz

Kurt Ulrich

Date

08/06/2020 03:02 PM

08/20/2020 11:49 AM

Started On: 08/03/2020 12:24 PM

Meeting Date: 08/25/2020

Information

Title:

Discuss Council Committee Appointments due to the Ward 1 Vacancy.

Purpose/Background:

The purpose of this discussion is to consider Council committee appointments due to former Councilmember Nadine Heinrich's departure. Ms. Heinrich was serving as the alternate member for the following committees: Public Works Committee, Joint Law Enforcement Council and the Northwestern Anoka County Community Consortium (Youth First).

Ms. Heinrich was also serving on the Highway 10 Committee and the Joint Fire Board. There is not currently an alternate member for the Highway 10 Committee; Council may wish to consider a replacement member. Councilmember Kuzma is the current alternate member on the Joint Fire Board.

Staff recommends filling these vacancies.

Timeframe:

Up to 10 minutes.

Funding Source:

Not applicable.

Responsible Party(ies):

Colleen Lasher, Administrative Services Director.

Outcome:

For the City Council to direct staff to prepare a resolution for the next City Council agenda, revising the current committee appointments, or to direct staff on an alternative action based on discussion.

Attachments

No file(s) attached.

Form Review

Inbox

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 08/20/2020

Reviewed By

Kurt Ulrich

Date

08/20/2020 11:50 AM

Started On: 08/19/2020 04:19 PM

CC Work Session

3.1.

Meeting Date: 08/25/2020

By: Katie Schmidt, 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. Tentative dates have been assigned.

Recommendation:

N/A

Action:

For Council review - no formal action necessary.

Attachments

Future Topics List

Form Review

Inbox

Colleen Lasher

Kurt Ulrich

Form Started By: Katie Schmidt

Final Approval Date: 08/20/2020

Reviewed By

Colleen Lasher

Kurt Ulrich

Date

08/18/2020 05:28 PM

08/20/2020 11:49 AM

Started On: 08/17/2020 07:52 AM

City Council Future Topics – Work Session

(Tentative Dates)

Proposed Date	Topics for Discussion – Council Action	Minutes
TBD	Joint Fire Services JPA	15
2020	Discussion Regarding Recycling Services - Anderson	30
2020	Discuss the General Topic of Holding Joint Meeting(s) with the Council and Commissions & Other Cities. Based on discussion, future work sessions TBD.	20
	Topics for Discussion – Planning and Budget	
2020	Discuss Historic Town Hall – Ulrich	30
2020	City Branding Presentation - Ulrich	40
2020	Fire Department Duty Crew Analysis - Kohner	20
2020	Comprehensive Plan Review - Gladhill	30-45
2020	CR-5 Corridor Study Review - Westby	45
2020	Park System Plan – Riemer/Riverblood	60
2020	Union Contracts - Lasher	45
2020	Review Council Member Compensation Study	20
	Topics for Discussion – Policy	
10/27/2020	Draft Trail Maintenance Policy – Westby/Riemer	30
11/24/2020	Draft Stormwater Pond Maintenance Policy – Westby/Riemer	30
11/24/2020	Accounting of City Engineering Staff Time for City Projects - Westby	30
11/24/2020	Discussion Regarding the Remote Attendance Policy – Retain unlimited annual use or revise	15