

**City of Ramsey**  
**Agenda**  
**City Council Work Session**  
**Tuesday, July 12, 2022**

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

Remote Attendance available at [www.cityoframsey.com/meetings](http://www.cityoframsey.com/meetings).  
Those joining remotely and requesting to speak are asked to use a webcam when speaking.

- 1. Call to Order**
  
- 2. Topics for Discussion**
  1. Discuss a Police Department Staffing Issue - Portions of this Meeting may be Closed to the Public
  2. Discussion Regarding Restructuring the Fire Department
  3. Discuss the Community Development Director Interview Panels
  4. Discuss the Draft Communication Coordinator Job Description
  5. Preliminary 2023 General Fund Budget/Levy Review

**3. Topics for Future Discussion**

1. Review Future Topics/Calendar

**4. Mayor/Council/Staff Input**

**5. Adjournment\***

**\*Note: the City Council may motion to recess this Work Session meeting and reconvene after the regular City Council meeting if items on the agenda are not completed.**

**CC Work Session**

2. 1.

**Meeting Date:** 07/12/2022

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**Information**

**Title:**

Discuss a Police Department Staffing Issue - Portions of this Meeting may be Closed to the Public

**Purpose/Background:**

The purpose of this case is to update the City Council on a Police Department staffing issue.

Information regarding this matter will be provided at the meeting. Based on City Council consensus, a case may be brought forward at the July 26, 2022 regular meeting for Council action.

**Timeframe:**

Up to 10 minutes.

**Funding Source:**

Not applicable

**Responsible Party(ies):**

Colleen Lasher, Administrative Services Director  
Jeff Katers, Police Chief

**Outcome:**

Based on discussion.

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**Attachments**

Statute 13D.05

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Jeff Katers	Jeff Katers	07/01/2022 03:05 PM
Brian Hagen	Brian Hagen	07/07/2022 10:40 AM
Form Started By: Colleen Lasher		Started On: 07/01/2022 01:59 PM
Final Approval Date: 07/07/2022		

**13D.05 MEETINGS HAVING DATA CLASSIFIED AS NOT PUBLIC.**

Subdivision 1. **General principles.** (a) Except as provided in this chapter, meetings may not be closed to discuss data that are not public data.

(b) Data that are not public data may be discussed at a meeting subject to this chapter without liability or penalty, if the disclosure relates to a matter within the scope of the public body's authority and is reasonably necessary to conduct the business or agenda item before the public body.

(c) Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

(d) All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the expense of the public body. Unless otherwise provided by law, the recordings must be preserved for at least three years after the date of the meeting.

Subd. 2. **When meeting must be closed.** (a) Any portion of a meeting must be closed if expressly required by other law or if the following types of data are discussed:

(1) data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;

(2) active investigative data as defined in section 13.82, subdivision 7, or internal affairs data relating to allegations of law enforcement personnel misconduct collected or created by a state agency, statewide system, or political subdivision;

(3) educational data, health data, medical data, welfare data, or mental health data that are not public data under section 13.32, 13.3805, subdivision 1, 13.384, or 13.46, subdivision 2 or 7; or

(4) an individual's medical records governed by sections 144.291 to 144.298.

(b) A public body shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting.

Subd. 3. **What meetings may be closed.** (a) A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting.

(b) Meetings may be closed if the closure is expressly authorized by statute or permitted by the attorney-client privilege.

(c) A public body may close a meeting:

(1) to determine the asking price for real or personal property to be sold by the government entity;

(2) to review confidential or protected nonpublic appraisal data under section 13.44, subdivision 3; and

(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Before holding a closed meeting under this paragraph, the public body must identify on the record the particular real or personal property that is the subject of the closed meeting. The proceedings of a meeting closed under this paragraph must be tape recorded at the expense of the public body. The recording must be preserved for eight years after the date of the meeting and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the governing body has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of members and all other persons present at the closed meeting must be made available to the public after the closed meeting. If an action is brought claiming that public business other than discussions allowed under this paragraph was transacted at a closed meeting held under this paragraph during the time when the tape is not available to the public, section 13D.03, subdivision 3, applies.

An agreement reached that is based on an offer considered at a closed meeting is contingent on approval of the public body at an open meeting. The actual purchase or sale must be approved at an open meeting after the notice period required by statute or the governing body's internal procedures, and the purchase price or sale price is public data.

(d) Meetings may be closed to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures and to discuss security deficiencies in or recommendations regarding public services, infrastructure and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting. Before closing a meeting under this paragraph, the public body, in describing the subject to be discussed, must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting. A closed meeting must be tape recorded at the expense of the governing body, and the recording must be preserved for at least four years.

**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; 1999 c 227 s 22; 2002 c 379 art 1 s 5; 2004 c 276 s 1; 2004 c 290 s 18; 2007 c 110 s 2; 2007 c 147 art 10 s 15; 2008 c 335 s 1; 2010 c 365 art 1 s 8

Meeting Date: 07/12/2022

**Information**

**Title:**

Discussion Regarding Restructuring the Fire Department

**Purpose/Background:**

The purpose of this case is to discuss restructuring the Fire Department by eliminating the 27 hour per week Fire Technician position and creating a fulltime Captain of Administration position.

Fire Technician, Ms. Ann Marie Busack, submitted a letter of resignation, stating her last day with the City will be Friday, July 15, 2022. Staff was aware of the likelihood of this change and have an alternative strategy to fill the position as it is currently designed.

The Fire Department staffing levels last increased in 2018. Since that time, we have seen increases in calls for service and city growth with the addition of residential/commercial properties. This fulltime responding position will absorb the duties of the part time Fire Technician to include managing the department's Record Management System and other department software programs, preparing and submitting department payroll and completing fire incident input and verifying data for state submittal.

In addition, this position will respond to daytime calls for service, which have grown 17.5% per year over the last 4 years. Other duties will include meeting the logistical requirements of the department. This includes, but is not limited to ensuring the department is in a continual state of readiness by implementing plans for equipment repair, replacement and preventative maintenance, fleet maintenance and maintaining inventory control.

**Timeframe:**

**Funding Source:**

If approved, the funding for this position in 2022 will come from the savings of the vacant position and \$13,051 from the Fire Department general budget. The 2023 funding would be included in the annual budget.

**Responsible Party(ies):**

Colleen Lasher, Administrative Services Director  
Matt Kohner, Fire Chief/Emergency Management Director

**Outcome:**

Staff would like authorization to begin a recruitment for a fulltime Fire Captain of Administration.

**Attachments**

*No file(s) attached.*

**Form Review**

Inbox	Reviewed By	Date
Matt Kohner	Matt Kohner	07/07/2022 09:49 AM
Colleen Lasher (Originator)	Katie Schmidt	07/07/2022 10:39 AM
Matt Kohner	Katie Schmidt	07/07/2022 10:41 AM

Brian Hagen  
Form Started By: Colleen Lasher  
Final Approval Date: 07/07/2022

Brian Hagen

07/07/2022 10:43 AM  
Started On: 06/20/2022 01:33 PM

Meeting Date: 07/12/2022

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### Information

**Title:**

Discuss the Community Development Director Interview Panels

**Purpose/Background:**

The purpose of this discussion is to consider the make-up of an effective and efficient interview panel for the vacant Community Development Director position.

Section 6.2.2 of the Charter states: “The city council shall by resolution hire or remove heads of departments, and such other future officers and personnel as may be required to operate the city efficiently. The council shall determine the qualifications thereof and prescribe the duties to be performed by each, except as otherwise prescribed in this Charter.”

Among many other key roles, this position serves as the department director over three staff liaisons (to the EDA, EPB and Planning Commission). As such, the City Council may want to consider including the Commission Chairs or other representative for each commission in one or both of the interview panels. Additionally, staff is looking for the City Council's feedback on their desired role in the interview process. Staff suggests that two rounds of interviews take place during regular daytime business hours. It is very likely that not all the individuals listed below will be available.

First Interview Panel Members

City Administrator  
Administrative Services Director  
2 Department Heads  
3 C.D. Division Managers  
Up to 3 Commission Chairs or other representative

Second Interview Panel Members

City Administrator  
Administrative Services Director  
Finance Director  
Interim Public Works Director  
Fire Chief  
Police Chief  
3 C.D. Division Managers  
Up to 3 Commission Chairs or other representative

First Interviews are planned for the week of August 1st and second Interviews are planned for the week of August 15th. Staff suggests following our normal selection process of scoring applications, determining a logical cut point (if needed), and interviewing applicants within that range. If members of the Council would like to review the applications in the human resources office after the closing date, this can be arranged with the Administrative Services Director.

Recruitment Process/ Hiring Timeline:

Staff is currently conducting an external, open-competitive recruitment; the application period is June 28 through July 24, 2022, and the position has been advertised locally and nationally. Staff will conduct the normal pre-employment background checks, professional reference checks and the leadership assessment(s) which will be

conducted by the City's consulting psychologists. At this time, staff reserved two appointments with the consulting psychologist. Once the reports are received, the Council will have the opportunity to read the report(s) in the HR office prior to discussing the candidate(s). Depending on the circumstances of the recruitment, the City Council may wish to schedule a special work session to discuss the finalist(s). If all goes as planned, a case to hire the new Community Development Director will appear on the September 13, 2022, agenda and the new Community Development Director will begin working on or near Monday, October 3 or Monday, October 10, 2022.

**Timeframe:**

This case is expected to take 10 minutes.

**Funding Source:**

Not Applicable.

**Responsible Party(ies):**

Colleen Lasher, Administrative Services Director

**Outcome:**

The intended outcome of this work session is for staff to answer any questions the City Council may have, and for the City Council to provide staff, by consensus, feedback as to if the City Council agrees with the suggested course of action regarding the interview panels. Should the City Council desire involvement in the interview process, representative(s) should be identified as well.

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**Attachments**

[Recent Recruitment Interview Panels](#)

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**Form Review**

**Inbox**

Brian Hagen

Form Started By: Colleen Lasher

Final Approval Date: 07/07/2022

**Reviewed By**

Brian Hagen

**Date**

07/07/2022 10:39 AM

Started On: 07/01/2022 01:43 PM

## Recent Recruitment Interview Panels

### 2021 Deputy City Administrator/Community Development Director

<b>1<sup>st</sup> Round</b>	<b>2<sup>nd</sup> Round – Two Panels</b>
CM Howell, Musgrove, Heineman	<i>Lake Itasca Room</i>
EDA Chair Cords	Mayor & City Councilmembers
Planning Commission Chair Bauer	City Administrator Ulrich
City Administrator Ulrich	
City Engineer Westby	<i>Alexander Ramsey Room</i>
Finance Director Lund	All Department Heads
Administrative Services Director Lasher	Administrative Services Director Lasher
	CD Division Managers

### 2022 Planning Manager

<b>1<sup>st</sup> Round</b>	<b>2<sup>nd</sup> Round</b>
CM Musgrove (cancelled due to conflict)	CM Musgrove, Woestehoff
Administrative Services Director Lasher	Planning Commission Chair Bauer
Dep. CA/CD Director Hagen	City Administrator Ulrich
Senior Planner Anderson	Administrative Services Director Lasher
City Engineer Westby	Dep. CA/CD Director Hagen
Fire Chief Kohner	City Engineer Westby
	Police Chief Katers

### 2022 City Administrator

<b>1<sup>st</sup> Round</b>	<b>2<sup>nd</sup> Round</b>
Mayor (cancelled due to conflict)	Mayor
CM Howell, Musgrove	All CM (Woestehoff traveling)
Planning Commission Chair Bauer	All Department Heads
Administrative Services Director Lasher	Administrative Services Director Lasher
Finance Director Lund	
PW Superintendent Riemer	
City Engineer Westby	

Meeting Date: 07/12/2022

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### Information

**Title:**

Discuss the Draft Communication Coordinator Job Description

**Purpose/Background:**

The purpose of this case is to receive City Council approval, by consensus, to proceed with the recruitment of a Communications Coordinator.

This position, based on the discussion from the June 28, 2022, work session, will not include event duties unless otherwise directed by the City Council. The primary event that would normally be handled by this position is the annual Happy Days festival. For 2022, existing staff are sharing the responsibility to ensure the festival coordination occurs. For 2023 and beyond, further discussion would be required to address how the festival is organized. Options being considered are keeping the planning in house under the purview of a different position. This may include shifting the responsibility from the Administration Department to the Parks Department.

This position will include a variety of full-time communications-related work, including assisting the City Administrator on the recently discussed City Policy project and other initiatives to increase transparency and engagement with the public. This position will work closely with the management team to proactively get ahead of upcoming City matters and follow through with communications to stakeholders, including staff, the City Council, the public, and others, as appropriate. This position would be expected to grow our communications efforts to obtain better engagement with the public. This could be done by implementing new content to our social media platforms, newsletter, and general website content. As discussed, staff met with the City of Elk River's communications team. Specifically, this position will model many of its duties after the Elk River format, including the *"What to Expect"* social media/website posts which include the upcoming topics for the next City Council and work session meetings; and, the *"If you Missed the (day-date) City Council meeting check out some of the following actions"* (a summary would follow).

Included with communication, would be to ensure the City's branding is consistent across all content distributed to the public. This would include, but not limited to, formatting of presentations, policies, memos, flyers and advertisements. This position would work with individuals within the organization to create easy to understand messaging to share with the public. This will be crucial over the next several years as the City will be experiencing many large projects. I.e. Ramsey Gateway (Hwy 10), Water Treatment Facility, COR Development and other City infrastructure projects.

**Timeframe:**

Up to 10 minutes.

**Funding Source:**

Not applicable at this time.

**Responsible Party(ies):**

Colleen Lasher, Administrative Services Director

**Outcome:**

Based on discussion.

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## Attachments

### Draft Communication Coordinator Job Description

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#### Form Review

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Mark Riverblood	Katie Schmidt	07/07/2022 12:44 PM
Brian Hagen	Brian Hagen	07/07/2022 01:00 PM
Form Started By: Colleen Lasher		Started On: 07/01/2022 01:57 PM
Final Approval Date: 07/07/2022		

**Job Description**  
**Communications and Events Coordinator**

**Position Title:** Communications Coordinator      **Date:** July 11, 2022 (draft)

**Department:** Administrative Services

**FLSA Status:** Non-Exempt

**Union Status:** AFSCME

**Primary Objective of Position**

The primary objective of this position is to build the city brand, promote transparency and increase engagement and by maximizing messaging across multiple communication platforms by performing a variety of responsible communications and administrative support functions, including but not limited to facilitating communications via the City’s website, Facebook pages, press releases, communication plans and the Ramsey Resident and other approved methods.

**Essential Functions of the Position**

Key Function	Tasks of Key Function
<u>Graphic design services</u>	<ul style="list-style-type: none"> <li>• <u>Utilizes software to design promotional materials such as fliers, web graphics, brochures, and electronic promotional materials</u></li> <li>• <u>Translates written content, statistical, and other data into maps, charts, graphs, illustrations, project slides, and other presentation media</u></li> <li>• <u>Plans concepts by studying information and materials and illustrates concepts by designing rough layout of art and copy regarding arrangement, size, type size, and style, and related aesthetic concepts</u></li> <li>• <u>Completes projects by coordinating with outside agencies, art services, printers, etc., as needed</u></li> </ul>
<u>Builds city brand and maximize messaging across multiple platforms</u>	<ul style="list-style-type: none"> <li>• Grows the communications efforts to obtain better engagement with the public via implementing new content to our social media platforms, newsletter, and general website content.</li> <li>• <u>Establishes/maintains a brand identity system that outlines branding and style guidelines and provides reusable tools and templates</u></li> <li>• <u>Incorporates consistent branding elements throughout all projects</u></li> </ul>

	<ul style="list-style-type: none"> <li>• <u>Collaborates with all departments to ensure delivery of internal/external communication is consistent with mission, brand, and vision</u></li> </ul>
<u>City Council Activity Updates</u>	<ul style="list-style-type: none"> <li>• <u>Via social media and the City website:</u> <ul style="list-style-type: none"> <li>○ <u>"What to Expect" posts which include the upcoming topics for the next City Council and work session meetings</u></li> <li>○ <u>"If you Missed the (day-date) City Council meeting check out some of the following actions"</u></li> </ul> </li> </ul>
Print Communications	<ul style="list-style-type: none"> <li>• Writes bi-monthly articles for Ramsey Resident</li> <li>• Manages the bi-annual Citizen Survey</li> <li>• Writes press releases on an as-needed basis</li> <li>• Edits written materials as needed</li> <li>• Creates documents (maps, infographics, fliers) as needed</li> <li>• Communicates initiatives/emergency plans as directed by the City's designated Public Safety official/Emergency Management Director</li> <li>• Writes speeches/coordinate presentations as needed (State of the City address)</li> </ul>
Web Communications	<ul style="list-style-type: none"> <li>• <u>Assists with the maintenance of city wide website</u></li> <li>• <u>Serves as the Administrative Services Department point of contact for changes or updates needed related to the roles of the Administrative Services Department</u></li> <li>• <u>Works with departments to ensure accurate and timely information is posted</u></li> <li>• <u>Recommends and implements website changes as appropriate</u></li> <li>• Writes web-based articles for Happy Days, Parks &amp; Rec. and other pages</li> <li>• Adds and updates web content as department heads request</li> <li>• Writes "Save the Dates" for Weekly Update</li> <li>• Works with staff to advertise Community Event Promotions</li> </ul>
Social Media Management	<ul style="list-style-type: none"> <li>• <u>Provides social media content as directed by department heads</u></li> <li>• <u>Initiates social media posts as deemed appropriate with approval from the City Administrator or their designee</u></li> <li>• <u>Monitors and responds to social media inquiries, complaints, and comments</u></li> <li>• Provides daily updates on Facebook, etc.</li> <li>• Researches new, innovative platforms to reach residents</li> </ul>
<u>Utilizes tools for communications/marketing support</u>	<ul style="list-style-type: none"> <li>• <u>Creates and edits written and visual content</u></li> <li>• <u>Creates and coordinates graphics, photos, and other design needs</u></li> </ul>

	<ul style="list-style-type: none"> <li>• <u>Assists with marketing of special events and celebrations (ribbon cuttings, opening ceremonies, meetings, etc.)</u></li> <li>• <u>Creates and maintains a media archive of press clippings, articles, photographs, etc.</u></li> <li>• <u>Matches messages to communication tools and target audiences</u></li> <li>• <u>Monitors effectiveness of communications and communications tools and recommends changes to enhance effectiveness</u></li> <li>• <u>Provides communication assistance in the event of an emergency or disaster</u></li> </ul>
Special Projects	<ul style="list-style-type: none"> <li>• Compiles, edits or writes City policy and posts to the City website, as directed by the City Administrator</li> <li>• <u>Advertise and communicate the Ramsey Gateway (Hwy 10), Water Treatment Facility, COR Development and other City infrastructure projects</u></li> <li>• Works with Anoka Area Chamber of Commerce to participate in Monday morning email and Chamber Report</li> <li>• Performs branding/design research</li> <li>• Enhance and maintains Communications Plan with approval of the City Council</li> <li>• Researches ways we can be more cost-effective</li> <li>• Works closely with Parks Department to advertise programming, as needed</li> <li>• Attends meetings, events and open houses as requested to take photos and record updates on various projects such as Road Funding, Budget, Critical issues facing the City and open houses, etc.</li> </ul>
Miscellaneous	<ul style="list-style-type: none"> <li>• Assists with City elections during peak times, as needed</li> <li>• Other duties as assigned by the Administrative Services Director or his/her designee</li> </ul>

**Knowledge, Skills and Abilities**

- Extensive knowledge with Adobe Creative Suite (specifically Illustrator, Photoshop, and InDesign), Microsoft Suite, and PC operating platform
- Knowledge of the English language including excellent spelling, grammar, punctuation, form, and style skills
- Knowledge of current principles in designing for the web
- Skilled in the use of related computer software programs
- Skilled in communicating clearly and effectively orally, electronically, and in writing
- Demonstrated ability to design a wide range of pieces and express creativity and innovation while adhering to current style guides and budget
- Ability to self-direct activities and work independently to meet goals and objectives
- Ability to establish and maintain a working relationship with City Council, staff, other public

officials, the media, and public

- Ability to write, edit, and maintain quality control and standards per city policies
- Knowledge of standard office practices, procedures and equipment
- Skills in strategic communications planning, public relations, and hands-on implementation
- Skill in organizing work, prioritizing, multi-tasking and evaluating and improving processes
- Skill in intermediate to advanced level Microsoft Office applications, including, but not limited to Outlook, Word, Excel, PowerPoint and Publisher
- Ability to follow-through and handle details accurately and meet deadlines
- Ability to communicate both verbally and in writing and develop good working relationships with City staff, elected officials and the general public
- Ability to analyze moderately complex information and processes and prepare accurate reports and correspondence

**Minimum Qualification**

- Associate' degree in Communications, Business Management or Marketing, Graphic Design, Digital Publishing, Print Media Graphic Design, or equivalent
- Two years' experience designing and maintaining websites
- Two years' experience demonstrating proficiency with Adobe Creative Suite
- Two years of paid applicable communications experience
  - An equivalent combination of education and experience will be considered
- Excellent spelling, grammar, writing, rewriting, and copy-edit skills
- Proven Microsoft applications experience -- (Word, Excel, PowerPoint, Publisher)
- Working knowledge of design software and graphic tools such as, InDesign, Illustrator and Photo Shop
- Valid MN driver's license

**Desired Qualifications**

- Bachelor's degree in Business, Communications, Journalism, Marketing, or Business Management or equivalent
- Three years of paid applicable experience in the following areas:
  - Experience with computer graphics, web design, desktop publishing, and related publishing tools and resources
  - Experience writing newsletters, articles, and press releases
  - Additional coursework or experience in marketing, design, photography, web site design, and development, advertising, or public relations
  - Previous experience in a government setting
- Strong sense of ownership and the ability to work both independently and as part of a team
- Experience solving problems and managing several projects; strong organizational and project management skills
- Demonstrated ability to work well with others and lead by example

**Supervision of Others**

Not Applicable

**Equipment/Job Locations**

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of the job. Duties performed are typically inside.

This position description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the city and requirements of the job change.

The City of Ramsey is an Equal Opportunity Employer in compliance with the Americans with Disabilities Act. It will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

DRAFT

**JOB ACTIVITY REQUIREMENTS**  
**Communications and Events Coordinator**

<b>Job activity requirements</b>					
	<b>Physical Activities</b>	<b>Very Important</b>	<b>Important</b>	<b>Slightly Important</b>	<b>Not Important</b>
<b>1</b>	Standing	x			
<b>2</b>	Sitting	x			
<b>3</b>	Walking	x			
<b>4</b>	Lifting			x	
<b>5</b>	Pushing / Pulling			x	
<b>6</b>	Carrying			x	
<b>7</b>	Climbing				x
<b>8</b>	Kneeling				x
<b>9</b>	Crawling				x
<b>10</b>	Crouching				x
<b>11</b>	Bending at waist				x
<b>12</b>	Reaching	x			
<b>13</b>	Handling Objects	x			
<b>14</b>	Repetitive Hand Motion	x			
<b>15</b>	Use of Arm Muscles over Extended Periods	x			
<b>16</b>	Use of Leg Muscles over Extended Periods	x			
<b>17</b>	Overhead Work				x
<b>18</b>	Stationary desk or bench work	x			

**This job requires employees to be able to lift and carry up to 24 pounds without assistance.**

<b>Job working conditions</b>			
		<b>Yes</b>	<b>No</b>
<b>1</b>	Working Outdoors	x	
<b>2</b>	Working Indoors	x	
<b>3</b>	Operating forklifts or dangerous equipment		x
<b>4</b>	Operating motor vehicles		x
<b>5</b>	Providing work direction to other employees		x
<b>6</b>	Working with chemicals		x
<b>7</b>	Working near fumes and vapors		x
<b>8</b>	Driving a City vehicle or personal vehicle		x
<b>9</b>	Driving is an essential function of this job		x
<b>10</b>	Subject to random DOT drug and alcohol testing		x

Meeting Date: 07/12/2022

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### Information

**Title:**

Preliminary 2023 General Fund Budget/Levy Review

**Purpose/Background:**

First review of the proposed 2023 General Fund Budget and respective tax levies. The documents attached represent the full requests of all departments.

Tax values are not available from the county. Tax rates are estimates based off of market value increases.

Items to be considered: Additional Road Funding, use of ARPA funds (\$2.749M bal), Fund balances

Several items are attached for review:

1. Tax Capacity Rate Calculation Estimate
2. 2023 Personnel Requests
3. 2023 Capital Equipment Requests
4. 2023 Requested General Fund Budget
5. 2023 Requested EDA Budget

Additional items will be handed out at the meeting: For example: Further detailed budget/levy notes.

**Timeframe:**

45-60 minutes

**Funding Source:**

**Responsible Party(ies):**

Finance Director

**Outcome:**

Review of preliminary budget and levies.

