



2019 AMENDED 2018/2019 BIENNIAL BUDGET

CITY OF PLYMOUTH
2019 AMENDED
2018/2019 BIENNIAL BUDGET
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Fund

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LETTER OF TRANSMITTAL



December 11, 2018

To the Honorable Mayor and City Council:

We are pleased to submit the amendment to the adopted 2018/2019 Biennial Budget. The amendment updates the 2019 budget that was approved in concept at the end of 2017. 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 amended 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 2019 amended budget reflects a 4.9% increase in the property tax levy from 2018. 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 2019 amendment in April 2018. 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 11, 2018. A public hearing to solicit resident input was held on December 11, 2018. The public hearing replaces the former Truth-in-Taxation Hearing, which was repealed by the state legislature.

Please contact me at 763-509-5301, Administrative Services Director Laurie Hokkanen at 763-509-5051, or Finance Manager Jodi Bursheim at 763-509-5320 with any questions.

Respectfully Submitted,

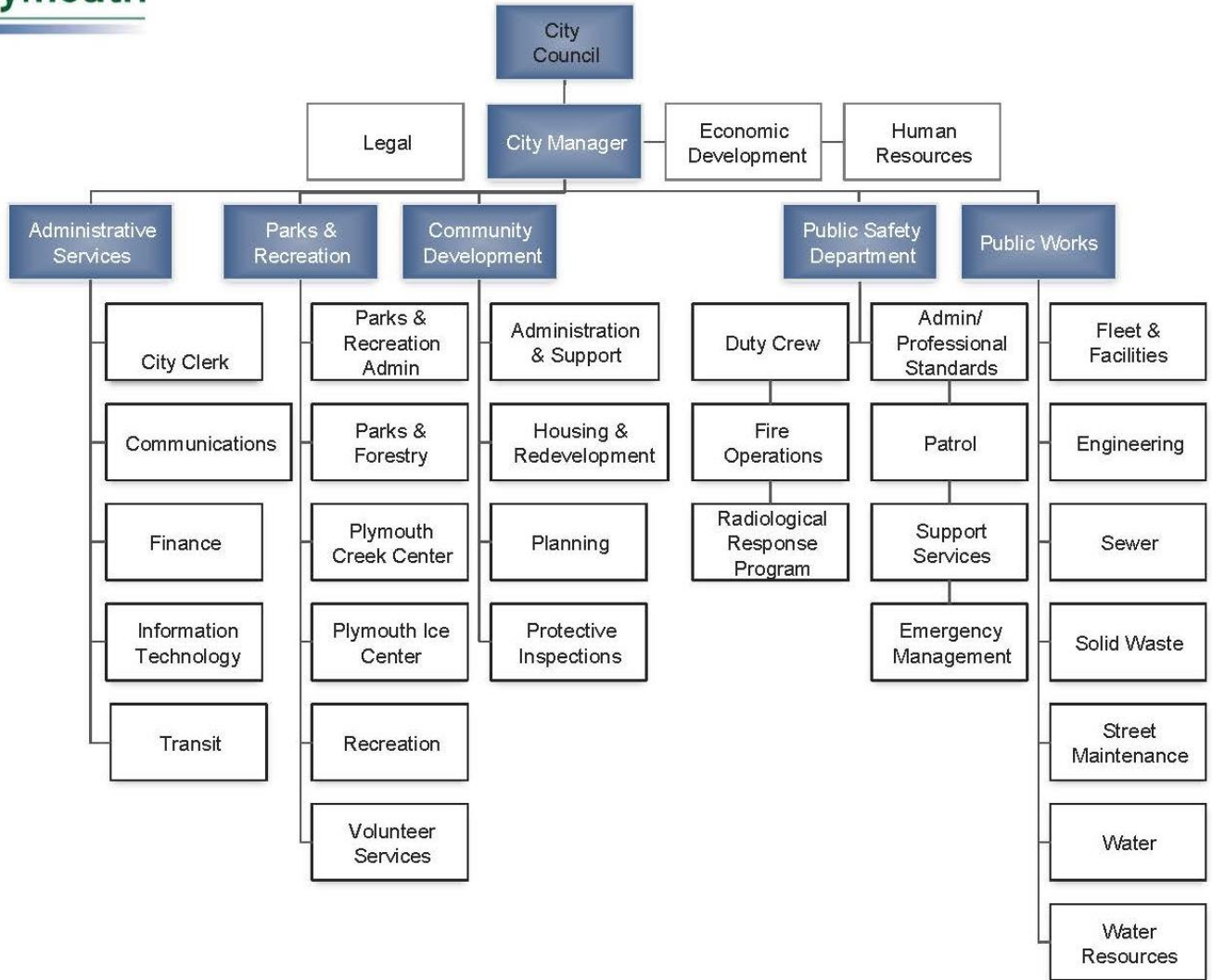
A handwritten signature in black ink that reads 'Dave Callister'. The signature is written in a cursive style with a large, looped 'D' and 'C'.

Dave Callister, City Manager

CITY OF PLYMOUTH ORGANIZATIONAL CHART



2018 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	Jeffrey 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 CONTACTS

Administrative Services Department

Jodi Bursheim – Finance Manager

Julie McMackins – Supervising Accountant

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Plymouth, Minnesota 55447
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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 76,000 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.

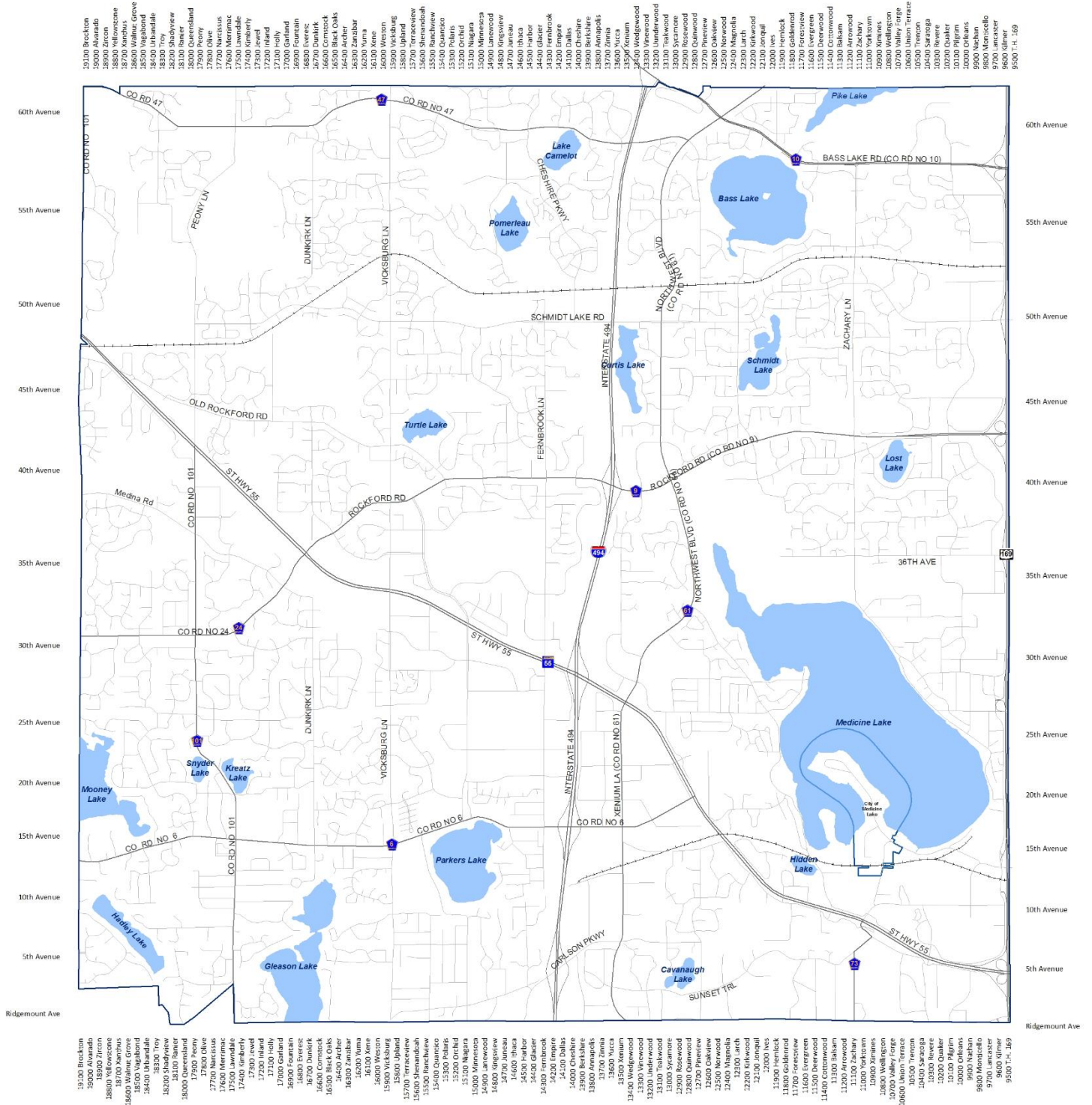
August 1, 1960 – Adopted the Council-Manager form of government.

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 320 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.

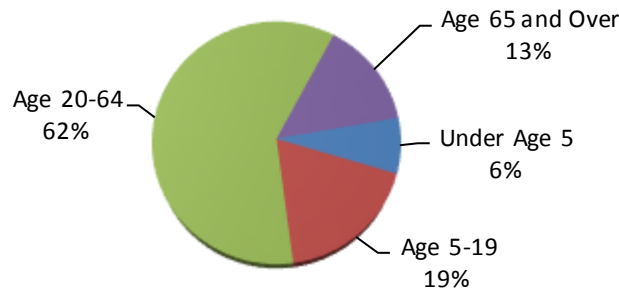


Demographics and Economics

In 2017, the estimated median age of residents in Plymouth was 40 years of age. The City's population is older than the estimated median ages of Hennepin County (36.5), the State of Minnesota (37.9), and the United States (38.1). According to the US Census Demographic estimates, 14.4% 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 13.7%, 15.4%, and 15.6%, respectively.

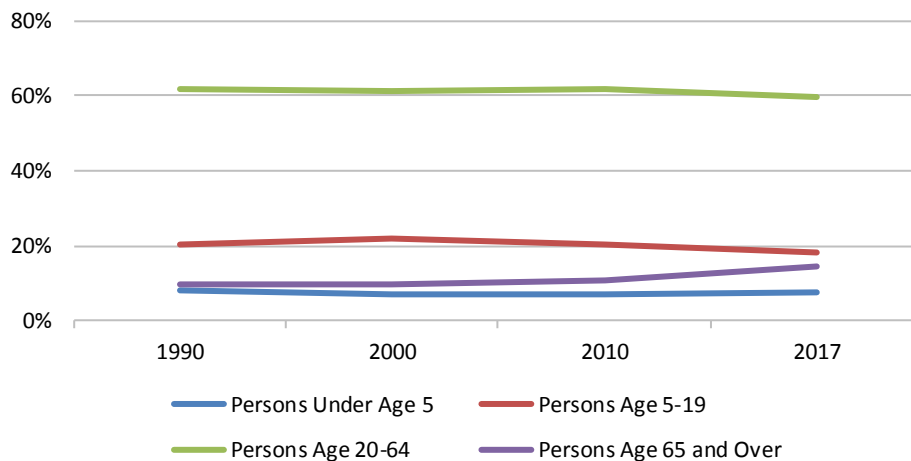
City of Plymouth's Age Distribution for 2017

Based on the U.S. Census Bureau - American Community Survey



Data indicates that this trend will continue. Persons under 5 years of age represented 7.4% of the city's total population count while persons over the age of 18 represented 76.2% of the city's total population count. By comparison, 78.0% of Hennepin County residents, 76.7% of Minnesotans, and 77.4% of Americans were over the age of 18.

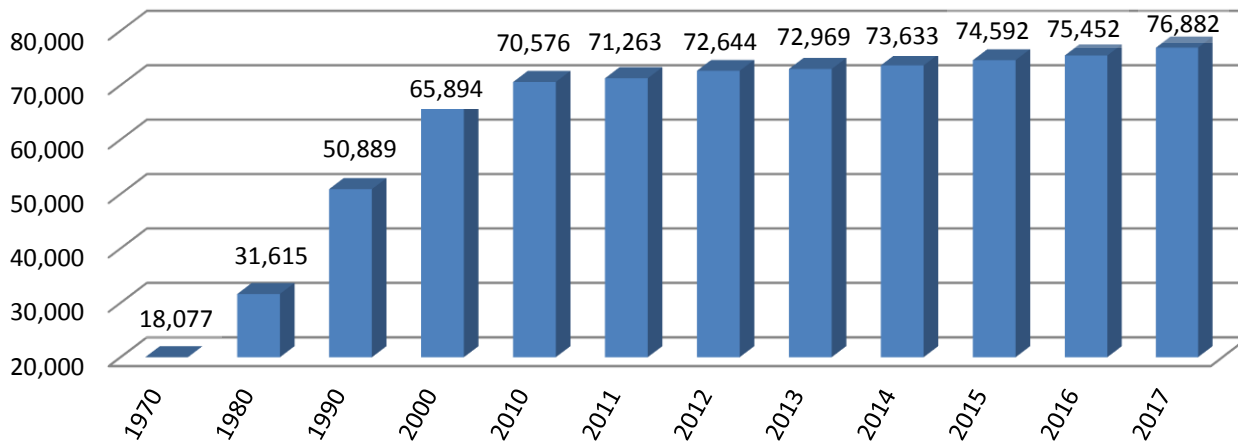
City of Plymouth's Age Trend



With a population of approximately 76,000, according to the U.S. Census Bureau, the city's population is 6.3% of Hennepin County's total population. Plymouth's population has remained constant despite turbulent residential market conditions from 2005 to 2017. There are 30,602 occupied housing units in Plymouth. Of the total occupied housing units, approximately 71.2% are owner-occupied and 28.8% 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 - 2017 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)

ISD #284 Wayzata Schools	1,660
TCF Bank	1,433
Medtronic	1,300
Aimia	1,000
Honeywell	900
Prudential Insurance	755
Smith's Medical	635
City of Plymouth	547
U.S. Foods	500
Banner Engineering	488

Median Value of Owner-occupied Units

Plymouth	\$310,900
Hennepin County	\$235,800

Unemployment Rate

Plymouth	2.40%
Hennepin County	2.60%

Median Family Income

Plymouth	\$88,400
Hennepin County	\$68,000

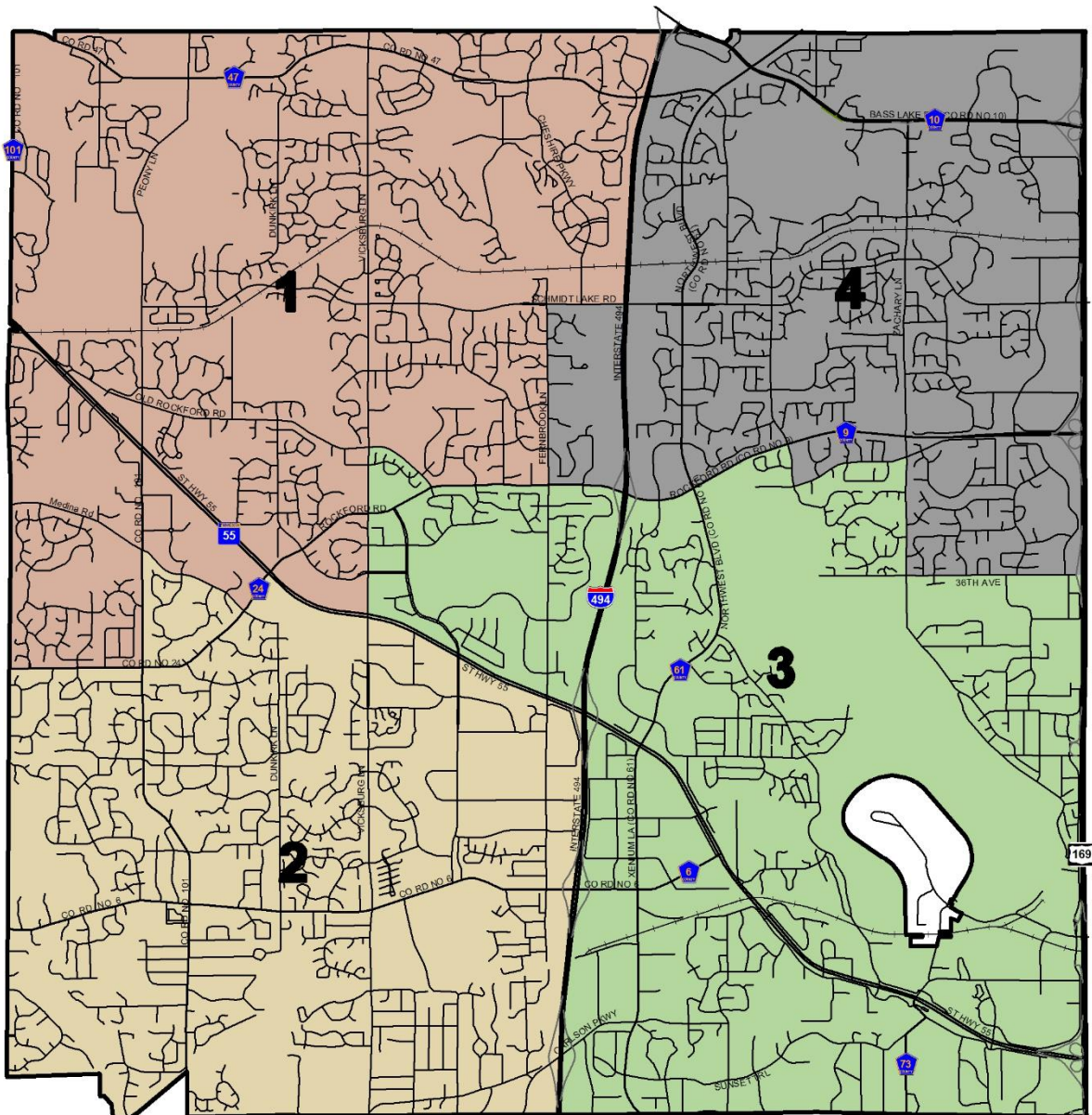
The above figures were obtained from Ehlers

The above figures were obtained from the Metropolitan Council - Community Profile For Plymouth, 2018 estimates

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 23, 2018	Budget	Departments receive budget instruction
April – June 2018	Budget	Departments prepare budgets
May 7, 2018	Budget	Personnel changes submitted to HR
June 11, 2018	Budget	Budgets submitted to Finance
June 12, 2018	Budget	Council Study Session – Budget Goals
July 9 – July 13, 2018	Budget	Department meetings
August 10, 2017	Budget	Council receives budget materials for upcoming meeting
August 21, 2018	Budget & CIP	Council study session (Budget & CIP meeting #1)
August 28, 2018	Budget & CIP	Council Study Session (Budget & CIP meeting #2)
September 4, 2018	Budget & CIP	Council Study Session (Budget meeting #3) (if needed)
September 11, 2018	Budget	Council adopts preliminary levies & budget (Budget meeting #4)
		Council Regular Session (Financial Overview)
October 17, 2018	CIP	Planning Commission public hearing
November 13, 2018	Budget	Council Study Session (Budget meeting #5) (If needed)
December 11, 2018	Budget & CIP	Budget Public Hearing, CIP, Budget & Levy Adoption
December 28, 2018	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.
- **Develop Northwest Greenway.** As development of northwest Plymouth progresses, continue planning and construction of the Northwest Greenway and park system amenities.
- **Implement Environmental Initiatives.** Collaborate with watershed commissions and district to ensure effective progress on water quality mandates. Continue energy conservation efforts in city buildings, and promote recycling.
- **Implement 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, 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 18.

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.

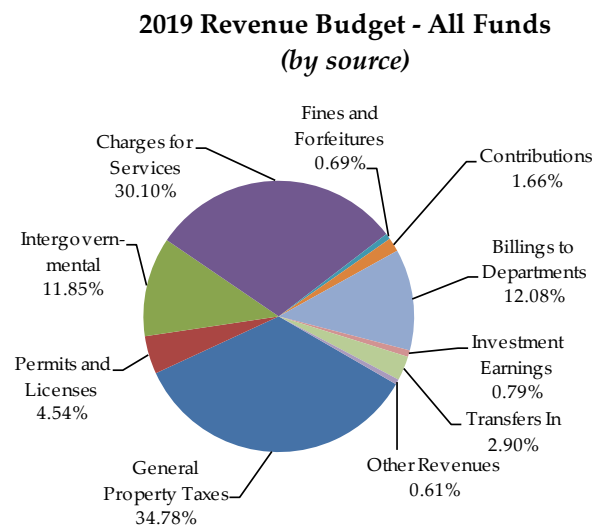
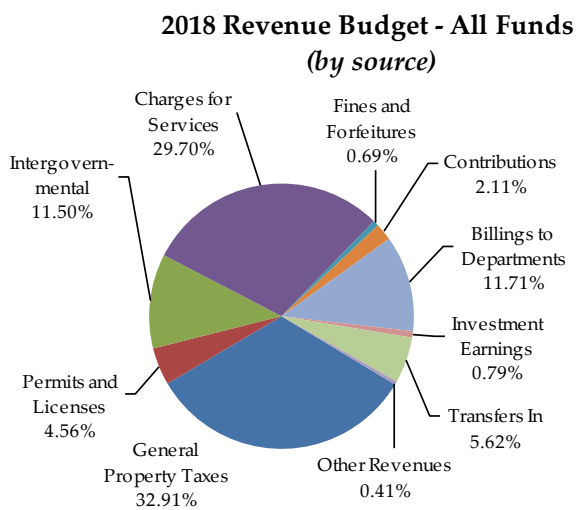
Transfers In

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.

