



City of Plymouth



2018/2019 BIENNIAL BUDGET



CITY OF PLYMOUTH
2018 APPROVED
2018/2019 BIENNIAL BUDGET
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LETTER OF TRANSMITTAL



December 12, 2017

To the Honorable Mayor and City Council:

We are pleased to submit the 2018 adopted/2019 concept biennial budget. In 2015, staff developed a 10-year forecasting tool for the General Fund to enhance the biennial budget process with a longer term projection. These projections assist in long-term planning and provides a more stable accounting of city revenue and expenditures.

The 2018/2019 budget provides the City Council and residents with a balanced budget and a sound financial plan that maintains core service levels, expands public safety initiatives to accommodate population growth, while remaining responsive to the financial concerns of Plymouth taxpayers.

The 2018 budget reflects a 4.7% increase in the property tax levy from 2017. This increase will ensure the city can maintain service levels as the community continues to grow and invest in the capital needs that an expanding community requires.

The budget is a comprehensive decision-making document based on current city operations, services, and its policies and goals.

Work began on the 2018/2019 budget in April 2017. The City Council met with staff five times to provide direction in regard to a budget that meets Council goals, maintains core services, and is sensitive to tax impacts.

A review and the approval of the preliminary property tax levies and budgets were held on September 12, 2017. A public hearing to solicit resident input was held on December 12, 2017. The public hearing replaces the former Truth-in-Taxation Hearing, which was repealed by the state legislature.

Please contact me at 763-509-5301 or Finance Manager Jodi Bursheim at 763-509-5320 with any questions.

Respectfully Submitted,

A handwritten signature in black ink that reads 'Dave Callister'. The signature is written in a cursive style with a large, looped 'D' and 'C'.

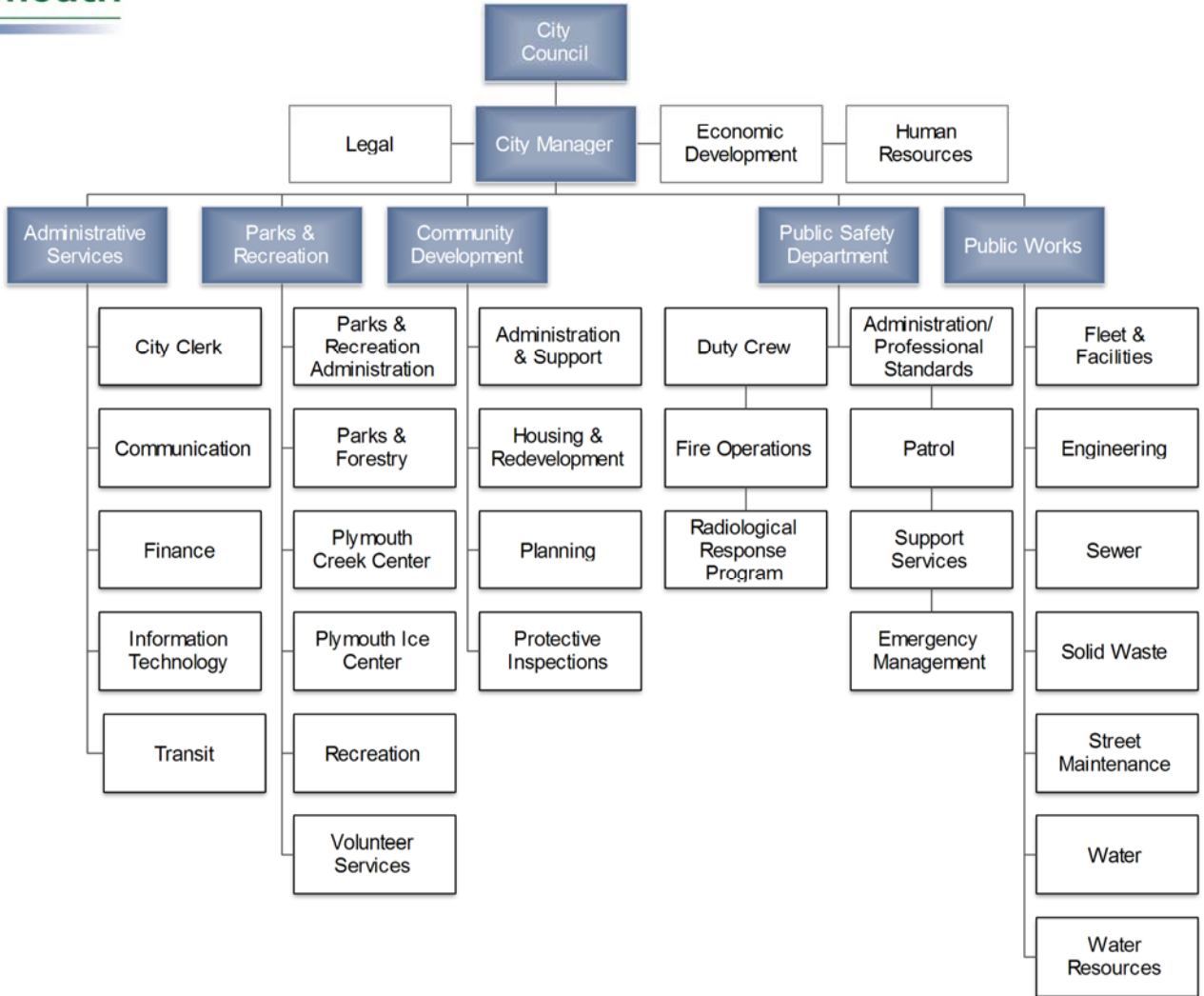
Dave Callister, City Manager

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CITY OF PLYMOUTH ORGANIZATIONAL CHART



2017 Organizational Chart



CITY OFFICIALS

CITY COUNCIL

Mayor	Kelli Slavik <i>(Term Expires 12/31/18)</i>
Ward 1 Councilmember	Judy Johnson <i>(Term Expires 12/31/20)</i>
Ward 2 Councilmember	Jeffry Wosje <i>(Term Expires 12/31/18)</i>
Ward 3 Councilmember	Jim Davis <i>(Term Expires 12/31/20)</i>
Ward 4 Councilmember	Jim Prom <i>(Term Expires 12/31/18)</i>
At-Large Councilmember	Ned Carroll <i>(Term Expires 12/31/18)</i>
At-Large Councilmember	Jim Willis <i>(Term Expires 12/31/20)</i>

EXECUTIVE STAFF

City Manager	Dave Callister
Director of Administrative Services	Laurie Hokkanen
Director of Community Development	Steve Juetten
Director of Parks and Recreation	Diane Evans
Director of Public Safety	Mike Goldstein
Director of Public Works	Michael Thompson

BUDGET STAFF

Administrative Services Department
3400 Plymouth Boulevard
Plymouth, Minnesota 55447
763-509-5000
www.plymouthmn.gov

GENERAL INFORMATION



Plymouth, Minnesota is an innovative, forward-looking community just 10 miles northwest of Minneapolis.

In 2008, *Money* magazine named Plymouth as the Best Place to Live in America. *Money* magazine affirmed Plymouth's quality of life in 2010, highlighting the city again as one of America's best places to live.

This community of approximately 75,000 residents is known for its healthy job base, strong schools, strategic location, array of housing choices and beautiful lakes. We are equally proud of our community facilities, well-planned park and trail system, and safe community.

Our location offers residents and businesses easy access to Minneapolis, St. Paul, and area suburbs. Several major highways pass through the city, including Interstate 494, Minnesota Highway 55, and US Highway 169. The 35 square mile city includes lakes, streams, wetlands, and woodland. Local residents have placed a premium on preserving open space, developing parks, and building more than 100 miles of trails, many of which tie into regional trails. The community's commitment to parks, trails, and protecting natural areas reflects Plymouth's active outdoor culture.

Plymouth has worked to build a sense of community. It is home to several major community events, including the *Primavera* spring art exhibition, a summer *Entertainment in the Parks* series, *Plymouth on Parade* in the fall, and the winter *Plymouth Fire and Ice Festival*. While all of the events are popular, *Music in Plymouth*, an outdoor concert, is our signature event. The event draws more than 10,000 concert goers each July.

In addition to being a top choice to live, Plymouth is a popular place to locate businesses. Employers provide more than 53,000 jobs – many in the fields of medical technology, insurance, high-tech research, telecommunications, light manufacturing, printing and publishing, and computer-related industries.

Significant Dates in Plymouth History

May 15, 1955 – Incorporated as a village.

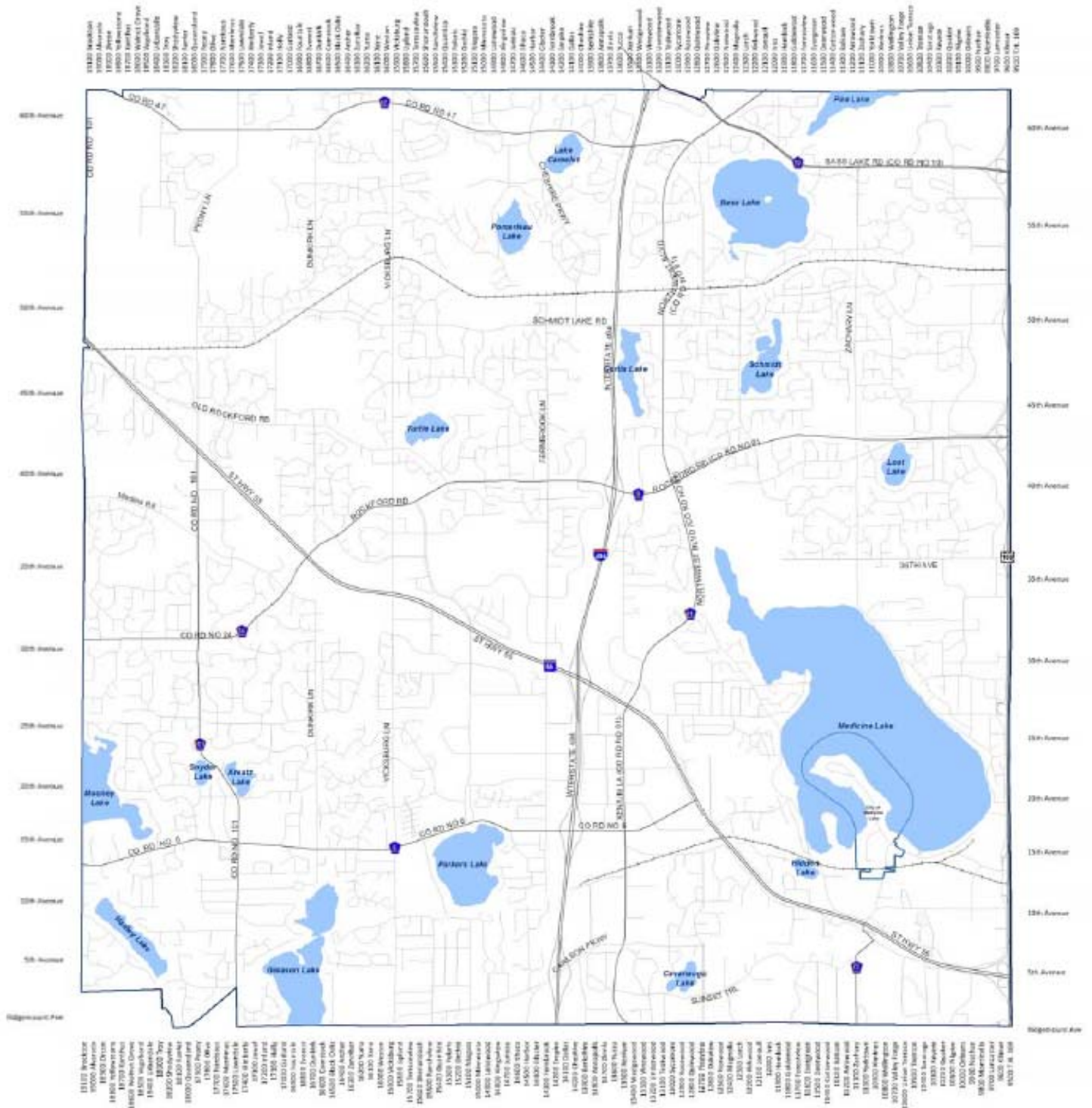
August 1, 1960 – Adopted the Council-Manager form of government.

February 7, 1974 – Became a Statutory City.

November 2, 1992 – Voters adopted a City Charter, becoming a Home Rule Charter City.

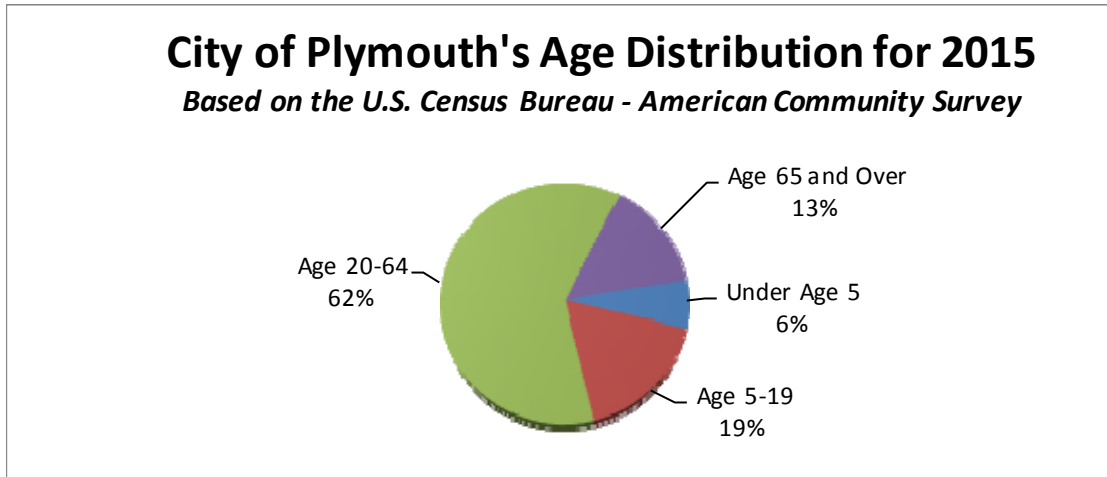
Street Map

Plymouth has 313 miles of city streets and easy access to county, state, U.S. and Interstate highways. The map below shows the city street layout with avenues reaching primarily east and west and street names north and south.

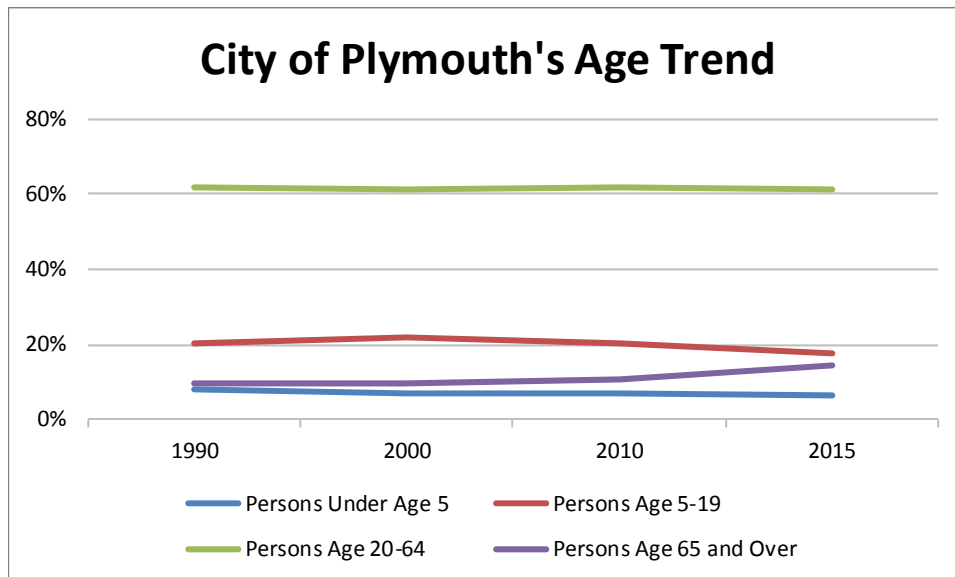


Demographics and Economics

In 2015, the estimated median age of residents in Plymouth was 40.3 years of age. The City's population is older than the estimated median ages of Hennepin County (36.1), the State of Minnesota (37.7), and the United States (37.6). According to the US Census Demographic estimates, 14.6% of the city's population were 65 years of age or older. By comparison, the percentage of people 65 years or older in the county, state, and the nation were 12.2%, 13.9%, and 14.1%, respectively.



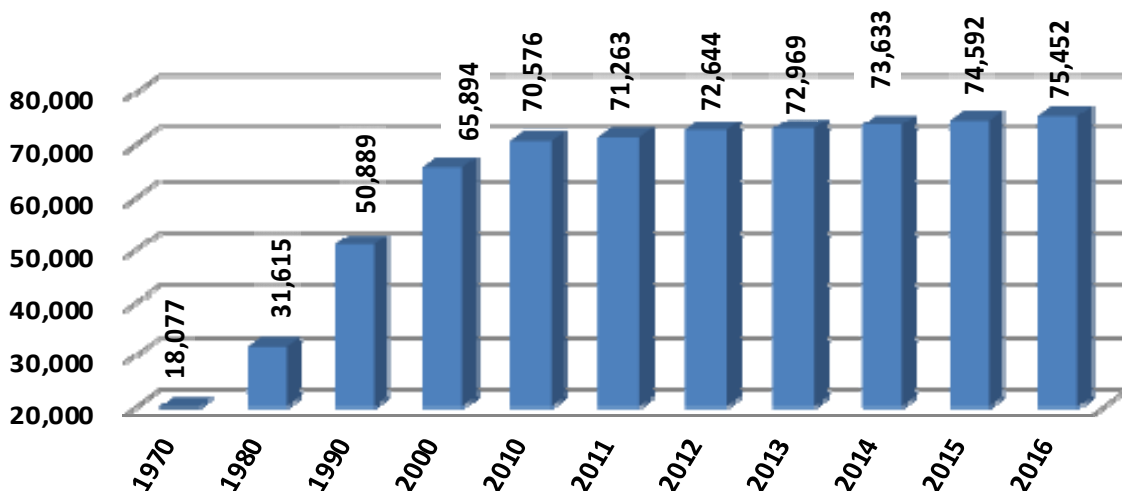
Data indicates that this trend will continue. Persons under 5 years of age represented 6.4% of the city's total population count while persons over the age of 18 represented 77.6% of the city's total population count. By comparison, 77.7% of Hennepin County residents, 76.4% of Minnesotans, and 76.7 of Americans were over the age of 18.



With a population of approximately 75,000, according to the U.S. Census Bureau, the city's population is 6.2% of Hennepin County's total population. Plymouth's population has remained constant despite turbulent residential market conditions from 2005 to 2015. There are 30,911 occupied housing units in Plymouth. Of the total occupied housing units, approximately 71.4% are owner-occupied and 28.6% are renter-occupied.

Plymouth’s population has grown at a minimal rate since the turn of the century following strong residential growth in the 1980’s and 1990’s. Growth is expected to continue at a deliberate pace as the city nears build-out.

Population Trend



2011 - 2016 are estimates from the Metropolitan Council

Plymouth is the proud home to a number of national and international businesses. The information below provides an overview of our workforce and livability.

Plymouth Economics

Top Employers (Number of Employees)		Median Value of Owner-occupied Units	
Medtronic	3,000	Plymouth	\$297,400
Honeywell International	2,000	Hennepin County	\$229,200
ISD #284 Wayzata Schools	1726		
Abbott	1300	Unemployment Rate	
Aimia	1000	Plymouth	3.10%
TCF Bank	1000	Hennepin County	3.40%
City of Plymouth	571		
U.S. Foods	500	Median Family Income	
Select Comfort	500	Plymouth	\$85,400
Nilfisk-Advance, Inc	450	Hennepin County	\$65,800

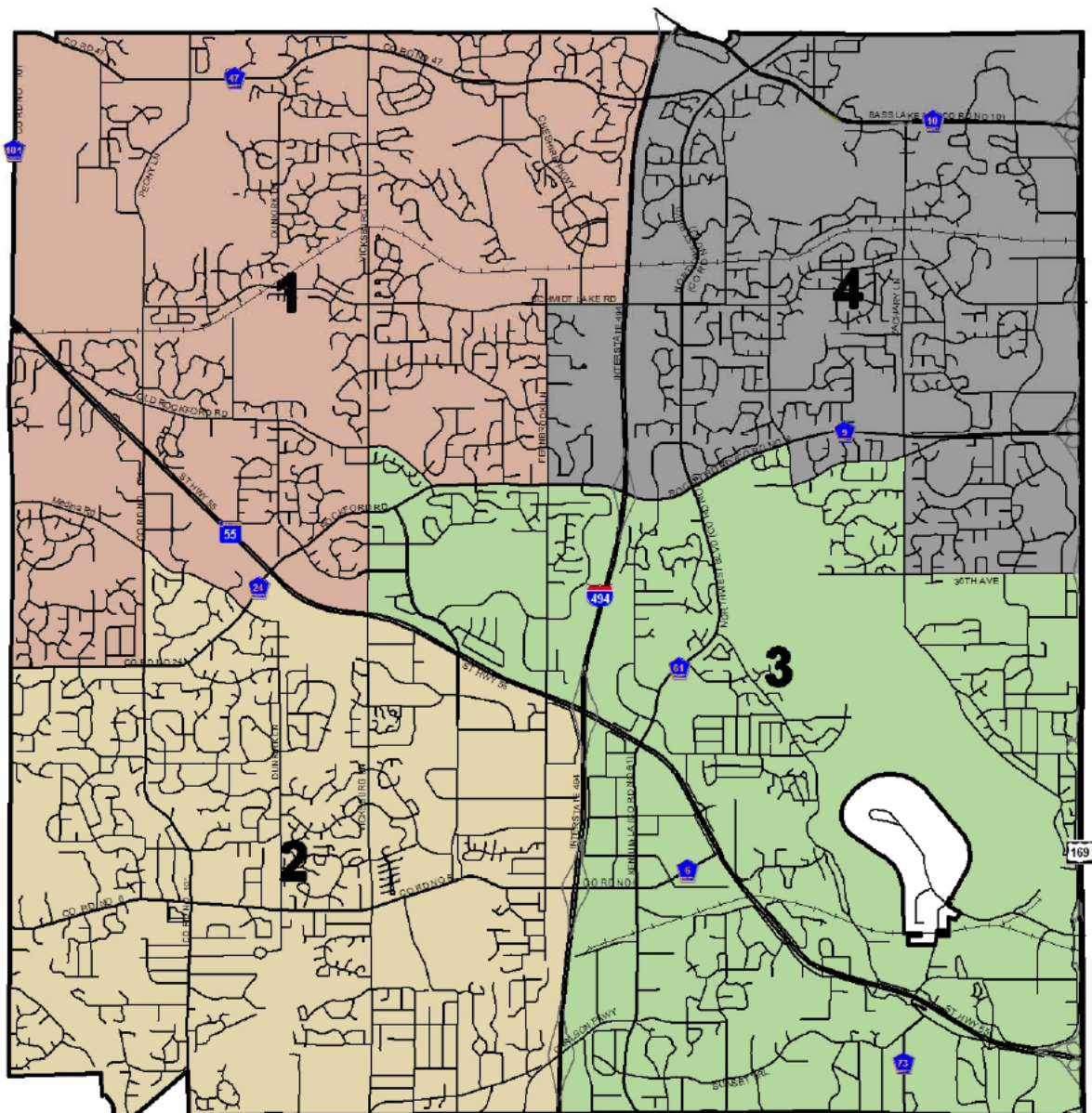
The above figures were obtained from the Metropolitan Council - Community Profile For Plymouth, 2015 estimates

The above figures were prepared by Ehlers

Governing Body

Plymouth operates as a Home Rule City according to a City Charter and ordinances, under a City Council-Manager form of government.

Policymaking and legislative authority are vested in a City Council consisting of a mayor, two at-large council members, and four ward council members. In addition to responding to public concerns, the City Council’s main responsibilities include: enacting ordinances, adopting the budget, appointing committees, and hiring the city manager. The city manager is responsible for carrying out the policies and ordinances of the council, for overseeing the day-to-day operations of the city government, and for appointing the heads of the various departments. The Council is elected on a non-partisan basis. Council members serve staggered, four-year terms.



Plymouth Council Wards

BUDGET PROCESS

Budget Calendar

The City Charter requires an annual budget process with a January 1 fiscal year. In 2007, the biennial budget format was adopted. The biennial budget provides an opportunity to implement strategic planning into the budget process and allows time for program review and evaluation.

Date	Category	Description
April 17, 2017	Budget	Departments receive budget instruction
May 23, 2017	Budget	Council Study Session – Financial Plan & Budget Goals
April – June 2017	Budget	Departments prepare budgets
June 2, 2017	Budget	Personnel changes submitted to HR
June 12, 2017	Budget	Budgets submitted to Finance
June 26 – July 14, 2017	Budget	Department meetings
August 4, 2017	Budget	Council receives budget materials for upcoming meeting
August 15, 2017	Budget & CIP	Council study session (Budget & CIP meeting #1)
August 22, 2017	Budget & CIP	Council Study Session (Budget & CIP meeting #2)
August 29, 2017	Budget & CIP	Council Regular Session (Financial Overview & Audit Presentation)
August 29, 2017	Budget & CIP	Council Study Session (Budget meeting #3) (if needed)
September 12, 2017	Budget	Council adopts preliminary levies & budget (Budget meeting #4)
October 4, 2017	CIP	Planning Commission public hearing
November 14, 2017	Budget	Council Study Session (Budget meeting #5) (If needed)
December 12, 2017	Budget & CIP	Budget Public Hearing, CIP, Budget & Levy Adoption
December 26, 2017	Budget	Levy is certified with Hennepin County

Financial Management Policies

The City Council, by resolution, has adopted financial management policies to account for public funds, to manage municipal finances wisely, and to plan for adequate funding of services desired by the public. The policies outlined below provide the financial framework for the overall fiscal management of the city and provide guidance to ensure short-term and long-term financial stability.