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### Attachments

Tax Capacity Rate Calculation - Estimated

2023 Personnel Requests

2023 Capital Requests

2023 Requested General Fund Budget

2023 Requested EDA Budget

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## Form Review

**Inbox**

Brian Hagen

Form Started By: Diana Lund

Final Approval Date: 07/07/2022

**Reviewed By**

Brian Hagen

**Date**

07/07/2022 12:32 PM

Started On: 07/05/2022 07:17 AM

## 2023 - All In Full Requests

	Certified	Estimate Fiscal Disp	Local Levy	Estimate 18% inc Taxable Value	Estimated Tax Capacity
General	13,331,709 *	1,861,228	11,470,481	37,090,665	30.926%
Pavement Levy	1,756,889 **		1,756,889	37,090,665	4.737%
EDA	82,610 ***	10,190	72,420	37,090,665	0.195%
Bonds	2,161,319 ****	266,605	1,894,714	37,090,665	5.108%
Total Levy	17,332,527 *****	2,138,023	15,194,504		40.966%

\* Levy increase of 13.82% over 2022 adopted - \$1,619,119 increase

\*\*\*\*\* Total Levy increase of 13.19% over 2022 adopted -\$2,019,671 increase

\*\* Pavement Levy = 5% increase over prior year pavement levy \$83,662 increase

\*\*\*EDA Levy - \$7,250 increase over 2022 adopted

\*\*\*\*\$309,640 Increase Muni Debt was reduced by \$300,000 in 2022 for 2022 Only

## 2022 Adopted

### MUNI Debt Reduced

	Certified	Estimate Fiscal Disp	Local Levy	11.36% inc County #'s Taxable Value	Estimated Tax Capacity
General	11,712,590 *	1,779,967	9,932,623	31,432,767	31.600%
Pavement Levy	1,673,227 **		1,673,227	31,432,767	5.323%
EDA	75,360 ***	10,021	65,339	31,432,767	0.208%
Bonds	1,851,679 ****	246,225	1,605,454	31,432,767	5.108%
Total Levy	15,312,856 *****	2,036,213	13,276,643		42.238%

\* Levy increase of 5.00% over 2021 adopted - \$557,742 increase

\*\*\*\*\* Total Levy increase of 17.70% over 2021 adopted -\$2,303,048 increase

\*\* Pavement Levy = 15% over 2021 General Fund levy of \$11,154,848

\*\*EDA Levy constant with 2021 adopted

\*\*\*Muni Debt reduced by \$300,000 to debt service fund balance - 2022 Only (would add approx .85% to tax cap rate)

## 2021 Adopted

	Certified	Fiscal Disp	Local Levy	County #'s Taxable Value	Estimated Tax Capacity
General	<b>11,154,848</b> *	1,655,238	9,499,610	28,227,332	33.654%
EDA	75,360 **	11,182	64,178	28,227,332	0.228%
Bonds	1,779,600 ***	264,070	1,515,530	28,227,332	5.369%
Total Levy	<b>13,009,808</b>	1,930,490	11,079,318		<b>39.251%</b>

5.31%

\* Levy increase of 4.53% over 2020 adopted

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

\*\*\*Muni Debt reduced by \$362,300 to debt service fund balance, \$2M internal loan for PW Campus, & Fund Balance from CARES Fund Balance

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

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

	Certified	Fiscal Disp	Local Levy	County #'s Taxable Value	Estimated Tax Capacity
General	<b>10,670,932</b>	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	<b>12,509,232</b>	1,897,172	10,612,060		<b>39.592%</b>
PIR Funded	241,263				

7.86% Increase

2023 PERSONNEL REQUESTS		RECLASS	RECLASS	RECLASS	RECLASS	INCREASE IN HOURS	INCREASE IN HOURS
2023 Cost Center	Budget	Police 211	Engineering 301	Streets 311	Utilities 601	Building 240	Park & Rec 452
		Records Technician to Data Analyst	Engineering Tech II to Engineering Tech III	Mechanic to Lead Mechanic	Utility Maintenance Worker to Utilities Lead Person	Permit Tech	Recreation Specialist
6102	Full-Time Regular	1,013	3,469	2,315	1,777	2,493	14,374
6104	Part-Time Regular	-	-	-	-	-	-
6121	Pera	77	260	174	133	187	1,078
6122	FICA/Medicare	78	265	177	136	191	1,100
6131	Group Insurance	8	-	-	-	-	4,882
6151	Workers Comp		32	102	82	23	133
6105	Current Rec & Summer Interns)						
<b>Total Funding Required</b>		<b>1,176</b>	<b>4,027</b>	<b>2,768</b>	<b>2,128</b>	<b>2,894</b>	<b>21,567</b>
Additional Expense: Uniform & training							
<b>Add'l Net Funding Required</b>		<b>1,176</b>	<b>4,027</b>	<b>2,768</b>	<b>2,128</b>	<b>2,894</b>	<b>21,567</b>
Offset Funding: PT Fire Tech Utility Funds					(2,128)		
<b>Net Funding Required</b>		<b>1,176</b>	<b>4,027</b>	<b>2,768</b>	<b>0</b>	<b>2,894</b>	<b>21,567</b>
STATUS OF REQUEST		Position Reclass	Position Reclass	Position Reclass	Position Reclass	INCREASE IN HOURS	INCREASE IN HOURS
		(Step 5)	(Step 5)	(Step 5)	(Step 3)	(Step 6)	(Step 1/2)
		2080 hours	2080 hours	2080 hours	2080 hours	1768 Hours (32.5 to 34 hours week)	2080 Hours (29 to 40 hours week)
		\$29,300/hr	\$36,965/hr	\$35,737/hr	\$32,569/hr	\$31,962/hr	\$23.96/\$25.158
Full-Time Equivalent		1	1	1	1	0.85	1
<b>PERSONNEL JUSTIFICATION for Reclassifications, New Positions, Additional Hours</b>		Current Records Tech has obtained additional training in data analysis/statistics. This position is responsible for all crime statistics and officer stats (# of CFS, arrests, citations, shifts worked, etc.). 50% of the time the position will work on data analysis/intelligence led policing and 50% on current police tech job duties.	Current Engineering Tech II inspects construction under current classification. Employee plans to take the State of MN Professional Engineer's examination in 2023 and upon receiving confirmation that he has passed the PE exam, employee will be eligible to be reclassified to Civil Engr. II. Until then, employee will be working to increase both the complexity and volume of technical work including designing PMP projects and preparing feasibility studies, plans and specifications.	Current mechanic has been with the city since 2004. Responsible for entering all vehicle repairs into data base, coordinating repair schedules with other departments throughout the city and working with vendors to insure the city is paying the lowest price for parts and services. Responsible for training the city's newest mechanic on processes and expectations of the position.	With the design/construction/commissioning of the new water treatment plant, the utilities supervisor's time will be primarily spent in all phases of the project. The need for someone to take over some of the responsibilities of the day-to-day operation will be required. This person would be responsible to make sure all the MN Dept of Health requirements are met and current, as well as, give staff direction on daily maintenance functions.	Increase hours of Permit Technician from 32.5 hours to 34 hours due to ever-increasing demand in building permit issuance.	The availability of parks and trails, as well as recreation opportunities and programming continues to be valued, and a priority for residents, as reported in the Citizens Survey. An increase of 11 hours to a total of 40 per week better aligns with the work load, ability to respond to the public in a timely manner, and for an ever-increasing number of residents that appreciate the rec programs offered. This position also provides back-up to the PW Admin Assistant including in assisting the public in park and facility reservations.

2023 PERSONNEL REQUESTS		NEW POSITION	NEW POSITION	NEW POSITION	NEW POSITION	
2023 Cost Center	Budget	Police 211 Part-time	Police 211 Full-Time	Engineering 301 Full-Time	Utilities 601 Full-Time	
		Community Service Officer (CSO)	Patrol Officer	Engineering Tech II	Utility Maintenance Worker	
						TOTALS
6102	Full-Time Regular	-	69,268	60,335	53,558	208,602
6104	Part-Time Regular	33,749	-	-	-	33,749
6121	Pera	2,531	12,260	4,525	4,017	25,242
6122	FICA/Medicare	2,581	1,004	4,616	4,098	14,246
6131	Group Insurance	-	12,795	12,795	12,795	43,275
6151	Workers Comp	310	6,705	444	2,464	10,295
6105	Current Rec & Summer Interns)					-
<b>Total Funding Required</b>		39,171	102,032	82,715	76,932	335,409
Additional Expense:						-
Uniform & training		5,500	10,000			15,500
<b>Add'l Net Funding Required</b>		<b>44,671</b>	<b>112,032</b>	<b>82,715</b>	<b>76,932</b>	<b>350,909</b>
Offset Funding:						-
PT Fire Tech						-
Utility Funds				(24,736)	(76,932)	(103,796)
<b>Net Funding Required</b>		<b>44,671</b>	<b>112,032</b>	<b>57,979</b>	<b>-</b>	<b>247,113</b>
STATUS OF REQUEST		NEW	NEW	NEW	NEW	
		(Step 1)	(Step 1)	(Step 1)	(Step 1)	
		1508 Hours	2080 Hours	2080 Hours	2080 Hours	
		\$22.38 /hr	\$32.459/hr	\$29.007/hr	\$25.749/hr	
Full-Time Equivalent		0.725	1	1	1	
PERSONNEL JUSTIFICATION for Reclassifications, New Positions, Additional Hours		Assigned to community service to continue level of basic services in animal control, patrol assistance, administrative tasks and code enforcement. Based on estimated growth and actual calls for service/response times.	Assigned to patrol to continue level of basic services. Based on estimated growth and actual calls for service/response times.	With the reclass of the current Engr Tech II to Eng Tech III a vacancy will be created. This position will primarily inspect construction in the field under the direct supervision of the Sr Engr Tech.	The last maintenance worker hired to work in the utility department ws February 2014. Since that time 1053 new services have been added to the system. With several new subdivisions in the planning stage, the need for maintenance also increases. Areas such as water meter installs, hydrant flushing, hydrant repairs, valve maintenance, utility locates, sewer cleaning, and water testing all add to the department work load.	

ITEM #	COST CNTR	DESCRIPTION	ESTIMATED PURCHASE PRICE	USEFUL LIFE	TOTAL OF PURCH PRC	NOTES	OTHER FUND AVAILABLE	OTHER FUND SOURCE	Net 2023 FUNDING REQUIRED
<b>2023 CAPITAL OUTLAY</b>									
<b>POLICE PROTECTION #211</b>									
6550	211	Replace 2005 Ford F150 with F150	38,521.00	8	38,521.00	Replace 2005-#359 F150 Pickup Explorer			38,521.00
6550	211	Replace 2017 Chev Tahoe with Chev Tahoe	40,875.00	4	40,875.00	Replace 2017 #373 Chev Tahoe			40,875.00
6550	211	Replace 2015 Ford Explorer with Ford Expl hybrid	41,230.00	4	41,230.00	Replace 2017 #351 Ford Explorer			41,230.00
6550	211	Replace 2018 Taurus with Dodge Charger	32,000.00	4	32,000.00	Replace 2018 #383 Ford Taurus			32,000.00
6550	211	Replace 2018 Taurus with Dodge Charger	32,000.00	4	32,000.00	Replace 2018 #384 Ford Taurus			32,000.00
6580	211	Replace Car Squad Video Cameras- 12 Marked & 6 unmarked cars. Total 90 cameras.	193,320.00	10	193,320.00	Replace 2014 Panasonic not compatible with Axon body cameras			215,816.00
6550	211	NEW Unmanned Aerial Vehicle (UAV)	17,000.00	10	17,000.00	Locate lost persons-Not used for surveillance			17,000.00
<b>Total Police Protection #211</b>			<b>394,946.00</b>		<b>394,946.00</b>		<b>0.00</b>		<b>417,442.00</b>
<b>FIRE #220</b>									
6540	220	Replace 2000 Ford F450 Rescue #21	275,000.00	25	275,000.00	Replace 2000 #557 Ford F450	10,000.00	Resale	265,000.00
6580	220	Replace SCBA Compressor	25,000.00	15	25,000.00	Replace 2001 Compressor			25,000.00
<b>Total Fire #220</b>			<b>300,000.00</b>		<b>300,000.00</b>		<b>10,000.00</b>		<b>290,000.00</b>
<b>Protective Inspections #240</b>									
6550	250	New Vehicle request for new building inspector	30,000.00	10	30,000.00	To be used by new building inspector position			30,000.00
<b>Total Protective Inspections #240</b>			<b>30,000.00</b>		<b>30,000.00</b>		<b>0.00</b>		<b>30,000.00</b>
<b>CIVIL DEFENSE #250</b>									
6580	250	Replace 2 emergency sirens	30,000.00	15	30,000.00	Currently 17 sirens installed between 2003 and 2008			30,000.00
<b>Total Civil Defense #250</b>			<b>30,000.00</b>		<b>30,000.00</b>		<b>0.00</b>		<b>30,000.00</b>
<b>ENGINEERING #301</b>									
6550	301	Replace 2006 Chev Impala with Chev Equinox	30,000.00	15	30,000.00	Replace 2006 #407 Chev Impala	1,000.00	Resale	29,000.00
<b>Total Engineering #301</b>			<b>30,000.00</b>		<b>30,000.00</b>		<b>1,000.00</b>		<b>29,000.00</b>
<b>PUBLIC WORKS #311</b>									
155.6489	311	New Snow Pusher Box for Front End Loader for snow removal at PW Parking Lot	18,855.00	25	18,855.00	Snow Removal at PW Campus			18,855.00
6550	311	New 3/4 ton Pick-up with Plow Equipment	58,542.00	15	58,542.00	Used for Road Maint & Snow Removal			58,542.00
6540	311	Replace 2010 3/4 ton Chev Silverado with dump & plow	87,310.00	15	87,310.00	Replace 2010 #676 Chev Silver	12,000.00	Resale	75,310.00
6540	311	Replace 2007 Tandem dump with plow	290,950.00	15	290,950.00	Replace 2007 #662 Sterling Tand	20,000.00	Trade in	270,950.00
<b>Total Public Works #311</b>			<b>455,657.00</b>		<b>455,657.00</b>		<b>32,000.00</b>		<b>423,657.00</b>
<b>PARK &amp; RECREATION #452</b>									
6550	452	Replace 2006 F250 with topper with 1-ton & plow	65,100.00	15	65,100.00	Replace 2006 #654 Ford F250	6,000.00	Resale	59,100.00
<b>Total Park &amp; Recreation #452</b>			<b>65,100.00</b>		<b>65,100.00</b>		<b>6,000.00</b>		<b>59,100.00</b>
<b>TOTAL GENERAL FUND - 2023</b>			<b>1,305,703.00</b>		<b>1,305,703.00</b>		<b>49,000.00</b>		<b>1,279,199.00</b>

Funding Sources:

Fleet Vehicle Fund	104,310.00
PW Campus Funds Remaining	750,000.00
Equipment Fund	239,000.00
Property Tax Levy	185,889.00
<b>Total</b>	<b>1,279,199.00</b>

NOTE: Need to discuss possible use of ARPA funds for cap purchases. Apply some/none, reserve for roads,

<b>ENTERPRISE FUNDED</b>							
6540	9605	NEW Vector Trailer	121,500.00	15	121,500.00	Used for Stormwater Maintenance	121,500.00
<b>TOTAL ENTERPRISE FUNDS - 2022</b>			<b>121,500.00</b>		<b>121,500.00</b>	<b>0.00</b>	<b>121,500.00</b>

GENERAL FUND 101 - BUDGET SUMMARY

REVENUES

	-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-	% of Budget
TAXES	9,361,993	9,902,004	10,577,806	11,184,493	11,655,590	13,274,709	78.62%
LICENSES AND PERMITS	1,031,944	901,222	850,504	917,645	688,900	699,400	4.14%
INTERGOVERNMENTAL REVENUES	418,106	442,366	2,497,148	513,730	474,300	696,700	4.13%
CHARGES FOR SERVICES	815,127	790,112	731,187	760,740	589,300	622,300	3.69%
FINES AND FORFEITS	46,651	49,479	34,735	51,153	45,000	50,000	0.30%
MISCELLANEOUS	21,873	16,637	12,861	29,201	15,750	15,750	0.09%
INVESTMENT EARNINGS	104,401	174,930	185,750	(29,897)	50,000	25,000	0.15%
OTHER FINANCING SOURCES	936,450	953,354	766,049	1,321,201	973,800	1,501,310	8.89%
<b>TOTAL REVENUES</b>	<b>12,736,544</b>	<b>13,230,103</b>	<b>15,656,038</b>	<b>14,748,266</b>	<b>14,492,640</b>	<b>16,885,169</b>	<b>100.00%</b>

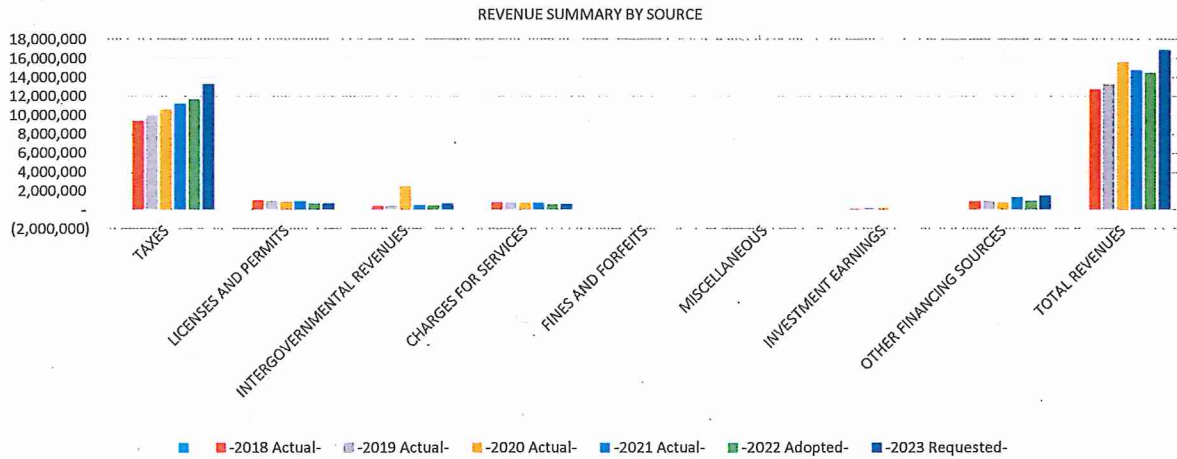
EXPENDITURES

	-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-	% of Budget
GENERAL GOVERNMENT	3,291,647	3,468,059	3,390,435	3,540,820	3,988,041	4,196,644	24.85%
PUBLIC SAFETY	5,103,105	5,511,745	6,112,194	6,526,621	6,659,902	8,399,045	49.74%
PUBLIC WORKS	2,005,042	2,047,054	2,009,196	2,393,459	2,229,499	2,496,571	14.79%
PARKS AND RECREATION	1,302,547	1,303,410	1,418,871	1,481,802	1,483,825	1,661,536	9.84%
MISCELLANEOUS/CONTINGENCY	705,685	637,670	1,875,063	474,396	131,373	131,373	0.78%
<b>TOTAL EXPENDITURES</b>	<b>12,408,025</b>	<b>12,967,938</b>	<b>14,805,758</b>	<b>14,417,097</b>	<b>14,492,640</b>	<b>16,885,169</b>	<b>100.00%</b>

GENERAL FUND 101 - REVENUE SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
TAXES	9,361,993	9,902,004	10,577,806	11,184,493	11,655,590	13,274,709
LICENSES AND PERMITS	1,031,944	901,222	850,504	917,645	688,900	699,400
INTERGOVERNMENTAL REVENUES	418,106	442,366	2,497,148	513,730	474,300	696,700
CHARGES FOR SERVICES	815,127	790,112	731,187	760,740	589,300	622,300
FINES AND FORFEITS	46,651	49,479	34,735	51,153	45,000	50,000
MISCELLANEOUS	21,873	16,637	12,861	29,201	15,750	15,750
INVESTMENT EARNINGS	104,401	174,930	185,750	(29,897)	50,000	25,000
OTHER FINANCING SOURCES	936,450	953,354	766,049	1,321,201	973,800	1,501,310
<b>TOTAL REVENUES</b>	<b>12,736,544</b>	<b>13,230,103</b>	<b>15,656,038</b>	<b>14,748,266</b>	<b>14,492,640</b>	<b>16,885,169</b>

**HISTORICAL LEVY AMOUNTS**

2018 LEVY	\$ 9,395,242	8.36%
2019 LEVY	\$ 9,972,432	6.14%
2020 LEVY	\$ 10,670,932	7.00%
2021 LEVY	\$ 11,060,589	3.65%
2022 LEVY	\$ 11,712,590	5.89%
2023 LEVY	\$ 13,331,709	13.82%



GENERAL FUND 101 - REVENUE BY SOURCE		-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
<b>TAXES</b>							
4011	CURRENT-AD VALOREM TAXES	7,821,806	8,383,643	8,929,345	9,415,148	10,212,590	11,756,709
401A	CURRENT-UNCOLLECTED ALLOWANCE	-	-	-	-	(100,000)	(100,000)
4012	DELINQUENT-AD VALOREM TAXES	57,625	37,958	39,951	112,159	40,000	40,000
4014	FISCAL DISPARITIES	1,472,625	1,477,121	1,607,454	1,645,441	1,500,000	1,575,000
4015	EXCESS TAX INCREMENTS	16	179	-	-	-	-
4018	PENALTY/INT-AD VALOREM TAXES	9,921	3,104	1,056	11,745	3,000	3,000
<b>TAXES Total</b>		<b>9,361,993</b>	<b>9,902,004</b>	<b>10,577,806</b>	<b>11,184,493</b>	<b>11,655,590</b>	<b>13,274,709</b>
<b>LICENSES AND PERMITS</b>							
<b>- BUSINESS LICENSES/PERMITS</b>							
4140	CREDIT CARD PROCESSING FEES	(11,494)	(5,960)	(2,032)	(2,994)	(4,000)	(4,000)
4155	LIQUOR-ON SALE	55,500	48,740	49,348	47,360	50,000	50,000
4156	LIQUOR-OFF SALE	740	-	-	-	-	-
4159	MECHANICAL LICENSE	12,200	14,300	13,550	13,850	12,000	13,000
4163	PAWNSHOP LICENSE	5,891	9,868	4,250	4,250	4,000	4,000
4164	CIGARETTE SALES LICENSE	550	3,050	3,050	3,700	3,000	3,000
4165	REFUSE HAULERS LICENSE	200	450	350	350	400	400
4168	PEDDLERS LICENSE	2,535	2,820	1,910	6,500	4,000	5,000
4170	OTHER BUSINESS LICENSES & PERM	1,125	2,180	2,080	1,360	2,000	2,000
4171	INVESTIGATIVE FEES	414	3,451	1,906	2,684	2,000	2,000
<b>- NON-BUSINESS LICENSES/PERMITS</b>							
4205	BUILDING PERMIT	626,166	577,644	522,922	566,419	400,000	400,000
4206	PLUMBING PERMIT	64,517	46,218	39,175	52,806	40,000	40,000
4207	ANIMAL LICENSE	2,590	1,250	1,110	1,930	-	-
4208	HEATING PERMIT	96,141	53,963	62,471	69,045	50,000	50,000
4209	CONDITIONAL USE PERMIT	3,006	8,750	6,864	8,450	8,000	8,000
4211	SIGN PERMITS	2,101	2,625	2,155	1,550	2,500	2,000
4212	RENTAL LICENSE	6,275	1,525	10,700	5,135	3,000	4,000
4213	FIRE PERMIT	10,160	8,386	10,963	7,550	10,000	10,000
4214	ELECTRICAL INSPECTION PERMIT	100,338	92,148	85,140	90,306	70,000	80,000
4220	SEPTIC SYSTEM PERMIT	32,409	21,159	22,920	21,310	20,000	15,000
4221	URBAN SEWER PERMIT	8,855	2,850	4,408	4,350	5,000	5,000
4222	URBAN WATER PERMIT	8,855	3,525	5,138	5,050	5,000	5,000
4230	OTHER NON-BUSINESS LIC & PERM	2,870	2,280	2,125	6,685	2,000	5,000
<b>LICENSES AND PERMITS Total</b>		<b>1,031,944</b>	<b>901,222</b>	<b>850,504</b>	<b>917,645</b>	<b>688,900</b>	<b>699,400</b>
<b>INTERGOVERNMENTAL REVENUES</b>							
<b>- FEDERAL INTERGOVERNMENTAL</b>							
4253	FEDERAL EXCISE TAX REFUND	8,409	8,863	9,432	9,310	9,000	9,200
4252	FEDERAL GRANTS	-	-	-	-	-	-
<b>- STATE INTERGOVERNMENTAL</b>							
4255	FEDERAL CARES ACT	-	-	2,050,863	-	-	-
4263	MARKET VALUE HOMESTEAD CREDIT	2,902	2,689	2,834	2,963	-	-
4268	MSA FOR STREETS	140,000	150,000	150,000	180,000	200,000	210,000
4269	POLICE - INSURANCE PREMIUM TAX	207,352	228,225	241,001	248,199	230,000	240,000
4271	POST BOARD REIMBURSEMENT	22,968	23,860	24,464	27,820	20,000	20,000
4272	STATE EXCISE TAX REFUND	337	364	522	571	300	500
4273	OTHER STATE GRANTS & AIDS	36,139	28,365	17,282	28,867	15,000	217,000
<b>- LOCAL INTERGOVERNMENTAL</b>							
4287	OTHER LOCAL GOVERNMENT GRANTS	-	-	750	16,000	-	-
<b>INTERGOVERNMENTAL REVENUES Total</b>		<b>418,106</b>	<b>442,366</b>	<b>2,497,148</b>	<b>513,730</b>	<b>474,300</b>	<b>696,700</b>

<b>CHARGES FOR SERVICES</b>							
4304	RENTAL FEES - REAL PROPERTY	149,819	153,799	155,808	156,109	130,000	135,000
4305	RENTAL FEES	9,739	11,042	4,804	12,224	12,000	12,000
4306	ZONING & SUBDIVISION FEES	3,739	2,082	1,130	2,585	1,000	2,000
4307	PLAN CHECKING FEES	296,301	241,565	184,169	199,008	198,000	200,000
4308	SALES OF MAPS & PUBLICATIONS	499	358	73	123	100	100
4309	ASSESSMENT SEARCHES	840	630	90	540	200	200
4312	GENERAL GOVERNMENT STAFF TIME	33,889	39,694	41,045	31,870	25,000	25,000
4326	SPECIAL POLICE SERVICES	16,645	21,082	3,325	7,808	5,000	5,000
4327	SPECIAL FIRE PROTECTION SERVIC	55,953	86,157	72,414	23,144	-	-
4328	ACCIDENT REPORTS	1,657	1,373	1,114	1,033	1,000	1,000
4329	OPEN BURN PERMIT FEES	675	975	750	500	1,000	1,000
4330	OTHER PUBLIC SAFETY	6,995	4,935	2,400	5,370	3,000	3,000
4337	ENGINEERING	214,693	200,453	243,514	302,408	200,000	225,000
4338	PLAN & SPECIFICATION FEES	-	-	570	-	-	-
4339	OTHER PUBLIC WORKS	14,862	13,460	15,647	7,860	8,000	8,000
4347	OTHER CULTURE-RECREATION	8,821	12,507	4,334	10,159	5,000	5,000
<b>CHARGES FOR SERVICES Total</b>		<b>815,127</b>	<b>790,112</b>	<b>731,187</b>	<b>760,740</b>	<b>589,300</b>	<b>622,300</b>
<b>FINES AND FORFEITS</b>							
4452	COURT FINES	44,569	45,404	32,505	46,250	40,000	45,000
4453	OTHER FINES & FORFEITS	33	405	291	-	-	-
4454	ADMINISTRATIVE FINES	2,049	3,669	1,940	4,903	5,000	5,000
<b>FINES AND FORFEITS Total</b>		<b>46,651</b>	<b>49,479</b>	<b>34,735</b>	<b>51,153</b>	<b>45,000</b>	<b>50,000</b>
<b>MISCELLANEOUS</b>							
4604	SURCHARGES	689	690	608	675	700	700
4605	ELECTION FILING FEES	55	20	50	-	50	50
4609	OTHER MISCELLANEOUS REVENUES	21,129	15,927	12,202	28,526	15,000	15,000
4608	CONTRIBUTIONS & DONATIONS	-	-	-	-	-	-
<b>MISCELLANEOUS Total</b>		<b>21,873</b>	<b>16,637</b>	<b>12,861</b>	<b>29,201</b>	<b>15,750</b>	<b>15,750</b>
<b>INVESTMENT EARNINGS</b>							
4701	INTEREST ON INVESTMENTS	104,401	174,930	185,750	(29,897)	50,000	25,000
<b>INVESTMENT EARNINGS Total</b>		<b>104,401</b>	<b>174,930</b>	<b>185,750</b>	<b>(29,897)</b>	<b>50,000</b>	<b>25,000</b>
<b>OTHER FINANCING SOURCES</b>							
<b>TRANSFERS IN</b>							
4901	TRANSFER IN FROM OTHER FUNDS	936,450	953,354	766,049	1,321,201	973,800	1,501,310
<b>OTHER FINANCING SOURCES Total</b>		<b>936,450</b>	<b>953,354</b>	<b>766,049</b>	<b>1,321,201</b>	<b>973,800</b>	<b>1,501,310</b>
<b>TOTAL REVENUE</b>		<b>12,736,544</b>	<b>13,230,103</b>	<b>15,656,038</b>	<b>14,748,266</b>	<b>14,492,640</b>	<b>16,885,169</b>

