

# 2023 Preliminary\* (Working Document) Budget/Levy

## #'s Represent Full Requests

**GENERAL FUND LEVY:**

**With 7-12-22 Budget: \$13,331,709. Increase of \$1,619,119 (13.82%)**

**2022 Adopted General Fund Levy: \$11,712,590**

**PAVEMENT MANAGEMENT ROAD LEVY: \$1,756,889. Increase of \$83,662 (5% per CM Heineman 2021 Proposal)**

**2022 Adopted Pavement Management Road Levy: \$1,673,227**

**EDA LEVY: \$82,610 . Increase of \$7,250 (9.62%)**

**2022 Adopted Pavement Management Road Levy: \$75,360**

**DEBT SERVICE LEVY: \$2,161,319 . Increase of \$309,640 (16.72%)**

**2022 Adopted Debt Service Levy: \$1,851,679**

**TOTAL LEVY:**

**7-12-22 Worksession: \$17,332,527. Increase of \$2,019,671 (13.19%)**

**2022 Adopted Total Levy: \$15,312,856**

**TAXABLE VALUE: \$37,090,665- \$31,432,767 (2022) Increase of \$5,657,898 (increase 18.00%)**

(Estimated value: tax capacity, TIF and Fiscal Disparity #'s from County not available until end of July)

**ESTIMATED TAX CAPACITY RATE: 40.966% 42.238%- in 2022**

(Estimated value: tax capacity, TIF and Fiscal Disparity #'s from County not available until end of July)

## LEVY BREAKDOWN:

General Fund: Levy Increase of \$1,619,119

### A. Contributing Factors of Increase:

#### 1. Personnel – Wages & Benefits (\$1,323,693 increase):

- \$1,092,080 Current Positions)
- \$228,845 New Position, Reclasses & Additional Hours Requests
  - Further Breakdown of \$1,323,693 Personnel Increase:
    - **\$940,284 Wages only**
      - \$134,628 New requests
      - \$191,428 Positions added in 2022 not included in original 2022 Budget: HR Specialist, Building Inspector, Fire Capt of admin
      - \$202,000 Fire Relief (offset with revenue line)
      - 3% COLA (union negotiated) & Steps: \$342,528
      - \$69,700 DUI Officer Discontinued – no offset grant funding
    - Pera Increase: **\$78,744** (\$25,244 new personnel requests)
    - Health Insurance Increase: **\$130,219** (Includes \$43,275 related to new personnel requests) 8.92% increase for single coverage & 4.5% increase for employee w spouse/child & family
    - Workers Comp Increase: **\$136,810** Understated in 2022 & Ever-increasing police rates

#### a. NEW Personnel Requests/ Reclassifications & Additional Hours: **\$234,346**

1. **PT Community Service Officer: \$44,671**
2. **FT Patrol Officer: \$102,032**
3. **FT Engineering Tech II: \$57,979**
4. **PT to FT Rec Specialist: \$21,567**
5. **Permit Tech increase Hours: 1.5 Hours week - \$2,894**
6. **Reclass Records Tech to Data Analyst: \$1,176**
7. **Reclass Engr Tech II to Engr Tech III: \$4,027**

#### 2. Gas: \$76,000 Increase (69% increase over 22 adopted)

Diesel Fuel: \$18,000 increase (33% increase over 22 adopted)

#### 3. Capital Equipment Requests: See Capital Spreadsheet

Total Requested: \$ 1,328,199

Trade Ins: \$(49,000)

PW Campus Funds: \$(750,000)

Fleet Vehicle Fund: \$(104,310)

Equipment Fund: \$(239,000) - \$0 remaining in fund. Will need to change excess Revenue policy if empty fund

Property Tax Levy: \$(185,889)

#### 4. Other State Grants & Aids: \$202,000 Increase. Offsetting expense under Fire Personnel. Required to book this way for audit purposes 9101.4273 & 0220.6104