With regard to *Revenue Management*, the City of Plymouth will;

- Impose taxes, fees, and rates at appropriate levels to fund their intended purposes
- Maintain a reserve balance to provide for a diversified and stable revenue system
- Estimate annual revenue using an objective, analytical process
- Conduct an annual review of costs for activities supported by taxes, rates, and user fees
- Set fees and user charges for each enterprise fund based on current and future operating, capital, infrastructure, and debt requirements
- Review new sources of revenue to fund operating and capital costs consistent with Council's goals and priorities

With regard to *Fund Balances*, the City of Plymouth will;

- Establish restricted bond amounts based on requirements of individual bond ordinances
- Establish unrestricted, assigned capital amounts for the planned construction or replacement of infrastructure or for the acquisition of capital equipment based on the 5-year CIP
- Establish other unrestricted, committed and assigned amounts related to special items as approved by City Council
- Maintain the General Fund as established by Council resolution

With regard to *Investments*, the City of Plymouth will;

- Deposit funds only in financial institutions which are insured by the Federal Deposit Insurance Corporation or are approved for full collateralization by the public deposit protection act or other state statutes
- Pool cash from all legally permitted funds for investment purposes
- Maximize the investment rate of return and adhere to lawful investment options
- Ensure that the safety of the principal is the dominant requirement for city investments, maintain sufficient liquidity to meet operating requirements, and seek a responsible yield

With regard to *Debt Management*, the City of Plymouth will;

- Confine long-term borrowing to major capital improvements that cannot be financed from current revenues
- Repay debt within the expected useful life of the project or sooner
- Prohibit the use of long-term debt for operating expenses
- Issue debt which is relative to payback ability
- Ensure that borrowing does not overburden future taxpayers
- When practical, borrow from other funds. Monies borrowed must be repaid with interest before needed for their intended purpose(s). Repayment schedules and reserve sources for repayment shall be validated before borrowing from any fund.
- Review debt at least annually for repayment or refinance opportunities. A repayment strategy shall be part of all adopted bond issues

With regard to *Accounting, Auditing and Reporting*, the City of Plymouth will;

- Provide regular information concerning cash position and investment performance through its accounting system
- Establish and maintain a high degree of accounting competency. Financial accounting and reporting will be done in accordance with methods prescribed by the Governmental Accounting Standards Board and the Government Finance Officers Association, or their equivalents.
- Present reports to the City Council summarizing financial activity as required by the City Charter
- Maintain financial systems to monitor expenditures, expenses, revenues, and performance of all municipal programs on an ongoing basis
- Provide full disclosure in annual financial statements and bond representations
- Use an independent certified public accounting firm to perform an annual audit
- Issue a public Comprehensive Annual Financial Report
- Comply with all reporting requirements related to bond issuance terms

Council Goals

Each year the City Council reviews and adopts goals which help guide annual work plans and provide guidance for budgeting.

- **Protect Plymouth's Strong Financial Position.** Maintain Plymouth's fiscal health by implementing long-term revenue and expenditure plans to ensure sustainable operations with a reasonable tax level. Utilize non-property tax funding sources where appropriate.
- **Monitor Economic Challenges.** Continue to evaluate and prioritize services. Seek innovative solutions to maintain high quality core services, promote financial transparency and protect Plymouth's strong financial position and quality of life.
- **Provide Efficient and Effective Services.** Continue to explore partnerships with neighboring communities, school districts, businesses, watersheds, and other agencies to decrease costs through shared services and eliminate duplicate efforts. Streamline business processes through the use of technology, including website enhancements, e-permits and expanded credit card processing. Evaluate community trends and consider associated facility and service needs.
- **Promote Transportation Solutions.** Focus on improvements to Highway 169, Highway 55 and continue to explore other transportation options. Seek funding partners for rail crossing improvements and I-494 crossing improvements.
- **Pursue Northwest Greenway.** As development of northwest Plymouth progresses, continue planning and construction of the Northwest Greenway and park system amenities.
- **Continue Environmental Initiatives.** Collaborate with watershed agencies to ensure effective progress on water quality mandates. Continue energy conservation efforts in city buildings, and promote recycling.
- **Continue Proactive Public Safety Initiatives.** Continue proactive policing strategies using technology and collaboration to promote and enhance livability. Build on the successes of fire prevention and fire service programs for a safe community.
- **Protect the City's Infrastructure Investment.** Ensure that the city can protect and enhance the useful life of City assets (streets, utilities, parks, trails, facilities, and fleet). Continue to monitor financial resources and economic conditions, and consider timing with regard to infrastructure needs as identified in the Capital Improvement Program.
- **Consider Development and Redevelopment Requests.** Continue to carefully consider land use related to development and redevelopment to ensure a well planned community with a varied tax base. Build on Plymouth Proud business initiatives.

FINANCIAL INFORMATION

Fund Accounting

Fund accounting is used for budgeting and accounting. Under this system, money is budgeted in 16 separate funds, rather than one central fund. Each fund is established for a specific purpose and is similar to a separate bank account. The funds are used to pay for operations, maintenance, and budgeted activities. Generally, revenues are received and spent during the same year. Annual expenditures are determined by the actual costs of services provided as approved by the City Council.

Some funds are unbudgeted and operate similar to a savings account. Money is accumulated for periodic capital needs, such as the replacement of facilities and equipment. The fund balance grows until expenditures are made. Spending can vary greatly each year depending on calculated replacement costs for public improvements and the cost of planned capital expenditures.

Basis of Accounting

The budget parallels the city's accounting system. A modified accrual basis is used for general government operations. Significant revenues are recorded when measurable and available, and expenditures are recorded as they are incurred.

Proprietary Funds, including the Enterprise and Internal Service Funds, are maintained on a full accrual basis. For budgetary purposes, depreciation and accrued liabilities for accumulated leave balances are not included.

Fund Types

The City of Plymouth classifies funds into six types: General Fund, Special Revenue Funds, Enterprise Funds, Internal Service Funds, Debt Service Funds, and Capital Project Funds.

General Fund

As the primary operating fund, the General Fund records all revenues and expenditures that are not assigned to another fund. The fund provides the resources to sustain the daily activities for administrative and operating expenses for general government, public safety, public works, recreation, and community development expenditures. The fund has more diverse revenue sources than other funds, including property taxes, licenses, permits, fines and forfeits, intergovernmental revenue (grants), service charges, and investment interest.

Special Revenue Funds

Certain activities are established or designated by statute, charter or ordinance with defined revenue sources for a specific and restricted purpose. Budgeted funds included in this fund type are recreation programming, transit services, and the Housing Redevelopment Authority activity. In addition, unbudgeted special revenue funds include Cemetery Maintenance, Community and Economic Development, and Lawful Gambling.

Enterprise Funds

Established to account for the acquisition, operation, and maintenance of activities that are self-supporting such as city water and sewer service, recycling, storm water system, indoor ice arenas, and the field house. User fees predominantly support the operations of these funds.

Internal Service Funds

These funds are established to account for the financing of goods and services provided to city departments on a reimbursement basis. The city maintains Internal Service Funds for the following activities: Central Equipment, Risk Management, Employee Benefit, Information Technology, and Public Facilities, and Resource Planning.

Capital Project Funds

Capital Project Funds are not included in the budget as the expenses are approved by the City Council on a project-by-project basis. The use of these fund types are to account for the monies used for the acquisition and construction of capital projects.

Debt Service Funds

Established to account for the payment (from taxes and other sources) of interest and principal on long-term debt. The debt schedule and information regarding city and HRA bonds may be found on page 19.

Revenue Sources

Each fund is supported by several revenue types. The graphs on the next page show the type of revenues supporting the total city budget for 2018 and 2019, as well as the percentage of support received.

Property Taxes

The city levies taxes for general operating purposes, street reconstruction, park replacement and repayment of outstanding debt. The General Fund (operating budget) receives the largest share of the levy. The Street Reconstruction Fund, Recreation Fund, CDBG, Plymouth Housing and Redevelopment Authority (HRA) General, Park Replacement and Capital Improvement Fund also receive an allocation.

Permits and Licenses

Building permits fees cover the cost of plan review and building/fire code compliance and fluctuate based on current construction within the City. License fees support the direct and indirect cost of issuing the license and policing the licensed activities.

Intergovernmental Revenue

Primarily grants received from federal, state and county sources. The largest intergovernmental revenue in the General Fund is Municipal State Aid (MSA) Maintenance. Other sources include the police state aid and the school liaison contracts with the school districts.

Charges for Services

Best defined as user fees, they provide funding to operate programs and facilities from those who use them such as utility charges. Utility charges are revenues generated from basic utility services such as water, sanitary sewer, solid waste (recycling) and water resources. Program fees are also classified as charges for services to fund park and recreation activities.

Fines and Forfeitures

This type of revenue is generated primarily by the police department for legal violations. Hennepin County collects the fines and distributes a portion of the total revenue to the city.

Contributions & Donations

Contribution revenues are typically received from charitable organizations for specific one-time expenditure purposes and/or to benefit a specific cause.

Interest Income

The cash balances in all funds are invested in interest-bearing investments of maturities appropriate to the cash requirements of the funds.

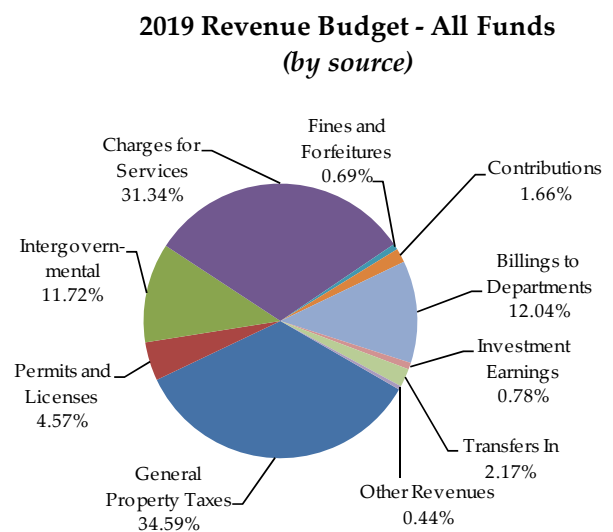
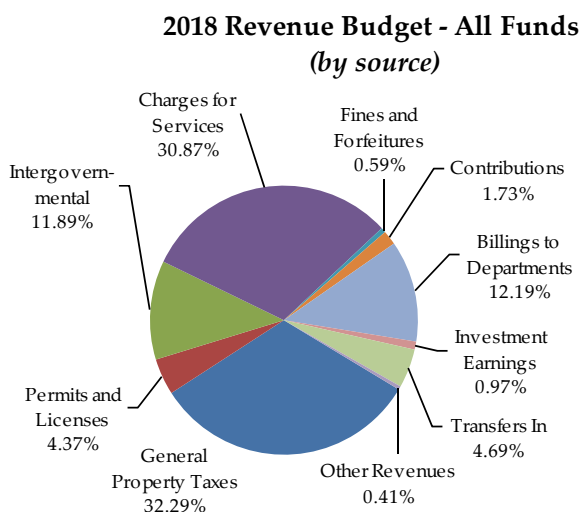
Transfers In

The General Fund receives revenue from a holding fund for a one-time or infrequent purchase. In other city funds, a transfer may be used from fund balance for a planned capital purchase or to temporarily offset operational costs.

Other

Refunds and reimbursements, administrative fees, property claims, and miscellaneous revenue are categorized under this source of revenue.

The graphs below demonstrate the city revenue streams by income source.



Expenditure Categories

Expenditures are divided into account groups to track purchases and describe how funds are expected to be spent throughout the budget year.

Personal Services

Consist of salaries, overtime, health and life insurance benefits, the city contributions for FICA, Medicare, PERA, Workers' Compensation insurance, and other compensation-related costs.

- **Retirement Costs.** Most employees are covered by defined benefit plans administered by the Public Employees Retirement Association of Minnesota (PERA). They are established and administered in accordance with Minnesota Statutes, Chapters 353 and 356.
- **Employers Contribution.** The city contributes a predetermined amount towards benefit coverage. Employees have the option of selecting from various benefits and are required to pay for any benefits exceeding the employer's contribution.
- **Workers' Compensation.** Costs are charged to each department based on claims history and are accounted for in the Risk Management Fund.

Material and Supplies

Office supplies, parts, and materials necessary to perform the services provided.

Employee Development

This category consists of employee training such as workshops, conferences and seminars, and other professional development-related expenditures.

Contractual Services

Includes services provided to the city by outside sources; including postage, printing, subscriptions, and contracted services.

Capital and Equipment

Capital expenditures are for capital purchases of items over \$5,000 with a useful life of more than one year. Equipment expenditures are smaller equipment purchases of items not meeting the city's capitalization threshold of \$5,000.

Allocations

Allocations include expenditures used to distribute the cost of operations of Internal Service Funds to the benefiting departments/divisions.

Transfer Out

Transfers made for operational or capital purposes.

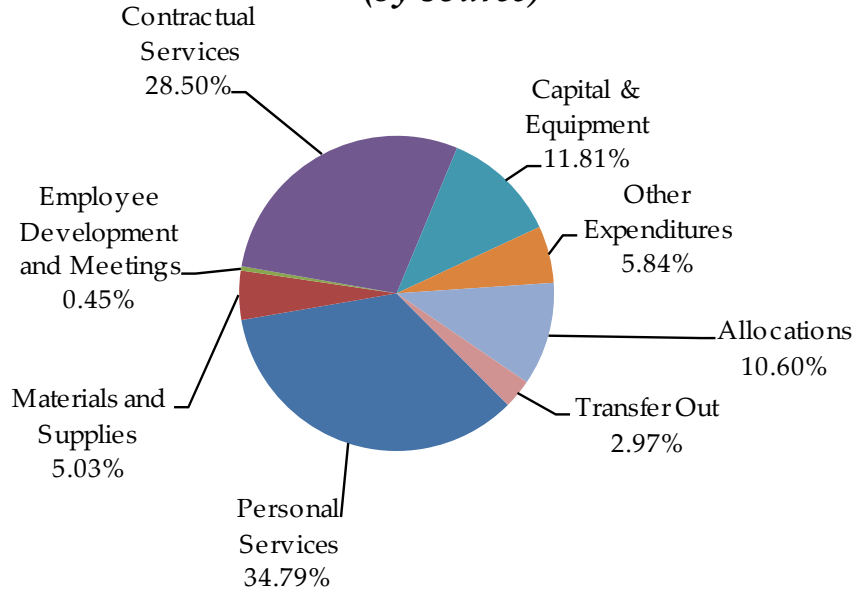
Other Expenditures

A combination of miscellaneous expenses not otherwise categorized, such as:

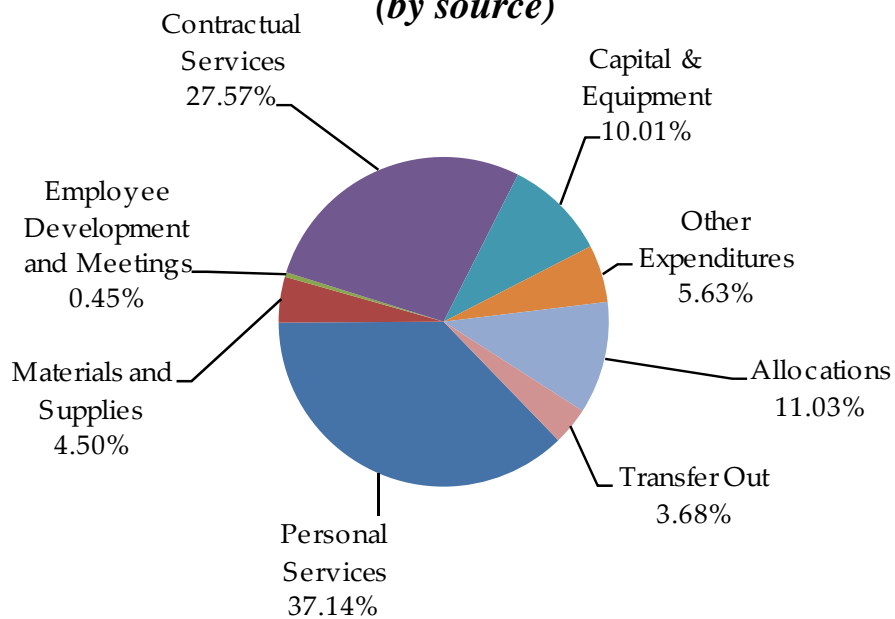
- Dues and subscriptions for both citywide and individual employee memberships and subscriptions to professional organizations, commissions and collaborative organizations such as the League of Minnesota Cities, Metro Cities and the Suburban Rate Authority.
- Interest payments on Enterprise Fund debt service
- Bank fees and other small items.

The graphs below demonstrate how resources are allocated. Please note that in addition to providing the total city budget, the figures incorporate the Capital Improvement Program totals.

2018 Expenditure Budget - All Funds
(by source)



2019 Expenditure Budget - All Funds
(by source)



TOTAL CITY BUDGET

The 2018/2019 biennial budget is balanced and in compliance with all provisions of the City Charter and Council Policies.

The total city budget as shown below is the combined budgets of all parts of the organization, including the Housing Redevelopment Authority (HRA). The table below shows the gross city budget.

Total Combined City Budget

	2015	2016	2017	2018	2019
	Actual	Actual	Amended	Adopted	Concept
Revenue					
General Property Taxes	\$ 25,540,538	\$ 26,408,968	\$ 27,894,806	\$ 29,344,201	\$ 30,766,312
Permits and Licenses	5,845,510	4,544,026	3,772,545	4,065,676	4,066,549
Intergovernmental	11,420,757	11,542,813	10,272,242	10,265,747	10,420,585
Charges for Services	22,787,757	23,591,369	26,672,009	26,476,896	27,867,790
Fines and Forfeitures	635,906	443,918	513,500	613,000	613,000
Contributions	3,708,084	8,448,744	1,497,576	1,879,576	1,479,936
Billings to Departments	8,637,681	10,429,988	10,532,632	10,436,759	10,707,992
Investment Earnings	817,614	576,026	840,920	700,100	693,100
Transfers In	9,566,300	11,157,378	4,048,844	5,008,919	1,929,225
Other Revenues	664,665	772,037	341,400	350,725	377,904
Special Assessments	13,539	12,822	10,000	11,500	11,500
Total Revenue	\$ 89,638,351	\$ 97,928,089	\$ 86,396,474	\$ 89,153,099	\$ 88,933,893
Appropriations					
Personal Services	\$ 26,201,231	\$ 28,063,079	\$ 30,053,743	\$ 31,356,069	\$ 33,029,422
Materials and Supplies	3,503,581	3,001,561	4,343,513	4,002,136	3,998,294
Employee Development and Meetings	288,985	314,322	390,757	398,580	399,748
Dues and Subscriptions	418,172	416,141	486,124	487,999	494,166
Contractual Services	21,712,246	22,277,405	24,626,128	23,848,476	24,516,723
Equipment	354,064	384,100	396,300	679,771	498,300
Capital Improvements	126,290	243,555	9,810,600	11,757,868	8,403,906
Other Expenditures	5,630,526	5,402,532	4,501,444	4,494,752	4,507,475
Debt Service	87,440	60,194	62,263	32,624	2,513
Allocations	7,753,233	8,933,456	9,160,132	9,485,259	9,806,492
Transfer Out	7,862,711	7,833,829	2,565,470	2,609,565	3,276,854
Depreciation	6,678,462	6,284,594	-	-	-
Total Appropriations	\$ 80,616,941	\$ 83,214,768	\$ 86,396,474	\$ 89,153,099	\$ 88,933,893
Less Allocations	\$ 7,753,233	\$ 8,933,456	\$ 9,160,132	\$ 9,485,259	\$ 9,806,492
Less Transfers	7,862,711	7,833,829	2,565,470	2,609,565	3,276,854
	15,615,944	16,767,285	11,725,602	12,094,824	13,083,346
Net Appropriations	\$ 65,000,997	\$ 66,447,483	\$ 74,670,872	\$ 77,058,275	\$ 75,850,547

Debt Service

The city sells bonds to raise revenue to finance large projects such as new or expanded facilities, street reconstruction, or to purchase land for open space. The City of Plymouth is one of only thirteen cities in Minnesota to hold Aaa/AAA bond ratings from both Moody's Investor Services and Standard and Poor's which has resulted in low interest rates on bond sales.

The City works closely with our financial advisor to continually review our debt obligations for interest saving opportunities.

The following table shows current obligations through the audited year of 2016.

Debt Service Schedule (as of 12/31/2016)

Description	Date of		Rate of Interest (%)	Authorized and Issued	Outstanding 12/31/2016
	Issue	Maturity			
General Obligation Bonds					
Open Space Bonds - 2007A	11/15/2007	2/1/2024	3.75 - 3.9	2,715,000	1,630,000
Open Space Bonds - 2010A	8/24/2010	2/1/2026	2.0 - 3.25	2,990,000	2,155,000
Refunding Bonds - 2012A	4/5/2012	2/1/2025	2.0 - 3.0	4,815,000	4,235,000
Open Space Bonds - 2015A	3/4/2015	2/1/2027	2.0 - 3.0	3,295,000	3,220,000
Total General Obligation Bonds				\$ 13,815,000	\$ 11,240,000
General Obligation Tax Increment Bonds					
Tax Increment Refunding Bonds - 2009A	11/24/2009	2/1/2023	3.0 - 3.5	2,490,000	1,675,000
Total General Obligation Tax Increment Bonds				\$ 2,490,000	\$ 1,675,000
General Obligation Revenue Bonds					
GO Water Revenue Refunding Bonds - 2012A	4/5/2012	2/1/2019	2.0 - 3.0	4,955,000	2,960,000
				\$ 4,955,000	\$ 2,960,000
Total Bonds Payable (Primary Government)					\$ 15,875,000
Component Unit (HRA)					
Plymouth Towne Square Refunding Bonds - 2011A	2/23/2011	10/1/2023	3.0 - 3.25	\$ 3,165,000	\$ 2,145,000
Vicksburg Crossing Refunding Bonds - 2012A	4/5/2012	2/1/2035	2.0 - 3.25	9,890,000	9,730,000
Total Component Unit (HRA)				\$ 13,055,000	\$ 11,875,000
Total Outstanding Debt					\$ 27,750,000

BUDGET OVERVIEW

The 2018/2019 Biennial Budget requires \$39,593,026 and \$40,931,381, respectively, for operations within the General Fund to continue at existing service levels and includes the best information available regarding inflationary factors, union contract settlements, and anticipated maintenance and equipment needs. Each budget year is potentially impacted by inflation, state and local policy changes, as well as the economy.

Property Tax

The 2018 budget includes a total property tax levy of \$34,346,599 to meet expected operational needs; an increase of 4.70%. In addition to the city property tax levy, Plymouth levies property taxes for the Housing and Redevelopment Authority (HRA). The 2018 budget included an HRA levy of \$580,519, an increase of \$9,140.

City and HRA Levies

Levy Type	2014	2015	% Increase/Decrease		2016	% Increase/Decrease		2017	% Increase/Decrease		2018	% Increase/Decrease	
			Increase/Decrease			Increase/Decrease			Increase/Decrease			Increase/Decrease	
Levy Limit Base													
General Fund Base	\$ 23,973,179	\$ 24,347,000			\$ 25,278,373			\$ 26,691,753			\$ 28,113,058		
Street Reconstruction	2,849,603	2,906,595			2,964,727			3,024,021			2,584,501		
Recreation Fund	567,604	571,989			601,665			631,674			650,624		
Park Replacement	339,900	346,698			353,632			360,705			871,526		
Capital Improvement Fund	403,175	411,239			419,463			427,853			440,688		
Total Levy Limit Base	\$ 28,133,461	\$ 28,583,521	1.60%		\$ 29,617,860	3.62%		\$ 31,136,006	5.13%		\$ 32,660,397	4.90%	
Special Levies													
GO 2004A Public Safety	\$ 565,793	\$ 566,003			\$ 563,903			\$ 561,488			\$ 569,258		
GO 2007A Open Space	252,205	250,958			-			-			-		
GO 2010A Open Space	267,291	263,511			268,341			267,606			266,713		
GO 2015A Open Space	-	150,000			261,522			268,347			269,712		
Total Special Levies	\$ 1,085,288	\$ 1,230,471	13.38%		\$ 1,093,766	-11.11%		\$ 1,097,441	0.34%		\$ 1,105,683	0.75%	
TOTAL CITY LEVY	\$ 29,218,749	\$ 29,813,992	2.04%		\$ 30,711,626	3.01%		\$ 32,233,447	4.96%		\$ 33,766,080	4.75%	
HRA Levy	551,277	551,277			561,277			571,379			580,519		
TOTAL LEVY	\$ 29,770,026	\$ 30,365,269	2.00%		\$ 31,272,903	2.99%		\$ 32,804,826	4.90%		\$ 34,346,599	4.70%	
Total City Tax Rate (not including HRA)	29.55%	27.85%			27.34%			26.48%			26.31%		

Charter Requirement for Levy Adoption

The City Council, in accordance with the City Charter, has adopted an ordinance that requires a two-thirds majority vote to adopt a tax levy resolution that increases the city's tax rate over the prior year. This requirement does not apply to the 2018 tax levy since the final tax rate would be a reduction from last year.

Tax Rate/Tax Impact

The tax rate is calculated by dividing the city's tax levy by the city's net tax capacity. The net tax capacity is calculated by multiplying the total market value by the relevant tax class rate for each property in the city. Due to the increase in the levy and the adjusted tax capacity, the 2018 tax rate decreased by 0.17%, going from 26.48% to 26.31%.

The chart below reflects an increase in tax capacity from 2017 due to development growth and value shifting in property. These tax capacity figures are to show changes in real estate tax capacity and do not reflect personal property.

Comparison of Tax Capacity					
	2017		2018		Change
Residential	77,411,705	60.7%	80,885,998	59.9%	4.5%
Apartments	10,212,938	8.0%	10,983,068	8.1%	7.5%
Commercial	21,071,948	16.5%	22,603,384	16.8%	7.3%
Industrial	18,812,162	14.8%	20,462,391	15.2%	8.8%
	<u>127,508,753</u>		<u>134,934,841</u>		5.8%

Other Items of Interest

- **Street Reconstruction** – The budget includes a 14.53% decrease in the levy to the street reconstruction fund for 2017; approximately \$500,000. This is due to a shift in levy dollars from Street Reconstruction to Park Replacement.
- **Park Replacement** – The 2018 budget reflects a shift in levy dollars from Street Reconstruction to increase the investment to park facilities and trails to meet future capital needs; approximately \$511,000.
- **Capital Improvement Fund** – The budget includes a 3% increase in the levy to the capital improvement fund for 2018; approximately \$13,000.
- **Recreation Fund** – The budget includes a 3% increase in the levy to the recreation fund for 2018; approximately \$19,000.
- **Staffing adjustments** -- The city had 274.2 authorized positions on a full-time equivalent (FTE) basis in 2008, the first year of the biennial budget. The total number of full-time equivalents for 2018 is 264.9. Of the total for 2018, 203.2 of these positions are in the general fund, while 61.7 are in other funds, a decrease of 6.3 FTE's, since 2008. Investments in technology, process improvements, and shifts in workflow have allowed the City to maintain core services.