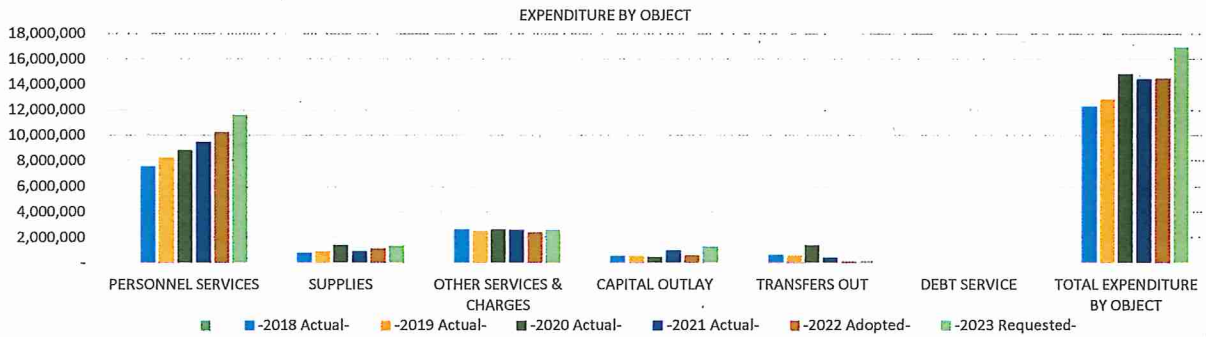
GENERAL FUND 101 - LINE ITEM DETAIL

-2018 Actual-   -2019 Actual-   -2020 Actual-   -2021 Actual-   -2022 Adopted-   -2023 Requested-

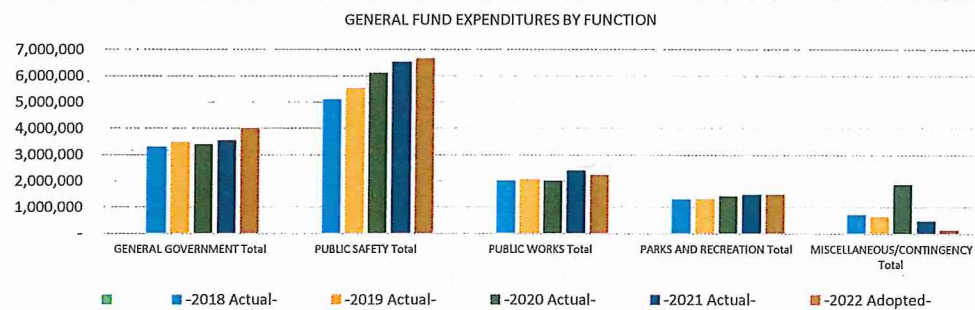
**4901 Other Finance Sources**

Water Fund Administrative Transfer	41,000	43,000	45,000	47,000	49,000	51,000
Sewer Fund Administrative Transfer	35,000	37,000	39,000	41,000	43,000	45,000
St. Lighting Fund Administrative Transfer	20,000	21,000	22,000	23,000	25,000	27,000
Recycling Fund Administrative Transfer	11,500	-	-	-	-	-
Storm Water Utility Fund Administrative Transfer	30,000	32,000	34,000	36,000	38,000	40,000
PW Campus Fund	-	-	-	-	20,000	750,000
Landfill Fund	-	-	-	1,000,000	63,000	-
Capital Maintenance Fund - For Trail Maintenance	-	50,000	60,000	60,000	60,000	70,000
Capital Maintenance Fund - For Capital Improvements	-	-	-	-	35,000	-
Insurance Fund	22,588	-	-	-	-	-
Fleet Vehicle Fund	-	87,000	-	-	17,800	104,310
PIR Fund-Street Maintenance	100,000	125,000	125,000	125,000	150,000	175,000
Equipment Revolving Fund	676,362	558,354	471,000	90,200	473,000	239,000
	<u>936,450</u>	<u>953,354</u>	<u>796,000</u>	<u>1,422,200</u>	<u>973,800</u>	<u>1,501,310</u>

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
PERSONNEL SERVICES	7,570,878	8,240,485	8,859,253	9,471,467	10,261,237	11,584,930
SUPPLIES	789,128	913,056	1,413,878	915,468	1,136,500	1,331,945
OTHER SERVICES & CHARGES	2,632,664	2,502,520	2,626,465	2,577,885	2,399,730	2,582,722
CAPITAL OUTLAY	565,955	549,084	467,070	977,809	588,800	1,279,199
TRANSFERS OUT	643,832	575,817	1,376,215	409,801	106,373	106,373
DEBT SERVICE	61,853	61,853	61,853	61,853	-	-
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>12,264,311</b>	<b>12,842,815</b>	<b>14,804,733</b>	<b>14,414,283</b>	<b>14,492,640</b>	<b>16,885,169</b>



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
<b>GENERAL GOVERNMENT</b>							
0111	MAYOR AND COUNCIL	125,890	118,969	104,534	100,563	98,578	123,207
0114	CHARTER/PLAN/HORSE COMMISSIONS	4,141	3,642	3,213	3,666	4,486	3,853
0130	ADMINISTRATION	861,767	812,003	795,368	852,730	901,971	1,019,778
0141	ELECTIONS	59,959	22,103	53,763	7,784	55,523	6,650
0153	FINANCE	350,532	367,590	379,167	408,717	384,935	386,910
0155	ASSESSING	140,246	143,667	147,722	120,463	150,000	130,000
0161	LEGAL	121,965	152,821	124,533	125,477	126,600	126,600
0191	PLANNING & ZONING	583,331	681,120	653,382	733,882	763,831	854,650
0192	DATA PROCESSING	505,957	623,164	582,467	606,281	796,584	818,662
0194	GENERAL GOVERNMENT BUILDINGS	483,815	494,094	501,162	529,125	652,216	667,254
0195	NEWSLETTER	54,043	48,885	45,123	52,132	53,317	59,080
<b>GENERAL GOVERNMENT Total</b>		<b>3,291,647</b>	<b>3,468,059</b>	<b>3,390,435</b>	<b>3,540,820</b>	<b>3,988,041</b>	<b>4,196,644</b>
<b>PUBLIC SAFETY</b>							
0211	POLICE PROTECTION	3,502,113	3,794,498	4,122,916	4,547,484	4,784,883	5,738,439
0220	FIRE PROTECTION	999,255	1,024,125	1,384,635	1,352,166	1,220,790	1,761,760
0240	PROTECTIVE INSPECTIONS	450,223	600,831	519,585	538,198	495,512	721,415
0250	CIVIL DEFENSE	11,627	15,164	2,288	3,287	43,350	43,350
0260	TRAFFIC ENGINEERING	124,516	59,904	68,686	71,628	97,442	111,706
0270	ANIMAL CONTROL	4,381	4,336	993	743	3,250	6,250
0280	COMMUNITY ORIENTING POLICING	10,990	12,888	13,092	13,115	14,675	16,125
<b>PUBLIC SAFETY Total</b>		<b>5,103,105</b>	<b>5,511,745</b>	<b>6,112,194</b>	<b>6,526,621</b>	<b>6,659,902</b>	<b>8,399,045</b>
<b>PUBLIC WORKS</b>							
0301	ENGINEERING	229,140	379,804	383,947	381,476	487,638	554,975
0311	STREET MAINTENANCE	1,474,670	1,306,948	1,336,038	1,747,168	1,399,064	1,598,774
0312	SNOW & ICE REMOVAL	301,233	360,301	289,211	264,815	342,797	342,822
<b>PUBLIC WORKS Total</b>		<b>2,005,042</b>	<b>2,047,054</b>	<b>2,009,196</b>	<b>2,393,459</b>	<b>2,229,499</b>	<b>2,496,571</b>
<b>PARKS AND RECREATION</b>							
0452	PARK & RECREATION	1,292,547	1,283,410	1,418,871	1,481,802	1,483,825	1,661,536
0455	COMMUNITY PROGRAMS	10,000	20,000	-	-	-	-
0461	ENVIRONMENTAL SERVICES	-	-	-	-	-	-
<b>PARKS AND RECREATION Total</b>		<b>1,302,547</b>	<b>1,303,410</b>	<b>1,418,871</b>	<b>1,481,802</b>	<b>1,483,825</b>	<b>1,661,536</b>
<b>MISCELLANEOUS/CONTINGENCY</b>							
0892	EXPENDITURE RESERVE	705,685	637,670	1,875,063	474,396	131,373	131,373
<b>MISCELLANEOUS/CONTINGENCY Total</b>		<b>705,685</b>	<b>637,670</b>	<b>1,875,063</b>	<b>474,396</b>	<b>131,373</b>	<b>131,373</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>12,408,025</b>	<b>12,967,938</b>	<b>14,805,758</b>	<b>14,417,097</b>	<b>14,492,640</b>	<b>16,885,169</b>



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
<b>PERSONNEL SERVICES</b>							
<b>WAGES AND SALARIES</b>							
6102	F.T. REGULAR-WAGES & SALARIES	5,118,209	5,513,787	5,908,446	6,275,314	6,858,133	7,613,528
6103	FULL TIME-REGULAR-OVERTIME	123,989	146,188	148,960	166,477	127,700	134,000
6104	PART TIME-WAGES & SALARIES	462,116	496,943	539,851	577,699	596,408	824,102
6105	TEMPORARY-WAGES & SALARIES	154,422	149,284	167,447	133,432	207,967	158,862
6106	OVERTIME-TEMPORARY	1,404	926	259	878	-	-
6107	OVERTIME-PART TIME	-	1,905	1,408	-	-	-
<b>WAGES AND SALARIES</b>		<b>5,860,140</b>	<b>6,309,033</b>	<b>6,766,371</b>	<b>7,153,799</b>	<b>7,790,208</b>	<b>8,730,492</b>
<b>OTHER GROSS EARNINGS</b>							
6108	SEVERANCE PAY	33,314	45,355	-	67,885	-	-
<b>OTHER GROSS EARNINGS</b>		<b>33,314</b>	<b>45,355</b>	<b>-</b>	<b>67,885</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>							
6121	PERA CONTRIBUTIONS	607,458	678,558	754,905	807,600	874,133	952,877
6122	FICA/MEDICARE CONTRIBUTIONS	293,341	315,349	327,544	350,762	405,969	445,592
6123	ICMA RETIREMENT TRUST	2,000	2,000	2,000	2,000	2,000	-
6131	GROUP INSURANCE	594,449	683,256	764,786	848,602	889,527	1,019,746
6132	DISABILITY INSURANCE	1,284	1,313	1,313	1,313	1,300	1,313
6133	WORKERS COMP INSURANCE PREMIUM	178,892	205,620	242,334	239,505	298,100	434,910
<b>EMPLOYER CONTRIBUTIONS</b>		<b>1,677,424</b>	<b>1,886,097</b>	<b>2,092,882</b>	<b>2,249,782</b>	<b>2,471,029</b>	<b>2,854,438</b>
<b>PERSONNEL SERVICES Total</b>		<b>7,570,878</b>	<b>8,240,485</b>	<b>8,859,253</b>	<b>9,471,467</b>	<b>10,261,237</b>	<b>11,584,930</b>
<b>SUPPLIES</b>							
<b>OFFICE SUPPLIES</b>							
6203	DUPLICATING SUPPLY & COPY PAPER	3,596	2,174	4,725	2,174	4,500	5,000
6204	STATIONERY, ENVELOPES & FORMS	4,764	4,725	4,784	3,872	6,500	6,750
6205	DRAFTING SUPPLIES	-	-	-	-	-	-
6206	FILM, MICROFILM, TAPES, DISKS	1,150	1,983	837	568	1,900	1,600
6207	TRAINING SUPPLIES	1,951	2,565	3,609	3,154	3,550	12,700
6208	MISCELLANEOUS OFFICE SUPPLIES	15,723	12,357	9,440	8,460	13,300	12,375
<b>OFFICE SUPPLIES</b>		<b>27,184</b>	<b>23,804</b>	<b>23,395</b>	<b>18,228</b>	<b>29,750</b>	<b>38,425</b>
<b>OPERATING SUPPLIES</b>							
6221	CLEANING SUPPLIES	1,946	1,503	1,391	2,496	3,000	3,500
6223	GASOLINE	108,942	105,124	98,273	129,654	112,500	188,500
6225	DIESEL FUEL	44,225	57,591	39,882	42,031	54,000	71,900
6227	LUBRICANTS & ADDITIVES	4,011	6,247	4,486	7,580	5,600	6,200
6229	SHOP MATERIALS	4,008	2,537	4,149	5,781	4,700	4,800
6231	UNIFORMS & TURN-OUT GEAR	56,745	63,103	104,570	92,594	111,750	139,450
6233	BATTERIES	1,105	1,071	652	1,262	2,000	2,000
6235	AMMUNITION	7,135	9,386	15,970	1,700	12,000	12,000
6237	CRIME SCENE KIT MATERIALS	894	669	368	1,843	1,000	1,000
6239	FIRST AID SUPPLIES	17,964	2,560	12,345	5,922	10,300	10,500
6241	COMMUNITY POLICING SUPPLIES	4,880	7,750	10,310	9,190	9,000	10,000
6247	HAPPY DAYS SUPPLIES	11,750	12,000	-	7,000	7,000	12,000
6249	MISCELLANEOUS OPERATING SUPPLY	114,828	113,972	118,336	100,912	132,200	140,550
6246	MARKETING	1,391	1,210	-	1,051	3,000	3,000
<b>OPERATING SUPPLIES</b>		<b>379,822</b>	<b>384,725</b>	<b>410,732</b>	<b>409,016</b>	<b>468,050</b>	<b>605,400</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>							
6251	BATTERIES	2,051	812	678	516	3,000	2,500
6253	BRAKES	2,281	2,342	3,421	3,466	3,000	3,500
6255	TIRES	6,427	7,271	7,458	10,708	8,000	9,000
6257	OTHER VEHICLE PARTS	99,426	98,407	122,447	77,127	114,000	118,700
6259	BUILDING MAINT/REPAIR SUPPLIES	3,852	14,227	4,028	20,639	42,500	49,500
6261	SAND & GRAVEL	2,355	4,726	2,907	-	4,000	4,400
6263	SALT	72,544	97,334	92,362	68,800	112,000	77,000
6265	ASPHALT	53,060	107,676	120,283	134,086	129,000	142,500
6266	SCBA-PARTS	2,292	4,843	4,679	4,055	6,000	20,000
6267	OTHER STREET MAINTENANCE SUPPL	4,279	7,353	4,798	5,303	5,800	13,100
6269	LANDSCAPE MATERIALS	28,460	24,972	18,304	12,623	32,500	27,500
6271	SIGN REPAIR MATERIALS	-	121	382	-	2,000	2,000
6275	OTHER EQUIPMENT PARTS	4,362	6,158	662	3,074	6,100	7,500
6268	IRRIGATION SUPPLIES	15,111	9,317	13,000	6,025	15,000	10,000
<b>REPAIR AND MAINTENANCE SUPPLIES</b>		<b>296,500</b>	<b>385,559</b>	<b>395,411</b>	<b>346,421</b>	<b>482,900</b>	<b>487,200</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>							
6282	EMERGENCY SUPPLIES - COVID	-	-	436,995	-	-	-
6281	SMALL TOOLS & MINOR EQUIPMENT	85,622	118,464	147,294	141,803	155,600	200,720
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>		<b>85,622</b>	<b>118,464</b>	<b>584,290</b>	<b>141,803</b>	<b>155,600</b>	<b>200,720</b>
<b>MERCHANDISE FOR RESALE</b>							
6291	CULVERTS, SIGNS, STREET SUPPLY	-	505	50	-	200	200
<b>MERCHANDISE FOR RESALE</b>		<b>-</b>	<b>505</b>	<b>50</b>	<b>-</b>	<b>200</b>	<b>200</b>
<b>SUPPLIES Total</b>		<b>789,128</b>	<b>913,056</b>	<b>1,413,878</b>	<b>915,468</b>	<b>1,136,500</b>	<b>1,331,945</b>

OTHER SERVICES & CHARGES							
<b>PROFESSIONAL SERVICES</b>							
6302	AUDITING & ACCOUNTING SERVICES	34,235	36,580	36,455	42,501	39,000	43,800
6304	LEGAL FEES	120,873	151,343	123,305	124,320	125,000	125,000
6305	MEDICAL/PSYCHOLOGICAL FEES	9,391	6,425	-	-	-	-
6306	PERSONNEL TESTING & RECRUITMT	1,598	800	14,042	16,825	16,050	20,000
6315	MISCELLANEOUS PROFESSIONAL SER	435,732	422,044	392,060	289,515	258,500	290,000
<b>PROFESSIONAL SERVICES</b>		<b>601,829</b>	<b>617,192</b>	<b>565,862</b>	<b>473,160</b>	<b>438,550</b>	<b>478,800</b>
<b>COMMUNICATION</b>							
6321	TELEPHONE	18,190	17,842	15,787	15,624	16,900	15,000
6322	POSTAGE	18,564	17,517	16,852	19,170	22,355	23,800
6323	CELLULAR PHONES	34,945	33,701	35,590	39,113	47,150	50,520
6325	LONG DISTANCE CHARGES	-	-	-	-	-	-
<b>COMMUNICATION</b>		<b>71,699</b>	<b>69,060</b>	<b>68,229</b>	<b>73,907</b>	<b>86,405</b>	<b>89,320</b>
<b>EMPLOYEE REIMBURSEMENTS</b>							
6331	TRAVEL & LODGING	8,060	11,972	3,012	6,500	13,300	15,650
6334	MILEAGE REIMBURSEMENT	2	639	170	93	950	1,250
6335	TRAINING	76,282	91,174	71,345	95,871	107,750	122,945
<b>EMPLOYEE REIMBURSEMENTS</b>		<b>84,344</b>	<b>103,785</b>	<b>74,528</b>	<b>102,463</b>	<b>122,000</b>	<b>139,845</b>
<b>ADVERTISING AND PUBLISHING</b>							
6352	GENERAL NOTICE & PUBLIC INFOR	40,224	34,969	30,311	35,265	36,500	42,500
6353	ORDINANCE PUBLICATION	941	876	2,575	1,301	2,000	2,000
6354	HELP WANTED ADVERTISEMENTS	3,850	2,305	1,905	3,276	2,500	3,500
<b>ADVERTISING AND PUBLISHING</b>		<b>45,015</b>	<b>38,150</b>	<b>34,790</b>	<b>39,841</b>	<b>41,000</b>	<b>48,000</b>
<b>INSURANCE</b>							
6361	GENERAL LIABILITY/PROPERTY INS	127,215	145,692	154,021	154,910	189,510	200,660
<b>INSURANCE</b>		<b>127,215</b>	<b>145,692</b>	<b>154,021</b>	<b>154,910</b>	<b>189,510</b>	<b>200,660</b>
<b>UTILITIES</b>							
6371	ELECTRIC UTILITIES	161,824	153,221	158,084	170,313	193,200	198,200
6372	WATER/IRRIGATION	19,775	15,205	22,127	24,446	23,000	27,200
6373	GAS	44,072	45,139	33,540	51,899	66,000	80,000
6374	REFUSE/RECYCLING	12,728	12,945	12,803	15,322	13,400	11,450
<b>UTILITIES</b>		<b>238,398</b>	<b>226,511</b>	<b>226,554</b>	<b>261,980</b>	<b>295,600</b>	<b>316,850</b>
<b>REPAIRS AND MAINTENANCE - LABOR</b>							
6381	BUILDING & STRUCTURE REPAIR	33,741	19,827	27,600	23,340	28,200	35,200
6382	MACHINERY & EQUIPMENT REPAIR	43,700	33,424	28,075	34,588	50,500	50,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	-	-	-
6386	BRAKE REPAIR	-	-	-	-	-	-
6387	TIRE MOUNTING & BALANCING	278	160	300	255	400	400
6388	OTHER VEHICLE REPAIR	71,178	102,635	72,106	73,784	78,500	89,500
6389	TOWING SERVICES	3,224	1,623	2,037	240	3,000	3,500
<b>REPAIRS AND MAINTENANCE - LABOR</b>		<b>152,122</b>	<b>157,669</b>	<b>130,118</b>	<b>132,207</b>	<b>160,600</b>	<b>179,100</b>
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>							
6404	MACHINERY & EQUIPMENT	1,221	1,332	1,332	1,221	1,500	-
6405	OFFICE & DATA PROCESSING EQUIP	336,747	344,102	366,660	415,748	379,328	439,497
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>		<b>337,968</b>	<b>345,433</b>	<b>367,991</b>	<b>416,968</b>	<b>380,828</b>	<b>439,497</b>
<b>RENTALS</b>							
6413	OFFICE EQUIPMENT RENTAL	5,966	4,837	5,995	5,265	6,000	6,000
6415	OTHER EQUIPMENT RENTAL	93,483	119,147	36,671	46,406	54,125	56,125
6416	MACHINERY RENTAL	-	275	-	-	300	300
6417	UNIFORM RENTAL	1,530	1,948	1,710	1,841	800	800
<b>RENTALS</b>		<b>100,979</b>	<b>126,208</b>	<b>44,376</b>	<b>53,512</b>	<b>61,225</b>	<b>63,225</b>
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>							
6451	MEMBERSHIP DUES	56,703	58,318	48,325	44,801	49,812	50,725
6452	SUBSCRIPTIONS	799	2,238	1,321	1,216	1,900	1,900
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		<b>57,502</b>	<b>60,556</b>	<b>49,647</b>	<b>46,017</b>	<b>51,712</b>	<b>52,625</b>
<b>BOOKS AND PAMPHLETS</b>							
6471	BOOKS & PAMPHLETS	3,055	862	2,331	1,132	3,300	3,800
<b>BOOKS AND PAMPHLETS</b>		<b>3,055</b>	<b>862</b>	<b>2,331</b>	<b>1,132</b>	<b>3,300</b>	<b>3,800</b>
<b>CONTRACTED SERVICES</b>							
6488	STREET MAINTENANCE CONTRACT	467,265	237,483	500,000	462,784	200,000	200,000
6489	OTHER CONTRACTED SERVICES	345,273	373,918	408,019	359,004	369,000	371,000
<b>CONTRACTED SERVICES</b>		<b>812,538</b>	<b>611,401</b>	<b>908,019</b>	<b>821,788</b>	<b>569,000</b>	<b>571,000</b>
<b>OTHER SERVICES &amp; CHARGES Total</b>		<b>2,632,664</b>	<b>2,502,520</b>	<b>2,626,465</b>	<b>2,577,885</b>	<b>2,399,730</b>	<b>2,582,722</b>
<b>CAPITAL OUTLAY</b>							
<b>CAPITAL OUTLAY</b>							
6520	BUILDINGS	-	-	-	-	-	-
6540	HEAVY MACHINERY	220,423	185,980	42,861	116,891	265,800	270,950
6550	MOTOR VEHICLES	98,487	145,289	351,094	477,246	109,000	701,578
6580	OTHER EQUIPMENT	247,045	136,289	48,692	383,672	184,000	306,671
6585	COMPUTER HARDWARE/SOFTWARE	-	81,526	24,423	-	30,000	-
<b>CAPITAL OUTLAY</b>		<b>565,955</b>	<b>549,084</b>	<b>467,070</b>	<b>977,809</b>	<b>588,800</b>	<b>1,279,199</b>
<b>CAPITAL OUTLAY Total</b>		<b>565,955</b>	<b>549,084</b>	<b>467,070</b>	<b>977,809</b>	<b>588,800</b>	<b>1,279,199</b>
<b>TRANSFERS OUT</b>							
<b>OPERATING TRANSFERS</b>							
6820	OPERATING TRANSFERS TO OTHER F	643,832	575,817	1,376,215	409,801	106,373	106,373

OPERATING TRANSFERS	643,832	575,817	1,376,215	409,801	106,373	106,373
<b>TRANSFERS OUT Total</b>	<b>643,832</b>	<b>575,817</b>	<b>1,376,215</b>	<b>409,801</b>	<b>106,373</b>	<b>106,373</b>
<b>DEBT SERVICE</b>						
DEBT SERVICE						
6603 OTHER L.T. OBLIGATION PRINCIPA	61,853	61,853	61,853	61,853	-	-
DEBT SERVICE	61,853	61,853	61,853	61,853	-	-
<b>DEBT SERVICE Total</b>	<b>61,853</b>	<b>61,853</b>	<b>61,853</b>	<b>61,853</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>	<b>12,264,311</b>	<b>12,842,815</b>	<b>14,804,733</b>	<b>14,414,283</b>	<b>14,492,640</b>	<b>16,885,169</b>

FUND: GENERAL

Business Unit	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
<b>REVENUE</b>				
9101 - GENERAL FUND REVENUE	15,656,715	14,748,266	14,492,640	16,885,169
<b>TOTAL REVENUE</b>	<b>15,656,715</b>	<b>14,748,266</b>	<b>14,492,640</b>	<b>16,885,169</b>

