

2022 Preliminary* (Working Document) Budget/Levy

GENERAL FUND LEVY: \$12,595,821 -\$11,154,848 (2021 adopted). **Increase of \$1,440,973**
(increase 12.92%)

EDA LEVY: \$75,360 -\$75,360 (2021 adopted). **No Change.**

DEBT SERVICE LEVY: \$1,860,101-\$1,779,600 (2021 adopted). **Increase of \$80,501** (increase 4.52%)

TOTAL LEVY: \$14,531,282 - \$13,009,808 (2021 adopted). **Increase of \$1,521,474** (increase 11.69%)

TAXABLE VALUE: \$30,220,972- \$28,227,332 (2021) **Increase of \$1,933,640** (increase 7.06%)

(Estimated value: tax capacity #'s from County not available & estimated TIF 8 tax capacity returned to General Tax Base after decertification of district in Dec 2021.)

Estimated tax capacity rate of 40.967% (39.251% in 2021)**

(Estimated tax rate: #'s not available from County as of 7-7-21.)

LEVY BREAKDOWN:

General Levy:

General Fund: Levy Increase of \$1,440,973

A. Contributing Factors of Increase:

1. Personnel – Wages & Benefits (\$811,787 increase):

- \$550,318 Current Positions)
- \$261,469 New Position, Reclasses & Additional Hours Requests
 - Further Breakdown of \$811,787 Personnel Increase:
 - Pera Increase: \$70,363
 - Health Insurance Increase: \$67,089 (Includes \$42,360 related to new positions/additional hours)
 - Workers Comp Increase: \$63,316 Ever-increasing police rates
 - COLA will be discussed. Union Negotiations ongoing

a. NEW Personnel Requests/ Reclassifications & Additional Hours: \$261,469

1. PT Receptionist/Secretary: \$3,364 (\$20,255-\$16,891 from eliminating Administration Intern) (Start 4/1/22)
2. FT IT Systems & Security Administrator: \$94,102
3. FT Parks Maintenance Worker: \$74,032
4. Reclass Senior Planner to Planning Manager: \$5,624
5. Reclass Engineering Tech IV to Sr Engineering Tech: \$855
6. Reclass Street Lead Person to Street Department Supervisor: \$4,040
7. Reclass Street Maintenance Worker to Street Lead Person: \$4,005

A. Contributing Factors of Increase (Continued):

- 8. Additional Hours Building Maintenance Worker: 15 hours week brings position to Full-Time 40-hour week: \$33,229**
 - 9. Additional Hours Police Tech 15 hours week brings position to Full-Time 40-hour week: \$27,916**
 - 10. Additional Hours Permit Tech: 3.5 Hours per week from 32.5 hours to 36 hours week: \$6,519**
 - 11. Additional Hours Recreational Specialist: 9 hours week from 20 hours to 29 hours week: \$7,783**
2. General Liability: \$34,600. (Line item 6361). Underbudgeted in 2021 & City has increased liability in equipment & Police. This does not include any additional excess liability coverage (2021 rates ranged from \$28,079 for \$1M to \$54,403 for \$5M of excess coverage).
 3. Capital Equipment Requests: See Capital Spreadsheet
 - Total Requested: \$749,800
 - Trade Ins: \$(60,000)
 - General Fund: \$(66,800)**
 - Fleet Vehicle Fund: \$(60,000) - \$24,000 remaining in fund. Vehicle in CIP for 2023
 - Landfill Fund: \$(63,000) - \$0 remaining in fund
 - Equipment Fund: \$(500,000) - \$0 remaining in fund. Will need to change excess Revenue policy if empty fund
 4. Nowthen Fire Services Discontinued (-\$60,000) Line Item 9101.4327
 5. Interest Earnings: (-\$50,000) Decreased funding due to PW Campus & Water Treatment Plant. Line item 9101.4701
 6. Building Permit Increase of \$50,000 is mostly offset by expense increase in Contracted Services for building inspections \$30,000 to more accurately reflect actual expenditures
 7. Note: Reason for larger increase in Departmental Wages & Salaries line items 6102-6104 - All 2020 Departmental Wage Lines were reported with a 2% COLA with an additional .75% COLA recorded under Council Contingency Dept 0892. Police negotiations of the additional 1% was held in fund balance.
 8. Citizen Survey: \$15,500 Line Item 0111.6315
 9. Election Year: \$29,858 Increase Department 0141-Elections
 10. All Cell Phones & Phones (Line items 0192.6321 & 0192.6323) are now centralized under Dept 0192 – Data Processing for tracking purposes. Overall expense: minimal increase of \$200
 11. Replace PC's, Security Cameras, Anything that breaks-IT related: \$14,000 increase. Line item 0192.6281
 12. LaserFische Upgrade: \$55,000 Line Item 0192.6405