The table below shows FTE's, excluding elected officials, seasonal, and temporary employees:

Full-time Equivalents

2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
274.2	271.2	252.0	252.0	248.5	246.5	248.5	248.0	252.1	263.1	264.9

CONCLUSION

The 2018/2019 biennial budget responds to City Council goals and is structured to maintain core existing services. The budget also reflects the economic concern of the impact to taxpayers.

The remaining portions of this budget document provide greater detail on the funding sources and uses. We sincerely believe that all interested parties will find this document useful in evaluating the city's programs and services. Supplemental information can be obtained from the Department of Administrative Services.

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City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4000.100 - Taxes - Property	\$25,247,809	\$26,691,753	\$28,113,058	\$29,505,641
	4100.200 - Licenses - Tobacco	7,350	9,000	10,500	10,500
	4100.300 - Licenses - Pet	1,122	1,000	1,000	1,000
	4100.400 - Licenses - Garbage Hauler	4,400	4,300	1,100	1,100
	4100.500 - Licenses - 3.2 Malt Liquor	5,738	8,000	8,540	8,540
	4100.510 - Licenses - Off-Sale Liquor	5,275	5,000	5,700	5,700
	4100.520 - Licenses - On-Sale Liquor	198,690	200,000	205,760	205,760
	4100.530 - Licenses - Wine	22,167	16,000	25,000	25,000
	4100.600 - Licenses - Investigation Fee	13,800	14,000	14,000	14,000
	4100.700 - Licenses - Rental Dwelling	182,148	100,000	150,000	150,000
	4100.740 - Licenses - Target & Trap Shooting	-	110	110	110
	4100.750 - Licenses - Fireworks	900	1,400	1,000	1,000
	4100.800 - Licenses - Amusement	600	450	450	450
	4100.820 - Licenses - Club License	300	300	-	-
	4100.850 - Licenses - Peddler	11,010	10,000	10,000	10,000
	4100.860 - Licenses - Sign Contractor	3,375	3,000	3,000	3,000
	4100.900 - Licenses - Massage	13,868	15,000	15,000	15,000
	4150 - Permits	9,136	12,000	12,000	12,000
	4150.100 - Permits - Building	2,107,122	1,715,000	1,800,000	1,800,000
	4150.200 - Permits - Plumbing	292,585	210,000	250,000	250,000
	4150.300 - Permits - Mechanical Permits	381,739	275,000	325,000	325,000
	4150.350 - Permits - Electrical	324,666	265,000	315,000	315,000
	4150.500 - Permits - Fire Protection	91,503	76,000	80,000	80,000
	4150.600 - Permits - Plan Checking	816,417	800,000	800,000	800,000
	4150.700 - Permits - Sign & Billboard	15,384	9,000	9,000	9,000
	4150.900 - Permits - Burning Permit	800	600	300	300
	4200 - Intergovern- Federal - Operating	58,144	50,118	59,684	58,368
	4230 - Intergovern-State-Operating	1,029,593	17,270	20,917	19,603
	4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	430	-	-	-

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue				
4230.101 - Intergovern-State-Operating - PERA	46,993	46,993	46,993	46,993
4230.102 - Intergovern-State-Operating - MSA Maint	768,507	817,000	881,544	913,481
4230.103 - Intergovern-State-Operating - Police State Aid	582,951	500,000	550,000	550,000
4230.104 - Intergovern-State-Operating - Disabled Officer Reimb	12,524	12,000	12,000	12,000
4230.105 - Intergovern-State-Operating - Fire State Aid	490,748	450,000	490,000	495,000
4230.106 - Intergovern-State-Operating - Police Training Reimb	22,699	25,000	73,000	73,000
4230.200 - Intergovern-State-Operating - Haz Mat Grant (RAD)	63,531	90,000	90,000	90,000
4270 - Intergovern-Local-Operating	-	8,100	-	-
4270.100 - Intergovern-Local-Operating - School Liaison	412,082	400,000	400,000	400,000
4310 - Program Fees	15,302	9,000	7,000	7,000
4320 - Rental Fees	109,219	120,000	121,800	121,800
4320.104 - Rental Fees - Millenium Garden	23,271	26,000	24,000	24,000
4320.200 - Rental Fees - Meeting Rooms	129,200	106,500	120,000	120,000
4320.202 - Rental Fees - Catering Rebate	51,753	55,900	52,000	52,000
4320.203 - Rental Fees - Rental Chair Rebate	1,870	2,100	1,900	1,900
4330.500 - Utility Charges - Street Lighting	699,314	715,000	715,000	715,000
4330.800 - Utility Charges - Penalties	6,336	7,500	7,000	7,000
4350 - General Services	12,730	2,000	4,000	4,000
4350.100 - General Services - Photocopies	26	-	-	-
4350.101 - General Services - Maps & Ordinances	10	20	-	-
4350.102 - General Services - Alarm Fees	36,186	43,000	38,000	38,000
4350.103 - General Services - Accident Reports	2,777	1,500	1,500	1,500
4350.104 - General Services - Police Services	102,491	102,000	100,000	75,000
4350.105 - General Services - Towing	1,395	2,600	2,000	2,000
4350.106 - General Services - Weeds	469	3,000	2,000	2,000
4350.107 - General Services - Tree Removal	4,362	5,000	5,000	5,000
4350.113 - General Services - Grave Openings	460	-	-	-
4350.119 - General Services - Antennae Charges	164,727	160,462	176,084	181,560
4350.123 - General Services - Application Fees	45,345	35,000	35,000	35,000

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue				
4350.128 - General Services - Vacations	2,700	1,800	2,400	2,400
4360.100 - Items for Resale - Car seat	56	-	-	-
4360.101 - Items for Resale - Helmets	4,721	6,000	-	-
4360.105 - Items for Resale - Caps & Apparel	85	-	-	-
4360.116 - Items for Resale - Buffer Signs	875	-	-	-
4380.300 - Allocation Charges - General Fund Administrative	948,521	976,977	1,006,286	1,036,475
4380.301 - Allocation Charges - Project Administrative Fee	1,595,032	1,250,000	1,050,000	1,000,000
4400 - General Fines & Forfeitures	1,600	2,000	1,500	1,500
4410 - Court Fines	426,924	500,000	600,000	600,000
4420 - Animal Impound Fees	6,894	5,500	5,500	5,500
4430 - Liquor/Tobacco Violations	8,500	6,000	6,000	6,000
4500 - Special Assessments	1,342	-	-	-
4500.200 - Special Assessments - County Fees	11,480	10,000	11,500	11,500
4600 - Contributions - Operating	99,651	1,600	81,600	81,600
4620 - Contributions - Capital	3,000	-	-	-
4700 - Interest Income	18,263	-	15,000	15,000
4700.100 - Interest Income - Investments	81,494	260,000	225,000	225,000
4700.150 - Interest Income - Operating Account - BMO	2,585	-	-	-
4700.200 - Interest Income - Special Assessments	23	-	-	-
4700.400 - Interest Income - Interfund Advances	125	-	-	-
4800 - Other Revenues	92,509	55,500	51,200	51,200
4800.300 - Other Revenues - Sale of City Equipment	1,050	-	-	-
4801 - Administrative Fee	148,693	74,800	92,100	92,100
4804 - Sale of Asset	850	-	-	-
4807 - Refunds & Reimbursements	24,925	1,800	-	1,800
4900.240 - Transfers In - Lawful Gambling	41,946	35,000	42,000	42,000
4900.258 - Transfers In - HRA General	-	80,000	-	-
4900.413 - Transfers In - Improvement Project Construction	207,343	150,000	150,000	150,000
4900.660 - Transfers In - Resource Planning	79,271	20,000	61,000	10,000

City of Plymouth
2018/2019 Biennial Budget Detail

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Total	\$38,463,806	\$37,691,953	\$39,593,026	\$40,931,381

City of Plymouth
2018/2019 Biennial Budget Summary
General Fund
Budgeted Revenues and Expenditures by Division

Department	Division	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019	
Expenses	City Administration	City Manager	2,987,610	1,147,511	1,341,833	1,321,894
		Mayor and Council	351,822	365,090	363,871	369,630
		Economic Development	218,253	194,359	265,541	279,316
		Human Resources	525,278	390,311	402,742	428,709
	Total	\$4,082,963	\$2,097,271	\$2,373,987	\$2,399,549	
	Administrative Services	Communication Services	453,008	471,230	504,541	530,708
		City Clerk	550,039	521,871	571,309	531,100
		Finance	1,084,773	1,170,400	1,155,769	1,202,066
		Assessing	921,552	986,746	1,026,608	1,067,253
	Total	\$3,009,372	\$3,150,247	\$3,258,227	\$3,331,127	
	Community Development	CD Administration and Support	1,462,714	488,720	495,894	517,338
		Planning	669,627	674,829	696,847	720,354
		Inspections	1,513,202	1,633,868	1,596,513	1,662,085
	Total	\$3,645,542	\$2,797,417	\$2,789,254	\$2,899,777	
	Parks and Recreation	Parks & Rec Admin	636,974	648,938	668,947	693,402
Parks & Forestry		4,634,975	4,719,815	5,141,026	5,180,447	
Plymouth Creek Activity Center		588,048	644,854	653,225	677,231	
Total	\$5,859,997	\$6,013,607	\$6,463,198	\$6,551,080		
Police	PD Administration	2,338,493	2,341,364	2,510,555	2,625,630	
	Patrol	7,389,698	8,032,591	8,455,616	8,860,237	
	Services	3,153,088	3,284,171	3,375,237	3,502,993	
	Grants	104,250	58,306	65,601	62,971	
Total	\$12,985,530	\$13,716,432	\$14,407,009	\$15,051,831		
Emergency Management	Emergency Management	73,119	75,294	88,360	88,830	
Total	\$73,119	\$75,294	\$88,360	\$88,830		
Fire	Fire Operations	2,937,938	3,801,171	4,227,451	4,437,687	
	RAD	63,931	83,668	67,699	59,412	
	Duty Crew	382,699	-	-	-	
Total	\$3,384,568	\$3,884,839	\$4,295,150	\$4,497,099		
Public Works	Street Maintenance	3,986,372	4,910,616	4,862,024	5,022,281	

City of Plymouth
2018/2019 Biennial Budget Summary
General Fund
Budgeted Revenues and Expenditures by Division

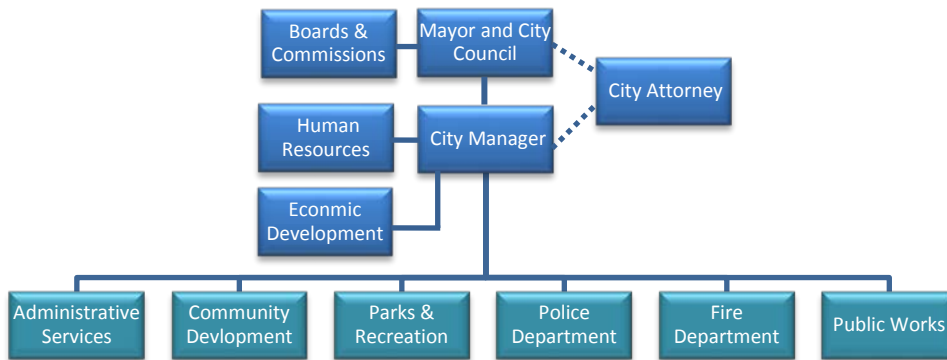
Department	Division	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses Public Works	Engineering	957,746	1,046,230	1,055,817	1,089,807
Total		\$4,944,117	\$5,956,846	\$5,917,841	\$6,112,088
Total Expenses		\$37,985,208	\$37,691,953	\$39,593,026	\$40,931,381

Administration

Activities

- ✓ Strategic Planning
- ✓ Policy-making
- ✓ Budget
- ✓ Goal-setting
- ✓ Intergovernmental Relations
- ✓ Council Advisory
- ✓ Civil Legal/Prosecution Services
- ✓ Management Oversight/Leadership
- ✓ Social Services
- ✓ Recruitment/Retention
- ✓ Employee Development
- ✓ Risk Management

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Division	2015	2016	2017	2018
City Manager	1.25	2	2	2
Human Resources	1.85	3.8	3.8	3.8
Economic Development	0	1	1	1.5
Total	3.1	6.8	6.8	7.3

Boards & Commissions	Members
Charter Commission	15
Planning Commission	7
Park & Recreation Advisory	7
Plymouth Advisory Commission on Transportation	7
Human Rights Committee	7
Environmental Quality Committee	7
Housing and Redevelopment Authority	5

Budget Impacts

The **Mayor and Council** will establish goals for the organization and discuss and approve policies to meet goal objectives. The **City Manager** will provide staff direction and leadership to carry out council's goals. He will also continue to track the long term impacts on the organization and services, ensuring the core functions of the City are met and that long-term strategies are implemented to prepare the city for future challenges. **Human Resources** will manage the impact of the Affordable Care Act on the City and work with the various employee groups to develop a long term strategy to address the rising costs of health insurance. This division will also look for employee development opportunities to ensure a highly skilled and productive workforce. **Economic Development** will establish relationships with the existing business community, begin to build a comprehensive strategy for economic development, and act as a business advocate in City Hall.

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City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - City Manager

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	\$20,668	-	-	-
6000.100 - Salaries - Regular	294,111	311,865	324,578	337,200
6000.200 - Salaries - Temporary	1,056	2,262	-	3,000
6050 - Benefits	3,212	-	-	-
6050.100 - Benefits - Social Security	16,160	14,834	14,694	14,880
6050.101 - Benefits - Medicare	4,812	4,690	4,745	4,972
6050.200 - Benefits - PERA	9,859	30,368	24,343	25,514
6050.201 - Benefits - Deferred Compensation	17,890	-	-	-
6050.550 - Benefits - Cell Phone Allowance	1,760	2,400	1,200	1,200
6050.560 - Benefits - IPAD allowance	303	300	300	300
6050.570 - Benefits - Car Allowance	3,703	6,600	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	24,100	25,692	24,605	27,666
6070.100 - Dental Insurance - Employer Contribution	485	516	423	442
6080.100 - Group Life Insurance - Employer Contribution	943	985	1,056	1,074
6100 - Office Supplies	803	3,000	3,000	3,000
6500.100 - Employee Development - Training	5,954	6,500	6,500	6,500
6550 - Mileage & Parking Reimbursement	452	-	1,000	1,000
6600 - Meetings	1,237	1,000	1,300	1,300
6700 - Dues & Subscriptions	3,726	3,500	3,500	3,500
6700.100 - Dues & Subscriptions - MN League of Cities	32,558	34,000	34,000	34,000
6700.101 - Dues & Subscriptions - Metro Cities	14,115	14,224	14,334	14,620
6700.102 - Dues & Subscriptions - Municipal Legislative Comm	10,500	10,500	10,500	10,500
6700.103 - Dues & Subscriptions - Suburban Rate Authority	6,375	6,000	6,400	6,400
6700.107 - Dues & Subscriptions	-	-	600	600
7000 - Professional Services	40	-	-	-
7003 - Legal	137,956	105,000	140,000	140,000
7003.100 - Legal - Retainer	295,307	-	250,000	293,000
7003.101 - Legal - Criminal Prosecution	(24,856)	300,000	25,000	25,000
7100.100 - Communications - Postage	1,839	2,500	2,500	2,500

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - City Manager

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
7200 - Printing & Publishing	41	-	-	-
8000 - Non-Cap Equip (< 5K)	2,252	500	-	-
8930 - Special Assessments	15,830	10,000	10,000	10,000
9000.101 - Allocations - Information Technology	20,100	21,184	21,489	21,840
9000.102 - Allocations - Facilities Management	36,134	37,218	38,335	39,485
9000.110 - Allocations - Risk Mgmt - OH, Premium	863	1,292	770	790
9500.400 - Transfers Out - General Capital Projects	1,876,373	-	-	-
9900 - Miscellaneous	5	81	-	-
9917 - Bad Debt	889	-	-	-
9918 - Contingency	145,916	189,000	370,461	285,411
9920 - Bank Fees	4,142	1,500	5,000	5,000
Total	\$2,987,610	\$1,147,511	\$1,341,833	\$1,321,894

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - Mayor and Council

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000.100 - Salaries - Regular	\$76,810	\$79,114	\$78,501	\$80,855
6050.100 - Benefits - Social Security	1,648	5,109	5,071	5,218
6050.101 - Benefits - Medicare	1,157	1,195	1,186	1,220
6050.200 - Benefits - PERA	3,320	3,956	734	756
6050.550 - Benefits - Cell Phone Allowance	1,200	1,200	1,200	1,200
6050.560 - Benefits - IPAD allowance	1,800	2,100	2,100	2,100
6100 - Office Supplies	363	1,000	500	500
6500.100 - Employee Development - Training	180	1,500	2,100	2,800
6600 - Meetings	6,252	4,000	6,300	6,300
7000 - Professional Services	3,723	4,000	4,000	4,000
7200 - Printing & Publishing	2,412	4,500	4,500	4,500
9000.101 - Allocations - Information Technology	36,321	38,758	39,278	39,874
9000.102 - Allocations - Facilities Management	58,112	59,856	61,652	63,502
9000.110 - Allocations - Risk Mgmt - OH, Premium	3,823	4,100	2,047	2,103
9906 - Donations & Contributions	15,000	15,000	15,000	15,000
9906.100 - Donations & Contributions - Music In Plymouth	30,000	30,000	30,000	30,000
9906.101 - Donations & Contributions - Social Services	109,702	109,702	109,702	109,702
Total	\$351,822	\$365,090	\$363,871	\$369,630

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - Economic Development

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	\$4,017	-	-	-
6000.100 - Salaries - Regular	114,988	117,995	154,796	163,833
6050 - Benefits	618	-	-	-
6050.100 - Benefits - Social Security	6,467	7,347	8,971	9,103
6050.101 - Benefits - Medicare	1,513	1,750	2,284	2,415
6050.200 - Benefits - PERA	8,624	8,850	11,610	12,288
6050.550 - Benefits - Cell Phone Allowance	1,205	1,200	1,200	1,200
6050.560 - Benefits - IPAD allowance	303	300	300	300
6050.570 - Benefits - Car Allowance	1,205	1,200	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	14,194	15,072	28,942	32,345
6070.100 - Dental Insurance - Employer Contribution	-	-	1,284	1,272
6080.100 - Group Life Insurance - Employer Contribution	393	401	566	635
6140 - Miscellaneous Supplies	102	500	500	500
6500 - Employee Development	70	-	-	-
6500.100 - Employee Development - Training	-	2,500	2,500	2,500
6550 - Mileage & Parking Reimbursement	55	-	100	100
6600 - Meetings	1,395	-	1,500	1,500
6700 - Dues & Subscriptions	2,983	15,000	15,000	15,000
7000 - Professional Services	39,770	-	10,000	10,000
7003 - Legal	1,013	-	-	-
7100 - Communications	2,211	2,500	2,500	2,500
7200 - Printing & Publishing	2,598	150	2,600	2,600
9000.101 - Allocations - Information Technology	9,892	9,839	10,083	10,287
9000.102 - Allocations - Facilities Management	3,907	4,025	4,146	4,270
9000.110 - Allocations - Risk Mgmt - OH, Premium	733	730	459	468
9918 - Contingency	-	5,000	5,000	5,000
Total	\$218,253	\$194,359	\$265,541	\$279,316

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - Human Resources

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$8,546	-	-	-
	6000.100 - Salaries - Regular	305,414	336,901	351,382	365,442
	6000.200 - Salaries - Temporary	928	-	-	-
	6010 - Salary Vacancies	-	(200,000)	(200,000)	(200,000)
	6020.100 - Overtime - Regular	-	260	260	260
	6050 - Benefits	1,332	-	-	-
	6050.100 - Benefits - Social Security	17,330	20,106	20,758	21,377
	6050.101 - Benefits - Medicare	4,055	4,906	5,117	5,321
	6050.200 - Benefits - PERA	22,976	25,287	26,374	27,428
	6050.302 - Benefits - Unemployment	-	10,000	5,000	5,000
	6050.550 - Benefits - Cell Phone Allowance	1,205	1,200	1,200	1,200
	6050.800 - Benefits - Years of Service Award	1,338	3,500	3,250	2,525
	6060.100 - Medical Insurance - Employer Contribution	36,450	38,616	38,502	42,750
	6070.100 - Dental Insurance - Employer Contribution	2,341	2,856	3,852	3,816
	6080.100 - Group Life Insurance - Employer Contribution	826	866	977	1,070
	6100 - Office Supplies	512	1,000	1,000	1,000
	6500.100 - Employee Development - Training	2,258	5,000	5,000	5,000
	6500.101 - Employee Development - City Wide Training	11,695	15,000	15,000	15,000
	6500.103 - Employee Development - EE Recognition	3,050	5,550	5,550	5,550
	6700 - Dues & Subscriptions	696	1,000	1,000	1,000
	7000 - Professional Services	5,711	12,700	7,700	12,700
	7006 - Medical Fees	29,484	20,000	22,400	22,400
	7007 - Drug and Alcohol Testing	1,953	5,000	3,500	3,500
	7018 - Compensation Classification Study	-	4,000	2,000	2,000
	7100.100 - Communications - Postage	326	-	200	200
	7200 - Printing & Publishing	2,494	3,800	3,800	3,800
	8000 - Non-Cap Equip (< 5K)	644	1,000	-	-
	9000.101 - Allocations - Information Technology	36,308	39,058	50,595	51,644
	9000.102 - Allocations - Facilities Management	11,617	11,966	12,325	12,695

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - Human Resources

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,341	1,741	1,200	1,231
	9000.111 - Allocations - Risk Mgmt - Claims	-	4,398	-	-
	9919 - Administration Fees	14,449	14,600	14,800	14,800
	Total	\$525,278	\$390,311	\$402,742	\$428,709

Administrative Services Department

Activities

- ✓ Accounts Payable
- ✓ Accounts Receivable/Revenue Collection
- ✓ Payroll
- ✓ Budget Support
- ✓ Investments
- ✓ Financial Reporting
- ✓ Debt Service
- ✓ Asset Management
- ✓ Utility Billing
- ✓ Election Administration
- ✓ City Council Support
- ✓ Public Education
- ✓ Communications
- ✓ Real Estate Appraisal
- ✓ Customer Service
- ✓ IT Technical Support/Help Desk

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Divisions	2015	2016	2017	2018
City Clerk	4	4	4	4
Communications	3	3	3	3
Finance	4.3	9.5	9.5	9
Information Tech	6	5.8	5.8	5.8
Transit	0	0	1	1
Risk Management	.85	0	0	0
Department Total	18.15	22.3	23.3	22.8

Budget Impacts

City Clerk will continue implementing the record management system and digitizing the City's records as part of this project. Additionally, staff will support the general government responsibilities of the City. **Communication Services** will maintain ongoing communications activities related to the city website, citywide publications, cable television, employee intranet, social media and media relations. In addition, staff will continue to ensure high quality brand management and partner with departments for consistent messaging. **Finance** will update financial studies, refine the City's ten-year financial plan, and provide assistance with the budget and long range financial planning. **Information Technology** will focus on maximizing use of existing systems, support police body camera review and implementation, reduce hardware purchases through virtualization technologies, and introduce additional self-service options for employees and constituents.

