



Photo by Roxanne Haggerty



CITY OF PLYMOUTH
2020 APPROVED
2020/2021 BIENNIAL BUDGET
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Fund

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LETTER OF TRANSMITTAL



December 10, 2019

To the Honorable Mayor and City Council:

We are pleased to submit the 2020 adopted/2020 concept biennial budget. In 2015, staff developed a 10-year forecasting tool for the General Fund to enhance the biennial budget process with a longer term projection. These projections assist in long-term planning and provides a more stable accounting of city revenue and expenditures.

The 2020/2021 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 2020 budget reflects a 7.36% increase in the property tax levy from 2019. 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, including the renovation and expansion of the Plymouth Creek Center.

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

Work began on the 2020/2021 budget in April 2019. The City Council met with staff six 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 24, 2019. A public hearing to solicit resident input was held on December 10, 2019. The public hearing replaces the former Truth-in-Taxation Hearing, which was repealed by the state legislature.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,

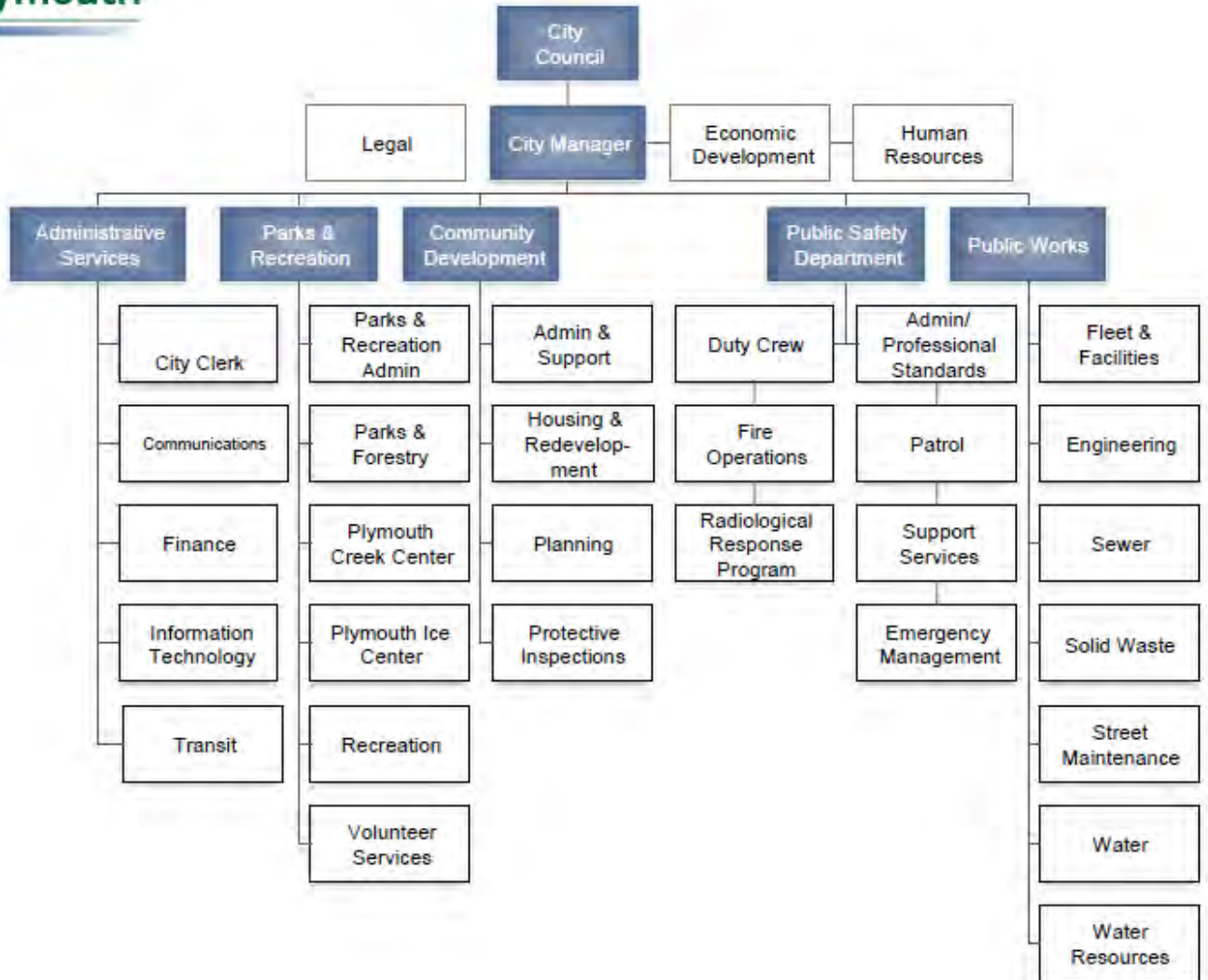
A handwritten signature in black ink that reads 'Dave Callister'. The signature is written in a cursive style with a large, looped 'D' at the beginning.

Dave Callister, City Manager

CITY OF PLYMOUTH ORGANIZATIONAL CHART



2019 Organizational Chart



CITY OFFICIALS

CITY COUNCIL

Mayor	Jeffrey Wosje (<i>Term Expires 12/31/22</i>)
Ward 1 Councilmember	Alise McGregor (<i>Term Expires 12/31/20</i>)
Ward 2 Councilmember	Nick Roehl (<i>Term Expires 12/31/22</i>)
Ward 3 Councilmember	Jim Davis (<i>Term Expires 12/31/20</i>)
Ward 4 Councilmember	Jim Prom (<i>Term Expires 12/31/22</i>)
At-Large Councilmember	Ned Carroll (<i>Term Expires 12/31/22</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

City of Plymouth
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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 78,000 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 55,000 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 323 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.

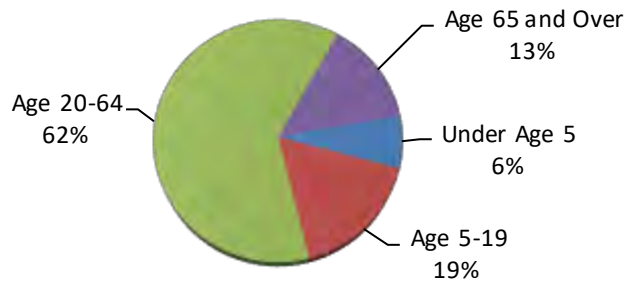


Demographics and Economics

In 2018, the estimated median age of residents in Plymouth was 39 years of age. The City's population is older than the estimated median ages of Hennepin County (36.5), the State of Minnesota (38.2), and the United States (38.2). According to the US Census Demographic estimates, 14.1% 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 14.0%, 15.8%, and 16.0%, respectively.

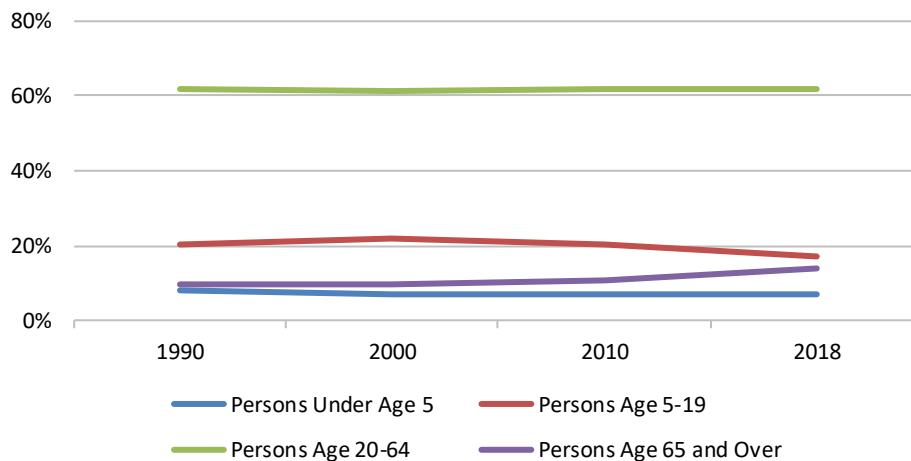
City of Plymouth's Age Distribution for 2018

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



Data indicates that this trend will continue. Persons under 5 years of age represented 7.0% of the city's total population count while persons over the age of 18 represented 78.2% of the city's total population count. By comparison, 78.0% of Hennepin County residents, 76.8% of Minnesotans, and 77.6% of Americans were over the age of 18.

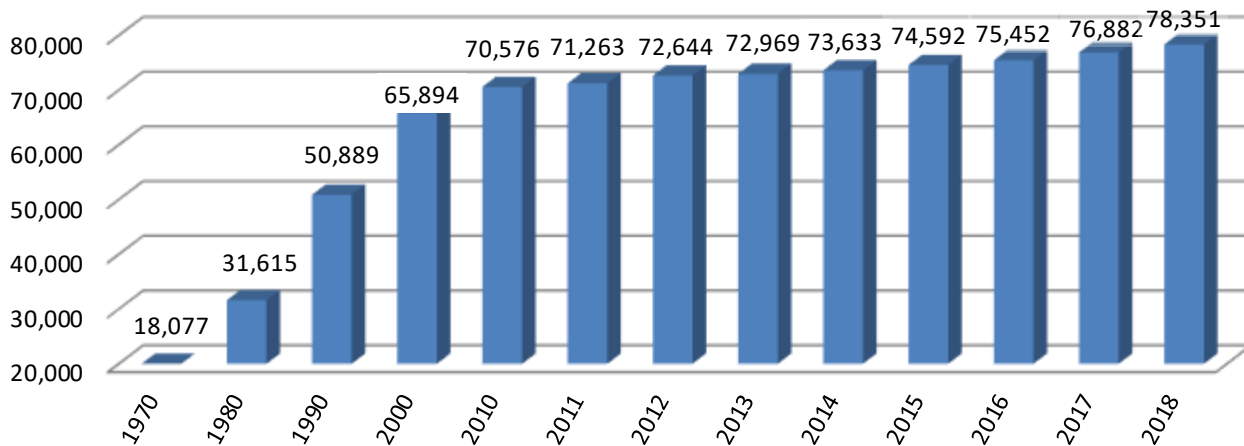
City of Plymouth's Age Trend



With a population of approximately 78,000, according to the U.S. Census Bureau, the city's population is 6.2% of Hennepin County's total population. Plymouth's population has remained constant despite turbulent residential market conditions from 2005 to 2017. There are 30,876 occupied housing units in Plymouth. Of the total occupied housing units, approximately 71.6% are owner-occupied and 28.4% 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 - 2018 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)

Prudential Insurance	3,000
Zayo Group	2,000
I.S.D No. 284 (Wayzata)	1,235
Medtronic	1,001
TCF Bank	1,000
Aimia	1,000
Meritain Health	600
Minnesota Rubber & Plastics	500
U.S. Foods	500
Miracle-Ear Inc	450

Median Value of Owner-occupied Units

Plymouth	\$320,600
Hennepin County	\$347,900

Unemployment Rate

Plymouth	2.70%
Hennepin County	2.90%

Median Family Income

Plymouth	\$91,900
Hennepin County	\$71,200

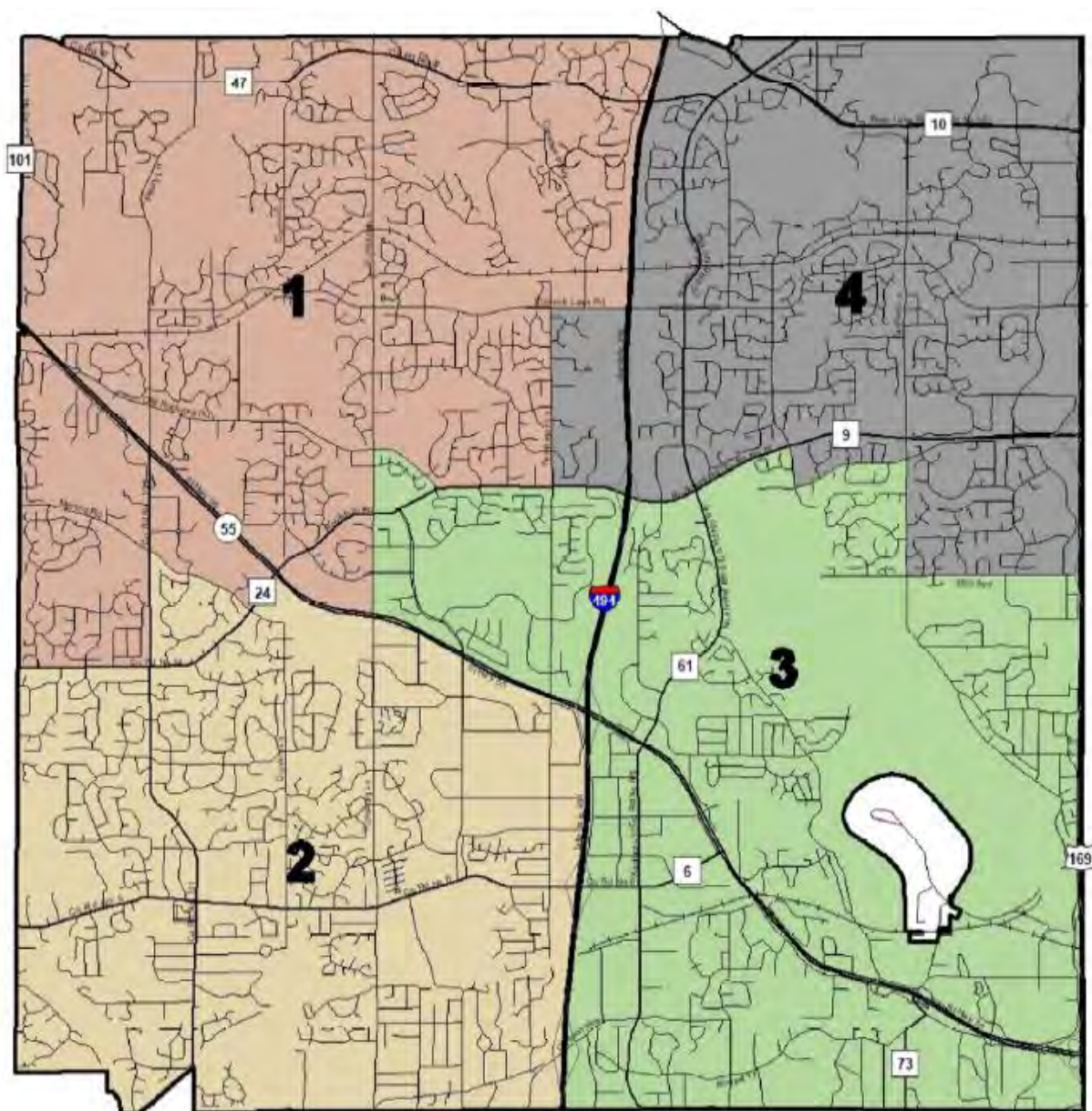
The above figures were obtained from City Economic Development Division

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	Description
April 22, 2019	Departments receive budget instruction
April – June 2019	Departments prepare budgets
May 13, 2019	Personnel changes submitted to HR
June 10, 2019	Budgets submitted to Finance
June 11, 2019	Council Study Session – Budget Goals
July 8 – July 17, 2019	Department meetings
<i>August 9, 2019</i>	<i>Council receives budget materials for budget meeting #1</i>
August 13, 2019	Council Regular Session (Financial Overview)
August 20, 2019	Council study session – General Fund Budget Review (Meeting #1)
September 10, 2019	Council adopts preliminary levies & budget (Meeting #2)
September 24, 2019	Council adopts preliminary levies & budget (Meeting #3)
<i>September 27, 2019</i>	<i>Council receives budget materials and utility study for Budget Meeting #4</i>
October 8, 2019	Council Study Session CIP, Utility Study & Other Funds Budget Review (Meeting #4)
October 15, 2019	Council Study Session CIP, Utility Study & Other Funds Budget Review (Meeting #5) (if needed)
November 6, 2019	Planning Commission public hearing
November 12, 2019	Council Study Session (Budget meeting #6) (If needed)
December 10, 2019	Budget Public Hearing - CIP, Budget, Levy, & Utility Rates Adoption
December 27, 2019	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 10-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. 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.
- **Develop a Renewed Vision for City Center.** Explore options for continued development and redevelopment of City Center. This would include placemaking efforts, beautification, and safety. Pursure public-private partnerships to bring additional community activities/uses to City Center.

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 2020 and 2021, 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.

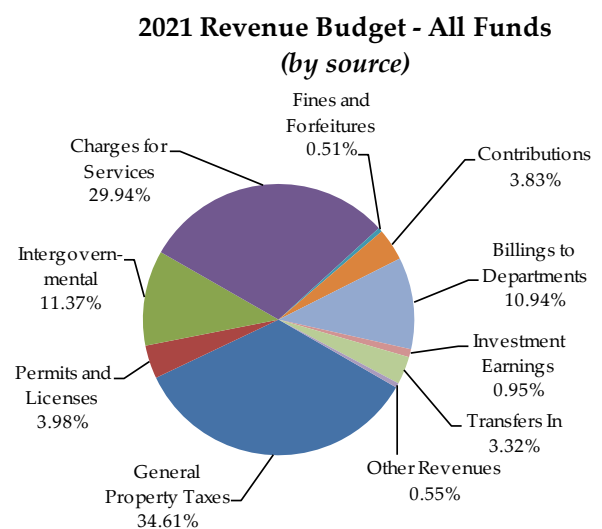
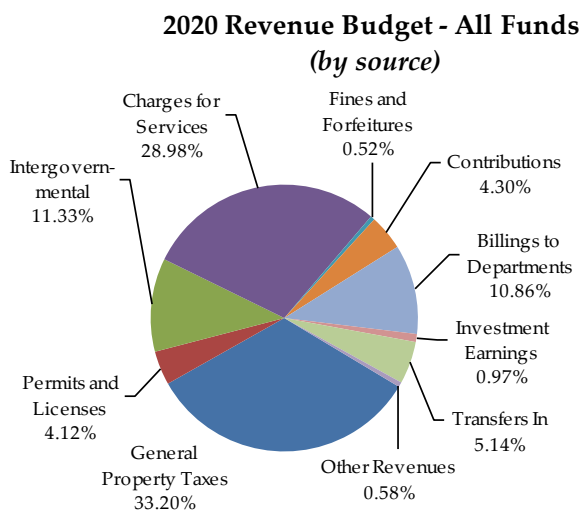
Transfers In

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.