EXPENDITURES				
111 - MAYOR AND COUNCIL	104,534	100,563	98,578	123,207
114 - COMMISSIONS	3,213	3,666	4,486	3,853
130 - ADMINISTRATION	795,368	852,730	901,971	1,019,778
141 - ELECTIONS	53,763	7,784	55,523	6,650
153 - FINANCE	379,167	408,717	384,935	386,910
155 - ASSESSING	147,722	120,463	150,000	130,000
161 - LEGAL SERVICES	124,533	125,477	126,600	126,600
191 - PLANNING AND ZONING	653,382	733,882	763,831	854,650
192 - DATA PROCESSING	582,467	606,281	796,584	818,662
194 - GENERAL GOVERNMENT BUILDINGS	501,162	529,125	652,216	667,254
195 - NEWSLETTER	45,123	52,132	53,317	59,080
211 - POLICE PROTECTION	4,122,916	4,547,484	4,784,883	5,738,439
220 - FIRE PROTECTION	1,384,635	1,352,166	1,220,790	1,761,760
240 - BUILDING INSPECTION	519,585	538,198	495,512	721,415
250 - CIVIL DEFENSE	2,288	3,287	43,350	43,350
260 - TRAFFIC ENGINEERING	68,686	71,628	97,442	111,706
270 - ANIMAL CONTROL	993	743	3,250	6,250
280 - COMMUNITY ORIENTING POLICING	13,092	13,115	14,675	16,125
301 - ENGINEERING	383,947	381,476	487,638	554,975
311 - STREET MAINTENANCE	1,336,038	1,747,168	1,399,064	1,598,774
312 - SNOW AND ICE REMOVAL	289,211	264,815	342,797	342,822
452 - PARK AND RECREATION	1,418,871	1,481,802	1,483,825	1,661,536
892 - MISCELLANEOUS/CONTINGENCY	1,875,063	474,396	131,373	131,373
<b>TOTAL EXPENDITURES</b>	<b>14,805,758</b>	<b>14,417,097</b>	<b>14,492,640</b>	<b>16,885,169</b>

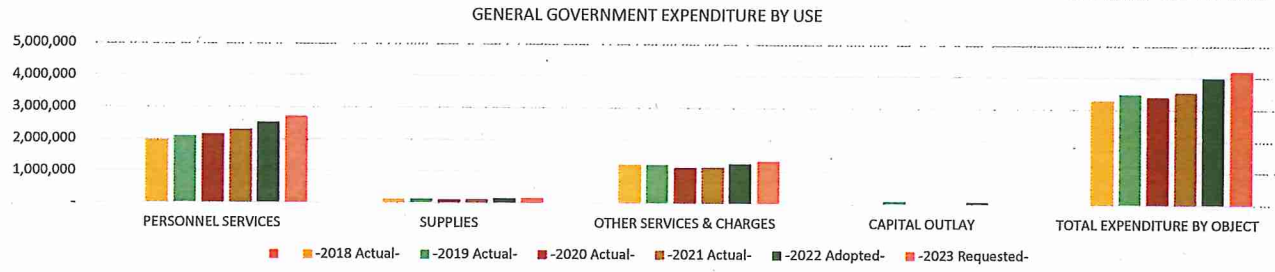
Excess (deficiency) of revenue over expenditures

850,956.54

331,168.36

**GENERAL GOVERNMENT** 111-195

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
PERSONNEL SERVICES	1,952,471	2,064,540	2,140,494	2,289,527	2,520,685	2,705,448
SUPPLIES	115,396	120,179	98,236	112,476	148,400	166,295
OTHER SERVICES & CHARGES	1,212,768	1,201,658	1,127,282	1,138,745	1,243,956	1,324,901
CAPITAL OUTLAY	-	81,526	24,423	-	75,000	-
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>3,280,635</b>	<b>3,467,904</b>	<b>3,390,435</b>	<b>3,540,747</b>	<b>3,988,041</b>	<b>4,196,644</b>



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 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
<b>PERSONNEL SERVICES</b>						
<b>WAGES AND SALARIES</b>						
6102 F.T. REGULAR-WAGES & SALARIES	1,362,167	1,432,355	1,520,613	1,599,305	1,788,541	1,923,768
6103 FULL TIME-REGULAR-OVERTIME	5,289	2,645	4,762	2,051	1,700	-
6104 PART TIME-WAGES & SALARIES	110,163	154,597	120,512	124,988	144,468	161,400
6105 TEMPORARY-WAGES & SALARIES	55,266	31,496	37,425	20,245	39,000	3,500
6107 OVERTIME-PART TIME	-	1,905	1,408	-	-	-
<b>TOTAL WAGES AND SALARIES</b>	<b>1,532,885</b>	<b>1,622,998</b>	<b>1,684,720</b>	<b>1,746,589</b>	<b>1,973,709</b>	<b>2,088,668</b>
<b>OTHER GROSS EARNINGS</b>						
6108 SEVERANCE PAY	22,741	14,464	-	63,330	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>	<b>22,741</b>	<b>14,464</b>	<b>-</b>	<b>63,330</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>						
6121 PERA CONTRIBUTIONS	105,289	112,726	117,717	124,209	139,772	151,514
6122 FICA/MEDICARE CONTRIBUTIONS	110,784	117,515	119,590	128,509	155,167	168,088
6123 ICMA RETIREMENT TRUST	2,000	2,000	2,000	2,000	2,000	-
6131 GROUP INSURANCE	165,274	178,168	197,561	209,243	223,919	263,827
6133 WORKERS COMP INSURANCE PREMIUM	13,499	16,670	18,906	15,646	26,118	33,351
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>396,845</b>	<b>427,079</b>	<b>455,775</b>	<b>479,607</b>	<b>546,976</b>	<b>616,780</b>
<b>Total PERSONNEL SERVICES</b>	<b>1,952,471</b>	<b>2,064,540</b>	<b>2,140,494</b>	<b>2,289,527</b>	<b>2,520,685</b>	<b>2,705,448</b>
<b>SUPPLIES</b>						
<b>OFFICE SUPPLIES</b>						
6203 DUPLICATING SUPPLY & COPY PAPE	3,596	2,174	4,725	2,174	4,500	5,000
6204 STATIONERY, ENVELOPES & FORMS	2,870	1,472	1,242	1,579	3,400	3,600
6206 FILM, MICROFILM, TAPES, DISKS	-	-	-	-	-	-
6208 MISCELLANEOUS OFFICE SUPPLIES	10,084	4,052	5,918	4,711	6,650	6,675
<b>TOTAL OFFICE SUPPLIES</b>	<b>16,550</b>	<b>7,698</b>	<b>11,886</b>	<b>8,464</b>	<b>14,550</b>	<b>15,275</b>
<b>OPERATING SUPPLIES</b>						
6221 CLEANING SUPPLIES	1,946	1,503	1,391	2,496	3,000	3,500
6223 GASOLINE	3,111	2,466	1,543	2,455	3,500	4,000
6225 DIESEL FUEL	978	793	758	451	1,000	1,500
6231 UNIFORMS & TURN-OUT GEAR	2,278	1,605	2,269	1,575	2,000	2,000
6247 HAPPY DAYS SUPPLIES	11,750	12,000	-	7,000	7,000	12,000
6249 MISCELLANEOUS OPERATING SUPPLY	42,942	32,969	35,036	35,526	42,850	42,800
6246 MARKETING	1,391	1,210	-	1,051	3,000	3,000
<b>TOTAL OPERATING SUPPLIES</b>	<b>64,396</b>	<b>52,547</b>	<b>40,997</b>	<b>50,554</b>	<b>62,350</b>	<b>68,800</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>						
6257 OTHER VEHICLE PARTS	1,168	4,101	623	280	1,500	1,500
6259 BUILDING MAINT/REPAIR SUPPLIES	3,067	4,001	1,994	4,036	7,000	7,000
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>	<b>4,236</b>	<b>8,103</b>	<b>2,617</b>	<b>4,316</b>	<b>8,500</b>	<b>8,500</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>						
6281 SMALL TOOLS & MINOR EQUIPMENT	30,214	51,832	42,736	49,142	63,000	73,720
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>	<b>30,214</b>	<b>51,832</b>	<b>42,736</b>	<b>49,142</b>	<b>63,000</b>	<b>73,720</b>
<b>Total SUPPLIES</b>	<b>115,396</b>	<b>120,179</b>	<b>98,236</b>	<b>112,476</b>	<b>148,400</b>	<b>166,295</b>
<b>OTHER SERVICES &amp; CHARGES</b>						
<b>PROFESSIONAL SERVICES</b>						
6302 AUDITING & ACCOUNTING SERVICES	30,485	32,680	32,405	38,260	35,000	39,500
6304 LEGAL FEES	120,873	151,343	123,305	124,320	125,000	125,000
6305 MEDICAL/PSYCHOLOGICAL FEES	9,391	6,425	-	-	-	-
6306 PERSONNEL TESTING & RECRUITMT	1,598	800	14,042	16,825	16,050	20,000
6315 MISCELLANEOUS PROFESSIONAL SER	198,252	148,577	110,803	60,556	65,000	85,000
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>360,599</b>	<b>339,824</b>	<b>280,554</b>	<b>239,961</b>	<b>241,050</b>	<b>269,500</b>
<b>COMMUNICATION</b>						
6321 TELEPHONE	10,829	10,261	8,838	9,368	16,900	15,000
6322 POSTAGE	15,031	13,119	14,202	14,529	16,605	17,050
6323 CELLULAR PHONES	6,878	5,136	4,554	5,743	47,150	50,520
6325 LONG DISTANCE CHARGES	-	-	-	-	-	-
<b>TOTAL COMMUNICATION</b>	<b>32,738</b>	<b>28,515</b>	<b>27,594</b>	<b>29,640</b>	<b>80,655</b>	<b>82,570</b>

<b>EMPLOYEE REIMBURSEMENTS</b>							
6331	TRAVEL & LODGING	2,700	7,938	155	804	6,000	6,500
6334	MILEAGE REIMBURSEMENT	2	111	-	-	200	500
6335	TRAINING	12,514	19,771	7,611	16,580	23,000	29,300
<b>TOTAL EMPLOYEE REIMBURSEMENTS</b>		<b>15,215</b>	<b>27,820</b>	<b>7,765</b>	<b>17,385</b>	<b>29,200</b>	<b>36,300</b>
<b>ADVERTISING AND PUBLISHING</b>							
6352	GENERAL NOTICE & PUBLIC INFOR	40,224	34,969	30,311	35,265	36,500	42,500
6353	ORDINANCE PUBLICATION	941	876	2,575	1,301	2,000	2,000
6354	HELP WANTED ADVERTISEMENTS	3,850	2,305	1,905	3,276	2,500	3,500
<b>TOTAL ADVERTISING AND PUBLISHING</b>		<b>45,015</b>	<b>38,150</b>	<b>34,790</b>	<b>39,841</b>	<b>41,000</b>	<b>48,000</b>
<b>INSURANCE</b>							
6361	GENERAL LIABILITY/PROPERTY INS	29,491	33,983	34,162	35,616	44,660	45,460
<b>TOTAL INSURANCE</b>		<b>29,491</b>	<b>33,983</b>	<b>34,162</b>	<b>35,616</b>	<b>44,660</b>	<b>45,460</b>
<b>UTILITIES</b>							
6371	ELECTRIC UTILITIES	98,140	90,508	94,612	99,184	100,000	112,000
6372	WATER/IRRIGATION	3,044	2,057	2,853	2,412	4,000	3,200
6373	GAS	28,789	29,313	20,395	30,273	30,000	42,000
6374	REFUSE/RECYCLING	3,882	4,790	5,230	4,852	5,300	5,650
<b>TOTAL UTILITIES</b>		<b>133,854</b>	<b>126,668</b>	<b>123,090</b>	<b>136,723</b>	<b>139,300</b>	<b>162,850</b>
<b>REPAIRS AND MAINTENANCE - LABOR</b>							
6381	BUILDING & STRUCTURE REPAIR	12,463	7,641	9,855	7,747	15,000	22,000
6382	MACHINERY & EQUIPMENT REPAIR	12,587	11,461	12,554	13,193	22,000	22,000
6388	OTHER VEHICLE REPAIR	1,771	1,845	343	2,043	1,500	1,500
<b>TOTAL REPAIRS AND MAINTENANCE - LABOR</b>		<b>26,821</b>	<b>20,947</b>	<b>22,752</b>	<b>22,982</b>	<b>38,500</b>	<b>45,500</b>
<b>REPAIRS AND MAINTENANCE - CONTRACTS</b>							
6405	OFFICE & DATA PROCESSING EQUIP	295,378	302,488	314,997	366,110	339,794	358,971
<b>TOTAL REPAIRS AND MAINTENANCE - CONTRACTS</b>		<b>295,378</b>	<b>302,488</b>	<b>314,997</b>	<b>366,110</b>	<b>339,794</b>	<b>358,971</b>
<b>RENTALS</b>							
6415	OTHER EQUIPMENT RENTAL	-	-	-	-	-	-
<b>TOTAL RENTALS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>							
6451	MEMBERSHIP DUES	49,518	51,387	39,559	38,598	38,897	39,850
6452	SUBSCRIPTIONS	799	1,551	1,280	589	1,900	1,900
<b>TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES</b>		<b>50,317</b>	<b>52,938</b>	<b>40,840</b>	<b>39,187</b>	<b>40,797</b>	<b>41,750</b>
<b>BOOKS AND PAMPHLETS</b>							
6471	BOOKS & PAMPHLETS	-	155	-	-	-	-
<b>TOTAL BOOKS AND PAMPHLETS</b>		<b>-</b>	<b>155</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CONTRACTED SERVICES</b>							
6489	OTHER CONTRACTED SERVICES	223,340	230,169	240,738	211,300	249,000	234,000
<b>TOTAL CONTRACTED SERVICES</b>		<b>223,340</b>	<b>230,169</b>	<b>240,738</b>	<b>211,300</b>	<b>249,000</b>	<b>234,000</b>
<b>Total OTHER SERVICES &amp; CHARGES</b>		<b>1,212,768</b>	<b>1,201,658</b>	<b>1,127,282</b>	<b>1,138,745</b>	<b>1,243,956</b>	<b>1,324,901</b>
<b>CAPITAL OUTLAY</b>							
<b>CAPITAL OUTLAY</b>							
6520	BUILDINGS	-	-	-	-	-	-
6550	MOTOR VEHICLES	-	-	-	-	45,000	-
6580	OTHER EQUIPMENT	-	-	-	-	-	-
6585	COMPUTER HARDWARE/SOFTWARE	-	81,526	24,423	-	30,000	-
<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>81,526</b>	<b>24,423</b>	<b>-</b>	<b>75,000</b>	<b>-</b>
<b>Total CAPITAL OUTLAY</b>		<b>-</b>	<b>81,526</b>	<b>24,423</b>	<b>-</b>	<b>75,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; OTHER FINANCING</b>		<b>3,280,635</b>	<b>3,467,904</b>	<b>3,390,435</b>	<b>3,540,747</b>	<b>3,988,041</b>	<b>4,196,644</b>

3540820

FUND GENERAL

DEPARTMENT: MAYOR AND COUNCIL  
 FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:								
Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0111	6104	PART TIME-WAGES & SALARIES	31,412	36,932	33,605	40,350	38,000	40,400
0111	6121	PERA CONTRIBUTIONS	600	775	1,002	1,300	1,000	1,300
0111	6122	FICA/MEDICARE CONTRIBUTIONS	2,403	2,838	2,571	3,093	2,907	2,907
0111	6131	GROUP INSURANCE	3,171	3,648	7,895			
0111	6133	WORKERS COMP INSURANCE PREMIUM	98	130	148	242	224	250
0111	6247	HAPPY DAYS	11,750	12,000	-	7,000	7,000	12,000
0111	6249	MISCELLANEOUS OPERATING SUPPLY	12,698	11,485	6,530	13,684	13,000	14,000
0111	6315	MISCELLANEOUS PROFESSIONAL SER	16,740	-	15,170		-	15,000
0111	6322	POSTAGE	-	-	-	-	-	-
0111	6331	TRAVEL & LODGING	1,331	2,268	136	-	1,000	1,000
0111	6335	TRAINING	56	753	903	175	1,000	1,000
0111	6361	GENERAL LIABILITY/PROPERTY INS	1,148	1,177	1,070	1,011	1,350	1,350
0111	6451	MEMBERSHIP DUES	44,482	46,963	35,504	33,708	33,097	34,000
<b>Total Expenditure</b>			<b>125,890</b>	<b>118,969</b>	<b>104,534</b>	<b>100,563</b>	<b>98,578</b>	<b>123,207</b>

**PERSONNEL COMPLEMENT**

Mayor	1.00	1.00	1.00	1.00	1.00	1.00
Council	6.00	6.00	6.00	6.00	6.00	6.00
<b>Mayor and Council Total</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

**6249 Miscellaneous Operating Supplies**

Mayor's Prayer Breakfast	400	400	-	270	400	400
Meals for Council Work sessions	3,491	2,861	3,435	3,364	4,000	4,000
Employee Recognition Event	2,439	3,153	2,193	-	2,750	2,750
Tree Lighting	750	1,400	-	8,932	750	750
Gala/Fundraising Events	2,000	1,340	-	225	2,000	2,000
Miscellaneous	3,618	2,331	902	893	3,100	4,100
	<b>12,698</b>	<b>11,485</b>	<b>6,530</b>	<b>13,684</b>	<b>13,000</b>	<b>14,000</b>

**6315 Miscellaneous Professional Services**

Citizen Survey	16,740	-	15,170	-	-	15,000
	<b>16,740</b>	<b>-</b>	<b>15,170</b>	<b>-</b>	<b>-</b>	<b>15,000</b>

**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	11,768	11,533	11,417	11,575
North Metro Chamber (EDA)	370	660	-	-	-	-
Mississippi/Champlin Streamgange Agreement	-	-	620	620	350	350
Anoka Area Chamber of Commerce (EDA)	410	410	410	-	-	-
Association of Metro Municipalities	4,155	8,429	-	-	-	-
League of Minnesota Cities	19,765	20,627	20,723	21,525	21,300	22,046
MN Mayors Assoc	30	30	30	30	30	30
Metro Cities	-	-	-	-	-	-
National League of Cities	1,861	1,917	1,953	-	-	-
	<b>44,482</b>	<b>46,963</b>	<b>35,504</b>	<b>33,708</b>	<b>33,097</b>	<b>34,000</b>

**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**

- Citizen Survey - Biannual Survey not completed in 2022 - \$15,000
- Happy Days Funding Increase: \$5,000
- 1-3 new members on Council

**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 Actual	2020 Actual	2021 Actual	2022 Estimate	2023 Projected
Tax Levy Rate	41.73%	40.35%	39.59%	39.25%	42.24%	TBD

FUND GENERAL

DEPARTMENT: COMMISSIONS  
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0114	6105	TEMPORARY-WAGES & SALARIES	3,785	3,335	2,940	3,360	4,000	3,500
0114	6122	FICA/MEDICARE CONTRIBUTIONS	300	255	225	257	383	268
0114	6133	WORKERS COMP INSURANCE PREMIUM	18	16	15	12	43	25
0114	6322	POSTAGE	-	-	-	-	-	-
0114	6361	GENERAL LIABILITY/PROPERTY INS	38	36	33	36	60	60
<b>Total Expenditure</b>			<b>4,141</b>	<b>3,642</b>	<b>3,213</b>	<b>3,666</b>	<b>4,486</b>	<b>3,853</b>

**PERSONNEL COMPLEMENT**

Charter Commission Members	9.00	9.00	9.00	9.00	9.00	9.00
Planning Commission Members	7.00	7.00	7.00	7.00	7.00	7.00
<b>Commission Total</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>

**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 Actual	2021 Projected	2022 Projected	2023 Projected
# of Meetings: Charter Commission	1	2	1	2	2	2
# of Meetings: Economic Development Authority Commission	12	10	12	12	12	12
# of Meetings: Environmental Policy Board Commission	10	10	10	11	11	11
# of Meetings: Parks and Recreation Commission	9	11	11	10	10	10
# of Meetings: Planning Commission	16	13	15	17	17	17
# of Meetings: City Council Regular Session	23	23	23	23	23	23
# of Meetings: City Council Work Session	26	31	26	25	25	25
# of Meetings: Public Works Committee	10	9	10	8	8	8

FUND GENERAL

DEPARTMENT: ADMINISTRATION  
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0130	6102	F.T. REGULAR-WAGES & SALARIES	512,646	497,636	524,501	554,618	573,934	649,108
0130	6103	FULL TIME-REGULAR-OVERTIME	1,116	261	1,315			
0130	6104	PART TIME-WAGES & SALARIES	30,124	36,677	580		14,770	24,553
0130	6105	TEMPORARY-WAGES & SALARIES	8,653	9,685	-	9,394	-	
0130	6108	SEVERANCE PAY	22,741	14,464				
0130	6121	PERA CONTRIBUTIONS	37,440	36,244	38,391	40,765	44,603	50,525
0130	6122	FICA/MEDICARE CONTRIBUTIONS	40,475	38,717	37,053	40,080	49,651	56,154
0130	6123	ICMA RETIREMENT TRUST	2,000	2,000	2,000	2,000	2,000	-
0130	6131	GROUP INSURANCE	62,195	58,925	73,945	80,105	74,982	81,197
0130	6133	WORKERS COMP INSURANCE PREMIUM	3,144	3,007	3,210	2,447	4,928	5,941
0130	6203	DUPLICATING SUPPLY & COPY PAPE	3,596	2,174	4,725	2,174	4,500	5,000
0130	6204	STATIONERY, ENVELOPES & FORMS	2,240	1,039	870	738	2,800	3,000
0130	6208	MISCELLANEOUS OFFICE SUPPLIES	8,934	3,046	3,455	2,570	5,000	5,000
0130	6246	MARKETING	1,391	1,210	-	1,051	3,000	3,000
0130	6249	MISCELLANEOUS OPERATING SUPPLY	6,115	4,305	6,527	2,707	6,500	6,500
0130	6305	MEDICAL/PSYCHOLOGICAL FEES	9,391	6,425	-	-	-	-
0130	6306	PERSONNEL TESTING	1,598	800	14,042	16,825	16,050	20,000
0130	6315	MISCELLANEOUS PROFESSIONAL SER	66,292	44,262	52,159	57,453	55,000	60,000
0130	6321	TELEPHONE	1,518	1,006	1,044	1,082	-	-
0130	6322	POSTAGE	391	356	424	385	1,000	1,000
0130	6323	CELLULAR PHONES	2,566	1,397	883	933	-	-
0130	6331	TRAVEL & LODGING	975	4,409	-	804	3,500	4,000
0130	6334	MILEAGE REIMBURSEMENT	-	111	-	-	200	-
0130	6335	TRAINING	9,877	14,233	4,787	11,598	15,000	20,000
0130	6352	GENERAL NOTICE & PUBLIC INFOR	495	285	570	188	1,000	1,000
0130	6353	ORDINANCE PUBLICATION	941	876	2,575	1,301	2,000	2,000
0130	6354	HELP WANTED ADVERTISEMENTS	3,850	2,305	1,905	3,276	2,500	3,500
0130	6361	GENERAL LIABILITY/PROPERTY INS	7,876	8,008	8,108	8,410	10,000	10,000
0130	6405	OFFICE & DATA PROCESSING EQUIP	9,792	14,129	9,462	9,130	5,153	4,400
0130	6451	MEMBERSHIP DUES	3,053	3,247	2,418	2,109	3,000	3,000
0130	6452	SUBSCRIPTIONS	343	764	421	589	900	900
0130	6489	OTHER CONTRACTED SERVICES	-	-	-	-	-	-
<b>Total Expenditure</b>			<b>861,767</b>	<b>812,003</b>	<b>795,368</b>	<b>852,730</b>	<b>901,971</b>	<b>1,019,778</b>

**PERSONNEL COMPLEMENT**

City Administrator	1.00	1.00	1.00	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	1.00	1.00	1.00
City Clerk	0.50	0.50	-	-	-	-	0.80
Deputy City Clerk	-	-	-	1.00	1.00	-	-
HR Generalist	-	-	1.00	1.00	1.00	-	1.00
HR Specialist	-	-	-	-	-	-	1.00
Administrative Clerks	1.00	1.00	1.00	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	1.00	1.00	1.00
Receptionist	1.00	1.00	1.00	1.00	1.00	1.50	1.50
<b>Administration Total</b>	<b>8.50</b>	<b>7.73</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>8.30</b>

**6249 Miscellaneous Operating Supplies**

Employee Recognition	2,810	1,813	1,703	1,713	2,900	2,900
Expenses for staff workshops and other misc. operating supplies.	3,305	2,492	4,824	994	3,600	3,600
	6,115	4,305	6,527	2,707	6,500	6,500

**6315 Miscellaneous Professional Services**

Insurance Agent of Record Annual Fee	6,400	7,000	7,000	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	4,301	5,436	4,800	5,500
Employee Assistance Program-Cobra/HSA/Group Health	1,300	1,300	4,211	3,468	2,800	3,500
City Code Codification	3,609	1,677	2,016	8,266	3,000	8,000
Miscellaneous department charges-WC Deduction	4,324	5,417	6,070	5,193	7,900	10,000
Recruiting Software	3,000	3,000	3,440	3,681	4,000	4,000
Health admin/enrollment	2,900	2,900	4,320	-	3,500	-
Minute Taking	17,663	18,720	20,801	24,410	22,000	22,000
	66,292	44,262	52,159	57,453	55,000	60,000

**6451 Dues**

IPMA - National		150	156	-	150	-
ICMA	1,152	1,200	1,300	1,259	1,200	1,375
MCCMA	168	168	338	188	375	350
MAMA	45	45	-	-	45	45
Miscellaneous	1,088	1,084	474	524	1,230	1,230
HR organizations-misc				138		
Rotary	600	600	150	-	-	-
	3,053	3,247	2,418	2,109	3,000	3,000

**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**

- Part-Time Receptionist Full Year funding- 2022 Budget starting date of May 16, 2022
- HR Specialist not budgetd in 2022 but added as full-time position in 2022 \$81,044 (2023 Expense)
- Deputy City Clerk Promoted to City Clerk not budgeted in 2022
- 

**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

FUND GENERAL

DEPARTMENT: ELECTIONS  
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0141	6102	F.T. REGULAR-WAGES & SALARIES	7,550	1,716	5,842	388	6,000	-
0141	6103	FULL TIME-REGULAR-OVERTIME	2,189	1,309	1,583		1,700	-
0141	6104	PART TIME-WAGES & SALARIES	1,615	392	1,562	128		-
0141	6105	TEMPORARY-WAGES & SALARIES	34,516	9,264	34,485	1,583	35,000	-
0141	6121	PERA CONTRIBUTIONS	730	256	671	39	578	-
0141	6122	FICA/MEDICARE CONTRIBUTIONS	843	246	677	36	590	-
0141	6133	WORKERS COMP INSURANCE PREMIUM	213	57	212	7	400	-
0141	6208	MISCELLANEOUS OFFICE SUPPLIES	176	-	-	-	-	-
0141	6249	MISCELLANEOUS OPERATING SUPPLY	5,371	1,184	2,602	-	2,600	500
0141	6281	SMALL TOOLS & MINOR EQUIPMENT	5,949	7,425	5,476	5,524	8,000	6,000
0141	6322	POSTAGE	60	36	105	3	105	50
0141	6361	GENERAL LIABILITY/PROPERTY INS	547	219	550	77	550	100
0141	6451	MEMBERSHIP DUES	200	-	-	-	-	-
0141	6580	OTHER EQUIPMENT	-	-	-	-	-	-
<b>Total Expenditure</b>			<b>59,959</b>	<b>22,103</b>	<b>53,763</b>	<b>7,784</b>	<b>55,523</b>	<b>6,650</b>

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

**BUDGET HIGHLIGHTS**

- Non-Election year.