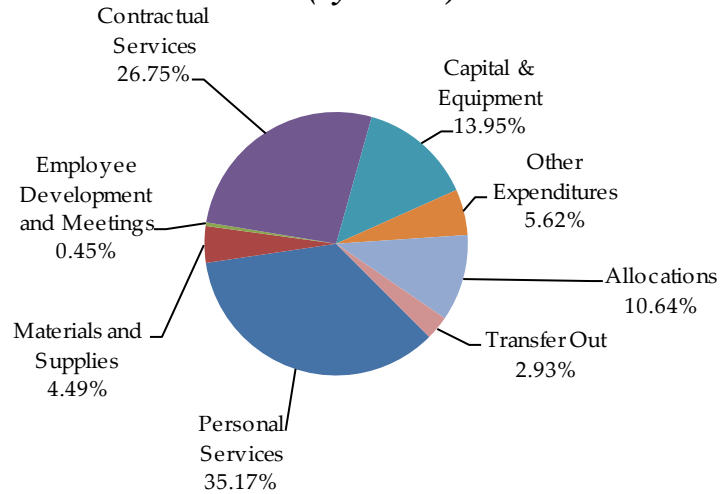
Other Expenditures

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

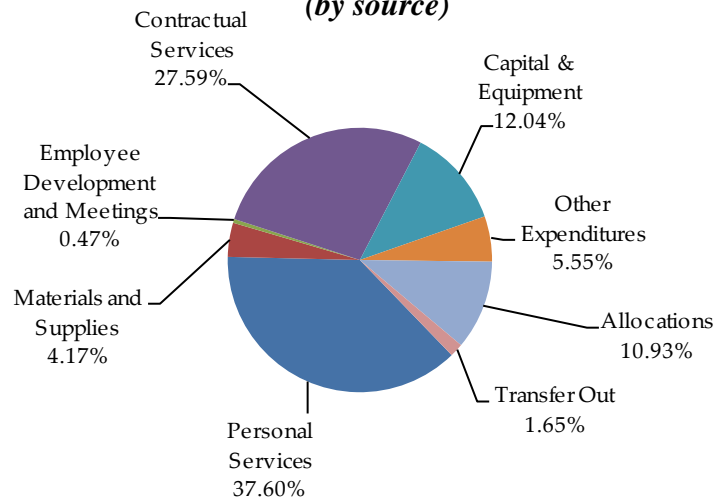
- Dues and subscriptions for both citywide and individual employee memberships and subscriptions to professional organizations, commissions and collaborative organizations such as the League of Minnesota Cities, Metro Cities and the Suburban Rate Authority.
- Interest payments on Enterprise Fund debt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

	2016	2017	2018	2019	2018
	Actual	Actual	Adopted	Concept	Amended
Revenue					
General Property Taxes	\$ 26,408,968	\$ 27,739,878	\$ 29,344,201	\$ 30,766,312	\$ 31,218,995
Permits and Licenses	4,544,026	4,871,022	4,065,676	4,006,549	4,076,305
Intergovernmental	11,542,813	10,568,034	10,265,747	10,420,585	10,636,035
Charges for Services	23,591,369	25,180,435	26,476,896	27,867,790	27,016,569
Fines and Forfeitures	443,918	538,828	613,000	613,000	615,500
Contributions	8,448,744	12,003,363	1,879,576	1,479,936	1,487,576
Billings to Departments	10,429,988	9,594,019	10,436,759	10,707,992	10,842,492
Investment Earnings	576,026	916,729	700,100	693,100	707,170
Transfers In	11,157,378	3,082,370	5,008,919	1,929,225	2,598,609
Other Revenues	772,037	859,380	350,725	377,904	539,850
Special Assessments	12,822	19,960	11,500	11,500	11,500
Total Revenue	\$ 97,928,089	\$ 95,374,018	\$ 89,153,099	\$ 88,873,893	\$ 89,750,601
Appropriations					
Personal Services	\$ 28,063,079	\$ 28,957,453	\$ 31,356,069	\$ 33,029,422	\$ 33,746,220
Materials and Supplies	3,001,561	3,004,875	4,002,136	3,998,294	3,742,384
Employee Development and Meetings	314,322	304,639	398,580	399,748	423,043
Dues and Subscriptions	416,141	439,069	487,999	494,166	499,227
Contractual Services	22,277,405	20,794,286	23,848,476	24,516,723	24,762,409
Equipment	384,100	329,194	679,771	498,300	636,000
Capital Improvements	243,555	5,149	11,757,868	8,403,906	10,173,500
Other Expenditures	5,402,532	4,312,614	4,494,752	4,507,475	4,478,438
Debt Service	60,194	31,319	32,624	2,513	2,513
Allocations	8,933,456	9,160,132	9,485,259	9,806,492	9,806,492
Transfer Out	7,833,829	6,579,122	2,609,565	3,276,854	1,480,375
Depreciation	6,284,594	6,538,240	-	-	-
Total Appropriations	\$ 83,214,768	\$ 80,456,092	\$ 89,153,099	\$ 88,933,893	\$ 89,750,601
Less Allocations	\$ 8,933,456	\$ 9,160,132	\$ 9,485,259	\$ 9,806,492	\$ 9,806,492
Less Transfers	7,833,829	6,579,122	2,609,565	3,276,854	1,480,375
	16,767,285	15,739,254	12,094,824	13,083,346	11,286,867
Net Appropriations	\$ 66,447,483	\$ 64,716,838	\$ 77,058,275	\$ 75,850,547	\$ 78,463,734

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 2017.

Debt Service Schedule (as of 12/31/2017)

Description	Date of		Rate of Interest (%)	Authorized and Issued	Outstanding 12/31/2017
	Issue	Maturity			
General Obligation Bonds					
Open Space Bonds - 2010A	8/24/2010	2/1/2026	2.0 - 3.25	2,990,000	1,965,000
Refunding Bonds - 2012A	4/5/2012	2/1/2025	2.0 - 3.0	4,815,000	3,825,000
Open Space Bonds - 2015A	3/4/2015	2/1/2027	2.0 - 3.0	3,295,000	3,045,000
Total General Obligation Bonds				\$ 11,100,000	\$ 8,835,000
General Obligation Tax Increment Bonds					
Tax Increment Refunding Bonds - 2009A	11/24/2009	2/1/2023	3.0 - 3.5	2,490,000	1,485,000
Total General Obligation Tax Increment Bonds				\$ 2,490,000	\$ 1,485,000
General Obligation Revenue Bonds					
GO Water Revenue Refunding Bonds - 2012A	4/5/2012	2/1/2019	2.0 - 3.0	4,955,000	1,995,000
				\$ 4,955,000	\$ 1,995,000
Total Bonds Payable (Primary Government)					\$ 12,315,000
Component Unit (HRA)					
Plymouth Towne Square Refunding Bonds - 2011A	2/23/2011	10/1/2023	3.0 - 3.25	3,165,000	1,865,000
Vicksburg Crossing Refunding Bonds - 2012A	4/5/2012	2/1/2035	2.0 - 3.25	9,890,000	9,320,000
Total Component Unit (HRA)				\$ 13,055,000	\$ 11,185,000
Total Outstanding Debt					\$ 23,500,000

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BUDGET OVERVIEW

The 2018/2019 Biennial Budget requires \$39,593,026 and \$41,716,055, 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 2019 budget includes a total property tax levy of \$36,030,514 to meet expected operational needs; an increase of 4.90%. In addition to the city property tax levy, Plymouth levies property taxes for the Housing and Redevelopment Authority (HRA). The 2019 budget included an HRA levy of \$590,528, an increase of \$10,009.

City and HRA Levies

Levy Type	2015	2016	% Increase/Decrease		% Increase/Decrease		% Increase/Decrease		% Increase/Decrease	
			Increase/Decrease	2017	Increase/Decrease	2018	Increase/Decrease	2019	Increase/Decrease	
Levy Limit Base										
General Fund Base	\$ 24,347,000	\$ 25,278,373		\$ 26,691,753		\$ 28,113,058		\$ 29,958,324		
Street Reconstruction	2,906,595	2,964,727		3,024,021		2,584,501		2,636,191		
Recreation Fund	571,989	601,665		631,674		650,624		670,143		
Park Replacement	346,698	353,632		360,705		871,526		888,957		
Capital Improvement Fund	411,239	419,463		427,853		440,688		449,501		
Total Levy Limit Base	\$ 28,583,521	\$ 29,617,860	3.62%	\$ 31,136,006	5.13%	\$ 32,660,397	4.90%	\$ 34,603,116	5.95%	
Special Levies										
GO 2012A (2004A) Public Safety	\$ 566,003	\$ 563,903		\$ 561,488		\$ 569,258		\$ 571,148		
GO 2007A Open Space	250,958	-		-		-		-		
GO 2010A Open Space	263,511	268,341		267,606		266,713		-		
GO 2015A Open Space	150,000	261,522		268,347		269,712		265,722		
Total Special Levies	\$ 1,230,472	\$ 1,093,766	-11.11%	\$ 1,097,441	0.34%	\$ 1,105,683	0.75%	\$ 836,870	-24.31%	
TOTAL CITY LEVY	\$ 29,813,993	\$ 30,711,626	3.01%	\$ 32,233,447	4.96%	\$ 33,766,080	4.75%	\$ 35,439,986	4.96%	
HRA Levy	551,277	561,277		571,379		580,519		590,528		
TOTAL LEVY	\$ 30,365,270	\$ 31,272,903	2.99%	\$ 32,804,826	4.90%	\$ 34,346,599	4.70%	\$ 36,030,514	4.90%	
Total City Tax Rate (not including HRA)	27.85%	27.34%		26.48%		26.34%		25.87%		

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. The 2019 tax levy rate was a decrease and does not require a 5/7 majority vote.

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. Even though the levy increased, the 2019 tax rate decreased by 0.54%, going from 26.34% to 25.80%, due to the adjusted tax capacity value.

The chart below reflects an increase in tax capacity from 2018 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					
	2018		2019		Change
Residential	80,885,998	59.9%	88,319,201	60.9%	9.2%
Apartments	10,983,068	8.1%	12,178,521	8.4%	10.9%
Commercial	22,603,384	16.8%	22,422,250	15.5%	-0.8%
Industrial	20,462,391	15.2%	22,004,365	15.2%	7.5%
	<u>134,934,841</u>		<u>144,924,337</u>		7.4%

Other Items of Interest

- **Street Reconstruction** – The budget includes a 2% increase in the levy to the street reconstruction fund for 2019; approximately \$52,000.
- **Park Replacement** - The 2019 budget includes a 2% increase in the levy to meet future capital needs to park facilities and trails; approximately \$17,000.
- **Capital Improvement Fund** – The budget includes a 2% increase in the levy to the capital improvement fund for 2019; approximately \$9,000.
- **Recreation Fund** - The budget includes a 3% increase in the levy to the recreation fund for 2019; approximately \$19,000. Funding was cut in 2010 and 2012 to meet budget constraints. This amount does not restore funding to the level in 2009, however, is necessary to maintain current service levels.
- **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 2019 is 280.3. Of the total for 2019, 215.2 of these positions are in the general fund, while 65.1 are in other funds, an increase of 6.1 FTE's, since 2008.

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	2019
274.2	271.2	252.0	252.0	248.5	246.5	248.5	248.0	252.1	263.1	264.9	280.3

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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue	4000.100 - Taxes - Property	\$26,543,658	\$28,113,058	\$29,505,641	\$29,958,324
	4100.200 - Licenses - Tobacco	19,800	10,500	10,500	10,500
	4100.300 - Licenses - Pet	1,629	1,000	1,000	1,000
	4100.400 - Licenses - Garbage Hauler	-	1,100	1,100	-
	4100.500 - Licenses - 3.2 Malt Liquor	241,232	8,540	8,540	6,800
	4100.510 - Licenses - Off-Sale Liquor	-	5,700	5,700	5,700
	4100.520 - Licenses - On-Sale Liquor	-	205,760	205,760	197,120
	4100.530 - Licenses - Wine	-	25,000	25,000	25,000
	4100.600 - Licenses - Investigation Fee	14,325	14,000	14,000	14,000
	4100.700 - Licenses - Rental Dwelling	317,761	150,000	150,000	150,000
	4100.710 - Licenses - Hotel	-	-	-	1,350
	4100.740 - Licenses - Target & Trap Shooting	220	110	110	110
	4100.750 - Licenses - Fireworks	1,000	1,000	1,000	1,000
	4100.800 - Licenses - Amusement	750	450	450	450
	4100.850 - Licenses - Peddler	12,430	10,000	10,000	13,000
	4100.860 - Licenses - Sign Contractor	2,475	3,000	3,000	3,000
	4100.900 - Licenses - Massage	17,085	15,000	15,000	15,000
	4150 - Permits	11,138	12,000	12,000	12,000
	4150.100 - Permits - Building	2,075,128	1,800,000	1,800,000	1,800,000
	4150.200 - Permits - Plumbing	323,370	250,000	250,000	250,000
	4150.300 - Permits - Mechanical Permits	384,666	325,000	325,000	295,000
	4150.350 - Permits - Electrical	304,376	315,000	315,000	315,000
	4150.410 - Permits - Water/Sewer	-	-	-	36,000
	4150.500 - Permits - Fire Protection	84,300	80,000	80,000	80,000
	4150.600 - Permits - Plan Checking	996,893	800,000	800,000	830,000
	4150.700 - Permits - Sign & Billboard	12,450	9,000	9,000	9,000
	4150.900 - Permits - Burning Permit	500	300	300	300
	4200 - Intergovern- Federal - Operating	169,204	59,684	58,368	58,368
	4230 - Intergovern-State-Operating	52,487	20,917	19,603	19,603

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue				
4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	363	-	-	-
4230.101 - Intergovern-State-Operating - PERA	46,993	46,993	46,993	46,993
4230.102 - Intergovern-State-Operating - MSA Maint	782,000	881,544	913,481	948,902
4230.103 - Intergovern-State-Operating - Police State Aid	609,504	550,000	550,000	550,000
4230.104 - Intergovern-State-Operating - Disabled Officer Reimb	13,529	12,000	12,000	12,000
4230.105 - Intergovern-State-Operating - Fire State Aid	511,911	490,000	495,000	495,000
4230.106 - Intergovern-State-Operating - Police Training Reimb	22,573	73,000	73,000	76,000
4230.200 - Intergovern-State-Operating - Haz Mat Grant (RAD)	69,601	90,000	90,000	90,000
4270.100 - Intergovern-Local-Operating - School Liaison	446,974	400,000	400,000	522,000
4310 - Program Fees	5,166	7,000	7,000	6,000
4320 - Rental Fees	107,075	121,800	121,800	106,800
4320.104 - Rental Fees - Millenium Garden	20,967	24,000	24,000	22,000
4320.200 - Rental Fees - Meeting Rooms	135,555	120,000	120,000	125,000
4320.202 - Rental Fees - Catering Rebate	57,998	52,000	52,000	52,000
4320.203 - Rental Fees - Rental Chair Rebate	1,581	1,900	1,900	1,900
4330.500 - Utility Charges - Street Lighting	713,792	715,000	715,000	715,000
4330.800 - Utility Charges - Penalties	7,440	7,000	7,000	7,000
4350 - General Services	2,819	4,000	4,000	2,000
4350.100 - General Services - Photocopies	21	-	-	-
4350.101 - General Services - Maps & Ordinances	5	-	-	-
4350.102 - General Services - Alarm Fees	46,764	38,000	38,000	38,000
4350.103 - General Services - Accident Reports	2,255	1,500	1,500	1,500
4350.104 - General Services - Police Services	99,528	100,000	75,000	100,000
4350.105 - General Services - Towing	1,880	2,000	2,000	2,000
4350.106 - General Services - Weeds	680	2,000	2,000	2,000
4350.107 - General Services - Tree Removal	-	5,000	5,000	5,000
4350.108 - General Services - Advertisements	770	-	-	-
4350.113 - General Services - Grave Openings	545	-	-	300
4350.119 - General Services - Antennae Charges	170,774	176,084	181,560	181,560

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue				
4350.123 - General Services - Application Fees	47,105	35,000	35,000	35,000
4350.128 - General Services - Vacations	3,600	2,400	2,400	3,000
4360.101 - Items for Resale - Helmets	1,259	-	-	-
4360.116 - Items for Resale - Buffer Signs	294	-	-	-
4380.300 - Allocation Charges - General Fund Administrative	976,977	1,006,286	1,036,475	1,036,475
4380.301 - Allocation Charges - Project Administrative Fee	532,387	1,050,000	1,000,000	1,134,500
4400 - General Fines & Forfeitures	2,400	1,500	1,500	1,500
4410 - Court Fines	523,770	600,000	600,000	600,000
4420 - Animal Impound Fees	7,158	5,500	5,500	7,000
4430 - Liquor/Tobacco Violations	5,500	6,000	6,000	7,000
4500 - Special Assessments	8,110	-	-	-
4500.200 - Special Assessments - County Fees	11,851	11,500	11,500	11,500
4600 - Contributions - Operating	93,736	81,600	81,600	86,600
4700 - Interest Income	16,072	15,000	15,000	15,000
4700.100 - Interest Income - Investments	143,958	225,000	225,000	175,000
4700.150 - Interest Income - Operating Account	7,310	-	-	5,000
4700.200 - Interest Income - Special Assessments	189	-	-	-
4700.400 - Interest Income - Interfund Advances	120	-	-	-
4800 - Other Revenues	109,740	51,200	51,200	57,000
4800.400 - Other Revenues - Commissions	448	-	-	-
4801 - Administrative Fee	168,182	92,100	92,100	111,000
4804 - Sale of Asset	140,123	-	-	-
4807 - Refunds & Reimbursements	14,793	-	1,800	11,900
4900.240 - Transfers In - Lawful Gambling	53,426	42,000	42,000	42,000
4900.413 - Transfers In - Improvement Project Construction	206,544	150,000	150,000	150,000
4900.610 - Transfers In - Public Facilities	28,272	-	-	-
4900.660 - Transfers In - Resource Planning	11,665	61,000	10,000	10,000
Total	\$38,580,928	\$39,593,026	\$40,931,381	\$41,716,055

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

Department	Division	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019	
Expenses	City Administration	City Manager	2,733,894	1,341,833	1,321,894	1,230,838
		Mayor and Council	358,301	363,871	369,630	368,730
		Economic Development	187,110	265,541	279,316	266,893
		Human Resources	580,923	402,742	428,709	471,333
	Total	\$3,860,227	\$2,373,987	\$2,399,549	\$2,337,794	
	Administrative Services	Communication Services	464,330	504,541	530,708	529,683
		City Clerk	485,465	571,309	531,100	537,996
		Finance	1,093,108	1,155,769	1,202,066	1,187,642
		Assessing	973,058	1,026,608	1,067,253	1,067,253
	Total	\$3,015,961	\$3,258,227	\$3,331,127	\$3,322,574	
	Community Development	CD Administration and Support	480,562	495,894	517,338	509,531
		Planning	673,818	696,847	720,354	740,578
		Inspections	1,577,520	1,596,513	1,662,085	1,410,363
	Total	\$2,731,900	\$2,789,254	\$2,899,777	\$2,660,472	
	Parks and Recreation	Parks & Rec Admin	642,484	668,947	693,402	715,927
Parks & Forestry		4,611,336	5,141,026	5,180,447	5,187,860	
Plymouth Creek Activity Center		618,498	653,225	677,231	714,916	
Total	\$5,872,318	\$6,463,198	\$6,551,080	\$6,618,703		
Police	PD Administration	2,324,074	2,510,555	2,625,630	2,726,719	
	Patrol	7,900,144	8,455,616	8,860,237	8,962,575	
	Services	3,230,447	3,375,237	3,502,993	3,553,611	
	Grants	156,570	65,601	62,971	63,314	
Total	\$13,611,235	\$14,407,009	\$15,051,831	\$15,306,219		
Emergency Management	Emergency Management	74,355	88,360	88,830	88,830	
Total	\$74,355	\$88,360	\$88,830	\$88,830		
Fire	Fire Operations	3,727,748	4,227,451	4,437,687	5,040,436	
	REP (RAD)	69,461	67,699	59,412	71,323	
Total	\$3,797,208	\$4,295,150	\$4,497,099	\$5,111,759		
Public Works	Street Maintenance	3,906,506	4,862,024	5,022,281	5,167,244	
	Engineering	952,189	1,055,817	1,089,807	1,102,460	

City of Plymouth
2018/2019 Biennial Budget Summary

Budgeted Revenues and Expenditures by Division

Department	Division	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
	Total	\$4,858,695	\$5,917,841	\$6,112,088	\$6,269,704
	Total Expenses	\$37,821,900	\$39,593,026	\$40,931,381	\$41,716,055

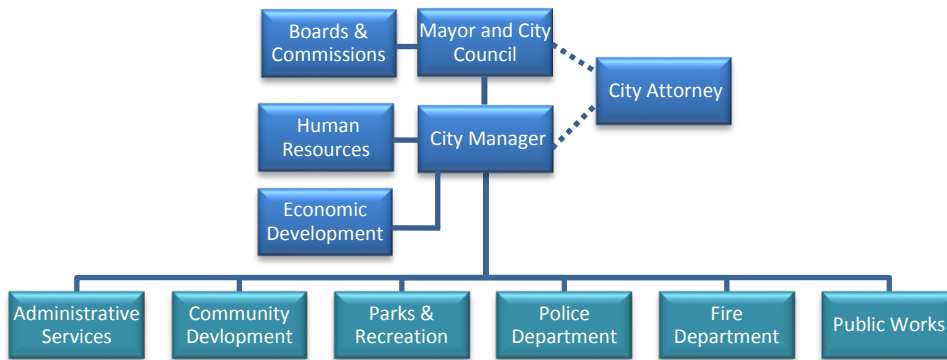
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Administration

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	2016	2017	2018	2019
City Manager	2	2	2	2
Human Resources	3.8	3.8	3.8	3.8
Economic Development	1	1	1.5	1.5
Total	6.8	6.8	7.3	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 staffing needs of the organization, building capacity and ensuring smooth transfer of knowledge and consistent service to the public. **Economic Development** will establish relationships with the existing business community, continue to refine the comprehensive strategy for economic development, and act as a business advocate in City Hall. The division will also be proactive in encouraging redevelopment opportunities as appropriate.