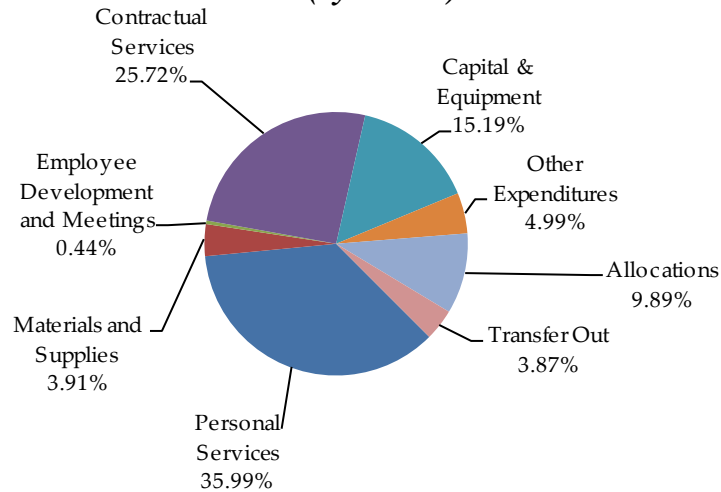
Other Expenditures

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

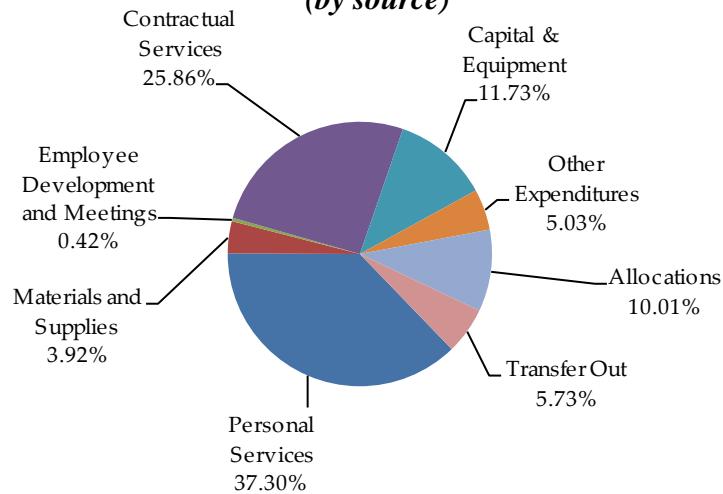
- Dues and subscriptions for both citywide and individual employee memberships and subscriptions to professional organizations, commissions and collaborative organizations such as the League of Minnesota Cities, Metro Cities and the Suburban Rate Authority.
- Interest payments on Enterprise Fund debt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

2020 Expenditure Budget - All Funds
(by source)



2021 Expenditure Budget - All Funds
(by source)



TOTAL CITY BUDGET

The 2020/2021 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

	2017	2018	2019	2020	2021
	Actual	Actual	Amended	Adopted	Concept
Revenue					
General Property Taxes	\$ 27,739,878	\$ 29,055,217	\$ 31,218,995	\$ 32,900,846	\$ 34,806,555
Permits and Licenses	4,871,022	4,485,433	4,076,305	4,081,955	4,000,455
Intergovernmental	10,568,034	11,326,549	10,636,035	11,226,978	11,429,476
Charges for Services	25,180,435	26,707,947	27,016,569	28,712,178	30,116,313
Fines and Forfeitures	538,828	520,206	615,500	513,000	513,000
Contributions	12,003,363	6,742,493	1,487,576	4,256,400	3,856,850
Billings to Departments	9,594,019	10,084,613	10,842,492	10,765,092	11,008,110
Investment Earnings	916,729	1,220,861	707,170	959,621	959,720
Transfers In	3,082,370	8,745,976	2,598,609	5,097,440	3,340,868
Other Revenues	859,380	740,445	539,850	565,150	537,083
Special Assessments	19,960	19,856	11,500	11,500	11,500
Total Revenue	\$ 95,374,018	\$ 99,649,596	\$ 89,750,601	\$ 99,090,160	\$ 100,579,930
Appropriations					
Personal Services	\$ 28,957,453	\$ 30,810,597	\$ 33,746,220	\$ 35,658,181	\$ 37,518,207
Materials and Supplies	3,004,875	3,506,915	3,742,384	3,875,173	3,940,508
Employee Development and Meetings	304,639	365,888	423,043	431,320	425,525
Dues and Subscriptions	439,069	460,443	499,227	520,506	522,384
Contractual Services	20,794,286	22,360,470	24,762,409	25,486,878	26,013,482
Equipment	313,094	498,165	636,000	743,800	498,900
Capital Improvements	21,249	226,584	10,173,500	14,311,880	11,297,116
Other Expenditures	4,312,614	4,255,369	4,478,438	4,428,765	4,526,473
Debt Service	31,319	1,681	2,513	-	-
Allocations	9,160,132	9,485,259	9,806,492	9,797,592	10,071,610
Transfer Out	6,579,122	9,527,252	1,480,375	3,836,065	5,765,725
Depreciation	6,538,240	6,923,180	-	-	-
Total Appropriations	\$ 80,456,092	\$ 88,421,803	\$ 89,750,601	\$ 99,090,160	\$ 100,579,930
Less Allocations	\$ 9,160,132	\$ 9,485,259	\$ 9,806,492	\$ 9,797,592	\$ 10,071,610
Less Transfers	6,579,122	9,527,252	1,480,375	3,836,065	5,765,725
	15,739,254	19,012,511	11,286,867	13,633,657	15,837,335
Net Appropriations	\$ 64,716,838	\$ 69,409,292	\$ 78,463,734	\$ 85,456,503	\$ 84,742,595

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 2018.

Debt Service Schedule (as of 12/31/2018)

Description	Date of		Rate of Interest (%)	Authorized and Issued	Outstanding 12/31/2018
	Issue	Maturity			
General Obligation Bonds					
Open Space Bonds - 2010A	8/24/2010	2/1/2026	2.0 - 3.25	2,990,000	1,770,000
Refunding Bonds - 2012A	4/5/2012	2/1/2025	2.0 - 3.0	4,815,000	3,405,000
Open Space Bonds - 2015A	3/4/2015	2/1/2027	2.0 - 3.0	3,295,000	2,860,000
Total General Obligation Bonds				\$ 11,100,000	\$ 8,035,000
General Obligation Tax Increment Bonds					
Tax Increment Refunding Bonds - 2009A	11/24/2009	2/1/2023	3.0 - 3.5	2,490,000	1,285,000
Total General Obligation Tax Increment Bonds				\$ 2,490,000	\$ 1,285,000
General Obligation Revenue Bonds					
GO Water Revenue Refunding Bonds - 2012A	4/5/2012	2/1/2019	2.0 - 3.0	4,955,000	1,005,000
				\$ 4,955,000	\$ 1,005,000
Total Bonds Payable (Primary Government)					\$ 10,325,000
Component Unit (HRA)					
Plymouth Towne Square Refunding Bonds - 2011A	2/23/2011	10/1/2023	3.0 - 3.25	3,165,000	1,580,000
Vicksburg Crossing Refunding Bonds - 2012A	4/5/2012	2/1/2035	2.0 - 3.25	9,890,000	8,895,000
Total Component Unit (HRA)				\$ 13,055,000	\$ 10,475,000
Total Outstanding Debt					\$ 20,800,000

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BUDGET OVERVIEW

The 2020/2021 Biennial Budget requires \$43,540,803 and \$45,280,216, 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 2020 budget includes a total property tax levy of \$38,683,423 to meet expected operational needs; an increase of 7.36%. In addition to the city property tax levy, Plymouth levies property taxes for the Housing and Redevelopment Authority (HRA). The 2020 budget included an HRA levy of \$602,339, an increase of \$11,811.

City and HRA Levies

Levy Type	2016	2017	% Increase/Decrease		% Increase/Decrease		% Increase/Decrease		% Increase/Decrease	
			Increase/Decrease	2018	Increase/Decrease	2019	Increase/Decrease	2020	Increase/Decrease	
Levy Limit Base										
General Fund Base	\$ 25,278,373	\$ 26,691,753		\$ 28,113,058		\$ 29,958,324		\$ 31,594,857		
Street Reconstruction	2,964,727	3,024,021		2,584,501		2,636,191		2,662,553		
Recreation Fund	601,665	631,674		650,624		670,143		703,650		
Park Replacement	353,632	360,705		871,526		888,957		906,736		
Capital Improvement Fund	419,463	427,853		440,688		449,501		458,491		
Total Levy Limit Base	\$ 29,617,860	\$ 31,136,006	5.13%	\$ 32,660,397	4.90%	\$ 34,603,116	5.95%	\$ 36,326,287	4.98%	
Special Levies										
GO 2012A (2004A) Public Safety	\$ 563,903	\$ 561,488		\$ 569,258		\$ 571,148		\$ 572,565		
GO 2010A Open Space	268,341	267,606		266,713		-		-		
GO 2015A Open Space	261,522	268,347		269,712		265,722		272,232		
Plymouth Creek Center								910,000		
Total Special Levies	\$ 1,093,766	\$ 1,097,441	0.34%	\$ 1,105,683	0.75%	\$ 836,870	-24.31%	\$ 1,754,797	109.69%	
TOTAL CITY LEVY	\$ 30,711,626	\$ 32,233,447	4.96%	\$ 33,766,080	4.75%	\$ 35,439,986	4.96%	\$ 38,081,084	7.45%	
HRA Levy	561,277	571,379		580,519		590,528		602,339		
TOTAL LEVY	\$ 31,272,903	\$ 32,804,826	4.90%	\$ 34,346,599	4.70%	\$ 36,030,514	4.90%	\$ 38,683,423	7.36%	
Total City Tax Rate (not including HRA)	27.34%	26.48%		26.34%		25.92%		25.77%		

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 2020 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. Due to the increase in the levy and the adjusted tax capacity value, the 2020 tax rate decreased by 0.15%; going from 25.92% to 25.77%.

The chart below reflects an increase in tax capacity from 2019 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					
	2019		2020		Change
Residential	88,319,201	60.9%	94,158,618	60.4%	6.6%
Apartments	12,178,521	8.4%	13,790,553	8.8%	13.2%
Commercial	22,422,250	15.5%	24,756,467	15.9%	10.4%
Industrial	22,004,365	15.2%	23,144,238	14.9%	5.2%
	144,924,337		155,849,876		7.5%

Other Items of Interest

- **Street Reconstruction** – The budget includes a 1% increase in the levy to the street reconstruction fund for 2020; approximately \$26,000.
- **Park Replacement** - The 2020 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 2020; approximately \$9,000.
- **Recreation Fund** - The budget includes a 5% increase in the levy to the recreation fund for 2020; approximately \$33,000. 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 2020 is 287.9. Of the total for 2020, 220.3 of these positions are in the general fund, while 67.6 are in other funds, an increase of 13.7 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	2020
274.2	271.2	252.0	252.0	248.5	246.5	248.5	248.0	252.1	263.1	264.9	280.3	287.9

CONCLUSION

The 2020/2021 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
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue				
4000.100 - Taxes - Property	\$27,836,128	\$29,958,324	\$31,594,857	\$33,453,337
4100.200 - Licenses - Tobacco	10,450	10,500	10,500	10,500
4100.300 - Licenses - Pet	1,031	1,000	1,000	1,000
4100.500 - Licenses - Liquor	232,163	234,620	234,620	234,620
4100.600 - Licenses - Investigation Fee	10,500	14,000	14,000	14,000
4100.700 - Licenses - Rental Dwelling	134,128	150,000	150,000	150,000
4100.710 - Licenses - Hotel	825	1,350	1,400	1,400
4100.740 - Licenses - Target & Trap Shooting	110	110	110	110
4100.750 - Licenses - Fireworks	300	1,000	1,000	1,000
4100.800 - Licenses - Amusement	600	450	450	450
4100.850 - Licenses - Peddler	15,870	13,000	13,000	13,000
4100.860 - Licenses - Sign Contractor	2,940	3,000	3,300	3,300
4100.900 - Licenses - Massage	15,096	15,000	15,000	15,000
4150 - Permits	7,762	12,000	12,000	12,000
4150.100 - Permits - Building	1,961,021	1,800,000	1,800,000	1,750,000
4150.200 - Permits - Plumbing	304,152	250,000	250,000	245,000
4150.300 - Permits - Mechanical Permits	337,309	295,000	300,000	295,000
4150.350 - Permits - Electrical	301,950	315,000	315,000	315,000
4150.410 - Permits - Water/Sewer	-	36,000	36,000	34,200
4150.500 - Permits - Fire Protection	74,043	80,000	80,000	80,000
4150.600 - Permits - Plan Checking	1,018,328	830,000	830,000	810,000
4150.700 - Permits - Sign & Billboard	12,030	9,000	9,000	9,000
4150.900 - Permits - Burning Permit	600	300	600	900
4200 - Intergovern- Federal - Operating	90,902	58,368	39,702	42,540
4230 - Intergovern-State-Operating	31,575	19,603	24,080	26,918
4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	291	-	-	-
4230.101 - Intergovern-State-Operating - PERA	46,993	46,993	-	-
4230.102 - Intergovern-State-Operating - MSA Maint	881,544	948,902	960,000	960,000
4230.103 - Intergovern-State-Operating - Police State Aid	667,732	550,000	665,000	665,000

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue				
4230.104 - Intergovern-State-Operating - Disabled Officer Reimb	13,008	12,000	13,500	14,580
4230.105 - Intergovern-State-Operating - Fire State Aid	530,681	495,000	500,000	505,000
4230.106 - Intergovern-State-Operating - Police Training Reimb	73,689	76,000	76,000	76,000
4230.200 - Intergovern-State-Operating - Haz Mat Grant (RAD)	73,548	90,000	90,000	90,000
4270 - Intergovern-Local-Operating	500	-	-	-
4270.100 - Intergovern-Local-Operating - School Liaison	515,856	522,000	537,660	553,790
4310 - Program Fees	4,882	6,000	5,000	5,000
4320 - Rental Fees	111,872	106,800	110,800	110,800
4320.104 - Rental Fees - Millennium Garden	21,420	22,000	22,000	22,000
4320.200 - Rental Fees - Meeting Rooms	135,006	125,000	135,000	135,000
4320.202 - Rental Fees - Catering Rebate	50,232	52,000	52,000	52,000
4320.203 - Rental Fees - Rental Chair Rebate	1,801	1,900	1,800	1,800
4330.500 - Utility Charges - Street Lighting	724,103	715,000	738,000	750,000
4330.800 - Utility Charges - Penalties	7,105	7,000	7,000	7,000
4350 - General Services	2,590	2,000	2,000	2,000
4350.100 - General Services - Photocopies	19	-	-	-
4350.102 - General Services - Alarm Fees	42,575	38,000	41,000	41,000
4350.103 - General Services - Accident Reports	2,991	1,500	1,500	1,500
4350.104 - General Services - Police Services	161,544	100,000	123,000	123,000
4350.105 - General Services - Towing	1,685	2,000	2,000	2,000
4350.106 - General Services - Weeds	780	2,000	1,000	1,000
4350.107 - General Services - Tree Removal	2,272	5,000	5,000	5,000
4350.108 - General Services - Advertisements	1,015	-	-	-
4350.113 - General Services - Grave Openings	30	300	-	-
4350.119 - General Services - Antennae Charges	176,159	181,560	178,149	183,702
4350.123 - General Services - Application Fees	31,280	35,000	35,000	35,000
4350.128 - General Services - Vacations	4,050	3,000	3,000	3,000
4360.101 - Items for Resale - Helmets	23	-	-	-
4360.105 - Items for Resale - Caps & Apparel	235	-	-	-

**City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures**

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue				
4360.116 - Items for Resale - Buffer Signs	1,285	-	-	-
4380.300 - Allocation Charges - General Fund Administrative	1,006,286	1,036,475	1,036,475	1,067,569
4380.301 - Allocation Charges - Project Administrative Fee	697,854	1,134,500	1,066,000	1,035,000
4400 - General Fines & Forfeitures	3,100	1,500	1,000	1,000
4410 - Court Fines	504,353	600,000	500,000	500,000
4420 - Animal Impound Fees	3,753	7,000	7,000	7,000
4430 - Liquor/Tobacco Violations	9,000	7,000	5,000	5,000
4500 - Special Assessments	9,399	-	-	-
4500.200 - Special Assessments - County Fees	10,457	11,500	11,500	11,500
4600 - Contributions - Operating	88,875	86,600	86,400	86,400
4700 - Interest Income	24,809	15,000	-	-
4700.100 - Interest Income - Investments	220,613	175,000	190,000	190,000
4700.150 - Interest Income - Operating Account	18,279	5,000	10,000	10,000
4700.200 - Interest Income - Special Assessments	605	-	400	400
4700.250 - Interest Income - Delinquent Property Taxes	-	-	20,000	20,000
4800 - Other Revenues	72,465	57,000	55,000	55,000
4800.300 - Other Revenues - Sale of City Equipment	465	-	-	-
4801 - Administrative Fee	145,142	111,000	165,000	165,000
4804 - Sale of Asset	6,720	-	-	-
4807 - Refunds & Reimbursements	30,768	11,900	43,000	12,900
4900.240 - Transfers In - Lawful Gambling	63,233	42,000	65,000	65,000
4900.413 - Transfers In - Improvement Project Construction	179,312	150,000	150,000	150,000
4900.660 - Transfers In - Resource Planning	68,382	10,000	88,000	35,000
Total	\$39,852,479	\$41,716,055	\$43,540,803	\$45,280,216

City of Plymouth
2020/2021 Biennial Budget Summary
General Fund
Budgeted Revenues and Expenditures by Division

Department	Division	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021	
Expenses	City Administration	City Manager	1,600,113	1,230,838	1,290,766	1,335,293
		Mayor and Council	358,358	368,730	373,232	380,228
		Economic Development	181,095	266,893	266,037	276,258
		Human Resources	601,408	471,333	505,452	522,505
		Total	\$2,740,973	\$2,337,794	\$2,435,487	\$2,514,284
	Administrative Services	Communication Services	500,226	529,683	624,707	648,242
		City Clerk	562,789	537,996	694,200	587,463
		Finance	1,134,710	1,187,642	1,220,310	1,259,082
		Assessing	1,066,768	1,067,253	1,143,203	1,177,463
		Total	\$3,264,492	\$3,322,574	\$3,682,420	\$3,672,250
	Community Development	CD Administration and Support	497,172	509,531	545,576	565,692
		Planning	687,322	740,578	747,112	787,650
		Inspections	1,471,090	1,410,363	1,469,827	1,514,006
	Total	\$2,655,585	\$2,660,472	\$2,762,515	\$2,867,348	
	Parks and Recreation	Parks & Rec Admin	687,300	715,927	656,958	673,212
Parks & Forestry		5,030,670	5,187,860	5,505,438	5,718,223	
Plymouth Creek Activity Center		642,910	714,916	753,637	807,988	
Total	\$6,360,880	\$6,618,703	\$6,916,033	\$7,199,423		
Police	PD Administration	2,574,110	2,726,719	2,726,572	2,799,934	
	PD Patrol	8,259,058	8,962,575	9,213,813	9,579,308	
	PD Services	3,486,622	3,553,611	3,735,282	3,941,418	
	PD Grants	110,086	63,314	48,782	54,458	
Total	\$14,429,877	\$15,306,219	\$15,724,449	\$16,375,118		
Emergency Management	Emergency Management	80,459	88,830	88,330	74,907	
Total		\$80,459	\$88,830	\$88,330	\$74,907	
Fire	Fire Operations	4,191,134	5,040,436	5,471,390	5,942,040	
	Fire REP (RAD)	73,548	71,323	89,010	88,979	
Total		\$4,264,682	\$5,111,759	\$5,560,400	\$6,031,019	
Public Works	Street Maintenance	4,272,021	5,167,244	5,272,008	5,397,800	
	Engineering	932,897	1,102,460	1,099,161	1,148,067	