<b>Performance Measurements:</b>						
	2014	2016	2018	2020	2022	2024
Number of Votes	9097	16927	11764	16483	TBD	
Number of Voters registered Election Day	15130	17280	15890	17428	TBD	
Percent (votes/registered)	60.13%	97.96%	74.03%	94.58%	#VALUE!	#DIV/0!
Number of Wards	4	4	4	4	4	4
Number of Precincts	8	8	8	8	9	9

FUND GENERAL

DEPARTMENT: FINANCE  
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0153	6102	F.T. REGULAR-WAGES & SALARIES	246,595	256,779	265,330	276,264	270,855	260,839
0153	6108	SEVERANCE PAY	-	-	-	11,013	-	-
0153	6121	PERA CONTRIBUTIONS	18,175	18,954	19,489	20,428	20,314	19,563
0153	6122	FICA/MEDICARE CONTRIBUTIONS	17,834	18,222	19,025	20,511	21,266	20,957
0153	6131	GROUP INSURANCE	26,524	28,896	27,432	26,242	19,151	25,801
0153	6133	WORKERS COMP INSURANCE PREMIUM	660	1,395	1,568	1,190	2,249	2,400
0153	6204	STATIONERY, ENVELOPES & FORMS	630	433	372	841	600	600
0153	6208	MISCELLANEOUS OFFICE SUPPLIES	112	390	1,861	264	400	400
0153	6302	AUDITING & ACCOUNTING SERVICES	30,485	32,680	32,405	38,260	35,000	39,500
0153	6321	TELEPHONE	343	447	464	443	-	-
0153	6322	POSTAGE	1,910	1,689	1,574	1,571	2,000	2,000
0153	6335	TRAINING	-	225	1,739	3,002	3,500	2,000
0153	6352	GENERAL NOTICE & PUBLIC INFOR	527	263	296	409	500	500
0153	6361	GENERAL LIABILITY/PROPERTY INS	3,200	3,637	3,874	4,052	4,300	4,500
0153	6451	MEMBERSHIP DUES	659	544	623	777	800	850
0153	6489	OTHER CONTRACTED SERVICES	2,877	3,035	3,114	3,450	4,000	7,000
<b>Total Expenditure</b>			<b>350,532</b>	<b>367,590</b>	<b>379,167</b>	<b>408,717</b>	<b>384,935</b>	<b>386,910</b>

**PERSONNEL COMPLEMENT**

Finance Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Finance Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accountant I	1.00	-	-	-	-	-	1.00
Accountant II	-	1.00	1.00	-	-	-	-
Accountant III	-	-	-	1.00	1.00	-	-
Accounting Clerk	1.00	-	-	-	-	1.00	1.00
Sr. Accounting Clerk	-	1.00	1.00	1.00	-	-	-
<b>Finance Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

**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**

- Single Audit due to ARPA Funds \$4,000
- 

**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 Actual	2021 Actual	2022 Projected	2023 Projected
Average Rate of Return	1.53%	2.18%	2.00%	1.53%	0.50%	2.00%
Bond Rating	AA+	AA+	AA+	AA+	AA+	AA+

FUND GENERAL

DEPARTMENT: **ASSESSING**  
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0155	6489	OTHER CONTRACTED SERVICES	140,246	143,667	147,722	120,463	150,000	130,000
<b>Total Expenditure</b>			<b>140,246</b>	<b>143,667</b>	<b>147,722</b>	<b>120,463</b>	<b>150,000</b>	<b>130,000</b>

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

**BUDGET HIGHLIGHTS**

- County implemented more efficient appraisal software

**GOALS OF CURRENT YEAR BUDGET:**  
 Increase number of in-person assessment appraisals to better reflect market values

<b>Performance Measurements:</b>						
	2018 Actual	2019 Actual	2020 Actual	2021 Projected	2022 Projected	2023 Projected
Number of Assessed Parcels - Residential Properties	8,717	8,848	8,993	9,128	9,347	9,487
Number of Assessed Parcels - Commercial Properties	378	384	383	389	402	408

FUND GENERAL

DEPARTMENT: LEGAL  
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0161	6304	LEGAL FEES	120,873	151,343	123,305	124,320	125,000	125,000
0161	6361	GENERAL LIABILITY/PROPERTY INS	1,092	1,479	1,229	1,157	1,600	1,600
<b>Total Expenditure</b>			<b>121,965</b>	<b>152,821</b>	<b>124,533</b>	<b>125,477</b>	<b>126,600</b>	<b>126,600</b>

**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

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0191	6102	F.T. REGULAR-WAGES & SALARIES	342,609	408,399	446,437	486,561	520,222	572,465
0191	6104	PART-TIME WAGES & SALARIES	8,873	31,332	34,004	40,016	65,513	67,500
0191	6105	TEMPORARY-WAGES & SALARIES	7,516	9,212	-	5,908	-	-
0191	6108	SEVERANCE PAY	-	-	-	47,657	-	-
0191	6121	PERA CONTRIBUTIONS	25,938	32,796	33,872	37,293	39,998	44,853
0191	6122	FICA/MEDICARE CONTRIBUTIONS	26,675	33,750	35,801	40,393	46,426	51,824
0191	6131	GROUP INSURANCE	35,865	42,110	39,841	49,990	52,929	77,009
0191	6133	WORKERS COMP INSURANCE PREMIUM	2,006	2,415	2,792	2,350	4,743	5,499
0191	6208	MISCELLANEOUS OFFICE SUPPLIES	803	464	565	1,805	1,000	1,000
0191	6249	MISCELLANEOUS OPERATING SUPPLY	1,091	473	3,551	2,374	3,000	3,000
0191	6315	MISCELLANEOUS PROFESSIONAL SER	115,220	104,315	43,474	3,103	10,000	10,000
0191	6321	TELEPHONE	432	559	585	637	-	-
0191	6322	POSTAGE	2,598	481	754	851	1,000	1,000
0191	6323	CELLULAR PHONES	2,607	2,163	2,267	3,139	-	-
0191	6325	LONG DISTANCE CHARGES	-	-	-	-	-	-
0191	6331	TRAVEL & LODGING	394	1,261	19	-	1,500	1,500
0191	6334	MILEAGE REIMBURSEMENT	2	-	-	-	-	500
0191	6335	TRAINING	2,581	1,852	90	1,805	3,500	3,500
0191	6352	GENERAL NOTICE & PUBLIC INFOR	1,252	1,145	574	581	2,000	3,000
0191	6361	GENERAL LIABILITY/PROPERTY INS	5,289	6,663	6,884	7,415	9,000	9,000
0191	6451	MEMBERSHIP DUES	1,124	633	1,015	2,004	2,000	2,000
0191	6452	SUBSCRIPTIONS	456	787	859	-	1,000	1,000
0191	6471	BOOKS & PAMPHLETS	-	155	-	-	-	-
0191	6550	VEHICLES	-	155	-	-	-	-
Total Expenditure			583,331	681,120	653,382	733,882	763,831	854,650

**PERSONNEL COMPLEMENT**

City Planner	2.00	2.00	2.00	1.00	1.00	1.00
Planning Manager					1.00	1.00
Senior City Planner	-	-	1.00	1.00	-	1.00
Community Development Director	1.00	1.00	-	-	-	-
Zoning Code Enforcement Officer	-	-	-	1.00	1.00	1.00
Deputy City Administrator/Community Development Director	-	-	1.00	1.00	1.00	-
Community Development Director						1.00
Planning Technician	-	-	-	1.00	1.00	-
Economic Development Manager	-	1.00	1.00	1.00	1.00	1.00
Community Development Assistant	1.00	1.00	0.40	0.40	0.50	0.50
Planning Intern	0.50	0.50	0.50	0.50	-	-
Administrative Assistant	-	0.73	0.73	0.73	0.73	0.73
Planning & Zoning Total	4.50	6.23	6.63	7.63	7.23	7.23

**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**

- Planning Tech was promoted to City Planner in 2022 (2022 budget included for Planning Tech)
- Code Enforcement Officer Started at Higher step in 2022 than budgeted
- City Planner was promoted to Senior City Planner in 2022 (2022 budget included for City Planner)

**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 image of key nodes/corridors and be proactive on site plans due to Ramsey Gateway Project.  
Improve the application process for land use applications.

<b>Performance Measurements:</b>						
	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Projected</b>	<b>2022 Projected</b>	<b>2023 Projected</b>
Number of Land Use Applications	64	53	43	40	40	40
Number of Permits	2,681	3,313	3,600	2,500	2,500	2,500
Number of Code Enforcement Cases	158	147	183	300	300	300

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0192	6102	F.T. REGULAR-WAGES & SALARIES	138,336	149,915	158,179	146,476	235,810	246,091
0192	6104	PART TIME-WAGES & SALARIES	1,004	-	-	-	-	-
0192	6108	SEVERANCE PAY	-	-	-	4,660	-	-
0192	6121	PERA CONTRIBUTIONS	10,384	11,173	11,761	10,880	17,686	18,457
0192	6122	FICA/MEDICARE CONTRIBUTIONS	10,084	11,182	11,752	11,118	18,039	18,826
0192	6131	GROUP INSURANCE	21,240	20,645	22,369	22,400	36,330	37,888
0192	6133	WORKERS COMP INSURANCE PREMIUM	812	836	967	691	2,028	2,264
0192	6206	FILM, MICROFILM, TAPES, DISKS	-	-	-	-	-	-
0192	6208	MISCELLANEOUS OFFICE SUPPLIES	59	153	37	71	250	275
0192	6249	MISCELLANEOUS OPERATING SUPPLY	2,353	1,060	455	299	750	800
0192	6281	SMALL TOOLS & MINOR EQUIPMENT	22,974	41,290	34,196	39,098	49,000	61,720
0192	6321	TELEPHONE	8,536	8,249	6,746	7,206	16,900	15,000
0192	6323	CELLULAR PHONES	-	-	-	72	47,150	50,520
0192	6335	TRAINING	-	2,708	91	-	-	2,800
0192	6361	GENERAL LIABILITY/PROPERTY INS	4,590	6,070	5,957	6,329	8,000	9,000
0192	6374	REFUSE/RECYCLING	-	-	-	-	-	450
0192	6405	OFFICE & DATA PROCESSING EQUIP	285,585	288,359	305,535	356,981	334,641	354,571
0192	6580	OTHER EQUIPMENT	-	-	-	-	-	-
0192	6585	COMPUTER HARDWARE/SOFTWARE	-	81,526	24,423	-	30,000	-
<b>Total Expenditure</b>			<b>505,957</b>	<b>623,164</b>	<b>582,467</b>	<b>606,281</b>	<b>796,584</b>	<b>818,662</b>

**PERSONNEL COMPLEMENT**

IT Manager	1.00	1.00	1.00	1.00	1	1
Systems & Security					1	1
IT Tech	0.73	0.73	1.00	1.00	1	1
<b>Data Processing Total</b>	<b>1.73</b>	<b>1.73</b>	<b>2.00</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>

**6405 Office Equipment Contracts**

Support	10,000	10,000	4,120	7,519		
Financial Support(General Ledger,P/R, S/A, F/A & System Dev)(LOGIS)	93,222	93,222	100,741	108,545	96,110	100,795
PIMS System Support (LOGIS)	35,169	35,169	44,271	46,115	47,875	49,880
Tungsten(LOGIS)	-	-	-	5,000	3,860	4,055
GIS (LOGIS)	38,500	38,500	42,753	48,415	50,115	52,620
Laser Fiche Licensing	7,000	7,000	8,000	8,000	14,250	14,250
Licensing/maintenance through Logis	62,287	65,417	58,783	57,290	20,011	15,191
Other Licensing/Maintenance (Civic Rec/Engineering)				10,877	25,180	25,180
Internet (Included in LOGIS Support)	12,344	12,344	15,219	16,660	17,560	18,440
Server Backup/Hosting LOGIS			26,648	35,975	39,790	54,270
Copier/Printer Support	4,000	5,180	5,000	4,772	13,849	13,849
Phone Support					6,041	6,041
Website Annual Fee	23,063	21,527		7,814		
	<b>285,585</b>	<b>288,359</b>	<b>305,535</b>	<b>356,981</b>	<b>334,641</b>	<b>354,571</b>

**6585 Computer Hardware / Software**

Server Virtualization	-	81,526	24,423	-		
Universal Power Supply					30,000	-
Police Copiers - File & Patrol Rooms						
	<b>-</b>	<b>81,526</b>	<b>24,423</b>	<b>-</b>	<b>30,000</b>	<b>-</b>

**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**

- Annual LOGIS increase - \$24,750
- Line Item #6281 - Replace Laptops (8 of 40 every 5 years) \$2,800 additional laptop for fire chief
- No Capital Budgeted for in 2023. \$30,000 in 2022.

**GOALS OF CURRENT YEAR BUDGET:**

Ensure staff access to tools and resources in order to provide effective services to citizens.  
Identify efficiency, security, and cost-saving opportunities that improve/maintain city services using technology & staff.

<b>Performance Measurements:</b>						
	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Projected</b>	<b>2022 Projected</b>	<b>2023 Projected</b>
Number of Physical Servers	8	4	4	2	3	3
Number of Virtualized Servers	0	7	7	12	14	13
Number of Desktop PCs / Laptops	160	162	162	173	177	180
Number of Phones	104	105	105	105	109	112
Number of Mobile Phones	61	62	62	62	65	65
Number of Tablets	16	18	18	20	23	30
Number of Wireless Access Points	8	8	8	11	18	28

FUND GENERAL

DEPARTMENT: GENERAL GOVERNMT. BUILDINGS  
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0194	6102	F.T. REGULAR-WAGES & SALARIES	109,443	113,982	116,505	130,000	175,672	189,035
0194	6103	FULL TIME-REGULAR-OVERTIME	1,985	1,075	1,864	2,051		
0194	6104	PART TIME-WAGES & SALARIES	46,008	49,263	50,761	44,495	26,185	28,947
0194	6107	OVERTIME-PART TIME		1,905	1,408			
0194	6121	PERA CONTRIBUTIONS	11,666	12,232	12,245	13,130	15,139	16,349
0194	6122	FICA/MEDICARE CONTRIBUTIONS	11,775	11,980	12,171	12,608	15,442	16,676
0194	6131	GROUP INSURANCE	19,450	23,944	26,079	30,506	40,527	41,932
0194	6133	WORKERS COMP INSURANCE PREMIUM	6,523	8,796	9,975	8,687	11,451	16,915
0194	6221	CLEANING SUPPLIES	1,946	1,503	1,391	2,496	3,000	3,500
0194	6223	GASOLINE	3,111	2,466	1,543	2,455	3,500	4,000
0194	6225	DIESEL FUEL	978	793	758	451	1,000	1,500
0194	6231	UNIFORMS & TURN-OUT GEAR	2,278	1,605	2,269	1,575	2,000	2,000
0194	6249	MISCELLANEOUS OPERATING SUPPLY	15,313	14,463	15,371	16,462	17,000	18,000
0194	6257	OTHER VEHICLE PARTS	1,168	4,101	623	280	1,500	1,500
0194	6259	BUILDING MAINT/REPAIR SUPPLIES	3,067	4,001	1,994	4,036	7,000	7,000
0194	6275	OTHER EQUIPMENT PARTS	-	-	-	-	-	-
0194	6281	SMALL TOOLS & MINOR EQUIPMENT	1,291	3,117	3,064	4,520	6,000	6,000
0194	6323	CELLULAR PHONES	1,705	1,575	1,403	1,671	-	-
0194	6361	GENERAL LIABILITY/PROPERTY INS	5,217	6,210	5,995	6,609	9,000	9,000
0194	6371	ELECTRIC UTILITIES	98,140	90,508	94,612	99,184	100,000	112,000
0194	6372	WATER/IRRIGATION	3,044	2,057	2,853	2,412	4,000	3,200
0194	6373	GAS	28,789	29,313	20,395	30,273	30,000	42,000
0194	6374	REFUSE/RECYCLING	3,882	4,790	5,230	4,852	5,300	5,200
0194	6381	BUILDING & STRUCTURE REPAIR	12,463	7,641	9,855	7,747	15,000	22,000
0194	6382	MACHINERY & EQUIPMENT REPAIR	12,587	11,461	12,554	13,193	22,000	22,000
0194	6388	OTHER VEHICLE REPAIR	1,771	1,845	343	2,043	1,500	1,500
0194	6415	OTHER EQUIPMENT RENTAL	-	-	-	-	-	-
0194	6417	UNIFORM RENTAL	-	-	-	-	-	-
0194	6489	OTHER CONTRACTED SERVICES	80,216	83,467	89,902	87,387	95,000	97,000
0194	6520	BUILDINGS	-	-	-	-	-	-
0194	6550	MOTOR VEHICLES	-	-	-	-	45,000	-
0194	6580	OTHER EQUIPMENT	-	-	-	-	-	-
Total Expenditure			483,815	494,094	501,162	529,125	652,216	667,254

**PERSONNEL COMPLEMENT**

Gen. Gov't. Bldgs.

Building Maintenance	2.63	3.13	3.13	3.13	3.50	3.50
Gen Govt Bldgs Total	2.63	3.13	3.13	3.13	3.50	3.50

6550 Motor Vehicles

Utility Tractor (net of \$10,000 trade in)	-	-	-	-	45,000	-
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6580 Other Equipment

**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**

- Market Rate Adjustments from AFSCME Contract - Building maintenance workers
- Gas & Electric Utility Increases - Rate increases from Connexus & Centerpoint
-

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	2022 Projected	2023 Projected
Buildings Maintained	12	12	12	13	13	13
Rooms Prepared for Meetings Annually	1210	1210	1210	1210	1210	1210
Maintenance Request Cleared	40	40	40	45	45	45

FUND GENERAL

DEPARTMENT: NEWSLETTER  
 FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0195	6102	F.T. REGULAR-WAGES & SALARIES	4,751	3,928	3,819	4,997	6,048	6,230
0195	6121	PERA CONTRIBUTIONS	356	295	286	375	454	467
0195	6122	FICA/MEDICARE CONTRIBUTIONS	395	327	316	413	463	476
0195	6133	WORKERS COMP INSURANCE PREMIUM	25	20	21	19	52	57
0195	6322	POSTAGE	10,072	10,557	11,346	11,721	12,500	13,000
0195	6352	GENERAL NOTICE & PUBLIC INFOR	37,951	33,276	28,872	34,088	33,000	38,000
0195	6361	GENERAL LIABILITY/PROPERTY INS	493	484	463	519	800	850
<b>Total Expenditure</b>			<b>54,043</b>	<b>48,885</b>	<b>45,123</b>	<b>52,132</b>	<b>53,317</b>	<b>59,080</b>

**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**
- Cost of paper is increasing
  - Likely postage increase

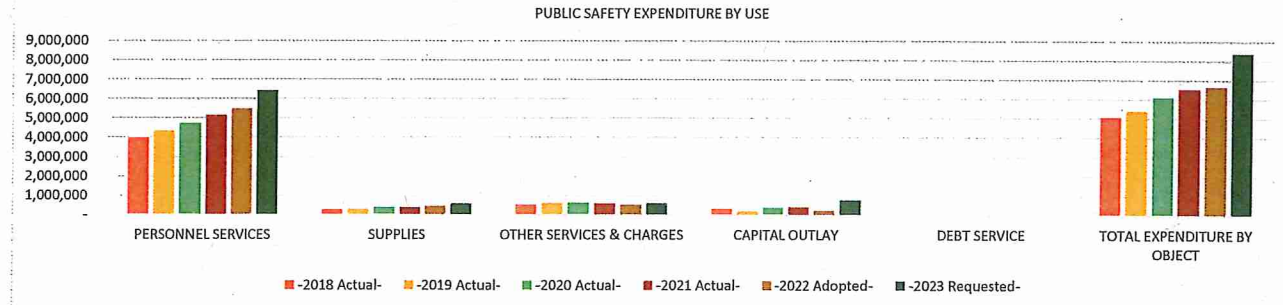
**GOALS OF CURRENT YEAR BUDGET:**  
 Implement refreshed Ramsey branding items into the newsletter

<b>Performance Measurements:</b>						
	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Projected
Number of newsletters completed annually	6	6	6	6	6	6
Number of full color newsletters completed annually	6	6	6	6	6	6
Number of pages published annually	100	100	100	100	100	100
Annual quantity of paid ads	60	60	60	60	60	60

PUBLIC SAFETY

211-280

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
PERSONNEL SERVICES	3,970,489	4,337,124	4,749,611	5,155,607	5,481,238	6,434,752
SUPPLIES	283,527	284,616	382,703	369,266	436,300	589,850
OTHER SERVICES & CHARGES	524,332	596,473	611,818	587,273	513,364	607,001
CAPITAL OUTLAY	314,203	187,166	367,037	414,474	229,000	767,442
DEBT SERVICE	-	-	-	-	-	-
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>5,092,551</b>	<b>5,405,379</b>	<b>6,111,169</b>	<b>6,526,621</b>	<b>6,659,902</b>	<b>8,399,045</b>



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 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
<b>PERSONNEL SERVICES</b>							
<b>WAGES AND SALARIES</b>							
6102	F.T. REGULAR-WAGES & SALARIES	2,629,530	2,867,497	3,073,112	3,322,106	3,600,399	4,085,221
6103	FULL TIME-REGULAR-OVERTIME	94,925	100,480	107,397	124,171	101,000	101,000
6104	PART TIME-WAGES & SALARIES	351,953	342,346	419,339	452,711	451,940	662,702
6105	TEMPORARY-WAGES & SALARIES	-	-	7,697	2,964	-	-
6107	OVERTIME-PART TIME	-	-	-	-	-	-
<b>TOTAL WAGES AND SALARIES</b>		<b>3,076,408</b>	<b>3,310,324</b>	<b>3,607,545</b>	<b>3,901,953</b>	<b>4,153,339</b>	<b>4,848,923</b>
<b>OTHER GROSS EARNINGS</b>							
6108	SEVERANCE PAY	6,894	22,719	-	-	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>		<b>6,894</b>	<b>22,719</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>							
6121	PERA CONTRIBUTIONS	418,119	471,042	538,587	577,818	617,089	675,595
6122	FICA/MEDICARE CONTRIBUTIONS	87,930	92,679	100,100	109,484	121,817	138,403
6131	GROUP INSURANCE	273,027	315,534	353,522	404,748	413,915	479,157
6132	DISABILITY INSURANCE	1,284	1,313	1,313	1,313	1,300	1,313
6133	WORKERS COMP INSURANCE PREMIUM	105,826	123,514	148,543	160,291	173,778	291,361
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>		<b>887,186</b>	<b>1,004,081</b>	<b>1,142,066</b>	<b>1,253,655</b>	<b>1,327,899</b>	<b>1,585,829</b>
<b>Total PERSONNEL SERVICES</b>		<b>3,970,489</b>	<b>4,337,124</b>	<b>4,749,611</b>	<b>5,155,607</b>	<b>5,481,238</b>	<b>6,434,752</b>
<b>SUPPLIES</b>							
<b>OFFICE SUPPLIES</b>							
6204	STATIONERY, ENVELOPES & FORMS	1,894	3,253	3,541	2,293	3,100	3,150
6206	FILM, MICROFILM, TAPES, DISKS	1,150	1,983	837	568	1,900	1,600
6207	TRAINING SUPPLIES	1,951	2,565	3,609	3,154	3,550	12,700
6208	MISCELLANEOUS OFFICE SUPPLIES	3,335	3,487	2,164	2,152	4,850	4,000
<b>TOTAL OFFICE SUPPLIES</b>		<b>8,330</b>	<b>11,288</b>	<b>10,151</b>	<b>8,167</b>	<b>13,400</b>	<b>21,450</b>
<b>OPERATING SUPPLIES</b>							
6223	GASOLINE	73,963	70,208	63,697	90,220	76,000	126,000
6225	DIESEL FUEL	3,617	3,783	4,315	5,959	5,000	8,400
6227	LUBRICANTS & ADDITIVES	939	951	934	1,312	1,100	1,200
6229	SHOP MATERIALS	647	962	906	3,149	1,000	1,000
6231	UNIFORMS & TURN-OUT GEAR	45,597	52,434	95,064	79,822	100,750	127,750
6233	BATTERIES	1,105	1,071	652	1,262	2,000	2,000
6235	AMMUNITION	7,135	9,386	15,970	1,700	12,000	12,000
6237	CRIME SCENE KIT MATERIALS	894	669	368	1,843	1,000	1,000
6239	FIRST AID SUPPLIES	17,964	2,560	12,345	5,922	10,300	10,500
6241	COMMUNITY POLICING SUPPLIES	4,880	7,750	10,310	9,190	9,000	10,000
6249	MISCELLANEOUS OPERATING SUPPLY	43,103	35,512	40,731	27,675	47,350	55,250
<b>TOTAL OPERATING SUPPLIES</b>		<b>199,844</b>	<b>185,286</b>	<b>245,292</b>	<b>228,054</b>	<b>265,500</b>	<b>355,100</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>							
6251	BATTERIES	2,051	812	678	516	3,000	2,500
6253	BRAKES	2,281	2,342	3,421	3,466	3,000	3,500
6255	TIRES	6,427	7,271	7,458	10,708	8,000	9,000
6257	OTHER VEHICLE PARTS	19,638	9,690	19,967	17,590	29,000	29,000
6259	BUILDING MAINT/REPAIR SUPPLIES	118	7,844	357	16,040	33,000	40,000
6266	SCBA-PARTS	2,292	4,843	4,679	4,055	6,000	20,000
6271	SIGN REPAIR MATERIALS	-	121	382	-	2,000	2,000
6275	OTHER EQUIPMENT PARTS	4,362	6,158	662	3,074	6,100	7,500
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>		<b>37,168</b>	<b>39,081</b>	<b>37,604</b>	<b>55,448</b>	<b>90,100</b>	<b>113,500</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>							
6281	SMALL TOOLS & MINOR EQUIPMENT	38,186	48,456	89,606	77,596	67,100	99,600
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>		<b>38,186</b>	<b>48,456</b>	<b>89,606</b>	<b>77,596</b>	<b>67,100</b>	<b>99,600</b>
<b>MERCHANDISE FOR RESALE</b>							
6291	CULVERTS, SIGNS, STREET SUPPLY	-	505	50	-	200	200
<b>TOTAL MERCHANDISE FOR RESALE</b>		<b>-</b>	<b>505</b>	<b>50</b>	<b>-</b>	<b>200</b>	<b>200</b>
<b>Total SUPPLIES</b>		<b>283,527</b>	<b>284,616</b>	<b>382,703</b>	<b>369,266</b>	<b>436,300</b>	<b>589,850</b>