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City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - Communication Services

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$10,058	-	-	-
	6000.100 - Salaries - Regular	227,217	248,125	263,759	277,565
	6000.200 - Salaries - Temporary	1,056	2,262	-	3,000
	6020.100 - Overtime - Regular	1,455	2,000	2,000	2,000
	6050 - Benefits	1,603	-	-	-
	6050.100 - Benefits - Social Security	14,403	15,871	16,700	17,742
	6050.101 - Benefits - Medicare	3,368	3,712	3,906	4,150
	6050.200 - Benefits - PERA	17,150	18,929	19,932	21,193
	6050.550 - Benefits - Cell Phone Allowance	3,605	3,600	3,600	3,600
	6060.100 - Medical Insurance - Employer Contribution	29,718	31,860	30,402	34,485
	6070.100 - Dental Insurance - Employer Contribution	1,528	1,548	2,991	2,986
	6080.100 - Group Life Insurance - Employer Contribution	717	916	1,061	1,210
	6100 - Office Supplies	1,051	2,500	2,000	2,000
	6500.100 - Employee Development - Training	2,065	4,400	4,800	4,800
	6700 - Dues & Subscriptions	2,905	6,900	7,075	7,075
	7000 - Professional Services	6,780	10,000	10,000	10,000
	7100.100 - Communications - Postage	32,439	34,500	35,000	35,500
	7100.105 - Communications - Community Identity	2,480	3,300	3,300	3,300
	7200 - Printing & Publishing	123	4,500	4,500	4,500
	7200.100 - Printing & Publishing - Plymouth News	26,270	32,000	28,000	29,000
	7500.202 - Repair & Maint Services - Equipment Maint	5,795	6,300	6,300	6,300
	8000 - Non-Cap Equip (< 5K)	25,497	-	10,000	10,000
	9000.101 - Allocations - Information Technology	26,941	28,689	40,538	41,369
	9000.102 - Allocations - Facilities Management	7,248	7,465	7,689	7,920
	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,299	1,853	988	1,013
	9000.111 - Allocations - Risk Mgmt - Claims	239	-	-	-
	Total	\$453,008	\$471,230	\$504,541	\$530,708

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - City Clerk

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	\$4,901	-	-	-
6000.100 - Salaries - Regular	239,013	263,640	261,209	276,440
6000.200 - Salaries - Temporary	94,789	2,262	85,000	3,000
6020.100 - Overtime - Regular	2,791	500	3,000	-
6050 - Benefits	801	-	-	-
6050.100 - Benefits - Social Security	16,433	16,517	21,651	17,326
6050.101 - Benefits - Medicare	3,843	3,863	5,064	4,052
6050.200 - Benefits - PERA	17,804	19,981	19,816	20,958
6050.302 - Benefits - Unemployment	109	-	-	-
6060.100 - Medical Insurance - Employer Contribution	35,670	42,480	38,975	43,400
6070.100 - Dental Insurance - Employer Contribution	4,067	4,800	4,275	4,258
6080.100 - Group Life Insurance - Employer Contribution	560	596	666	739
6100 - Office Supplies	7,099	500	7,500	500
6500.100 - Employee Development - Training	3,221	4,000	4,000	4,000
6550 - Mileage & Parking Reimbursement	-	200	200	200
6600 - Meetings	1,055	-	1,100	-
6700 - Dues & Subscriptions	393	400	400	400
7013 - Record Retention	16,502	10,000	5,000	5,000
7100.100 - Communications - Postage	5,344	100	10,500	-
7200 - Printing & Publishing	3,504	3,700	3,600	3,600
7500.202 - Repair & Maint Services - Equipment Maint	9,722	13,000	11,000	11,000
7600 - Rentals	4,540	-	4,600	-
8000 - Non-Cap Equip (< 5K)	1,994	1,000	1,000	1,000
9000.101 - Allocations - Information Technology	67,101	73,641	72,731	73,903
9000.102 - Allocations - Facilities Management	5,252	5,410	5,572	5,739
9000.110 - Allocations - Risk Mgmt - OH, Premium	1,763	2,581	2,078	2,134
9000.111 - Allocations - Risk Mgmt - Claims	-	-	372	451
9500.660 - Transfers Out - Resource Planning	-	51,000	-	51,000
9920.100 - Bank Fees - Credit Card	381	200	500	500

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - City Clerk

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9925 - Recognition Events	1,386	1,500	1,500	1,500
	Total	\$550,039	\$521,871	\$571,309	\$531,100

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - Finance

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$7,250	-	-	-
	6000.100 - Salaries - Regular	643,401	707,721	716,521	742,577
	6000.200 - Salaries - Temporary	28,488	22,028	10,000	13,000
	6020.100 - Overtime - Regular	320	1,500	1,500	1,500
	6050 - Benefits	1,263	-	-	-
	6050.100 - Benefits - Social Security	39,544	45,337	44,949	46,523
	6050.101 - Benefits - Medicare	9,248	10,603	10,557	10,973
	6050.200 - Benefits - PERA	49,008	54,843	54,604	56,780
	6050.302 - Benefits - Unemployment	1,509	-	-	-
	6060.100 - Medical Insurance - Employer Contribution	76,869	94,020	82,186	91,030
	6070.100 - Dental Insurance - Employer Contribution	8,307	9,084	8,127	8,074
	6080.100 - Group Life Insurance - Employer Contribution	1,442	1,600	1,715	1,916
	6100 - Office Supplies	1,992	3,000	2,500	2,500
	6500.100 - Employee Development - Training	1,189	4,000	4,000	4,000
	6550 - Mileage & Parking Reimbursement	14	200	100	100
	6700 - Dues & Subscriptions	1,210	1,300	1,300	1,350
	7000 - Professional Services	25,096	3,000	9,000	9,000
	7004 - Audit Fees	27,295	30,000	30,000	30,600
	7100.100 - Communications - Postage	7,897	9,500	9,000	9,300
	7200 - Printing & Publishing	6,768	7,500	7,000	7,200
	7200.102 - Printing & Publishing - Truth In Taxation Notices	5,509	5,600	5,700	5,800
	7500.202 - Repair & Maint Services - Equipment Maint	313	-	-	-
	8000 - Non-Cap Equip (< 5K)	465	4,000	-	-
	9000.101 - Allocations - Information Technology	99,445	108,783	113,827	115,716
	9000.102 - Allocations - Facilities Management	27,282	28,093	28,936	29,804
	9000.110 - Allocations - Risk Mgmt - OH, Premium	2,597	5,638	2,747	2,823
	9900.100 - Miscellaneous - Cash Over/Short	-	-	-	-
	9919 - Administration Fees	11,051	10,000	11,500	11,500
	9920 - Bank Fees	-	3,000	-	-

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - Finance

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9920.100 - Bank Fees - Credit Card	-	50	-	-
Total		\$1,084,773	\$1,170,400	\$1,155,769	\$1,202,066

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - Assessing

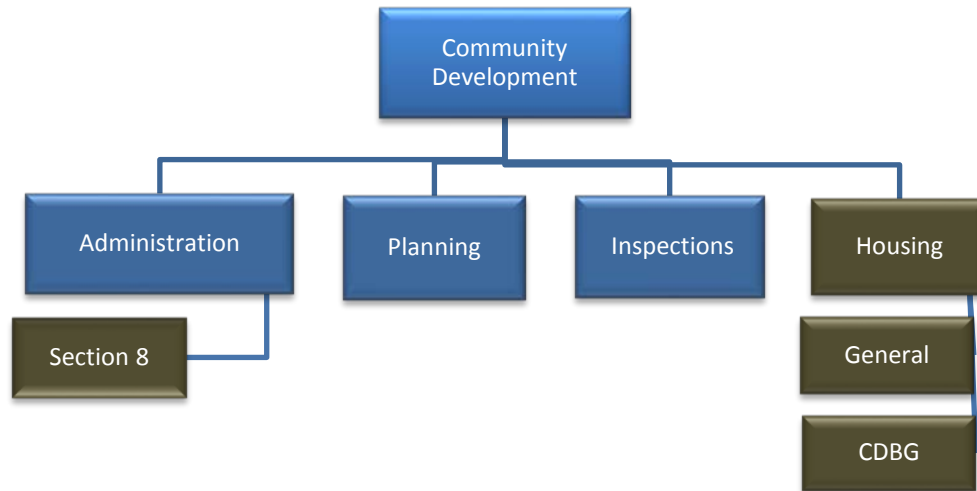
Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6100 - Office Supplies	\$43	-	\$50	\$50
6700 - Dues & Subscriptions	33	-	-	-
7000 - Professional Services	899,160	950,000	990,000	1,030,000
7100.100 - Communications - Postage	1,183	15,000	15,000	15,000
7500.200 - Repair & Maint Services - Software	267	200	200	200
9000.101 - Allocations - Information Technology	10,363	10,727	10,214	10,525
9000.102 - Allocations - Facilities Management	10,504	10,819	11,144	11,478
Total	\$921,552	\$986,746	\$1,026,608	\$1,067,253

Community Development Department

Activities

- ✓ Planning and Zoning
- ✓ Process Development Applications
- ✓ Site Improvement Agreement Admin.
- ✓ Plan Review
- ✓ Comprehensive Plan
- ✓ Building Inspections
- ✓ Electrical Inspections
- ✓ Plumbing Inspections
- ✓ Moving/Grading/Sign/Fence Inspections
- ✓ Mechanical Inspections
- ✓ Fire Inspections
- ✓ Sewer/Water Inspections
- ✓ Code Enforcement
- ✓ Rental Licensing
- ✓ Community Dev. Block Grant
- ✓ Senior Apartment Buildings
- ✓ HRA Activities
- ✓ Section 8 Housing Admin.
- ✓ Permit Processing

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Division	2015	2016	2017	2018
Administration	3.75	4.75	4.75	4.75
Planning	4.4	4.4	4.4	4.4
Protective Inspections	10.85	11.92	11.92	11.92
Housing	5	4.68	4.93	4.73
Department Total	24	25.75	26	25.8

Budget Impacts

Staff included \$12,000 for temporary electric inspectors and \$9,000 for potential Planning Division overtime, both to cover peak times during the year. The HRA continues to monitor the senior buildings' revenues and expenditures to manage the public funds that have been allocated to these facilities. Staff continues to monitor the Section 8 Administration budget to ensure proper unrestricted asset reserves. 2018 projected general fund revenues have increased \$286,000 and the projected general fund expenses have increased \$2,270 over the 2017 adopted budget.

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City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Community Development - CD Administration and Support

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	(\$9,804)	-	-	-
	6000.100 - Salaries - Regular	296,976	309,747	323,373	336,914
	6050 - Benefits	(1,376)	-	-	-
	6050.100 - Benefits - Social Security	17,021	18,479	19,304	20,033
	6050.101 - Benefits - Medicare	4,120	4,508	4,703	4,900
	6050.200 - Benefits - PERA	22,256	23,231	24,254	25,267
	6050.550 - Benefits - Cell Phone Allowance	482	480	480	480
	6050.560 - Benefits - IPAD allowance	-	120	120	120
	6050.570 - Benefits - Car Allowance	300	480	480	480
	6060.100 - Medical Insurance - Employer Contribution	62,076	51,755	44,216	49,114
	6070.100 - Dental Insurance - Employer Contribution	3,803	3,872	3,440	3,431
	6080.100 - Group Life Insurance - Employer Contribution	633	637	702	754
	6100 - Office Supplies	1,057	2,000	2,000	2,000
	6500.100 - Employee Development - Training	-	1,000	2,000	2,000
	6700 - Dues & Subscriptions	-	250	250	-
	9000.101 - Allocations - Information Technology	50,390	56,643	55,309	56,099
	9000.102 - Allocations - Facilities Management	11,386	11,728	12,080	12,442
	9000.107 - Allocations - Central Equipment	1,471	1,516	1,561	1,608
	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,868	2,274	1,452	1,490
	9000.111 - Allocations - Risk Mgmt - Claims	55	-	170	206
	9950 - Grant & Award Fiscal Agent Pass-Through	1,000,000	-	-	-
	Total	\$1,462,714	\$488,720	\$495,894	\$517,338

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Community Development - Planning

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	\$730	-	-	-
6000.100 - Salaries - Regular	429,575	442,493	454,364	468,014
6020.100 - Overtime - Regular	329	9,000	9,000	9,000
6050 - Benefits	345	-	-	-
6050.100 - Benefits - Social Security	25,050	27,268	27,794	28,303
6050.101 - Benefits - Medicare	5,998	6,562	6,734	6,932
6050.200 - Benefits - PERA	32,243	33,862	34,752	35,777
6050.550 - Benefits - Cell Phone Allowance	482	480	480	480
6050.560 - Benefits - IPAD allowance	-	120	120	120
6050.570 - Benefits - Car Allowance	300	480	480	480
6060.100 - Medical Insurance - Employer Contribution	41,072	46,695	55,242	61,706
6070.100 - Dental Insurance - Employer Contribution	1,849	1,944	1,707	1,714
6080.100 - Group Life Insurance - Employer Contribution	818	839	936	1,019
6100 - Office Supplies	595	2,550	2,550	2,550
6500.100 - Employee Development - Training	3,627	7,500	7,500	7,500
6550 - Mileage & Parking Reimbursement	-	100	100	100
6700 - Dues & Subscriptions	2,956	3,200	3,200	3,200
7000 - Professional Services	2,910	3,900	4,000	4,000
7012 - Comprehensive Plan Review	41	-	-	-
7100.100 - Communications - Postage	4,719	4,000	4,000	4,000
7200 - Printing & Publishing	4,491	2,500	2,500	2,500
9000.101 - Allocations - Information Technology	33,929	37,454	38,003	38,730
9000.102 - Allocations - Facilities Management	20,966	21,595	22,243	22,911
9000.107 - Allocations - Central Equipment	4,414	4,547	4,683	4,824
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,484	2,640	1,359	1,394
9000.111 - Allocations - Risk Mgmt - Claims	29,647	-	-	-
9500.660 - Transfers Out - Resource Planning	20,000	15,000	15,000	15,000
9900 - Miscellaneous	12	-	-	-
9920.100 - Bank Fees - Credit Card	45	100	100	100

City of Plymouth
2018/2019 Biennial Budget Detail

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Total	\$669,627	\$674,829	\$696,847	\$720,354

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Community Development - Inspections

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	(\$3,021)	-	-	-
6000.100 - Salaries - Regular	984,353	1,019,357	1,034,910	1,072,971
6000.200 - Salaries - Temporary	12,796	15,000	12,000	12,000
6050 - Benefits	(159)	-	-	-
6050.100 - Benefits - Social Security	59,708	64,163	65,041	67,401
6050.101 - Benefits - Medicare	13,964	15,017	15,213	15,763
6050.200 - Benefits - PERA	73,826	77,575	78,521	81,371
6050.550 - Benefits - Cell Phone Allowance	2,014	5,962	2,160	2,160
6050.560 - Benefits - IPAD allowance	275	-	-	-
6060.100 - Medical Insurance - Employer Contribution	132,641	144,042	137,325	154,703
6070.100 - Dental Insurance - Employer Contribution	7,739	8,178	5,967	6,026
6080.100 - Group Life Insurance - Employer Contribution	1,287	1,296	1,383	1,538
6100 - Office Supplies	1,913	3,000	3,000	3,000
6120.102 - Operating Supplies - Motor Fuels & Lubricants	994	-	-	-
6140 - Miscellaneous Supplies	-	950	950	950
6140.101 - Miscellaneous Supplies - Clothing	-	-	8,000	5,000
6140.102 - Miscellaneous Supplies - Safety Equipment	82	400	400	400
6500.100 - Employee Development - Training	6,269	10,075	10,075	10,075
6500.104 - Employee Development - Conf & Seminars	-	-	-	2,500
6700 - Dues & Subscriptions	2,854	3,200	3,350	3,350
7010 - Contractual Plan Checking	2,738	-	-	-
7100.100 - Communications - Postage	8,028	6,000	8,400	8,400
7200 - Printing & Publishing	2,880	6,550	6,650	6,650
7500.202 - Repair & Maint Services - Equipment Maint	783	-	-	-
8000 - Non-Cap Equip (< 5K)	3,326	3,000	-	-
9000.101 - Allocations - Information Technology	88,279	104,273	91,549	93,121
9000.102 - Allocations - Facilities Management	27,309	28,129	28,973	29,842
9000.107 - Allocations - Central Equipment	57,246	58,962	60,731	62,553
9000.110 - Allocations - Risk Mgmt - OH, Premium	8,293	9,087	5,834	5,930

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Community Development - Inspections

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9000.111 - Allocations - Risk Mgmt - Claims	1,042	37,352	231	281
	9920.100 - Bank Fees - Credit Card	15,744	12,300	15,850	16,100
	Total	\$1,513,202	\$1,633,868	\$1,596,513	\$1,662,085

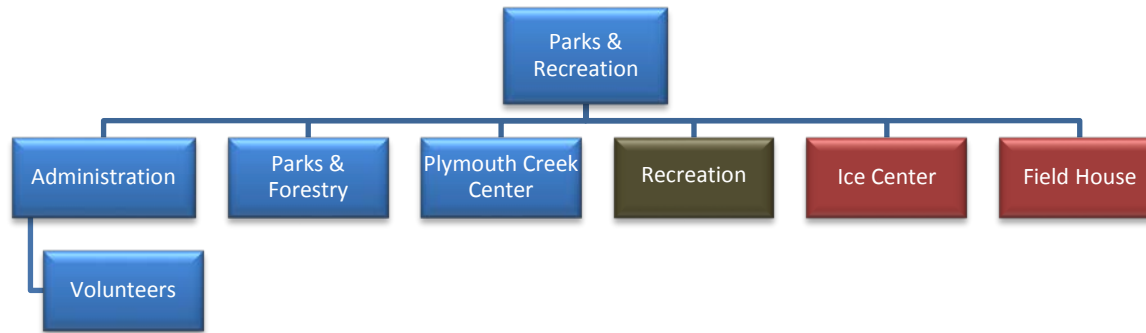
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Parks & Recreation Department

Activities

- ✓ Park Development
- ✓ Park & Field Operation and Maintenance
- ✓ Recreation Programs
- ✓ Open Space Management
- ✓ Tree Care and Preservation
- ✓ Athletic Association Liaison
- ✓ Ice Center Management
- ✓ Fieldhouse Management
- ✓ Volunteer Recruitment/Retention
- ✓ Wedding/Event Coordination
- ✓ Community Events
- ✓ Yard Waste Site Management
- ✓ Park Shelter Rental
- ✓ Meeting Space Rental
- ✓ Outdoor Field Rental

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Division	2015	2016	2017	2018
Administration	3.01	3.6	3.45	3.45
Parks & Forestry	18.7	20.7	20.85	20.85
Plymouth Creek Ctr	4	4	4	4
Volunteers	1	1	1	1
Recreation	6.9	6.9	7.5	7.5
Ice Center	4.15	4.15	5.4	4.4
Field House	1	1	1	1
Department Total	38.76	41.35	43.2	42.2

Budget Impacts

For 2018 the department will continue to improve service initiatives with a focus on efficiency, responsiveness and quality. **Administration initiatives:** Continue construction of the Northwest Greenway; development of The Meadows neighborhood park and renovation of the East Medicine Lake shelter building. **Parks & Forestry initiatives:** Continue reforestation, treatment and management plans for invasive insects and species throughout the park system and open spaces; repair of Kimberly Lane boardwalk; renovate playgrounds at East Medicine Lake and Green Oaks Parks; initiate new trail on Medina Road. **Plymouth Creek Activity Center initiatives:** Continued focus on maximizing facility use; initiate community outreach for potential renovation and expansion of the facility; complete request for proposal process for new catering services. **Plymouth Field House initiatives:** Increasing facility usage; renovate electronic reader board. **Plymouth Ice Center initiatives:** Replace the HVAC and air exchange systems; replace the sound system in Rink A; update sponsorship policies and procedures. **Recreation initiatives:** Work with Wayzata School District to update the Cooperative Agreement for use of two pool facilities; work with the Plymouth Arts Council to commission an art piece for the veteran’s memorial. **Volunteer Services initiatives:** Continue to initiate volunteer opportunities for Plymouth; Implement a volunteer satisfaction survey; celebrate the 25th anniversary of the volunteer services program.

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City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Parks & Rec Admin

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$1,790	-	-	-
	6000.100 - Salaries - Regular	403,972	410,519	421,614	436,139
	6000.200 - Salaries - Temporary	6,906	7,140	7,500	8,000
	6050 - Benefits	411	-	-	-
	6050.100 - Benefits - Social Security	24,073	24,127	24,652	25,172
	6050.101 - Benefits - Medicare	5,982	6,116	6,280	6,499
	6050.200 - Benefits - PERA	30,531	31,325	32,185	33,310
	6050.550 - Benefits - Cell Phone Allowance	2,453	2,340	2,340	2,340
	6050.560 - Benefits - IPAD allowance	482	480	480	480
	6050.570 - Benefits - Car Allowance	750	1,200	1,200	1,200
	6060.100 - Medical Insurance - Employer Contribution	41,775	40,266	44,567	50,403
	6070.100 - Dental Insurance - Employer Contribution	3,690	3,770	3,283	3,311
	6080.100 - Group Life Insurance - Employer Contribution	1,039	1,041	1,156	1,239
	6100 - Office Supplies	2,757	2,800	2,900	2,900
	6120 - Operating Supplies	1,853	2,600	3,600	3,600
	6500.100 - Employee Development - Training	2,344	4,200	4,200	4,200
	6550 - Mileage & Parking Reimbursement	19	700	175	175
	6700 - Dues & Subscriptions	1,259	2,600	2,700	2,700
	7000 - Professional Services	12,205	16,200	16,900	16,900
	7017 - Laundered Uniforms	533	-	-	-
	7100.100 - Communications - Postage	570	700	700	700
	7200 - Printing & Publishing	123	-	-	-
	9000.101 - Allocations - Information Technology	30,513	33,517	33,927	34,608
	9000.102 - Allocations - Facilities Management	37,779	38,912	40,078	41,281
	9000.107 - Allocations - Central Equipment	6,258	6,445	6,638	6,837
	9000.110 - Allocations - Risk Mgmt - OH, Premium	2,282	2,640	1,372	1,408
	9904 - Real Estate Taxes	5,062	-	-	-
	9907 - Historical Society	3,080	2,500	3,000	3,000
	9925 - Recognition Events	6,482	6,800	7,500	7,000

City of Plymouth
2018/2019 Biennial Budget Detail

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Total	\$636,974	\$648,938	\$668,947	\$693,402

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Parks & Forestry

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	(\$5,617)	-	-	-
6000.100 - Salaries - Regular	1,330,312	1,348,556	1,400,102	1,457,440
6000.200 - Salaries - Temporary	269,194	328,807	414,796	437,643
6020.100 - Overtime - Regular	21,199	22,000	37,000	37,000
6030.100 - Other Pay - Comp Time	-	-	5,000	5,000
6030.200 - Other Pay - Premium Pay	-	-	2,000	2,000
6030.300 - Other Pay - Equipment Pay	-	-	300	300
6050 - Benefits	(428)	-	-	-
6050.100 - Benefits - Social Security	99,124	105,584	115,630	120,512
6050.101 - Benefits - Medicare	23,182	24,694	27,072	28,232
6050.200 - Benefits - PERA	115,451	127,451	139,436	145,459
6050.302 - Benefits - Unemployment	24,198	33,000	25,000	25,000
6050.550 - Benefits - Cell Phone Allowance	7,327	7,548	7,548	7,548
6050.560 - Benefits - IPAD allowance	121	120	120	120
6060.100 - Medical Insurance - Employer Contribution	215,701	219,175	211,403	237,168
6070.100 - Dental Insurance - Employer Contribution	16,904	18,439	14,940	14,984
6080.100 - Group Life Insurance - Employer Contribution	2,287	2,275	2,537	2,803
6100 - Office Supplies	3,069	2,200	3,000	3,000
6120 - Operating Supplies	149,646	145,000	160,200	163,000
6120.102 - Operating Supplies - Motor Fuels & Lubricants	1,682	-	-	-
6120.103 - Operating Supplies - Janitorial	337	-	-	-
6120.107 - Operating Supplies - Animal Control	14	-	-	-
6120.108 - Operating Supplies - Twin City Tree Trust	10,109	9,500	10,000	10,000
6130.101 - Repair & Maint Supplies - Horticulture	82,359	79,800	82,000	82,000
6130.102 - Repair & Maint Supplies - Traffic & Park Signs	10,040	10,000	12,000	12,000
6130.103 - Repair & Maint Supplies - Invasive Control	94,819	96,300	98,000	98,000
6130.107 - Repair & Maint Supplies - Concrete & Asphalt	97,555	85,000	90,000	93,000
6130.111 - Repair & Maint Supplies - Chemicals	161	5,200	-	-
6130.118 - Repair & Maint Supplies - Playstructure Repair Parts	21,181	23,000	24,000	24,000

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Parks & Forestry

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6140.101 - Miscellaneous Supplies - Clothing	4,514	3,200	-	-
6140.102 - Miscellaneous Supplies - Safety Equipment	9,435	8,700	14,000	14,000
6500.100 - Employee Development - Training	9,675	9,800	10,000	10,000
6550 - Mileage & Parking Reimbursement	239	250	250	250
6600 - Meetings	50	225	100	100
6700 - Dues & Subscriptions	1,264	1,300	1,300	1,300
7000 - Professional Services	75,296	65,200	76,000	76,000
7016 - Animal Control	12,726	12,000	14,000	14,000
7017 - Laundered Uniforms	4,309	6,900	5,000	5,000
7100.100 - Communications - Postage	405	1,500	1,000	1,000
7200 - Printing & Publishing	241	1,500	600	600
7400.102 - Utilities - Natural Gas	13,091	21,000	16,000	16,800
7400.103 - Utilities - Water & Sewer	63,231	54,000	64,000	67,200
7400.104 - Utilities - Solid Waste	25,591	28,500	28,000	29,400
7400.108 - Utilities - Electric	161,057	140,000	163,000	171,150
7500 - Repair & Maint Services	46,797	60,000	53,000	53,000
7500.100 - Repair & Maint Services - Landscape	119,379	102,100	-	-
7500.101 - Repair & Maint Services - Lawn Maint	73,870	76,000	130,000	133,000
7500.102 - Repair & Maint Services - Weed Control	17,544	28,500	60,600	60,600
7500.103 - Repair & Maint Services - Irrigation	1,087	-	-	-
7500.104 - Repair & Maint Services - Electrical	18,815	24,000	24,000	24,100
7500.107 - Repair & Maint Services - Asphalt Court	15,433	15,700	20,000	20,000
7500.109 - Repair & Maint Services - Seal Coating	62,067	64,000	66,000	68,000
7500.114 - Repair & Maint Services - Retaining Walls/Guard Rails/Fence	19,346	16,000	16,000	16,000
7500.130 - Repair & Maint Services - Building Maint	26,267	22,000	22,000	22,000
7500.143 - Repair & Maint Services - Median Maint	14,075	16,000	35,000	35,000
7500.201 - Repair & Maint Services - Departmental Software Maint	1,200	-	-	-
7500.202 - Repair & Maint Services - Equipment Maint	1,289	-	-	-
7500.300 - Repair & Maint Services - Tree Maintenance	143,685	143,000	145,000	147,000

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Parks & Forestry

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
7500.302 - Repair & Maint Services - Forced Tree Removal	6,248	10,000	10,000	10,000
7600 - Rentals	9,935	10,400	10,400	10,400
7600.100 - Rentals - Portable Toilets	77,071	70,400	80,000	83,000
8000 - Non-Cap Equip (< 5K)	10,123	3,000	4,000	4,000
8050 - Cap Equip (\$5K - \$25K)	-	10,000	10,000	10,000
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	8,299	-	140,000	-
9000.101 - Allocations - Information Technology	102,235	111,487	132,144	134,179
9000.102 - Allocations - Facilities Management	133,828	137,843	141,977	146,237
9000.107 - Allocations - Central Equipment	610,293	628,602	647,460	666,884
9000.110 - Allocations - Risk Mgmt - OH, Premium	37,497	102,211	92,150	92,521
9000.111 - Allocations - Risk Mgmt - Claims	104,518	20,848	25,961	31,517
9500.400 - Transfers Out - General Capital Projects	2,999	-	-	-
9913 - Licenses & Permits	12	-	-	-
9920.100 - Bank Fees - Credit Card	11	-	-	-
Total	\$4,634,975	\$4,719,815	\$5,141,026	\$5,180,447

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Plymouth Creek Activity Center

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	(\$291)	-	-	-
6000.100 - Salaries - Regular	249,326	258,956	264,181	273,424
6000.200 - Salaries - Temporary	32,120	47,008	48,420	58,135
6020.100 - Overtime - Regular	460	-	-	-
6050 - Benefits	44	-	-	-
6050.100 - Benefits - Social Security	16,742	19,013	19,450	20,625
6050.101 - Benefits - Medicare	3,916	4,447	4,548	4,824
6050.200 - Benefits - PERA	20,485	19,421	19,814	20,507
6050.302 - Benefits - Unemployment	-	2,000	-	-
6050.550 - Benefits - Cell Phone Allowance	1,049	1,104	1,104	1,104
6060.100 - Medical Insurance - Employer Contribution	34,091	37,222	33,389	36,655
6070.100 - Dental Insurance - Employer Contribution	1,295	1,342	1,869	1,913
6080.100 - Group Life Insurance - Employer Contribution	445	478	517	572
6100 - Office Supplies	1,004	1,300	1,300	1,300
6120 - Operating Supplies	8,470	10,000	10,000	10,000
6120.103 - Operating Supplies - Janitorial	298	-	-	-
6140.101 - Miscellaneous Supplies - Clothing	548	600	600	600
6500 - Employee Development	611	-	-	-
6500.100 - Employee Development - Training	397	1,300	1,400	1,400
6550 - Mileage & Parking Reimbursement	31	-	-	-
6700 - Dues & Subscriptions	706	2,000	2,000	2,000
7000 - Professional Services	2,204	4,000	4,000	4,000
7004 - Audit Fees	792	900	900	900
7100.100 - Communications - Postage	1,110	900	1,150	1,150
7200 - Printing & Publishing	322	1,200	600	600
7400.102 - Utilities - Natural Gas	11,630	16,000	16,000	16,000
7400.103 - Utilities - Water & Sewer	10,444	11,500	11,500	12,000
7400.104 - Utilities - Solid Waste	4,260	4,000	4,500	4,500
7400.108 - Utilities - Electric	36,465	36,500	38,000	38,500

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Plymouth Creek Activity Center

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
7500 - Repair & Maint Services	641	-	-	-
7500.130 - Repair & Maint Services - Building Maint	15,178	28,000	28,000	32,000
8000 - Non-Cap Equip (< 5K)	10,863	12,000	20,000	12,000
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	5,265	-	-	-
9000.101 - Allocations - Information Technology	60,529	69,280	65,950	67,088
9000.102 - Allocations - Facilities Management	35,713	36,785	37,888	39,025
9000.110 - Allocations - Risk Mgmt - OH, Premium	12,235	11,026	8,096	8,150
9000.111 - Allocations - Risk Mgmt - Claims	-	272	749	909
9900.100 - Miscellaneous - Cash Over/Short	-	-	-	-
9904 - Real Estate Taxes	1,547	-	-	-
9913 - Licenses & Permits	1,675	1,800	1,800	1,850
9920.100 - Bank Fees - Credit Card	5,428	4,500	5,500	5,500
Total	\$588,048	\$644,854	\$653,225	\$677,231

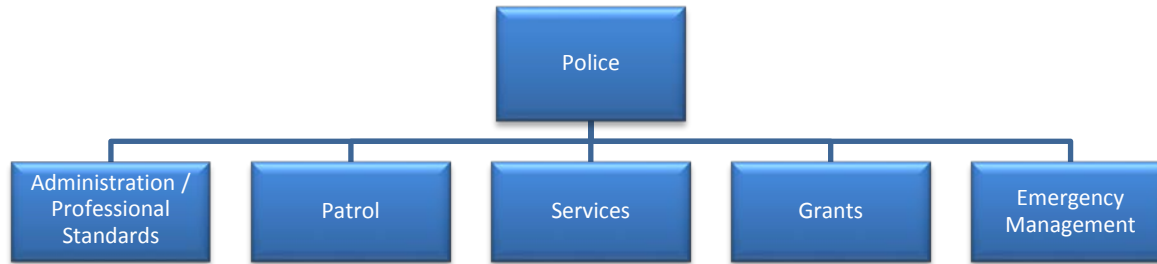
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Police Department

Activities

- ✓ Calls for Service
- ✓ Crime Investigations
- ✓ Traffic Enforcement
- ✓ Crime Prevention
- ✓ Special Investigations
- ✓ School Resources
- ✓ Emergency Management
- ✓ Animal Control
- ✓ Property & Evidence Control
- ✓ Records Administration
- ✓ Public Information
- ✓ Ordinance Enforcement

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Division	2015	2016	2017	2018
Administration	10.7	11.9	12.3	12.3
Patrol	52	53.9	56.25	58.5
Services	21.2	22.7	22.25	22
Department Total	83.9	88.5	90.8	92.8

Budget Impacts

The department will continue to offer proactive policing services through both evidence-led and community-based policing operations. In 2018, the full build-out of the additional patrol district will be complete, which will allow for more efficient response and opportunities for greater community engagement.