City of Plymouth
2020/2021 Biennial Budget Summary

Budgeted Revenues and Expenditures by Division

Department	Division	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
	Total	\$5,204,918	\$6,269,704	\$6,371,169	\$6,545,867
	Total Expenses	\$39,001,866	\$41,716,055	\$43,540,803	\$45,280,216

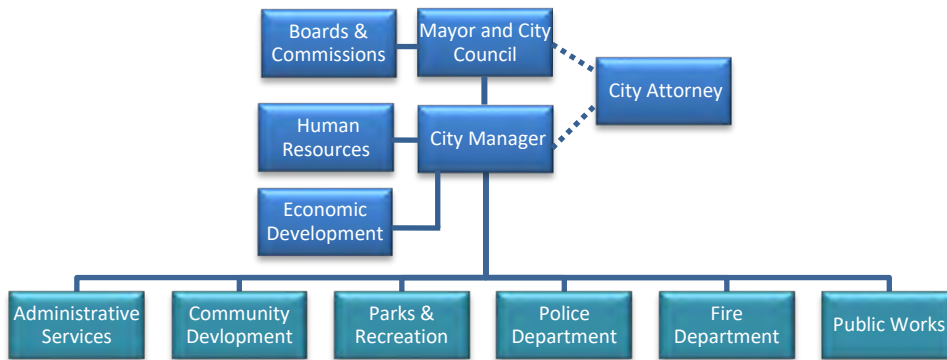
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Administration

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	2017	2018	2019	2020
City Manager	2	2	2	2
Human Resources	3.8	3.8	3.8	3.8
Economic Development	1	1.5	1.5	1.5
Total	6.8	7.3	7.3	7.3

Boards & Commissions	Members
Charter Commission	15
Planning Commission	7
Park & Recreation Advisory	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
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - City Manager

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	\$6,836	-	-	-
6000.100 - Salaries - Regular	317,261	333,175	345,428	357,223
6000.200 - Salaries - Temporary	-	3,400	17,340	17,687
6050 - Benefits	1,036	-	-	-
6050.100 - Benefits - Social Security	16,363	14,905	15,932	15,876
6050.101 - Benefits - Medicare	4,655	4,919	5,294	5,470
6050.200 - Benefits - PERA	10,468	25,243	27,208	28,119
6050.201 - Benefits - Deferred Compensation	13,327	-	-	-
6050.550 - Benefits - Cell Phone Allowance	1,205	1,200	1,200	1,200
6050.560 - Benefits - IPAD allowance	-	300	-	-
6050.570 - Benefits - Car Allowance	1,205	1,200	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	24,377	26,017	26,953	28,536
6070.100 - Dental Insurance - Employer Contribution	1,235	436	1,325	1,391
6080.100 - Group Life Insurance - Employer Contribution	1,006	1,005	1,058	1,078
6100 - Office Supplies	2,407	2,000	2,500	2,500
6500.100 - Employee Development - Training	7,672	6,500	8,000	8,000
6550 - Mileage & Parking Reimbursement	1,009	1,000	1,000	1,000
6600 - Meetings	1,876	1,300	2,000	2,000
6700 - Dues & Subscriptions	3,388	3,500	3,500	3,500
6700.100 - Dues & Subscriptions - MN League of Cities	33,431	34,000	34,000	34,000
6700.101 - Dues & Subscriptions - Metro Cities	14,334	14,296	14,276	14,704
6700.102 - Dues & Subscriptions - Municipal Legislative Comm	10,500	10,500	10,500	10,500
6700.103 - Dues & Subscriptions - Suburban Rate Authority	6,645	6,400	6,800	6,800
6700.107 - Dues & Subscriptions	592	600	600	600
6700.108 - Dues & Subscriptions - Wright County Hwy 55 Coalition	-	-	250	250
7003 - Legal	102,182	130,000	110,000	110,000
7003.100 - Legal - Retainer	277,992	280,000	280,000	280,000
7003.101 - Legal - Criminal Prosecution	13,402	20,000	20,000	20,000
7003.102 - Legal - Lobbying	-	-	40,000	40,000

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - City Manager

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
7100.100 - Communications - Postage	983	2,500	2,500	2,500
7200 - Printing & Publishing	41	-	-	-
8100.100 - Capital Outlay (> 5K) - Land	7,221	-	-	-
8930 - Special Assessments	76,678	10,000	-	-
8931 - Special Assessment Interest	458	-	-	-
9000.101 - Allocations - Information Technology	21,489	21,840	21,840	22,495
9000.102 - Allocations - Facilities Management	38,335	39,485	39,485	40,670
9000.110 - Allocations - Risk Mgmt - OH, Premium	770	790	1,482	1,494
9500.400 - Transfers Out - General Capital Projects	476,066	-	-	-
9900 - Miscellaneous	113	-	-	-
9917 - Bad Debt	120	-	-	-
9918 - Contingency	101,164	229,327	245,220	272,625
9920 - Bank Fees	2,273	5,000	3,500	3,500
9920.100 - Bank Fees - Credit Card	1	-	25	25
9920.160 - Bank Fees - Operating Acct	-	-	350	350
Total	\$1,600,113	\$1,230,838	\$1,290,766	\$1,335,293

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - Mayor and Council

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000.100 - Salaries - Regular	\$78,500	\$80,855	\$80,855	\$84,438
6050.100 - Benefits - Social Security	1,003	1,031	1,031	1,072
6050.101 - Benefits - Medicare	1,182	1,220	1,216	1,268
6050.200 - Benefits - PERA	3,925	4,043	4,043	4,222
6050.550 - Benefits - Cell Phone Allowance	1,200	1,200	1,200	1,200
6050.560 - Benefits - IPAD allowance	1,800	2,100	1,800	1,800
6100 - Office Supplies	752	500	800	800
6500.100 - Employee Development - Training	2,305	2,800	5,600	5,600
6600 - Meetings	4,875	6,300	6,300	6,300
7000 - Professional Services	3,962	4,000	4,000	4,000
7200 - Printing & Publishing	1,175	4,500	2,000	2,000
9000.101 - Allocations - Information Technology	39,278	39,874	39,874	41,070
9000.102 - Allocations - Facilities Management	61,652	63,502	63,502	65,407
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,047	2,103	4,939	4,979
9906 - Donations & Contributions	15,000	15,000	15,000	15,000
9906.100 - Donations & Contributions - Music In Plymouth	30,000	30,000	32,000	32,000
9906.101 - Donations & Contributions - Social Services	109,702	109,702	109,072	109,072
Total	\$358,358	\$368,730	\$373,232	\$380,228

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - Economic Development

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	\$3,946	-	-	-
6000.100 - Salaries - Regular	108,765	151,678	168,386	176,053
6000.200 - Salaries - Temporary	4,810	-	-	-
6050 - Benefits	598	-	-	-
6050.100 - Benefits - Social Security	6,688	9,103	9,287	9,358
6050.101 - Benefits - Medicare	1,564	2,221	2,477	2,587
6050.200 - Benefits - PERA	8,149	11,376	12,628	13,205
6050.550 - Benefits - Cell Phone Allowance	1,105	1,200	1,200	1,200
6050.560 - Benefits - IPAD allowance	-	300	-	-
6050.570 - Benefits - Car Allowance	1,105	-	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	12,549	30,770	22,464	23,731
6070.100 - Dental Insurance - Employer Contribution	-	1,323	1,325	1,391
6080.100 - Group Life Insurance - Employer Contribution	339	497	619	639
6140 - Miscellaneous Supplies	93	500	500	500
6500.100 - Employee Development - Training	3,026	5,700	3,000	3,000
6550 - Mileage & Parking Reimbursement	3	500	500	500
6600 - Meetings	492	1,600	1,500	1,500
6700 - Dues & Subscriptions	3,163	15,000	5,000	5,000
7000 - Professional Services	9,930	10,000	20,000	20,000
7100 - Communications	-	2,500	-	-
7200 - Printing & Publishing	82	2,600	500	500
9000.101 - Allocations - Information Technology	10,083	10,287	10,287	10,596
9000.102 - Allocations - Facilities Management	4,146	4,270	4,270	4,398
9000.110 - Allocations - Risk Mgmt - OH, Premium	459	468	894	900
9918 - Contingency	-	5,000	-	-
Total	\$181,095	\$266,893	\$266,037	\$276,258

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - Human Resources

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	\$5,833	-	-	-
6000.100 - Salaries - Regular	347,234	368,146	386,361	396,610
6010 - Salary Vacancies	-	(200,000)	(200,000)	(200,000)
6020.100 - Overtime - Regular	-	260	260	260
6050 - Benefits	884	-	-	-
6050.100 - Benefits - Social Security	20,710	21,564	22,443	22,810
6050.101 - Benefits - Medicare	4,857	5,364	5,627	5,777
6050.200 - Benefits - PERA	26,042	27,632	28,997	29,765
6050.302 - Benefits - Unemployment	-	2,000	-	-
6050.550 - Benefits - Cell Phone Allowance	1,205	1,200	1,200	1,200
6050.560 - Benefits - IPAD allowance	300	300	300	300
6050.800 - Benefits - Years of Service Award	2,988	2,525	10,150	5,700
6060.100 - Medical Insurance - Employer Contribution	44,953	47,281	49,049	52,040
6070.100 - Dental Insurance - Employer Contribution	3,895	3,816	3,975	4,173
6080.100 - Group Life Insurance - Employer Contribution	891	900	1,045	1,123
6100 - Office Supplies	259	1,000	1,000	1,000
6500.100 - Employee Development - Training	5,435	5,000	5,000	5,000
6500.101 - Employee Development - City Wide Training	14,256	15,000	15,000	15,000
6500.103 - Employee Development - EE Recognition	4,800	5,550	6,350	6,350
6550 - Mileage & Parking Reimbursement	177	-	200	200
6700 - Dues & Subscriptions	607	1,000	1,275	1,025
6700.109 - Dues & Subscriptions - Software	-	-	16,000	16,000
7000 - Professional Services	12,892	41,200	42,300	47,300
7006 - Medical Fees	18,387	24,725	20,000	20,000
7007 - Drug and Alcohol Testing	1,692	3,500	2,300	2,300
7018 - Compensation Classification Study	-	2,000	-	-
7100.100 - Communications - Postage	319	200	350	350
7200 - Printing & Publishing	2,766	3,800	3,800	3,800
8050 - Cap Equip (\$5K - \$25K)	-	7,000	-	-

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
City Administration - Human Resources

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	9000.101 - Allocations - Information Technology	50,595	51,644	51,644	53,193
	9000.102 - Allocations - Facilities Management	12,325	12,695	12,695	13,076
	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,200	1,231	2,731	2,753
	9900 - Miscellaneous	55	-	-	-
	9919 - Administration Fees	15,853	14,800	15,400	15,400
	Total	\$601,408	\$471,333	\$505,452	\$522,505

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	2017	2018	2019	2020
City Clerk	4	4	4	4
Communications	3	3	3	4
Finance	9.5	9	9	9
Information Tech	5.8	5.8	5.8	5.8
Transit	1	1	1	1
Department Total	23.3	22.8	22.8	23.8

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. A new FTE has been added for 2020. A Communications Specialist will be hired to help manage workload and maintain the city’s commitment to community engagement. **City Clerk** will continue to provide support for the clerical requirements of the city, including preparing city council agendas and packets. The City Clerk’s office will administer three elections in 2020 – the Presidential Primary, August Primary, and November Election Day. Additionally, staff will support the general government responsibilities of the City. **Finance** will review financial studies, maintain the City’s ten-year financial plan, and provide assistance with the budget and long range financial planning. **Transit** will enter year two of the microtransit pilot project to improve the rider experience and efficiency of the Dial a Ride service, make a determination on contract renewal for operations, and work to explore options for additional park and ride locations for express services. **Information Technology** will focus on maximizing use of existing systems, implement police body cameras, oversee construction of IT related aspects of the lower level City Hall remodel, reduce hardware purchases through virtualization technologies, and introduce additional self-service options for employees and constituents.

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City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - Communication Services

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$3,867	-	-	-
	6000.100 - Salaries - Regular	264,671	277,565	348,185	364,445
	6000.200 - Salaries - Temporary	-	3,400	-	-
	6020.100 - Overtime - Regular	-	2,000	-	-
	6050 - Benefits	586	-	-	-
	6050.100 - Benefits - Social Security	16,557	17,767	21,811	22,819
	6050.101 - Benefits - Medicare	3,872	4,155	5,101	5,336
	6050.200 - Benefits - PERA	19,850	21,223	26,113	27,334
	6050.550 - Benefits - Cell Phone Allowance	3,615	3,600	3,600	3,600
	6060.100 - Medical Insurance - Employer Contribution	30,595	31,896	49,049	52,040
	6070.100 - Dental Insurance - Employer Contribution	2,921	2,980	2,570	2,699
	6080.100 - Group Life Insurance - Employer Contribution	961	995	1,313	1,508
	6100 - Office Supplies	359	2,000	2,000	2,000
	6500.100 - Employee Development - Training	4,315	5,000	6,700	6,700
	6700 - Dues & Subscriptions	7,166	7,200	7,200	7,200
	7000 - Professional Services	4,080	10,000	10,000	10,000
	7100.100 - Communications - Postage	32,943	35,500	35,500	35,500
	7100.105 - Communications - Community Identity	2,955	3,300	3,300	3,300
	7200 - Printing & Publishing	484	4,500	4,500	4,500
	7200.100 - Printing & Publishing - Plymouth News	26,120	30,000	30,000	30,000
	7500.202 - Repair & Maint Services - Equipment Maint	5,795	6,300	6,300	6,300
	8000 - Non-Cap Equip (< 5K)	7,778	10,000	10,000	10,000
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	11,522	-	-	-
	9000.101 - Allocations - Information Technology	40,538	41,369	41,369	42,610
	9000.102 - Allocations - Facilities Management	7,689	7,920	7,920	8,158
	9000.110 - Allocations - Risk Mgmt - OH, Premium	988	1,013	2,176	2,193
	Total	\$500,226	\$529,683	\$624,707	\$648,242

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - City Clerk

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	\$4,807	-	-	-
6000.100 - Salaries - Regular	260,735	286,832	299,863	308,575
6000.200 - Salaries - Temporary	84,101	3,400	116,968	5,037
6020.100 - Overtime - Regular	4,126	-	6,100	-
6030.100 - Other Pay - Comp Time	104	600	-	-
6050 - Benefits	728	-	-	-
6050.100 - Benefits - Social Security	17,690	18,062	26,296	19,519
6050.101 - Benefits - Medicare	4,137	4,223	6,149	4,565
6050.200 - Benefits - PERA	19,872	21,812	23,208	23,410
6050.550 - Benefits - Cell Phone Allowance	1,055	480	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	34,852	36,132	37,380	39,492
6070.100 - Dental Insurance - Employer Contribution	3,465	3,416	4,390	4,609
6080.100 - Group Life Insurance - Employer Contribution	607	612	717	813
6100 - Office Supplies	6,427	500	7,500	500
6500.100 - Employee Development - Training	1,674	4,000	4,000	4,000
6550 - Mileage & Parking Reimbursement	67	200	300	200
6600 - Meetings	1,197	-	2,000	-
6700 - Dues & Subscriptions	405	400	18,300	19,300
7000 - Professional Services	-	-	15,000	-
7013 - Record Retention	6,171	5,000	5,000	5,000
7100.100 - Communications - Postage	6,585	-	10,500	-
7200 - Printing & Publishing	5,622	5,100	6,100	100
7500.202 - Repair & Maint Services - Equipment Maint	9,758	11,000	11,000	11,000
7600 - Rentals	4,280	-	6,500	-
8000 - Non-Cap Equip (< 5K)	1,610	1,000	1,000	-
9000.101 - Allocations - Information Technology	72,731	73,903	73,903	76,120
9000.102 - Allocations - Facilities Management	5,572	5,739	5,739	5,911
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,078	2,134	3,087	3,112
9000.111 - Allocations - Risk Mgmt - Claims	372	451	-	-

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - City Clerk

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	9500.660 - Transfers Out - Resource Planning	-	51,000	-	53,000
	9920.100 - Bank Fees - Credit Card	434	500	500	500
	9925 - Recognition Events	1,528	1,500	1,500	1,500
	Total	\$562,789	\$537,996	\$694,200	\$587,463

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - Finance

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	(\$11,326)	-	-	-
6000.100 - Salaries - Regular	707,419	730,604	754,483	779,699
6000.200 - Salaries - Temporary	9,505	13,400	13,668	13,941
6020.100 - Overtime - Regular	421	1,500	1,500	1,500
6030.100 - Other Pay - Comp Time	500	800	-	-
6050 - Benefits	(1,716)	-	-	-
6050.100 - Benefits - Social Security	42,092	45,856	47,077	48,417
6050.101 - Benefits - Medicare	9,844	10,838	11,177	11,546
6050.200 - Benefits - PERA	52,823	55,973	57,725	59,637
6050.550 - Benefits - Cell Phone Allowance	1,205	1,200	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	84,746	89,398	92,174	96,871
6070.100 - Dental Insurance - Employer Contribution	6,858	6,796	7,040	7,391
6080.100 - Group Life Insurance - Employer Contribution	1,551	1,584	1,874	2,076
6100 - Office Supplies	3,156	2,500	2,500	2,500
6500.100 - Employee Development - Training	981	4,000	4,000	4,000
6550 - Mileage & Parking Reimbursement	41	100	100	100
6700 - Dues & Subscriptions	912	1,350	1,200	1,200
7000 - Professional Services	22,033	9,000	10,000	10,000
7004 - Audit Fees	27,470	30,600	30,000	30,000
7100.100 - Communications - Postage	10,931	9,300	10,500	10,500
7200 - Printing & Publishing	3,853	7,200	5,000	5,000
7200.102 - Printing & Publishing - Truth In Taxation Notices	5,451	5,800	5,800	5,800
7500.202 - Repair & Maint Services - Equipment Maint	395	-	500	500
9000.101 - Allocations - Information Technology	113,827	115,716	115,716	119,187
9000.102 - Allocations - Facilities Management	28,936	29,804	29,804	30,698
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,747	2,823	5,747	5,794
9900 - Miscellaneous	-	-	-	-
9900.100 - Miscellaneous - Cash Over/Short	-	-	-	-
9919 - Administration Fees	10,054	11,500	11,500	11,500