OTHER SERVICES & CHARGES							
PROFESSIONAL SERVICES							
6302	AUDITING & ACCOUNTING SERVICES	3,750	3,900	4,050	4,241	4,000	4,300
6315	MISCELLANEOUS PROFESSIONAL SER	160,494	212,959	225,996	170,096	111,000	120,000
TOTAL PROFESSIONAL SERVICES		164,244	216,859	230,046	174,337	115,000	124,300
COMMUNICATION							
6321	TELEPHONE	4,395	4,459	4,400	4,045	-	-
6322	POSTAGE	2,118	1,991	2,029	4,547	4,450	4,450
6323	CELLULAR PHONES	17,080	17,549	22,235	24,384	-	-
TOTAL COMMUNICATION		23,594	24,000	28,664	32,975	4,450	4,450
EMPLOYEE REIMBURSEMENTS							
6331	TRAVEL & LODGING	5,216	3,962	2,765	5,695	7,300	9,000
6334	MILEAGE REIMBURSEMENT	-	528	170	93	750	750
6335	TRAINING	55,005	60,763	56,199	72,214	73,600	83,800
TOTAL EMPLOYEE REIMBURSEMENTS		60,221	65,253	59,135	78,002	81,650	93,550
INSURANCE							
6361	GENERAL LIABILITY/PROPERTY INS	60,944	71,100	80,624	75,223	92,850	97,200
TOTAL INSURANCE		60,944	71,100	80,624	75,223	92,850	97,200
UTILITIES							
6371	ELECTRIC UTILITIES	31,589	32,858	32,059	31,983	34,200	36,200
6372	WATER/IRRIGATION	4,994	4,397	4,797	3,847	5,000	5,000
6373	GAS	6,077	7,072	5,034	8,552	7,000	9,000
6374	REFUSE/RECYCLING	1,122	1,250	1,363	1,431	1,400	1,600
TOTAL UTILITIES		43,782	45,576	43,253	45,813	47,600	51,800
REPAIRS AND MAINTENANCE - LABOR							
6382	MACHINERY & EQUIPMENT REPAIR	20,796	4,542	5,491	15,907	16,500	16,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	-	-	-
6386	BRAKE REPAIR	-	-	-	-	-	-
6388	OTHER VEHICLE REPAIR	45,129	70,917	55,013	53,322	52,000	58,000
6389	TOWING SERVICES	3,224	1,623	2,037	240	3,000	3,500
TOTAL REPAIRS AND MAINTENANCE - LABOR		69,149	77,081	62,541	69,470	71,500	78,000
REPAIRS AND MAINTENANCE - CONTRACTS							
6405	OFFICE & DATA PROCESSING EQUIP	41,370	41,614	50,694	49,637	30,639	80,526
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		41,370	41,614	50,694	49,637	30,639	80,526
RENTALS							
6413	OFFICE EQUIPMENT RENTAL	5,966	4,837	5,995	5,265	6,000	6,000
6415	OTHER EQUIPMENT RENTAL	31,613	31,014	33,601	37,295	37,125	37,125
TOTAL RENTALS		37,578	35,851	39,596	42,560	43,125	43,125
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES							
6451	MEMBERSHIP DUES	5,421	5,546	6,067	4,887	8,250	8,250
6452	SUBSCRIPTIONS	-	688	41	627	-	-
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		5,421	6,234	6,108	5,514	8,250	8,250
BOOKS AND PAMPHLETS							
6471	BOOKS & PAMPHLETS	3,020	626	2,331	1,132	3,300	3,800
TOTAL BOOKS AND PAMPHLETS		3,020	626	2,331	1,132	3,300	3,800
CONTRACTED SERVICES							
6489	OTHER CONTRACTED SERVICES	15,010	12,279	8,826	12,611	15,000	22,000
TOTAL CONTRACTED SERVICES		15,010	12,279	8,826	12,611	15,000	22,000
Total OTHER SERVICES & CHARGES		524,332	596,473	611,818	587,273	513,364	607,001
CAPITAL OUTLAY							
CAPITAL OUTLAY							
6540	HEAVY MACHINERY	-	-	-	-	-	-
6550	MOTOR VEHICLES	98,487	111,789	351,094	414,474	64,000	479,626
6580	OTHER EQUIPMENT	215,716	75,378	15,943	-	165,000	287,816
TOTAL CAPITAL OUTLAY		314,203	187,166	367,037	414,474	229,000	767,442
Total CAPITAL OUTLAY		314,203	187,166	367,037	414,474	229,000	767,442
DEBT SERVICE							
DEBT SERVICE							
6603	OTHER L.T. OBLIGATION PRINCIPA	-	-	-	-	-	-
TOTAL DEBT SERVICE		-	-	-	-	-	-
Total DEBT SERVICE		-	-	-	-	-	-
TOTAL EXPENDITURES & OTHER FINANCING		5,092,551	5,405,379	6,111,169	6,526,621	6,659,902	8,399,045

FUND GENERAL

DEPARTMENT: POLICE PROTECTION  
 FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0211	6102	F.T. REGULAR-WAGES & SALARIES	2,226,750	2,382,526	2,566,863	2,778,260	3,019,624	3,277,345
0211	6103	FULL TIME-REGULAR-OVERTIME	94,598	100,248	95,476	117,561	101,000	101,000
0211	6104	PART TIME-WAGES & SALARIES	86,060	77,511	84,498	115,637	97,721	137,311
0211	6105	TEMPORARY-WAGES & SALARIES		-				
0211	6108	SEVERANCE PAY	6,894	22,719				
0211	6121	PERA CONTRIBUTIONS	369,085	408,862	466,528	499,077	532,307	568,131
0211	6122	FICA/MEDICARE CONTRIBUTIONS	50,348	53,390	55,299	62,071	70,292	78,141
0211	6131	GROUP INSURANCE	226,600	258,970	294,930	336,074	343,537	379,741
0211	6133	WORKERS COMP INSURANCE PREMIUM	79,187	94,302	111,190	129,942	130,402	229,078
0211	6204	STATIONERY, ENVELOPES & FORMS	911	2,567	2,654	1,602	1,600	1,900
0211	6206	FILM, MICROFILM, TAPES, DISKS	1,150	1,101	837	568	1,600	1,300
0211	6207	TRAINING SUPPLIES	1,951	2,565	3,609	3,154	3,550	12,700
0211	6208	MISCELLANEOUS OFFICE SUPPLIES	2,579	2,561	1,838	1,718	3,500	3,000
0211	6223	GASOLINE	58,811	55,400	50,539	72,247	60,000	101,000
0211	6227	LUBRICANTS & ADDITIVES	939	951	934	1,312	1,100	1,200
0211	6229	SHOP MATERIALS	647	962	906	3,149	1,000	1,000
0211	6231	UNIFORMS & TURN-OUT GEAR	18,878	30,905	65,867	40,663	55,000	72,000
0211	6233	BATTERIES	1,105	1,071	652	1,262	2,000	2,000
0211	6235	AMMUNITION	7,135	9,386	15,970	1,700	12,000	12,000
0211	6237	CRIME SCENE KIT MATERIALS	894	669	368	1,843	1,000	1,000
0211	6239	FIRST AID SUPPLIES	15,719	1,164	4,304	2,488	4,300	4,500
0211	6249	MISCELLANEOUS OPERATING SUPPLY	5,742	9,644	8,940	7,865	9,100	17,500
0211	6251	BATTERIES	961	812	678	516	2,000	1,500
0211	6253	BRAKES	2,281	2,342	3,421	3,466	3,000	3,500
0211	6255	TIRES	6,427	7,271	7,458	10,708	8,000	9,000
0211	6257	OTHER VEHICLE PARTS	10,986	6,795	8,724	13,015	15,000	15,000
0211	6259	BUILDING MAINT/REPAIR SUPPLIES	118	7,844	357	16,040	13,000	20,000
0211	6275	OTHER EQUIPMENT PARTS	964	1,268	443	1,770	1,100	2,500
0211	6281	SMALL TOOLS & MINOR EQUIPMENT	17,568	31,268	42,701	56,920	34,500	64,000
0211	6315	MISCELLANEOUS PROFESSIONAL SER	3,444	4,730	8,190	6,198	11,000	10,000
0211	6321	TELEPHONE	2,233	2,124	2,203	2,072	-	-
0211	6322	POSTAGE	1,020	1,259	1,331	3,141	2,600	2,600
0211	6323	CELLULAR PHONES	10,166	10,072	13,184	15,313	-	-
0211	6331	TRAVEL & LODGING	4,716	3,549	2,492	5,421	5,000	6,000
0211	6334	MILEAGE REIMBURSEMENT	-	-	-	-	250	250
0211	6335	TRAINING	24,495	26,762	21,693	32,990	32,500	35,000
0211	6361	GENERAL LIABILITY/PROPERTY INS	42,787	49,548	56,773	52,507	62,000	64,000
0211	6382	MACHINERY & EQUIPMENT REPAIR	373	235	410	1,244	500	500
0211	6383	OFFICE EQUIPMENT REPAIR	-	-	-	-	-	-
0211	6386	BRAKE REPAIR	-	-	-	-	-	-
0211	6388	OTHER VEHICLE REPAIR	7,904	5,643	10,152	16,616	12,000	13,000
0211	6389	TOWING SERVICES	3,224	1,623	2,037	240	3,000	3,500
0211	6405	OFFICE & DATA PROCESSING EQUIP	2,830	2,445	10,419	7,856	12,000	12,000
0211	6413	OFFICE EQUIPMENT RENTAL	5,966	4,837	5,995	5,265	6,000	6,000
0211	6415	OTHER EQUIPMENT RENTAL	30,485	31,014	33,601	37,295	37,000	37,000
0211	6451	MEMBERSHIP DUES	2,422	3,018	3,473	2,757	3,800	3,800
0211	6489	OTHER CONTRACTED SERVICES	7,467	5,410	3,195	8,942	6,000	10,000
0211	6550	MOTOR VEHICLES	57,293	67,155	35,841	69,000	64,000	184,626
0211	6580	OTHER EQUIPMENT	-	-	15,943	-	-	232,816
<b>Total Expenditure</b>			<b>3,502,113</b>	<b>3,794,498</b>	<b>4,122,916</b>	<b>4,547,484</b>	<b>4,784,883</b>	<b>5,738,439</b>

**PERSONNEL COMPLEMENT**

Police Chief	1.00	1.00	1.00	1.00	1.00	1.00
Captain	2.00	2.00	2.00	2.00	2.00	2.00
Sergeant	4.00	4.00	4.00	4.00	4.00	4.00
Drug Task Force Officer	1.00	1.00	1.00	1.00	1.00	1.00
Patrol Officer	17.00	19.00	19.00	21.00	21.00	22.00
Community Service Officer	1.26	1.26	1.26	1.26	1.26	2.00
Police Office Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Clerical/Support Personnel	2.50	2.50	2.63	3.26	3.64	3.64
<b>Public Safety Total</b>	<b>29.76</b>	<b>31.76</b>	<b>31.89</b>	<b>34.52</b>	<b>34.90</b>	<b>36.64</b>

**6550 Motor Vehicles**

Ford Interceptor	28,646	-	35,841	-	-	-
Malibu	-	-	-	28,479	-	-
Taurus	-	29,592	-	-	-	-
2 Ford Explorers	-	-	-	40,521	64,000	-
Ford F150	-	-	-	-	-	38,521
2 Chargers	-	-	-	-	-	64,000
Ford Interceptor	28,646	-	35,841	-	-	41,230
Tahoe	-	-	-	-	-	40,875
	<b>28,646</b>	<b>29,592</b>	<b>35,841</b>	<b>69,000</b>	<b>64,000</b>	<b>184,626</b>

**6580 Other Equipment**

ATV	-	-	15,943	-	-	-
Squad Car Video Cameras	-	-	-	-	-	215,816
Unmanned Aerial Vehicle	-	-	-	-	-	17,000
	-	-	<b>15,943</b>	-	-	<b>232,816</b>

**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**

- Part-time Community Service Officer - \$39,171, Training - \$500, Uniform - \$5,000 TOTAL= \$44,671
- Full-time Patrol Officer ; \$102,032, Training - \$1,000, Uniform - \$9,000 TOTAL = \$112,032
- Reclax Records Tech to Data Analyst - \$1,176
- No longer have DUI Officer reimbursed through Grant funds: \$69,700
- Workers Comp - Through League: Rising cases of PTSD, Claims
- Gasoline cost increase: based on \$4.50 Gallon
- New squad set-up for 5 squads - \$29,500 (6281)
- Replace 5 squads - \$184,626
- Replace squad video cameras to sync with body cameras - \$215,816
- Unmanned Aerial Vehicle - \$17,000

**GOALS OF CURRENT YEAR BUDGET:**

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

**Performance Measurements:**

	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Projected
Police Department Activity						
Dispatched Calls for Service	12102	13484	14918	16258	16000	16700
Motor Vehicle Accidents	466	423	335	4403	450	450
Citations and Warnings	1812	1278	1207	1340	1300	1300
Criminal	1257	1217	1020	988	1000	1000
Non-Criminal	7413	8531	8834	8500	9000	9000
<b>State CPM Performance Measurement Results</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Part 1 and Part 2 Crime Rates (per 1000)	13.92/21.25	11.59/21.24	8.76/15.74	2020 last yr avail	>15/>25	>15/>25
Part 1 and Part 2 Crime Clearance Rates (per 1000)	44%	43%	32%	2020 last yr avail	>15/>25	>15/>25
Average police response time - highest priority calls	6:03	5:42	5:44	5:54	under 7 min	under 7 min

FUND GENERAL

DEPARTMENT: FIRE PROTECTION  
 FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0220	6102	F.T. REGULAR-WAGES & SALARIES	192,691	260,037	292,458	305,378	323,711	422,070
0220	6103	FULL TIME-REGULAR-OVERTIME	327	232	9,814	6,610		
0220	6104	PART TIME-WAGES & SALARIES	260,022	264,836	321,487	283,535	275,990	464,327
0220	6105	TEMPORARY-WAGES & SALARIES						
0220	6108	SEVERANCE PAY						
0220	6121	PERA CONTRIBUTIONS	32,865	45,362	55,059	56,867	59,635	73,948
0220	6122	FICA/MEDICARE CONTRIBUTIONS	21,170	21,479	26,860	25,281	25,876	26,077
0220	6131	GROUP INSURANCE	18,479	35,216	36,495	39,920	39,139	54,178
0220	6132	DISABILITY INSURANCE	1,284	1,313	1,313	1,313	1,300	1,313
0220	6133	WORKERS COMP INSURANCE PREMIUM	24,715	26,414	34,093	27,527	37,000	53,521
0220	6206	FILM, MICROFILM, TAPES, DISKS	-	-				
0220	6208	MISCELLANEOUS OFFICE SUPPLIES	356	602	242	393	600	500
0220	6223	GASOLINE	12,220	12,643	11,675	15,187	13,000	21,000
0220	6225	DIESEL FUEL	3,617	3,783	4,315	5,959	5,000	8,400
0220	6231	UNIFORMS & TURN-OUT GEAR	26,159	21,515	29,057	38,926	45,000	55,000
0220	6233	BATTERIES	-	-				
0220	6239	FIRST AID SUPPLIES	2,245	1,396	8,041	3,434	6,000	6,000
0220	6249	MISCELLANEOUS OPERATING SUPPLY	14,171	14,880	17,523	12,117	21,000	21,000
0220	6255	TIRES	-	-				
0220	6257	OTHER VEHICLE PARTS	8,652	2,895	11,243	4,575	14,000	14,000
0220	6259	BUILDING MAINT/REPAIR SUPPLIES					20,000	20,000
0220	6266	SCBA-PARTS	2,292	4,843	4,679	4,055	6,000	20,000
0220	6275	OTHER EQUIPMENT PARTS	-	-				
0220	6281	SMALL TOOLS & MINOR EQUIPMENT	20,561	16,725	46,706	20,676	32,000	35,000
0220	6302	AUDITING & ACCOUNTING SERVICES	3,750	3,900	4,050	4,241	4,000	4,300
0220	6315	MISCELLANEOUS PROFESSIONAL SER	-	-				
0220	6321	TELEPHONE	1,772	2,000	1,849	1,624	-	
0220	6322	POSTAGE	251	146	111	70	300	300
0220	6323	CELLULAR PHONES	6,256	6,906	6,960	6,448	-	
0220	6335	TRAINING	27,695	27,851	32,432	36,629	35,000	40,000
0220	6361	GENERAL LIABILITY/PROPERTY INS	12,402	14,493	17,229	16,241	21,000	23,000
0220	6371	ELECTRIC UTILITIES	18,308	17,327	17,774	17,688	20,000	20,000
0220	6372	WATER/IRRIGATION	4,994	4,397	4,797	3,847	5,000	5,000
0220	6373	GAS	6,077	7,072	5,034	8,552	7,000	9,000
0220	6374	REFUSE/RECYCLING	1,122	1,250	1,363	1,431	1,400	1,600
0220	6388	OTHER VEHICLE REPAIR	37,225	65,273	44,861	36,706	40,000	45,000
0220	6405	OFFICE & DATA PROCESSING EQUIP	14,056	14,685	15,792	17,298	18,639	18,526
0220	6451	MEMBERSHIP DUES	2,035	1,236	2,003	1,214	2,200	2,200
0220	6452	SUBSCRIPTIONS	-	688	41	627		
0220	6471	BOOKS & PAMPHLETS	95	275	518	280	1,000	1,500
0220	6489	OTHER CONTRACTED SERVICES	3,038	2,444	3,508	2,045	5,000	5,000
0220	6550	MOTOR VEHICLES	41,195	44,634	315,253	345,474		265,000
0220	6580	OTHER EQUIPMENT	177,160	75,378			135,000	25,000
<b>Total Expenditure</b>			<b>999,255</b>	<b>1,024,125</b>	<b>1,384,635</b>	<b>1,352,166</b>	<b>1,220,790</b>	<b>1,761,760</b>

**PERSONNEL COMPLEMENT**

Fire Chief	1.00	1.00	1.00	1.00	1.00	1.00
Fire Secretary	0.70	0.70	0.70	0.70	0.70	-
Fire Captain of Administration	-	-	-	-	-	1.00
Fire Inspector		1.00	1.00	1.00	1.00	1.00
Fire Marshall	1.00	1.00	1.00	1.00	1.00	1.00
Firefighters	7.58	7.58	7.58	7.58	7.58	7.58
<b>Fire Total</b>	<b>10.28</b>	<b>11.28</b>	<b>11.28</b>	<b>11.28</b>	<b>11.28</b>	<b>11.58</b>

**6550 Motor Vehicles**

1st half funding Replace 1999 Fire Engine #556			270,626	-		
2nd half funding Replace 1999 Fire Engine #556			-	345,474		
Replace Rescue #21						265,000
Replace Fire Prevention Veh #386			44,627	-		
Replace Grass Truck #21	41,195	44,634	-	-		
	<b>41,195</b>	<b>44,634</b>	<b>315,253</b>	<b>345,474</b>	<b>-</b>	<b>265,000</b>

**6580 Other Equipment**

SCBA Compressor						25,000
SCBA's - 28	177,160					
Thermal Imaging Camera		23,897				
Bullex Attack Training Prop		16,515				
Fire Training Room Table & Chairs					25,000	
Epoxy Flooring Fire 1 (Capital Maintenance Funded)					20,000	
Appratus Bay Painting Fire 1 (Capital Maintenance Funded)					15,000	
Extrication Tools		34,966			50,000	
Refurbish Tanker II					25,000	
	<b>177,160</b>	<b>75,378</b>	<b>-</b>	<b>-</b>	<b>135,000</b>	<b>25,000</b>

**BUDGET HIGHLIGHTS**

- Full-time Fire Captain of Administration \$108,725 less (\$48,693 fire tech not refilled) = \$60,032
- Fire Relief Aid recored here. Offset under revnue account 9101.4273 - \$202,000 (audit requirement)
- Replace Rescue #21 - \$265,000
- Replace SCBA Compressor - \$25,000

**GOALS OF CURRENT YEAR BUDGET:**

- Replacement of expired structural fire turn out gear
- Revise and update department policies/procedures and Standard Operating Guidelines
- Additional air pack inventory to outfit firefighters while operating in hazardous conditions
- Establish and maintain outreach programs that enhance fire safety within community
- Ensure adequate staff numbers to meet increased demand of calls for service

**Performance Measurements:**

	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Projected
Number of Calls for Service	821	975	1133	1301	1350	1400
Mutual Aid	44	41	47	35	45	45
Given	33	19	29	20	27	27
Received	11	22	18	15	18	18
Number of firefighters	52	52	53	42	44	48
Prevention:						
# of Public Education contacts	62	57	28	38	60	70
# of commercial property inspections	194	282	177	304	320	320
# of permits issued	90	96	83	70	115	115

<i>State CPM Performance Measurement Results</i>	2018	2019	2020	2021	2022 Estimated	2023 Estimated
Insurance industry rating of fire services	4/7	4/7	4/7	4/7	4/7	4/7
Fire calls per 1,000 population	16.7	15.3	15.6	14	16	17
Average response times	8:16	8:41	6:19	6:20	6:15	6:15
EMS calls per 1,000 population	14.85	20.8	26.3	33	38	40

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0240	6102	F.T. REGULAR-WAGES & SALARIES	185,628	199,091	184,625	209,127	212,968	332,170
0240	6103	FULL TIME-REGULAR-OVERTIME	-	-	2,045			
0240	6104	PART TIME-WAGES & SALARIES	5,871	-	13,354	53,539	78,229	61,064
0240	6105	TEMPORARY-WAGES & SALARIES	-	-	7,697	2,964		
0240	6108	SEVERANCE PAY	4,541	16,493				
0240	6121	PERA CONTRIBUTIONS	14,291	14,888	14,847	19,644	21,840	29,493
0240	6122	FICA/MEDICARE CONTRIBUTIONS	14,566	15,876	15,747	19,869	22,276	30,082
0240	6131	GROUP INSURANCE	27,948	21,348	22,097	28,754	31,239	45,238
0240	6133	WORKERS COMP INSURANCE PREMIUM	1,133	1,160	1,232	1,124	2,210	3,618
0240	6204	STATIONERY, ENVELOPES & FORMS	983	393	654	330	1,000	750
0240	6208	MISCELLANEOUS OFFICE SUPPLIES	400	323	84	41	750	500
0240	6223	GASOLINE	2,932	2,165	1,482	2,787	3,000	4,000
0240	6231	UNIFORMS & TURN-OUT GEAR	560	14	140	234	750	750
0240	6249	MISCELLANEOUS OPERATING SUPPLY	1,093	2,404	1,723	176	2,500	2,000
0240	6315	MISCELLANEOUS PROFESSIONAL SER	157,050	208,230	217,807	163,898	100,000	110,000
0240	6321	TELEPHONE	390	335	348	349	-	
0240	6322	POSTAGE	847	585	586	1,334	1,500	1,500
0240	6323	CELLULAR PHONES	658	570	1,073	1,505	-	
0240	6331	TRAVEL AND LODGING			135	274	1,000	1,500
0240	6334	MILEAGE REIMBURSEMENT	-	528	170	93	500	500
0240	6335	TRAINING	1,945	5,496	2,075	940	5,000	7,500
0240	6361	GENERAL LIABILITY/PROPERTY INS	4,468	6,237	5,787	5,668	8,000	8,000
0240	6405	OFFICE & DATA PROCESSING EQUIP	24,484	24,484	24,484	24,484		50,000
0240	6451	MEMBERSHIP DUES	435	360	165	470	750	750
0240	6471	BOOKS & PAMPHLETS	-	100	1,228	595	2,000	2,000
0240	6550	MOTOR VEHICLES	-	79,752				30,000
<b>Total Expenditure</b>			<b>450,223</b>	<b>600,831</b>	<b>519,585</b>	<b>538,198</b>	<b>495,512</b>	<b>721,415</b>

**PERSONNEL COMPLEMENT**

Building Official	1.00	1.00	1.00	1.00	1.00	1.00
Building Inspector	-	-	-	1.00	1.00	2.00
Permit Technicians	2.00	1.81	1.81	1.81	1.81	1.85
Inspectors	0.25	0.25	0.25	0.25	0.25	-
<b>Building Inspection Total</b>	<b>3.25</b>	<b>3.06</b>	<b>3.06</b>	<b>4.06</b>	<b>4.06</b>	<b>4.85</b>

**6550 Motor Vehicles**

Replace Veh #401	-	26,584	-	-	
Replace Veh #405		26,584	-	-	
New Vehicle for building inspector					30,000
Replace Veh #406		26,584	-	-	
		<b>79,752</b>	<b>-</b>	<b>-</b>	<b>30,000</b>

**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**

- Additional building inspector added in 2022, not included in 2022 budget - \$108,574 expensed 2023
- Increase permit tech hours / 3 hours bi/weekly - \$2,894
- \$30,000 Software upgrade of ProjectDox (6-years old)(6405)
- \$30,000 Vehicle for additional inspector added in 22

**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 Actual	2019 Actual	2020 Actual	2021 Actual	2022 YTD	2023 Projected
New Residential Units	139	135	176	183	54	190
Total Permits	2,697	3,339	3,630	3,458	1,187	3,700
Number of Inspections	8,090	9,764	12,765	12,449-Est.	4,273-Est.	13,500

FUND GENERAL

DEPARTMENT: TRAFFIC ENGINEERING  
 FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0260	6102	F.T. REGULAR-WAGES & SALARIES	24,461	25,844	29,166	29,341	44,096	53,636
0260	6103	FULL TIME-REGULAR-OVERTIME	-	-	62			
0260	6105	TEMPORARY-WAGES & SALARIES	-	-	-			
0260	6121	PERA CONTRIBUTIONS	1,878	1,930	2,154	2,231	3,307	4,023
0260	6122	FICA/MEDICARE CONTRIBUTIONS	1,845	1,934	2,195	2,264	3,373	4,103
0260	6133	WORKERS COMP INSURANCE PREMIUM	1,790	1,639	2,027	1,699	4,166	5,144
0260	6249	MISCELLANEOUS OPERATING SUPPLY	21,921	8,448	11,868	7,108	14,000	14,000
0260	6271	SIGN REPAIR MATERIALS	-	121	382	-	2,000	2,000
0260	6361	GENERAL LIABILITY/PROPERTY INS	1,081	572	680	697	1,500	1,800
0260	6371	ELECTRIC UTILITIES	12,261	14,511	13,265	13,275	13,000	15,000
0260	6382	MACHINERY & EQUIPMENT REPAIR	20,422	4,307	5,081	13,723	10,000	10,000
0260	6489	CONTRACTED SERVICES	300	600	1,807	1,291	2,000	2,000
0260	6580	OTHER EQUIPMENT	38,556	-	-	-	-	-
<b>Total Expenditure</b>			<b>124,516</b>	<b>59,904</b>	<b>68,686</b>	<b>71,628</b>	<b>97,442</b>	<b>111,706</b>

**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	2022 Projected	2023 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 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0270	6249	MISCELLANEOUS OPERATING SUPPLY	176	136	678	411	750	750
0270	6281	SMALL TOOLS & MINOR EQUIPMENT	-	375			500	500
0270	6489	OTHER CONTRACTED SERVICES	4,205	3,825	315	332	2,000	5,000
Total Expenditure			4,381	4,336	993	743	3,250	6,250

**DESCRIPTION OF SERVICES:**  
 This fund covers expenditures related to animal control. Ramsey PD provides animal containment services and incurs expenses for boarding animals at Anoka PD.