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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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$12,382)	-	-	-
6000.100 - Salaries - Regular	308,153	324,578	337,200	333,175
6000.200 - Salaries - Temporary	2,368	-	3,000	3,400
6050 - Benefits	(1,876)	-	-	-
6050.100 - Benefits - Social Security	15,596	14,694	14,880	14,905
6050.101 - Benefits - Medicare	4,582	4,745	4,972	4,919
6050.200 - Benefits - PERA	8,414	24,343	25,514	25,243
6050.201 - Benefits - Deferred Compensation	13,012	-	-	-
6050.550 - Benefits - Cell Phone Allowance	950	1,200	1,200	1,200
6050.560 - Benefits - IPAD allowance	225	300	300	300
6050.570 - Benefits - Car Allowance	950	1,200	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	22,540	24,605	27,666	26,017
6070.100 - Dental Insurance - Employer Contribution	382	423	442	436
6080.100 - Group Life Insurance - Employer Contribution	917	1,056	1,074	1,005
6100 - Office Supplies	570	3,000	3,000	2,000
6120 - Operating Supplies	6	-	-	-
6500.100 - Employee Development - Training	6,633	6,500	6,500	6,500
6550 - Mileage & Parking Reimbursement	1,592	1,000	1,000	1,000
6600 - Meetings	1,011	1,300	1,300	1,300
6700 - Dues & Subscriptions	2,929	3,500	3,500	3,500
6700.100 - Dues & Subscriptions - MN League of Cities	33,320	34,000	34,000	34,000
6700.101 - Dues & Subscriptions - Metro Cities	14,224	14,334	14,620	14,296
6700.102 - Dues & Subscriptions - Municipal Legislative Comm	10,500	10,500	10,500	10,500
6700.103 - Dues & Subscriptions - Suburban Rate Authority	6,510	6,400	6,400	6,400
6700.107 - Dues & Subscriptions	148	600	600	600
7000 - Professional Services	1,510	-	-	-
7003 - Legal	124,840	112,000	140,000	130,000
7003.100 - Legal - Retainer	271,200	278,000	293,000	280,000
7003.101 - Legal - Criminal Prosecution	13,581	25,000	25,000	20,000

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses 7100.100 - Communications - Postage	928	2,500	2,500	2,500
7200 - Printing & Publishing	41	-	-	-
8930 - Special Assessments	-	10,000	10,000	10,000
9000.101 - Allocations - Information Technology	21,184	21,489	21,840	21,840
9000.102 - Allocations - Facilities Management	37,218	38,335	39,485	39,485
9000.110 - Allocations - Risk Mgmt - OH, Premium	1,292	770	790	790
9500.400 - Transfers Out - General Capital Projects	1,614,721	-	-	-
9900 - Miscellaneous	467	-	-	-
9917 - Bad Debt	189	-	-	-
9918 - Contingency	202,165	370,461	285,411	229,327
9920 - Bank Fees	3,287	5,000	5,000	5,000
Total	\$2,733,894	\$1,341,833	\$1,321,894	\$1,230,838

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000.100 - Salaries - Regular	\$78,500	\$78,501	\$80,855	\$80,855
6050.100 - Benefits - Social Security	1,003	5,071	5,218	1,031
6050.101 - Benefits - Medicare	1,182	1,186	1,220	1,220
6050.200 - Benefits - PERA	3,925	734	756	4,043
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	226	500	500	500
6500.100 - Employee Development - Training	325	2,100	2,800	2,800
6600 - Meetings	6,420	6,300	6,300	6,300
7000 - Professional Services	4,282	4,000	4,000	4,000
7200 - Printing & Publishing	2,021	4,500	4,500	4,500
9000.101 - Allocations - Information Technology	38,758	39,278	39,874	39,874
9000.102 - Allocations - Facilities Management	59,856	61,652	63,502	63,502
9000.110 - Allocations - Risk Mgmt - OH, Premium	4,100	2,047	2,103	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	\$358,301	\$363,871	\$369,630	\$368,730

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$7,620)	-	-	-
6000.100 - Salaries - Regular	101,672	154,796	163,833	151,678
6050 - Benefits	(1,155)	-	-	-
6050.100 - Benefits - Social Security	5,661	8,971	9,103	9,103
6050.101 - Benefits - Medicare	1,324	2,284	2,415	2,221
6050.200 - Benefits - PERA	6,799	11,610	12,288	11,376
6050.550 - Benefits - Cell Phone Allowance	900	1,200	1,200	1,200
6050.560 - Benefits - IPAD allowance	225	300	300	300
6050.570 - Benefits - Car Allowance	900	1,200	1,200	-
6060.100 - Medical Insurance - Employer Contribution	11,385	28,942	32,345	30,770
6070.100 - Dental Insurance - Employer Contribution	-	1,284	1,272	1,323
6080.100 - Group Life Insurance - Employer Contribution	326	566	635	497
6120 - Operating Supplies	450	-	-	-
6140 - Miscellaneous Supplies	-	500	500	500
6500 - Employee Development	85	-	-	-
6500.100 - Employee Development - Training	1,325	2,500	2,500	5,700
6550 - Mileage & Parking Reimbursement	72	100	100	500
6600 - Meetings	1,265	1,500	1,500	1,600
6700 - Dues & Subscriptions	3,080	15,000	15,000	15,000
7000 - Professional Services	45,623	10,000	10,000	10,000
7100 - Communications	-	2,500	2,500	2,500
7200 - Printing & Publishing	200	2,600	2,600	2,600
9000.101 - Allocations - Information Technology	9,839	10,083	10,287	10,287
9000.102 - Allocations - Facilities Management	4,025	4,146	4,270	4,270
9000.110 - Allocations - Risk Mgmt - OH, Premium	730	459	468	468
9918 - Contingency	-	5,000	5,000	5,000
Total	\$187,110	\$265,541	\$279,316	\$266,893

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	\$3,616	-	-	-
6000.100 - Salaries - Regular	339,462	351,382	365,442	368,146
6000.200 - Salaries - Temporary	7	-	-	-
6010 - Salary Vacancies	-	(200,000)	(200,000)	(200,000)
6020.100 - Overtime - Regular	-	260	260	260
6050 - Benefits	548	-	-	-
6050.100 - Benefits - Social Security	19,801	20,758	21,377	21,564
6050.101 - Benefits - Medicare	4,641	5,117	5,321	5,364
6050.200 - Benefits - PERA	25,460	26,374	27,428	27,632
6050.302 - Benefits - Unemployment	-	5,000	5,000	2,000
6050.550 - Benefits - Cell Phone Allowance	1,200	1,200	1,200	1,200
6050.560 - Benefits - IPAD allowance	50	-	-	300
6050.800 - Benefits - Years of Service Award	2,263	3,250	2,525	2,525
6060.100 - Medical Insurance - Employer Contribution	39,506	38,502	42,750	47,281
6070.100 - Dental Insurance - Employer Contribution	3,914	3,852	3,816	3,816
6080.100 - Group Life Insurance - Employer Contribution	869	977	1,070	900
6100 - Office Supplies	639	1,000	1,000	1,000
6500.100 - Employee Development - Training	1,718	5,000	5,000	5,000
6500.101 - Employee Development - City Wide Training	13,240	15,000	15,000	15,000
6500.103 - Employee Development - EE Recognition	4,832	5,550	5,550	5,550
6700 - Dues & Subscriptions	1,025	1,000	1,000	1,000
7000 - Professional Services	24,522	7,700	12,700	41,200
7006 - Medical Fees	15,527	22,400	22,400	24,725
7007 - Drug and Alcohol Testing	2,292	3,500	3,500	3,500
7018 - Compensation Classification Study	-	2,000	2,000	2,000
7100.100 - Communications - Postage	160	200	200	200
7200 - Printing & Publishing	3,818	3,800	3,800	3,800
8000 - Non-Cap Equip (< 5K)	50	-	-	-
8050 - Cap Equip (\$5K - \$25K)	-	-	-	7,000

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

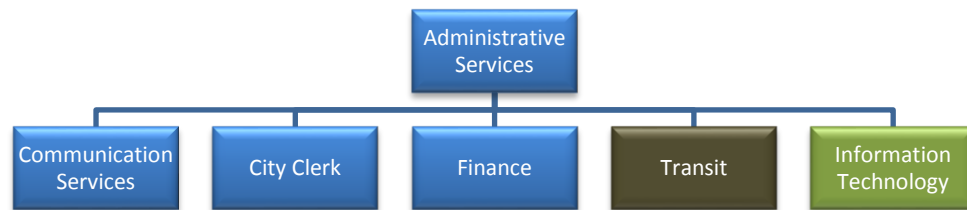
Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9000.101 - Allocations - Information Technology	39,058	50,595	51,644	51,644
	9000.102 - Allocations - Facilities Management	11,966	12,325	12,695	12,695
	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,741	1,200	1,231	1,231
	9000.111 - Allocations - Risk Mgmt - Claims	4,398	-	-	-
	9919 - Administration Fees	14,602	14,800	14,800	14,800
	Total	\$580,923	\$402,742	\$428,709	\$471,333

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
- ✓ Transit
- ✓ IT Technical Support/Help Desk

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Divisions	2016	2017	2018	2019
City Clerk	4	4	4	4
Communications	3	3	3	3
Finance	9.5	9.5	9	9
Information Tech	5.8	5.8	5.8	5.8
Transit	0	1	1	1
Department Total	22.3	23.3	22.8	22.8

Budget Impacts

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. **City Clerk** will implement two new software tools. The City Code and Zoning Code will move to the online service Municode, making updating and accessing code information easier. City Council and Planning Commission packets will migrate to the Peak Agenda management program from Granicus. Additionally, staff will support the general government responsibilities of the City. **Finance** will update financial studies, refine the City's ten-year financial plan, and provide assistance with the budget and long range financial planning. **Transit** will continue exploring the microtransit pilot project to improve the rider experience and efficiency of the Dial a Ride service and work to explore options for additional park and ride locations for express services. **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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$573)	-	-	-
6000.100 - Salaries - Regular	248,172	263,759	277,565	277,565
6000.200 - Salaries - Temporary	2,368	-	3,000	3,400
6020.100 - Overtime - Regular	-	2,000	2,000	2,000
6050 - Benefits	(87)	-	-	-
6050.100 - Benefits - Social Security	15,698	16,700	17,742	17,767
6050.101 - Benefits - Medicare	3,671	3,906	4,150	4,155
6050.200 - Benefits - PERA	18,613	19,932	21,193	21,223
6050.550 - Benefits - Cell Phone Allowance	3,600	3,600	3,600	3,600
6060.100 - Medical Insurance - Employer Contribution	30,453	30,402	34,485	31,896
6070.100 - Dental Insurance - Employer Contribution	3,190	2,991	2,986	2,980
6080.100 - Group Life Insurance - Employer Contribution	912	1,061	1,210	995
6100 - Office Supplies	722	2,000	2,000	2,000
6500.100 - Employee Development - Training	4,630	4,800	4,800	5,000
6700 - Dues & Subscriptions	6,466	7,075	7,075	7,200
7000 - Professional Services	6,591	10,000	10,000	10,000
7100.100 - Communications - Postage	38,736	35,000	35,500	35,500
7100.105 - Communications - Community Identity	3,016	3,300	3,300	3,300
7200 - Printing & Publishing	2,132	4,500	4,500	4,500
7200.100 - Printing & Publishing - Plymouth News	27,433	28,000	29,000	30,000
7500.202 - Repair & Maint Services - Equipment Maint	5,795	6,300	6,300	6,300
8000 - Non-Cap Equip (< 5K)	4,786	10,000	10,000	10,000
9000.101 - Allocations - Information Technology	28,689	40,538	41,369	41,369
9000.102 - Allocations - Facilities Management	7,465	7,689	7,920	7,920
9000.110 - Allocations - Risk Mgmt - OH, Premium	1,853	988	1,013	1,013
Total	\$464,330	\$504,541	\$530,708	\$529,683

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	\$155	-	-	-
6000.100 - Salaries - Regular	234,980	261,209	276,440	286,832
6000.200 - Salaries - Temporary	18,503	85,000	3,000	3,400
6020.100 - Overtime - Regular	-	3,000	-	-
6030.100 - Other Pay - Comp Time	-	-	-	600
6050 - Benefits	23	-	-	-
6050.100 - Benefits - Social Security	15,743	21,651	17,326	18,062
6050.101 - Benefits - Medicare	3,682	5,064	4,052	4,223
6050.200 - Benefits - PERA	17,623	19,816	20,958	21,812
6050.550 - Benefits - Cell Phone Allowance	-	-	-	480
6060.100 - Medical Insurance - Employer Contribution	30,048	38,975	43,400	36,132
6070.100 - Dental Insurance - Employer Contribution	3,450	4,275	4,258	3,416
6080.100 - Group Life Insurance - Employer Contribution	555	666	739	612
6100 - Office Supplies	150	7,500	500	500
6500.100 - Employee Development - Training	3,326	4,000	4,000	4,000
6550 - Mileage & Parking Reimbursement	215	200	200	200
6600 - Meetings	-	1,100	-	-
6700 - Dues & Subscriptions	440	400	400	400
7013 - Record Retention	7,256	5,000	5,000	5,000
7100.100 - Communications - Postage	2	10,500	-	-
7200 - Printing & Publishing	4,147	3,600	3,600	5,100
7500.202 - Repair & Maint Services - Equipment Maint	9,722	11,000	11,000	11,000
7600 - Rentals	(200)	4,600	-	-
8000 - Non-Cap Equip (< 5K)	1,075	1,000	1,000	1,000
9000.101 - Allocations - Information Technology	73,641	72,731	73,903	73,903
9000.102 - Allocations - Facilities Management	5,410	5,572	5,739	5,739
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,581	2,078	2,134	2,134
9000.111 - Allocations - Risk Mgmt - Claims	-	372	451	451
9500.660 - Transfers Out - Resource Planning	51,000	-	51,000	51,000

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9920.100 - Bank Fees - Credit Card	284	500	500	500
	9925 - Recognition Events	1,656	1,500	1,500	1,500
	Total	\$485,465	\$571,309	\$531,100	\$537,996

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$13,745)	-	-	-
6000.100 - Salaries - Regular	677,216	716,521	742,577	730,604
6000.200 - Salaries - Temporary	24,222	10,000	13,000	13,400
6020.100 - Overtime - Regular	1,162	1,500	1,500	1,500
6030.100 - Other Pay - Comp Time	203	-	-	800
6050 - Benefits	(2,082)	-	-	-
6050.100 - Benefits - Social Security	41,489	44,949	46,523	45,856
6050.101 - Benefits - Medicare	9,703	10,557	10,973	10,838
6050.200 - Benefits - PERA	50,416	54,604	56,780	55,973
6050.550 - Benefits - Cell Phone Allowance	50	-	-	1,200
6060.100 - Medical Insurance - Employer Contribution	80,066	82,186	91,030	89,398
6070.100 - Dental Insurance - Employer Contribution	8,329	8,127	8,074	6,796
6080.100 - Group Life Insurance - Employer Contribution	1,501	1,715	1,916	1,584
6100 - Office Supplies	2,255	2,500	2,500	2,500
6500.100 - Employee Development - Training	475	4,000	4,000	4,000
6550 - Mileage & Parking Reimbursement	-	100	100	100
6700 - Dues & Subscriptions	1,025	1,300	1,350	1,350
7000 - Professional Services	8,035	9,000	9,000	9,000
7004 - Audit Fees	27,189	30,000	30,600	30,600
7100.100 - Communications - Postage	8,676	9,000	9,300	9,300
7200 - Printing & Publishing	6,670	7,000	7,200	7,200
7200.102 - Printing & Publishing - Truth In Taxation Notices	5,408	5,700	5,800	5,800
7500.200 - Repair & Maint Services - Software	760	-	-	-
7500.202 - Repair & Maint Services - Equipment Maint	411	-	-	-
9000.101 - Allocations - Information Technology	108,783	113,827	115,716	115,716
9000.102 - Allocations - Facilities Management	28,093	28,936	29,804	29,804
9000.110 - Allocations - Risk Mgmt - OH, Premium	5,638	2,747	2,823	2,823
9900.100 - Miscellaneous - Cash Over/Short	1	-	-	-
9919 - Administration Fees	11,159	11,500	11,500	11,500

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9920.100 - Bank Fees - Credit Card	2	-	-	-
Total		\$1,093,108	\$1,155,769	\$1,202,066	\$1,187,642

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

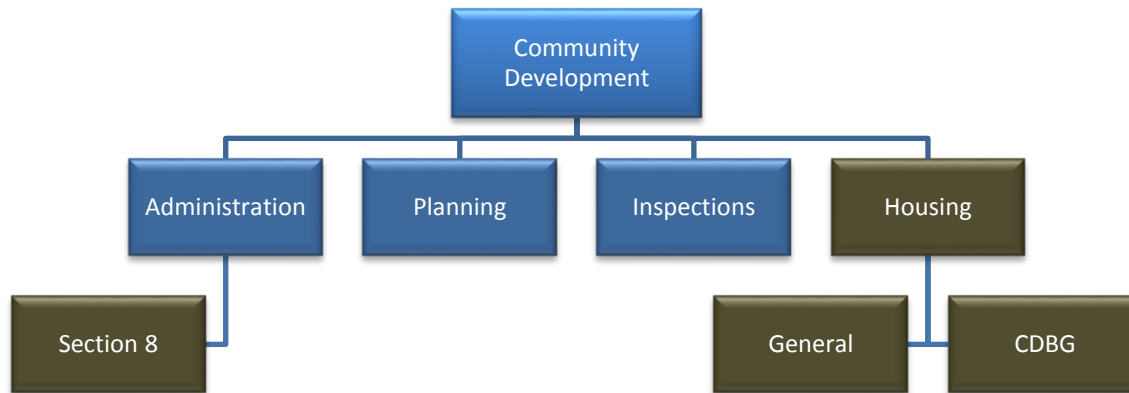
Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	6100 - Office Supplies	\$27	\$50	\$50	\$50
	7000 - Professional Services	950,000	990,000	1,030,000	1,030,000
	7100.100 - Communications - Postage	1,211	15,000	15,000	15,000
	7500.200 - Repair & Maint Services - Software	274	200	200	200
	9000.101 - Allocations - Information Technology	10,727	10,214	10,525	10,525
	9000.102 - Allocations - Facilities Management	10,819	11,144	11,478	11,478
	Total	\$973,058	\$1,026,608	\$1,067,253	\$1,067,253

Community Development Department

Activities

- ✓ Planning and Zoning
- ✓ Process Development Applications
- ✓ Site Improvement Agreements
- ✓ Plan Review
- ✓ Comprehensive Plan
- ✓ Permit Processing
- ✓ Building Inspections
- ✓ Electrical Inspections
- ✓ Plumbing Inspections
- ✓ Mechanical Inspections
- ✓ Sewer/Water Inspections
- ✓ Moving/Sign/Fence Permits
- ✓ Code Enforcement
- ✓ Rental Licensing
- ✓ Community Development Block Grant
- ✓ Senior Apartment Buildings
- ✓ HRA Activities
- ✓ Housing Choice Voucher Program

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Division	2016	2017	2018	2019
Administration	4.75	4.75	4.75	4.75
Planning	4.4	4.4	4.4	4.4
Protective Inspections	11.92	11.92	11.92	10
Housing	4.68	4.93	4.73	4.65
Department Total	25.75	26	25.8	23.8

Budget Impacts

Staff anticipates that as the city nears build out, permit revenue will begin to decrease. We saw a decrease in total revenue from 2017 to 2018. Staff continues to include funds for temporary electric inspectors and potential Planning Division overtime to cover peak times during the year rather than hire additional staff. 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.

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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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	\$2,886	-	-	-
6000.100 - Salaries - Regular	309,033	323,373	336,914	338,114
6050 - Benefits	437	-	-	-
6050.100 - Benefits - Social Security	17,784	19,304	20,033	20,033
6050.101 - Benefits - Medicare	4,292	4,703	4,900	4,916
6050.200 - Benefits - PERA	23,177	24,254	25,267	25,358
6050.550 - Benefits - Cell Phone Allowance	480	480	480	480
6050.560 - Benefits - IPAD allowance	-	120	120	-
6050.570 - Benefits - Car Allowance	480	480	480	480
6060.100 - Medical Insurance - Employer Contribution	44,272	44,216	49,114	41,044
6070.100 - Dental Insurance - Employer Contribution	3,665	3,440	3,431	3,861
6080.100 - Group Life Insurance - Employer Contribution	633	702	754	650
6100 - Office Supplies	1,121	2,000	2,000	1,500
6500.100 - Employee Development - Training	-	2,000	2,000	1,000
6700 - Dues & Subscriptions	140	250	-	250
9000.101 - Allocations - Information Technology	56,643	55,309	56,099	56,099
9000.102 - Allocations - Facilities Management	11,728	12,080	12,442	12,442
9000.107 - Allocations - Central Equipment	1,516	1,561	1,608	1,608
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,274	1,452	1,490	1,490
9000.111 - Allocations - Risk Mgmt - Claims	-	170	206	206
Total	\$480,562	\$495,894	\$517,338	\$509,531

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$13,004)	-	-	-
6000.100 - Salaries - Regular	446,096	454,364	468,014	476,824
6000.200 - Salaries - Temporary	15,062	-	-	16,806
6020.100 - Overtime - Regular	66	9,000	9,000	-
6030.100 - Other Pay - Comp Time	6,892	-	-	8,000
6050 - Benefits	(1,970)	-	-	-
6050.100 - Benefits - Social Security	27,378	27,794	28,303	29,756
6050.101 - Benefits - Medicare	6,536	6,734	6,932	7,287
6050.200 - Benefits - PERA	33,565	34,752	35,777	37,622
6050.550 - Benefits - Cell Phone Allowance	480	480	480	480
6050.560 - Benefits - IPAD allowance	-	120	120	-
6050.570 - Benefits - Car Allowance	480	480	480	480
6060.100 - Medical Insurance - Employer Contribution	47,339	55,242	61,706	55,760
6070.100 - Dental Insurance - Employer Contribution	990	1,707	1,714	436
6080.100 - Group Life Insurance - Employer Contribution	824	936	1,019	868
6100 - Office Supplies	399	2,550	2,550	2,000
6120.125 - Operating Supplies - Resale	5,135	-	-	-
6500.100 - Employee Development - Training	3,297	7,500	7,500	7,500
6550 - Mileage & Parking Reimbursement	77	100	100	100
6700 - Dues & Subscriptions	2,861	3,200	3,200	3,200
7000 - Professional Services	3,847	4,000	4,000	4,000
7012 - Comprehensive Plan Review	402	-	-	-
7100.100 - Communications - Postage	2,704	4,000	4,000	3,000
7200 - Printing & Publishing	3,082	2,500	2,500	3,500
9000.101 - Allocations - Information Technology	37,454	38,003	38,730	38,730
9000.102 - Allocations - Facilities Management	21,595	22,243	22,911	22,911
9000.107 - Allocations - Central Equipment	4,547	4,683	4,824	4,824
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,640	1,359	1,394	1,394
9500.660 - Transfers Out - Resource Planning	15,000	15,000	15,000	15,000

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9920.100 - Bank Fees - Credit Card	47	100	100	100
Total		\$673,818	\$696,847	\$720,354	\$740,578