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - Finance

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	9920.100 - Bank Fees - Credit Card	2	-	25	25
Total		\$1,134,710	\$1,187,642	\$1,220,310	\$1,259,082

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Administrative Services - Assessing

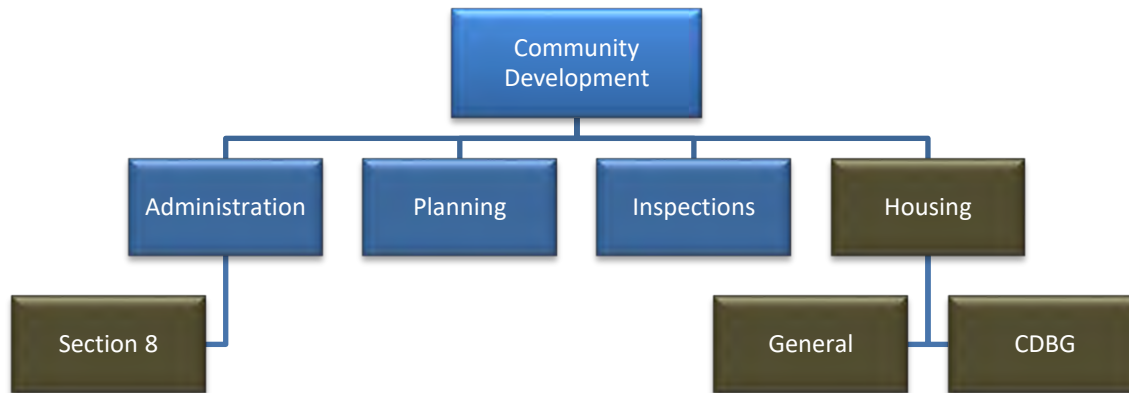
Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6100 - Office Supplies	-	\$50	-	-
7000 - Professional Services	1,044,806	1,030,000	1,120,000	1,153,600
7100.100 - Communications - Postage	433	15,000	1,000	1,000
7500.200 - Repair & Maint Services - Software	170	200	200	200
9000.101 - Allocations - Information Technology	10,214	10,525	10,525	10,841
9000.102 - Allocations - Facilities Management	11,144	11,478	11,478	11,822
Total	\$1,066,768	\$1,067,253	\$1,143,203	\$1,177,463

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	2017	2018	2019	2020
Administration	4.75	4.75	4.75	4.75
Planning	4.4	4.4	4.4	4.4
Protective Inspections	11.92	11.92	10	10
Housing	4.93	4.73	4.65	4.65
Department Total	26	25.8	23.8	23.8

Budget Impacts

In 2019, staff implemented new permitting software that has allowed some permits to be applied for and issued online. Staff is continuing to learn the new software with the intent of adding additional online activities in 2020. Permit revenue in 2019 was strong and revenue is projected at similar levels in 2020. However, with land for new single family neighborhoods quickly being used up, revenue is projected to reduce in coming years. 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
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Community Development - CD Administration and Support

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$3,949	-	-	-
	6000.100 - Salaries - Regular	325,807	338,114	362,842	375,980
	6050 - Benefits	598	-	-	-
	6050.100 - Benefits - Social Security	18,986	20,033	21,455	22,150
	6050.101 - Benefits - Medicare	4,596	4,916	5,274	5,466
	6050.200 - Benefits - PERA	24,436	25,358	27,213	28,200
	6050.550 - Benefits - Cell Phone Allowance	482	480	480	480
	6050.570 - Benefits - Car Allowance	482	480	480	480
	6060.100 - Medical Insurance - Employer Contribution	41,651	41,044	47,609	50,319
	6070.100 - Dental Insurance - Employer Contribution	3,682	3,861	3,944	4,141
	6080.100 - Group Life Insurance - Employer Contribution	645	650	720	785
	6100 - Office Supplies	944	1,500	1,250	1,250
	6500.100 - Employee Development - Training	261	1,000	500	500
	6600 - Meetings	40	-	-	-
	6700 - Dues & Subscriptions	-	250	125	125
	7200 - Printing & Publishing	41	-	50	50
	9000.101 - Allocations - Information Technology	55,309	56,099	56,099	57,782
	9000.102 - Allocations - Facilities Management	12,080	12,442	12,442	12,815
	9000.107 - Allocations - Central Equipment	1,561	1,608	1,608	1,656
	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,452	1,490	3,485	3,513
	9000.111 - Allocations - Risk Mgmt - Claims	170	206	-	-
	Total	\$497,172	\$509,531	\$545,576	\$565,692

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Community Development - Planning

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	\$2,467	-	-	-
6000.100 - Salaries - Regular	457,671	476,824	494,444	507,333
6000.200 - Salaries - Temporary	4,129	16,806	-	17,687
6020.100 - Overtime - Regular	-	-	8,000	8,000
6030.100 - Other Pay - Comp Time	3,512	8,000	-	-
6050 - Benefits	374	-	-	-
6050.100 - Benefits - Social Security	26,240	29,756	29,469	31,006
6050.101 - Benefits - Medicare	6,292	7,287	7,300	7,743
6050.200 - Benefits - PERA	34,898	37,622	37,682	39,977
6050.550 - Benefits - Cell Phone Allowance	482	480	480	480
6050.570 - Benefits - Car Allowance	482	480	480	480
6060.100 - Medical Insurance - Employer Contribution	53,504	55,760	62,339	65,927
6070.100 - Dental Insurance - Employer Contribution	424	436	415	436
6080.100 - Group Life Insurance - Employer Contribution	856	868	996	1,054
6100 - Office Supplies	525	2,000	1,000	1,000
6500 - Employee Development	108	-	-	-
6500.100 - Employee Development - Training	3,069	7,500	7,000	7,000
6550 - Mileage & Parking Reimbursement	-	100	100	100
6700 - Dues & Subscriptions	2,714	3,200	3,300	3,300
7000 - Professional Services	2,782	4,000	4,000	4,000
7100.100 - Communications - Postage	1,668	3,000	2,500	2,500
7200 - Printing & Publishing	2,844	3,500	2,000	2,000
8000 - Non-Cap Equip (< 5K)	925	-	-	-
9000.101 - Allocations - Information Technology	38,003	38,730	38,730	39,892
9000.102 - Allocations - Facilities Management	22,243	22,911	22,911	23,598
9000.107 - Allocations - Central Equipment	4,683	4,824	4,824	4,969
9000.110 - Allocations - Risk Mgmt - OH, Premium	1,359	1,394	3,142	3,168
9500.660 - Transfers Out - Resource Planning	15,000	15,000	15,000	15,000
9920.100 - Bank Fees - Credit Card	69	100	1,000	1,000

City of Plymouth
2020/2021 Biennial Budget Detail

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Total	\$687,322	\$740,578	\$747,112	\$787,650

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Community Development - Inspections

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	(\$34,779)	-	-	-
6000.100 - Salaries - Regular	984,963	889,294	935,523	965,851
6000.200 - Salaries - Temporary	14,980	12,000	12,240	12,485
6050 - Benefits	(5,269)	-	-	-
6050.100 - Benefits - Social Security	59,791	56,013	58,774	60,264
6050.101 - Benefits - Medicare	13,983	13,100	13,774	14,215
6050.200 - Benefits - PERA	72,657	67,596	71,083	73,374
6050.550 - Benefits - Cell Phone Allowance	2,169	2,160	2,160	2,160
6060.100 - Medical Insurance - Employer Contribution	126,158	117,779	118,273	125,569
6070.100 - Dental Insurance - Employer Contribution	6,431	6,396	7,870	8,263
6080.100 - Group Life Insurance - Employer Contribution	1,201	1,123	1,293	1,439
6100 - Office Supplies	1,580	2,500	2,500	2,500
6140.101 - Miscellaneous Supplies - Clothing	4,592	4,000	1,000	1,000
6140.102 - Miscellaneous Supplies - Safety Equipment	533	400	400	400
6500.100 - Employee Development - Training	6,754	9,075	8,475	8,500
6500.104 - Employee Development - Conf & Seminars	-	2,500	-	-
6550 - Mileage & Parking Reimbursement	99	-	-	-
6700 - Dues & Subscriptions	2,499	3,350	1,500	1,500
7000 - Professional Services	240	-	-	-
7100.100 - Communications - Postage	7,048	8,400	8,000	8,000
7200 - Printing & Publishing	2,374	6,650	7,250	3,150
8000 - Non-Cap Equip (< 5K)	17	200	400	400
9000.101 - Allocations - Information Technology	91,549	93,121	93,121	95,914
9000.102 - Allocations - Facilities Management	28,973	29,842	29,842	30,737
9000.107 - Allocations - Central Equipment	60,731	62,553	62,553	64,430
9000.110 - Allocations - Risk Mgmt - OH, Premium	5,834	5,930	8,055	8,114
9000.111 - Allocations - Risk Mgmt - Claims	231	281	8,841	8,841
9920 - Bank Fees	380	-	500	500
9920.100 - Bank Fees - Credit Card	15,370	16,100	16,400	16,400

City of Plymouth
2020/2021 Biennial Budget Detail

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Total	\$1,471,090	\$1,410,363	\$1,469,827	\$1,514,006

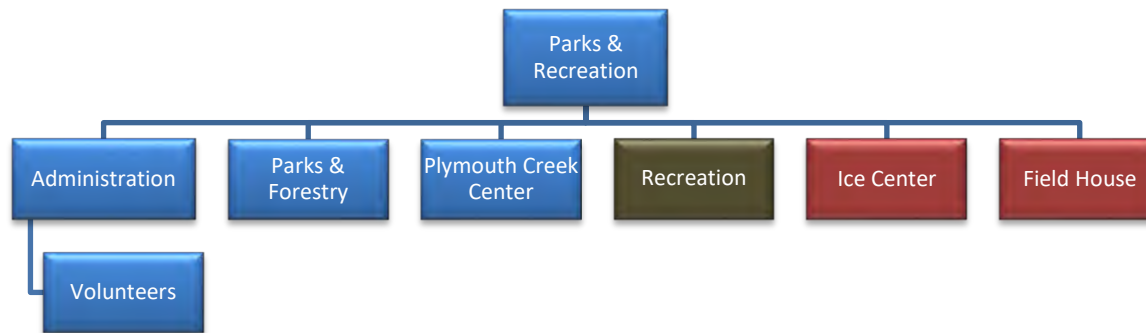
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Parks & Recreation Department

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
- ✓ Historical Society Management

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Division	2017	2018	2019	2020
Administration	3.45	3.45	3.85	2.85
Parks & Forestry	20.85	20.85	21.85	23.85
Plymouth Creek Ctr	4	4	4	4.25
Volunteers	1	1	1	1
Recreation	7.5	7.5	7.5	8.3
Ice Center	5.4	4.4	4.4	4.9
Field House	1	1	1	1.25
Department Total	43.2	42.2	43.6	46.4

Budget Impacts

For 2020 the department will continue to improve service initiatives with a focus on efficiency, responsiveness and quality. The following positions were added; P&F/PIC FTE, P&F/PCC FTE, and an Aquatic Coordinator shift from part-time status to a FTE position. **Administration initiatives:** construction of the Northwest Greenway South Trailhead; installation of a 13+ age group challenge course; installation of new bocce ball courts, improvements to the Historical Society building; and construction of the Plymouth Creek Center project. **Parks & Forestry initiatives:** continue to implement Cartegraph use with park inspections (e.g. playgrounds, boardwalks, and bridges); replacement of the Lake Camelot boardwalk; replace the playgrounds at West Medicine Lake and Swan Lake; field renovations at Plymouth Creek Park; parking lot repair at East Medicine Lake Park. **Plymouth Creek Activity Center initiatives:** preparation for the renovation and expansion of the facility; 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; make mechanical updates to improve remote operations. **Plymouth Ice Center initiatives:** replace dasher boards, replace water heaters and desiccant wheel; continue to develop relationship with FHIT/MAP Hockey to ensure successful partnership. **Recreation initiatives:** update credit card payment system; initiate new Discover Plymouth event; continue to assess and create new programs and services to meet community trends. **Volunteer Services initiatives:** continue to initiate volunteer opportunities for Plymouth.

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City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Parks & Rec Admin

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	(\$6,396)	-	-	-
	6000.100 - Salaries - Regular	425,540	461,585	414,649	426,543
	6000.200 - Salaries - Temporary	24,822	8,000	8,160	8,323
	6050 - Benefits	(969)	-	-	-
	6050.100 - Benefits - Social Security	26,339	26,566	23,249	23,555
	6050.101 - Benefits - Medicare	6,542	6,868	6,185	6,360
	6050.200 - Benefits - PERA	33,777	35,219	31,709	32,614
	6050.550 - Benefits - Cell Phone Allowance	2,350	2,340	2,340	2,340
	6050.560 - Benefits - IPAD allowance	480	480	180	180
	6050.570 - Benefits - Car Allowance	1,205	1,200	1,200	1,200
	6060.100 - Medical Insurance - Employer Contribution	44,719	48,440	39,176	41,490
	6070.100 - Dental Insurance - Employer Contribution	3,276	3,805	2,537	2,665
	6080.100 - Group Life Insurance - Employer Contribution	1,039	1,115	1,160	1,226
	6100 - Office Supplies	2,795	2,900	2,900	2,900
	6120 - Operating Supplies	2,112	3,600	3,000	3,000
	6140.101 - Miscellaneous Supplies - Clothing	65	-	50	50
	6500.100 - Employee Development - Training	3,937	4,200	7,500	4,300
	6550 - Mileage & Parking Reimbursement	-	175	75	75
	6700 - Dues & Subscriptions	1,934	2,700	2,400	2,400
	7000 - Professional Services	22,472	14,900	16,800	17,300
	7100.100 - Communications - Postage	700	700	700	700
	7200 - Printing & Publishing	41	-	-	-
	9000.101 - Allocations - Information Technology	33,927	34,608	34,608	35,646
	9000.102 - Allocations - Facilities Management	40,078	41,281	41,281	42,519
	9000.107 - Allocations - Central Equipment	6,638	6,837	6,837	7,042
	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,372	1,408	2,762	2,784
	9907 - Historical Society	1,128	-	-	-
	9925 - Recognition Events	7,377	7,000	7,500	8,000
	Total	\$687,300	\$715,927	\$656,958	\$673,212

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Parks & Forestry

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$31,176	-	-	-
	6000.100 - Salaries - Regular	1,402,072	1,511,568	1,714,902	1,808,045
	6000.200 - Salaries - Temporary	328,102	383,750	335,000	341,700
	6020.100 - Overtime - Regular	30,188	37,000	37,000	37,000
	6030.100 - Other Pay - Comp Time	18,439	17,000	-	-
	6030.200 - Other Pay - Premium Pay	2,510	4,000	4,000	4,000
	6030.300 - Other Pay - Equipment Pay	483	500	500	500
	6050 - Benefits	4,723	-	-	-
	6050.100 - Benefits - Social Security	107,850	121,406	129,936	136,032
	6050.101 - Benefits - Medicare	25,223	28,440	30,453	31,900
	6050.200 - Benefits - PERA	129,893	146,542	156,853	164,348
	6050.302 - Benefits - Unemployment	21,144	30,000	30,000	30,000
	6050.550 - Benefits - Cell Phone Allowance	7,721	7,548	8,988	8,988
	6050.560 - Benefits - IPAD allowance	120	120	120	120
	6060.100 - Medical Insurance - Employer Contribution	211,964	238,205	275,971	300,224
	6070.100 - Dental Insurance - Employer Contribution	12,751	15,422	14,999	16,617
	6080.100 - Group Life Insurance - Employer Contribution	2,214	2,414	2,935	3,349
	6100 - Office Supplies	3,165	3,000	3,200	3,200
	6120 - Operating Supplies	170,409	165,000	170,000	174,000
	6120.100 - Operating Supplies - Photography	1,826	-	-	-
	6120.108 - Operating Supplies - Twin City Tree Trust	4,644	10,000	8,000	8,000
	6130.101 - Repair & Maint Supplies - Horticulture	84,245	82,000	85,000	85,000
	6130.102 - Repair & Maint Supplies - Traffic & Park Signs	11,303	10,000	10,000	10,000
	6130.103 - Repair & Maint Supplies - Invasive Control	98,046	98,000	73,000	73,000
	6130.107 - Repair & Maint Supplies - Concrete & Asphalt	90,194	93,000	101,000	103,000
	6130.118 - Repair & Maint Supplies - Playstructure Repair Parts	23,698	24,000	25,000	26,000
	6140.101 - Miscellaneous Supplies - Clothing	-	1,607	1,800	1,800
	6140.102 - Miscellaneous Supplies - Safety Equipment	13,907	14,000	15,000	15,000
	6500.100 - Employee Development - Training	9,044	10,000	13,000	13,000

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Parks & Forestry

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6550 - Mileage & Parking Reimbursement	146	250	250	250
6600 - Meetings	7	100	500	500
6700 - Dues & Subscriptions	907	1,300	1,500	1,500
7000 - Professional Services	62,621	74,000	77,000	80,000
7016 - Animal Control	7,960	14,000	10,000	10,000
7017 - Laundered Uniforms	3,769	4,500	4,200	4,200
7100.100 - Communications - Postage	774	1,000	1,000	1,000
7100.102 - Communications - Data Communications	50	-	-	-
7200 - Printing & Publishing	261	600	400	400
7400.102 - Utilities - Natural Gas	19,691	16,800	20,700	21,300
7400.103 - Utilities - Water & Sewer	74,341	73,000	75,000	77,000
7400.104 - Utilities - Solid Waste	21,638	29,400	25,000	26,000
7400.108 - Utilities - Electric	150,575	161,150	160,000	160,000
7500 - Repair & Maint Services	58,037	53,000	54,600	56,000
7500.101 - Repair & Maint Services - Lawn Maint	128,942	133,000	143,000	143,000
7500.102 - Repair & Maint Services - Weed Control	45,368	55,600	84,000	84,000
7500.104 - Repair & Maint Services - Electrical	26,209	24,100	20,000	20,000
7500.107 - Repair & Maint Services - Asphalt Court	22,927	20,000	22,000	22,000
7500.109 - Repair & Maint Services - Seal Coating	65,110	68,000	72,000	72,000
7500.114 - Repair & Maint Services - Retaining Walls/Guard Rails/Fence	15,341	16,000	30,000	32,000
7500.130 - Repair & Maint Services - Building Maint	20,798	22,000	22,500	22,500
7500.135 - Repair & Maint Services - Building Security	(48)	-	-	-
7500.143 - Repair & Maint Services - Median Maint	30,177	35,000	25,000	25,000
7500.200 - Repair & Maint Services - Software	5,339	-	-	-
7500.300 - Repair & Maint Services - Tree Maintenance	147,393	147,000	151,000	155,000
7500.302 - Repair & Maint Services - Forced Tree Removal	7,269	10,000	10,000	10,000
7600 - Rentals	1,525	5,200	5,000	5,000
7600.100 - Rentals - Portable Toilets	79,260	83,000	83,000	85,000
8000 - Non-Cap Equip (< 5K)	4,649	4,000	8,000	8,000