**BUDGET HIGHLIGHTS**

- Increase due to no longer contracting service with NMACC. Services now provided in-house/Anoka PD

**GOALS OF CURRENT YEAR BUDGET:**  
 Provide animal containment services to residents

Performance Measurements:						
	2018 Actual	2019 Actual	2020 Actual	2021 Projected	2022 Projected	2023 Projected
Animal Complaints	456	375	539	390	390	390
Number of Animals Impounded	70	33	53	45	45	45
Number of Animals Released to Owners	59	26	47	45	45	45
Number of Euthanizations	0	0	0	0	0	0

FUND GENERAL

DEPARTMENT: COMMUNITY ORIENTATING POLICE  
 FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0280	6204	STATIONERY, ENVELOPES & FORMS	-	293	233	361	500	500
0280	6206	FILM, MICROFILM, TAPES, DISKS	-	883	-	-	300	300
0280	6241	COMMUNITY POLICING SUPPLIES	4,880	7,750	10,310	9,190	9,000	10,000
0280	6281	SMALL TOOLS & MINOR EQUIPMENT	56	88	199	-	100	100
0280	6291	CULVERTS, SIGNS, STREET SUPPLY	-	505	50	-	200	200
0280	6322	POSTAGE	1	-	-	1	50	50
0280	6323	CELLULAR PHONES	-	1,018	1,018	1,118	-	-
0280	6331	TRAVEL & LODGING	500	413	138	-	1,300	1,500
0280	6335	TRAINING	870	655	-	1,655	1,100	1,300
0280	6361	GENERAL LIABILITY/PROPERTY INS	100	101	131	88	200	250
0280	6415	OTHER EQUIPMENT RENTAL	1,127	-	-	-	125	125
0280	6451	MEMBERSHIP DUES	530	933	427	446	1,500	1,500
0280	6471	BOOKS & PAMPHLETS	2,925	251	585	257	300	300
<b>Total Expenditure</b>			<b>10,990</b>	<b>12,888</b>	<b>13,092</b>	<b>13,115</b>	<b>14,675</b>	<b>16,125</b>

**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

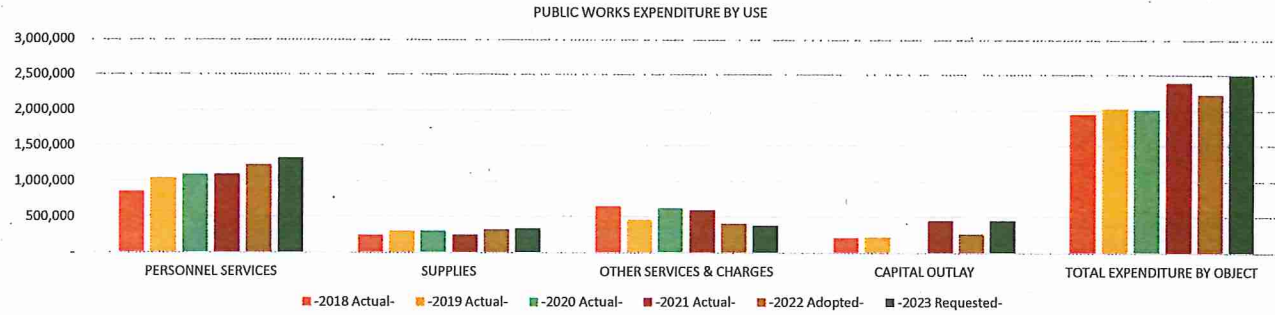
**GOALS OF CURRENT YEAR BUDGET:**  
 Increase participation in community based programs

<b>Performance Measurements:</b>						
	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Projected
# of participants attending Kids Safety Camp	125	144	0	0	145	145
# of car seat inspections	50	29	9	15	30	30
Night to Unite - # of Parties	45	48	26	50	48	48
# of participants at Kids Summer Safety Series				139	150	150

PUBLIC WORKS

301-312

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
PERSONNEL SERVICES	851,970	1,047,527	1,091,120	1,096,459	1,233,089	1,327,794
SUPPLIES	241,961	301,182	297,565	247,499	322,000	335,000
OTHER SERVICES & CHARGES	649,658	460,263	620,510	598,537	408,610	381,120
CAPITAL OUTLAY	211,093	219,480	-	450,964	265,800	452,657
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>1,954,681</b>	<b>2,028,451</b>	<b>2,009,196</b>	<b>2,393,459</b>	<b>2,229,499</b>	<b>2,496,571</b>



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 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
<b>PERSONNEL SERVICES</b>						
<b>WAGES AND SALARIES</b>						
6102 F.T. REGULAR-WAGES & SALARIES	594,983	697,857	742,654	735,374	830,737	882,308
6103 FULL TIME-REGULAR-OVERTIME	22,650	38,755	36,306	38,417	24,000	32,000
6105 TEMPORARY-WAGES & SALARIES	19,178	28,718	23,232	24,632	53,175	61,255
6106 OVERTIME-TEMPORARY	1,404	926	259	878	-	-
<b>TOTAL WAGES AND SALARIES</b>	<b>638,215</b>	<b>766,256</b>	<b>802,452</b>	<b>799,301</b>	<b>907,912</b>	<b>975,563</b>
<b>OTHER GROSS EARNINGS</b>						
6108 SEVERANCE PAY	3,678	8,173	-	4,555	-	-
<b>TOTAL OTHER GROSS EARNINGS</b>	<b>3,678</b>	<b>8,173</b>	<b>-</b>	<b>4,555</b>	<b>-</b>	<b>-</b>
<b>EMPLOYER CONTRIBUTIONS</b>						
6121 PERA CONTRIBUTIONS	43,216	53,931	52,794	57,508	66,445	71,069
6122 FICA/MEDICARE CONTRIBUTIONS	47,778	58,394	57,007	58,852	71,209	76,575
6131 GROUP INSURANCE	87,178	120,893	135,034	140,084	135,392	149,735
6133 WORKERS COMP INSURANCE PREMIUM	31,905	39,881	43,834	36,159	52,131	54,852
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>	<b>210,077</b>	<b>273,098</b>	<b>288,669</b>	<b>292,604</b>	<b>325,177</b>	<b>352,231</b>
<b>Total PERSONNEL SERVICES</b>	<b>851,970</b>	<b>1,047,527</b>	<b>1,091,120</b>	<b>1,096,459</b>	<b>1,233,089</b>	<b>1,327,794</b>
<b>SUPPLIES</b>						
<b>OFFICE SUPPLIES</b>						
6205 DRAFTING SUPPLIES	-	-	-	-	-	-
6208 MISCELLANEOUS OFFICE SUPPLIES	1,803	3,377	1,010	1,096	1,200	1,100
<b>TOTAL OFFICE SUPPLIES</b>	<b>1,803</b>	<b>3,377</b>	<b>1,010</b>	<b>1,096</b>	<b>1,200</b>	<b>1,100</b>
<b>OPERATING SUPPLIES</b>						
6221 CLEANING SUPPLIES	-	-	-	-	-	-
6223 GASOLINE	13,235	13,344	17,893	17,420	14,000	30,500
6225 DIESEL FUEL	34,393	48,516	34,544	32,384	43,000	50,000
6227 LUBRICANTS & ADDITIVES	3,072	5,296	3,553	6,269	4,500	5,000
6229 SHOP MATERIALS	2,588	922	2,720	1,692	2,700	2,800
6231 UNIFORMS & TURN-OUT GEAR	4,582	5,176	3,825	6,315	4,800	5,500
6249 MISCELLANEOUS OPERATING SUPPLY	6,769	9,669	9,794	7,331	9,000	9,500
<b>TOTAL OPERATING SUPPLIES</b>	<b>64,639</b>	<b>82,923</b>	<b>72,328</b>	<b>71,411</b>	<b>78,000</b>	<b>103,300</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>						
6257 OTHER VEHICLE PARTS	63,272	66,918	85,883	52,237	66,500	71,200
6259 BUILDING MAINT/REPAIR SUPPLIES	667	2,382	1,677	563	2,500	2,500
6261 SAND & GRAVEL	2,355	4,726	2,907	-	4,000	4,400
6263 SALT	72,544	97,334	92,362	68,800	112,000	77,000
6265 ASPHALT	11,129	14,235	22,316	32,491	24,000	32,500
6267 OTHER STREET MAINTENANCE SUPPL	4,279	7,353	4,798	5,303	5,800	13,100
6269 LANDSCAPE MATERIALS	5,929	5,675	1,520	1,174	7,500	7,500
6275 OTHER EQUIPMENT PARTS	-	-	-	-	-	-
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>	<b>160,176</b>	<b>198,622</b>	<b>211,463</b>	<b>160,568</b>	<b>222,300</b>	<b>208,200</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>						
6281 SMALL TOOLS & MINOR EQUIPMENT	15,343	16,261	12,764	14,424	20,500	22,400
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>	<b>15,343</b>	<b>16,261</b>	<b>12,764</b>	<b>14,424</b>	<b>20,500</b>	<b>22,400</b>
<b>Total SUPPLIES</b>	<b>241,961</b>	<b>301,182</b>	<b>297,565</b>	<b>247,499</b>	<b>322,000</b>	<b>335,000</b>

OTHER SERVICES & CHARGES							
PROFESSIONAL SERVICES							
6315	MISCELLANEOUS PROFESSIONAL SER	21,585	28,986	21,794	28,146	24,500	27,000
TOTAL PROFESSIONAL SERVICES		21,585	28,986	21,794	28,146	24,500	27,000
COMMUNICATION							
6321	TELEPHONE	2,182	2,337	2,394	2,211	-	-
6322	POSTAGE	1,221	2,328	531	40	1,200	2,200
6323	CELLULAR PHONES	6,662	6,427	5,653	5,816	-	-
TOTAL COMMUNICATION		10,065	11,092	8,578	8,067	1,200	2,200
EMPLOYEE REIMBURSEMENTS							
6331	TRAVEL & LODGING	145	72	92	-	-	150
6335	TRAINING	8,236	7,726	4,821	6,623	8,650	7,345
TOTAL EMPLOYEE REIMBURSEMENTS		8,380	7,798	4,913	6,623	8,650	7,495
INSURANCE							
6361	GENERAL LIABILITY/PROPERTY INS	22,473	25,244	21,831	26,966	32,000	36,000
TOTAL INSURANCE		22,473	25,244	21,831	26,966	32,000	36,000
UTILITIES							
6371	ELECTRIC UTILITIES	7,422	7,555	7,382	8,153	39,000	15,000
6372	WATER/IRRIGATION	2,677	2,656	7,034	7,020	4,000	7,000
6373	GAS	5,304	5,240	4,690	6,001	25,000	15,000
6374	REFUSE/RECYCLING	3,912	2,167	2,353	3,611	2,800	3,400
TOTAL UTILITIES		19,317	17,618	21,458	24,785	70,800	40,400
REPAIRS AND MAINTENANCE - LABOR							
6381	BUILDING & STRUCTURE REPAIR	2,102	3,393	3,645	1,248	3,200	3,200
6382	MACHINERY & EQUIPMENT REPAIR	6,704	4,820	-	4,944	5,000	5,000
6387	TIRE MOUNTING & BALANCING	278	160	300	255	400	400
6388	OTHER VEHICLE REPAIR	19,809	23,444	15,523	15,242	20,000	25,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		28,894	31,817	19,468	21,689	28,600	33,600
REPAIRS AND MAINTENANCE - CONTRACTS							
6404	MACHINERY & EQUIPMENT	1,221	1,332	1,332	1,221	1,500	-
6405	OFFICE & DATA PROCESSING EQUIP	-	-	968	-	8,895	-
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		1,221	1,332	2,300	1,221	10,395	-
RENTALS							
6415	OTHER EQUIPMENT RENTAL	60,355	86,565	1,581	8,333	15,000	17,000
6417	UNIFORM RENTAL	1,268	1,672	1,479	1,583	400	400
TOTAL RENTALS		61,623	88,237	3,061	9,916	15,400	17,400
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES							
6451	MEMBERSHIP DUES	1,484	1,084	2,279	1,017	2,065	2,025
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		1,484	1,084	2,279	1,017	2,065	2,025
BOOKS AND PAMPHLETS							
6471	BOOKS & PAMPHLETS	35	82	-	-	-	-
TOTAL BOOKS AND PAMPHLETS		35	82	-	-	-	-
CONTRACTED SERVICES							
6488	STREET MAINTENANCE CONTRACT	467,265	237,483	500,000	462,784	200,000	200,000
6489	OTHER CONTRACTED SERVICES	7,316	9,489	14,830	7,324	15,000	15,000
TOTAL CONTRACTED SERVICES		474,582	246,971	514,830	470,108	215,000	215,000
Total OTHER SERVICES & CHARGES		649,658	460,263	620,510	598,537	408,610	381,120
CAPITAL OUTLAY							
CAPITAL OUTLAY							
6540	HEAVY MACHINERY	197,061	185,980	-	116,891	265,800	270,950
6550	MOTOR VEHICLES	-	33,500	-	62,772	-	162,852
6580	OTHER EQUIPMENT	14,032	-	-	271,302	-	18,855
TOTAL CAPITAL OUTLAY		211,093	219,480	-	450,964	265,800	452,657
Total CAPITAL OUTLAY		211,093	219,480	-	450,964	265,800	452,657
TOTAL EXPENDITURES & OTHER FINANCING		1,954,681	2,028,451	2,009,196	2,393,459	2,229,499	2,496,571

FUND GENERAL

DEPARTMENT: ENGINEERING  
 FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0301	6102	F.T. REGULAR-WAGES & SALARIES	132,852	206,802	245,602	240,248	308,856	327,183
0301	6103	FULL TIME-REGULAR-OVERTIME	6,020	9,788	17,702	20,287	12,000	20,000
0301	6104	PART TIME-WAGES & SALARIES	12,784	-	-	-	-	-
0301	6105	TEMPORARY-WAGES & SALARIES	10,046	11,915	11,110	14,550	31,200	33,280
0301	6106	OVERTIME-TEMPORARY	1,404	926	259	878	-	-
0301	6108	SEVERANCE PAY	-	18,602	-	-	-	-
0301	6121	PERA CONTRIBUTIONS	7,989	15,192	19,434	19,411	26,404	28,535
0301	6122	FICA/MEDICARE CONTRIBUTIONS	11,695	17,825	18,924	19,849	26,932	29,106
0301	6131	GROUP INSURANCE	19,753	36,693	41,855	42,747	44,225	54,684
0301	6133	WORKERS COMP INSURANCE PREMIUM	687	1,180	1,445	1,198	2,811	3,367
0301	6205	DRAFTING SUPPLIES	-	-	-	-	-	-
0301	6208	MISCELLANEOUS OFFICE SUPPLIES	1,706	2,755	734	795	800	700
0301	6223	GASOLINE	3,540	3,917	3,677	4,789	4,000	7,000
0301	6231	UNIFORMS & TURN-OUT GEAR	1,711	2,156	1,327	1,170	1,800	1,500
0301	6249	MISCELLANEOUS OPERATING SUPPLY	98	841	2,255	-	1,000	-
0301	6257	OTHER VEHICLE PARTS	1,436	893	1,122	2,108	1,500	1,200
0301	6281	SMALL TOOLS & MINOR EQUIPMENT	144	218	86	-	500	400
0301	6315	MISCELLANEOUS PROFESSIONAL SER	4,730	967	4,139	197	2,500	5,000
0301	6321	TELEPHONE	1,140	1,285	1,334	1,239	-	-
0301	6322	POSTAGE	980	2,298	460	7	1,000	2,000
0301	6323	CELLULAR PHONES	3,268	2,660	2,589	3,427	-	-
0301	6331	TRAVEL & LODGING	145	72	92	-	-	150
0301	6335	TRAINING	3,148	4,090	2,112	3,699	4,550	3,245
0301	6361	GENERAL LIABILITY/PROPERTY INS	2,593	4,415	4,799	4,131	7,000	7,000
0301	6405	OFFICE & DATA PROCESSING EQUIP	-	-	968	-	8,895	-
0301	6451	MEMBERSHIP DUES	1,239	732	1,919	748	1,665	1,625
0301	6471	BOOKS & PAMPHLETS	35	82	-	-	-	-
0301	6550	MOTOR VEHICLES	-	33,500	-	-	-	29,000
Total Expenditure			229,140	379,804	383,947	381,476	487,638	554,975

**PERSONNEL COMPLEMENT**

PW Director/City Engineer	-	-	-	-	-	1.00
City Engineer	1.00	1.00	1.00	1.00	1.00	-
Assistant City Engineer	-	-	-	-	0.50	1.00
Engineering Tech IV	1.00	0.50	1.00	1.00	1.00	-
Engineering Tech II	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Tech III	1.00	1.00	-	-	-	1.00
Senior Engineering Technician	-	-	-	-	-	1.00
Civil Engineer IV	1.00	1.00	1.00	1.00	1.00	1.00
Civil Engineer II	-	-	1.00	1.00	0.50	0.00
Secretary (Moved to PW)	1.00	-	-	-	-	-
Administrative Assistant	-	0.50	1.00	1.00	1.00	1.00
Interns (2)	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Total	7.00	6.00	7.00	7.00	7.00	8.00

**DESCRIPTION OF SERVICES:**

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

**BUDGET HIGHLIGHTS**

- Full-Time Engineering Tech II - \$82,715 - \$24,736 Utility Funded = \$57,979
- Reclass Engineering Tech II to Engineering Tech III - \$4,027
- \$29,000 capital request to replace 2006 Impala used by engineering office staff.
- Reclasses in Engr Dept due to PW Superintendent retiring (311 dept) in 2022 not in 2022 budget

**GOALS OF CURRENT YEAR BUDGET:**

Ensure stable and sustainable funding exists for the Pavement Management Program.  
 Research external funding opportunities for Water Treatment Plant improvements.  
 Implement improvements proposed with Anoka County CSAH 5/Nowthen Blvd. transportation corridor study.  
 Conduct well siting study for new municipal well #9.  
 Develop and plan for key infrastructure improvements (AUAR, utilities, transportation).  
 Support implementation of the Ramsey Gateway Highway 10 improvements.  
 Implement improved pavement condition rating system.  
 Continue implementing approved pavement rejuvenation program to replace suspended sealcoat program.

**Performance Measurements:**

	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Projected
Active Engineering Projects	12	12	12	13	14	18
Completed Engineering Projects	9	10	10	11	11	14
Infrastructure Asset Management System Upgrades	1		0	0	0	

FUND GENERAL

DEPARTMENT: STREET MAINTENANCE  
 FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0311	6102	F.T. REGULAR-WAGES & SALARIES	367,183	379,894	422,342	403,503	420,242	447,304
0311	6103	FULL TIME-REGULAR-OVERTIME	810	1,533	679	1,008	2,000	2,000
0311	6105	TEMPORARY-WAGES & SALARIES	2,888	9,361	9,971	5,160	13,200	19,200
0311	6108	SEVERANCE PAY	3,678	8,173		4,555		
0311	6121	PERA CONTRIBUTIONS	27,316	28,192	31,401	30,100	31,668	33,697
0311	6122	FICA/MEDICARE CONTRIBUTIONS	27,607	29,153	31,632	30,462	35,065	37,784
0311	6131	GROUP INSURANCE	67,425	84,200	93,179	97,338	91,167	95,051
0311	6133	WORKERS COMP INSURANCE PREMIUM	21,034	29,349	35,662	28,331	37,522	39,381
0311	6208	MISCELLANEOUS OFFICE SUPPLIES	97	622	276	301	400	400
0311	6221	CLEANING SUPPLIES	-	-	-	-	-	-
0311	6223	GASOLINE	9,695	9,427	7,580	10,759	10,000	15,500
0311	6225	DIESEL FUEL	12,992	22,378	20,148	13,194	18,000	22,000
0311	6227	LUBRICANTS & ADDITIVES	3,072	5,296	3,553	6,269	4,500	5,000
0311	6229	SHOP MATERIALS	2,377	865	2,697	1,548	2,500	2,600
0311	6231	UNIFORMS & TURN-OUT GEAR	2,871	3,020	2,497	5,145	3,000	4,000
0311	6249	MISCELLANEOUS OPERATING SUPPLY	6,671	8,828	7,538	7,331	8,000	9,500
0311	6257	OTHER VEHICLE PARTS	22,718	30,149	30,188	21,869	30,000	32,000
0311	6259	BUILDING MAINT/REPAIR SUPPLIES	667	2,382	1,677	563	2,500	2,500
0311	6261	SAND & GRAVEL	-	-	-	-	1,000	1,000
0311	6265	ASPHALT	11,129	14,235	22,316	32,491	24,000	32,500
0311	6267	OTHER STREET MAINTENANCE SUPPL	418	1,577	19	1,019	2,000	2,100
0311	6269	LANDSCAPE MATERIALS	5,929	5,675	1,520	1,174	7,500	7,500
0311	6275	OTHER EQUIPMENT PARTS	-	-	-	-	-	-
0311	6281	SMALL TOOLS & MINOR EQUIPMENT	15,199	16,043	12,678	14,424	20,000	22,000
0311	6315	MISCELLANEOUS PROFESSIONAL SER	16,855	28,019	17,655	27,948	22,000	22,000
0311	6321	TELEPHONE	1,042	1,052	1,060	973	-	-
0311	6322	POSTAGE	241	30	71	33	200	200
0311	6323	CELLULAR PHONES	3,394	3,767	3,063	2,389	-	-
0311	6335	TRAINING	5,088	3,636	2,709	2,924	4,100	4,100
0311	6361	GENERAL LIABILITY/PROPERTY INS	17,130	17,277	14,126	20,250	21,000	23,000
0311	6371	ELECTRIC UTILITIES	7,422	7,555	7,382	8,153	39,000	15,000
0311	6372	WATER/IRRIGATION	2,677	2,656	7,034	7,020	4,000	7,000
0311	6373	GAS	5,304	5,240	4,690	6,001	25,000	15,000
0311	6374	REFUSE/RECYCLING	3,912	2,167	2,353	3,611	2,800	3,400
0311	6381	BUILDING & STRUCTURE REPAIR	2,102	3,393	3,645	1,248	3,200	3,200
0311	6382	MACHINERY & EQUIPMENT REPAIR	6,704	4,820	-	4,944	5,000	5,000
0311	6387	TIRE MOUNTING & BALANCING	278	160	300	255	400	400
0311	6388	OTHER VEHICLE REPAIR	4,400	13,953	14,814	12,400	10,000	11,000
0311	6404	MACHINERY & EQUIPMENT	1,221	1,332	1,332	1,221	1,500	
0311	6415	OTHER EQUIPMENT RENTAL	60,355	86,565	1,581	8,333	15,000	17,000
0311	6417	UNIFORM RENTAL	1,268	1,672	1,479	1,583	400	400
0311	6451	MEMBERSHIP DUES	245	353	360	269	400	400
0311	6488	STREET MAINTENANCE CONTRACT	467,265	237,483	500,000	462,784	200,000	200,000
0311	6489	OTHER CONTRACTED SERVICES	7,316	9,489	14,830	7,324	15,000	15,000
0311	6540	HEAVY MACHINERY	197,061	185,980		116,891	265,800	270,950
0311	6550	MOTOR VEHICLES	37,577	-		62,772		133,852
0311	6580	OTHER EQUIPMENT	14,032			271,302		18,855
<b>Total Expenditure</b>			<b>1,474,670</b>	<b>1,306,948</b>	<b>1,336,038</b>	<b>1,747,168</b>	<b>1,399,064</b>	<b>1,598,774</b>

**PERSONNEL COMPLEMENT**

Public Works Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Secretary (Formerly under Engineering)	1.00	1.00	1.00	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00	2.00	2.00	2.00
Street Supervisor	-	-	-	-	1.00	1.00
Streets Lead Worker	1.00	1.00	1.00	1.00	1.00	1.00
PW Maintenance Worker	4.00	5.00	5.00	5.00	4.00	5.00
Temporary - Streets	0.50	0.50	0.50	0.50	0.50	0.50
<b>Street Maintenance Total</b>	<b>9.50</b>	<b>10.50</b>	<b>10.50</b>	<b>10.50</b>	<b>10.50</b>	<b>11.50</b>

**6488/6489 Other Contracted Services**

Pavement Management Program Funding (Transfer to Pavement Management Fund)			260,742	300,000	-	-
Cracksealing/Rejuvenation	237,483	237,483	239,258	162,784	200,000	200,000
Curb Repair/Tree Removal			-	-	15,000	15,000
	<b>237,483</b>	<b>237,483</b>	<b>500,000</b>	<b>462,784</b>	<b>215,000</b>	<b>215,000</b>