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City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Police - PD Administration

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$19,989	-	-	-
	6000.100 - Salaries - Regular	1,001,052	1,035,613	1,078,273	1,118,016
	6000.200 - Salaries - Temporary	74,294	82,010	83,644	85,313
	6020.100 - Overtime - Regular	1,193	5,000	5,000	5,000
	6020.300 - Overtime - Holiday	75	-	-	-
	6020.400 - Overtime - Contractual	-	2,000	2,000	2,000
	6050 - Benefits	(3,563)	-	-	-
	6050.100 - Benefits - Social Security	34,529	37,887	39,420	40,907
	6050.101 - Benefits - Medicare	15,010	16,499	17,076	17,677
	6050.200 - Benefits - PERA	117,913	123,242	127,882	132,378
	6050.500 - Benefits - Clothing Allowance	3,508	6,900	3,900	4,000
	6050.550 - Benefits - Cell Phone Allowance	4,820	4,800	4,800	4,800
	6050.560 - Benefits - IPAD allowance	303	300	-	-
	6050.570 - Benefits - Car Allowance	-	1,200	-	-
	6060.100 - Medical Insurance - Employer Contribution	137,199	146,964	145,495	162,326
	6070.100 - Dental Insurance - Employer Contribution	8,241	8,688	7,266	7,244
	6080.100 - Group Life Insurance - Employer Contribution	2,550	2,581	2,843	3,082
	6100 - Office Supplies	10,851	11,000	11,000	11,000
	6120 - Operating Supplies	590	-	-	-
	6120.100 - Operating Supplies - Photography	24	-	-	-
	6120.104 - Operating Supplies - Shooting Range	3,482	6,000	6,000	6,000
	6120.122 - Operating Supplies - Reserve Program	3,132	3,700	4,000	4,000
	6120.123 - Operating Supplies - Explorer Program	7,657	8,000	10,000	9,000
	6120.128 - Operating Supplies - Property Room	4,193	4,000	4,000	4,000
	6120.129 - Operating Supplies - Training	3,084	-	-	-
	6140.101 - Miscellaneous Supplies - Clothing	63	-	-	-
	6500.100 - Employee Development - Training	75,850	50,000	96,000	96,000
	6500.103 - Employee Development - EE Recognition	4,967	4,800	6,000	6,000
	6500.105 - Employee Development - Shooting Range Training	66,800	52,500	50,000	50,000

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Police - PD Administration

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6500.200 - Employee Development - Wellness	-	7,000	7,000	7,000
6550 - Mileage & Parking Reimbursement	254	250	250	250
6700 - Dues & Subscriptions	6,502	6,200	6,500	6,500
7000 - Professional Services	5,177	10,000	17,200	17,200
7008 - Veterinary Fees	656	1,000	1,000	1,000
7016 - Animal Control	23,474	23,500	26,000	26,000
7100.100 - Communications - Postage	6,375	6,000	6,000	6,000
7200 - Printing & Publishing	1,021	2,000	2,000	2,000
7500.202 - Repair & Maint Services - Equipment Maint	559	1,500	1,500	1,500
7600 - Rentals	50	-	-	-
8000 - Non-Cap Equip (< 5K)	4,283	5,000	5,000	5,000
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	6,489	-	-	-
9000.101 - Allocations - Information Technology	154,887	169,687	183,563	186,314
9000.102 - Allocations - Facilities Management	241,492	248,737	256,199	263,885
9000.107 - Allocations - Central Equipment	3,722	3,834	3,949	4,067
9000.109 - Allocations - 800 MHz Radios	70,000	70,000	70,000	70,000
9000.110 - Allocations - Risk Mgmt - OH, Premium	47,961	56,429	34,215	34,918
9000.111 - Allocations - Risk Mgmt - Claims	165,623	116,443	185,380	225,053
9900.100 - Miscellaneous - Cash Over/Short	(2)	-	-	-
9906 - Donations & Contributions	2,000	-	-	-
9920.100 - Bank Fees - Credit Card	165	100	200	200
Total	\$2,338,493	\$2,341,364	\$2,510,555	\$2,625,630

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Police - Patrol

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	\$72,390	-	-	-
6000.100 - Salaries - Regular	4,134,687	4,650,691	5,024,154	5,271,906
6000.200 - Salaries - Temporary	11,606	29,880	29,535	30,121
6000.300 - Salaries - Court Time - Stand by	16,158	7,507	7,507	7,507
6020.100 - Overtime - Regular	157,182	135,300	135,300	135,300
6020.200 - Overtime - Court Time - Court appearance	10,122	15,000	15,000	15,000
6020.300 - Overtime - Holiday	33,948	33,000	33,000	33,000
6020.400 - Overtime - Contractual	65,351	36,000	36,000	36,000
6030.100 - Other Pay - Comp Time	-	-	3,000	3,000
6050 - Benefits	(1,909)	-	-	-
6050.100 - Benefits - Social Security	10,730	15,088	15,329	16,270
6050.101 - Benefits - Medicare	61,637	72,046	77,478	81,094
6050.200 - Benefits - PERA	697,644	773,987	832,371	871,235
6050.302 - Benefits - Unemployment	3,062	-	-	-
6050.500 - Benefits - Clothing Allowance	60,158	56,540	55,059	56,420
6050.550 - Benefits - Cell Phone Allowance	3,950	5,100	4,200	4,200
6060.100 - Medical Insurance - Employer Contribution	565,395	655,893	629,032	705,404
6060.400 - Medical Insurance - Disabled Officer	44,787	45,456	48,372	52,284
6070.100 - Dental Insurance - Employer Contribution	31,744	40,635	36,270	36,436
6080.100 - Group Life Insurance - Employer Contribution	9,072	9,790	11,110	12,121
6120 - Operating Supplies	-	-	300	300
6120.106 - Operating Supplies - Ammunition	35,217	32,720	32,720	32,720
6120.121 - Operating Supplies - SWAT Team	13,642	8,000	10,000	10,000
6120.126 - Operating Supplies - K9 Unit	1,774	3,150	3,650	3,650
6120.129 - Operating Supplies - Training	-	-	5,000	-
6120.130 - Operating Supplies - CSO	-	1,000	2,000	2,000
6140 - Miscellaneous Supplies	908	-	-	-
6140.100 - Miscellaneous Supplies - Medical	7,450	4,000	6,000	6,000
6140.101 - Miscellaneous Supplies - Clothing	12,990	7,250	8,150	8,250

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Police - Patrol

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6140.102 - Miscellaneous Supplies - Safety Equipment	4,296	3,500	3,500	3,500
6500.100 - Employee Development - Training	14,824	25,500	15,500	15,500
6550 - Mileage & Parking Reimbursement	3	50	50	50
6600 - Meetings	-	750	750	750
6700 - Dues & Subscriptions	994	800	800	800
7000 - Professional Services	1,195	-	-	-
7008 - Veterinary Fees	1,354	3,000	5,000	5,000
7500.202 - Repair & Maint Services - Equipment Maint	54,833	50,500	65,000	70,000
7600 - Rentals	295	1,000	1,000	1,000
8000 - Non-Cap Equip (< 5K)	21,511	25,500	12,500	12,500
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	-	-	-
9000.101 - Allocations - Information Technology	368,416	435,557	385,712	393,128
9000.102 - Allocations - Facilities Management	170,773	175,896	181,172	186,608
9000.107 - Allocations - Central Equipment	536,898	553,005	569,595	586,683
9500.400 - Transfers Out - General Capital Projects	7,120	-	-	-
9500.660 - Transfers Out - Resource Planning	39,500	39,500	39,500	39,500
9901 - Care of Prisoners	69,863	45,000	70,000	70,000
9902 - Booking of Prisoners	38,128	35,000	45,000	45,000
Total	\$7,389,698	\$8,032,591	\$8,455,616	\$8,860,237

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Police - Services

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	\$32,129	-	-	-
6000.100 - Salaries - Regular	1,988,027	2,058,681	2,103,727	2,178,103
6000.200 - Salaries - Temporary	26,699	21,546	23,140	23,608
6020.100 - Overtime - Regular	54,591	62,000	62,000	62,000
6020.200 - Overtime - Court Time - Court appearance	-	500	500	500
6020.300 - Overtime - Holiday	785	1,000	1,000	1,000
6020.400 - Overtime - Contractual	-	10,000	10,000	10,000
6050 - Benefits	(3,417)	-	-	-
6050.100 - Benefits - Social Security	7,479	8,639	8,958	9,212
6050.101 - Benefits - Medicare	29,368	31,871	32,542	33,638
6050.200 - Benefits - PERA	322,950	336,821	343,932	355,698
6050.500 - Benefits - Clothing Allowance	7,771	20,710	20,466	20,980
6050.550 - Benefits - Cell Phone Allowance	23,665	23,700	23,400	23,400
6060.100 - Medical Insurance - Employer Contribution	233,979	254,985	261,025	292,144
6070.100 - Dental Insurance - Employer Contribution	14,357	15,303	11,760	11,696
6080.100 - Group Life Insurance - Employer Contribution	4,031	4,091	4,439	4,851
6120.102 - Operating Supplies - Motor Fuels & Lubricants	3,486	-	-	-
6120.109 - Operating Supplies - Community Education	21,303	14,000	14,000	14,000
6120.110 - Operating Supplies - DARE Program	13,069	18,000	19,000	20,000
6120.117 - Operating Supplies - CFMH Program	88	2,000	2,000	2,000
6140.104 - Miscellaneous Supplies - Chaplain/Sr Corp	612	600	4,600	4,600
6500.100 - Employee Development - Training	14,404	14,000	-	-
7000 - Professional Services	14,776	18,000	18,000	18,000
7500.142 - Repair & Maint Services - SIU	1,932	2,000	2,000	2,000
7500.202 - Repair & Maint Services - Equipment Maint	2,128	1,500	1,600	1,600
7600 - Rentals	-	4,000	4,000	4,000
8000 - Non-Cap Equip (< 5K)	2,324	3,500	6,500	4,500
8000.110 - Non-Cap Equip (< 5K) - SIU	4,335	3,000	4,000	4,000
9000.101 - Allocations - Information Technology	173,986	190,747	224,781	228,560

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Police - Services

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9000.102 - Allocations - Facilities Management	72,162	74,327	76,557	78,854
	9000.107 - Allocations - Central Equipment	86,068	88,650	91,310	94,049
	Total	\$3,153,088	\$3,284,171	\$3,375,237	\$3,502,993

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Police - Grants

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6020.100 - Overtime - Regular	\$44,990	\$45,700	\$45,700	\$45,700
	6050.101 - Benefits - Medicare	624	663	663	663
	6050.200 - Benefits - PERA	7,288	7,403	7,403	7,403
	6060.100 - Medical Insurance - Employer Contribution	4,501	-	-	-
	6070.100 - Dental Insurance - Employer Contribution	243	-	-	-
	6080.100 - Group Life Insurance - Employer Contribution	71	-	-	-
	6140.102 - Miscellaneous Supplies - Safety Equipment	30,040	4,540	11,835	9,205
	6500.100 - Employee Development - Training	225	-	-	-
	9950 - Grant & Award Fiscal Agent Pass-Through	16,268	-	-	-
	Total	\$104,250	\$58,306	\$65,601	\$62,971

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Emergency Management - Emergency Management

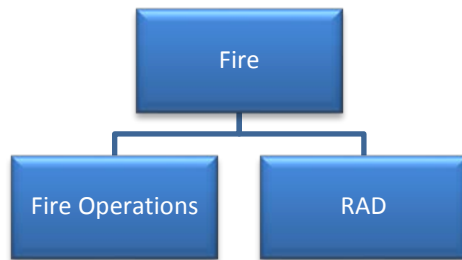
Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6100 - Office Supplies	\$917	\$500	\$500	\$500
6120.101 - Operating Supplies - Public Ed & Outreach Prj	-	600	600	600
6500.100 - Employee Development - Training	2,952	4,500	5,500	5,500
6700 - Dues & Subscriptions	21,250	21,250	21,500	21,500
7000 - Professional Services	1,198	1,000	1,000	1,000
7400.108 - Utilities - Electric	1,612	2,000	2,000	2,000
7500 - Repair & Maint Services	17,819	-	18,000	18,000
7500.202 - Repair & Maint Services - Equipment Maint	-	10,500	10,500	10,500
8000 - Non-Cap Equip (< 5K)	-	5,000	5,000	5,000
9000.101 - Allocations - Information Technology	19,851	22,347	16,085	16,475
9000.102 - Allocations - Facilities Management	2,521	2,597	2,675	2,755
9500.660 - Transfers Out - Resource Planning	5,000	5,000	5,000	5,000
Total	\$73,119	\$75,294	\$88,360	\$88,830

Fire Department

Activities

- ✓ Fire Suppression
- ✓ Emergency Management
- ✓ Technical Rescue
- ✓ Firefighter Training & Education
- ✓ Management & Leadership Development
- ✓ Community Education
- ✓ Fleet & Facility Management
- ✓ Radiological Response
- ✓ Recruitment
- ✓ Retention

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Division	2015	2016	2017	2018
Fire Operations	4.3	5.3	13.5	13.5
Duty Crew	2.5	2.5	0	0
Department Total	6.8	7.8	13.5	13.5

Budget Impacts

Residents, businesses and visitors are provided with an array of services, delivered by a well-trained and dedicated fire service professionals. The department is committed to making a difference through emergency response, customer service and community education. There are no staffing changes or significant response model changes scheduled for 2018, but there will be a study on facility needs. This budget also reflects an increased personnel cost related to regular salaries due to the fulfilment of three career positions that were not fully realized last year.

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City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Fire - Fire Operations

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	\$7,649	-	-	-
6000.100 - Salaries - Regular	371,710	930,544	1,060,638	1,112,442
6000.200 - Salaries - Temporary	458,505	549,007	602,045	712,327
6020.100 - Overtime - Regular	-	-	5,000	5,000
6050 - Benefits	2,348	-	-	-
6050.100 - Benefits - Social Security	35,927	40,342	43,827	50,888
6050.101 - Benefits - Medicare	12,065	21,674	24,267	26,619
6050.200 - Benefits - PERA	49,114	141,907	163,513	171,592
6050.302 - Benefits - Unemployment	4	-	-	-
6050.500 - Benefits - Clothing Allowance	-	10,239	-	-
6050.550 - Benefits - Cell Phone Allowance	1,808	6,000	6,000	6,000
6060.100 - Medical Insurance - Employer Contribution	30,526	143,610	146,698	164,054
6070.100 - Dental Insurance - Employer Contribution	5,272	13,884	10,899	10,866
6080.100 - Group Life Insurance - Employer Contribution	924	2,310	2,741	3,068
6100 - Office Supplies	3,178	2,500	3,000	3,000
6120.100 - Operating Supplies - Photography	-	500	500	500
6120.101 - Operating Supplies - Public Ed & Outreach Prj	17,080	17,000	13,000	13,000
6120.102 - Operating Supplies - Motor Fuels & Lubricants	8	-	-	-
6120.103 - Operating Supplies - Janitorial	848	900	1,000	1,000
6120.105 - Operating Supplies - Fire Fighting	19,763	16,300	25,100	25,100
6130.100 - Repair & Maint Supplies - Equipment Parts	14,186	9,000	9,000	9,000
6130.111 - Repair & Maint Supplies - Chemicals	3,513	4,500	-	-
6140.101 - Miscellaneous Supplies - Clothing	26,399	25,963	36,400	36,400
6140.102 - Miscellaneous Supplies - Safety Equipment	54,527	35,000	49,000	49,000
6500.100 - Employee Development - Training	28,857	26,000	35,000	35,000
6500.103 - Employee Development - EE Recognition	1,886	3,000	4,000	4,000
6550 - Mileage & Parking Reimbursement	435	400	500	500
6700 - Dues & Subscriptions	2,338	1,900	3,500	3,500
7000 - Professional Services	-	2,000	32,000	2,000

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Fire - Fire Operations

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
7006 - Medical Fees	8,752	13,000	13,000	13,000
7100.100 - Communications - Postage	762	600	600	600
7200 - Printing & Publishing	287	-	-	-
7400.102 - Utilities - Natural Gas	13,902	21,000	17,000	17,000
7400.103 - Utilities - Water & Sewer	6,468	7,000	7,000	7,000
7400.108 - Utilities - Electric	23,351	24,000	24,000	24,000
7500 - Repair & Maint Services	647	-	-	-
7500.129 - Repair & Maint Services - Static Testing	10,382	10,250	12,000	12,000
7500.202 - Repair & Maint Services - Equipment Maint	7,049	19,000	9,000	9,000
7500.203 - Repair & Maint Services - Turn Out Gear Repair	24,509	17,000	13,000	13,000
7500.204 - Repair & Maint Services - Hennepin County Radio Fees	19,470	19,000	19,500	20,000
7600 - Rentals	624	1,000	1,000	1,000
8000 - Non-Cap Equip (< 5K)	9,986	12,000	49,600	49,600
9000.101 - Allocations - Information Technology	166,074	182,520	236,632	240,482
9000.102 - Allocations - Facilities Management	361,809	372,664	383,844	395,359
9000.107 - Allocations - Central Equipment	483,841	498,356	513,307	528,706
9000.109 - Allocations - 800 MHz Radios	28,500	28,500	28,500	28,500
9000.110 - Allocations - Risk Mgmt - OH, Premium	(2,635)	3,298	10,973	11,111
9000.111 - Allocations - Risk Mgmt - Claims	37,584	11,253	30,867	37,473
9500.400 - Transfers Out - General Capital Projects	1	-	-	-
9500.600 - Transfers Out - Central Equipment	-	12,000	-	-
9500.660 - Transfers Out - Resource Planning	90,000	90,000	90,000	90,000
9906 - Donations & Contributions	497,588	454,000	490,000	495,000
9920.100 - Bank Fees - Credit Card	122	250	-	-
Total	\$2,937,938	\$3,801,171	\$4,227,451	\$4,437,687

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Fire - RAD

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000.200 - Salaries - Temporary	\$15,038	\$10,000	\$19,033	\$19,033
6050.100 - Benefits - Social Security	932	620	1,180	1,180
6050.101 - Benefits - Medicare	218	145	276	276
6120.105 - Operating Supplies - Fire Fighting	-	5,000	5,000	5,000
6140.101 - Miscellaneous Supplies - Clothing	2,032	-	2,500	-
6500.100 - Employee Development - Training	945	36,026	1,000	-
7100.100 - Communications - Postage	208	-	250	-
7500.202 - Repair & Maint Services - Equipment Maint	3,993	-	4,000	-
7500.204 - Repair & Maint Services - Hennepin County Radio Fees	1,401	-	1,500	-
8000 - Non-Cap Equip (< 5K)	470	-	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	7,611	-	-	-
9000.107 - Allocations - Central Equipment	30,212	31,119	32,053	33,015
9000.110 - Allocations - Risk Mgmt - OH, Premium	872	758	907	908
Total	\$63,931	\$83,668	\$67,699	\$59,412

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Fire - Duty Crew

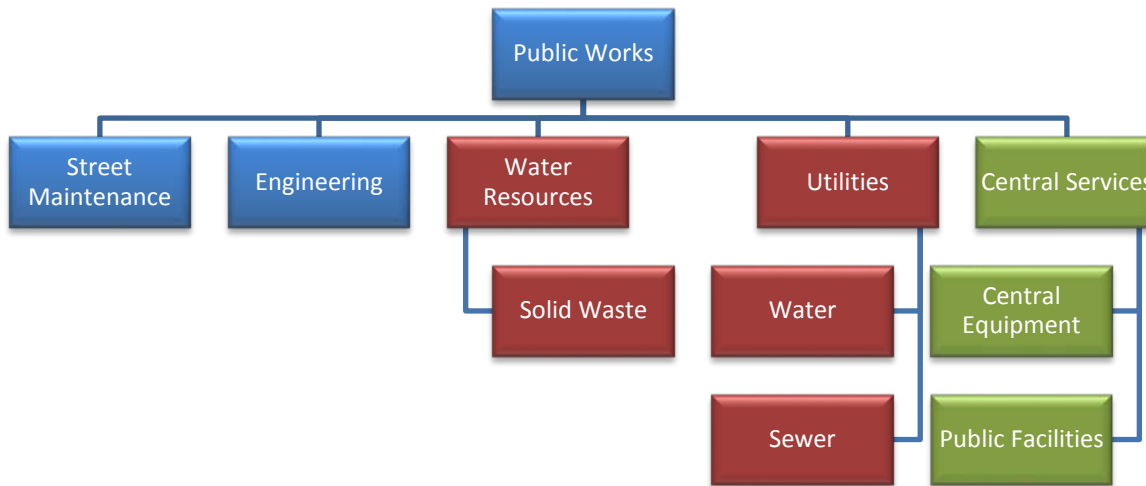
Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	\$8,676	-	-	-
6000.100 - Salaries - Regular	219,619	-	-	-
6000.200 - Salaries - Temporary	71,185	-	-	-
6050 - Benefits	2,027	-	-	-
6050.100 - Benefits - Social Security	4,426	-	-	-
6050.101 - Benefits - Medicare	4,025	-	-	-
6050.200 - Benefits - PERA	35,578	-	-	-
6050.550 - Benefits - Cell Phone Allowance	2,795	-	-	-
6060.100 - Medical Insurance - Employer Contribution	33,188	-	-	-
6070.100 - Dental Insurance - Employer Contribution	728	-	-	-
6080.100 - Group Life Insurance - Employer Contribution	451	-	-	-
Total	\$382,699	-	-	-

Public Works Department

Activities

- ✓ Street Maintenance
- ✓ Engineering
- ✓ Cemetery
- ✓ Water Resources
- ✓ Recycling
- ✓ Central Equipment
- ✓ Facilities Management
- ✓ Sewer
- ✓ Water

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Division	2015	2016	2017	2018
Street Maintenance	16.53	16.46	16.55	16.55
Engineering	6.95	6.65	6.65	6.65
Transit	1.5	0	0	0
Solid Waste	1.83	1.31	0.85	0.85
Central Equipment	4.68	4.66	4.7	4.7
Facilities Management	2.5	2.5	2.5	2.5
Utilities	34.77	28.04	28.24	29.24
Department Total	68.76	59.62	59.49	60.49

Budget Impacts

The General Fund expenditures in Street Maintenance and Engineering divisions remain flat from 2017 to 2018. Engineering anticipates using professional services for the ADA Transition Plan and review of the City's street reconstruction program. In the Water Fund, an additional utility operator is planned for 2018. The Water Resources Fund will see an increase in expenditures reflective of contributions towards capital improvement projects such as pond dredging and drainage improvements.