A. Contributing Factors of Increase (Continued):

- 13. Riot Gear & uniforms: \$26,000 increase Line Item 0211.6231
- 14. Body Cameras: \$117,000 (Possible use of American Recovery Funds) Line Item 0211.6281

- 15. Building Repairs on Fire Station #1: \$20,000 Line Item 0220.6259

- 16. Gas & Electric for new PW Campus: \$50,500 Increase Line items 0311.6371 & 0311.6373

- 17. Road Funding Remains at \$500,000. \$200,000 for Cracksealing/Rejuvenations & \$300,000 transferred to Pavement Management Fund for Overlays/Reconstructions Line Item 0311.6488
- 18. Salt Price Increases: \$33,472 increase. Line item 0312.6267

-EDA Levy:

EDA Fund: No Levy/Budget Changes. To go to EDA on August 12, 2021.

-Debt Levy: Levy Increase of \$80,501

A. Contributing Factors of Increase:

- *Municipal Center Debt reduced by \$402,514 due to refinancing of debt \$102,514 and \$300,000 from debt service funds available (2022 will be last year of available debt service funds to offset debt.
- Fire Station Debt was reduced by \$93,000 for 2021 levy. No funds available to offset, so full levy of \$280,153 for 2022 levy

- Debt Summary:

2020 Public Works Campus (2041 Last Year)	127,276
2013 Capital Equipment Certificates(2023 Last Year)	77,910
2014 Capital Equipment Certificates (2024 last year)	101,173
2015 Road Improvement Debt (2025 last year)	117,293
Muni Center (2031 last Year)	796,698*
Fire Station #2 (2033 last year)	280,153
2016 Road Improvement Debt (2026 last year)	153,477
2017 Road Improvement Debt (2027 last year)	95,781
2018 Road Improvement Debt (2028 last year)	110,340
Total Bonded Debt Levied	1,860,101

GENERAL FUND BUDGET:

Proposed Budget: \$15,377,071 (\$14,383,348 2021 final) **Increase of \$993,723** (increase 6.91%)

Major Changes from 2021 Adopted Budget:

Revenue:

- Property tax: \$12,538,821 (\$11,109,848 in 2021) **Increase of \$1,428,973**
- LGA: \$0
- Permit Revenue: **Increase of \$59,100 (See increase in inspection prof service of \$30,000)**
- Intergovernmental Revenue: **Increase of \$40,500**
- Charges for Services: \$566,300 (\$621,500 in 2021) **Decrease of \$55,200 due to ending of contracted Fire services with Nowthen**
- Transfers In: \$998,000 (\$1,422,200 in 2021) **Decrease of \$424,200**
 - Decrease in Capital Equipment Requests: \$365,400

Expenditures:

- Cola – _?_% For Everyone + Steps (if available) (All union contracts are open for negotiation).
- Single Dental for all full-time employees
- Health Insurance: - (-3)% decrease for each employer paid plan. (All union contracts are open)
- Capital Equipment: See A3 above outlining Capital Equipment funding

GENERAL FUND BUDGET CONTINUED:

Departmental Budget Changes:

Note: All departments with staff have increases in personnel costs due to COLA, Steps & Health Ins. Please note comment above in regards to how personnel costs were reported in 2021 budget.