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$23,694)	-	-	-
6000.100 - Salaries - Regular	1,019,348	1,034,910	1,072,971	889,294
6000.200 - Salaries - Temporary	15,756	12,000	12,000	12,000
6050 - Benefits	(3,590)	-	-	-
6050.100 - Benefits - Social Security	62,056	65,041	67,401	56,013
6050.101 - Benefits - Medicare	14,513	15,213	15,763	13,100
6050.200 - Benefits - PERA	74,636	78,521	81,371	67,596
6050.550 - Benefits - Cell Phone Allowance	1,910	2,160	2,160	2,160
6050.560 - Benefits - IPAD allowance	50	-	-	-
6060.100 - Medical Insurance - Employer Contribution	133,311	137,325	154,703	117,779
6070.100 - Dental Insurance - Employer Contribution	6,609	5,967	6,026	6,396
6080.100 - Group Life Insurance - Employer Contribution	1,229	1,383	1,538	1,123
6100 - Office Supplies	1,788	3,000	3,000	2,500
6140 - Miscellaneous Supplies	-	950	950	-
6140.101 - Miscellaneous Supplies - Clothing	-	8,000	5,000	4,000
6140.102 - Miscellaneous Supplies - Safety Equipment	32	400	400	400
6500.100 - Employee Development - Training	6,708	10,075	10,075	9,075
6500.104 - Employee Development - Conf & Seminars	-	-	2,500	2,500
6550 - Mileage & Parking Reimbursement	21	-	-	-
6700 - Dues & Subscriptions	3,205	3,350	3,350	3,350
7100.100 - Communications - Postage	6,686	8,400	8,400	8,400
7200 - Printing & Publishing	3,464	6,650	6,650	6,650
8000 - Non-Cap Equip (< 5K)	186	-	-	200
9000.101 - Allocations - Information Technology	104,273	91,549	93,121	93,121
9000.102 - Allocations - Facilities Management	28,129	28,973	29,842	29,842
9000.107 - Allocations - Central Equipment	58,962	60,731	62,553	62,553
9000.110 - Allocations - Risk Mgmt - OH, Premium	9,087	5,834	5,930	5,930
9000.111 - Allocations - Risk Mgmt - Claims	37,352	231	281	281
9920 - Bank Fees	28	-	-	-

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9920.100 - Bank Fees - Credit Card	15,465	15,850	16,100	16,100
	Total	\$1,577,520	\$1,596,513	\$1,662,085	\$1,410,363

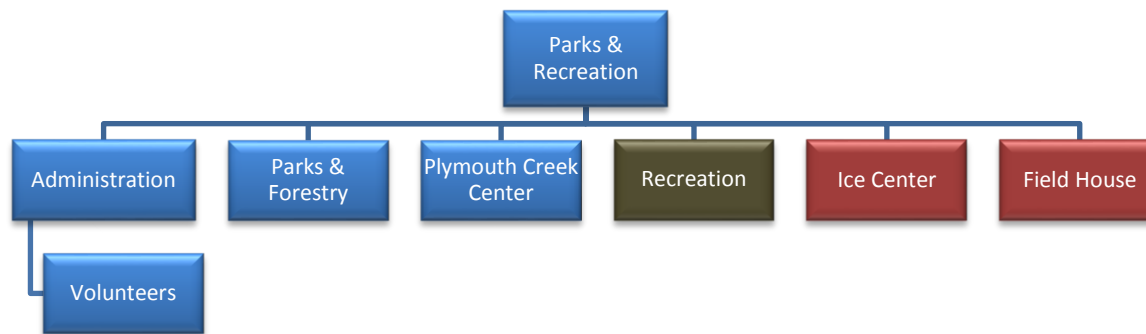
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Parks & Recreation Department

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	2016	2017	2018	2019
Administration	3.6	3.45	3.45	3.85
Parks & Forestry	20.7	20.85	20.85	21.85
Plymouth Creek Ctr	4	4	4	4
Volunteers	1	1	1	1
Recreation	6.9	7.5	7.5	7.5
Ice Center	4.15	5.4	4.4	4.4
Field House	1	1	1	1
Department Total	41.35	43.2	42.2	43.6

Budget Impacts

For 2019 the department will continue to improve service initiatives with a focus on efficiency, responsiveness and quality. **Administration initiatives:** construction of the Northwest Greenway South Trailhead; development of Harvest Park; develop facility improvement plan for the Historical Society Building; and work on asset management inventory of all Parks and Recreation facilities for data entry into Cartegraph software. **Parks & Forestry initiatives:** implement Cartegraph GIS system software to track and respond to resident concerns, park inspections (e.g. playgrounds, boardwalks, and bridges) and utilization of City resources; repair of the Plymouth Dog Park boardwalk; renovate the playground at Zachary Park; repair/replace Parkers Lake Playfield parking lot; initiate development process for new trail on 32nd Avenue. **Plymouth Creek Activity Center initiatives:** continued focus on maximizing facility use; implement reorganization of facility staffing to ensure operational efficiencies; implement Historical Society long-term improvements (e.g. board and member development, collections and display plan, cataloging inventory and update communication tools). **Plymouth Field House initiatives:** increase facility usage; repair/replace asphalt and concrete surfaces around the perimeter of the dome. **Plymouth Ice Center initiatives:** replace the Zamboni; transition facility to LED lighting; continue to develop relationship with FHIT/MAP Hockey to ensure successful partnership. **Recreation initiatives:** begin preparation for 2020 re-accreditation of CAPRA (Commission for Accreditation of Parks and Recreation Agencies). **Volunteer Services initiatives:** continue to initiate volunteer opportunities for Plymouth.

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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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	\$1,662	-	-	-
6000.100 - Salaries - Regular	409,176	421,614	436,139	461,585
6000.200 - Salaries - Temporary	7,393	7,500	8,000	8,000
6020.100 - Overtime - Regular	199	-	-	-
6050 - Benefits	252	-	-	-
6050.100 - Benefits - Social Security	24,017	24,652	25,172	26,566
6050.101 - Benefits - Medicare	6,054	6,280	6,499	6,868
6050.200 - Benefits - PERA	31,225	32,185	33,310	35,219
6050.550 - Benefits - Cell Phone Allowance	2,340	2,340	2,340	2,340
6050.560 - Benefits - IPAD allowance	480	480	480	480
6050.570 - Benefits - Car Allowance	1,200	1,200	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	42,274	44,567	50,403	48,440
6070.100 - Dental Insurance - Employer Contribution	3,520	3,283	3,311	3,805
6080.100 - Group Life Insurance - Employer Contribution	1,029	1,156	1,239	1,115
6100 - Office Supplies	2,271	2,900	2,900	2,900
6120 - Operating Supplies	3,468	3,600	3,600	3,600
6500.100 - Employee Development - Training	3,704	4,200	4,200	4,200
6550 - Mileage & Parking Reimbursement	32	175	175	175
6600 - Meetings	269	-	-	-
6700 - Dues & Subscriptions	1,225	2,700	2,700	2,700
7000 - Professional Services	9,421	16,900	16,900	14,900
7017 - Laundered Uniforms	12	-	-	-
7100.100 - Communications - Postage	578	700	700	700
9000.101 - Allocations - Information Technology	33,517	33,927	34,608	34,608
9000.102 - Allocations - Facilities Management	38,912	40,078	41,281	41,281
9000.107 - Allocations - Central Equipment	6,445	6,638	6,837	6,837
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,640	1,372	1,408	1,408
9904 - Real Estate Taxes	30	-	-	-
9907 - Historical Society	3,105	3,000	3,000	-

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9925 - Recognition Events	6,036	7,500	7,000	7,000
	Total	\$642,484	\$668,947	\$693,402	\$715,927

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$5,419)	-	-	-
6000.100 - Salaries - Regular	1,329,426	1,400,102	1,457,440	1,511,568
6000.200 - Salaries - Temporary	326,802	414,796	437,643	383,750
6020.100 - Overtime - Regular	12,817	37,000	37,000	37,000
6030.100 - Other Pay - Comp Time	8,979	5,000	5,000	17,000
6030.200 - Other Pay - Premium Pay	1,150	2,000	2,000	4,000
6030.300 - Other Pay - Equipment Pay	259	300	300	500
6050 - Benefits	(821)	-	-	-
6050.100 - Benefits - Social Security	102,428	115,630	120,512	121,406
6050.101 - Benefits - Medicare	23,955	27,072	28,232	28,440
6050.200 - Benefits - PERA	121,977	139,436	145,459	146,542
6050.302 - Benefits - Unemployment	25,414	25,000	25,000	30,000
6050.550 - Benefits - Cell Phone Allowance	7,428	7,548	7,548	7,548
6050.560 - Benefits - IPAD allowance	120	120	120	120
6060.100 - Medical Insurance - Employer Contribution	205,622	211,403	237,168	238,205
6070.100 - Dental Insurance - Employer Contribution	15,825	14,940	14,984	15,422
6080.100 - Group Life Insurance - Employer Contribution	2,170	2,537	2,803	2,414
6100 - Office Supplies	1,925	3,000	3,000	3,000
6120 - Operating Supplies	142,349	160,200	163,000	165,000
6120.102 - Operating Supplies - Motor Fuels & Lubricants	2,184	-	-	-
6120.103 - Operating Supplies - Janitorial	465	-	-	-
6120.108 - Operating Supplies - Twin City Tree Trust	9,490	10,000	10,000	10,000
6130 - Repair & Maint Supplies	238	-	-	-
6130.101 - Repair & Maint Supplies - Horticulture	78,218	82,000	82,000	82,000
6130.102 - Repair & Maint Supplies - Traffic & Park Signs	9,884	12,000	12,000	10,000
6130.103 - Repair & Maint Supplies - Invasive Control	91,761	98,000	98,000	98,000
6130.107 - Repair & Maint Supplies - Concrete & Asphalt	88,067	90,000	93,000	93,000
6130.111 - Repair & Maint Supplies - Chemicals	3,086	-	-	-
6130.118 - Repair & Maint Supplies - Playstructure Repair Parts	23,000	24,000	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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6140.101 - Miscellaneous Supplies - Clothing	3,069	-	-	1,607
6140.102 - Miscellaneous Supplies - Safety Equipment	6,571	14,000	14,000	14,000
6500.100 - Employee Development - Training	11,584	10,000	10,000	10,000
6550 - Mileage & Parking Reimbursement	312	250	250	250
6600 - Meetings	238	100	100	100
6700 - Dues & Subscriptions	1,055	1,300	1,300	1,300
7000 - Professional Services	51,089	76,000	76,000	74,000
7016 - Animal Control	4,524	14,000	14,000	14,000
7017 - Laundered Uniforms	5,609	5,000	5,000	4,500
7100.100 - Communications - Postage	1,567	1,000	1,000	1,000
7200 - Printing & Publishing	88	600	600	600
7400.102 - Utilities - Natural Gas	16,727	16,000	16,800	16,800
7400.103 - Utilities - Water & Sewer	72,464	64,000	67,200	73,000
7400.104 - Utilities - Solid Waste	29,480	28,000	29,400	29,400
7400.108 - Utilities - Electric	149,563	163,000	171,150	161,150
7500 - Repair & Maint Services	47,502	53,000	53,000	53,000
7500.100 - Repair & Maint Services - Landscape	85,852	-	-	-
7500.101 - Repair & Maint Services - Lawn Maint	74,932	130,000	133,000	133,000
7500.102 - Repair & Maint Services - Weed Control	10,003	60,600	60,600	55,600
7500.103 - Repair & Maint Services - Irrigation	6,237	-	-	-
7500.104 - Repair & Maint Services - Electrical	23,790	24,000	24,100	24,100
7500.107 - Repair & Maint Services - Asphalt Court	15,750	20,000	20,000	20,000
7500.109 - Repair & Maint Services - Seal Coating	63,467	66,000	68,000	68,000
7500.114 - Repair & Maint Services - Retaining Walls/Guard Rails/Fence	12,254	16,000	16,000	16,000
7500.130 - Repair & Maint Services - Building Maint	26,424	22,000	22,000	22,000
7500.143 - Repair & Maint Services - Median Maint	11,872	35,000	35,000	35,000
7500.202 - Repair & Maint Services - Equipment Maint	1,144	-	-	-
7500.300 - Repair & Maint Services - Tree Maintenance	142,328	145,000	147,000	147,000
7500.302 - Repair & Maint Services - Forced Tree Removal	754	10,000	10,000	10,000

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
7600 - Rentals	2,817	10,400	10,400	5,200
7600.100 - Rentals - Portable Toilets	78,461	80,000	83,000	83,000
8000 - Non-Cap Equip (< 5K)	4,247	4,000	4,000	4,000
8050 - Cap Equip (\$5K - \$25K)	16,100	10,000	10,000	10,000
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	140,000	-	-
9000.101 - Allocations - Information Technology	111,487	132,144	134,179	134,179
9000.102 - Allocations - Facilities Management	137,843	141,977	146,237	146,237
9000.107 - Allocations - Central Equipment	628,602	647,460	666,884	666,884
9000.110 - Allocations - Risk Mgmt - OH, Premium	102,211	92,150	92,521	92,521
9000.111 - Allocations - Risk Mgmt - Claims	20,848	25,961	31,517	31,517
9500.400 - Transfers Out - General Capital Projects	3,640	-	-	-
9913 - Licenses & Permits	29	-	-	-
9920.100 - Bank Fees - Credit Card	4	-	-	-
Total	\$4,611,336	\$5,141,026	\$5,180,447	\$5,187,860

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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	\$3,831	-	-	-
6000.100 - Salaries - Regular	251,419	264,181	273,424	277,472
6000.200 - Salaries - Temporary	37,098	48,420	58,135	83,022
6030.100 - Other Pay - Comp Time	140	-	-	250
6050 - Benefits	580	-	-	-
6050.100 - Benefits - Social Security	17,397	19,450	20,625	22,482
6050.101 - Benefits - Medicare	4,069	4,548	4,824	5,257
6050.200 - Benefits - PERA	20,967	19,814	20,507	22,697
6050.550 - Benefits - Cell Phone Allowance	1,104	1,104	1,104	1,872
6060.100 - Medical Insurance - Employer Contribution	33,436	33,389	36,655	34,818
6070.100 - Dental Insurance - Employer Contribution	2,062	1,869	1,913	1,897
6080.100 - Group Life Insurance - Employer Contribution	458	517	572	477
6100 - Office Supplies	1,095	1,300	1,300	1,300
6120 - Operating Supplies	9,716	10,000	10,000	10,000
6120.103 - Operating Supplies - Janitorial	68	-	-	-
6140.101 - Miscellaneous Supplies - Clothing	600	600	600	600
6500 - Employee Development	716	-	-	-
6500.100 - Employee Development - Training	-	1,400	1,400	1,400
6550 - Mileage & Parking Reimbursement	226	-	-	-
6700 - Dues & Subscriptions	1,526	2,000	2,000	2,000
7000 - Professional Services	1,989	4,000	4,000	4,000
7004 - Audit Fees	817	900	900	900
7100.100 - Communications - Postage	1,027	1,150	1,150	1,150
7200 - Printing & Publishing	1,272	600	600	1,000
7400.102 - Utilities - Natural Gas	12,522	16,000	16,000	16,000
7400.103 - Utilities - Water & Sewer	12,370	11,500	12,000	13,000
7400.104 - Utilities - Solid Waste	4,530	4,500	4,500	4,800
7400.108 - Utilities - Electric	35,809	38,000	38,500	38,500
7500.130 - Repair & Maint Services - Building Maint	25,450	28,000	32,000	32,000

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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
8000 - Non-Cap Equip (< 5K)	11,420	20,000	12,000	12,000
9000.101 - Allocations - Information Technology	69,280	65,950	67,088	67,088
9000.102 - Allocations - Facilities Management	36,785	37,888	39,025	39,025
9000.110 - Allocations - Risk Mgmt - OH, Premium	11,026	8,096	8,150	8,150
9000.111 - Allocations - Risk Mgmt - Claims	272	749	909	909
9900 - Miscellaneous	30	-	-	-
9900.100 - Miscellaneous - Cash Over/Short	(1)	-	-	-
9907 - Historical Society	-	-	-	3,000
9913 - Licenses & Permits	1,597	1,800	1,850	1,850
9920 - Bank Fees	11	-	-	-
9920.100 - Bank Fees - Credit Card	5,786	5,500	5,500	6,000
Total	\$618,498	\$653,225	\$677,231	\$714,916

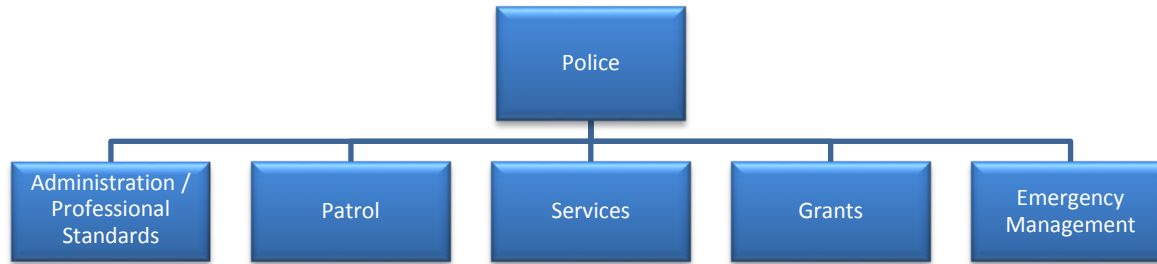
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Police Department

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	2016	2017	2018	2019
Administration	11.9	12.3	12.3	13.3
Patrol	53.9	56.25	58.5	59.75
Services	22.7	22.25	22	22.75
Department Total	88.5	90.8	92.8	95.8

Budget Impacts

To monitor and assess new staffing and programing considerations to improve the Public Safety Department's service model including the implementation of body worn cameras and other emerging technology to generate greater transparency and efficiency.

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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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	\$1,601	-	-	-
6000.100 - Salaries - Regular	1,037,961	1,078,273	1,118,016	1,174,742
6000.200 - Salaries - Temporary	77,870	83,644	85,313	85,313
6020.100 - Overtime - Regular	578	5,000	5,000	5,000
6020.300 - Overtime - Holiday	64	-	-	-
6020.400 - Overtime - Contractual	-	2,000	2,000	2,000
6030.100 - Other Pay - Comp Time	-	-	-	200
6050 - Benefits	251	-	-	-
6050.100 - Benefits - Social Security	35,311	39,420	40,907	44,937
6050.101 - Benefits - Medicare	15,401	17,076	17,677	18,504
6050.200 - Benefits - PERA	122,611	127,882	132,378	140,024
6050.500 - Benefits - Clothing Allowance	4,280	3,900	4,000	4,000
6050.550 - Benefits - Cell Phone Allowance	4,800	4,800	4,800	4,800
6050.560 - Benefits - IPAD allowance	50	-	-	-
6060.100 - Medical Insurance - Employer Contribution	141,830	145,495	162,326	163,883
6070.100 - Dental Insurance - Employer Contribution	7,673	7,266	7,244	7,719
6080.100 - Group Life Insurance - Employer Contribution	2,575	2,843	3,082	2,710
6100 - Office Supplies	11,163	11,000	11,000	8,000
6120 - Operating Supplies	603	-	-	-
6120.104 - Operating Supplies - Shooting Range	4,638	6,000	6,000	6,000
6120.122 - Operating Supplies - Reserve Program	3,651	4,000	4,000	4,000
6120.123 - Operating Supplies - Explorer Program	8,399	10,000	9,000	9,000
6120.128 - Operating Supplies - Property Room	3,775	4,000	4,000	4,000
6120.129 - Operating Supplies - Training	1,782	-	-	-
6500.100 - Employee Development - Training	52,085	96,000	96,000	96,000
6500.103 - Employee Development - EE Recognition	6,021	6,000	6,000	7,000
6500.105 - Employee Development - Shooting Range Training	46,200	50,000	50,000	50,000
6500.200 - Employee Development - Wellness	3,357	7,000	7,000	11,500
6550 - Mileage & Parking Reimbursement	290	250	250	250

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6700 - Dues & Subscriptions	5,744	6,500	6,500	6,500
7000 - Professional Services	18,928	17,200	17,200	47,200
7008 - Veterinary Fees	122	1,000	1,000	1,000
7016 - Animal Control	23,852	26,000	26,000	26,000
7100.100 - Communications - Postage	5,100	6,000	6,000	4,500
7200 - Printing & Publishing	228	2,000	2,000	1,000
7500.202 - Repair & Maint Services - Equipment Maint	569	1,500	1,500	1,500
8000 - Non-Cap Equip (< 5K)	6,496	5,000	5,000	5,000
9000.101 - Allocations - Information Technology	169,687	183,563	186,314	186,314
9000.102 - Allocations - Facilities Management	248,737	256,199	263,885	263,885
9000.107 - Allocations - Central Equipment	3,834	3,949	4,067	4,067
9000.109 - Allocations - 800 MHz Radios	70,000	70,000	70,000	70,000
9000.110 - Allocations - Risk Mgmt - OH, Premium	56,429	34,215	34,918	34,918
9000.111 - Allocations - Risk Mgmt - Claims	116,443	185,380	225,053	225,053
9906 - Donations & Contributions	3,000	-	-	-
9920.100 - Bank Fees - Credit Card	85	200	200	200
Total	\$2,324,074	\$2,510,555	\$2,625,630	\$2,726,719

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	\$43,015	-	-	-
6000.100 - Salaries - Regular	4,534,175	5,024,154	5,271,906	5,299,775
6000.200 - Salaries - Temporary	10,238	29,535	30,121	30,121
6000.300 - Salaries - Court Time - Stand by	12,810	7,507	7,507	7,507
6020.100 - Overtime - Regular	107,129	135,300	135,300	135,300
6020.200 - Overtime - Court Time - Court appearance	17,700	15,000	15,000	15,000
6020.300 - Overtime - Holiday	39,422	33,000	33,000	33,000
6020.400 - Overtime - Contractual	66,010	36,000	36,000	65,000
6030.100 - Other Pay - Comp Time	19,056	3,000	3,000	20,500
6050 - Benefits	4,861	-	-	-
6050.100 - Benefits - Social Security	13,015	15,329	16,270	20,334
6050.101 - Benefits - Medicare	66,557	77,478	81,094	82,189
6050.200 - Benefits - PERA	760,721	832,371	871,235	917,228
6050.302 - Benefits - Unemployment	226	-	-	-
6050.500 - Benefits - Clothing Allowance	47,240	55,059	56,420	57,150
6050.550 - Benefits - Cell Phone Allowance	4,050	4,200	4,200	4,500
6060.100 - Medical Insurance - Employer Contribution	599,513	629,032	705,404	691,322
6060.400 - Medical Insurance - Disabled Officer	56,923	48,372	52,284	48,324
6070.100 - Dental Insurance - Employer Contribution	32,553	36,270	36,436	37,077
6080.100 - Group Life Insurance - Employer Contribution	9,673	11,110	12,121	10,309
6100 - Office Supplies	135	-	-	-
6120 - Operating Supplies	166	300	300	300
6120.106 - Operating Supplies - Ammunition	28,837	32,720	32,720	22,720
6120.121 - Operating Supplies - SWAT Team	8,197	10,000	10,000	10,000
6120.126 - Operating Supplies - K9 Unit	2,735	3,650	3,650	3,650
6120.129 - Operating Supplies - Training	-	5,000	-	5,000
6120.130 - Operating Supplies - CSO	993	2,000	2,000	2,000
6140.100 - Miscellaneous Supplies - Medical	3,961	6,000	6,000	6,000
6140.101 - Miscellaneous Supplies - Clothing	5,711	8,150	8,250	8,250