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City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Public Works - Street Maintenance

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$8,996	-	-	-
	6000.100 - Salaries - Regular	1,015,272	1,067,677	1,109,539	1,207,008
	6000.200 - Salaries - Temporary	7,395	34,807	39,361	41,738
	6020.100 - Overtime - Regular	25,111	54,000	54,000	54,000
	6030.100 - Other Pay - Comp Time	-	-	1,000	1,000
	6030.200 - Other Pay - Premium Pay	-	-	2,000	2,000
	6030.300 - Other Pay - Equipment Pay	-	-	2,000	2,000
	6050 - Benefits	1,648	-	-	-
	6050.100 - Benefits - Social Security	62,962	71,578	75,060	81,175
	6050.101 - Benefits - Medicare	14,768	16,806	17,619	19,063
	6050.200 - Benefits - PERA	78,032	86,737	90,592	98,087
	6050.550 - Benefits - Cell Phone Allowance	5,923	6,480	6,960	6,960
	6050.570 - Benefits - Car Allowance	75	120	120	120
	6060.100 - Medical Insurance - Employer Contribution	167,557	179,011	184,953	223,119
	6070.100 - Dental Insurance - Employer Contribution	12,335	12,984	10,210	11,481
	6080.100 - Group Life Insurance - Employer Contribution	1,698	1,711	1,922	2,201
	6100 - Office Supplies	74	-	-	-
	6100.100 - Office Supplies	75	-	-	-
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	1,303	2,200	2,200	2,200
	6130.100 - Repair & Maint Supplies - Equipment Parts	3,083	5,050	5,200	5,400
	6130.101 - Repair & Maint Supplies - Horticulture	2,415	3,100	3,100	3,100
	6130.102 - Repair & Maint Supplies - Traffic & Park Signs	28,930	32,000	33,000	34,000
	6130.104 - Repair & Maint Supplies - Sand and Gravel	6,697	5,000	5,000	5,000
	6130.105 - Repair & Maint Supplies - Paint	1,187	2,500	2,500	2,500
	6130.106 - Repair & Maint Supplies - Lumber	472	400	400	400
	6130.107 - Repair & Maint Supplies - Concrete & Asphalt	79,140	300,000	200,000	200,000
	6130.108 - Repair & Maint Supplies - Concrete Disposal	-	500	500	500
	6130.111 - Repair & Maint Supplies - Chemicals	158,403	335,000	225,000	225,000
	6130.120 - Repair & Maint Supplies - Mailbox Repairs	3,872	6,500	6,500	6,500

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Public Works - Street Maintenance

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses 6130.121 - Repair & Maint Supplies - Sprinkler Head Repairs	-	1,500	1,500	1,500
6140.101 - Miscellaneous Supplies - Clothing	365	-	-	-
6140.102 - Miscellaneous Supplies - Safety Equipment	4,056	6,000	6,200	6,400
6500 - Employee Development	256	-	-	-
6500.100 - Employee Development - Training	1,588	4,000	4,000	4,000
6700 - Dues & Subscriptions	163	175	175	175
7017 - Laundered Uniforms	3,611	3,900	3,900	3,900
7100.100 - Communications - Postage	34	160	160	160
7200 - Printing & Publishing	-	500	500	500
7400.101 - Utilities - Traffic Lights	55,101	58,461	59,000	59,000
7400.102 - Utilities - Natural Gas	4,567	7,500	7,500	7,500
7400.108 - Utilities - Electric	8,232	7,900	7,900	7,900
7400.109 - Utilities Street Lights - Billable	630,143	650,000	650,000	650,000
7400.110 - Utilities Street Lights - Nonbillable	48,753	56,000	56,000	56,000
7500.108 - Repair & Maint Services - Snow Plowing	177,630	326,500	426,500	426,500
7500.110 - Repair & Maint Services - Street Striping	78,548	120,000	100,000	100,000
7500.114 - Repair & Maint Services - Retaining Walls/Guard Rails/Fence	2,375	2,500	10,000	10,000
7500.134 - Repair & Maint Services - Crack Sealing	12,704	200,000	125,000	125,000
7500.140 - Repair & Maint Services - Traffic Signals	37,323	60,000	60,000	60,000
7500.201 - Repair & Maint Services - Departmental Software Maint	840	-	1,000	1,000
7500.202 - Repair & Maint Services - Equipment Maint	1,373	-	1,500	1,500
7600 - Rentals	2,278	20,000	10,000	10,000
8000 - Non-Cap Equip (< 5K)	6,593	5,500	9,000	7,000
8050 - Cap Equip (\$5K - \$25K)	-	-	25,000	15,000
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	65,304	-	30,000	-
9000.101 - Allocations - Information Technology	36,299	39,197	38,417	39,059
9000.102 - Allocations - Facilities Management	140,601	144,819	149,164	153,639
9000.107 - Allocations - Central Equipment	908,411	935,664	963,734	992,646
9000.110 - Allocations - Risk Mgmt - OH, Premium	30,924	7,030	(19,438)	(19,270)

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Public Works - Street Maintenance

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9000.111 - Allocations - Risk Mgmt - Claims	18,941	28,899	56,276	68,320
	9500.413 - Transfers Out - Improvement Project Construction	21,621	-	-	-
	9917 - Bad Debt	20	-	-	-
	9920.100 - Bank Fees - Credit Card	297	250	300	300
	Total	\$3,986,372	\$4,910,616	\$4,862,024	\$5,022,281

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Public Works - Engineering

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$7,993	-	-	-
	6000.100 - Salaries - Regular	568,997	598,317	620,370	646,937
	6000.200 - Salaries - Temporary	37,273	53,664	40,000	40,000
	6020.100 - Overtime - Regular	19,255	17,500	17,500	17,500
	6050 - Benefits	1,400	-	-	-
	6050.100 - Benefits - Social Security	37,697	40,409	41,078	42,382
	6050.101 - Benefits - Medicare	8,988	9,757	9,902	10,286
	6050.200 - Benefits - PERA	44,119	50,210	50,836	52,833
	6050.550 - Benefits - Cell Phone Allowance	3,495	3,960	4,416	4,416
	6050.570 - Benefits - Car Allowance	300	480	480	480
	6060.100 - Medical Insurance - Employer Contribution	67,466	72,522	71,729	81,116
	6070.100 - Dental Insurance - Employer Contribution	4,170	4,396	4,843	4,875
	6080.100 - Group Life Insurance - Employer Contribution	1,276	1,313	1,467	1,604
	6100 - Office Supplies	904	2,000	1,600	1,600
	6120.112 - Operating Supplies - Survey	651	1,400	1,400	1,400
	6500 - Employee Development	990	-	-	-
	6500.100 - Employee Development - Training	2,545	5,500	7,500	7,500
	6550 - Mileage & Parking Reimbursement	-	300	300	300
	6700 - Dues & Subscriptions	2,178	2,500	2,500	2,500
	7000 - Professional Services	9,799	7,600	7,500	7,500
	7001 - Consulting Engineer	-	25,000	18,000	7,500
	7100.100 - Communications - Postage	2,950	2,000	2,000	2,000
	7200 - Printing & Publishing	715	600	600	600
	8000 - Non-Cap Equip (< 5K)	-	2,000	-	-
	9000.101 - Allocations - Information Technology	78,172	87,483	87,708	89,140
	9000.102 - Allocations - Facilities Management	34,558	35,595	36,662	37,763
	9000.107 - Allocations - Central Equipment	16,243	16,731	17,233	17,750
	9000.110 - Allocations - Risk Mgmt - OH, Premium	5,142	4,993	2,839	2,897
	9000.111 - Allocations - Risk Mgmt - Claims	209	-	7,354	8,928

City of Plymouth
2018/2019 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Public Works - Engineering

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9913 - Licenses & Permits	264	-	-	-
Total		\$957,746	\$1,046,230	\$1,055,817	\$1,089,807

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City of Plymouth
2018/2019 Biennial Budget Detail
Recreation Fund - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4000.100 - Taxes - Property	\$600,388	\$631,674	\$650,624	\$670,143
	4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	10	-	-	-
	4310.100 - Program Fees - Recreation	1,143,223	1,215,225	1,202,215	1,237,981
	4310.101 - Program Fees - Subsidized Recreation	6,224	13,000	-	-
	4320.100 - Rental Fees - Recreation	54,147	48,500	53,000	54,590
	4360.105 - Items for Resale - Caps & Apparel	-	-	15,600	16,068
	4600 - Contributions - Operating	28,300	10,000	12,000	12,360
	4700.100 - Interest Income - Investments	4,661	8,000	5,000	5,000
	4700.150 - Interest Income - Operating Account - BMO	107	-	-	-
	4800 - Other Revenues	-	1,300	-	-
	4800.400 -Other Revenues - Commissions	1,225	-	1,800	1,854
	4801 - Administrative Fee	245	-	-	-
	4807 - Refunds & Reimbursements	215	-	-	-
	4900.200 - Transfers In - Recreation	-	-	37,500	-
	Total	\$1,838,745	\$1,927,699	\$1,977,739	\$1,997,996

City of Plymouth
2018/2019 Biennial Budget Detail
Recreation Fund - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	(\$3,490)	-	-	-
	6000.100 - Salaries - Regular	539,673	574,076	594,944	622,096
	6000.200 - Salaries - Temporary	326,762	357,556	349,734	360,226
	6020.100 - Overtime - Regular	-	200	200	200
	6050 - Benefits	(380)	-	-	-
	6050.100 - Benefits - Social Security	52,532	57,831	44,455	46,139
	6050.101 - Benefits - Medicare	12,286	13,526	13,750	14,294
	6050.200 - Benefits - PERA	47,505	51,818	52,186	54,899
	6050.302 - Benefits - Unemployment	107	1,200	1,200	1,200
	6050.550 - Benefits - Cell Phone Allowance	3,609	3,360	3,360	3,360
	6060.100 - Medical Insurance - Employer Contribution	73,334	93,383	76,272	84,435
	6070.100 - Dental Insurance - Employer Contribution	6,409	8,084	5,944	5,912
	6080.100 - Group Life Insurance - Employer Contribution	1,881	1,989	2,256	2,538
	6100 - Office Supplies	605	2,500	1,500	1,550
	6120 - Operating Supplies	49,421	34,495	37,956	38,169
	6120.125 - Operating Supplies - Resale	-	-	14,435	14,868
	6120.132 - Operating Supplies - Lifetime Passes	369	-	-	-
	6140.101 - Miscellaneous Supplies - Clothing	18,519	19,005	20,395	21,000
	6500.100 - Employee Development - Training	5,228	8,400	9,100	9,100
	6550 - Mileage & Parking Reimbursement	230	1,000	550	550
	6700 - Dues & Subscriptions	2,609	1,620	2,700	2,781
	7000 - Professional Services	336,652	362,300	361,505	363,282
	7050 - External Program Registrations	3,649	5,870	4,900	5,047
	7100.100 - Communications - Postage	21,050	25,400	23,000	23,690
	7200 - Printing & Publishing	9,847	9,900	8,030	7,432
	7200.101 - Printing & Publishing - Recreation Handbook	46,199	46,000	48,000	49,440
	7500.202 - Repair & Maint Services - Equipment Maint	-	300	300	309
	7600 - Rentals	97,572	86,100	94,550	97,387
	8000 - Non-Cap Equip (< 5K)	6,686	4,500	4,500	4,500

City of Plymouth
2018/2019 Biennial Budget Detail
Recreation Fund - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses 8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	5,550	-	37,500	-
9000.101 - Allocations - Information Technology	55,014	61,138	75,180	76,430
9000.102 - Allocations - Facilities Management	11,386	11,728	12,080	12,442
9000.110 - Allocations - Risk Mgmt - OH, Premium	10,373	11,001	5,495	5,646
9000.111 - Allocations - Risk Mgmt - Claims	17	2,519	2,269	2,754
9500.405 - Transfers Out - Park Replacement	20,138	22,831	24,493	17,042
9903 - Scholarships	7,219	13,000	10,000	10,000
9914 - Youth Special Events	-	400	-	-
9918 - Contingency	-	4,669	-	4,278
9920 - Bank Fees	176	-	-	-
9920.100 - Bank Fees - Credit Card	37,108	30,000	35,000	35,000
Total	\$1,805,847	\$1,927,699	\$1,977,739	\$1,997,996

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City of Plymouth
 2018/2019 Biennial Budget Detail
 Transit System - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4230 - Intergovern-State-Operating	\$4,096,174	\$3,963,021	\$4,051,404	\$4,132,432
	4240 - Intergovern-State-Capital	-	271,545	-	-
	4350.120 - General Services - Transit Fares	969,230	1,100,000	1,100,000	1,200,000
	4350.129 - General Services Dial-A-Ride Ticket Sales	50,096	40,000	41,000	41,000
	4700.100 - Interest Income - Investments	55,624	35,000	45,000	45,000
	4700.150 - Interest Income - Operating Account - BMO	1,184	-	-	-
	4807 - Refunds & Reimbursements	5,239	-	-	-
	4900.510 - Transfers In - Water Resources	18,330	-	-	-
	Total	\$5,195,877	\$5,409,566	\$5,237,404	\$5,418,432

**City of Plymouth
2018/2019 Biennial Budget Detail
Transit System - Budgeted Revenues and Expenditures**

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$1,065	-	-	-
	6000.100 - Salaries - Regular	15,253	-	95,852	101,081
	6000.200 - Salaries - Temporary	665	-	12,000	12,000
	6050 - Benefits	161	-	-	-
	6050.100 - Benefits - Social Security	889	-	6,761	7,085
	6050.101 - Benefits - Medicare	208	-	1,581	1,657
	6050.200 - Benefits - PERA	1,194	-	8,089	8,481
	6050.550 - Benefits - Cell Phone Allowance	150	-	1,200	1,200
	6060.100 - Medical Insurance - Employer Contribution	2,957	-	14,471	16,171
	6080.100 - Group Life Insurance - Employer Contribution	57	-	378	432
	6100 - Office Supplies	-	1,500	1,000	1,000
	6120 - Operating Supplies	6	550,500	9,500	9,500
	6120.101 - Operating Supplies - Public Ed & Outreach Prj	4,237	5,000	5,000	5,000
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	-	-	454,000	454,000
	6500.100 - Employee Development - Training	-	2,000	3,500	3,500
	6550 - Mileage & Parking Reimbursement	17	500	500	500
	6600 - Meetings	(1)	250	250	250
	6700 - Dues & Subscriptions	9,500	13,500	11,000	12,000
	7000 - Professional Services	186,100	220,000	-	-
	7003 - Legal	816	1,000	1,000	1,500
	7015 - Transit Services	3,615,366	4,261,663	4,197,811	4,357,727
	7100.100 - Communications - Postage	1	1,500	500	500
	7100.102 - Communications - Data Communications	-	-	15,000	15,000
	7200 - Printing & Publishing	5,328	1,000	6,000	6,000
	7400.100 - Utilities - Street Lights	(47)	18,000	3,000	3,000
	7400.102 - Utilities - Natural Gas	503	800	500	650
	7400.103 - Utilities - Water & Sewer	1,216	1,300	1,200	1,200
	7400.108 - Utilities - Electric	16,930	-	20,271	20,879
	7500 - Repair & Maint Services	385	-	-	-

City of Plymouth
2018/2019 Biennial Budget Detail
Transit System - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
7500.130 - Repair & Maint Services - Building Maint	308	-	-	-
7500.132 - Repair & Maint Services - Transit Facility	180,126	160,000	160,000	180,000
7500.202 - Repair & Maint Services - Equipment Maint	21,965	-	-	-
7600 - Rentals	59,508	65,000	70,000	73,000
8000 - Non-Cap Equip (< 5K)	-	1,500	4,500	4,800
8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	145,037	-	-	-
9000.101 - Allocations - Information Technology	49,504	36,675	40,191	41,208
9000.102 - Allocations - Facilities Management	1,260	1,298	1,337	1,377
9000.103 - Allocations - General Fund Administrative	24,890	25,637	26,406	27,198
9000.110 - Allocations - Risk Mgmt - OH, Premium	4,179	3,638	3,982	3,991
9500 - Transfers Out	-	36,730	60,074	44,136
9906 - Donations & Contributions	18,532	-	-	-
9918 - Contingency	-	-	-	809
9920 - Bank Fees	1,796	500	500	1,500
9920.100 - Bank Fees - Credit Card	107	75	50	100
Total	\$4,370,169	\$5,409,566	\$5,237,404	\$5,418,432

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City of Plymouth
 2018/2019 Biennial Budget Detail
 Community Dev Block Grant (CDBG) - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue					
	4000.100 - Taxes - Property	\$2,098	\$3,790	\$6,150	\$6,454
	4200.200 - Intergovern- Federal - Operating - CDBG	178,916	244,398	254,758	231,977
	4200.210 - Intergovern- Federal - Operating - REHAB Loan Repayment	73,136	30,000	20,000	30,000
	4200.211 - Intergovern- Federal - Operating - FTHB Loan Repayment	59,215	20,000	15,000	15,000
	4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	-	-	-	-
	4700.100 - Interest Income - Investments	221	600	600	600
	4700.150 - Interest Income - Operating Account - BMO	15	-	-	-
	Total	\$313,602	\$298,788	\$296,508	\$284,031

City of Plymouth
2018/2019 Biennial Budget Detail
Community Dev Block Grant (CDBG) - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$72	-	-	-
	6000.100 - Salaries - Regular	26,298	36,639	38,824	41,117
	6050 - Benefits	12	-	-	-
	6050.100 - Benefits - Social Security	1,488	2,272	2,407	2,550
	6050.101 - Benefits - Medicare	348	532	563	595
	6050.200 - Benefits - PERA	1,906	2,748	2,912	3,085
	6060.100 - Medical Insurance - Employer Contribution	4,521	7,535	7,235	8,085
	6070.100 - Dental Insurance - Employer Contribution	201	715	-	-
	6080.100 - Group Life Insurance - Employer Contribution	32	40	45	50
	6100 - Office Supplies	126	300	300	300
	6500.100 - Employee Development - Training	885	1,116	1,505	1,473
	6550 - Mileage & Parking Reimbursement	50	150	150	150
	7000 - Professional Services	184	1,500	1,542	932
	7003 - Legal	4,089	2,000	3,000	2,000
	7004 - Audit Fees	3,082	3,500	3,500	3,500
	7013 - Record Retention	-	300	300	-
	7100.100 - Communications - Postage	263	500	500	500
	7200 - Printing & Publishing	127	100	100	100
	9000.101 - Allocations - Information Technology	3,081	3,261	3,636	3,712
	9000.102 - Allocations - Facilities Management	1,260	1,298	1,337	1,377
	9000.110 - Allocations - Risk Mgmt - OH, Premium	604	168	326	332
	9000.111 - Allocations - Risk Mgmt - Claims	-	-	851	1,033
	9910 - Housing Loans	147,752	39,905	146,614	126,711
	9911 - Grant Awards	82,110	193,807	80,836	86,000
	9918 - Contingency	-	377	-	404
	9920 - Bank Fees	22	25	25	25
	Total	\$278,514	\$298,788	\$296,508	\$284,031

City of Plymouth
 2018/2019 Biennial Budget Detail
 HRA Section 8 - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4200.101 - Intergovern- Federal - Operating - Section 8 - HUD Direct	\$1,520,628	\$1,600,750	\$1,629,000	\$1,647,250
	4200.106 - Intergovern- Federal - Operating - Section 8 - Mainstream Vouchers	90,757	92,000	85,000	87,000
	4200.107 - Intergovern- Federal - Operating - Section 8 - Fraud Recovery	4,287	2,500	3,800	2,000
	4200.109 - Intergovern- Federal - Operating - HUD Direct Administration	178,314	157,000	155,000	157,000
	4200.111 - Intergovern- Federal - Operating - Mainstream Administration	12,854	13,000	12,000	13,000
	4270.300 - Intergovern-Local-Operating Section 8 - Rent Port	1,116,325	1,232,000	1,150,000	1,200,000
	4270.301 - Intergovern-Local-Operating Section 8 - Admin Port	80,738	82,000	80,000	82,000
	4700.150 - Interest Income - Operating Account - BMO	92	-	-	-
	4900 - Transfers In	-	34,181	27,464	37,217
	Total	\$3,003,995	\$3,213,431	\$3,142,264	\$3,225,467

City of Plymouth
2018/2019 Biennial Budget Detail
HRA Section 8 - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$2,005	-	-	-
	6000.100 - Salaries - Regular	163,539	187,924	180,659	186,941
	6050 - Benefits	342	-	-	-
	6050.100 - Benefits - Social Security	9,992	11,650	11,200	11,590
	6050.101 - Benefits - Medicare	2,337	2,726	2,620	2,711
	6050.200 - Benefits - PERA	12,266	14,094	13,549	14,021
	6050.550 - Benefits - Cell Phone Allowance	-	38	-	-
	6060.100 - Medical Insurance - Employer Contribution	17,867	20,310	19,581	21,623
	6070.100 - Dental Insurance - Employer Contribution	2,498	2,629	2,221	2,223
	6080.100 - Group Life Insurance - Employer Contribution	299	302	338	373
	6100 - Office Supplies	-	100	100	100
	6500.100 - Employee Development - Training	92	1,000	1,000	1,000
	6550 - Mileage & Parking Reimbursement	-	125	150	150
	6700 - Dues & Subscriptions	-	750	750	750
	7000 - Professional Services	670	3,000	3,000	3,000
	7003 - Legal	-	500	500	500
	7004 - Audit Fees	7,040	8,500	8,000	8,000
	7005 - Accounting	3,096	4,500	4,250	4,500
	7100.100 - Communications - Postage	1,774	4,000	4,000	4,100
	7200 - Printing & Publishing	696	1,000	1,000	1,000
	9000.101 - Allocations - Information Technology	20,046	21,540	18,765	19,129
	9000.102 - Allocations - Facilities Management	1,681	1,731	1,783	1,836
	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,531	1,421	798	817
	9000.111 - Allocations - Risk Mgmt - Claims	16,936	-	-	-
	9908.100 - Section 8 Fees - Project Based	151,774	160,000	150,000	153,000
	9908.102 - Section 8 Fees - Port-Out Rent Assist	68,487	80,000	105,000	108,000
	9908.103 - Section 8 Fees - Port-Out Admin Fee	8,141	8,250	12,000	14,000
	9908.104 - Section 8 Fees - Port-In Vouchers	1,116,325	1,232,000	1,150,000	1,200,000
	9908.105 - Section 8 Fees - Mainstream M/C	95,806	96,000	107,000	109,000

City of Plymouth
 2018/2019 Biennial Budget Detail
 HRA Section 8 - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9908.106 - Section 8 Fees - Mainstream M5 (HUD)	90,614	92,000	85,000	87,000
	9908.107 - Section 8 Fees - Rental Vouchers	1,158,033	1,200,250	1,208,000	1,217,000
	9908.108 - Section 8 Fees - Enhanced Rental	51,044	56,000	51,000	52,000
	9918 - Contingency	-	1,016	-	1,103
	9920 - Bank Fees	-	75	-	-
	Total	\$3,004,931	\$3,213,431	\$3,142,264	\$3,225,467

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City of Plymouth
 2018/2019 Biennial Budget Detail
 HRA General - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4000.100 - Taxes - Property	\$558,673	\$567,589	\$574,369	\$584,074
	4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	10	-	-	-
	4290 - Intergovern-Other	125,000	-	-	-
	4320 - Rental Fees	9,900	9,900	9,900	9,900
	4700.100 - Interest Income - Investments	23,721	30,000	25,000	27,000
	4700.150 - Interest Income - Operating Account - BMO	394	25	-	-
	4700.300 - Interest Income - Notes	5,647	7,125	-	-
	4820 - Loan Repayments	7,132	10,000	7,500	7,500
	4900.258 - Transfers In - HRA General	-	5,000	7,000	5,000
	Total	\$730,476	\$629,639	\$623,769	\$633,474

City of Plymouth
2018/2019 Biennial Budget Detail
HRA General - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$2,165	-	-	-
	6000.100 - Salaries - Regular	178,416	194,539	200,753	207,912
	6050 - Benefits	377	-	-	-
	6050.100 - Benefits - Social Security	10,606	11,773	12,148	12,536
	6050.101 - Benefits - Medicare	2,550	2,846	2,937	3,041
	6050.200 - Benefits - PERA	13,314	14,590	15,057	15,592
	6050.550 - Benefits - Cell Phone Allowance	1,446	1,440	1,440	1,440
	6050.560 - Benefits - IPAD allowance	-	60	60	60
	6050.570 - Benefits - Car Allowance	150	240	240	240
	6060.100 - Medical Insurance - Employer Contribution	17,631	21,659	20,751	23,302
	6070.100 - Dental Insurance - Employer Contribution	1,904	2,498	1,605	1,590
	6080.100 - Group Life Insurance - Employer Contribution	563	588	660	727
	6100 - Office Supplies	154	500	500	500
	6130 - Repair & Maint Supplies	823	200	200	200
	6500.100 - Employee Development - Training	1,341	3,200	3,200	3,200
	6550 - Mileage & Parking Reimbursement	-	100	100	100
	6700 - Dues & Subscriptions	758	1,700	1,700	1,700
	7000 - Professional Services	14,274	14,388	15,000	15,000
	7000.300 - Professional Services - Architectural Design Program	900	3,000	2,000	2,000
	7003 - Legal	5,144	5,500	5,500	5,500
	7004 - Audit Fees	1,759	2,000	2,000	2,000
	7100.100 - Communications - Postage	-	750	500	750
	7200 - Printing & Publishing	67	1,250	1,308	957
	7500 - Repair & Maint Services	13,167	5,000	8,000	5,000
	8930 - Special Assessments	1,000	-	-	-
	9000.101 - Allocations - Information Technology	10,687	11,671	12,051	12,236
	9000.102 - Allocations - Facilities Management	11,554	11,901	12,258	12,626
	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,093	983	710	727
	9500 - Transfers Out	-	10,646	1,920	5,147

City of Plymouth
 2018/2019 Biennial Budget Detail
 HRA General - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9500.100 - Transfers Out - General	-	80,000	-	-
	9500.850 - Transfers Out - Plymouth Town Square	150,000	-	174,337	177,506
	9500.851 - Transfers Out - Vicksburg Crossing	48,000	-	46,134	40,000
	9900 - Miscellaneous	160,050	-	80,000	80,000
	9906 - Donations & Contributions	-	2,000	-	-
	9909 - Senior Housing Rent Assistance	-	223,184	-	-
	9918 - Contingency	-	1,083	-	1,185
	9920 - Bank Fees	604	350	700	700
	9930 - Loans	2,361	-	-	-
	9950 - Grant & Award Fiscal Agent Pass-Through	125,000	-	-	-
	Total	\$777,858	\$629,639	\$623,769	\$633,474