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Parks & Forestry

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	8050 - Cap Equip (\$5K - \$25K)	16,403	10,000	-	20,000
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	126,301	-	-	-
	9000.101 - Allocations - Information Technology	132,144	134,179	134,179	138,204
	9000.102 - Allocations - Facilities Management	141,977	146,237	146,237	150,624
	9000.107 - Allocations - Central Equipment	647,460	666,884	666,884	686,891
	9000.110 - Allocations - Risk Mgmt - OH, Premium	92,150	92,521	144,429	144,629
	9000.111 - Allocations - Risk Mgmt - Claims	25,961	31,517	61,327	61,327
	9913 - Licenses, Permits & Registrations	125	-	-	-
	9920.100 - Bank Fees - Credit Card	61	-	75	75
	Total	\$5,030,670	\$5,187,860	\$5,505,438	\$5,718,223

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Plymouth Creek Activity Center

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	\$4,475	-	-	-
6000.100 - Salaries - Regular	263,269	277,472	306,051	365,048
6000.200 - Salaries - Temporary	41,279	83,022	95,619	60,596
6020.100 - Overtime - Regular	72	-	250	250
6030.100 - Other Pay - Comp Time	66	250	-	-
6050 - Benefits	678	-	-	-
6050.100 - Benefits - Social Security	18,397	22,482	25,035	26,522
6050.101 - Benefits - Medicare	4,303	5,257	5,854	6,202
6050.200 - Benefits - PERA	21,676	22,697	25,656	30,136
6050.550 - Benefits - Cell Phone Allowance	1,126	1,872	1,872	1,872
6060.100 - Medical Insurance - Employer Contribution	33,598	34,818	39,792	55,128
6070.100 - Dental Insurance - Employer Contribution	1,907	1,897	2,933	4,471
6080.100 - Group Life Insurance - Employer Contribution	471	477	778	992
6100 - Office Supplies	987	1,300	1,100	1,100
6120 - Operating Supplies	9,200	10,000	10,000	10,000
6140.101 - Miscellaneous Supplies - Clothing	601	600	600	600
6500.100 - Employee Development - Training	510	1,400	1,000	1,000
6700 - Dues & Subscriptions	762	2,000	800	800
7000 - Professional Services	4,000	4,000	4,500	4,500
7004 - Audit Fees	822	900	850	900
7100.100 - Communications - Postage	793	1,150	1,000	1,000
7200 - Printing & Publishing	800	1,000	800	800
7400.102 - Utilities - Natural Gas	22,623	16,000	23,000	24,000
7400.103 - Utilities - Water & Sewer	11,806	13,000	12,000	12,500
7400.104 - Utilities - Solid Waste	350	4,800	500	500
7400.108 - Utilities - Electric	29,727	38,500	33,000	35,000
7500.130 - Repair & Maint Services - Building Maint	27,920	32,000	30,000	30,000
8000 - Non-Cap Equip (< 5K)	18,805	12,000	5,000	5,000
9000.101 - Allocations - Information Technology	65,950	67,088	67,088	69,101

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Parks and Recreation - Plymouth Creek Activity Center

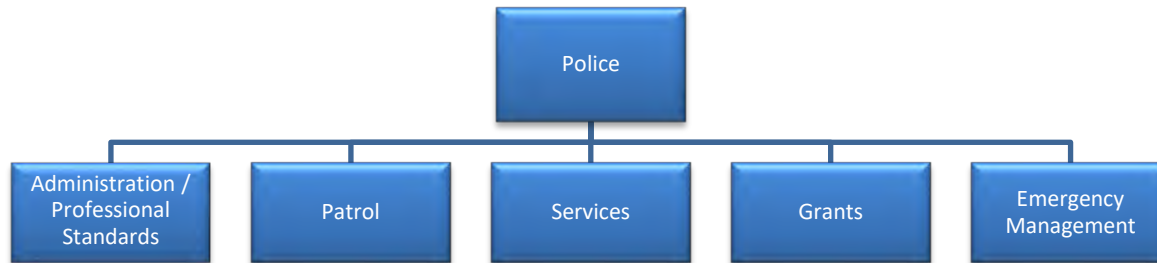
Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
9000.102 - Allocations - Facilities Management	37,888	39,025	39,025	40,196
9000.110 - Allocations - Risk Mgmt - OH, Premium	8,096	8,150	7,034	7,074
9000.111 - Allocations - Risk Mgmt - Claims	749	909	-	-
9900.100 - Miscellaneous - Cash Over/Short	24	-	-	-
9907 - Historical Society	-	3,000	3,000	3,000
9913 - Licenses, Permits & Registrations	3,066	1,850	3,200	3,400
9920 - Bank Fees	74	-	100	100
9920.100 - Bank Fees - Credit Card	6,041	6,000	6,200	6,200
Total	\$642,910	\$714,916	\$753,637	\$807,988

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	2017	2018	2019	2020
Administration	12.3	12.3	13.3	12.8
Patrol	56.25	58.5	59.75	59.75
Services	22.25	22	22.75	23.05
Department Total	90.8	92.8	95.8	95.6

Budget Impacts

No significant budget changes were made in 2020 in order to maintain the Police Department's commitment of providing uncommon service to the community through proactive policing measures and strong engagement practices with our neighborhoods, schools, businesses and faith communities.

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City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Police - PD Administration

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	(\$1,422)	-	-	-
6000.100 - Salaries - Regular	1,119,226	1,174,742	1,182,556	1,222,230
6000.200 - Salaries - Temporary	76,965	85,313	87,020	88,755
6020.100 - Overtime - Regular	1,165	5,000	5,200	5,200
6020.400 - Overtime - Contractual	-	2,000	2,000	2,000
6030.100 - Other Pay - Comp Time	81	200	-	-
6050 - Benefits	(355)	-	-	-
6050.100 - Benefits - Social Security	36,975	44,937	44,259	45,587
6050.101 - Benefits - Medicare	16,637	18,504	18,642	19,246
6050.200 - Benefits - PERA	133,825	140,024	146,769	151,789
6050.500 - Benefits - Clothing Allowance	4,388	4,000	4,100	4,200
6050.550 - Benefits - Cell Phone Allowance	5,170	4,800	4,800	4,800
6060.100 - Medical Insurance - Employer Contribution	190,405	163,883	159,872	168,795
6070.100 - Dental Insurance - Employer Contribution	6,395	7,719	6,545	6,872
6080.100 - Group Life Insurance - Employer Contribution	2,754	2,710	3,030	3,248
6100 - Office Supplies	7,606	8,000	8,000	8,000
6120 - Operating Supplies	487	-	-	-
6120.104 - Operating Supplies - Shooting Range	2,202	6,000	6,000	6,000
6120.122 - Operating Supplies - Reserve Program	5,979	4,000	6,000	6,000
6120.123 - Operating Supplies - Explorer Program	10,000	9,000	10,500	11,000
6120.128 - Operating Supplies - Property Room	4,362	4,000	4,000	4,000
6130 - Repair & Maint Supplies	16	-	-	-
6140.102 - Miscellaneous Supplies - Safety Equipment	70	-	-	-
6500.100 - Employee Development - Training	93,893	96,000	96,000	96,000
6500.103 - Employee Development - EE Recognition	9,007	7,000	10,000	10,000
6500.105 - Employee Development - Shooting Range Training	47,900	50,000	50,000	50,000
6500.200 - Employee Development - Wellness	11,196	11,500	14,000	14,000
6550 - Mileage & Parking Reimbursement	369	250	250	250
6700 - Dues & Subscriptions	5,350	6,500	7,500	7,500

City of Plymouth
 2020/2021 Biennial Budget Detail
 General Fund - Budgeted Revenues and Expenditures
 Police - PD Administration

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
7000 - Professional Services	20,375	47,200	59,534	60,276
7008 - Veterinary Fees	243	1,000	1,000	1,000
7016 - Animal Control	18,984	26,000	26,000	26,000
7100.100 - Communications - Postage	4,565	4,500	4,000	4,000
7200 - Printing & Publishing	694	1,000	1,000	1,000
7500.202 - Repair & Maint Services - Equipment Maint	-	1,500	1,500	1,500
8000 - Non-Cap Equip (< 5K)	1,953	5,000	5,000	5,000
9000.101 - Allocations - Information Technology	183,563	186,314	186,314	191,903
9000.102 - Allocations - Facilities Management	256,199	263,885	263,885	271,802
9000.107 - Allocations - Central Equipment	3,949	4,067	4,067	4,189
9000.109 - Allocations - 800 MHz Radios	70,000	70,000	70,000	70,000
9000.110 - Allocations - Risk Mgmt - OH, Premium	34,215	34,918	83,161	83,724
9000.111 - Allocations - Risk Mgmt - Claims	185,380	225,053	143,868	143,868
9900 - Miscellaneous	235	-	-	-
9906 - Donations & Contributions	3,000	-	-	-
9920.100 - Bank Fees - Credit Card	109	200	200	200
Total	\$2,574,110	\$2,726,719	\$2,726,572	\$2,799,934

City of Plymouth
 2020/2021 Biennial Budget Detail
 General Fund - Budgeted Revenues and Expenditures
 Police - PD Patrol

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$5,428	-	-	-
	6000.100 - Salaries - Regular	4,837,548	5,299,775	5,463,396	5,698,799
	6000.200 - Salaries - Temporary	11,661	30,121	30,723	31,332
	6000.300 - Salaries - Court Time - Stand by	10,706	7,507	7,507	7,507
	6020.100 - Overtime - Regular	135,745	135,300	168,300	168,300
	6020.200 - Overtime - Court Time - Court appearance	16,286	15,000	15,000	15,000
	6020.300 - Overtime - Holiday	45,784	33,000	33,000	33,000
	6020.400 - Overtime - Contractual	71,178	65,000	65,000	65,000
	6030.100 - Other Pay - Comp Time	29,093	20,500	-	-
	6050 - Benefits	3,905	-	-	-
	6050.100 - Benefits - Social Security	12,207	20,334	20,354	21,616
	6050.101 - Benefits - Medicare	72,090	82,189	84,762	88,217
	6050.200 - Benefits - PERA	819,087	917,228	983,744	1,025,445
	6050.500 - Benefits - Clothing Allowance	58,307	57,150	58,517	59,891
	6050.550 - Benefits - Cell Phone Allowance	3,976	4,500	4,500	4,500
	6060.100 - Medical Insurance - Employer Contribution	625,189	691,322	684,774	723,693
	6060.400 - Medical Insurance - Disabled Officer	55,165	48,324	50,929	54,629
	6070.100 - Dental Insurance - Employer Contribution	31,773	37,077	39,106	41,061
	6080.100 - Group Life Insurance - Employer Contribution	9,940	10,309	11,412	12,537
	6100 - Office Supplies	20	-	-	-
	6120 - Operating Supplies	-	300	300	300
	6120.106 - Operating Supplies - Ammunition	26,774	22,720	22,720	22,720
	6120.121 - Operating Supplies - SWAT Team	11,892	10,000	11,000	12,000
	6120.126 - Operating Supplies - K9 Unit	5,155	3,650	4,000	4,000
	6120.129 - Operating Supplies - Training	3,879	5,000	5,000	5,000
	6120.130 - Operating Supplies - CSO	1,567	2,000	2,500	2,500
	6140.100 - Miscellaneous Supplies - Medical	5,594	6,000	6,000	6,000
	6140.101 - Miscellaneous Supplies - Clothing	5,933	8,250	8,250	8,250
	6140.102 - Miscellaneous Supplies - Safety Equipment	1,088	3,500	3,000	3,000

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Police - PD Patrol

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6500.100 - Employee Development - Training	17,376	15,500	15,500	15,500
6550 - Mileage & Parking Reimbursement	-	50	50	50
6600 - Meetings	-	750	750	750
6700 - Dues & Subscriptions	1,523	800	800	800
7000 - Professional Services	102	-	-	-
7006 - Medical Fees	149	-	-	-
7008 - Veterinary Fees	3,416	5,000	5,000	5,000
7100.102 - Communications - Data Communications	56	-	-	-
7500 - Repair & Maint Services	255	-	-	-
7500.202 - Repair & Maint Services - Equipment Maint	64,297	70,000	75,000	75,000
7600 - Rentals	644	1,000	1,000	1,000
8000 - Non-Cap Equip (< 5K)	10,436	12,500	16,000	16,000
9000.101 - Allocations - Information Technology	385,712	393,128	393,128	404,922
9000.102 - Allocations - Facilities Management	181,172	186,608	186,608	192,206
9000.107 - Allocations - Central Equipment	569,595	586,683	586,683	604,283
9500.660 - Transfers Out - Resource Planning	39,500	39,500	39,500	39,500
9901 - Care of Prisoners	35,551	70,000	65,000	65,000
9902 - Booking of Prisoners	32,307	45,000	45,000	45,000
Total	\$8,259,058	\$8,962,575	\$9,213,813	\$9,579,308

City of Plymouth
 2020/2021 Biennial Budget Detail
 General Fund - Budgeted Revenues and Expenditures
 Police - PD Services

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	\$21,639	-	-	-
6000.100 - Salaries - Regular	2,164,628	2,227,522	2,349,323	2,484,324
6000.200 - Salaries - Temporary	29,047	-	-	-
6020.100 - Overtime - Regular	72,127	62,000	74,000	74,000
6020.200 - Overtime - Court Time - Court appearance	-	500	500	500
6020.300 - Overtime - Holiday	1,214	1,000	1,000	1,000
6020.400 - Overtime - Contractual	-	10,000	-	-
6030.100 - Other Pay - Comp Time	9,940	6,600	-	-
6050 - Benefits	4,411	-	-	-
6050.100 - Benefits - Social Security	9,240	7,746	10,860	14,894
6050.101 - Benefits - Medicare	31,760	34,127	35,836	37,798
6050.200 - Benefits - PERA	356,658	379,382	411,377	428,638
6050.500 - Benefits - Clothing Allowance	20,467	21,730	22,263	22,789
6050.550 - Benefits - Cell Phone Allowance	23,939	24,300	24,300	24,300
6060.100 - Medical Insurance - Employer Contribution	265,047	283,379	300,282	334,008
6070.100 - Dental Insurance - Employer Contribution	10,509	11,166	10,604	12,524
6080.100 - Group Life Insurance - Employer Contribution	4,101	4,196	4,722	5,267
6120.102 - Operating Supplies - Motor Fuels & Lubricants	3,979	8,800	6,000	6,000
6120.109 - Operating Supplies - Community Education	13,875	14,000	14,000	14,000
6120.110 - Operating Supplies - DARE Program	13,067	20,000	15,000	15,000
6120.117 - Operating Supplies - CFMH Program	848	2,000	2,000	2,000
6140.104 - Miscellaneous Supplies - Chaplain/Sr Corp	180	4,600	600	600
6500.100 - Employee Development - Training	200	-	-	-
6700 - Dues & Subscriptions	90	-	-	-
7000 - Professional Services	24,812	15,000	34,052	38,169
7500.142 - Repair & Maint Services - SIU	526	2,000	2,000	2,000
7500.202 - Repair & Maint Services - Equipment Maint	1,597	1,600	1,600	1,600
7600 - Rentals	-	2,000	-	-
8000 - Non-Cap Equip (< 5K)	5,402	4,500	9,500	4,500

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Police - PD Services

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	8000.110 - Non-Cap Equip (< 5K) - SIU	4,672	4,000	4,000	4,000
	9000.101 - Allocations - Information Technology	224,781	228,560	228,560	235,417
	9000.102 - Allocations - Facilities Management	76,557	78,854	78,854	81,220
	9000.107 - Allocations - Central Equipment	91,310	94,049	94,049	96,870
	Total	\$3,486,622	\$3,553,611	\$3,735,282	\$3,941,418

City of Plymouth
 2020/2021 Biennial Budget Detail
 General Fund - Budgeted Revenues and Expenditures
 Police - PD Grants

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6020.100 - Overtime - Regular	\$36,416	\$45,700	\$25,700	\$25,700
6050.101 - Benefits - Medicare	523	663	373	373
6050.200 - Benefits - PERA	5,900	7,746	4,549	4,549
6060.100 - Medical Insurance - Employer Contribution	2,924	-	-	-
6070.100 - Dental Insurance - Employer Contribution	268	-	-	-
6080.100 - Group Life Insurance - Employer Contribution	52	-	-	-
6140.102 - Miscellaneous Supplies - Safety Equipment	11,013	9,205	18,160	23,836
6500.100 - Employee Development - Training	308	-	-	-
9950 - Grant & Award Fiscal Agent Pass-Through	52,681	-	-	-
Total	\$110,086	\$63,314	\$48,782	\$54,458

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Emergency Management - Emergency Management

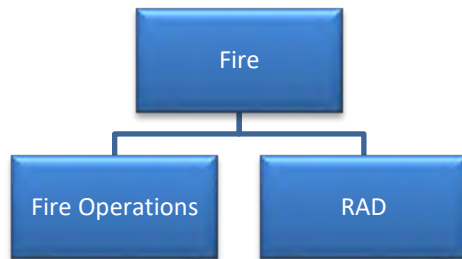
Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6100 - Office Supplies	-	\$500	\$500	\$500
6120.101 - Operating Supplies - Public Ed & Outreach Prj	9	600	600	600
6140.104 - Miscellaneous Supplies - Chaplain/Sr Corp	2,097	-	4,000	4,000
6500.100 - Employee Development - Training	5,836	5,500	5,500	5,500
6700 - Dues & Subscriptions	25,335	21,500	21,500	21,500
7000 - Professional Services	-	1,000	1,000	1,000
7400.108 - Utilities - Electric	1,957	2,000	2,000	2,000
7500 - Repair & Maint Services	-	18,000	24,000	10,000
7500.202 - Repair & Maint Services - Equipment Maint	21,465	10,500	-	-
8000 - Non-Cap Equip (< 5K)	-	5,000	5,000	5,000
9000.101 - Allocations - Information Technology	16,085	16,475	16,475	16,969
9000.102 - Allocations - Facilities Management	2,675	2,755	2,755	2,838
9500.660 - Transfers Out - Resource Planning	5,000	5,000	5,000	5,000
Total	\$80,459	\$88,830	\$88,330	\$74,907

Fire Department

Activities

- ✓ Fire Suppression
- ✓ Emergency Management
- ✓ Technical Rescue
- ✓ Firefighter Training & Education
- ✓ Management & Leadership Development
- ✓ Community Education
- ✓ Fleet & Facility Management
- ✓ Radiological Response
- ✓ Fire Code Enforcement
- ✓ Community Risk Reduction

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Division	2017	2018	2019	2020
Fire Operations	13.5	13.5	21.5	24.5
Department Total	13.5	13.5	21.5	24.5

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 three additional career firefighter positions in 2020, as it continues to modify its response and staffing models to better protect the community. Additionally, part-time personnel are being rearranged to better align with the evolving staffing model. Staffing model changes will drive the need to reconsider the structure of the fire department fleet, with anticipated downsizing and savings. Plans to replace fire station 2 and remodel fire station 3 continue to move ahead with architectural and design costs in 2020 and anticipated project starts in spring of 2021.