5. Interest Earnings: (-\$25,000) Decreased funding due to Water Treatment Plant. Line item 9101.4701
6. LGA: No increase due to Legislative Session not taking action on bill.
7. Happy Days Funding: \$5,000 increase
8. Citizen Survey: \$15,000 Line Item 0111.6315. This was pushed out to 2023 budget as 2020 survey was not received until January 2021
9. Non-Election Year
10. Assessment Contract: \$(20,000) Decrease. County new software more efficient.
11. LOGIS Contract: \$20K increase. Line item 0192.6405
12. Replace PC's, laptops (replacement schedule), Anything that breaks-IT related: \$12,000 increase. Line item 0192.6281
13. Uniforms: \$17,000 increase New officer & new CSO. Line Item 0211.6231
14. Set up for 5 new squads, gunlocks: \$29,500 increase (includes \$12K for knox boxes). Line Item 0211.6281
15. Software upgrade ProjectDox (building inspection software): \$30,000 Line Item 0240.6405
16. Road Funding Remains at \$200,000. \$200,000 for Cracksealing/Rejuvenations 0311.6488. All road funding now included under Pavement Management Road Levy.
17. Salt Quantity: \$(35,000) Decrease. Line item 0312.6267

**-EDA Levy:**

EDA Fund: \$7,250 increase.

**-Debt Levy:** Levy Increase of \$309,640

A. Contributing Factors of Increase:

- \*Municipal Center Debt at full levy Was reduced by \$300,000 in 2022 from debt service funds available (2022 was last year of available debt service funds to offset debt.

- Debt Summary:

2020 Public Works Campus (2041 Last Year)	127,276
2013 Capital Equipment Certificates (2023 Last Year)	75,705
2014 Capital Equipment Certificates (2024 last year)	104,438
2015 Road Improvement Debt (2025 last year)	114,668
Muni Center (2031 last Year)	1,103,900*
Fire Station #2 (2033 last year)	281,623
2016 Road Improvement Debt (2026 last year)	151,108
2017 Road Improvement Debt (2027 last year)	94,558
2018 Road Improvement Debt (2028 last year)	108,043
Total Bonded Debt Levied	<u>2,161,319</u>

## GENERAL FUND BUDGET:

**Proposed Budget: \$16,885,169** (\$14,492,640 2022 final) **Increase of \$2,392,529 (increase 16.51%)**

### Major Changes from 2022 Adopted Budget:

#### Revenue:

-Property tax: \$13,274,709 (\$11,655,590 in 2022) **Increase of \$1,619,119**

-LGA: \$0

-Permit Revenue: **Increase of \$10,500 (electrical inspections)**

-Intergovernmental Revenue: **Increase of \$202,000 Fire state aid offset by fire payroll expense.**

-Charges for Services: **Increase of \$33,000 Engineering billable time.**

-Investment Earnings: **Decrease of \$25,000. Reduced funds to invest.**

-Transfers In: \$1,501,310 (\$973,800 in 2022) **Increase of \$527,510**

-Increase in Capital Equipment Requests Non Property Tax Levies: \$504,510

## **Expenditures:**

- Cola – 3% For Everyone + Steps (if available)
- Single Dental for all full-time employees
- Health Insurance: 8.92% Increase for single plans & 4.5% increase for all other plans
- Capital Equipment: See A3 above outlining Capital Equipment funding

## **Departmental Budget Changes:**

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

### **-City Council (111) – \$24,629 Increase (24.98% increase):**

- Bi-Annual Resident Survey – \$15,000 pushed out to 2023
- Happy Days Contribution - \$5,000 increase to \$12,000

### **-Administration (130) – \$117,807 Increase (13.06% increase):**

- HR Specialist not budgeted in 2022 added as FT position in 22 - \$81,044
- Deputy City Clerk reclassified to City Clerk in '22. Budget neutral: 40 hours to 32 hours.
- Public Info & event Specialist reclassified to Communications Coordinator

### **-Elections (141) – \$48,873 Decrease (88.02% decrease):**

- Non-Election Year

### **-Finance (153) – \$1,975 Increase (00.5% increase):**

- Expectation of Single Audit in 2023 (ARPA funds)

### **-Assessing (155) – (\$20,000) Decrease (13.33% decrease):**

- Per County: Assessing software more efficient.