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City of Plymouth
2018/2019 Biennial Budget Detail
Water - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4150.450 - Permits - Water	\$16,660	\$8,548	\$8,847	\$9,157
	4240 - Intergovern-State-Capital	10,000	-	-	-
	4330.100 - Utility Charges - Water - Base	1,067,675	1,203,537	1,186,337	1,240,906
	4330.101 - Utility Charges - Water - Residential	3,184,032	3,989,348	3,592,014	3,736,499
	4330.102 - Utility Charges - Water - Commercial	1,223,441	1,709,721	1,666,454	1,724,780
	4330.103 - Utility Charges - Water Demand - Commercial	528,339	514,060	558,805	578,363
	4330.600 - Utility Charges - Fire Hydrant Inspection	56,175	64,274	66,524	68,852
	4330.800 - Utility Charges - Penalties	52,025	40,000	40,000	40,000
	4350 - General Services	40,700	-	-	-
	4350.119 - General Services - Antennae Charges	135,376	144,382	149,435	154,666
	4360.104 - Items for Resale - Water Meter / Horns	143,785	128,547	133,046	137,703
	4380.301 - Allocation Charges - Project Administrative Fee	-	16,000	-	-
	4620 - Contributions - Capital	3,001,434	600,000	1,000,000	600,000
	4700.100 - Interest Income - Investments	32,253	15,000	25,000	25,000
	4700.150 - Interest Income - Operating Account - BMO	580	-	-	-
	4700.200 - Interest Income - Special Assessments	3,742	-	-	-
	4800 - Other Revenues	10,718	-	-	-
	4801 - Administrative Fee	2,954	-	-	-
	4807 - Refunds & Reimbursements	1,857	-	-	-
	4900.413 - Transfers In - Improvement Project Construction	94,085	-	-	-
	4900.420 - Transfers In - Water Sewer Construction	5,727,435	-	-	-
	Total	\$15,333,266	\$8,433,417	\$8,426,462	\$8,315,926

City of Plymouth
2018/2019 Biennial Budget Detail
Water - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$895	-	-	-
	6000.100 - Salaries - Regular	805,947	839,122	918,607	975,478
	6000.200 - Salaries - Temporary	18,750	35,360	20,408	20,420
	6020.100 - Overtime - Regular	122,488	95,000	95,000	95,000
	6030.100 - Other Pay - Comp Time	-	-	1,000	1,000
	6030.200 - Other Pay - Premium Pay	-	-	300	300
	6030.300 - Other Pay - Equipment Pay	-	-	200	200
	6050 - Benefits	389	-	-	-
	6050.100 - Benefits - Social Security	57,188	59,902	64,024	67,481
	6050.101 - Benefits - Medicare	13,418	14,078	15,036	15,861
	6050.200 - Benefits - PERA	70,433	72,711	77,663	81,929
	6050.302 - Benefits - Unemployment	6,224	6,500	6,500	6,500
	6050.550 - Benefits - Cell Phone Allowance	1,265	1,380	1,380	1,380
	6050.570 - Benefits - Car Allowance	75	120	120	120
	6060.100 - Medical Insurance - Employer Contribution	123,794	131,459	148,222	170,829
	6070.100 - Dental Insurance - Employer Contribution	9,306	9,669	10,858	11,262
	6080.100 - Group Life Insurance - Employer Contribution	1,250	1,258	1,498	1,672
	6100 - Office Supplies	2,874	20,000	15,000	15,000
	6120 - Operating Supplies	18	-	-	-
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	14,132	20,000	20,000	20,000
	6120.103 - Operating Supplies - Janitorial	20	-	-	-
	6130.100 - Repair & Maint Supplies - Equipment Parts	108,448	100,000	110,000	110,000
	6130.101 - Repair & Maint Supplies - Horticulture	8,352	6,000	6,000	6,000
	6130.105 - Repair & Maint Supplies - Paint	536	2,500	2,500	2,500
	6130.111 - Repair & Maint Supplies - Chemicals	240,260	400,000	400,000	400,000
	6130.112 - Repair & Maint Supplies - Water Mains	75,124	45,000	55,000	55,000
	6130.114 - Repair & Maint Supplies - Meter Parts	213,235	125,000	50,000	50,000
	6130.115 - Repair & Maint Supplies - Hydrant Markers	5,069	2,500	2,500	2,500
	6130.116 - Repair & Maint Supplies - Water Valves & Curb Stops	99,886	100,000	100,000	100,000

City of Plymouth
2018/2019 Biennial Budget Detail
Water - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6130.117 - Repair & Maint Supplies - Hydrant Parts	17,525	17,500	17,500	17,500
6140.100 - Miscellaneous Supplies - Medical	-	500	-	-
6140.102 - Miscellaneous Supplies - Safety Equipment	4,488	5,000	5,000	5,000
6500.100 - Employee Development - Training	5,966	8,000	8,000	8,000
6550 - Mileage & Parking Reimbursement	140	-	-	-
6700 - Dues & Subscriptions	3,717	5,000	5,000	5,000
7000 - Professional Services	124,958	150,000	150,000	150,000
7004 - Audit Fees	3,433	3,900	3,900	3,900
7017 - Laundered Uniforms	2,935	4,000	4,000	4,000
7100.100 - Communications - Postage	29,640	27,000	29,000	29,000
7200 - Printing & Publishing	8,598	2,500	5,000	5,000
7400.102 - Utilities - Natural Gas	31,958	43,000	40,000	40,000
7400.103 - Utilities - Water & Sewer	3,259	4,100	4,100	4,100
7400.104 - Utilities - Solid Waste	3,423	2,300	3,500	3,500
7400.106 - Utilities - Water Connection Fee	144,494	150,000	150,000	150,000
7400.107 - Utilities - State Summer Water Surcharge	14,413	25,000	25,000	25,000
7400.108 - Utilities - Electric	727,536	730,000	730,000	730,000
7500 - Repair & Maint Services	-	25,000	-	-
7500.101 - Repair & Maint Services - Lawn Maint	17,993	20,000	25,000	25,000
7500.115 - Repair & Maint Services - Pull Wells	45,234	60,000	60,000	60,000
7500.117 - Repair & Maint Services - MN Health Samples	7,688	9,000	9,000	9,000
7500.120 - Repair & Maint Services - Water Withdrawal Permit	21,274	35,000	35,000	35,000
7500.121 - Repair & Maint Services - Zachary Plant	85,477	50,000	55,000	55,000
7500.122 - Repair & Maint Services - Central Plant	60,993	40,000	45,000	45,000
7500.123 - Repair & Maint Services - Gopher State One Call	28,933	55,000	55,000	55,000
7500.144 - Repair & Maint Services - Water Main Repair	1,223,414	1,100,000	600,000	600,000
7500.202 - Repair & Maint Services - Equipment Maint	107,156	95,000	95,000	95,000
7600 - Rentals	1,185	2,000	2,000	2,000
8000 - Non-Cap Equip (< 5K)	12,697	12,000	12,000	12,000

City of Plymouth
2018/2019 Biennial Budget Detail
Water - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	8050 - Cap Equip (\$5K - \$25K)	-	-	6,500	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	100,000	61,000	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	885,000	1,290,000	2,001,406
	8500 - Depreciation	2,539,210	-	-	-
	8920 - Debt Service - Interest	60,194	62,263	32,624	2,513
	9000.101 - Allocations - Information Technology	129,089	128,375	139,169	141,711
	9000.102 - Allocations - Facilities Management	87,164	89,779	92,473	95,247
	9000.103 - Allocations - General Fund Administrative	287,385	296,007	304,887	314,035
	9000.107 - Allocations - Central Equipment	157,163	161,878	166,735	171,737
	9000.110 - Allocations - Risk Mgmt - OH, Premium	21,062	21,404	18,427	18,564
	9000.111 - Allocations - Risk Mgmt - Claims	64,677	14,279	22,268	27,033
	9500 - Transfers Out	-	1,898,300	1,993,563	1,147,554
	9500.412 - Transfers Out - Utility Trunk Replacement	1,678,168	-	-	-
	9500.413 - Transfers Out - Improvement Project Construction	624,715	-	-	-
	9500.420 - Transfers Out - Water Sewer Construction	150,361	-	-	-
	9500.600 - Transfers Out - Central Equipment	124,222	-	-	-
	9913 - Licenses & Permits	1,590	-	-	-
	9917 - Bad Debt	1,998	-	-	-
	9918 - Contingency	-	6,573	-	8,694
	9920 - Bank Fees	875	200	1,000	1,000
	9920.100 - Bank Fees - Credit Card	1,756	1,000	3,000	3,000
	Total	\$10,667,529	\$8,433,417	\$8,426,462	\$8,315,926

City of Plymouth
2018/2019 Biennial Budget Detail
Water Resources - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4230 - Intergovern-State-Operating	\$18,750	-	-	-
	4290 - Intergovern-Other	245,276	-	-	-
	4330.400 - Utility Charges - Wtr Res - Residential	1,561,691	1,483,657	1,651,713	1,796,431
	4330.401 - Utility Charges - Wtr Res - Commercial	1,418,631	1,607,295	1,800,421	1,935,452
	4330.800 - Utility Charges - Penalties	24,892	20,000	20,000	20,000
	4360 - Items for Resale	61	-	-	-
	4380.301 - Allocation Charges - Project Administrative Fee	-	100,000	-	-
	4620 - Contributions - Capital	2,248,049	-	700,000	700,000
	4700.100 - Interest Income - Investments	24,632	45,000	25,000	15,000
	4700.150 - Interest Income - Operating Account - BMO	487	25	-	-
	4800 - Other Revenues	5,478	-	3,000	3,000
	4801 - Administrative Fee	34,602	20,000	20,000	20,000
	4900 - Transfers In	-	1,771,845	1,569,176	-
	4900.421 - Transfers In - Enterprise - Other Construction	662,561	-	-	-
	Total	\$6,245,110	\$5,047,822	\$5,789,310	\$4,489,883

City of Plymouth
2018/2019 Biennial Budget Detail
Water Resources - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	\$8,686	-	-	-
6000.100 - Salaries - Regular	524,616	544,716	564,751	604,963
6000.200 - Salaries - Temporary	-	-	15,000	15,000
6020.100 - Overtime - Regular	16,442	20,000	20,000	20,000
6050 - Benefits	1,457	-	-	-
6050.100 - Benefits - Social Security	32,170	34,956	37,128	39,573
6050.101 - Benefits - Medicare	7,545	8,216	8,726	9,308
6050.200 - Benefits - PERA	40,579	42,355	44,981	47,999
6050.550 - Benefits - Cell Phone Allowance	1,567	1,620	1,644	1,644
6050.560 - Benefits - IPAD allowance	275	300	300	300
6050.570 - Benefits - Car Allowance	38	60	60	60
6060.100 - Medical Insurance - Employer Contribution	75,025	82,627	86,344	102,496
6070.100 - Dental Insurance - Employer Contribution	4,110	5,809	5,038	5,465
6080.100 - Group Life Insurance - Employer Contribution	1,039	1,062	1,194	1,356
6100 - Office Supplies	555	1,200	1,200	1,200
6120.101 - Operating Supplies - Public Ed & Outreach Prj	33,980	18,000	30,000	30,000
6130.101 - Repair & Maint Supplies - Horticulture	5,445	20,000	20,000	20,000
6130.106 - Repair & Maint Supplies - Lumber	83	-	-	-
6130.107 - Repair & Maint Supplies - Concrete & Asphalt	4,178	25,000	25,000	25,000
6130.110 - Repair & Maint Supplies - Drainage	123,396	120,000	130,000	130,000
6140.102 - Miscellaneous Supplies - Safety Equipment	4,420	7,500	7,500	7,500
6500.100 - Employee Development - Training	2,459	2,000	2,000	2,000
6550 - Mileage & Parking Reimbursement	67	100	100	100
6600 - Meetings	-	100	100	100
6700 - Dues & Subscriptions	278,894	320,000	320,000	325,000
7000 - Professional Services	107,526	120,000	100,000	100,000
7003 - Legal	-	2,000	2,000	2,000
7011 - Soil Boring & Testing	-	7,500	7,500	7,500
7017 - Laundered Uniforms	1,217	1,600	-	-

City of Plymouth
2018/2019 Biennial Budget Detail
Water Resources - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	7100.100 - Communications - Postage	1,310	1,000	1,000	1,000
	7200 - Printing & Publishing	131	500	500	500
	7400.102 - Utilities - Natural Gas	1,142	1,900	1,500	1,500
	7400.108 - Utilities - Electric	9,315	7,700	10,000	10,000
	7500.102 - Repair & Maint Services - Weed Control	16,543	5,000	5,000	5,000
	7500.111 - Repair & Maint Services - Street Cleaning	120,377	260,000	130,000	130,000
	7500.112 - Repair & Maint Services - Drainway Maint	106,132	125,000	125,000	125,000
	7500.113 - Repair & Maint Services - Curb Raising & Curb Work	198,182	80,000	200,000	200,000
	7500.116 - Repair & Maint Services - Water Samples	62,687	70,000	45,000	50,000
	7600 - Rentals	39,691	30,000	30,000	30,000
	8000 - Non-Cap Equip (< 5K)	6,366	15,000	15,000	15,000
	8100.200 - Capital Outlay (> 5K) - Infrastructure	-	-	70,000	110,000
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	125,000	61,000	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	2,570,000	3,285,000	1,003,000
	8500 - Depreciation	396,259	-	-	-
	9000.101 - Allocations - Information Technology	32,583	35,682	44,299	45,018
	9000.102 - Allocations - Facilities Management	36,919	38,027	39,168	40,342
	9000.103 - Allocations - General Fund Administrative	106,707	109,908	113,205	116,601
	9000.107 - Allocations - Central Equipment	158,022	162,762	167,645	172,674
	9000.110 - Allocations - Risk Mgmt - OH, Premium	12,091	8,791	6,875	6,938
	9000.111 - Allocations - Risk Mgmt - Claims	-	-	6,952	8,440
	9500 - Transfers Out	-	-	-	913,495
	9500.220 - Transfers Out - Transit System	18,330	-	-	-
	9500.413 - Transfers Out - Improvement Project Construction	204,690	-	-	-
	9500.421 - Transfers Out - Enterprise - Other Construction	447,648	-	-	-
	9917 - Bad Debt	46	-	-	-
	9918 - Contingency	-	4,131	-	5,211
	9920 - Bank Fees	727	10,300	1,000	1,000
	9920.100 - Bank Fees - Credit Card	490	400	600	600

City of Plymouth
2018/2019 Biennial Budget Detail

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Total	\$3,252,158	\$5,047,822	\$5,789,310	\$4,489,883

City of Plymouth
2018/2019 Biennial Budget Detail
Sewer - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue				
4150.400 - Permits - Sewer	\$17,271	\$8,862	\$9,394	\$9,957
4270.200 - Intergovern-Local-Operating - Lift Station Maint Fees	15,315	27,000	27,810	28,644
4330.200 - Utility Charges - Sewer - Base	1,557,471	1,790,786	1,777,610	1,904,729
4330.201 - Utility Charges - Sewer - Residential	4,635,338	4,429,695	5,280,831	5,635,396
4330.202 - Utility Charges - Sewer - Commercial	1,688,384	2,953,130	1,898,288	2,012,186
4330.800 - Utility Charges - Penalties	68,029	65,000	65,000	65,000
4380.301 - Allocation Charges - Project Administrative Fee	-	105,000	-	-
4620 - Contributions - Capital	1,853,614	800,000	-	-
4700.100 - Interest Income - Investments	34,559	10,000	25,000	25,000
4700.150 - Interest Income - Operating Account - BMO	291	10	-	-
4800 - Other Revenues	35,650	15,000	18,000	18,000
4801 - Administrative Fee	10,023	3,000	3,000	3,000
4807 - Refunds & Reimbursements	1,050	-	-	-
4900 - Transfers In	-	59,478	1,590,695	1,033,443
4900.412 - Transfers In - Utility Trunk Replacement	2,718,768	-	-	-
4900.420 - Transfers In - Water Sewer Construction	1,339,298	-	-	-
Total	\$13,975,060	\$10,266,961	\$10,695,628	\$10,735,355

City of Plymouth
2018/2019 Biennial Budget Detail
Sewer - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$5,537	-	-	-
	6000.100 - Salaries - Regular	512,492	546,183	557,435	601,400
	6000.200 - Salaries - Temporary	(189)	3,807	-	-
	6020.100 - Overtime - Regular	30,486	22,000	22,000	22,000
	6030.100 - Other Pay - Comp Time	-	-	1,000	1,000
	6030.200 - Other Pay - Premium Pay	-	-	300	300
	6030.300 - Other Pay - Equipment Pay	-	-	200	200
	6050 - Benefits	993	-	-	-
	6050.100 - Benefits - Social Security	32,359	34,989	35,629	38,232
	6050.101 - Benefits - Medicare	7,653	8,309	8,441	9,073
	6050.200 - Benefits - PERA	40,708	42,899	43,571	46,870
	6050.302 - Benefits - Unemployment	-	1,200	-	-
	6050.550 - Benefits - Cell Phone Allowance	542	780	780	780
	6050.570 - Benefits - Car Allowance	150	240	240	240
	6060.100 - Medical Insurance - Employer Contribution	77,903	86,167	84,827	100,080
	6070.100 - Dental Insurance - Employer Contribution	6,484	7,044	7,819	8,209
	6080.100 - Group Life Insurance - Employer Contribution	881	912	1,026	1,155
	6100 - Office Supplies	2,669	16,000	10,000	10,000
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	606	6,000	5,000	5,000
	6130.100 - Repair & Maint Supplies - Equipment Parts	105,709	115,000	115,000	115,000
	6130.101 - Repair & Maint Supplies - Horticulture	367	2,000	2,000	2,000
	6130.105 - Repair & Maint Supplies - Paint	427	1,500	1,500	1,500
	6130.113 - Repair & Maint Supplies - Sewer Mains	3,329	6,000	6,000	6,000
	6140.102 - Miscellaneous Supplies - Safety Equipment	2,735	5,000	5,000	5,000
	6500.100 - Employee Development - Training	5,614	6,000	6,000	6,000
	7000 - Professional Services	91,573	70,000	70,000	70,000
	7004 - Audit Fees	3,433	3,900	3,900	3,900
	7017 - Laundered Uniforms	1,071	2,300	2,300	2,300
	7100.100 - Communications - Postage	29,420	25,000	28,000	28,000

City of Plymouth
2018/2019 Biennial Budget Detail
Sewer - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	7200 - Printing & Publishing	8,557	-	-	-
	7400.102 - Utilities - Natural Gas	2,969	5,000	5,000	5,000
	7400.103 - Utilities - Water & Sewer	3,259	4,000	4,000	4,000
	7400.108 - Utilities - Electric	78,418	79,000	80,000	80,000
	7500 - Repair & Maint Services	10,000	-	-	-
	7500.127 - Repair & Maint Services - Metro Sewer Board	5,278,283	6,200,000	5,967,281	6,289,515
	7500.136 - Repair & Maint Services - Manhole Sealing	181,160	350,000	90,000	90,000
	7500.138 - Repair & Maint Services - Maple Grove Sewer Agreement	202,294	230,000	233,800	248,430
	7500.145 - Repair & Maint Services - Sewer Main Repair	27,761	60,000	50,000	50,000
	7500.202 - Repair & Maint Services - Equipment Maint	53,437	40,000	40,000	40,000
	8000 - Non-Cap Equip (< 5K)	4,657	6,000	6,000	6,000
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	50,000	50,000	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	1,520,000	2,410,000	2,070,000
	8500 - Depreciation	1,221,889	-	-	-
	9000.101 - Allocations - Information Technology	51,341	55,140	70,979	72,115
	9000.102 - Allocations - Facilities Management	35,982	37,062	38,174	39,319
	9000.103 - Allocations - General Fund Administrative	392,606	404,384	416,516	429,011
	9000.107 - Allocations - Central Equipment	182,921	188,409	194,062	199,884
	9000.110 - Allocations - Risk Mgmt - OH, Premium	18,670	15,467	14,176	14,281
	9000.111 - Allocations - Risk Mgmt - Claims	18,045	1,461	3,672	4,456
	9500.413 - Transfers Out - Improvement Project Construction	141,365	-	-	-
	9500.420 - Transfers Out - Water Sewer Construction	1,339,298	-	-	-
	9917 - Bad Debt	89	-	-	-
	9918 - Contingency	-	4,308	-	5,105
	9920 - Bank Fees	426	500	1,000	1,000
	9920.100 - Bank Fees - Credit Card	2,564	3,000	3,000	3,000
	Total	\$10,218,941	\$10,266,961	\$10,695,628	\$10,735,355

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City of Plymouth
 2018/2019 Biennial Budget Detail
 Solid Waste Mgmt - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4100.400 - Licenses - Garbage Hauler	-	\$4,975	\$4,975	\$4,975
	4250 - Intergovern-County-Operating	216,414	115,547	152,000	130,000
	4270 - Intergovern-Local-Operating	5,837	5,000	5,837	5,837
	4330.300 - Utility Charges - Solid Waste	573,564	661,302	743,460	826,056
	4330.800 - Utility Charges - Penalties	5,662	4,500	4,500	4,500
	4700.100 - Interest Income - Investments	17,730	30,000	20,000	20,000
	4700.150 - Interest Income - Operating Account - BMO	276	15	-	-
	4800 - Other Revenues	16,881	14,500	12,000	12,000
	4900 - Transfers In	-	304,845	214,766	188,595
	Total	\$836,364	\$1,140,684	\$1,157,538	\$1,191,963

City of Plymouth
2018/2019 Biennial Budget Detail
Solid Waste Mgmt - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$809	-	-	-
	6000.100 - Salaries - Regular	76,019	68,348	69,157	71,553
	6000.200 - Salaries - Temporary	33,196	31,362	32,222	33,705
	6020.100 - Overtime - Regular	4,917	7,000	7,000	7,000
	6050 - Benefits	133	-	-	-
	6050.100 - Benefits - Social Security	6,583	6,502	6,637	6,852
	6050.101 - Benefits - Medicare	1,561	1,549	1,573	1,631
	6050.200 - Benefits - PERA	8,558	8,004	5,711	5,891
	6050.302 - Benefits - Unemployment	2,219	-	-	-
	6050.550 - Benefits - Cell Phone Allowance	1,155	60	60	60
	6050.570 - Benefits - Car Allowance	38	60	60	60
	6060.100 - Medical Insurance - Employer Contribution	13,294	14,270	15,431	17,145
	6070.100 - Dental Insurance - Employer Contribution	227	143	577	572
	6080.100 - Group Life Insurance - Employer Contribution	182	131	152	165
	6100 - Office Supplies	-	50	-	50
	6120 - Operating Supplies	896	8,290	2,700	2,700
	6120.101 - Operating Supplies - Public Ed & Outreach Prj	1,274	3,300	2,300	2,300
	6140 - Miscellaneous Supplies	-	100	200	200
	6140.101 - Miscellaneous Supplies - Clothing	-	100	100	100
	6140.102 - Miscellaneous Supplies - Safety Equipment	93	300	300	300
	6500.100 - Employee Development - Training	25	200	-	-
	6500.104 - Employee Development - Conf & Seminars	-	-	400	400
	6550 - Mileage & Parking Reimbursement	-	40	50	50
	6700 - Dues & Subscriptions	10	540	400	400
	7000 - Professional Services	25,241	20,000	40,000	40,000
	7003 - Legal	-	-	1,000	1,000
	7100.100 - Communications - Postage	24	120	50	500
	7200 - Printing & Publishing	-	1,400	1,000	1,000
	7400.104 - Utilities - Solid Waste	822,412	893,899	900,000	925,000

City of Plymouth
2018/2019 Biennial Budget Detail
Solid Waste Mgmt - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	7400.105 - Utilities - Yard Waste	734	425	500	500
	8000 - Non-Cap Equip (< 5K)	-	1,500	-	-
	8500 - Depreciation	4,821	-	-	-
	9000.101 - Allocations - Information Technology	7,868	3,774	4,026	4,130
	9000.102 - Allocations - Facilities Management	3,907	4,025	4,146	4,270
	9000.103 - Allocations - General Fund Administrative	53,736	55,348	57,008	58,718
	9000.107 - Allocations - Central Equipment	1,471	1,516	1,561	1,608
	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,104	914	417	425
	9913.100 - Licenses & Permits - Yard Waste	1,200	1,200	1,500	1,500
	9917 - Bad Debt	12	-	-	-
	9918 - Contingency	-	714	-	878
	9920 - Bank Fees	430	5,200	1,000	1,000
	9920.100 - Bank Fees - Credit Card	290	300	300	300
	Total	\$1,074,439	\$1,140,684	\$1,157,538	\$1,191,963

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City of Plymouth
2018/2019 Biennial Budget Detail
Ice Center - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4310.100 - Program Fees - Recreation	(\$2,032)	-	-	-
	4310.101 - Program Fees - Subsidized Recreation	446	900	600	600
	4310.102 - Program Fees - Open Freestyle	1,101	800	800	900
	4310.104 - Program Fees - Open Skating	13,599	18,000	15,000	15,000
	4310.105 - Program Fees - Open Hockey	5,454	7,500	6,500	6,500
	4310.106 - Program Fees - Figure Skating Classes	109,133	112,000	110,000	111,000
	4310.108 - Program Fees - High School Hockey Games	26,041	30,000	28,000	29,000
	4320.100 - Rental Fees - Recreation	-	1,400	-	-
	4320.101 - Rental Fees - Ice Rental	1,161,850	1,175,000	1,180,000	1,200,000
	4320.102 - Rental Fees - Skate Rental	9,877	10,000	10,000	10,000
	4320.106 - Rental Fees - Training Facility Rental	69,525	71,968	73,759	75,972
	4320.200 - Rental Fees - Meeting Rooms	5,175	1,500	3,600	3,800
	4350.108 - General Services - Advertisements	32,280	24,000	32,000	33,000
	4350.116 - General Services - Vending Machine	12,676	16,500	14,000	14,000
	4350.117 - General Services - Skate Sharpening	2,373	2,400	2,400	2,400
	4350.118 - General Services - Pro Shop Sales	564	1,100	600	600
	4360.114 - Items for Resale - Concessions	129,810	144,000	135,000	135,000
	4600 - Contributions - Operating	88,301	-	-	-
	4620 - Contributions - Capital	139,278	85,976	85,976	85,976
	4700.100 - Interest Income - Investments	14,286	17,000	16,000	17,000
	4700.150 - Interest Income - Operating Account - BMO	200	-	-	-
	4800 - Other Revenues	1,099	500	500	600
	4800.400 - Other Revenues - Commissions	2,027	-	-	-
	4801 - Administrative Fee	20	-	25	50
	4804 - Sale of Asset	-	-	-	25,000
	4807 - Refunds & Reimbursements	18,027	-	-	-
	4807.103-Refunds & Reimbursements-Utility Reimbursement	8,745	12,500	10,000	10,000
	4900 - Transfers In	-	191,567	-	-
	Total	\$1,849,854	\$1,924,611	\$1,724,760	\$1,776,398