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6140.102 - Miscellaneous Supplies - Safety Equipment	3,317	3,500	3,500	3,500
6500.100 - Employee Development - Training	21,266	15,500	15,500	15,500
6550 - Mileage & Parking Reimbursement	18	50	50	50
6600 - Meetings	-	750	750	750
6700 - Dues & Subscriptions	500	800	800	800
7000 - Professional Services	200	-	-	-
7008 - Veterinary Fees	4,171	5,000	5,000	5,000
7500.202 - Repair & Maint Services - Equipment Maint	58,810	65,000	70,000	70,000
7600 - Rentals	-	1,000	1,000	1,000
8000 - Non-Cap Equip (< 5K)	14,706	12,500	12,500	12,500
9000.101 - Allocations - Information Technology	435,557	385,712	393,128	393,128
9000.102 - Allocations - Facilities Management	175,896	181,172	186,608	186,608
9000.107 - Allocations - Central Equipment	553,005	569,595	586,683	586,683
9500.400 - Transfers Out - General Capital Projects	100	-	-	-
9500.660 - Transfers Out - Resource Planning	39,500	39,500	39,500	39,500
9901 - Care of Prisoners	54,284	70,000	70,000	70,000
9902 - Booking of Prisoners	43,191	45,000	45,000	45,000
Total	\$7,900,144	\$8,455,616	\$8,860,237	\$8,962,575

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$13,114)	-	-	-
6000.100 - Salaries - Regular	2,050,558	2,103,727	2,178,103	2,227,522
6000.200 - Salaries - Temporary	28,375	23,140	23,608	-
6020.100 - Overtime - Regular	56,924	62,000	62,000	62,000
6020.200 - Overtime - Court Time - Court appearance	-	500	500	500
6020.300 - Overtime - Holiday	994	1,000	1,000	1,000
6020.400 - Overtime - Contractual	-	10,000	10,000	10,000
6030.100 - Other Pay - Comp Time	6,163	-	-	6,600
6050 - Benefits	(3,246)	-	-	-
6050.100 - Benefits - Social Security	8,776	8,958	9,212	7,746
6050.101 - Benefits - Medicare	30,099	32,542	33,638	34,127
6050.200 - Benefits - PERA	335,740	343,932	355,698	379,382
6050.500 - Benefits - Clothing Allowance	20,071	20,466	20,980	21,730
6050.550 - Benefits - Cell Phone Allowance	23,550	23,400	23,400	24,300
6060.100 - Medical Insurance - Employer Contribution	248,020	261,025	292,144	283,379
6070.100 - Dental Insurance - Employer Contribution	13,765	11,760	11,696	11,166
6080.100 - Group Life Insurance - Employer Contribution	4,014	4,439	4,851	4,196
6120.102 - Operating Supplies - Motor Fuels & Lubricants	3,793	-	-	8,800
6120.109 - Operating Supplies - Community Education	10,021	14,000	14,000	14,000
6120.110 - Operating Supplies - DARE Program	12,163	19,000	20,000	20,000
6120.117 - Operating Supplies - CFMH Program	281	2,000	2,000	2,000
6140.104 - Miscellaneous Supplies - Chaplain/Sr Corp	211	4,600	4,600	4,600
6500.100 - Employee Development - Training	13,660	-	-	-
6700 - Dues & Subscriptions	90	-	-	-
7000 - Professional Services	14,047	18,000	18,000	15,000
7500.142 - Repair & Maint Services - SIU	(3)	2,000	2,000	2,000
7500.202 - Repair & Maint Services - Equipment Maint	3,862	1,600	1,600	1,600
7600 - Rentals	1,400	4,000	4,000	2,000
8000 - Non-Cap Equip (< 5K)	2,924	6,500	4,500	4,500

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	8000.110 - Non-Cap Equip (< 5K) - SIU	3,585	4,000	4,000	4,000
	9000.101 - Allocations - Information Technology	190,747	224,781	228,560	228,560
	9000.102 - Allocations - Facilities Management	74,327	76,557	78,854	78,854
	9000.107 - Allocations - Central Equipment	88,650	91,310	94,049	94,049
	Total	\$3,230,447	\$3,375,237	\$3,502,993	\$3,553,611

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6020.100 - Overtime - Regular	\$63,166	\$45,700	\$45,700	\$45,700
6050.101 - Benefits - Medicare	871	663	663	663
6050.200 - Benefits - PERA	10,234	7,403	7,403	7,746
6060.100 - Medical Insurance - Employer Contribution	6,313	-	-	-
6070.100 - Dental Insurance - Employer Contribution	341	-	-	-
6080.100 - Group Life Insurance - Employer Contribution	93	-	-	-
6140.102 - Miscellaneous Supplies - Safety Equipment	14,871	11,835	9,205	9,205
9950 - Grant & Award Fiscal Agent Pass-Through	60,680	-	-	-
Total	\$156,570	\$65,601	\$62,971	\$63,314

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

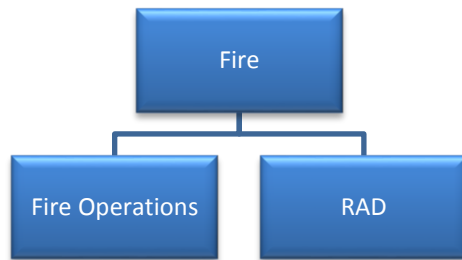
Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6100 - Office Supplies	-	\$500	\$500	\$500
6120 - Operating Supplies	290	-	-	-
6120.101 - Operating Supplies - Public Ed & Outreach Prj	694	600	600	600
6140.104 - Miscellaneous Supplies - Chaplain/Sr Corp	43	-	-	-
6500.100 - Employee Development - Training	4,271	5,500	5,500	5,500
6700 - Dues & Subscriptions	17,730	21,500	21,500	21,500
7000 - Professional Services	-	1,000	1,000	1,000
7400.108 - Utilities - Electric	1,844	2,000	2,000	2,000
7500 - Repair & Maint Services	3,690	18,000	18,000	18,000
7500.202 - Repair & Maint Services - Equipment Maint	15,849	10,500	10,500	10,500
8000 - Non-Cap Equip (< 5K)	-	5,000	5,000	5,000
9000.101 - Allocations - Information Technology	22,347	16,085	16,475	16,475
9000.102 - Allocations - Facilities Management	2,597	2,675	2,755	2,755
9500.660 - Transfers Out - Resource Planning	5,000	5,000	5,000	5,000
Total	\$74,355	\$88,360	\$88,830	\$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	2016	2017	2018	2019
Fire Operations	5.3	13.5	13.5	21.5
Duty Crew	2.5	0	0	0
Department Total	7.8	13.5	13.5	21.5

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 will be adding six additional career firefighter positions in 2019, as it continues to modify its response and staffing models to better protect the community. Additionally, two Fire Inspector positions were moved from Community Development and into the Fire Department to better align fire prevention strategies.

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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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	\$25,321	-	-	-
6000.100 - Salaries - Regular	890,760	1,060,638	1,112,442	1,795,155
6000.200 - Salaries - Temporary	503,442	602,045	712,327	412,110
6020.100 - Overtime - Regular	1,989	5,000	5,000	5,000
6020.300 - Overtime - Holiday	278	-	-	-
6050 - Benefits	4,435	-	-	-
6050.100 - Benefits - Social Security	37,083	43,827	50,888	43,295
6050.101 - Benefits - Medicare	20,014	24,267	26,619	32,170
6050.200 - Benefits - PERA	135,971	163,513	171,592	278,083
6050.550 - Benefits - Cell Phone Allowance	6,000	6,000	6,000	6,000
6060.100 - Medical Insurance - Employer Contribution	111,482	146,698	164,054	244,420
6070.100 - Dental Insurance - Employer Contribution	7,708	10,899	10,866	17,114
6080.100 - Group Life Insurance - Employer Contribution	2,231	2,741	3,068	3,208
6100 - Office Supplies	2,368	3,000	3,000	3,000
6120 - Operating Supplies	462	-	-	-
6120.100 - Operating Supplies - Photography	152	500	500	500
6120.101 - Operating Supplies - Public Ed & Outreach Prj	5,834	13,000	13,000	13,000
6120.103 - Operating Supplies - Janitorial	760	1,000	1,000	1,000
6120.105 - Operating Supplies - Fire Fighting	16,904	25,100	25,100	25,100
6130 - Repair & Maint Supplies	171	-	-	-
6130.100 - Repair & Maint Supplies - Equipment Parts	7,592	9,000	9,000	9,000
6130.111 - Repair & Maint Supplies - Chemicals	579	-	-	-
6140.101 - Miscellaneous Supplies - Clothing	29,872	36,400	36,400	46,400
6140.102 - Miscellaneous Supplies - Safety Equipment	49,676	49,000	49,000	73,750
6500.100 - Employee Development - Training	30,983	35,000	35,000	40,000
6500.103 - Employee Development - EE Recognition	1,806	4,000	4,000	4,000
6550 - Mileage & Parking Reimbursement	513	500	500	500
6700 - Dues & Subscriptions	2,284	3,500	3,500	3,500
7000 - Professional Services	225	32,000	2,000	2,000

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
7006 - Medical Fees	9,199	13,000	13,000	13,000
7100.100 - Communications - Postage	567	600	600	600
7200 - Printing & Publishing	59	-	-	-
7400.102 - Utilities - Natural Gas	15,641	17,000	17,000	17,000
7400.103 - Utilities - Water & Sewer	8,978	7,000	7,000	7,000
7400.108 - Utilities - Electric	23,534	24,000	24,000	24,000
7500.129 - Repair & Maint Services - Static Testing	10,525	12,000	12,000	12,000
7500.202 - Repair & Maint Services - Equipment Maint	3,283	9,000	9,000	9,000
7500.203 - Repair & Maint Services - Turn Out Gear Repair	13,421	13,000	13,000	15,400
7500.204 - Repair & Maint Services - Hennepin County Radio Fees	18,761	19,500	20,000	23,500
7600 - Rentals	2,281	1,000	1,000	1,000
8000 - Non-Cap Equip (< 5K)	22,838	49,600	49,600	33,000
9000.101 - Allocations - Information Technology	182,520	236,632	240,482	240,482
9000.102 - Allocations - Facilities Management	372,664	383,844	395,359	395,359
9000.107 - Allocations - Central Equipment	498,356	513,307	528,706	528,706
9000.109 - Allocations - 800 MHz Radios	28,500	28,500	28,500	28,500
9000.110 - Allocations - Risk Mgmt - OH, Premium	3,298	10,973	11,111	11,111
9000.111 - Allocations - Risk Mgmt - Claims	11,253	30,867	37,473	37,473
9500.660 - Transfers Out - Resource Planning	90,000	90,000	90,000	90,000
9906 - Donations & Contributions	515,145	490,000	495,000	495,000
9920.100 - Bank Fees - Credit Card	29	-	-	-
Total	\$3,727,748	\$4,227,451	\$4,437,687	\$5,040,436

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000.100 - Salaries - Regular	\$4,171	-	-	-
6000.200 - Salaries - Temporary	15,478	19,033	19,033	19,414
6050.100 - Benefits - Social Security	960	1,180	1,180	1,204
6050.101 - Benefits - Medicare	283	276	276	282
6050.200 - Benefits - PERA	676	-	-	-
6060.100 - Medical Insurance - Employer Contribution	663	-	-	-
6070.100 - Dental Insurance - Employer Contribution	34	-	-	-
6080.100 - Group Life Insurance - Employer Contribution	9	-	-	-
6120.105 - Operating Supplies - Fire Fighting	546	5,000	5,000	1,000
6140.101 - Miscellaneous Supplies - Clothing	-	2,500	-	2,500
6500.100 - Employee Development - Training	576	1,000	-	1,000
7100.100 - Communications - Postage	-	250	-	-
7500.202 - Repair & Maint Services - Equipment Maint	3,632	4,000	-	4,000
7500.204 - Repair & Maint Services - Hennepin County Radio Fees	1,710	1,500	-	3,000
8000 - Non-Cap Equip (< 5K)	8,849	-	-	5,000
9000.107 - Allocations - Central Equipment	31,119	32,053	33,015	33,015
9000.110 - Allocations - Risk Mgmt - OH, Premium	758	907	908	908
Total	\$69,461	\$67,699	\$59,412	\$71,323

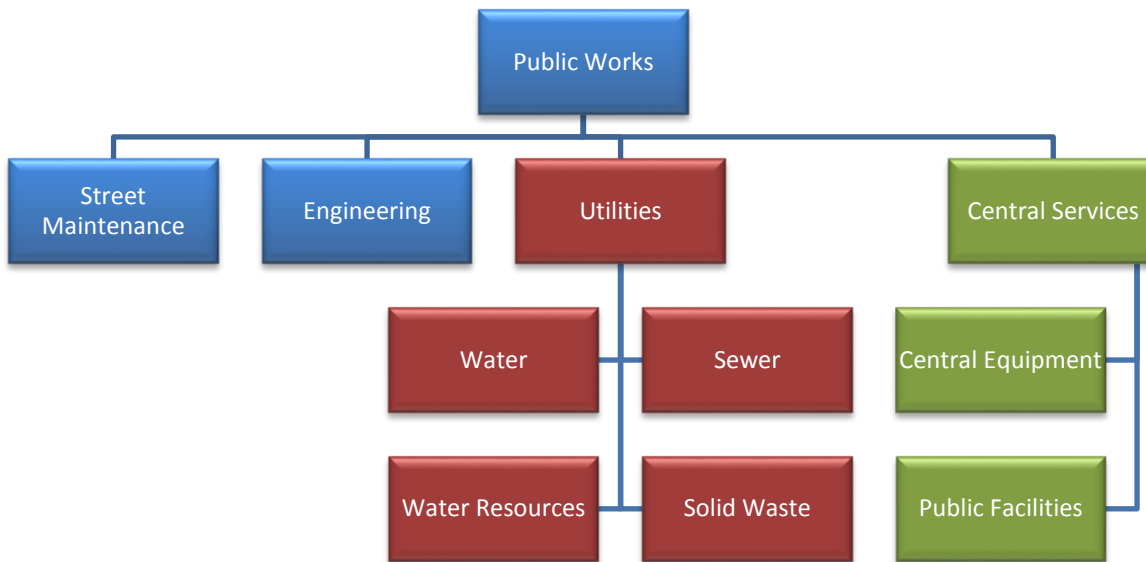
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Public Works Department

Activities

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

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Division	2016	2017	2018	2019
Street Maintenance	16.46	16.55	16.55	17.95
Engineering	6.65	6.65	6.65	6.8
Central Equipment	4.66	4.7	4.7	5.1
Facilities Management	2.5	2.5	2.5	3.1
Utilities	29.35	29.09	30.09	32.56
Department Total	59.62	59.49	60.49	65.51

Budget Impacts

The General Fund expenditures in the Engineering division remain flat from 2018 to 2019 however there is a slight increase in Street Maintenance reflecting the additional personnel that will be key to delivering a higher quality snow response operation moving forward. The Water and Sewer Funds remain relatively flat compared to 2018. The Water Resources Fund will see a decrease in expenditures reflective of reduced capital improvement projects compared to the robust program in 2018. Salaries were adjusted higher to reflect an additional water resources technician in 2019.

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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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$9,355)	-	-	-
6000.100 - Salaries - Regular	951,517	1,109,539	1,207,008	1,204,043
6000.200 - Salaries - Temporary	11,887	39,361	41,738	41,738
6020.100 - Overtime - Regular	16,361	54,000	54,000	54,000
6030.100 - Other Pay - Comp Time	784	1,000	1,000	4,000
6030.200 - Other Pay - Premium Pay	1,700	2,000	2,000	2,300
6030.300 - Other Pay - Equipment Pay	2,011	2,000	2,000	2,300
6050 - Benefits	(1,417)	-	-	-
6050.100 - Benefits - Social Security	58,738	75,060	81,175	81,145
6050.101 - Benefits - Medicare	13,737	17,619	19,063	19,061
6050.200 - Benefits - PERA	72,705	90,592	98,087	98,132
6050.550 - Benefits - Cell Phone Allowance	5,030	6,960	6,960	6,240
6050.570 - Benefits - Car Allowance	125	120	120	240
6060.100 - Medical Insurance - Employer Contribution	179,341	184,953	223,119	205,336
6070.100 - Dental Insurance - Employer Contribution	10,443	10,210	11,481	12,895
6080.100 - Group Life Insurance - Employer Contribution	1,440	1,922	2,201	1,685
6100 - Office Supplies	633	-	-	-
6100.100 - Office Supplies	131	-	-	-
6120.102 - Operating Supplies - Motor Fuels & Lubricants	705	2,200	2,200	-
6130 - Repair & Maint Supplies	319	-	-	-
6130.100 - Repair & Maint Supplies - Equipment Parts	4,428	5,200	5,400	5,400
6130.101 - Repair & Maint Supplies - Horticulture	1,427	3,100	3,100	3,100
6130.102 - Repair & Maint Supplies - Traffic & Park Signs	33,080	33,000	34,000	34,000
6130.104 - Repair & Maint Supplies - Sand and Gravel	5,000	5,000	5,000	5,000
6130.105 - Repair & Maint Supplies - Paint	4,548	2,500	2,500	2,500
6130.106 - Repair & Maint Supplies - Lumber	330	400	400	400
6130.107 - Repair & Maint Supplies - Concrete & Asphalt	62,063	200,000	200,000	100,000
6130.108 - Repair & Maint Supplies - Concrete Disposal	-	500	500	500
6130.111 - Repair & Maint Supplies - Chemicals	147,427	225,000	225,000	225,000

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6130.120 - Repair & Maint Supplies - Mailbox Repairs	1,378	6,500	6,500	6,500
6130.121 - Repair & Maint Supplies - Sprinkler Head Repairs	-	1,500	1,500	-
6140.101 - Miscellaneous Supplies - Clothing	-	-	-	1,100
6140.102 - Miscellaneous Supplies - Safety Equipment	4,907	6,200	6,400	5,900
6500.100 - Employee Development - Training	3,774	4,000	4,000	5,000
6700 - Dues & Subscriptions	150	175	175	175
7017 - Laundered Uniforms	4,083	3,900	3,900	4,200
7100.100 - Communications - Postage	15	160	160	160
7200 - Printing & Publishing	405	500	500	500
7400.101 - Utilities - Traffic Lights	56,214	59,000	59,000	59,000
7400.102 - Utilities - Natural Gas	6,563	7,500	7,500	7,500
7400.108 - Utilities - Electric	11,903	7,900	7,900	11,500
7400.109 - Utilities Street Lights - Billable	679,783	650,000	650,000	690,000
7400.110 - Utilities Street Lights - Nonbillable	47,056	56,000	56,000	56,000
7500.108 - Repair & Maint Services - Snow Plowing	120,309	426,500	426,500	426,500
7500.109 - Repair & Maint Services - Seal Coating	-	-	-	150,000
7500.110 - Repair & Maint Services - Street Striping	83,223	100,000	100,000	100,000
7500.114 - Repair & Maint Services - Retaining Walls/Guard Rails/Fence	8,250	10,000	10,000	10,000
7500.134 - Repair & Maint Services - Crack Sealing	34,269	125,000	125,000	200,000
7500.140 - Repair & Maint Services - Traffic Signals	32,353	60,000	60,000	60,000
7500.201 - Repair & Maint Services - Departmental Software Maint	-	1,000	1,000	1,000
7500.202 - Repair & Maint Services - Equipment Maint	728	1,500	1,500	1,500
7600 - Rentals	633	10,000	10,000	5,000
8000 - Non-Cap Equip (< 5K)	4,061	9,000	7,000	7,000
8050 - Cap Equip (\$5K - \$25K)	-	25,000	15,000	15,000
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	30,000	-	-
9000.101 - Allocations - Information Technology	39,197	38,417	39,059	39,059
9000.102 - Allocations - Facilities Management	144,819	149,164	153,639	153,639
9000.107 - Allocations - Central Equipment	935,664	963,734	992,646	992,646

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses 9000.110 - Allocations - Risk Mgmt - OH, Premium	7,030	(19,438)	(19,270)	(19,270)
9000.111 - Allocations - Risk Mgmt - Claims	28,899	56,276	68,320	68,320
9500.600 - Transfers Out - Central Equipment	75,000	-	-	-
9917 - Bad Debt	76	-	-	-
9920 - Bank Fees	469	-	-	-
9920.100 - Bank Fees - Credit Card	157	300	300	300
Total	\$3,906,506	\$4,862,024	\$5,022,281	\$5,167,244

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	6000 - Salaries	(\$2,939)	-	-	-
	6000.100 - Salaries - Regular	589,750	620,370	646,937	652,037
	6000.200 - Salaries - Temporary	18,742	40,000	40,000	42,000
	6020.100 - Overtime - Regular	6,633	17,500	17,500	17,500
	6050 - Benefits	(445)	-	-	-
	6050.100 - Benefits - Social Security	37,930	41,078	42,382	42,737
	6050.101 - Benefits - Medicare	8,871	9,902	10,286	10,400
	6050.200 - Benefits - PERA	43,683	50,836	52,833	53,372
	6050.550 - Benefits - Cell Phone Allowance	4,041	4,416	4,416	4,560
	6050.570 - Benefits - Car Allowance	500	480	480	960
	6060.100 - Medical Insurance - Employer Contribution	68,673	71,729	81,116	81,091
	6070.100 - Dental Insurance - Employer Contribution	4,660	4,843	4,875	3,617
	6080.100 - Group Life Insurance - Employer Contribution	1,227	1,467	1,604	1,408
	6100 - Office Supplies	889	1,600	1,600	1,000
	6120.112 - Operating Supplies - Survey	1,231	1,400	1,400	1,400
	6500 - Employee Development	1,205	-	-	-
	6500.100 - Employee Development - Training	1,705	7,500	7,500	11,000
	6550 - Mileage & Parking Reimbursement	150	300	300	300
	6700 - Dues & Subscriptions	1,833	2,500	2,500	2,500
	7000 - Professional Services	1,400	7,500	7,500	7,500
	7001 - Consulting Engineer	15,205	18,000	7,500	7,500
	7100.100 - Communications - Postage	1,909	2,000	2,000	2,000
	7200 - Printing & Publishing	535	600	600	600
	8000 - Non-Cap Equip (< 5K)	-	-	-	2,500
	9000.101 - Allocations - Information Technology	87,483	87,708	89,140	89,140
	9000.102 - Allocations - Facilities Management	35,595	36,662	37,763	37,763
	9000.107 - Allocations - Central Equipment	16,731	17,233	17,750	17,750
	9000.110 - Allocations - Risk Mgmt - OH, Premium	4,993	2,839	2,897	2,897
	9000.111 - Allocations - Risk Mgmt - Claims	-	7,354	8,928	8,928
	Total	\$952,189	\$1,055,817	\$1,089,807	\$1,102,460