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City of Plymouth
 2020/2021 Biennial Budget Detail
 General Fund - Budgeted Revenues and Expenditures
 Fire - Fire Operations

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	\$45,336	-	-	-
6000.100 - Salaries - Regular	1,095,820	1,795,155	2,064,569	2,382,330
6000.200 - Salaries - Temporary	497,369	412,110	399,681	379,449
6020.100 - Overtime - Regular	2,417	5,000	63,322	63,322
6020.300 - Overtime - Holiday	-	-	12,726	12,726
6050 - Benefits	7,503	-	-	-
6050.100 - Benefits - Social Security	39,429	43,295	43,838	42,758
6050.101 - Benefits - Medicare	22,872	32,170	36,940	41,252
6050.200 - Benefits - PERA	165,955	278,083	347,536	403,493
6050.550 - Benefits - Cell Phone Allowance	6,025	6,000	7,200	7,200
6060.100 - Medical Insurance - Employer Contribution	123,555	244,420	268,471	333,215
6070.100 - Dental Insurance - Employer Contribution	8,239	17,114	18,390	23,481
6080.100 - Group Life Insurance - Employer Contribution	2,450	3,208	4,029	4,754
6100 - Office Supplies	2,454	3,000	3,000	3,000
6120.100 - Operating Supplies - Photography	467	500	500	500
6120.101 - Operating Supplies - Public Ed & Outreach Prj	11,414	13,000	13,000	13,000
6120.102 - Operating Supplies - Motor Fuels & Lubricants	53	-	-	-
6120.103 - Operating Supplies - Janitorial	1,379	1,000	1,400	1,400
6120.105 - Operating Supplies - Fire Fighting	26,546	25,100	25,900	26,700
6130 - Repair & Maint Supplies	177	-	-	-
6130.100 - Repair & Maint Supplies - Equipment Parts	8,560	9,000	9,000	9,000
6140.101 - Miscellaneous Supplies - Clothing	25,716	46,400	42,100	44,050
6140.102 - Miscellaneous Supplies - Safety Equipment	51,038	73,750	70,000	70,000
6500.100 - Employee Development - Training	40,744	40,000	41,000	41,000
6500.103 - Employee Development - EE Recognition	3,722	4,000	4,120	4,245
6550 - Mileage & Parking Reimbursement	557	500	500	500
6700 - Dues & Subscriptions	1,981	3,500	5,250	5,250
7000 - Professional Services	6,299	2,000	4,500	4,500
7006 - Medical Fees	7,804	13,000	13,000	13,000

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Fire - Fire Operations

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
7100.100 - Communications - Postage	1,649	600	600	600
7100.104 - Communications - Mobile Telephone	-	-	200	200
7200 - Printing & Publishing	82	-	-	-
7400.102 - Utilities - Natural Gas	18,681	17,000	17,500	17,500
7400.103 - Utilities - Water & Sewer	8,731	7,000	9,000	9,000
7400.108 - Utilities - Electric	24,203	24,000	24,500	24,500
7500 - Repair & Maint Services	176	-	-	-
7500.129 - Repair & Maint Services - Static Testing	12,432	12,000	14,360	14,730
7500.202 - Repair & Maint Services - Equipment Maint	3,450	9,000	9,000	9,000
7500.203 - Repair & Maint Services - Turn Out Gear Repair	13,919	15,400	15,400	15,400
7500.204 - Repair & Maint Services - Hennepin County Radio Fees	22,911	23,500	26,000	26,000
7600 - Rentals	941	1,000	1,000	1,000
8000 - Non-Cap Equip (< 5K)	36,151	33,000	33,000	33,000
8050 - Cap Equip (\$5K - \$25K)	13,881	-	-	-
9000.101 - Allocations - Information Technology	236,632	240,482	240,482	247,696
9000.102 - Allocations - Facilities Management	383,844	395,359	395,359	407,220
9000.107 - Allocations - Central Equipment	513,307	528,706	528,706	544,567
9000.109 - Allocations - 800 MHz Radios	28,500	28,500	28,500	28,500
9000.110 - Allocations - Risk Mgmt - OH, Premium	10,973	11,111	28,046	28,237
9000.111 - Allocations - Risk Mgmt - Claims	30,867	37,473	9,765	9,765
9500.660 - Transfers Out - Resource Planning	90,000	90,000	90,000	90,000
9906 - Donations & Contributions	533,914	495,000	500,000	505,000
9920.100 - Bank Fees - Credit Card	11	-	-	-
Total	\$4,191,134	\$5,040,436	\$5,471,390	\$5,942,040

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Fire - Fire REP (RAD)

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000.100 - Salaries - Regular	\$3,493	-	-	-
6000.200 - Salaries - Temporary	20,355	19,414	19,802	20,198
6020.100 - Overtime - Regular	-	-	2,000	2,000
6050.100 - Benefits - Social Security	1,262	1,204	1,228	1,252
6050.101 - Benefits - Medicare	345	282	316	322
6050.200 - Benefits - PERA	566	-	354	354
6060.100 - Medical Insurance - Employer Contribution	408	-	-	-
6070.100 - Dental Insurance - Employer Contribution	18	-	-	-
6080.100 - Group Life Insurance - Employer Contribution	6	-	-	-
6120.105 - Operating Supplies - Fire Fighting	-	1,000	1,000	1,000
6130.100 - Repair & Maint Supplies - Equipment Parts	4,159	-	-	-
6140.101 - Miscellaneous Supplies - Clothing	2,538	2,500	2,500	2,500
6500.100 - Employee Development - Training	500	1,000	1,000	1,000
7100.100 - Communications - Postage	-	-	171	724
7500.202 - Repair & Maint Services - Equipment Maint	3,491	4,000	4,000	4,000
7500.204 - Repair & Maint Services - Hennepin County Radio Fees	2,096	3,000	3,000	3,000
8000 - Non-Cap Equip (< 5K)	-	5,000	20,000	18,000
9000.107 - Allocations - Central Equipment	32,053	33,015	33,015	34,005
9000.110 - Allocations - Risk Mgmt - OH, Premium	907	908	624	624
9500.600 - Transfers Out - Central Equipment	1,351	-	-	-
Total	\$73,548	\$71,323	\$89,010	\$88,979

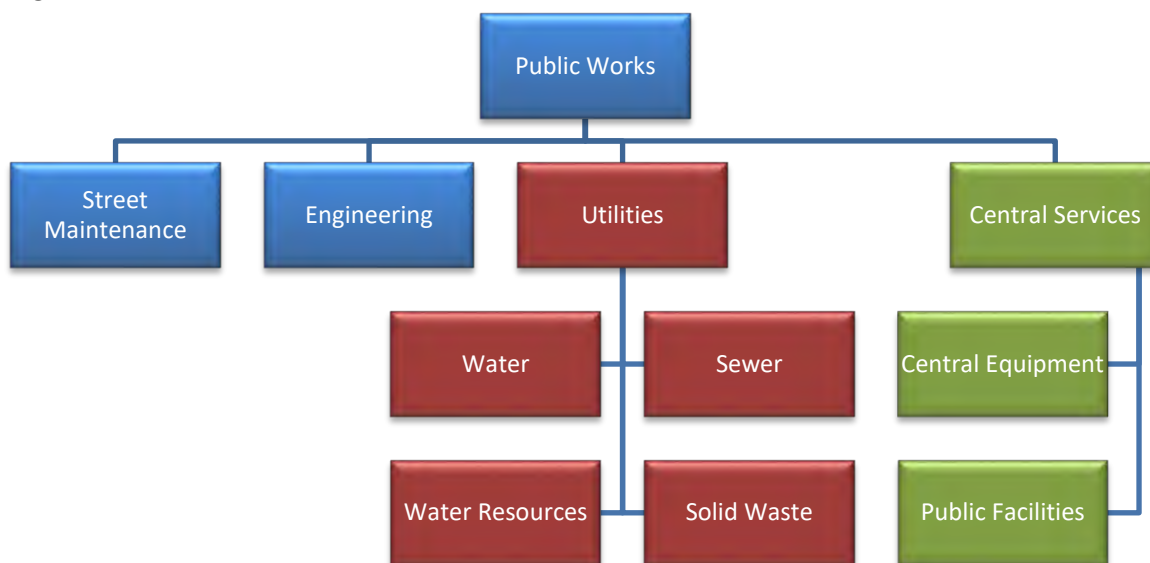
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Public Works Department

Activities

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

Organizational Chart



Full-Time Equivalent Employees by Budgeted Division

Division	2017	2018	2019	2020
Street Maintenance	16.55	16.55	17.95	17.95
Engineering	6.65	6.65	6.8	6.85
Central Equipment	4.7	4.7	5.1	5.2
Facilities Management	2.5	2.5	3.1	3.1
Utilities	29.09	30.09	32.56	33.4
Department Total	59.49	60.49	65.51	66.5

Budget Impacts

The proposed General Fund expenditures in both the Engineering and Street Maintenance divisions for 2020 remain similar to that of 2019 and reflect investments identified in the adopted “State of the Streets” document by the City Council in 2018. This document set the vision for street infrastructure investments, methods, and funding to ensure high quality street conditions projected through the year 2034. The enterprise divisions within Utilities and the internal service divisions within Central Services continue the trajectory of reinvestment through both operations and capital programs as needs are better identified with the implementation of the City’s enterprise asset management software in early 2019 and the completion of the holistic facilities needs assessment in late 2018. Lastly, the total FTE count in 2020 increased by 1.0 reflective of the additional 0.5 FTE for office support at the maintenance facility and the hiring of a full-time graduate engineer in Engineering by making offsetting cuts to attain budget neutrality.

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City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Public Works - Street Maintenance

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$6,157	-	-	-
	6000.100 - Salaries - Regular	1,020,128	1,204,043	1,245,011	1,289,452
	6000.200 - Salaries - Temporary	16,628	41,738	39,779	42,160
	6020.100 - Overtime - Regular	93,348	54,000	56,000	56,000
	6030.100 - Other Pay - Comp Time	2,844	4,000	-	-
	6030.200 - Other Pay - Premium Pay	2,965	2,300	4,000	4,000
	6030.300 - Other Pay - Equipment Pay	1,223	2,300	2,300	2,300
	6050 - Benefits	933	-	-	-
	6050.100 - Benefits - Social Security	67,518	81,145	83,597	86,255
	6050.101 - Benefits - Medicare	15,827	19,061	19,649	20,324
	6050.200 - Benefits - PERA	85,008	98,132	101,029	104,548
	6050.550 - Benefits - Cell Phone Allowance	6,224	6,240	7,920	7,920
	6050.570 - Benefits - Car Allowance	231	240	240	240
	6060.100 - Medical Insurance - Employer Contribution	180,674	205,336	214,661	226,836
	6070.100 - Dental Insurance - Employer Contribution	9,973	12,895	11,721	12,309
	6080.100 - Group Life Insurance - Employer Contribution	1,477	1,685	1,871	2,070
	6100 - Office Supplies	979	-	500	500
	6120.100 - Operating Supplies - Photography	418	-	-	-
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	812	-	2,200	2,200
	6130.100 - Repair & Maint Supplies - Equipment Parts	3,366	5,400	5,400	5,400
	6130.101 - Repair & Maint Supplies - Horticulture	2,900	3,100	3,100	3,100
	6130.102 - Repair & Maint Supplies - Traffic & Park Signs	18,588	34,000	34,000	34,000
	6130.104 - Repair & Maint Supplies - Sand and Gravel	511	5,000	5,000	5,000
	6130.105 - Repair & Maint Supplies - Paint	56	2,500	2,500	2,500
	6130.106 - Repair & Maint Supplies - Lumber	585	400	600	600
	6130.107 - Repair & Maint Supplies - Concrete & Asphalt	115,939	100,000	100,000	100,000
	6130.108 - Repair & Maint Supplies - Concrete Disposal	-	500	500	500
	6130.111 - Repair & Maint Supplies - Chemicals	210,812	225,000	320,000	320,000
	6130.120 - Repair & Maint Supplies - Mailbox Repairs	11,658	6,500	10,000	10,000

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Public Works - Street Maintenance

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6130.121 - Repair & Maint Supplies - Sprinkler Head Repairs	998	-	1,500	1,500
6140.101 - Miscellaneous Supplies - Clothing	-	1,100	1,100	1,100
6140.102 - Miscellaneous Supplies - Safety Equipment	6,161	5,900	6,400	6,400
6500.100 - Employee Development - Training	4,439	5,000	5,000	5,000
6700 - Dues & Subscriptions	100	175	200	200
7017 - Laundered Uniforms	3,182	4,200	4,200	4,200
7100.100 - Communications - Postage	87	160	160	160
7100.102 - Communications - Data Communications	-	-	2,000	2,000
7200 - Printing & Publishing	82	500	500	500
7400.101 - Utilities - Traffic Lights	58,973	59,000	61,000	63,000
7400.102 - Utilities - Natural Gas	6,489	7,500	6,600	6,600
7400.108 - Utilities - Electric	9,302	11,500	10,500	10,500
7400.109 - Utilities Street Lights - Billable	677,774	690,000	690,000	710,000
7400.110 - Utilities Street Lights - Nonbillable	44,556	56,000	50,000	51,500
7500.108 - Repair & Maint Services - Snow Plowing	198,307	426,500	426,500	426,500
7500.109 - Repair & Maint Services - Seal Coating	-	150,000	-	-
7500.110 - Repair & Maint Services - Street Striping	82,747	100,000	100,000	100,000
7500.114 - Repair & Maint Services - Retaining Walls/Guard Rails/Fence	1,760	10,000	10,000	10,000
7500.134 - Repair & Maint Services - Crack Sealing	31,688	200,000	200,000	200,000
7500.140 - Repair & Maint Services - Traffic Signals	31,174	60,000	40,000	40,000
7500.146 - Repair & Maint Services - Fog Sealing	-	-	150,000	150,000
7500.201 - Repair & Maint Services - Departmental Software Maint	358	1,000	1,000	1,000
7500.202 - Repair & Maint Services - Equipment Maint	2,532	1,500	1,500	1,500
7600 - Rentals	1,424	5,000	3,000	3,000
8000 - Non-Cap Equip (< 5K)	16,221	7,000	7,000	7,000
8050 - Cap Equip (\$5K - \$25K)	-	15,000	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	26,176	-	-	-
9000.101 - Allocations - Information Technology	38,417	39,059	39,059	40,231
9000.102 - Allocations - Facilities Management	149,164	153,639	153,639	158,248

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Public Works - Street Maintenance

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	9000.107 - Allocations - Central Equipment	963,734	992,646	992,646	1,022,425
	9000.110 - Allocations - Risk Mgmt - OH, Premium	(19,438)	(19,270)	28,613	28,709
	9000.111 - Allocations - Risk Mgmt - Claims	56,276	68,320	6,713	6,713
	9920 - Bank Fees	1,280	-	1,300	1,300
	9920.100 - Bank Fees - Credit Card	278	300	300	300
	Total	\$4,272,021	\$5,167,244	\$5,272,008	\$5,397,800

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Public Works - Engineering

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	(\$37,802)	-	-	-
6000.100 - Salaries - Regular	548,955	652,037	666,241	701,545
6000.200 - Salaries - Temporary	22,476	42,000	17,340	17,687
6020.100 - Overtime - Regular	27,557	17,500	17,500	17,500
6050 - Benefits	(5,727)	-	-	-
6050.100 - Benefits - Social Security	36,015	42,737	42,031	43,623
6050.101 - Benefits - Medicare	8,594	10,400	10,265	10,779
6050.200 - Benefits - PERA	41,370	53,372	52,578	55,254
6050.550 - Benefits - Cell Phone Allowance	4,206	4,560	5,820	5,820
6050.570 - Benefits - Car Allowance	924	960	960	960
6060.100 - Medical Insurance - Employer Contribution	80,473	81,091	86,609	91,828
6070.100 - Dental Insurance - Employer Contribution	2,325	3,617	4,726	4,959
6080.100 - Group Life Insurance - Employer Contribution	1,054	1,408	1,560	1,714
6100 - Office Supplies	771	1,000	1,000	1,000
6120.112 - Operating Supplies - Survey	-	1,400	2,500	2,500
6500 - Employee Development	865	-	-	-
6500.100 - Employee Development - Training	7,232	11,000	11,000	11,000
6550 - Mileage & Parking Reimbursement	29	300	300	300
6700 - Dues & Subscriptions	2,210	2,500	3,500	3,500
7000 - Professional Services	8,287	7,500	10,000	10,000
7001 - Consulting Engineer	21,879	7,500	10,000	10,000
7100.100 - Communications - Postage	2,403	2,000	2,000	2,000
7200 - Printing & Publishing	694	600	600	600
7500.200 - Repair & Maint Services - Software	-	-	1,500	-
8000 - Non-Cap Equip (< 5K)	6,189	2,500	2,500	2,500
9000.101 - Allocations - Information Technology	87,708	89,140	89,140	91,814
9000.102 - Allocations - Facilities Management	36,662	37,763	37,763	38,896
9000.107 - Allocations - Central Equipment	17,233	17,750	17,750	18,283
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,839	2,897	3,978	4,005

City of Plymouth
2020/2021 Biennial Budget Detail
General Fund - Budgeted Revenues and Expenditures
Public Works - Engineering

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	9000.111 - Allocations - Risk Mgmt - Claims	7,354	8,928	-	-
	9913 - Licenses, Permits & Registrations	123	-	-	-
	Total	\$932,897	\$1,102,460	\$1,099,161	\$1,148,067

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**City of Plymouth
2020/2021 Biennial Budget Detail
Recreation Fund - Budgeted Revenues and Expenditures**

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue				
4000.100 - Taxes - Property	\$643,672	\$670,143	\$703,650	\$738,832
4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	7	-	-	-
4310.100 - Program Fees - Recreation	1,286,213	1,157,608	1,263,470	1,296,964
4310.101 - Program Fees - Subsidized Recreation	30	-	-	-
4320.100 - Rental Fees - Recreation	63,761	60,000	66,000	68,920
4360.105 - Items for Resale - Caps & Apparel	10,021	13,000	13,400	13,760
4600 - Contributions - Operating	20,633	15,000	20,000	20,450
4700.100 - Interest Income - Investments	10,976	5,000	10,000	10,000
4700.150 - Interest Income - Operating Account	892	250	800	800
4800 - Other Revenues	-	-	-	-
4800.400 -Other Revenues - Commissions	746	2,500	1,250	1,258
4801 - Administrative Fee	7,153	6,000	7,500	7,725
4807 - Refunds & Reimbursements	1,099	-	-	-
4900 - Transfers In	-	-	10,952	87,105
Total	\$2,045,201	\$1,929,501	\$2,097,022	\$2,245,814