City of Plymouth
2018/2019 Biennial Budget Detail
Ice Center - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
6000 - Salaries	(\$1,306)	-	-	-
6000.100 - Salaries - Regular	292,473	403,755	310,764	322,838
6000.200 - Salaries - Temporary	170,387	177,001	178,080	179,195
6020.100 - Overtime - Regular	-	100	100	100
6050 - Benefits	(93)	-	-	-
6050.100 - Benefits - Social Security	28,908	36,087	30,430	31,248
6050.101 - Benefits - Medicare	6,761	8,440	7,117	7,308
6050.200 - Benefits - PERA	29,382	41,991	34,516	35,421
6050.302 - Benefits - Unemployment	394	1,500	1,500	1,500
6050.550 - Benefits - Cell Phone Allowance	1,838	1,872	1,872	1,872
6060.100 - Medical Insurance - Employer Contribution	42,175	61,800	44,590	50,578
6070.100 - Dental Insurance - Employer Contribution	5,106	6,799	3,583	3,605
6080.100 - Group Life Insurance - Employer Contribution	604	939	680	753
6100 - Office Supplies	416	1,000	400	400
6120 - Operating Supplies	8,826	36,800	19,450	22,650
6120.103 - Operating Supplies - Janitorial	13,762	-	-	-
6120.125 - Operating Supplies - Resale	52,467	60,000	57,000	57,500
6130.100 - Repair & Maint Supplies - Equipment Parts	12,732	51,200	11,000	13,100
6140.100 - Miscellaneous Supplies - Medical	177	-	200	200
6140.101 - Miscellaneous Supplies - Clothing	-	1,100	500	900
6500 - Employee Development	1,168	-	-	-
6500.100 - Employee Development - Training	797	2,100	2,275	2,375
6550 - Mileage & Parking Reimbursement	237	100	250	250
6700 - Dues & Subscriptions	249	950	700	700
7000 - Professional Services	31,907	44,000	50,344	50,344
7004 - Audit Fees	792	900	850	900
7100.100 - Communications - Postage	136	200	150	175
7100.102 - Communications - Data Communications	628	-	-	-
7200 - Printing & Publishing	178	100	-	-

City of Plymouth
2018/2019 Biennial Budget Detail
Ice Center - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	7400.102 - Utilities - Natural Gas	49,917	62,000	60,000	60,000
	7400.103 - Utilities - Water & Sewer	32,445	28,000	32,000	33,000
	7400.104 - Utilities - Solid Waste	2,569	2,900	2,900	3,000
	7400.108 - Utilities - Electric	269,295	273,000	265,000	268,000
	7500.104 - Repair & Maint Services - Electrical	2,436	-	-	-
	7500.105 - Repair & Maint Services - Plumbing	2,084	-	-	-
	7500.130 - Repair & Maint Services - Building Maint	42,545	97,700	100,000	100,000
	7500.135 - Repair & Maint Services - Building Security	2,055	-	-	-
	7500.202 - Repair & Maint Services - Equipment Maint	71,513	-	-	-
	7600 - Rentals	250	2,900	1,800	2,000
	8000 - Non-Cap Equip (< 5K)	10,767	2,200	3,400	4,300
	8050 - Cap Equip (\$5K - \$25K)	-	18,000	28,000	20,000
	8100 - Capital Outlay (> 5K)	6,750	-	-	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	-	40,000	150,000
	8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(6,750)	-	-	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	300,000	195,000	140,000
	8500 - Depreciation	488,317	-	-	-
	9000.101 - Allocations - Information Technology	72,620	76,618	86,329	87,966
	9000.103 - Allocations - General Fund Administrative	71,941	74,099	76,322	78,612
	9000.107 - Allocations - Central Equipment	479	493	507	522
	9000.110 - Allocations - Risk Mgmt - OH, Premium	8,366	(1,932)	(25,448)	(25,363)
	9000.111 - Allocations - Risk Mgmt - Claims	4,282	18,004	31,776	38,577
	9500 - Transfers Out	-	-	45,409	7,792
	9500.400 - Transfers Out - General Capital Projects	131,861	-	-	-
	9900 - Miscellaneous	116	-	-	-
	9903 - Scholarships	785	1,800	600	600
	9913 - Licenses & Permits	538	600	900	950
	9918 - Contingency	-	3,090	-	2,600
	9920 - Bank Fees	308	100	500	500

City of Plymouth
 2018/2019 Biennial Budget Detail
 Ice Center - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9920.100 - Bank Fees - Credit Card	5,921	4,800	6,000	6,200
	9922 - Interest - Interfund Advances	25,505	21,505	17,414	13,230
	Total	\$1,998,014	\$1,924,611	\$1,724,760	\$1,776,398

City of Plymouth
 2018/2019 Biennial Budget Detail
 Field House - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4310.100 - Program Fees - Recreation	\$20,756	\$30,000	\$25,000	\$25,000
	4320.100 - Rental Fees - Recreation	17,088	17,000	17,000	17,000
	4320.103 - Rental Fees - Field House Rental	335,576	365,000	350,000	350,000
	4350.116 - General Services - Vending Machine	777	2,700	1,800	1,800
	4700.100 - Interest Income - Investments	16,983	23,000	18,000	18,000
	4700.150 - Interest Income - Operating Account - BMO	292	-	-	-
	4800 - Other Revenues	1,065	2,500	1,600	1,800
	4800.400 -Other Revenues - Commissions	429	-	-	-
	4900 - Transfers In	-	696,147	-	-
	Total	\$392,966	\$1,136,347	\$413,400	\$413,600

City of Plymouth
2018/2019 Biennial Budget Detail
Field House - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	(\$1,240)	-	-	-
	6000.100 - Salaries - Regular	69,271	73,187	72,813	75,870
	6000.200 - Salaries - Temporary	24,219	23,296	33,400	34,400
	6020.100 - Overtime - Regular	115	-	-	-
	6050 - Benefits	(165)	-	-	-
	6050.100 - Benefits - Social Security	5,531	6,012	6,620	6,873
	6050.101 - Benefits - Medicare	1,294	1,406	1,549	1,607
	6050.200 - Benefits - PERA	5,238	5,490	5,460	5,691
	6050.550 - Benefits - Cell Phone Allowance	538	576	576	576
	6060.100 - Medical Insurance - Employer Contribution	10,440	12,014	9,822	10,978
	6070.100 - Dental Insurance - Employer Contribution	217	206	684	685
	6080.100 - Group Life Insurance - Employer Contribution	159	180	194	220
	6120 - Operating Supplies	3,915	7,500	7,500	7,500
	6140.101 - Miscellaneous Supplies - Clothing	408	400	500	500
	6500.100 - Employee Development - Training	-	200	200	200
	7000 - Professional Services	16,549	20,000	20,000	20,000
	7004 - Audit Fees	792	900	900	900
	7400.102 - Utilities - Natural Gas	27,530	41,000	35,000	35,000
	7400.104 - Utilities - Solid Waste	589	1,000	1,000	1,000
	7400.108 - Utilities - Electric	23,810	28,000	28,000	28,000
	7500.130 - Repair & Maint Services - Building Maint	12,028	16,000	15,000	15,000
	7500.202 - Repair & Maint Services - Equipment Maint	1,305	-	-	-
	7600 - Rentals	800	5,000	3,000	3,000
	8100.200 - Capital Outlay (> 5K) - Infrastructure	-	875,000	-	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	-	37,500	-
	8500 - Depreciation	63,745	-	-	-
	9000.101 - Allocations - Information Technology	5,439	5,281	5,655	5,820
	9000.103 - Allocations - General Fund Administrative	11,256	11,594	11,942	12,300
	9000.110 - Allocations - Risk Mgmt - OH, Premium	711	704	450	459

City of Plymouth
 2018/2019 Biennial Budget Detail
 Field House - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9500 - Transfers Out	-	-	114,135	144,962
	9500.400 - Transfers Out - General Capital Projects	182,942	-	-	-
	9918 - Contingency	-	601	-	559
	9920 - Bank Fees	454	-	500	500
	9920.100 - Bank Fees - Credit Card	987	800	1,000	1,000
	Total	\$468,876	\$1,136,347	\$413,400	\$413,600

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City of Plymouth
2018/2019 Biennial Budget Detail
Central Equipment - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4300 - Charges for Services	\$25,400	-	-	-
	4380.303 - Allocation Charges - Central Equipment	3,252,980	3,350,572	3,451,089	3,554,622
	4620 - Contributions - Capital	656,909	-	-	-
	4700.100 - Interest Income - Investments	64,072	100,000	75,000	75,000
	4700.150 - Interest Income - Operating Account - BMO	1,151	40	-	-
	4800 - Other Revenues	1,122	-	-	-
	4804 - Sale of Asset	101,617	40,000	40,000	40,000
	4805 - Gain (Loss) of Capital Asset	(64,012)	-	-	-
	4807 - Refunds & Reimbursements	10,719	-	-	-
	4900 - Transfers In	-	-	235,630	-
	4900.413 - Transfers In - Improvement Project Construction	84,890	-	-	-
	4900.500 - Transfers In - Water	124,222	-	-	-
	4900.610 - Transfers In - Public Facilities	13,123	-	-	-
	4900.630 - Transfers In - Risk Management	46,106	-	-	-
	Total	\$4,318,299	\$3,490,612	\$3,801,719	\$3,669,622

City of Plymouth
2018/2019 Biennial Budget Detail
Central Equipment - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$9,641	-	-	-
	6000.100 - Salaries - Regular	319,457	337,674	339,306	352,702
	6020.100 - Overtime - Regular	3,010	10,000	10,000	10,000
	6050 - Benefits	1,601	-	-	-
	6050.100 - Benefits - Social Security	19,587	21,557	21,678	22,483
	6050.101 - Benefits - Medicare	4,602	5,070	5,091	5,286
	6050.200 - Benefits - PERA	24,117	26,077	26,198	27,203
	6050.550 - Benefits - Cell Phone Allowance	2,242	2,400	1,740	1,740
	6050.570 - Benefits - Car Allowance	38	60	60	60
	6060.100 - Medical Insurance - Employer Contribution	47,887	53,409	55,427	62,402
	6070.100 - Dental Insurance - Employer Contribution	4,062	5,728	4,017	4,003
	6080.100 - Group Life Insurance - Employer Contribution	542	563	618	682
	6100 - Office Supplies	428	-	-	-
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	350,576	600,000	550,000	550,000
	6120.103 - Operating Supplies - Janitorial	-	100	100	100
	6120.111 - Operating Supplies - License Plates	2,612	500	500	500
	6130.100 - Repair & Maint Supplies - Equipment Parts	197,249	200,000	200,000	200,000
	6130.109 - Repair & Maint Supplies - Welding	3,138	3,500	3,500	3,500
	6130.111 - Repair & Maint Supplies - Chemicals	2,701	3,500	3,500	3,500
	6130.119 - Repair & Maint Supplies - Recharges	607	2,000	2,000	2,000
	6140.101 - Miscellaneous Supplies - Clothing	52	-	-	-
	6140.102 - Miscellaneous Supplies - Safety Equipment	649	500	500	500
	6500.100 - Employee Development - Training	175	1,500	1,500	1,500
	6700 - Dues & Subscriptions	1,759	2,000	2,000	2,000
	7017 - Laundered Uniforms	1,164	2,000	2,000	2,000
	7100.100 - Communications - Postage	267	200	200	200
	7200 - Printing & Publishing	1,520	1,500	1,500	1,500
	7400.102 - Utilities - Natural Gas	3,425	6,000	5,000	5,000
	7400.103 - Utilities - Water & Sewer	3,259	4,000	4,000	4,000

City of Plymouth
2018/2019 Biennial Budget Detail
Central Equipment - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses				
7400.104 - Utilities - Solid Waste	807	1,400	1,000	1,000
7400.108 - Utilities - Electric	6,174	6,000	6,000	6,000
7500.125 - Repair & Maint Services - Car Washes	5,679	5,800	5,800	5,800
7500.131 - Repair & Maint Services - Body Work & Painting	7,334	10,000	10,000	10,000
7500.202 - Repair & Maint Services - Equipment Maint	56,826	93,000	93,000	93,000
8000 - Non-Cap Equip (< 5K)	10,087	30,000	30,000	30,000
8050 - Cap Equip (\$5K - \$25K)	-	83,500	220,271	165,500
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	1,772,750	1,552,600	2,063,868	1,889,500
8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(1,772,750)	-	-	-
8500 - Depreciation	1,298,162	-	-	-
9000.101 - Allocations - Information Technology	34,857	38,387	46,816	47,612
9000.102 - Allocations - Facilities Management	73,112	75,305	77,564	79,890
9000.110 - Allocations - Risk Mgmt - OH, Premium	4,561	3,158	2,618	2,660
9000.111 - Allocations - Risk Mgmt - Claims	1,325	(6,509)	2,347	2,850
9500 - Transfers Out	-	304,463	-	67,767
9500.400 - Transfers Out - General Capital Projects	105,645	-	-	-
9918 - Contingency	-	2,670	-	3,182
9920 - Bank Fees	1,805	1,000	2,000	2,000
Total	\$2,612,741	\$3,490,612	\$3,801,719	\$3,669,622

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City of Plymouth
 2018/2019 Biennial Budget Detail
 Public Facilities - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue 4380.302 - Allocation Charges - Facilities Management	\$1,747,078	\$1,799,491	\$1,853,475	\$1,909,079
4620 - Contributions - Capital	212,871	-	-	-
4700.100 - Interest Income - Investments	53,205	80,000	55,000	55,000
4700.150 - Interest Income - Operating Account - BMO	963	30	-	-
4800 - Other Revenues	81	-	-	-
4807 - Refunds & Reimbursements	4,077	-	-	-
4900 - Transfers In	-	127,881	577,137	-
Total	\$2,018,275	\$2,007,402	\$2,485,612	\$1,964,079

City of Plymouth
2018/2019 Biennial Budget Detail
Public Facilities - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	(\$7,243)	-	-	-
	6000.100 - Salaries - Regular	188,465	191,538	182,987	193,413
	6020.100 - Overtime - Regular	-	1,000	1,000	1,000
	6050 - Benefits	(1,034)	-	-	-
	6050.100 - Benefits - Social Security	11,609	11,932	11,324	11,946
	6050.101 - Benefits - Medicare	2,736	2,819	2,670	2,821
	6050.200 - Benefits - PERA	13,532	14,441	13,799	14,582
	6050.302 - Benefits - Unemployment	2,049	-	-	-
	6050.550 - Benefits - Cell Phone Allowance	1,575	1,800	60	60
	6050.570 - Benefits - Car Allowance	38	60	60	60
	6060.100 - Medical Insurance - Employer Contribution	23,585	26,231	31,841	35,756
	6070.100 - Dental Insurance - Employer Contribution	2,377	2,587	3,210	3,181
	6080.100 - Group Life Insurance - Employer Contribution	338	354	379	422
	6100 - Office Supplies	1,056	1,000	1,500	1,500
	6100.100 - Office Supplies	-	500	-	-
	6120 - Operating Supplies	1,376	-	-	-
	6120.103 - Operating Supplies - Janitorial	28,442	35,000	35,000	35,000
	6130 - Repair & Maint Supplies	1,463	-	2,000	2,000
	6130.100 - Repair & Maint Supplies - Equipment Parts	238	-	-	-
	6130.119 - Repair & Maint Supplies - Recharges	338	2,000	2,000	2,000
	6140.100 - Miscellaneous Supplies - Medical	3,744	6,200	6,200	6,200
	6140.101 - Miscellaneous Supplies - Clothing	95	-	-	-
	6140.102 - Miscellaneous Supplies - Safety Equipment	-	300	300	300
	6500.100 - Employee Development - Training	20	3,000	1,500	1,500
	6700 - Dues & Subscriptions	264	1,000	1,000	1,000
	7000 - Professional Services	2,175	4,000	5,000	5,000
	7017 - Laundered Uniforms	1,610	1,600	1,600	1,600
	7100.100 - Communications - Postage	-	200	200	200
	7100.102 - Communications - Data Communications	2,270	-	1,000	1,000

City of Plymouth
2018/2019 Biennial Budget Detail
Public Facilities - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	7400.102 - Utilities - Natural Gas	34,138	41,000	35,000	35,000
	7400.103 - Utilities - Water & Sewer	9,422	12,000	12,000	12,000
	7400.104 - Utilities - Solid Waste	26,075	22,000	26,000	26,000
	7400.108 - Utilities - Electric	107,415	110,000	110,000	110,000
	7500 - Repair & Maint Services	52	-	-	-
	7500.118 - Repair & Maint Services - Janitorial Services	169,083	165,000	180,000	180,000
	7500.128 - Repair & Maint Services - Painting	-	55,000	55,000	55,000
	7500.130 - Repair & Maint Services - Building Maint	256,731	330,000	330,000	330,000
	7500.135 - Repair & Maint Services - Building Security	11,450	15,000	15,000	15,000
	7500.139 - Repair & Maint Services - Facility Improvements	-	-	115,000	125,000
	7500.202 - Repair & Maint Services - Equipment Maint	181,334	120,000	120,000	120,000
	8000 - Non-Cap Equip (< 5K)	39,018	500	-	-
	8100.300 - Capital Outlay (> 5K) - Buildings	79,440	-	65,000	50,000
	8100.350 - Capital Outlay (> 5K) - Capitalize Buildings	(79,440)	-	-	-
	8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	-	175,000	900,000	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	67,967	-	-	-
	8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(67,967)	-	-	-
	8100.600 - Capital Outlay (> 5K) - Software	-	-	25,000	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	611,000	175,000	50,000
	8500 - Depreciation	101,508	-	-	-
	9000.101 - Allocations - Information Technology	21,256	23,185	21,332	21,764
	9000.107 - Allocations - Central Equipment	3,433	3,536	3,642	3,751
	9000.110 - Allocations - Risk Mgmt - OH, Premium	2,017	2,847	(28,680)	(28,665)
	9000.111 - Allocations - Risk Mgmt - Claims	1,048	11,960	19,688	23,901
	9500 - Transfers Out	-	-	-	510,953
	9500.400 - Transfers Out - General Capital Projects	169,788	-	-	-
	9500.600 - Transfers Out - Central Equipment	13,123	-	-	-
	9913 - Licenses & Permits	1	-	-	-
	9918 - Contingency	-	1,312	-	1,834

City of Plymouth
2018/2019 Biennial Budget Detail
Public Facilities - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9920 - Bank Fees	1,484	500	2,000	2,000
	Total	\$1,429,495	\$2,007,402	\$2,485,612	\$1,964,079

City of Plymouth
2018/2019 Biennial Budget Detail
Information Technology - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue				
4270 - Intergovern-Local-Operating	\$6,655	-	-	-
4350.100 - General Services - Photocopies	112	-	-	-
4350.101 - General Services - Maps & Ordinances	19	-	-	-
4380.101 - Allocation Charges - IT Overhead	2,173,177	2,381,102	2,526,802	2,571,027
4620 - Contributions - Capital	117,337	-	-	-
4700.100 - Interest Income - Investments	46,803	75,000	50,000	50,000
4700.150 - Interest Income - Operating Account - BMO	848	-	-	-
4804 - Sale of Asset	963	-	-	-
4807 - Refunds & Reimbursements	793	-	-	-
4807.100 - Refunds & Reimbursements - Cell Phone	283	-	-	-
4900 - Transfers In	-	317,388	21,361	53,161
Total	\$2,346,989	\$2,773,490	\$2,598,163	\$2,674,188

City of Plymouth
2018/2019 Biennial Budget Detail
Information Technology - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000 - Salaries	\$2,089	-	-	-
	6000.100 - Salaries - Regular	464,160	489,696	502,926	520,516
	6000.200 - Salaries - Temporary	9,216	2,262	-	3,000
	6050 - Benefits	416	-	-	-
	6050.100 - Benefits - Social Security	28,708	30,810	31,246	32,297
	6050.101 - Benefits - Medicare	6,714	7,207	7,374	7,673
	6050.200 - Benefits - PERA	34,812	36,898	37,719	39,264
	6050.550 - Benefits - Cell Phone Allowance	5,503	5,580	5,580	5,580
	6060.100 - Medical Insurance - Employer Contribution	56,288	65,652	48,535	53,805
	6070.100 - Dental Insurance - Employer Contribution	5,277	6,228	5,559	5,530
	6080.100 - Group Life Insurance - Employer Contribution	1,238	1,277	1,441	1,609
	6100 - Office Supplies	17,522	30,000	30,900	31,827
	6110 - Computer Supplies	12,117	10,000	13,390	13,792
	6130.100 - Repair & Maint Supplies - Equipment Parts	1,541	15,000	15,000	15,000
	6130.122 - Repair & Maint Supplies - Cell Phones & Accessories	-	3,500	3,605	3,713
	6500.100 - Employee Development - Training	8,489	15,000	15,000	15,000
	6500.101 - Employee Development - City Wide Training	-	10,000	10,000	10,000
	6550 - Mileage & Parking Reimbursement	139	500	500	500
	6700 - Dues & Subscriptions	-	250	250	250
	7000 - Professional Services	88,384	80,000	80,000	80,000
	7100 - Communications	75	-	-	-
	7100.100 - Communications - Postage	5,215	5,356	5,900	6,000
	7100.102 - Communications - Data Communications	73,381	81,700	82,129	82,643
	7100.103 - Communications - Telephone	27,353	30,000	32,139	33,103
	7100.104 - Communications - Mobile Telephone	26,179	40,000	30,000	31,000
	7200 - Printing & Publishing	4,775	-	2,388	1,194
	7500.200 - Repair & Maint Services - Software	304,865	300,000	309,000	318,270
	7500.201 - Repair & Maint Services - Departmental Software Maint	119,011	133,800	140,000	141,948
	7500.202 - Repair & Maint Services - Equipment Maint	127,686	150,000	140,000	142,616

City of Plymouth
2018/2019 Biennial Budget Detail
Information Technology - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	8000 - Non-Cap Equip (< 5K)	189,155	125,000	188,000	96,600
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	72,076	522,000	367,000	940,000
	8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(72,076)	-	-	-
	8100.600 - Capital Outlay (> 5K) - Software	76,726	525,000	455,000	-
	8100.650 - Capital Outlay (> 5K) - Capitalize Software	(76,726)	-	-	-
	8500 - Depreciation	170,684	-	-	-
	9000.102 - Allocations - Facilities Management	29,379	30,261	31,169	32,104
	9000.107 - Allocations - Central Equipment	4,414	4,547	4,683	4,824
	9000.110 - Allocations - Risk Mgmt - OH, Premium	3,308	3,426	1,730	1,776
	9500.400 - Transfers Out - General Capital Projects	174,816	-	-	-
	9918 - Contingency	-	11,740	-	2,754
	9920 - Bank Fees	1,301	700	-	-
	9920.100 - Bank Fees - Credit Card	1	100	-	-
	Total	\$2,004,208	\$2,773,490	\$2,598,163	\$2,674,188

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City of Plymouth
 2018/2019 Biennial Budget Detail
 Risk Management - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Revenue	4380.110 - Allocation Charges - Risk Management	\$713,200	\$553,490	\$549,107	\$636,789
	4700.100 - Interest Income - Investments	67,317	105,000	75,000	75,000
	4700.150 - Interest Income - Operating Account - BMO	1,199	50	500	500
	4802 - Property Claims	71,666	-	-	-
	4806 - Premium Refunds	210,178	90,000	90,000	90,000
	4807 - Refunds & Reimbursements	22	-	-	-
	4807.101 - Refunds & Reimbursements - Restitution	1,820	-	-	-
	4900 - Transfers In	-	255,512	475,190	409,809
	Total	\$1,065,402	\$1,004,052	\$1,189,797	\$1,212,098

City of Plymouth
2018/2019 Biennial Budget Detail
Risk Management - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	6000.400 - Salaries - Workers Compensation	\$47,803	-	-	-
	6060.100 - Medical Insurance - Employer Contribution	17,646	-	-	-
	6070.100 - Dental Insurance - Employer Contribution	522	-	-	-
	6080.100 - Group Life Insurance - Employer Contribution	138	-	-	-
	6100 - Office Supplies	45	200	100	100
	6140.103 - Miscellaneous Supplies - Ergonomic Equipment	-	300	300	300
	6500.100 - Employee Development - Training	-	500	500	500
	6700 - Dues & Subscriptions	425	615	615	615
	7000 - Professional Services	36,617	56,300	56,300	56,300
	7300.100 - Insurance - Property	141,629	148,710	162,215	170,326
	7300.101 - Insurance - Inland Marine	24,813	26,054	14,706	15,441
	7300.102 - Insurance - General Liability	47,132	191,118	182,966	192,115
	7300.103 - Insurance - Auto Liability	87,705	53,885	54,840	57,582
	7300.107 - Insurance - Boiler & Machinery	22,592	23,721	22,770	23,909
	7300.110 - Insurance - Employee Dishonesty	2,713	2,848	2,971	3,120
	7300.201 - Insurance - Workers Comp	422,952	25,000	225,000	225,000
	7350.100 - Claims Property	67,434	30,000	30,000	30,000
	7350.102 - Claims General Liability	68,821	200,000	120,000	120,000
	7350.103 - Claims Auto Liability	9,816	-	15,000	15,000
	7350.104 - Claims Auto Comprehensive	2,168	-	15,000	15,000
	7350.105 - Claims Auto Collision	48,017	-	50,000	50,000
	7350.201 - Claims Workers Comp	175,193	200,000	200,000	200,000
	7350.500 - Claims Uninsured Property	73,645	7,000	7,000	7,000
	7351.100 - Claims Recovery - Property	(47,759)	-	-	-
	7351.105 - Claims Recovery - Collision	(56,821)	-	-	-
	8000 - Non-Cap Equip (< 5K)	-	600	-	-
	9000.101 - Allocations - Information Technology	9,761	9,504	9,839	10,035
	9000.102 - Allocations - Facilities Management	2,521	2,597	2,675	2,755
	9500.600 - Transfers Out - Central Equipment	46,106	-	-	-

City of Plymouth
 2018/2019 Biennial Budget Detail
 Risk Management - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2016	Budget Amended 2017	Budget Adopted 2018	Budget Concept 2019
Expenses	9919 - Administration Fees	11,360	24,000	14,000	14,000
	9920 - Bank Fees	2,849	1,100	3,000	3,000
	Total	\$1,265,842	\$1,004,052	\$1,189,797	\$1,212,098

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