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue	4000.100 - Taxes - Property	\$627,621	\$650,624	\$670,143	\$670,143
	4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	9	-	-	-
	4310 - Program Fees	1,882	-	-	-
	4310.100 - Program Fees - Recreation	1,121,806	1,202,215	1,237,981	1,157,608
	4320.100 - Rental Fees - Recreation	60,513	53,000	54,590	60,000
	4360.105 - Items for Resale - Caps & Apparel	745	15,600	16,068	13,000
	4600 - Contributions - Operating	32,440	12,000	12,360	15,000
	4700.100 - Interest Income - Investments	9,336	5,000	5,000	5,000
	4700.150 - Interest Income - Operating Account	316	-	-	250
	4800.400 -Other Revenues - Commissions	2,520	1,800	1,854	2,500
	4801 - Administrative Fee	5,894	-	-	6,000
	4900.200 - Transfers In - Recreation	-	37,500	-	-
	Total	\$1,863,082	\$1,977,739	\$1,997,996	\$1,929,501

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$1,983)	-	-	-
6000.100 - Salaries - Regular	550,007	594,944	622,096	622,088
6000.200 - Salaries - Temporary	322,139	349,734	360,226	340,000
6020.100 - Overtime - Regular	-	200	200	200
6050 - Benefits	(300)	-	-	-
6050.100 - Benefits - Social Security	52,528	44,455	46,139	59,872
6050.101 - Benefits - Medicare	12,285	13,750	14,294	14,001
6050.200 - Benefits - PERA	47,026	52,186	54,899	54,898
6050.302 - Benefits - Unemployment	269	1,200	1,200	500
6050.550 - Benefits - Cell Phone Allowance	3,320	3,360	3,360	3,360
6060.100 - Medical Insurance - Employer Contribution	76,958	76,272	84,435	81,541
6070.100 - Dental Insurance - Employer Contribution	5,826	5,944	5,912	4,961
6080.100 - Group Life Insurance - Employer Contribution	1,833	2,256	2,538	2,060
6100 - Office Supplies	86	1,500	1,550	1,000
6120 - Operating Supplies	44,036	37,956	38,169	42,447
6120.125 - Operating Supplies - Resale	1,241	14,435	14,868	12,000
6140 - Miscellaneous Supplies	-	-	-	-
6140.101 - Miscellaneous Supplies - Clothing	18,698	20,395	21,000	18,000
6500.100 - Employee Development - Training	8,162	9,100	9,100	8,100
6550 - Mileage & Parking Reimbursement	467	550	550	550
6700 - Dues & Subscriptions	2,649	2,700	2,781	2,781
7000 - Professional Services	345,825	361,505	363,282	332,000
7050 - External Program Registrations	2,849	4,900	5,047	3,203
7100.100 - Communications - Postage	17,530	23,000	23,690	19,000
7200 - Printing & Publishing	3,558	8,030	7,432	3,500
7200.101 - Printing & Publishing - Recreation Handbook	46,992	48,000	49,440	40,000
7500.202 - Repair & Maint Services - Equipment Maint	314	300	309	300
7600 - Rentals	92,803	94,550	97,387	90,000
8000 - Non-Cap Equip (< 5K)	1,576	4,500	4,500	4,500

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	5,159	37,500	-	-
9000.101 - Allocations - Information Technology	61,138	75,180	76,430	76,430
9000.102 - Allocations - Facilities Management	11,728	12,080	12,442	12,442
9000.110 - Allocations - Risk Mgmt - OH, Premium	11,001	5,495	5,646	5,646
9000.111 - Allocations - Risk Mgmt - Claims	2,519	2,269	2,754	2,754
9500 - Transfers Out	-	-	-	29,367
9500.405 - Transfers Out - Park Replacement	22,831	24,493	17,042	-
9900 - Miscellaneous	58	-	-	-
9900.100 - Miscellaneous - Cash Over/Short	(6)	-	-	-
9903 - Scholarships	8,184	10,000	10,000	10,000
9917 - Bad Debt	59	-	-	-
9918 - Contingency	-	-	4,278	-
9920 - Bank Fees	143	-	-	-
9920.100 - Bank Fees - Credit Card	28,606	35,000	35,000	32,000
Total	\$1,808,112	\$1,977,739	\$1,997,996	\$1,929,501

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue	4230 - Intergovern-State-Operating	\$4,251,216	\$4,051,404	\$4,132,432	\$4,132,432
	4240 - Intergovern-State-Capital	80,282	-	-	-
	4350.120 - General Services - Transit Fares	1,018,275	1,100,000	1,200,000	1,200,000
	4350.129 - General Services Dial-A-Ride Ticket Sales	36,399	41,000	41,000	41,000
	4700.100 - Interest Income - Investments	103,606	45,000	45,000	75,000
	4700.150 - Interest Income - Operating Account	3,404	-	-	2,500
	4807 - Refunds & Reimbursements	3,388	-	-	-
	Total	\$5,496,569	\$5,237,404	\$5,418,432	\$5,450,932

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	\$1,429	-	-	-
6000.100 - Salaries - Regular	90,702	95,852	101,081	101,081
6000.200 - Salaries - Temporary	9,120	12,000	12,000	12,000
6050 - Benefits	217	-	-	-
6050.100 - Benefits - Social Security	5,731	6,761	7,085	7,085
6050.101 - Benefits - Medicare	1,340	1,581	1,657	1,657
6050.200 - Benefits - PERA	7,486	8,089	8,481	8,481
6050.550 - Benefits - Cell Phone Allowance	1,200	1,200	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	14,455	14,471	16,171	14,024
6080.100 - Group Life Insurance - Employer Contribution	327	378	432	355
6100 - Office Supplies	33	1,000	1,000	1,000
6120 - Operating Supplies	15	9,500	9,500	9,500
6120.101 - Operating Supplies - Public Ed & Outreach Prj	-	5,000	5,000	5,000
6120.102 - Operating Supplies - Motor Fuels & Lubricants	432,321	454,000	454,000	454,000
6500.100 - Employee Development - Training	1,100	3,500	3,500	3,500
6550 - Mileage & Parking Reimbursement	302	500	500	500
6600 - Meetings	-	250	250	250
6700 - Dues & Subscriptions	9,500	11,000	12,000	12,000
7000 - Professional Services	7,475	-	-	-
7003 - Legal	-	1,000	1,500	1,500
7015 - Transit Services	3,892,539	4,197,811	4,357,727	4,357,727
7015.100 - Transit Services - Special Events/Public Outreach	2,448	-	-	-
7100.100 - Communications - Postage	3	500	500	500
7100.102 - Communications - Data Communications	-	15,000	15,000	15,000
7200 - Printing & Publishing	3,360	6,000	6,000	6,000
7400.100 - Utilities - Street Lights	-	3,000	3,000	3,000
7400.102 - Utilities - Natural Gas	559	500	650	650
7400.103 - Utilities - Water & Sewer	1,608	1,200	1,200	1,200
7400.108 - Utilities - Electric	17,541	20,271	20,879	20,879

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
7500.132 - Repair & Maint Services - Transit Facility	61,565	160,000	180,000	180,000
7500.135 - Repair & Maint Services - Building Security	650	-	-	-
7500.200 - Repair & Maint Services - Software	2,151	-	-	21,700
7600 - Rentals	63,587	70,000	73,000	73,000
8000 - Non-Cap Equip (< 5K)	1,820	4,500	4,800	4,800
9000.101 - Allocations - Information Technology	36,675	40,191	41,208	41,208
9000.102 - Allocations - Facilities Management	1,298	1,337	1,377	1,377
9000.103 - Allocations - General Fund Administrative	25,637	26,406	27,198	27,198
9000.110 - Allocations - Risk Mgmt - OH, Premium	3,638	3,982	3,991	3,991
9500 - Transfers Out	-	60,074	44,136	57,160
9918 - Contingency	-	-	809	809
9920 - Bank Fees	1,537	500	1,500	1,500
9920.100 - Bank Fees - Credit Card	57	50	100	100
Total	\$4,699,424	\$5,237,404	\$5,418,432	\$5,450,932

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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 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue				
4000.100 - Taxes - Property	\$3,769	\$6,150	\$6,454	\$6,454
4200.200 - Intergovern- Federal - Operating - CDBG	212,449	254,758	231,977	274,506
4200.210 - Intergovern- Federal - Operating - REHAB Loan Repayment	21,228	20,000	30,000	40,000
4200.211 - Intergovern- Federal - Operating - FTHB Loan Repayment	18,165	15,000	15,000	15,000
4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	-	-	-	-
4700.100 - Interest Income - Investments	1,218	600	600	1,000
4700.150 - Interest Income - Operating Account	18	-	-	-
Total	\$256,846	\$296,508	\$284,031	\$336,960

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	6000 - Salaries	(\$237)	-	-	-
	6000.100 - Salaries - Regular	30,381	38,824	41,117	41,117
	6050 - Benefits	(36)	-	-	-
	6050.100 - Benefits - Social Security	1,592	2,407	2,550	2,550
	6050.101 - Benefits - Medicare	372	563	595	595
	6050.200 - Benefits - PERA	2,279	2,912	3,085	3,083
	6060.100 - Medical Insurance - Employer Contribution	6,772	7,235	8,085	7,012
	6080.100 - Group Life Insurance - Employer Contribution	42	45	50	40
	6100 - Office Supplies	-	300	300	300
	6500.100 - Employee Development - Training	974	1,505	1,473	1,318
	6550 - Mileage & Parking Reimbursement	-	150	150	150
	7000 - Professional Services	-	1,542	932	2,325
	7003 - Legal	-	3,000	2,000	2,000
	7004 - Audit Fees	3,175	3,500	3,500	3,500
	7013 - Record Retention	-	300	-	-
	7100.100 - Communications - Postage	210	500	500	500
	7200 - Printing & Publishing	141	100	100	100
	9000.101 - Allocations - Information Technology	3,261	3,636	3,712	3,712
	9000.102 - Allocations - Facilities Management	1,298	1,337	1,377	1,377
	9000.110 - Allocations - Risk Mgmt - OH, Premium	168	326	332	332
	9000.111 - Allocations - Risk Mgmt - Claims	-	851	1,033	1,033
	9910 - Housing Loans	188,519	146,614	126,711	176,641
	9911 - Grant Awards	68,515	80,836	86,000	89,250
	9918 - Contingency	-	-	404	-
	9920 - Bank Fees	6	25	25	25
	Total	\$307,429	\$296,508	\$284,031	\$336,960

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue	4200.101 - Intergovern- Federal - Operating - Section 8 - HUD Direct	\$1,593,317	\$1,629,000	\$1,647,250	\$1,647,250
	4200.106 - Intergovern- Federal - Operating - Section 8 - Mainstream Vouchers	88,560	85,000	87,000	87,000
	4200.107 - Intergovern- Federal - Operating - Section 8 - Fraud Recovery	7,777	3,800	2,000	4,500
	4200.109 - Intergovern- Federal - Operating - HUD Direct Administration	171,293	155,000	157,000	157,000
	4200.111 - Intergovern- Federal - Operating - Mainstream Administration	11,699	12,000	13,000	13,000
	4270.300 - Intergovern-Local-Operating Section 8 - Rent Port	1,057,086	1,150,000	1,200,000	1,200,000
	4270.301 - Intergovern-Local-Operating Section 8 - Admin Port	73,608	80,000	82,000	82,000
	4700.150 - Interest Income - Operating Account	242	-	-	250
	4900 - Transfers In	-	27,464	37,217	22,704
	Total	\$3,003,582	\$3,142,264	\$3,225,467	\$3,213,704

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	6000 - Salaries	(\$934)	-	-	-
	6000.100 - Salaries - Regular	173,536	180,659	186,941	179,838
	6050 - Benefits	(141)	-	-	-
	6050.100 - Benefits - Social Security	10,377	11,200	11,590	11,149
	6050.101 - Benefits - Medicare	2,427	2,620	2,711	2,608
	6050.200 - Benefits - PERA	13,015	13,549	14,021	13,488
	6060.100 - Medical Insurance - Employer Contribution	18,845	19,581	21,623	19,121
	6070.100 - Dental Insurance - Employer Contribution	2,377	2,221	2,223	2,217
	6080.100 - Group Life Insurance - Employer Contribution	303	338	373	301
	6100 - Office Supplies	90	100	100	100
	6500.100 - Employee Development - Training	645	1,000	1,000	1,000
	6550 - Mileage & Parking Reimbursement	278	150	150	150
	6700 - Dues & Subscriptions	-	750	750	750
	7000 - Professional Services	637	3,000	3,000	3,000
	7003 - Legal	-	500	500	500
	7004 - Audit Fees	7,707	8,000	8,000	8,000
	7005 - Accounting	3,120	4,250	4,500	4,500
	7100.100 - Communications - Postage	1,867	4,000	4,100	4,100
	7200 - Printing & Publishing	106	1,000	1,000	1,000
	9000.101 - Allocations - Information Technology	21,540	18,765	19,129	19,129
	9000.102 - Allocations - Facilities Management	1,731	1,783	1,836	1,836
	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,421	798	817	817
	9908.100 - Section 8 Fees - Project Based	151,812	150,000	153,000	153,000
	9908.102 - Section 8 Fees - Port-Out Rent Assist	124,027	105,000	108,000	108,000
	9908.103 - Section 8 Fees - Port-Out Admin Fee	12,803	12,000	14,000	14,000
	9908.104 - Section 8 Fees - Port-In Vouchers	1,057,086	1,150,000	1,200,000	1,200,000
	9908.105 - Section 8 Fees - Mainstream M/C	101,977	107,000	109,000	109,000
	9908.106 - Section 8 Fees - Mainstream M5 (HUD)	90,019	85,000	87,000	87,000
	9908.107 - Section 8 Fees - Rental Vouchers	1,173,710	1,208,000	1,217,000	1,217,000

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9908.108 - Section 8 Fees - Enhanced Rental	51,574	51,000	52,000	52,000
	9918 - Contingency	-	-	1,103	-
	9920 - Bank Fees	-	-	-	100
	9920.100 - Bank Fees - Credit Card	17	-	-	-
	Total	\$3,021,973	\$3,142,264	\$3,225,467	\$3,213,704

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue	4000.100 - Taxes - Property	\$564,830	\$574,369	\$584,074	\$584,074
	4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	8	-	-	-
	4320 - Rental Fees	9,900	9,900	9,900	9,900
	4600 - Contributions - Operating	400	-	-	-
	4700.100 - Interest Income - Investments	31,981	25,000	27,000	27,000
	4700.150 - Interest Income - Operating Account	999	-	-	500
	4700.300 - Interest Income - Notes	5,260	-	-	-
	4820 - Loan Repayments	6,447	7,500	7,500	7,500
	4900 - Transfers In	-	-	-	5,000
	4900.258 - Transfers In - HRA General	-	7,000	5,000	-
	Total	\$619,825	\$623,769	\$633,474	\$633,974

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	6000 - Salaries	\$3,320	-	-	-
	6000.100 - Salaries - Regular	187,448	200,753	207,912	208,503
	6050 - Benefits	503	-	-	-
	6050.100 - Benefits - Social Security	11,047	12,148	12,536	12,535
	6050.101 - Benefits - Medicare	2,650	2,937	3,041	3,048
	6050.200 - Benefits - PERA	14,058	15,057	15,592	15,638
	6050.550 - Benefits - Cell Phone Allowance	1,440	1,440	1,440	1,440
	6050.560 - Benefits - IPAD allowance	-	60	60	-
	6050.570 - Benefits - Car Allowance	240	240	240	240
	6060.100 - Medical Insurance - Employer Contribution	20,175	20,751	23,302	21,149
	6070.100 - Dental Insurance - Employer Contribution	1,694	1,605	1,590	1,590
	6080.100 - Group Life Insurance - Employer Contribution	585	660	727	613
	6100 - Office Supplies	-	500	500	500
	6130 - Repair & Maint Supplies	-	200	200	200
	6500.100 - Employee Development - Training	991	3,200	3,200	3,200
	6550 - Mileage & Parking Reimbursement	-	100	100	100
	6700 - Dues & Subscriptions	816	1,700	1,700	1,700
	7000 - Professional Services	22,880	15,000	15,000	15,000
	7000.300 - Professional Services - Architectural Design Program	950	2,000	2,000	1,000
	7003 - Legal	2,838	5,500	5,500	5,500
	7004 - Audit Fees	1,812	2,000	2,000	2,000
	7100.100 - Communications - Postage	-	500	750	750
	7200 - Printing & Publishing	-	1,308	957	957
	7500 - Repair & Maint Services	8,746	8,000	5,000	6,000
	9000.101 - Allocations - Information Technology	11,671	12,051	12,236	12,236
	9000.102 - Allocations - Facilities Management	11,901	12,258	12,626	12,626
	9000.110 - Allocations - Risk Mgmt - OH, Premium	983	710	727	727
	9500 - Transfers Out	-	1,920	5,147	8,516
	9500.850 - Transfers Out - Plymouth Town Square	170,000	174,337	177,506	177,506

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9500.851 - Transfers Out - Vicksburg Crossing	18,000	46,134	40,000	40,000
	9900 - Miscellaneous	81,565	80,000	80,000	80,000
	9918 - Contingency	-	-	1,185	-
	9920 - Bank Fees	449	700	700	700
	Total	\$576,762	\$623,769	\$633,474	\$633,974

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue	4150.450 - Permits - Water	\$23,519	\$8,847	\$9,157	-
	4330.100 - Utility Charges - Water - Base	1,120,201	1,186,337	1,240,906	1,212,376
	4330.101 - Utility Charges - Water - Residential	3,607,561	3,592,014	3,736,499	3,642,450
	4330.102 - Utility Charges - Water - Commercial	1,327,312	1,666,454	1,724,780	1,746,100
	4330.103 - Utility Charges - Water Demand - Commercial	545,275	558,805	578,363	572,598
	4330.600 - Utility Charges - Fire Hydrant Inspection	28,158	66,524	68,852	30,000
	4330.800 - Utility Charges - Penalties	65,685	40,000	40,000	40,000
	4350 - General Services	41,800	-	-	12,000
	4350.119 - General Services - Antennae Charges	137,965	149,435	154,666	154,666
	4360.104 - Items for Resale - Water Meter / Horns	170,054	133,046	137,703	137,703
	4620 - Contributions - Capital	3,323,134	1,000,000	600,000	600,000
	4700.100 - Interest Income - Investments	40,313	25,000	25,000	30,000
	4700.150 - Interest Income - Operating Account	1,445	-	-	1,000
	4700.200 - Interest Income - Special Assessments	4,403	-	-	1,320
	4800 - Other Revenues	12,914	-	-	10,000
	4801 - Administrative Fee	1,186	-	-	1,500
	4805 - Gain (Loss) of Capital Asset	(18,180)	-	-	-
	4900 - Transfers In	-	-	-	118,901
	4900.420 - Transfers In - Water Sewer Construction	346,560	-	-	-
	Total	\$10,779,306	\$8,426,462	\$8,315,926	\$8,310,614

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	6000 - Salaries	(\$11,282)	-	-	-
	6000.100 - Salaries - Regular	785,039	918,607	975,478	997,253
	6000.200 - Salaries - Temporary	18,973	20,408	20,420	28,248
	6020.100 - Overtime - Regular	98,539	95,000	95,000	95,000
	6030.100 - Other Pay - Comp Time	237	1,000	1,000	1,000
	6030.200 - Other Pay - Premium Pay	88	300	300	700
	6030.300 - Other Pay - Equipment Pay	211	200	200	300
	6050 - Benefits	(1,709)	-	-	-
	6050.100 - Benefits - Social Security	54,248	64,024	67,481	69,344
	6050.101 - Benefits - Medicare	12,713	15,036	15,861	16,306
	6050.200 - Benefits - PERA	66,408	77,663	81,929	84,190
	6050.302 - Benefits - Unemployment	6,615	6,500	6,500	6,700
	6050.550 - Benefits - Cell Phone Allowance	1,310	1,380	1,380	1,680
	6050.570 - Benefits - Car Allowance	125	120	120	240
	6060.100 - Medical Insurance - Employer Contribution	116,237	148,222	170,829	149,698
	6070.100 - Dental Insurance - Employer Contribution	8,591	10,858	11,262	9,638
	6080.100 - Group Life Insurance - Employer Contribution	1,167	1,498	1,672	1,477
	6100 - Office Supplies	609	15,000	15,000	5,000
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	9,858	20,000	20,000	10,000
	6130.100 - Repair & Maint Supplies - Equipment Parts	53,901	110,000	110,000	110,000
	6130.101 - Repair & Maint Supplies - Horticulture	311	6,000	6,000	6,000
	6130.105 - Repair & Maint Supplies - Paint	1,930	2,500	2,500	2,500
	6130.111 - Repair & Maint Supplies - Chemicals	185,058	400,000	400,000	300,000
	6130.112 - Repair & Maint Supplies - Water Mains	22,416	55,000	55,000	55,000
	6130.114 - Repair & Maint Supplies - Meter Parts	170,996	50,000	50,000	85,000
	6130.115 - Repair & Maint Supplies - Hydrant Markers	4,163	2,500	2,500	2,500
	6130.116 - Repair & Maint Supplies - Water Valves & Curb Stops	82,282	100,000	100,000	100,000
	6130.117 - Repair & Maint Supplies - Hydrant Parts	21,387	17,500	17,500	17,500
	6140.102 - Miscellaneous Supplies - Safety Equipment	1,391	5,000	5,000	5,000

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6500.100 - Employee Development - Training	7,723	8,000	8,000	10,000
6550 - Mileage & Parking Reimbursement	151	-	-	-
6700 - Dues & Subscriptions	3,553	5,000	5,000	5,000
7000 - Professional Services	78,966	150,000	150,000	150,000
7004 - Audit Fees	3,537	3,900	3,900	3,900
7017 - Laundered Uniforms	2,751	4,000	4,000	2,500
7100.100 - Communications - Postage	27,030	29,000	29,000	29,000
7200 - Printing & Publishing	10,377	5,000	5,000	9,000
7400.102 - Utilities - Natural Gas	33,320	40,000	40,000	40,000
7400.103 - Utilities - Water & Sewer	4,654	4,100	4,100	4,100
7400.104 - Utilities - Solid Waste	2,390	3,500	3,500	3,500
7400.106 - Utilities - Water Connection Fee	147,032	150,000	150,000	150,000
7400.107 - Utilities - State Summer Water Surcharge	11,927	25,000	25,000	25,000
7400.108 - Utilities - Electric	723,358	730,000	730,000	730,000
7500.101 - Repair & Maint Services - Lawn Maint	22,849	25,000	25,000	25,000
7500.115 - Repair & Maint Services - Pull Wells	27,252	60,000	60,000	60,000
7500.117 - Repair & Maint Services - MN Health Samples	8,065	9,000	9,000	9,000
7500.118 - Repair & Maint Services - Janitorial Services	238	-	-	-
7500.120 - Repair & Maint Services - Water Withdrawal Permit	23,065	35,000	35,000	25,000
7500.121 - Repair & Maint Services - Zachary Plant	47,272	55,000	55,000	55,000
7500.122 - Repair & Maint Services - Central Plant	59,116	45,000	45,000	45,000
7500.123 - Repair & Maint Services - Gopher State One Call	27,291	55,000	55,000	55,000
7500.130 - Repair & Maint Services - Building Maint	649	-	-	-
7500.135 - Repair & Maint Services - Building Security	1,580	-	-	-
7500.144 - Repair & Maint Services - Water Main Repair	533,003	600,000	600,000	600,000
7500.145 - Repair & Maint Services - Sewer Main Repair	16,937	-	-	-
7500.202 - Repair & Maint Services - Equipment Maint	27,075	95,000	95,000	95,000
7600 - Rentals	1,975	2,000	2,000	2,000
8000 - Non-Cap Equip (< 5K)	5,601	12,000	12,000	12,000