-City Council (111) – \$5,206 Increase:

Bi-Annual Resident Survey – \$15,500

-Administration (130) – \$39,122 Increase:

New Part-Time Receptionist/Secretary starting 4/1/22 - \$20,255

Eliminate Administration Intern – (\$16,891)

-Elections (141) – \$35,858 Increase:

Election Year

-Finance (153) – (\$8,469) Decrease:

Assign 5% of Assistant Finance Director Salary to Storm Utility

No Expectation of Single Audit in 2022

-Community Development (191) - \$42,155 Increase:

COLA, Steps & Health Insurance

Reclass Senior Planner to Planning Manager - \$5,624

Eliminate Intern – (\$16,891)

-Data Processing (192) – \$287,085 Increase:

New Full-Time System & Security Administrator: \$94,102

LaserFiche Upgrade - \$55,000

All phones/cell phones expensed here starting 2022. No \$ change

Capital Equipment Requests: 5 Copiers: 4 Replacements/1 New - \$70,000

-Government Buildings (194) – \$118,036 Increase:

Current 25-Hour Part-Time Building Maintenance to Full-Time - \$33,229

Capital Equipment Requests: Floor Scrubber - \$15,000 & Utility Tractor net \$10K trade: \$45K

-Police (211): \$604,034 Increase

Current PT 25-Hour Police Records Technician to Full-Time - \$27,916

Overtime - \$15,000

Workers Comp - \$25,233

Body Cameras - \$117,000 (Looking at use of American Recovery Funds)

Riot Gear/Uniforms - \$26,000

Capital Equipment Requests - \$140,000 (see breakdown below)

Replace 2016 Chev Tahoe - \$40,000

Replace 2017 Ford Explorer - \$40,000

Replace 2018 Ford Taurus - \$30,000

New Dodge Charger - \$30,000

Unknown: DWI Officer Grant for 2022

GENERAL FUND BUDGET CONTINUED:

Departmental Budget Changes Continued:

Fire (220): (\$81,534) Decrease

Fire Station #1 Repairs - \$20,000
Replace Epoxy Flooring in Fire #1 - \$20,000 Capital Maintenance Funded
Repaint Apparatus Bay - \$15,000 Capital Maintenance Funded
Capital Equipment Requests - \$105,000 (See breakdown below)
 Replace Training Room Tables/Chairs - \$30,000
 Refurbish Tank on Tanker II - \$25,000
 Replace Extrication Tools - \$50,000
 2nd half of fire truck in the amount of \$325,000 was in 2021 budget. Reason for
 Decrease in budget

-Building (240): \$64,646 Increase

Increase Hours Permit Tech from 32.5 hours to 36 hours week - \$6,519
Contracted Professional Services – Building & Electrical - \$30,000

-Civil Defense (250): \$30,000 Increase

Capital Equipment Request: Replace 2 Sirens - \$30,000

-Traffic Engineering (260): (\$5,235) Decrease

Staff time redistributed between Traffic Engineering, Streets, and Snow Removal

-Engineering (301): \$59,801 Increase:

COLA, Steps & Health Insurance
Reclass Engineering Tech IV to Sr Engr Tech - \$855
Reassign Personnel Costs previously recorded under Streets & Park & Rec
Lidar Mapping, Electronic Diaries & Calibrate Survey Equipment - \$8,900

-Public Works (311): (\$191,243) Decrease:

Reclass Street Lead Person to Streets Department Supervisor - \$4,040
Reclass Street Maintenance Worker to Street Lead Person - \$4,005
Increase Gas/Electric due to new Public Works Campus - \$50,500
Capital Equipment Requests - \$265,800:
 Replace Tandem Axle Plow Truck less \$15,000 trade in - \$265,800
 2021 Capital Equipment Total was \$552,000. Why budget decreased

-Snow & Ice (312): \$41,482 Increase:

Salt Price Increase - \$33,472
Staff time redistributed between Traffic Engineering, Streets, and Snow Removal

-Park & Rec (452): \$10,953 Increase:

FT Park Maintenance Worker - \$74,032

Additional Hours Rec Specialist (20-29 hours/week) - \$7,783

Capital Equipment - \$19,000 Requested:

Replace 2008 Line Striper - \$19,000 - \$92,000

2021 Capital Equipment Total was \$121,200. Why budget decreased

-Council Contingency (892): (\$49,000) Decrease

2021 Salary Contingency of .75% - (\$59,000)