### **-Legal (161) – (\$0) – No changes**

### **-Community Development (191) - \$90,819 Increase (11.89% increase):**

- COLA, Steps
- Promotions within department in 2022

### **-Data Processing (192) – \$22,078 Increase (2.77% increase):**

- Laptop replacement schedule: \$12,000
- LOGIS Contract: \$20,000
- No Capital Equipment Requests: \$(30,000) requested in '22

### **-Government Buildings (194) – \$15,038 Increase (2.31% increase):**

- Gas & electric for buildings: \$24,000 increase
- Capital Equipment Requests: \$(45,000) budgeted in 2022

### **-Newsletter (195) – \$5,763 (10.81% increase):**

- Printing & postage cost increase

# GENERAL FUND BUDGET CONTINUED:

## Departmental Budget Changes Continued:

### **-Police (211): \$953,556 Increase (19.93% increase):**

- FT Patrol Officer with Uniform & Training: \$112,032
- PT Community Services Officer (CSO) - \$44,671
- Current Records Tech reclassified to Data Analyst - \$1,176
- DWI Grant: Jan-Sept – \$87,142 – 2022 budget was reduced by this amount. Not reapplying for
- Workers Comp - \$98,676
- Gas - \$41,000
- Set up for 5 new squads, knox boxes - \$29,500
- Capital Equipment Requests - \$417,442 (see breakdown below)
  - Replace 2005- F150 Pickup - \$38,521
  - Replace 2017 Ford Explorer - \$41,230
  - Replace 2017 Chev Tahoe - \$40,875
  - Replace 2018 Ford Taurus - \$32,000
  - Replace 2018 Ford Taurus - \$32,000
  - Replace 2014 Squad Car Cameras - \$215,816
  - New Unmanned Aerial Vehicle - \$17,000

### **Fire (220): \$540,970 Increase (44.31% increase): Includes \$202,000 Fire Relief Aid\* \$338,970 Increase (19.24% Increase): Not including \$202,000 Fire Relief Aid\***

- \*Fire Relief State Aid Expensed here & offsetting revenue reported under 9101.4273 - \$202,000
- Fire Captain of Administration not budgeted in 2022 added as FT Position in '22 - \$61,580  
(Based on 7-12-22 Worksession Discussion)
- Capital Equipment Requests - \$290,000 (See breakdown below)
  - Replace Fire Rescue #21 - \$265,000
  - SCBA Compressor - \$25,000

### **-Building (240): \$225,903 Increase (45.59% increase)**

- Increase Hours Permit Tech from 32.5 hours to 35 hours week - \$2,894
- Building Inspector not budgeted in 2022 added as FT position in '22 - \$108,574
- Upgrade ProjectDox Software - \$30,000
- New vehicle for additional inspector - \$30,000

### **-Civil Defense (250): \$0 No changes**

### **-Traffic Engineering (260): \$14,264 Increase (14.64% Increase)**

- Staff time redistributed between Traffic Engineering, Streets, Snow Removal & Storm Drainage

# GENERAL FUND BUDGET CONTINUED;

## **Departmental Budget Changes Continued:**

### **-Animal Control (270): \$3,000 Increase (92.31% increase):**

- New vendor for animal impound service

### **-Community Orienting - Police (280): \$1,450 Increase (9.88% increase):**

- Supplies for events such as nite-to-unite

### **-Engineering (301): \$67,337 Increase (13.81% increase):**

FT Engineering Tech II \$57,979 (Net utility funds of \$24,736)

Reclass Engr Tech II to Engr Tech III \$4,027

Several reclasses in the department in 2022 due to City Engr becoming PW Director (interim)

City Engr/PW Director salary split out more to respective street/park departments

Replace 2006 Chev Impala - \$29,000

### **-Public Works (311): \$199,710 Increase (14.27% increase):**

Street Maintenance worker not budgeted in 2022 added in 22

City Engr/PW Director salary % included here

PW Superintendent position not refilled

Capital Equipment Requests - \$423,657:

Replace 2007 Tandem Axle Plow Truck less \$20,000 trade in - \$270,950

Replace 2010 Chev Silverado less \$12,000 resale - \$75,310

New Snow Pusher box for front end loader - \$18,855

New ¾ ton pickup with plow equipment - \$58,542

### **-Snow & Ice (312): \$0. No budget change:**

Salt Price Quantity needed reduced - \$(35,000)

Increase in Gas & other individual line items to offset salt reduction

### **-Park & Rec (452): \$177,711 Increase (11.98% increase):**

PT Rec Specialist to FT – additional 11 hours week \$21,567

Reclassified in Dept due to PW Superintendent retiring

Replace 2006 F250 with topper to a 1-ton with plow - \$59,100

### **-Council Contingency (892): (\$0) No Changes**

\$25,000 remains for contingency