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
8050 - Cap Equip (\$5K - \$25K)	-	6,500	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	61,000	-	115,000
8100.800 - Capital Outlay (> 5K) - Construction Projects	-	1,290,000	2,001,406	3,112,000
8500 - Depreciation	2,512,590	-	-	-
8920 - Debt Service - Interest	31,319	32,624	2,513	2,513
9000.101 - Allocations - Information Technology	128,375	139,169	141,711	141,711
9000.102 - Allocations - Facilities Management	89,779	92,473	95,247	95,247
9000.103 - Allocations - General Fund Administrative	296,007	304,887	314,035	314,035
9000.107 - Allocations - Central Equipment	161,878	166,735	171,737	171,737
9000.110 - Allocations - Risk Mgmt - OH, Premium	21,404	18,427	18,564	18,564
9000.111 - Allocations - Risk Mgmt - Claims	14,279	22,268	27,033	27,033
9500 - Transfers Out	-	1,993,563	1,147,554	-
9500.412 - Transfers Out - Utility Trunk Replacement	549,463	-	-	-
9500.413 - Transfers Out - Improvement Project Construction	527,419	-	-	-
9500.420 - Transfers Out - Water Sewer Construction	153,026	-	-	-
9900 - Miscellaneous	28	-	-	-
9913 - Licenses & Permits	2,640	-	-	-
9917 - Bad Debt	1,164	-	-	-
9918 - Contingency	-	-	8,694	-
9920 - Bank Fees	5,115	1,000	1,000	5,500
9920.100 - Bank Fees - Credit Card	1,370	3,000	3,000	2,000
Total	\$8,066,404	\$8,426,462	\$8,315,926	\$8,310,614

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue				
4290 - Intergovern-Other	\$6,500	-	-	-
4330.400 - Utility Charges - Wtr Res - Residential	1,686,902	1,651,713	1,796,431	1,751,982
4330.401 - Utility Charges - Wtr Res - Commercial	1,501,278	1,800,421	1,935,452	1,730,995
4330.800 - Utility Charges - Penalties	31,059	20,000	20,000	30,000
4620 - Contributions - Capital	3,929,636	700,000	700,000	700,000
4700.100 - Interest Income - Investments	44,218	25,000	15,000	20,000
4700.150 - Interest Income - Operating Account	1,488	-	-	1,000
4800 - Other Revenues	5,423	3,000	3,000	3,000
4801 - Administrative Fee	28,812	20,000	20,000	20,000
4805 - Gain (Loss) of Capital Asset	(17,889)	-	-	-
4900 - Transfers In	-	1,569,176	-	-
4900.421 - Transfers In - Enterprise - Other Construction	391,675	-	-	-
Total	\$7,609,100	\$5,789,310	\$4,489,883	\$4,256,977

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	6000 - Salaries	(\$4,152)	-	-	-
	6000.100 - Salaries - Regular	550,538	564,751	604,963	649,224
	6000.200 - Salaries - Temporary	-	15,000	15,000	17,000
	6020.100 - Overtime - Regular	11,202	20,000	20,000	20,000
	6030.100 - Other Pay - Comp Time	-	-	-	200
	6030.200 - Other Pay - Premium Pay	100	-	-	700
	6030.300 - Other Pay - Equipment Pay	2,085	-	-	2,300
	6050 - Benefits	(629)	-	-	-
	6050.100 - Benefits - Social Security	33,817	37,128	39,573	42,602
	6050.101 - Benefits - Medicare	7,928	8,726	9,308	10,020
	6050.200 - Benefits - PERA	41,545	44,981	47,999	51,707
	6050.550 - Benefits - Cell Phone Allowance	1,604	1,644	1,644	1,320
	6050.560 - Benefits - IPAD allowance	300	300	300	225
	6050.570 - Benefits - Car Allowance	63	60	60	120
	6060.100 - Medical Insurance - Employer Contribution	78,330	86,344	102,496	104,861
	6070.100 - Dental Insurance - Employer Contribution	5,354	5,038	5,465	7,869
	6080.100 - Group Life Insurance - Employer Contribution	1,037	1,194	1,356	1,104
	6100 - Office Supplies	1,808	1,200	1,200	2,000
	6120.101 - Operating Supplies - Public Ed & Outreach Prj	22,248	30,000	30,000	30,000
	6130 - Repair & Maint Supplies	37	-	-	-
	6130.101 - Repair & Maint Supplies - Horticulture	3,467	20,000	20,000	5,000
	6130.107 - Repair & Maint Supplies - Concrete & Asphalt	16	25,000	25,000	15,000
	6130.110 - Repair & Maint Supplies - Drainage	29,852	130,000	130,000	130,000
	6140.101 - Miscellaneous Supplies - Clothing	-	-	-	1,750
	6140.102 - Miscellaneous Supplies - Safety Equipment	6,652	7,500	7,500	7,500
	6500.100 - Employee Development - Training	465	2,000	2,000	2,000
	6550 - Mileage & Parking Reimbursement	-	100	100	100
	6600 - Meetings	657	100	100	100
	6700 - Dues & Subscriptions	300,943	320,000	325,000	330,000

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	7000 - Professional Services	63,747	100,000	100,000	100,000
	7003 - Legal	-	2,000	2,000	-
	7011 - Soil Boring & Testing	7,625	7,500	7,500	7,500
	7017 - Laundered Uniforms	1,198	-	-	1,100
	7100.100 - Communications - Postage	104	1,000	1,000	1,000
	7200 - Printing & Publishing	223	500	500	500
	7400.102 - Utilities - Natural Gas	1,641	1,500	1,500	1,500
	7400.108 - Utilities - Electric	8,368	10,000	10,000	10,000
	7500.102 - Repair & Maint Services - Weed Control	1,500	5,000	5,000	5,000
	7500.111 - Repair & Maint Services - Street Cleaning	123,728	130,000	130,000	15,000
	7500.112 - Repair & Maint Services - Drainway Maint	6,863	125,000	125,000	125,000
	7500.113 - Repair & Maint Services - Curb Raising & Curb Work	69,234	200,000	200,000	200,000
	7500.116 - Repair & Maint Services - Water Samples	68,674	45,000	50,000	50,000
	7600 - Rentals	13,488	30,000	30,000	25,000
	8000 - Non-Cap Equip (< 5K)	11,266	15,000	15,000	15,000
	8100.200 - Capital Outlay (> 5K) - Infrastructure	-	70,000	110,000	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	61,000	-	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	3,285,000	1,003,000	1,553,000
	8500 - Depreciation	481,429	-	-	-
	9000.101 - Allocations - Information Technology	35,682	44,299	45,018	45,018
	9000.102 - Allocations - Facilities Management	38,027	39,168	40,342	40,342
	9000.103 - Allocations - General Fund Administrative	109,908	113,205	116,601	116,601
	9000.107 - Allocations - Central Equipment	162,762	167,645	172,674	172,674
	9000.110 - Allocations - Risk Mgmt - OH, Premium	8,791	6,875	6,938	6,938
	9000.111 - Allocations - Risk Mgmt - Claims	-	6,952	8,440	8,440
	9500 - Transfers Out	-	-	913,495	320,562
	9500.413 - Transfers Out - Improvement Project Construction	55,753	-	-	-
	9500.421 - Transfers Out - Enterprise - Other Construction	446,466	-	-	-
	9500.600 - Transfers Out - Central Equipment	56,700	-	-	-

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9917 - Bad Debt	334	-	-	-
	9918 - Contingency	-	-	5,211	-
	9920 - Bank Fees	2,460	1,000	1,000	3,500
	9920.100 - Bank Fees - Credit Card	256	600	600	600
	Total	\$2,871,494	\$5,789,310	\$4,489,883	\$4,256,977

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue				
4150.400 - Permits - Sewer	\$21,205	\$9,394	\$9,957	-
4270.200 - Intergovern-Local-Operating - Lift Station Maint Fees	35,593	27,810	28,644	28,644
4330.200 - Utility Charges - Sewer - Base	1,665,537	1,777,610	1,904,729	1,858,846
4330.201 - Utility Charges - Sewer - Residential	5,089,955	5,280,831	5,635,396	5,290,312
4330.202 - Utility Charges - Sewer - Commercial	1,811,938	1,898,288	2,012,186	2,013,903
4330.800 - Utility Charges - Penalties	82,928	65,000	65,000	65,000
4620 - Contributions - Capital	3,021,709	-	-	-
4700.100 - Interest Income - Investments	44,750	25,000	25,000	30,000
4700.150 - Interest Income - Operating Account	1,353	-	-	700
4800 - Other Revenues	17,231	18,000	18,000	18,000
4801 - Administrative Fee	8,746	3,000	3,000	8,000
4807 - Refunds & Reimbursements	4,438	-	-	-
4900 - Transfers In	-	1,590,695	1,033,443	1,506,128
4900.412 - Transfers In - Utility Trunk Replacement	415,444	-	-	-
4900.420 - Transfers In - Water Sewer Construction	1,388,021	-	-	-
Total	\$13,608,847	\$10,695,628	\$10,735,355	\$10,819,533

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$7,085)	-	-	-
6000.100 - Salaries - Regular	508,445	557,435	601,400	619,970
6000.200 - Salaries - Temporary	-	-	-	7,828
6020.100 - Overtime - Regular	31,990	22,000	22,000	22,000
6030.100 - Other Pay - Comp Time	349	1,000	1,000	1,000
6030.200 - Other Pay - Premium Pay	113	300	300	700
6030.300 - Other Pay - Equipment Pay	216	200	200	400
6050 - Benefits	(1,073)	-	-	-
6050.100 - Benefits - Social Security	32,513	35,629	38,232	39,877
6050.101 - Benefits - Medicare	7,624	8,441	9,073	9,474
6050.200 - Benefits - PERA	39,304	43,571	46,870	48,893
6050.550 - Benefits - Cell Phone Allowance	640	780	780	1,080
6050.570 - Benefits - Car Allowance	250	240	240	480
6060.100 - Medical Insurance - Employer Contribution	72,969	84,827	100,080	92,301
6070.100 - Dental Insurance - Employer Contribution	6,661	7,819	8,209	7,187
6080.100 - Group Life Insurance - Employer Contribution	822	1,026	1,155	1,047
6100 - Office Supplies	414	10,000	10,000	4,000
6120.102 - Operating Supplies - Motor Fuels & Lubricants	528	5,000	5,000	500
6130.100 - Repair & Maint Supplies - Equipment Parts	150,659	115,000	115,000	115,000
6130.101 - Repair & Maint Supplies - Horticulture	113	2,000	2,000	2,000
6130.105 - Repair & Maint Supplies - Paint	1,450	1,500	1,500	1,500
6130.113 - Repair & Maint Supplies - Sewer Mains	-	6,000	6,000	2,000
6140.102 - Miscellaneous Supplies - Safety Equipment	3,112	5,000	5,000	5,000
6500.100 - Employee Development - Training	4,705	6,000	6,000	8,000
7000 - Professional Services	24,887	70,000	70,000	70,000
7004 - Audit Fees	3,537	3,900	3,900	3,900
7017 - Laundered Uniforms	1,028	2,300	2,300	1,500
7100.100 - Communications - Postage	26,976	28,000	28,000	28,000
7200 - Printing & Publishing	9,353	-	-	10,000

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	7400.102 - Utilities - Natural Gas	4,206	5,000	5,000	5,000
	7400.103 - Utilities - Water & Sewer	4,654	4,000	4,000	4,000
	7400.108 - Utilities - Electric	88,138	80,000	80,000	80,000
	7500.127 - Repair & Maint Services - Metro Sewer Board	5,661,557	5,967,281	6,289,515	6,334,830
	7500.136 - Repair & Maint Services - Manhole Sealing	3,760	90,000	90,000	90,000
	7500.138 - Repair & Maint Services - Maple Grove Sewer Agreement	225,919	233,800	248,430	215,000
	7500.145 - Repair & Maint Services - Sewer Main Repair	27,494	50,000	50,000	30,000
	7500.202 - Repair & Maint Services - Equipment Maint	3,919	40,000	40,000	40,000
	8000 - Non-Cap Equip (< 5K)	1,498	6,000	6,000	5,000
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	50,000	-	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	2,410,000	2,070,000	2,145,000
	8500 - Depreciation	1,256,013	-	-	-
	9000.101 - Allocations - Information Technology	55,140	70,979	72,115	72,115
	9000.102 - Allocations - Facilities Management	37,062	38,174	39,319	39,319
	9000.103 - Allocations - General Fund Administrative	404,384	416,516	429,011	429,011
	9000.107 - Allocations - Central Equipment	188,409	194,062	199,884	199,884
	9000.110 - Allocations - Risk Mgmt - OH, Premium	15,467	14,176	14,281	14,281
	9000.111 - Allocations - Risk Mgmt - Claims	1,461	3,672	4,456	4,456
	9500.413 - Transfers Out - Improvement Project Construction	305,357	-	-	-
	9500.420 - Transfers Out - Water Sewer Construction	1,319,105	-	-	-
	9917 - Bad Debt	497	-	-	-
	9918 - Contingency	-	-	5,105	-
	9920 - Bank Fees	5,905	1,000	1,000	5,000
	9920.100 - Bank Fees - Credit Card	1,518	3,000	3,000	3,000
	Total	\$10,531,958	\$10,695,628	\$10,735,355	\$10,819,533

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue	4100.400 - Licenses - Garbage Hauler	\$4,771	\$4,975	\$4,975	\$4,975
	4250 - Intergovern-County-Operating	199,942	152,000	130,000	130,000
	4270 - Intergovern-Local-Operating	5,837	5,837	5,837	5,837
	4330.300 - Utility Charges - Solid Waste	652,981	743,460	826,056	811,998
	4330.800 - Utility Charges - Penalties	7,274	4,500	4,500	4,500
	4700.100 - Interest Income - Investments	21,768	20,000	20,000	20,000
	4700.150 - Interest Income - Operating Account	616	-	-	300
	4800 - Other Revenues	100,929	12,000	12,000	15,000
	4807.101 - Refunds & Reimbursements - Restitution	528	-	-	-
	4900 - Transfers In	-	214,766	188,595	289,010
	Total	\$994,647	\$1,157,538	\$1,191,963	\$1,281,620

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$2,479)	-	-	-
6000.100 - Salaries - Regular	65,547	69,157	71,553	88,365
6000.200 - Salaries - Temporary	29,159	32,222	33,705	33,705
6020.100 - Overtime - Regular	4,908	7,000	7,000	7,000
6050 - Benefits	(376)	-	-	-
6050.100 - Benefits - Social Security	5,824	6,637	6,852	7,907
6050.101 - Benefits - Medicare	1,362	1,573	1,631	1,881
6050.200 - Benefits - PERA	6,602	5,711	5,891	7,152
6050.550 - Benefits - Cell Phone Allowance	25	60	60	360
6050.560 - Benefits - IPAD allowance	-	-	-	75
6050.570 - Benefits - Car Allowance	63	60	60	120
6060.100 - Medical Insurance - Employer Contribution	11,653	15,431	17,145	22,974
6070.100 - Dental Insurance - Employer Contribution	440	577	572	1,704
6080.100 - Group Life Insurance - Employer Contribution	131	152	165	226
6100 - Office Supplies	-	-	50	50
6120 - Operating Supplies	7,750	2,700	2,700	2,700
6120.101 - Operating Supplies - Public Ed & Outreach Prj	1,224	2,300	2,300	2,200
6140 - Miscellaneous Supplies	-	200	200	200
6140.101 - Miscellaneous Supplies - Clothing	100	100	100	100
6140.102 - Miscellaneous Supplies - Safety Equipment	280	300	300	300
6500.100 - Employee Development - Training	25	-	-	-
6500.104 - Employee Development - Conf & Seminars	-	400	400	400
6550 - Mileage & Parking Reimbursement	-	50	50	50
6700 - Dues & Subscriptions	10	400	400	400
7000 - Professional Services	42,326	40,000	40,000	53,500
7003 - Legal	-	1,000	1,000	500
7100.100 - Communications - Postage	4	50	500	100
7200 - Printing & Publishing	-	1,000	1,000	2,000
7400.104 - Utilities - Solid Waste	838,869	900,000	925,000	975,000

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses 7400.105 - Utilities - Yard Waste	701	500	500	500
8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	12,937	-	-	-
8100.450 - Capital Outlay (> 5K) - Capitalize Improvements	(12,937)	-	-	-
8500 - Depreciation	4,893	-	-	-
9000.101 - Allocations - Information Technology	3,774	4,026	4,130	4,130
9000.102 - Allocations - Facilities Management	4,025	4,146	4,270	4,270
9000.103 - Allocations - General Fund Administrative	55,348	57,008	58,718	58,718
9000.107 - Allocations - Central Equipment	1,516	1,561	1,608	1,608
9000.110 - Allocations - Risk Mgmt - OH, Premium	914	417	425	425
9913.100 - Licenses & Permits - Yard Waste	1,200	1,500	1,500	1,500
9917 - Bad Debt	48	-	-	-
9918 - Contingency	-	-	878	-
9920 - Bank Fees	718	1,000	1,000	1,000
9920.100 - Bank Fees - Credit Card	672	300	300	500
Total	\$1,087,256	\$1,157,538	\$1,191,963	\$1,281,620

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue				
4310.101 - Program Fees - Subsidized Recreation	-	\$600	\$600	-
4310.102 - Program Fees - Open Freestyle	384	800	900	-
4310.104 - Program Fees - Open Skating	14,080	15,000	15,000	14,100
4310.105 - Program Fees - Open Hockey	4,220	6,500	6,500	4,500
4310.106 - Program Fees - Figure Skating Classes	105,260	110,000	111,000	108,000
4310.108 - Program Fees - High School Hockey Games	25,739	28,000	29,000	29,000
4320.101 - Rental Fees - Ice Rental	1,132,148	1,180,000	1,200,000	1,200,000
4320.102 - Rental Fees - Skate Rental	9,908	10,000	10,000	10,000
4320.106 - Rental Fees - Training Facility Rental	72,495	73,759	75,972	75,972
4320.200 - Rental Fees - Meeting Rooms	-	3,600	3,800	2,500
4350.108 - General Services - Advertisements	29,381	32,000	33,000	28,000
4350.116 - General Services - Vending Machine	-	14,000	14,000	-
4350.117 - General Services - Skate Sharpening	2,129	2,400	2,400	2,400
4350.118 - General Services - Pro Shop Sales	603	600	600	600
4360.114 - Items for Resale - Concessions	120,950	135,000	135,000	135,000
4620 - Contributions - Capital	1,154,344	85,976	85,976	85,976
4700.100 - Interest Income - Investments	21,716	16,000	17,000	17,000
4700.150 - Interest Income - Operating Account	418	-	-	350
4800 - Other Revenues	550	500	600	600
4800.400 - Other Revenues - Commissions	18,907	-	-	15,000
4801 - Administrative Fee	25	25	50	50
4804 - Sale of Asset	750	-	25,000	25,000
4807 - Refunds & Reimbursements	2,725	-	-	-
4807.103-Refunds & Reimbursements-Utility Reimbursement	5,840	10,000	10,000	6,500
4900.400 - Transfers In - General Capital Projects	30,699	-	-	-
Total	\$2,753,272	\$1,724,760	\$1,776,398	\$1,760,548

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$21,808)	-	-	-
6000.100 - Salaries - Regular	334,481	310,764	322,838	313,412
6000.200 - Salaries - Temporary	172,018	178,080	179,195	179,195
6020.100 - Overtime - Regular	-	100	100	100
6050 - Benefits	(3,304)	-	-	-
6050.100 - Benefits - Social Security	31,645	30,430	31,248	30,694
6050.101 - Benefits - Medicare	7,401	7,117	7,308	7,178
6050.200 - Benefits - PERA	29,925	34,516	35,421	36,014
6050.302 - Benefits - Unemployment	128	1,500	1,500	500
6050.550 - Benefits - Cell Phone Allowance	2,022	1,872	1,872	2,352
6060.100 - Medical Insurance - Employer Contribution	45,554	44,590	50,578	45,845
6070.100 - Dental Insurance - Employer Contribution	4,235	3,583	3,605	2,754
6080.100 - Group Life Insurance - Employer Contribution	629	680	753	599
6100 - Office Supplies	551	400	400	400
6120 - Operating Supplies	22,246	19,450	22,650	22,650
6120.103 - Operating Supplies - Janitorial	15,294	-	-	-
6120.125 - Operating Supplies - Resale	47,569	57,000	57,500	57,500
6130.100 - Repair & Maint Supplies - Equipment Parts	18,187	11,000	13,100	13,100
6140.100 - Miscellaneous Supplies - Medical	153	200	200	200
6140.101 - Miscellaneous Supplies - Clothing	1,103	500	900	1,300
6500 - Employee Development	1,017	-	-	-
6500.100 - Employee Development - Training	314	2,275	2,375	3,575
6550 - Mileage & Parking Reimbursement	20	250	250	100
6700 - Dues & Subscriptions	570	700	700	700
7000 - Professional Services	47,092	50,344	50,344	50,344
7004 - Audit Fees	817	850	900	900
7100.100 - Communications - Postage	80	150	175	175
7100.102 - Communications - Data Communications	608	-	-	-
7200 - Printing & Publishing	123	-	-	-