**6540 - Heavy Machinery**

F350 truck with plow	197,061	-	-	116,891		
1-Ton Truck	37,577	-	-	-		
Sidewalk Machine		148,292	-	-		
Tractor Backhoe (\$84,000 total remainder utility funded)		37,688	-	-		
Tandem Axle Truck with Plow		-	-	-	265,800	270,950
	<b>234,638</b>	<b>185,980</b>	<b>-</b>	<b>116,891</b>	<b>265,800</b>	<b>270,950</b>

**6550-Motor Vehicle**

1-ton truck				62,772		
2-3/4 ton trucks with plows (1 new & 1 replacement)				-		133,852
				<b>62,772</b>		<b>133,852</b>

**6580 - Other Equipment**

Sidewalk Machine				162,723		
Snow Pusher Box for Front End Loader						18,855
Trailer for skidsteer				15,102		
Toolcat				36,105		
Skidsteer				57,372		
ATV Athletic Field Maintenance Machine	14,032	14,032				
	<b>14,032</b>	<b>14,032</b>	<b>-</b>	<b>271,302</b>	<b>-</b>	<b>18,855</b>

**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**

- Additional street maintenance worker added in 2022, not included in 2022 budget - \$74,310 - 2023 exp
- (Coded under departments, 260, 311, 312)
- 
- 

**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 preventative 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 Actual	2021 Actual	2022 Projected	2023 Projected
Crack filling (miles)	7.95	21.5	7	20.88	10.37	15
Sealcoating (miles)	7.5	0	0	0	0	0
Asphalt patching (tons)	150	532	500			

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0312	6102	F.T. REGULAR-WAGES & SALARIES	94,947	111,161	74,710	91,623	101,639	107,821
0312	6103	FULL TIME-REGULAR-OVERTIME	15,820	27,433	17,925	17,122	10,000	10,000
0312	6105	TEMPORARY-WAGES & SALARIES	6,244	7,443	2,151	4,922	8,775	8,775
0312	6121	PERA CONTRIBUTIONS	7,911	10,547	1,959	7,997	8,373	8,837
0312	6122	FICA/MEDICARE CONTRIBUTIONS	8,476	11,416	6,451	8,541	9,212	9,685
0312	6133	WORKERS COMP INSURANCE PREMIUM	10,184	9,353	6,726	6,629	11,798	12,104
0312	6223	GASOLINE	-	-	6,636	1,873	-	8,000
0312	6225	DIESEL FUEL	21,401	26,138	14,396	19,191	25,000	28,000
0312	6229	SHOP MATERIALS	211	57	24	144	200	200
0312	6251	BATTERIES	-	-	-	-	-	-
0312	6257	OTHER VEHICLE PARTS	39,117	35,875	54,572	28,260	35,000	38,000
0312	6261	SAND & GRAVEL	2,355	4,726	2,907	-	3,000	3,400
0312	6263	SALT	72,544	97,334	92,362	68,800	112,000	77,000
0312	6267	OTHER STREET MAINTENANCE SUPPL	3,861	5,777	4,779	4,284	3,800	11,000
0312	6361	GENERAL LIABILITY/PROPERTY INS	2,750	3,553	2,906	2,586	4,000	6,000
0312	6388	OTHER VEHICLE REPAIR	15,410	9,491	709	2,842	10,000	14,000
0312	6489	OTHER CONTRACTED SERVICES	-	-	-	-	-	-
<b>Total Expenditure</b>			<b>301,233</b>	<b>360,301</b>	<b>289,211</b>	<b>264,815</b>	<b>342,797</b>	<b>342,822</b>

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

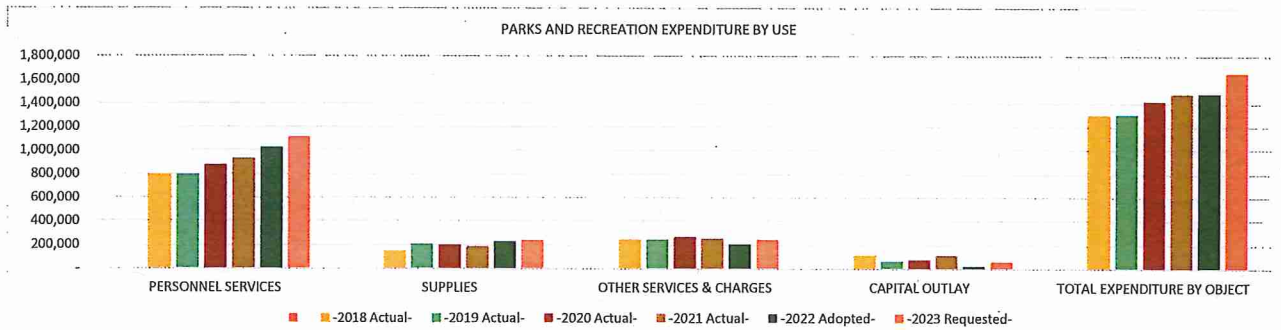
- BUDGET HIGHLIGHTS**
- Staff time redistributed between streets, traffic engr & snow plowing
  - Salt Quantity needed reduced due to reduced # of minor snow events - \$35,000 decrease

**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 Actual	2019 Actual	2020 Actual	2021 Projected	2022 Projected	2023 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	4110	5161	3090			
Full Scale Plowing Events	17.00	9.00	9.00			

PARKS AND RECREATION 452-455

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
PERSONNEL SERVICES	795,948	791,294	878,027	929,874	1,026,225	1,116,936
SUPPLIES	148,244	207,079	198,379	186,228	229,800	240,800
OTHER SERVICES & CHARGES	245,907	244,126	266,854	253,330	208,800	244,700
CAPITAL OUTLAY	112,448	60,911	75,610	112,370	19,000	59,100
<b>TOTAL EXPENDITURE BY OBJECT</b>	<b>1,302,547</b>	<b>1,303,410</b>	<b>1,418,871</b>	<b>1,481,802</b>	<b>1,483,825</b>	<b>1,661,536</b>



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PARKS AND RECREATION

452-455

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Actual-	-2021 Actual-	-2022 Adopted-	-2023 Requested-
<b>PERSONNEL SERVICES</b>							
<b>WAGES AND SALARIES</b>							
6102	F.T. REGULAR-WAGES & SALARIES	531,530	516,077	572,067	618,528	638,456	722,231
6103	FULL TIME-REGULAR-OVERTIME	1,124	4,308	494	1,837	1,000	1,000
6105	TEMPORARY-WAGES & SALARIES	79,978	89,070	99,094	85,592	115,792	94,107
<b>TOTAL WAGES AND SALARIES</b>		<b>612,632</b>	<b>609,455</b>	<b>671,654</b>	<b>705,957</b>	<b>755,248</b>	<b>817,338</b>
<b>EMPLOYER CONTRIBUTIONS</b>							
6121	PERA CONTRIBUTIONS	40,833	40,860	45,806	48,065	50,827	54,699
6122	FICA/MEDICARE CONTRIBUTIONS	46,849	46,762	50,846	53,916	57,776	62,526
6131	GROUP INSURANCE	68,971	68,662	78,670	94,527	116,301	127,027
6133	WORKERS COMP INSURANCE PREMIUM	26,663	25,555	31,051	27,409	46,073	55,346
<b>TOTAL EMPLOYER CONTRIBUTIONS</b>		<b>183,316</b>	<b>181,839</b>	<b>206,373</b>	<b>223,916</b>	<b>270,977</b>	<b>299,598</b>
<b>Total PERSONNEL SERVICES</b>		<b>795,948</b>	<b>791,294</b>	<b>878,027</b>	<b>929,874</b>	<b>1,026,225</b>	<b>1,116,936</b>
<b>SUPPLIES</b>							
<b>OFFICE SUPPLIES</b>							
6208	MISCELLANEOUS OFFICE SUPPLIES	501	1,441	348	501	600	600
<b>TOTAL OFFICE SUPPLIES</b>		<b>501</b>	<b>1,441</b>	<b>348</b>	<b>501</b>	<b>600</b>	<b>600</b>
<b>OPERATING SUPPLIES</b>							
6223	GASOLINE	18,633	19,107	15,140	19,559	19,000	28,000
6225	DIESEL FUEL	5,237	4,500	265	3,238	5,000	12,000
6229	SHOP MATERIALS	773	654	523	939	1,000	1,000
6231	UNIFORMS & TURN-OUT GEAR	4,287	3,888	3,412	4,882	4,200	4,200
6249	MISCELLANEOUS OPERATING SUPPLY	22,014	35,821	32,775	30,380	33,000	33,000
<b>TOTAL OPERATING SUPPLIES</b>		<b>50,943</b>	<b>63,970</b>	<b>52,116</b>	<b>58,998</b>	<b>62,200</b>	<b>78,200</b>
<b>REPAIR AND MAINTENANCE SUPPLIES</b>							
6257	OTHER VEHICLE PARTS	15,348	17,698	15,975	7,020	17,000	17,000
6265	ASPHALT	41,931	93,441	97,967	101,594	105,000	110,000
6269	LANDSCAPE MATERIALS	22,531	19,297	16,785	11,449	25,000	20,000
6268	IRRIGATION SUPPLIES	15,111	9,317	13,000	6,025	15,000	10,000
<b>TOTAL REPAIR AND MAINTENANCE SUPPLIES</b>		<b>94,921</b>	<b>139,753</b>	<b>143,727</b>	<b>126,088</b>	<b>162,000</b>	<b>157,000</b>
<b>SMALL TOOLS AND MINOR EQUIPMENT</b>							
6281	SMALL TOOLS & MINOR EQUIPMENT	1,878	1,915	2,189	641	5,000	5,000
<b>TOTAL SMALL TOOLS AND MINOR EQUIPMENT</b>		<b>1,878</b>	<b>1,915</b>	<b>2,189</b>	<b>641</b>	<b>5,000</b>	<b>5,000</b>
<b>Total SUPPLIES</b>		<b>148,244</b>	<b>207,079</b>	<b>198,379</b>	<b>186,228</b>	<b>229,800</b>	<b>240,800</b>

OTHER SERVICES & CHARGES							
PROFESSIONAL SERVICES							
6315	MISCELLANEOUS PROFESSIONAL SER	55,401	31,522	33,468	30,717	33,000	33,000
TOTAL PROFESSIONAL SERVICES		55,401	31,522	33,468	30,717	33,000	33,000
COMMUNICATION							
6321	TELEPHONE	784	784	155	-	-	-
6322	POSTAGE	194	79	90	54	100	100
6323	CELLULAR PHONES	4,325	4,590	3,149	3,171	-	-
TOTAL COMMUNICATION		5,303	5,453	3,394	3,225	100	100
EMPLOYEE REIMBURSEMENTS							
6331	TRAVEL & LODGING	-	-	-	-	-	-
6334	MILEAGE REIMBURSEMENT	-	-	-	-	-	-
6335	TRAINING	528	2,914	2,714	453	2,500	2,500
TOTAL EMPLOYEE REIMBURSEMENTS		528	2,914	2,714	453	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	17,404	17,104	20,000	22,000
TOTAL INSURANCE		14,308	15,364	17,404	17,104	20,000	22,000
UTILITIES							
6371	ELECTRIC UTILITIES	24,672	22,301	24,032	30,992	20,000	35,000
6372	WATER/IRRIGATION	9,060	6,095	7,444	11,167	10,000	12,000
6373	GAS	3,902	3,514	3,421	7,073	4,000	14,000
6374	REFUSE/RECYCLING	3,812	4,739	3,857	5,428	3,900	800
TOTAL UTILITIES		41,445	36,648	38,753	54,660	37,900	61,800
REPAIRS AND MAINTENANCE - LABOR							
6381	BUILDING & STRUCTURE REPAIR	19,176	8,793	14,100	14,346	10,000	10,000
6382	MACHINERY & EQUIPMENT REPAIR	3,612	12,601	10,031	543	7,000	7,000
6388	OTHER VEHICLE REPAIR	4,470	6,429	1,226	3,177	5,000	5,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		27,259	27,823	25,357	18,066	22,000	22,000
RENTALS							
6415	OTHER EQUIPMENT RENTAL	1,515	1,568	1,489	777	2,000	2,000
6416	MACHINERY RENTAL	-	275	-	-	300	300
6417	UNIFORM RENTAL	263	276	231	258	400	400
TOTAL RENTALS		1,777	2,119	1,719	1,036	2,700	2,700
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES							
6451	MEMBERSHIP DUES	280	300	420	300	600	600
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		280	300	420	300	600	600
CONTRACTED SERVICES							
6489	OTHER CONTRACTED SERVICES	99,607	121,982	143,625	127,769	90,000	100,000
TOTAL CONTRACTED SERVICES		99,607	121,982	143,625	127,769	90,000	100,000
Total OTHER SERVICES & CHARGES		245,907	244,126	266,854	253,330	208,800	244,700
CAPITAL OUTLAY							
CAPITAL OUTLAY							
6540	HEAVY MACHINERY	23,362	-	42,861	-	-	-
6550	VEHICLES	-	-	-	-	-	59,100
6580	OTHER EQUIPMENT	17,298	60,911	32,749	112,370	19,000	-
TOTAL CAPITAL OUTLAY		40,660	60,911	75,610	112,370	19,000	59,100
Total CAPITAL OUTLAY		40,660	60,911	75,610	112,370	19,000	59,100
TOTAL EXPENDITURES & OTHER FINANCING		1,230,759	1,303,410	1,418,871	1,481,802	1,483,825	1,661,536

FUND GENERAL

DEPARTMENT: PARK & RECREATION  
 FUNCTION: PARKS AND RECREATION

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0452	6102	F.T. REGULAR-WAGES & SALARIES	531,530	516,077	572,067	618,528	638,456	722,231
0452	6103	FULL TIME-REGULAR-OVERTIME	1,124	4,308	494	1,837	1,000	1,000
0452	6104	PART TIME-WAGES & SALARIES	1,550	23,517	30,275	17,113	31,645	
0452	6105	TEMPORARY-WAGES & SALARIES	78,428	65,553	68,819	68,479	84,147	94,107
0452	6121	PERA CONTRIBUTIONS	40,833	40,860	45,806	48,065	50,827	54,699
0452	6122	FICA/MEDICARE CONTRIBUTIONS	46,849	46,762	50,846	53,916	57,776	62,526
0452	6131	GROUP INSURANCE	68,971	68,662	78,670	94,527	116,301	127,027
0452	6133	WORKERS COMP INSURANCE PREMIUM	26,663	25,555	31,051	27,409	46,073	55,346
0452	6208	MISCELLANEOUS OFFICE SUPPLIES	501	1,441	348	501	600	600
0452	6223	GASOLINE	18,633	19,107	15,140	19,559	19,000	28,000
0452	6225	DIESEL FUEL	5,237	4,500	265	3,238	5,000	12,000
0452	6229	SHOP MATERIALS	773	654	523	939	1,000	1,000
0452	6231	UNIFORMS & TURN-OUT GEAR	4,287	3,888	3,412	4,882	4,200	4,200
0452	6249	MISCELLANEOUS OPERATING SUPPLY	22,014	35,821	32,775	30,380	33,000	33,000
0452	6257	OTHER VEHICLE PARTS	15,348	17,698	15,975	7,020	17,000	17,000
0452	6265	ASPHALT	41,931	93,441	97,967	101,594	105,000	110,000
0452	6268	IRRIGATION SUPPLIES	15,111	9,317	13,000	6,025	15,000	10,000
0452	6269	LANDSCAPE MATERIALS	22,531	19,297	16,785	11,449	25,000	20,000
0452	6281	SMALL TOOLS & MINOR EQUIPMENT	1,878	1,915	2,189	641	5,000	5,000
0452	6315	MISCELLANEOUS PROFESSIONAL SER	55,401	31,522	33,468	30,717	33,000	33,000
0452	6321	TELEPHONE	784	784	155	-	-	-
0452	6322	POSTAGE	194	79	90	54	100	100
0452	6323	CELLULAR PHONES	4,325	4,590	3,149	3,171	-	-
0452	6335	TRAINING	528	2,914	2,714	453	2,500	2,500
0452	6361	GENERAL LIABILITY/PROPERTY INS	14,308	15,364	17,404	17,104	20,000	22,000
0452	6371	ELECTRIC UTILITIES	24,672	22,301	24,032	30,992	20,000	35,000
0452	6372	WATER/IRRIGATION	9,060	6,095	7,444	11,167	10,000	12,000
0452	6373	GAS	3,902	3,514	3,421	7,073	4,000	14,000
0452	6374	REFUSE/RECYCLING	3,812	4,739	3,857	5,428	3,900	800
0452	6381	BUILDING & STRUCTURE REPAIR	19,176	8,793	14,100	14,346	10,000	10,000
0452	6382	MACHINERY & EQUIPMENT REPAIR	3,612	12,601	10,031	543	7,000	7,000
0452	6388	OTHER VEHICLE REPAIR	4,470	6,429	1,226	3,177	5,000	5,000
0452	6415	OTHER EQUIPMENT RENTAL	1,515	1,568	1,489	777	2,000	2,000
0452	6416	MACHINERY RENTAL	-	275	-	-	300	300
0452	6417	UNIFORM RENTAL	263	276	231	258	400	400
0452	6451	MEMBERSHIP DUES	280	300	420	300	600	600
0452	6489	OTHER CONTRACTED SERVICES	89,607	101,982	143,625	127,769	90,000	100,000
0452	6540	HEAVY MACHINERY	23,362	-	42,861	-	-	-
0452	6550	MOTOR VEHICLES	71,788	-	-	-	-	59,100
0452	6580	OTHER EQUIPMENT	17,298	60,911	32,749	112,370	19,000	-
<b>Total Expenditure</b>			<b>1,292,547</b>	<b>1,283,410</b>	<b>1,418,871</b>	<b>1,481,802</b>	<b>1,483,825</b>	<b>1,661,536</b>

**PERSONNEL COMPLEMENT**

Park Maintenance Worker	5.00	4.00	4.00	5.00	6.00	6.00
Utilities Maintenance Worker (Enterprise Funded)	3.00	3.00	3.00	3.00	3.00	3.00
Utilities Supervisor (Enterprise Funded)	1.00	1.00	1.00	1.00	1.00	1.00
Parks/Assistant PW Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Park Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Parks Lead Worker	-	1.00	1.00	1.00	1.00	1.00
Recreation Specialist	-	0.50	0.50	0.50	0.50	1.00
Temporary - Parks	3.62	3.62	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>	<u>17.12</u>	<u>17.62</u>

**6540/6550 Heavy Machinery**

3/4 ton 4/4 Truck			42,861	-		
3/4 Ton 4/4 Truck with plow equipment	36,580	-	-	-		
1-ton truck with plow equipment	58,570	-	-	-		59,100
	<u>95,150</u>	<u>-</u>	<u>42,861</u>	<u>-</u>	<u>-</u>	<u>59,100</u>

**6580 Other Equipment**

ATV Athletic Field Maintenance Machine	17,298	-	-	-		
Kubota Tractor Attachment			32,749	-		
Large Area Mower			-	101,509		
Line Striper					19,000	
John Deere Mower				10,861		
3-Zero-Turn Mowers	-	21,338	-			
Chipper		33,800	-			
	<u>17,298</u>	<u>55,138</u>	<u>32,749</u>	<u>112,370</u>	<u>19,000</u>	<u>-</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**

- Increase hours for Rec Specialist: 29 hours to 40 hours/week: \$21,567
- Reclass Asst PW Superintendent to Asst PW Director in 2022 but not in 2022 budget
- 
- 
- 

**GOALS OF CURRENT YEAR BUDGET:**

- Continue 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 Actual	2019 Actual	2020 Actual	2021 Projected	2022 Projected	2023 Projected
Number of City Parks	23	23	23	26	26	26
Number of Athletic Fields Maintained	42	42	42	42	42	42
Number of Playgrounds Maintained	17	17	17	17	17	17
Miles of Trails Maintained	41	70	70	70	70	70
Total Acreage Mowed	150.11	150.11	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 Actual	2021 Actual	2022 Adopted Budget
0455	6489	OTHER CONTRACTED SERVICES	10,000	20,000			
<b>Total Expenditure</b>			<b>10,000</b>	<b>20,000</b>	-	-	-

**6489 Other Contracted Services**

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

**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

FUND GENERAL

DEPARTMENT: EXPENDITURE RESERVE  
 FUNCTION: MISCELLANEOUS/CONTINGENCY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Actual	2022 Adopted Budget	2023 Requested Budget
0892	6105	TEMPORARY-WAGES & SALARIES	-	-	-	-		
0892	6282	EMERGENCY SUPPLIES - COVID	-	-	436,995	2,741		
0892	6315	MISCELLANEOUS PROFESSIONAL SER	-	-	-	-	25,000	25,000
0892	6603	OTHER L.T. OBLIGATION PRINCIPA	61,853	61,853	61,853	61,853		
0892	6820	OPERATING TRANSFERS TO OTHER F	643,832	575,817	1,376,215	409,801	106,373	106,373
<b>Total Expenditure</b>			<b>705,685</b>	<b>637,670</b>	<b>1,875,063</b>	<b>474,396</b>	<b>131,373</b>	<b>131,373</b>

6603/6820 Principal & Transfers								
Bury Carlson Internal Loan (PIR Fund)*	-	44,520	44,520	44,520	44,520	44,520	44,520	44,520
Municipal Center debt transfer interfund	61,853	61,853	61,853	61,853	61,853	61,853	61,853	61,853
	61,853	106,373	106,373	106,373	106,373	106,373	106,373	106,373

\*Coded directly against property tax when collected

<b>6820 Transfers to Other Funds</b>					
Excess Revenue Transfer	643,832	575,817	1,376,215	-	-
	643,832	575,817	1,376,215	-	-

**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

BUDGET SUMMARY:									
Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021		2022 Adopted Budget	2023 Requested Budget
						Actual	Actual		
9230	4011	CURRENT-AD VALOREM TAXES	84,583	85,062	76,787		63,927	75,360	82,610
9230	4012	DELINQUENT-AD VALOREM TAXES	919	434	410		1,060		
9230	4014	FISCAL DISPARITIES	18,824	14,360	13,753		11,146		
9230	4273	OTHER STATE GRANTS & AIDS	-	-					
9230	4609	OTHER MISCELLANEOUS REVENUES	3,816	46,972			10		
9230	4701	INTEREST ON INVESTMENTS	16,059	35,028	40,633		(3,673)	10,000	5,000
9230	4901	TRANSFER IN FROM OTHER FUNDS	-	-					
<b>Total Revenue</b>			<b>124,202</b>	<b>181,856</b>	<b>131,583</b>		<b>72,470</b>	<b>85,360</b>	<b>87,610</b>

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Actual	2021		2022 Adopted Budget	2023 Requested Budget
						Actual	Actual		
9230	6102	F.T. REGULAR-WAGES & SALARIES	-	-					
9230	6105	TEMPORARY-WAGES & SALARIES	1,435	840	755		560	1,500	1,500
9230	6121	PERA CONTRIBUTIONS	-	-			-		
9230	6122	FICA/MEDICARE CONTRIBUTIONS	120	64	58		43	100	100
9230	6131	GROUP INSURANCE	-	-					
9230	6133	WORKERS COMP INSURANCE PREMIUM	7	4	4		2	10	10
9230	6246	MARKETING	4,150	22,027	2,430		7,190	30,000	25,000
9230	6249	MISCELLANEOUS OPERATING SUPPLY	15,261	10,771	9,562		2,364	19,000	19,000
9230	6304	LEGAL FEES	-	-					
9230	6315	MISCELLANEOUS PROFESSIONAL SER	27,889	20,999	70,426		46,082	30,000	35,000
9230	6322	POSTAGE	-	-					
9230	6323	CELLULAR PHONES	-	-					
9230	6331	TRAVEL & LODGING	347	850	-		312	1,000	2,300
9230	6335	TRAINING	511	2,048	483		575	1,000	1,500
9230	6361	GENERAL LIABILITY/PROPERTY INS	511	590	877		3,242	750	1,000
9230	6371	ELECTRIC UTILITIES	-	-					
9230	6433	REFUNDS/REIMBURSEMENTS	-	-	-		250,000		
9230	6530	IMPROVEMENTS OTHER THAN BUILDINGS	-	-			15,151		
9230	6451	MEMBERSHIP DUES	1,370	1,437	940		1,121	2,000	2,200
9230	6452	SUBSCRIPTIONS	-	-	-		5	-	-
<b>Total Expenditure</b>			<b>51,601</b>	<b>59,630</b>	<b>85,534</b>		<b>326,645</b>	<b>85,360</b>	<b>87,610</b>

**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



Meeting Date: 07/12/2022

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**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.

**Timeframe:**

**Funding Source:**

**Responsible Party(ies):**

**Outcome:**

For Council review - no formal action necessary.

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**Attachments**

[Future Topics List](#)

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**Form Review**

**Inbox**

Brian Hagen

Form Started By: Katie Schmidt

Final Approval Date: 07/07/2022

**Reviewed By**

Brian Hagen

**Date**

07/07/2022 10:46 AM

Started On: 07/06/2022 07:37 AM

Row #		<u><i>Tentative City Council Future Work Session Topics</i></u>	
	Proposed Date	Topic	Minutes (Estimate)
	<b>2022</b>		
	July 26	Draft Trail Maintenance Policy – Westby/Riemer	30
	July 26	Continue 2023 Budget Discussions – Lund	30
	August 8	Review Draft Stormwater Pond Maintenance Policy –Westby/Riemer	15
	August 8	Continue 2023 Budget Discussions – Lund	30
	August 23	Continue 2023 Budget Discussions – Lund	30
	Sept 13	Continue 2023 Budget Discussions – Lund	30
	TBD	Review Ordinance Requirements for Trash and Recycling Container Screening - TBD	TBD
	TBD	Water Treatment Facility	TBD
	TBD	Communication’s Update Q2 – Staff	15
	TBD	Recycling Report (trends, costs, programs)	10
	TBD	Highway 10 Ramsey Contribution Costs - Hagen	TBD
	TBD	Rental Property Ordinance - Hagen	30
	TBD	Review procedure/policy/best practice for introduction of resolutions/proclamations – Staff	20
	TBD	Review Charter Commission Recommendations on Election Chapter 4 - Staff	
	TBD	Discuss Council and B/C Remote Meetings Policy - Staff	15
	TBD	Discuss Updating to the Employee Telecommuting Policy- Staff	20