City of Plymouth
2020/2021 Biennial Budget Detail
Recreation Fund - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	(\$4,184)	-	-	-
	6000.100 - Salaries - Regular	596,042	622,088	696,858	805,380
	6000.200 - Salaries - Temporary	329,151	340,000	313,127	321,570
	6020.100 - Overtime - Regular	-	200	200	200
	6050 - Benefits	(634)	-	-	-
	6050.100 - Benefits - Social Security	55,452	59,872	62,841	70,089
	6050.101 - Benefits - Medicare	12,969	14,001	14,695	16,393
	6050.200 - Benefits - PERA	51,713	54,898	60,300	68,658
	6050.302 - Benefits - Unemployment	276	500	500	500
	6050.550 - Benefits - Cell Phone Allowance	3,374	3,360	3,360	3,360
	6060.100 - Medical Insurance - Employer Contribution	80,096	81,541	96,833	118,665
	6070.100 - Dental Insurance - Employer Contribution	5,538	4,961	6,492	8,206
	6080.100 - Group Life Insurance - Employer Contribution	2,033	2,060	2,590	3,370
	6100 - Office Supplies	1,148	1,000	1,000	1,000
	6120 - Operating Supplies	39,887	42,447	38,870	40,012
	6120.100 - Operating Supplies - Photography	21	-	-	-
	6120.125 - Operating Supplies - Resale	12,013	12,000	11,050	11,380
	6140.101 - Miscellaneous Supplies - Clothing	19,570	18,000	19,269	19,489
	6500.100 - Employee Development - Training	6,876	8,100	9,500	8,000
	6550 - Mileage & Parking Reimbursement	431	550	550	550
	6700 - Dues & Subscriptions	1,791	2,781	2,000	2,000
	7000 - Professional Services	441,730	332,000	400,900	398,484
	7050 - External Program Registrations	2,398	3,203	2,525	4,635
	7100.100 - Communications - Postage	17,262	19,000	18,000	18,000
	7200 - Printing & Publishing	4,727	3,500	3,975	3,505
	7200.101 - Printing & Publishing - Recreation Handbook	38,737	40,000	45,000	46,000
	7500.202 - Repair & Maint Services - Equipment Maint	-	300	300	300
	7600 - Rentals	90,801	90,000	113,254	116,265
	8000 - Non-Cap Equip (< 5K)	4,134	4,500	4,500	4,500

City of Plymouth
2020/2021 Biennial Budget Detail
Recreation Fund - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	8050 - Cap Equip (\$5K - \$25K)	-	-	16,000	-
	9000.101 - Allocations - Information Technology	75,180	76,430	76,430	78,723
	9000.102 - Allocations - Facilities Management	12,080	12,442	12,442	12,815
	9000.110 - Allocations - Risk Mgmt - OH, Premium	5,495	5,646	12,877	12,981
	9000.111 - Allocations - Risk Mgmt - Claims	2,269	2,754	84	84
	9500 - Transfers Out	-	29,367	-	-
	9500.400 - Transfers Out - General Capital Projects	32,095	-	-	-
	9500.405 - Transfers Out - Park Replacement	24,493	-	-	-
	9500.660 - Transfers Out - Resource Planning	-	-	7,500	7,500
	9900 - Miscellaneous	790	-	-	-
	9903 - Scholarships	7,246	10,000	9,000	9,000
	9920 - Bank Fees	169	-	200	200
	9920.100 - Bank Fees - Credit Card	31,992	32,000	34,000	34,000
	Total	\$2,005,159	\$1,929,501	\$2,097,022	\$2,245,814

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City of Plymouth
 2020/2021 Biennial Budget Detail
 Transit System - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue	4230 - Intergovern-State-Operating	\$4,831,363	\$4,132,432	\$4,831,362	\$4,952,146
	4240 - Intergovern-State-Capital	42,785	-	-	-
	4350.120 - General Services - Transit Fares	1,114,443	1,200,000	1,125,588	1,142,471
	4350.129 - General Services Dial-A-Ride Ticket Sales	40,266	41,000	60,000	61,200
	4700.100 - Interest Income - Investments	126,516	75,000	100,000	100,000
	4700.150 - Interest Income - Operating Account	9,676	2,500	5,000	5,000
	4800 - Other Revenues	9,245	-	-	-
	4807 - Refunds & Reimbursements	34	-	-	-
	Total	\$6,174,328	\$5,450,932	\$6,121,950	\$6,260,817

City of Plymouth
2020/2021 Biennial Budget Detail
Transit System - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$231	-	-	-
	6000.100 - Salaries - Regular	96,089	101,081	107,250	111,919
	6000.200 - Salaries - Temporary	6,013	12,000	12,240	12,485
	6050 - Benefits	35	-	-	-
	6050.100 - Benefits - Social Security	6,015	7,085	7,483	7,788
	6050.101 - Benefits - Medicare	1,407	1,657	1,750	1,821
	6050.200 - Benefits - PERA	7,658	8,481	8,961	9,330
	6050.550 - Benefits - Cell Phone Allowance	1,205	1,200	1,200	1,200
	6060.100 - Medical Insurance - Employer Contribution	13,522	14,024	14,512	15,339
	6080.100 - Group Life Insurance - Employer Contribution	342	355	441	513
	6100 - Office Supplies	49	1,000	500	800
	6120 - Operating Supplies	-	9,500	-	-
	6120.101 - Operating Supplies - Public Ed & Outreach Prj	-	5,000	-	-
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	549,679	454,000	547,204	563,921
	6500.100 - Employee Development - Training	-	3,500	3,500	3,500
	6550 - Mileage & Parking Reimbursement	340	500	500	600
	6600 - Meetings	-	250	300	350
	6700 - Dues & Subscriptions	9,500	12,000	10,500	11,000
	7000 - Professional Services	8,166	-	10,000	10,000
	7003 - Legal	363	1,500	1,500	1,500
	7015 - Transit Services	3,875,298	4,357,727	4,644,890	4,830,486
	7015.100 - Transit Services - Special Events/Public Outreach	2,352	-	5,000	5,000
	7100.100 - Communications - Postage	17	500	50	50
	7100.102 - Communications - Data Communications	49	15,000	15,000	15,000
	7200 - Printing & Publishing	4,053	6,000	6,180	6,365
	7400.100 - Utilities - Street Lights	-	3,000	-	-
	7400.102 - Utilities - Natural Gas	616	650	650	700
	7400.103 - Utilities - Water & Sewer	2,763	1,200	2,846	2,941
	7400.108 - Utilities - Electric	20,283	20,879	21,505	22,000

City of Plymouth
2020/2021 Biennial Budget Detail
Transit System - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	7500 - Repair & Maint Services	5,974	-	-	-
	7500.132 - Repair & Maint Services - Transit Facility	158,627	180,000	185,000	200,000
	7500.200 - Repair & Maint Services - Software	29,930	21,700	40,000	60,000
	7500.202 - Repair & Maint Services - Equipment Maint	-	-	8,000	8,000
	7600 - Rentals	62,714	73,000	75,000	76,000
	8000 - Non-Cap Equip (< 5K)	68,436	4,800	115,000	120,000
	8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	25,080	-	-	-
	9000.101 - Allocations - Information Technology	40,191	41,208	41,208	42,444
	9000.102 - Allocations - Facilities Management	1,337	1,377	1,377	1,418
	9000.103 - Allocations - General Fund Administrative	26,406	27,198	27,198	28,014
	9000.110 - Allocations - Risk Mgmt - OH, Premium	3,982	3,991	4,039	4,046
	9500 - Transfers Out	-	57,160	-	-
	9500.050 - Transfers Out - Reserves	-	-	139,566	22,516
	9918 - Contingency	-	809	60,000	62,171
	9920 - Bank Fees	1,190	1,500	1,500	1,500
	9920.100 - Bank Fees - Credit Card	46	100	100	100
	Total	\$5,029,959	\$5,450,932	\$6,121,950	\$6,260,817

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City of Plymouth
 2020/2021 Biennial Budget Detail
 Community Dev Block Grant (CDBG) - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue					
	4000.100 - Taxes - Property	\$6,092	\$6,454	\$6,584	\$6,716
	4200.200 - Intergovern- Federal - Operating - CDBG	158,643	274,506	282,500	293,900
	4200.210 - Intergovern- Federal - Operating - REHAB Loan Repayment	23,485	40,000	20,000	20,000
	4200.211 - Intergovern- Federal - Operating - FTHB Loan Repayment	178,250	15,000	20,000	20,000
	4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	-	-	-	-
	4700.100 - Interest Income - Investments	264	1,000	1,296	1,395
	4700.150 - Interest Income - Operating Account	88	-	75	75
	Total	\$366,821	\$336,960	\$330,455	\$342,086

City of Plymouth
2020/2021 Biennial Budget Detail
Community Dev Block Grant (CDBG) - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	(\$97)	-	-	-
	6000.100 - Salaries - Regular	39,136	41,117	35,238	38,127
	6020.100 - Overtime - Regular	118	-	-	-
	6050 - Benefits	(15)	-	-	-
	6050.100 - Benefits - Social Security	2,109	2,550	2,185	2,365
	6050.101 - Benefits - Medicare	493	595	512	552
	6050.200 - Benefits - PERA	2,943	3,083	2,643	2,858
	6060.100 - Medical Insurance - Employer Contribution	6,448	7,012	5,525	5,875
	6070.100 - Dental Insurance - Employer Contribution	-	-	207	218
	6080.100 - Group Life Insurance - Employer Contribution	40	40	45	50
	6100 - Office Supplies	51	300	300	300
	6500.100 - Employee Development - Training	-	1,318	1,500	1,500
	6550 - Mileage & Parking Reimbursement	-	150	150	150
	7000 - Professional Services	-	2,325	2,300	2,300
	7003 - Legal	545	2,000	1,500	1,500
	7004 - Audit Fees	3,205	3,500	3,500	3,500
	7100.100 - Communications - Postage	191	500	500	500
	7200 - Printing & Publishing	47	100	100	100
	9000.101 - Allocations - Information Technology	3,636	3,712	3,712	3,823
	9000.102 - Allocations - Facilities Management	1,337	1,377	1,377	1,418
	9000.110 - Allocations - Risk Mgmt - OH, Premium	326	332	449	452
	9000.111 - Allocations - Risk Mgmt - Claims	851	1,033	-	-
	9910 - Housing Loans	168,450	176,641	182,187	189,973
	9911 - Grant Awards	80,278	89,250	86,500	86,500
	9920 - Bank Fees	11	25	25	25
	Total	\$310,103	\$336,960	\$330,455	\$342,086

City of Plymouth
2020/2021 Biennial Budget Detail
HRA Section 8 - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue	4200.101 - Intergovern- Federal - Operating - Section 8 - HUD Direct	\$1,666,616	\$1,647,250	\$1,710,500	\$1,716,500
	4200.106 - Intergovern- Federal - Operating - Section 8 - Mainstream Vouchers	82,917	87,000	90,000	91,000
	4200.107 - Intergovern- Federal - Operating - Section 8 - Fraud Recovery	11,291	4,500	2,000	2,500
	4200.109 - Intergovern- Federal - Operating - HUD Direct Administration	199,371	157,000	175,000	177,000
	4200.111 - Intergovern- Federal - Operating - Mainstream Administration	12,269	13,000	14,000	15,000
	4270.300 - Intergovern-Local-Operating Section 8 - Rent Port	917,375	1,200,000	950,000	1,000,000
	4270.301 - Intergovern-Local-Operating Section 8 - Admin Port	63,155	82,000	65,000	65,000
	4700.150 - Interest Income - Operating Account	644	250	400	400
	4900 - Transfers In	-	22,704	-	-
	4900.050 - Transfers In - Reserves	-	-	28,046	32,430
	Total	\$2,953,638	\$3,213,704	\$3,034,946	\$3,099,830

City of Plymouth
2020/2021 Biennial Budget Detail
HRA Section 8 - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$51	-	-	-
	6000.100 - Salaries - Regular	178,063	179,838	186,483	191,344
	6050 - Benefits	8	-	-	-
	6050.100 - Benefits - Social Security	10,573	11,149	11,563	11,862
	6050.101 - Benefits - Medicare	2,473	2,608	2,704	2,776
	6050.200 - Benefits - PERA	13,355	13,488	13,985	14,351
	6060.100 - Medical Insurance - Employer Contribution	18,674	19,121	19,703	20,689
	6070.100 - Dental Insurance - Employer Contribution	2,228	2,217	2,270	2,383
	6080.100 - Group Life Insurance - Employer Contribution	305	301	347	392
	6100 - Office Supplies	79	100	100	100
	6500.100 - Employee Development - Training	-	1,000	1,000	1,000
	6550 - Mileage & Parking Reimbursement	9	150	150	150
	6700 - Dues & Subscriptions	-	750	500	500
	7000 - Professional Services	680	3,000	3,000	3,000
	7003 - Legal	-	500	500	500
	7004 - Audit Fees	7,324	8,000	8,500	8,500
	7005 - Accounting	3,180	4,500	3,500	3,750
	7100.100 - Communications - Postage	1,376	4,100	3,500	3,750
	7200 - Printing & Publishing	551	1,000	500	500
	9000.101 - Allocations - Information Technology	18,765	19,129	19,129	19,703
	9000.102 - Allocations - Facilities Management	1,783	1,836	1,836	1,891
	9000.110 - Allocations - Risk Mgmt - OH, Premium	798	817	1,626	1,639
	9908.100 - Section 8 Fees - Project Based	154,608	153,000	162,000	163,000
	9908.102 - Section 8 Fees - Port-Out Rent Assist	109,757	108,000	102,000	103,000
	9908.103 - Section 8 Fees - Port-Out Admin Fee	12,415	14,000	12,000	12,000
	9908.104 - Section 8 Fees - Port-In Vouchers	917,375	1,200,000	950,000	1,000,000
	9908.105 - Section 8 Fees - Mainstream M/C	106,059	109,000	111,000	112,000
	9908.106 - Section 8 Fees - Mainstream M5 (HUD)	81,458	87,000	90,000	91,000
	9908.107 - Section 8 Fees - Rental Vouchers	1,237,387	1,217,000	1,280,000	1,282,000

City of Plymouth
2020/2021 Biennial Budget Detail
HRA Section 8 - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	9908.108 - Section 8 Fees - Enhanced Rental	54,808	52,000	47,000	48,000
	9920 - Bank Fees	-	100	-	-
	9920.100 - Bank Fees - Credit Card	43	-	50	50
	Total	\$2,934,183	\$3,213,704	\$3,034,946	\$3,099,830

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City of Plymouth
 2020/2021 Biennial Budget Detail
 HRA General - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue	4000.100 - Taxes - Property	\$569,325	\$584,074	\$595,755	\$607,670
	4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	6	-	-	-
	4320 - Rental Fees	9,900	9,900	9,900	9,900
	4700.100 - Interest Income - Investments	35,841	27,000	27,000	27,000
	4700.150 - Interest Income - Operating Account	2,041	500	1,000	1,000
	4700.300 - Interest Income - Notes	4,788	-	5,000	5,000
	4807 - Refunds & Reimbursements	540	-	-	-
	4820 - Loan Repayments	35,333	7,500	12,000	12,800
	4900 - Transfers In	-	5,000	-	-
	Total	\$657,774	\$633,974	\$650,655	\$663,370

City of Plymouth
2020/2021 Biennial Budget Detail
HRA General - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	\$811	-	-	-
6000.100 - Salaries - Regular	201,590	208,503	208,812	216,225
6050 - Benefits	123	-	-	-
6050.100 - Benefits - Social Security	11,827	12,535	12,499	12,823
6050.101 - Benefits - Medicare	2,844	3,048	3,053	3,159
6050.200 - Benefits - PERA	15,118	15,638	15,660	16,217
6050.550 - Benefits - Cell Phone Allowance	1,446	1,440	1,440	1,440
6050.570 - Benefits - Car Allowance	241	240	240	240
6060.100 - Medical Insurance - Employer Contribution	18,687	21,149	15,702	16,408
6070.100 - Dental Insurance - Employer Contribution	1,611	1,590	1,864	1,957
6080.100 - Group Life Insurance - Employer Contribution	600	613	727	818
6100 - Office Supplies	-	500	500	500
6130 - Repair & Maint Supplies	1,184	200	200	200
6500.100 - Employee Development - Training	885	3,200	3,200	3,200
6550 - Mileage & Parking Reimbursement	-	100	100	105
6700 - Dues & Subscriptions	841	1,700	1,000	1,000
7000 - Professional Services	5,660	15,000	10,000	10,000
7000.300 - Professional Services - Architectural Design Program	500	1,000	1,000	1,000
7003 - Legal	12,685	5,500	5,500	5,500
7004 - Audit Fees	1,832	2,000	2,000	2,000
7100.100 - Communications - Postage	-	750	750	750
7200 - Printing & Publishing	198	957	1,000	1,000
7500 - Repair & Maint Services	3,831	6,000	5,000	5,000
9000.101 - Allocations - Information Technology	12,051	12,236	12,236	12,603
9000.102 - Allocations - Facilities Management	12,258	12,626	12,626	13,005
9000.110 - Allocations - Risk Mgmt - OH, Premium	710	727	1,450	1,461
9000.111 - Allocations - Risk Mgmt - Claims	-	-	15,000	15,000
9500 - Transfers Out	-	8,516	-	-
9500.050 - Transfers Out - Reserves	-	-	6,096	8,259

City of Plymouth
 2020/2021 Biennial Budget Detail
 HRA General - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
9500.850 - Transfers Out - Plymouth Town Square	625,000	177,506	177,500	178,000
9500.851 - Transfers Out - Vicksburg Crossing	175,000	40,000	40,000	40,000
9900 - Miscellaneous	80,070	80,000	80,000	80,000
9911 - Grant Awards	-	-	15,000	15,000
9920 - Bank Fees	253	700	500	500
9930 - Loans	30,925	-	-	-
Total	\$1,218,781	\$633,974	\$650,655	\$663,370