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	7400.102 - Utilities - Natural Gas	56,996	60,000	60,000	62,000
	7400.103 - Utilities - Water & Sewer	32,957	32,000	33,000	33,000
	7400.104 - Utilities - Solid Waste	4,265	2,900	3,000	4,300
	7400.108 - Utilities - Electric	257,448	265,000	268,000	251,000
	7500.104 - Repair & Maint Services - Electrical	5,975	-	-	-
	7500.105 - Repair & Maint Services - Plumbing	551	-	-	-
	7500.130 - Repair & Maint Services - Building Maint	51,126	100,000	100,000	105,000
	7500.135 - Repair & Maint Services - Building Security	9,319	-	-	-
	7500.202 - Repair & Maint Services - Equipment Maint	40,557	-	-	-
	7600 - Rentals	3,006	1,800	2,000	2,000
	8000 - Non-Cap Equip (< 5K)	4,882	3,400	4,300	4,300
	8050 - Cap Equip (\$5K - \$25K)	-	28,000	20,000	20,000
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	18,483	40,000	150,000	300,000
	8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(18,483)	-	-	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	195,000	140,000	-
	8500 - Depreciation	473,349	-	-	-
	9000.101 - Allocations - Information Technology	76,618	86,329	87,966	87,966
	9000.103 - Allocations - General Fund Administrative	74,099	76,322	78,612	78,612
	9000.107 - Allocations - Central Equipment	493	507	522	522
	9000.110 - Allocations - Risk Mgmt - OH, Premium	(1,932)	(25,448)	(25,363)	(25,363)
	9000.111 - Allocations - Risk Mgmt - Claims	18,004	31,776	38,577	38,577
	9500 - Transfers Out	-	45,409	7,792	7,567
	9500.400 - Transfers Out - General Capital Projects	112,475	-	-	-
	9900 - Miscellaneous	(30)	-	-	-
	9900.100 - Miscellaneous - Cash Over/Short	152	-	-	-
	9903 - Scholarships	1,038	600	600	600
	9913 - Licenses & Permits	549	900	950	950
	9917 - Bad Debt	49	-	-	-
	9918 - Contingency	-	-	2,600	-

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9920 - Bank Fees	212	500	500	500
	9920.100 - Bank Fees - Credit Card	6,647	6,000	6,200	6,200
	9922 - Interest - Interfund Advances	21,506	17,414	13,230	13,230
	Total	\$2,008,981	\$1,724,760	\$1,776,398	\$1,760,548

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue	4310.100 - Program Fees - Recreation	\$30,832	\$25,000	\$25,000	\$25,000
	4320.100 - Rental Fees - Recreation	17,833	17,000	17,000	17,000
	4320.103 - Rental Fees - Field House Rental	338,704	350,000	350,000	350,000
	4350.108 - General Services - Advertisements	300	-	-	1,500
	4350.116 - General Services - Vending Machine	-	1,800	1,800	-
	4700.100 - Interest Income - Investments	33,877	18,000	18,000	18,000
	4700.150 - Interest Income - Operating Account	640	-	-	500
	4800 - Other Revenues	736	1,600	1,800	-
	4800.400 -Other Revenues - Commissions	599	-	-	1,300
	Total	\$423,521	\$413,400	\$413,600	\$413,300

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	6000 - Salaries	\$1,292	-	-	-
	6000.100 - Salaries - Regular	68,286	72,813	75,870	76,882
	6000.200 - Salaries - Temporary	25,802	33,400	34,400	34,400
	6030.100 - Other Pay - Comp Time	35	-	-	100
	6050 - Benefits	196	-	-	-
	6050.100 - Benefits - Social Security	5,730	6,620	6,873	6,954
	6050.101 - Benefits - Medicare	1,340	1,549	1,607	1,627
	6050.200 - Benefits - PERA	5,383	5,460	5,691	5,775
	6050.302 - Benefits - Unemployment	49	-	-	-
	6050.550 - Benefits - Cell Phone Allowance	576	576	576	768
	6060.100 - Medical Insurance - Employer Contribution	9,840	9,822	10,978	10,303
	6070.100 - Dental Insurance - Employer Contribution	735	684	685	683
	6080.100 - Group Life Insurance - Employer Contribution	168	194	220	180
	6120 - Operating Supplies	3,397	7,500	7,500	7,500
	6140.101 - Miscellaneous Supplies - Clothing	343	500	500	500
	6500.100 - Employee Development - Training	-	200	200	200
	7000 - Professional Services	21,586	20,000	20,000	22,000
	7004 - Audit Fees	817	900	900	900
	7200 - Printing & Publishing	72	-	-	-
	7400.102 - Utilities - Natural Gas	26,292	35,000	35,000	35,000
	7400.104 - Utilities - Solid Waste	646	1,000	1,000	1,000
	7400.108 - Utilities - Electric	24,857	28,000	28,000	28,000
	7500 - Repair & Maint Services	73	-	-	-
	7500.130 - Repair & Maint Services - Building Maint	4,022	15,000	15,000	10,000
	7600 - Rentals	-	3,000	3,000	3,000
	8050 - Cap Equip (\$5K - \$25K)	-	-	-	8,500
	8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	-	-	-	100,000
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	37,500	-	-
	8500 - Depreciation	63,745	-	-	-

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9000.101 - Allocations - Information Technology	5,281	5,655	5,820	5,820
	9000.103 - Allocations - General Fund Administrative	11,594	11,942	12,300	12,300
	9000.110 - Allocations - Risk Mgmt - OH, Premium	704	450	459	459
	9500 - Transfers Out	-	114,135	144,962	38,949
	9500.400 - Transfers Out - General Capital Projects	780,672	-	-	-
	9900 - Miscellaneous	13	-	-	-
	9917 - Bad Debt	35	-	-	-
	9918 - Contingency	-	-	559	-
	9920 - Bank Fees	321	500	500	500
	9920.100 - Bank Fees - Credit Card	19	1,000	1,000	1,000
	Total	\$1,063,919	\$413,400	\$413,600	\$413,300

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue	4300 - Charges for Services	\$24,147	-	-	\$20,000
	4380.303 - Allocation Charges - Central Equipment	3,350,572	3,451,089	3,554,622	3,554,622
	4620 - Contributions - Capital	416,814	-	-	-
	4700.100 - Interest Income - Investments	99,467	75,000	75,000	75,000
	4700.150 - Interest Income - Operating Account	3,521	-	-	2,500
	4800 - Other Revenues	1,132	-	-	-
	4804 - Sale of Asset	133,969	40,000	40,000	100,000
	4805 - Gain (Loss) of Capital Asset	(23,936)	-	-	-
	4807 - Refunds & Reimbursements	257	-	-	-
	4900 - Transfers In	-	235,630	-	-
	4900.100 - Transfers In - General	75,000	-	-	-
	4900.413 - Transfers In - Improvement Project Construction	75,487	-	-	-
	4900.510 - Transfers In - Water Resources	56,700	-	-	-
	4900.610 - Transfers In - Public Facilities	2,878	-	-	-
	Total	\$4,216,009	\$3,801,719	\$3,669,622	\$3,752,122

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	(\$19,942)	-	-	-
6000.100 - Salaries - Regular	313,454	339,306	352,702	362,786
6020.100 - Overtime - Regular	2,119	10,000	10,000	10,000
6030.100 - Other Pay - Comp Time	63	-	-	1,000
6030.200 - Other Pay - Premium Pay	-	-	-	600
6030.300 - Other Pay - Equipment Pay	8	-	-	100
6050 - Benefits	(3,021)	-	-	-
6050.100 - Benefits - Social Security	18,853	21,678	22,483	23,200
6050.101 - Benefits - Medicare	4,409	5,091	5,286	5,456
6050.200 - Benefits - PERA	23,542	26,198	27,203	28,086
6050.550 - Benefits - Cell Phone Allowance	2,238	1,740	1,740	1,680
6050.570 - Benefits - Car Allowance	63	60	60	120
6060.100 - Medical Insurance - Employer Contribution	65,077	55,427	62,402	62,390
6070.100 - Dental Insurance - Employer Contribution	3,198	4,017	4,003	4,366
6080.100 - Group Life Insurance - Employer Contribution	417	618	682	586
6100 - Office Supplies	519	-	-	500
6120.102 - Operating Supplies - Motor Fuels & Lubricants	365,109	550,000	550,000	500,000
6120.103 - Operating Supplies - Janitorial	58	100	100	100
6120.111 - Operating Supplies - License Plates	306	500	500	1,000
6130.100 - Repair & Maint Supplies - Equipment Parts	183,828	200,000	200,000	210,000
6130.109 - Repair & Maint Supplies - Welding	2,355	3,500	3,500	4,500
6130.111 - Repair & Maint Supplies - Chemicals	2,627	3,500	3,500	3,500
6130.119 - Repair & Maint Supplies - Recharges	331	2,000	2,000	2,000
6140.101 - Miscellaneous Supplies - Clothing	187	-	-	200
6140.102 - Miscellaneous Supplies - Safety Equipment	341	500	500	1,000
6500.100 - Employee Development - Training	933	1,500	1,500	2,500
6700 - Dues & Subscriptions	1,715	2,000	2,000	2,000
7017 - Laundered Uniforms	1,265	2,000	2,000	2,000
7100.100 - Communications - Postage	3	200	200	200

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	7200 - Printing & Publishing	-	1,500	1,500	1,500
	7400.102 - Utilities - Natural Gas	4,034	5,000	5,000	5,000
	7400.103 - Utilities - Water & Sewer	4,654	4,000	4,000	4,000
	7400.104 - Utilities - Solid Waste	351	1,000	1,000	1,000
	7400.108 - Utilities - Electric	7,663	6,000	6,000	6,000
	7500.125 - Repair & Maint Services - Car Washes	3,653	5,800	5,800	5,800
	7500.130 - Repair & Maint Services - Building Maint	27	-	-	-
	7500.131 - Repair & Maint Services - Body Work & Painting	8,983	10,000	10,000	10,000
	7500.202 - Repair & Maint Services - Equipment Maint	49,978	93,000	93,000	93,000
	8000 - Non-Cap Equip (< 5K)	15,370	30,000	30,000	30,000
	8050 - Cap Equip (\$5K - \$25K)	-	220,271	165,500	165,500
	8100.150 - Capital Outlay (> 5K) - Capitalize-land	(65,773)	-	-	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	1,437,355	2,063,868	1,889,500	1,781,500
	8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(1,371,582)	-	-	-
	8500 - Depreciation	1,415,700	-	-	-
	9000.101 - Allocations - Information Technology	38,387	46,816	47,612	47,612
	9000.102 - Allocations - Facilities Management	75,305	77,564	79,890	79,890
	9000.110 - Allocations - Risk Mgmt - OH, Premium	3,158	2,618	2,660	2,660
	9000.111 - Allocations - Risk Mgmt - Claims	(6,509)	2,347	2,850	2,850
	9500 - Transfers Out	-	-	67,767	283,940
	9500.400 - Transfers Out - General Capital Projects	9,018	-	-	-
	9918 - Contingency	-	-	3,182	-
	9920 - Bank Fees	1,599	2,000	2,000	2,000
	Total	\$2,601,423	\$3,801,719	\$3,669,622	\$3,752,122

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue	4380.302 - Allocation Charges - Facilities Management	\$1,799,491	\$1,853,475	\$1,909,079	\$1,909,079
	4620 - Contributions - Capital	31,150	-	-	-
	4700.100 - Interest Income - Investments	83,154	55,000	55,000	55,000
	4700.150 - Interest Income - Operating Account	2,756	-	-	1,500
	4800 - Other Revenues	69	-	-	-
	4900 - Transfers In	-	577,137	-	-
	Total	\$1,916,621	\$2,485,612	\$1,964,079	\$1,965,579

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	6000 - Salaries	\$55	-	-	-
	6000.100 - Salaries - Regular	116,039	182,987	193,413	214,201
	6020.100 - Overtime - Regular	-	1,000	1,000	1,000
	6030.100 - Other Pay - Comp Time	52	-	-	100
	6050 - Benefits	8	-	-	-
	6050.100 - Benefits - Social Security	6,993	11,324	11,946	13,336
	6050.101 - Benefits - Medicare	1,636	2,670	2,821	3,150
	6050.200 - Benefits - PERA	8,576	13,799	14,582	16,147
	6050.302 - Benefits - Unemployment	8,058	-	-	-
	6050.550 - Benefits - Cell Phone Allowance	743	60	60	1,800
	6050.570 - Benefits - Car Allowance	63	60	60	120
	6060.100 - Medical Insurance - Employer Contribution	28,659	31,841	35,756	26,801
	6070.100 - Dental Insurance - Employer Contribution	1,567	3,210	3,181	2,608
	6080.100 - Group Life Insurance - Employer Contribution	170	379	422	389
	6100 - Office Supplies	770	1,500	1,500	1,500
	6120 - Operating Supplies	4,200	-	-	-
	6120.103 - Operating Supplies - Janitorial	21,521	35,000	35,000	35,000
	6130 - Repair & Maint Supplies	5,726	2,000	2,000	2,000
	6130.100 - Repair & Maint Supplies - Equipment Parts	6,445	-	-	-
	6130.119 - Repair & Maint Supplies - Recharges	146	2,000	2,000	2,000
	6140 - Miscellaneous Supplies	387	-	-	-
	6140.100 - Miscellaneous Supplies - Medical	4,829	6,200	6,200	5,000
	6140.102 - Miscellaneous Supplies - Safety Equipment	406	300	300	300
	6500 - Employee Development	-	-	-	500
	6500.100 - Employee Development - Training	-	1,500	1,500	1,500
	6700 - Dues & Subscriptions	819	1,000	1,000	1,000
	7000 - Professional Services	4,152	5,000	5,000	5,000
	7017 - Laundered Uniforms	1,268	1,600	1,600	650
	7100.100 - Communications - Postage	-	200	200	200

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	7100.102 - Communications - Data Communications	2,299	1,000	1,000	2,100
	7200 - Printing & Publishing	282	-	-	-
	7400.102 - Utilities - Natural Gas	38,565	35,000	35,000	35,000
	7400.103 - Utilities - Water & Sewer	12,621	12,000	12,000	12,000
	7400.104 - Utilities - Solid Waste	23,719	26,000	26,000	26,000
	7400.108 - Utilities - Electric	109,314	110,000	110,000	110,000
	7500 - Repair & Maint Services	5,563	-	-	-
	7500.118 - Repair & Maint Services - Janitorial Services	153,253	180,000	180,000	200,000
	7500.128 - Repair & Maint Services - Painting	320	55,000	55,000	55,000
	7500.130 - Repair & Maint Services - Building Maint	231,269	330,000	330,000	330,000
	7500.135 - Repair & Maint Services - Building Security	23,709	15,000	15,000	20,000
	7500.139 - Repair & Maint Services - Facility Improvements	5,773	115,000	125,000	125,000
	7500.202 - Repair & Maint Services - Equipment Maint	64,134	120,000	120,000	85,000
	8000 - Non-Cap Equip (< 5K)	10,499	-	-	8,000
	8100.300 - Capital Outlay (> 5K) - Buildings	97,424	65,000	50,000	85,000
	8100.350 - Capital Outlay (> 5K) - Capitalize Buildings	(97,434)	-	-	-
	8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	31,150	900,000	-	-
	8100.450 - Capital Outlay (> 5K) - Capitalize Improvements	(31,150)	-	-	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	16,865	-	-	185,000
	8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(16,865)	-	-	-
	8100.600 - Capital Outlay (> 5K) - Software	-	25,000	-	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	175,000	50,000	185,000
	8500 - Depreciation	113,871	-	-	-
	9000.101 - Allocations - Information Technology	23,185	21,332	21,764	21,764
	9000.107 - Allocations - Central Equipment	3,536	3,642	3,751	3,751
	9000.110 - Allocations - Risk Mgmt - OH, Premium	2,847	(28,680)	(28,665)	(28,665)
	9000.111 - Allocations - Risk Mgmt - Claims	11,960	19,688	23,901	23,901
	9500 - Transfers Out	-	-	510,953	145,426
	9500.100 - Transfers Out - General	28,272	-	-	-

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses 9500.400 - Transfers Out - General Capital Projects	27,726	-	-	-
9500.600 - Transfers Out - Central Equipment	2,878	-	-	-
9913 - Licenses & Permits	10	-	-	-
9918 - Contingency	-	-	1,834	-
9920 - Bank Fees	1,257	2,000	2,000	2,000
Total	\$1,120,136	\$2,485,612	\$1,964,079	\$1,965,579

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue	4270 - Intergovern-Local-Operating	\$8,329	-	-	-
	4350.100 - General Services - Photocopies	55	-	-	-
	4350.101 - General Services - Maps & Ordinances	11	-	-	-
	4380.101 - Allocation Charges - Information Technology	2,381,102	2,526,802	2,571,027	2,571,027
	4700.100 - Interest Income - Investments	75,714	50,000	50,000	50,000
	4700.150 - Interest Income - Operating Account	2,286	-	-	1,000
	4804 - Sale of Asset	1,229	-	-	-
	4807.100 - Refunds & Reimbursements - Cell Phone	42	-	-	-
	4900 - Transfers In	-	21,361	53,161	-
	Total	\$2,468,768	\$2,598,163	\$2,674,188	\$2,622,027

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000 - Salaries	\$5,080	-	-	-
6000.100 - Salaries - Regular	484,968	502,926	520,516	520,516
6000.200 - Salaries - Temporary	2,368	-	3,000	3,400
6050 - Benefits	770	-	-	-
6050.100 - Benefits - Social Security	30,309	31,246	32,297	32,322
6050.101 - Benefits - Medicare	7,088	7,374	7,673	7,678
6050.200 - Benefits - PERA	36,372	37,719	39,264	39,294
6050.550 - Benefits - Cell Phone Allowance	5,580	5,580	5,580	5,580
6060.100 - Medical Insurance - Employer Contribution	48,536	48,535	53,805	50,497
6070.100 - Dental Insurance - Employer Contribution	5,900	5,559	5,530	5,524
6080.100 - Group Life Insurance - Employer Contribution	1,277	1,441	1,609	1,327
6100 - Office Supplies	1,575	30,900	31,827	10,000
6110 - Computer Supplies	7,883	13,390	13,792	14,650
6130.100 - Repair & Maint Supplies - Equipment Parts	972	15,000	15,000	15,000
6130.122 - Repair & Maint Supplies - Cell Phones & Accessories	-	3,605	3,713	3,605
6500 - Employee Development	149	-	-	-
6500.100 - Employee Development - Training	13,188	15,000	15,000	15,000
6500.101 - Employee Development - City Wide Training	-	10,000	10,000	10,000
6550 - Mileage & Parking Reimbursement	147	500	500	500
6700 - Dues & Subscriptions	40	250	250	250
7000 - Professional Services	70,585	80,000	80,000	80,000
7100.100 - Communications - Postage	1,211	5,900	6,000	6,000
7100.102 - Communications - Data Communications	78,935	82,129	82,643	83,984
7100.103 - Communications - Telephone	29,026	32,139	33,103	36,833
7100.104 - Communications - Mobile Telephone	25,765	30,000	31,000	31,000
7200 - Printing & Publishing	15,790	2,388	1,194	17,000
7500.200 - Repair & Maint Services - Software	319,306	309,000	318,270	309,000
7500.201 - Repair & Maint Services - Departmental Software Maint	145,265	140,000	141,948	137,814
7500.202 - Repair & Maint Services - Equipment Maint	159,389	140,000	142,616	139,113

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
8000 - Non-Cap Equip (< 5K)	174,611	188,000	96,600	220,700
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	504,038	367,000	940,000	612,000
8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(504,038)	-	-	-
8100.600 - Capital Outlay (> 5K) - Software	6,456	455,000	-	-
8100.650 - Capital Outlay (> 5K) - Capitalize Software	(6,456)	-	-	-
8500 - Depreciation	216,652	-	-	-
9000.102 - Allocations - Facilities Management	30,261	31,169	32,104	32,104
9000.107 - Allocations - Central Equipment	4,547	4,683	4,824	4,824
9000.110 - Allocations - Risk Mgmt - OH, Premium	3,426	1,730	1,776	1,776
9500 - Transfers Out	-	-	-	170,882
9500.660 - Transfers Out - Resource Planning	100,000	-	-	-
9918 - Contingency	-	-	2,754	2,754
9920 - Bank Fees	1,047	-	-	1,100
9920.100 - Bank Fees - Credit Card	1	-	-	-
Total	\$2,028,020	\$2,598,163	\$2,674,188	\$2,622,027

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Revenue				
4380.110 - Allocation Charges - Risk Management	\$553,490	\$549,107	\$636,789	\$636,789
4700.100 - Interest Income - Investments	105,816	75,000	75,000	75,000
4700.150 - Interest Income - Operating Account	2,980	500	500	500
4802 - Property Claims	43,675	-	-	30,000
4806 - Premium Refunds	74,182	90,000	90,000	90,000
4807.101 - Refunds & Reimbursements - Restitution	2,952	-	-	-
4900 - Transfers In	-	475,190	409,809	454,866
Total	\$783,095	\$1,189,797	\$1,212,098	\$1,287,155

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

Account Number - Description	Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses				
6000.400 - Salaries - Workers Compensation	\$46,870	-	-	-
6060.100 - Medical Insurance - Employer Contribution	8,096	-	-	-
6070.100 - Dental Insurance - Employer Contribution	583	-	-	-
6080.100 - Group Life Insurance - Employer Contribution	108	-	-	-
6100 - Office Supplies	-	100	100	100
6140.103 - Miscellaneous Supplies - Ergonomic Equipment	95	300	300	300
6500.100 - Employee Development - Training	-	500	500	500
6700 - Dues & Subscriptions	445	615	615	625
7000 - Professional Services	67,724	56,300	56,300	56,950
7300.100 - Insurance - Property	149,851	162,215	170,326	185,620
7300.101 - Insurance - Inland Marine	20,382	14,706	15,441	18,099
7300.102 - Insurance - General Liability	173,699	182,966	192,115	198,370
7300.103 - Insurance - Auto Liability	74,378	54,840	57,582	70,612
7300.107 - Insurance - Boiler & Machinery	22,128	22,770	23,909	24,619
7300.110 - Insurance - Employee Dishonesty	2,814	2,971	3,120	3,470
7300.201 - Insurance - Workers Comp	(407,970)	225,000	225,000	231,100
7350.100 - Claims Property	25,908	30,000	30,000	60,000
7350.102 - Claims General Liability	36,473	120,000	120,000	200,000
7350.103 - Claims Auto Liability	5,400	15,000	15,000	-
7350.104 - Claims Auto Comprehensive	884	15,000	15,000	-
7350.105 - Claims Auto Collision	67,200	50,000	50,000	-
7350.201 - Claims Workers Comp	517,405	200,000	200,000	200,000
7350.500 - Claims Uninsured Property	31,899	7,000	7,000	7,000
7351.100 - Claims Recovery - Property	(8,157)	-	-	-
7351.105 - Claims Recovery - Collision	(23,915)	-	-	-
8000 - Non-Cap Equip (< 5K)	748	-	-	-
9000.101 - Allocations - Information Technology	9,504	9,839	10,035	10,035
9000.102 - Allocations - Facilities Management	2,597	2,675	2,755	2,755
9919 - Administration Fees	13,698	14,000	14,000	14,000

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

Account Number - Description		Actual 2017	Budget Adopted 2018	Budget Concept 2019	Budget Amended 2019
Expenses	9920 - Bank Fees	2,056	3,000	3,000	3,000
	Total	\$840,902	\$1,189,797	\$1,212,098	\$1,287,155

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