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City of Plymouth
2020/2021 Biennial Budget Detail
Water - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue				
4150.450 - Permits - Water	\$20,082	-	-	-
4330.100 - Utility Charges - Water - Base	1,177,924	1,212,376	1,294,002	1,351,195
4330.101 - Utility Charges - Water - Residential	3,702,213	3,642,450	3,913,912	4,077,662
4330.102 - Utility Charges - Water - Commercial	1,358,455	1,746,100	1,596,393	1,652,054
4330.103 - Utility Charges - Water Demand - Commercial	564,666	572,598	593,128	613,883
4330.600 - Utility Charges - Fire Hydrant Inspection	85,488	30,000	30,000	30,000
4330.800 - Utility Charges - Penalties	61,565	40,000	65,000	65,000
4350 - General Services	10,400	12,000	12,000	12,000
4350.119 - General Services - Antennae Charges	142,366	154,666	142,298	146,775
4360.104 - Items for Resale - Water Meter / Horns	150,382	137,703	140,000	140,000
4620 - Contributions - Capital	1,678,486	600,000	850,000	850,000
4700 - Interest Income	47	-	-	-
4700.100 - Interest Income - Investments	64,824	30,000	43,000	43,000
4700.150 - Interest Income - Operating Account	2,650	1,000	1,500	1,500
4700.200 - Interest Income - Special Assessments	1,913	1,320	3,400	3,400
4800 - Other Revenues	12,235	10,000	10,000	10,000
4801 - Administrative Fee	47	1,500	1,500	1,500
4804 - Sale of Asset	3,080	-	-	-
4807 - Refunds & Reimbursements	17,234	-	-	-
4900 - Transfers In	-	118,901	-	-
4900.050 - Transfers In - Reserves	-	-	1,819,492	-
4900.412 - Transfers In - Utility Trunk Replacement	1,951,595	-	-	-
4900.420 - Transfers In - Water Sewer Construction	1,898,055	-	-	-
Total	\$12,903,706	\$8,310,614	\$10,515,625	\$8,997,969

City of Plymouth
2020/2021 Biennial Budget Detail
Water - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$17,561	-	-	-
	6000.100 - Salaries - Regular	845,532	997,253	1,053,793	1,094,783
	6000.200 - Salaries - Temporary	28,098	28,248	28,842	29,225
	6020.100 - Overtime - Regular	111,923	95,000	96,000	96,000
	6030.100 - Other Pay - Comp Time	716	1,000	-	-
	6030.200 - Other Pay - Premium Pay	826	700	1,000	1,000
	6030.300 - Other Pay - Equipment Pay	366	300	500	500
	6050 - Benefits	2,661	-	-	-
	6050.100 - Benefits - Social Security	59,647	69,344	72,885	75,246
	6050.101 - Benefits - Medicare	13,986	16,306	17,151	17,748
	6050.200 - Benefits - PERA	73,283	84,190	88,515	91,613
	6050.302 - Benefits - Unemployment	5,796	6,700	6,700	6,700
	6050.550 - Benefits - Cell Phone Allowance	1,629	1,680	2,400	2,400
	6050.570 - Benefits - Car Allowance	231	240	240	240
	6060.100 - Medical Insurance - Employer Contribution	117,796	149,698	156,582	165,363
	6070.100 - Dental Insurance - Employer Contribution	7,880	9,638	9,376	9,849
	6080.100 - Group Life Insurance - Employer Contribution	1,181	1,477	1,765	1,973
	6100 - Office Supplies	2,797	5,000	3,000	3,000
	6120.100 - Operating Supplies - Photography	418	-	-	-
	6120.101 - Operating Supplies - Public Ed & Outreach Prj	-	-	20,000	20,000
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	18,504	10,000	3,000	3,000
	6130 - Repair & Maint Supplies	1,469	-	-	-
	6130.100 - Repair & Maint Supplies - Equipment Parts	79,837	110,000	90,000	90,000
	6130.101 - Repair & Maint Supplies - Horticulture	266	6,000	1,000	1,000
	6130.105 - Repair & Maint Supplies - Paint	1,980	2,500	2,500	2,500
	6130.111 - Repair & Maint Supplies - Chemicals	267,717	300,000	300,000	320,000
	6130.112 - Repair & Maint Supplies - Water Mains	43,441	55,000	55,000	55,000
	6130.114 - Repair & Maint Supplies - Meter Parts	139,236	85,000	85,000	85,000
	6130.115 - Repair & Maint Supplies - Hydrant Markers	6,435	2,500	5,000	5,000

City of Plymouth
2020/2021 Biennial Budget Detail
Water - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6130.116 - Repair & Maint Supplies - Water Valves & Curb Stops	86,572	100,000	90,000	90,000
6130.117 - Repair & Maint Supplies - Hydrant Parts	15,438	17,500	17,000	17,000
6140.100 - Miscellaneous Supplies - Medical	138	-	-	-
6140.102 - Miscellaneous Supplies - Safety Equipment	5,370	5,000	5,000	5,000
6500.100 - Employee Development - Training	12,212	10,000	10,000	10,000
6550 - Mileage & Parking Reimbursement	819	-	-	-
6700 - Dues & Subscriptions	5,223	5,000	5,000	5,000
7000 - Professional Services	61,944	150,000	150,000	150,000
7001 - Consulting Engineer	503	-	-	-
7004 - Audit Fees	3,573	3,900	3,900	3,900
7017 - Laundered Uniforms	2,366	2,500	2,500	2,500
7100.100 - Communications - Postage	29,165	29,000	29,000	29,000
7100.104 - Communications - Mobile Telephone	400	-	-	-
7200 - Printing & Publishing	10,088	9,000	10,000	10,000
7400.102 - Utilities - Natural Gas	29,665	40,000	35,000	35,000
7400.103 - Utilities - Water & Sewer	4,978	4,100	5,000	5,100
7400.104 - Utilities - Solid Waste	478	3,500	1,000	1,000
7400.106 - Utilities - Water Connection Fee	150,901	150,000	150,000	150,000
7400.107 - Utilities - State Summer Water Surcharge	19,199	25,000	25,000	25,000
7400.108 - Utilities - Electric	764,831	730,000	740,000	740,000
7500.101 - Repair & Maint Services - Lawn Maint	18,280	25,000	25,000	25,000
7500.115 - Repair & Maint Services - Pull Wells	42,297	60,000	60,000	60,000
7500.117 - Repair & Maint Services - MN Health Samples	8,236	9,000	9,000	9,000
7500.120 - Repair & Maint Services - Water Withdrawal Permit	22,028	25,000	25,000	25,000
7500.121 - Repair & Maint Services - Zachary Plant	38,450	55,000	55,000	55,000
7500.122 - Repair & Maint Services - Central Plant	11,659	45,000	45,000	45,000
7500.123 - Repair & Maint Services - Gopher State One Call	25,541	55,000	30,000	30,000
7500.144 - Repair & Maint Services - Water Main Repair	581,943	600,000	600,000	600,000
7500.147 - Repair & Maint Services - Fire Hydrants	-	-	12,500	12,500

City of Plymouth
2020/2021 Biennial Budget Detail
Water - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	7500.200 - Repair & Maint Services - Software	16,017	-	-	-
	7500.202 - Repair & Maint Services - Equipment Maint	116,094	95,000	95,000	95,000
	7600 - Rentals	-	2,000	1,000	1,000
	8000 - Non-Cap Equip (< 5K)	12,574	12,000	13,000	13,000
	8100.200 - Capital Outlay (> 5K) - Infrastructure	1,797,273	-	-	-
	8100.250 - Capital Outlay (> 5K) - Capitalize-Infrastructure	(1,797,273)	-	-	-
	8100.300 - Capital Outlay (> 5K) - Buildings	170,404	-	-	-
	8100.350 - Capital Outlay (> 5K) - Capitalize Buildings	(170,404)	-	-	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	115,000	-	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	3,112,000	5,405,000	2,500,000
	8500 - Depreciation	2,534,863	-	-	-
	8920 - Debt Service - Interest	1,681	2,513	-	-
	9000.101 - Allocations - Information Technology	139,169	141,711	141,711	145,962
	9000.102 - Allocations - Facilities Management	92,473	95,247	95,247	98,104
	9000.103 - Allocations - General Fund Administrative	304,887	314,035	314,035	323,456
	9000.107 - Allocations - Central Equipment	166,735	171,737	171,737	176,889
	9000.110 - Allocations - Risk Mgmt - OH, Premium	18,427	18,564	13,285	13,367
	9000.111 - Allocations - Risk Mgmt - Claims	22,268	27,033	9,661	9,661
	9500.050 - Transfers Out - Reserves	-	-	-	1,288,590
	9500.413 - Transfers Out - Improvement Project Construction	851,235	-	-	-
	9500.420 - Transfers Out - Water Sewer Construction	1,773,018	-	-	-
	9500.600 - Transfers Out - Central Equipment	131,018	-	-	-
	9913 - Licenses, Permits & Registrations	2,310	-	-	-
	9917 - Bad Debt	1,221	-	-	-
	9920 - Bank Fees	11,851	5,500	12,000	12,000
	9920.100 - Bank Fees - Credit Card	3,680	2,000	3,800	3,800
	Total	\$10,003,031	\$8,310,614	\$10,515,625	\$8,997,969

City of Plymouth
2020/2021 Biennial Budget Detail
Water Resources - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue				
4330.400 - Utility Charges - Wtr Res - Residential	\$1,833,482	\$1,751,982	\$1,941,608	\$2,095,461
4330.401 - Utility Charges - Wtr Res - Commercial	1,614,560	1,730,995	1,875,772	2,006,979
4330.800 - Utility Charges - Penalties	28,409	30,000	30,000	30,000
4360 - Items for Resale	100	-	-	-
4620 - Contributions - Capital	1,801,816	700,000	2,000,000	1,600,000
4700.100 - Interest Income - Investments	74,819	20,000	50,000	50,000
4700.150 - Interest Income - Operating Account	3,906	1,000	1,500	1,500
4700.200 - Interest Income - Special Assessments	618	-	150	150
4800 - Other Revenues	1,614	3,000	3,000	3,000
4801 - Administrative Fee	35,614	20,000	20,000	20,000
4900.413 - Transfers In - Improvement Project Construction	12,750	-	-	-
4900.421 - Transfers In - Enterprise - Other Construction	1,584,146	-	-	-
Total	\$6,991,833	\$4,256,977	\$5,922,030	\$5,807,090

City of Plymouth
2020/2021 Biennial Budget Detail
Water Resources - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	(\$6,704)	-	-	-
	6000.100 - Salaries - Regular	522,593	649,224	697,958	728,282
	6000.200 - Salaries - Temporary	6,824	17,000	17,340	17,687
	6020.100 - Overtime - Regular	12,612	20,000	15,200	15,200
	6030.100 - Other Pay - Comp Time	50	200	-	-
	6030.200 - Other Pay - Premium Pay	657	700	900	900
	6030.300 - Other Pay - Equipment Pay	2,185	2,300	2,700	2,700
	6050 - Benefits	(1,016)	-	-	-
	6050.100 - Benefits - Social Security	32,999	42,602	45,409	47,142
	6050.101 - Benefits - Medicare	7,743	10,020	10,684	11,129
	6050.200 - Benefits - PERA	39,699	51,707	55,059	57,361
	6050.550 - Benefits - Cell Phone Allowance	1,603	1,320	2,700	2,700
	6050.560 - Benefits - IPAD allowance	200	225	-	-
	6050.570 - Benefits - Car Allowance	116	120	120	120
	6060.100 - Medical Insurance - Employer Contribution	75,792	104,861	104,858	110,819
	6070.100 - Dental Insurance - Employer Contribution	5,521	7,869	8,024	8,424
	6080.100 - Group Life Insurance - Employer Contribution	886	1,104	1,274	1,428
	6100 - Office Supplies	256	2,000	2,000	2,000
	6120.100 - Operating Supplies - Photography	418	-	-	-
	6120.101 - Operating Supplies - Public Ed & Outreach Prj	37,440	30,000	15,000	17,500
	6130.101 - Repair & Maint Supplies - Horticulture	3,635	5,000	5,000	5,000
	6130.107 - Repair & Maint Supplies - Concrete & Asphalt	6,624	15,000	15,000	15,000
	6130.110 - Repair & Maint Supplies - Drainage	77,507	130,000	120,000	120,000
	6140.101 - Miscellaneous Supplies - Clothing	-	1,750	1,750	1,750
	6140.102 - Miscellaneous Supplies - Safety Equipment	7,638	7,500	7,500	7,500
	6500.100 - Employee Development - Training	2,460	2,000	3,500	3,500
	6550 - Mileage & Parking Reimbursement	-	100	100	100
	6600 - Meetings	52	100	100	100
	6700 - Dues & Subscriptions	312,906	330,000	330,000	330,000

City of Plymouth
2020/2021 Biennial Budget Detail
Water Resources - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	7000 - Professional Services	83,928	100,000	100,000	100,000
	7011 - Soil Boring & Testing	2,683	7,500	7,500	7,500
	7017 - Laundered Uniforms	909	1,100	1,100	1,100
	7100.100 - Communications - Postage	74	1,000	1,000	1,000
	7200 - Printing & Publishing	119	500	500	500
	7400.102 - Utilities - Natural Gas	1,622	1,500	2,000	2,000
	7400.108 - Utilities - Electric	9,863	10,000	10,000	11,000
	7500.102 - Repair & Maint Services - Weed Control	1,500	5,000	5,000	5,000
	7500.111 - Repair & Maint Services - Street Cleaning	113,384	15,000	15,000	15,000
	7500.112 - Repair & Maint Services - Drainway Maint	74,255	125,000	100,000	100,000
	7500.113 - Repair & Maint Services - Curb Raising & Curb Work	198,725	200,000	200,000	200,000
	7500.116 - Repair & Maint Services - Water Samples	36,043	50,000	50,000	50,000
	7500.200 - Repair & Maint Services - Software	16,017	-	-	-
	7600 - Rentals	5,226	25,000	20,000	20,000
	8000 - Non-Cap Equip (< 5K)	14,619	15,000	15,000	15,000
	8100.100 - Capital Outlay (> 5K) - Land	1,000	-	-	-
	8100.150 - Capital Outlay (> 5K) - Capitalize-land	(1,000)	-	-	-
	8100.200 - Capital Outlay (> 5K) - Infrastructure	2,234,223	-	-	-
	8100.250 - Capital Outlay (> 5K) - Capitalize-Infrastructure	(2,234,223)	-	-	-
	8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	1,042,784	-	-	25,000
	8100.450 - Capital Outlay (> 5K) - Capitalize Improvements	(1,042,784)	-	-	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	-	380,000	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	1,553,000	1,660,000	1,769,000
	8500 - Depreciation	614,024	-	-	-
	9000.101 - Allocations - Information Technology	44,299	45,018	45,018	46,369
	9000.102 - Allocations - Facilities Management	39,168	40,342	40,342	41,552
	9000.103 - Allocations - General Fund Administrative	113,205	116,601	116,601	120,099
	9000.107 - Allocations - Central Equipment	167,645	172,674	172,674	177,854
	9000.110 - Allocations - Risk Mgmt - OH, Premium	6,875	6,938	9,868	9,913

City of Plymouth
 2020/2021 Biennial Budget Detail
 Water Resources - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	9000.111 - Allocations - Risk Mgmt - Claims	6,952	8,440	-	-
	9500 - Transfers Out	-	320,562	-	-
	9500.050 - Transfers Out - Reserves	-	-	1,500,351	1,574,961
	9500.413 - Transfers Out - Improvement Project Construction	1,190,758	-	-	-
	9500.421 - Transfers Out - Enterprise - Other Construction	1,105,672	-	-	-
	9500.600 - Transfers Out - Central Equipment	68,262	-	-	-
	9904 - Real Estate Taxes	20	-	-	-
	9913 - Licenses, Permits & Registrations	400	-	-	-
	9917 - Bad Debt	82	-	-	-
	9920 - Bank Fees	6,554	3,500	6,700	6,700
	9920.100 - Bank Fees - Credit Card	1,125	600	1,200	1,200
	Total	\$5,074,703	\$4,256,977	\$5,922,030	\$5,807,090

City of Plymouth
2020/2021 Biennial Budget Detail
Sewer - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue				
4150.400 - Permits - Sewer	\$19,287	-	-	-
4270.200 - Intergovern-Local-Operating - Lift Station Maint Fees	25,520	28,644	29,000	29,000
4330.200 - Utility Charges - Sewer - Base	1,792,916	1,858,846	2,061,331	2,194,090
4330.201 - Utility Charges - Sewer - Residential	5,382,242	5,290,312	5,844,196	6,215,359
4330.202 - Utility Charges - Sewer - Commercial	1,914,280	2,013,903	2,125,691	2,241,273
4330.800 - Utility Charges - Penalties	83,586	65,000	70,000	70,000
4620 - Contributions - Capital	1,905,059	-	1,300,000	1,300,000
4700.100 - Interest Income - Investments	69,344	30,000	53,000	53,000
4700.150 - Interest Income - Operating Account	3,519	700	1,500	1,500
4700.200 - Interest Income - Special Assessments	2,215	-	550	550
4800 - Other Revenues	13,062	18,000	18,000	18,000
4801 - Administrative Fee	5,959	8,000	6,000	6,000
4807 - Refunds & Reimbursements	260	-	-	-
4900 - Transfers In	-	1,506,128	-	-
4900.412 - Transfers In - Utility Trunk Replacement	1,157,036	-	-	-
4900.420 - Transfers In - Water Sewer Construction	1,090,632	-	-	-
4900.421 - Transfers In - Enterprise - Other Construction	372,142	-	-	-
Total	\$13,837,061	\$10,819,533	\$11,509,268	\$12,128,772

City of Plymouth
2020/2021 Biennial Budget Detail
Sewer - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	(\$6,848)	-	-	-
	6000.100 - Salaries - Regular	543,601	619,970	650,978	678,066
	6000.200 - Salaries - Temporary	5,802	7,828	7,985	8,145
	6020.100 - Overtime - Regular	33,664	22,000	23,000	23,000
	6030.100 - Other Pay - Comp Time	643	1,000	-	-
	6030.200 - Other Pay - Premium Pay	842	700	1,000	1,000
	6030.300 - Other Pay - Equipment Pay	419	400	700	700
	6050 - Benefits	(1,037)	-	-	-
	6050.100 - Benefits - Social Security	35,074	39,877	41,766	43,190
	6050.101 - Benefits - Medicare	8,261	9,474	9,944	10,343
	6050.200 - Benefits - PERA	42,177	48,893	51,272	53,326
	6050.550 - Benefits - Cell Phone Allowance	1,026	1,080	1,800	1,800
	6050.570 - Benefits - Car Allowance	462	480	480	480
	6060.100 - Medical Insurance - Employer Contribution	70,775	92,301	93,121	98,142
	6070.100 - Dental Insurance - Employer Contribution	5,892	7,187	6,999	7,346
	6080.100 - Group Life Insurance - Employer Contribution	832	1,047	1,157	1,276
	6100 - Office Supplies	437	4,000	2,000	2,000
	6120.100 - Operating Supplies - Photography	418	-	-	-
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	-	500	500	500
	6130.100 - Repair & Maint Supplies - Equipment Parts	42,900	115,000	100,000	100,000
	6130.101 - Repair & Maint Supplies - Horticulture	-	2,000	1,000	1,000
	6130.105 - Repair & Maint Supplies - Paint	2,000	1,500	1,500	1,500
	6130.113 - Repair & Maint Supplies - Sewer Mains	370	2,000	500	500
	6140.102 - Miscellaneous Supplies - Safety Equipment	6,538	5,000	5,000	5,000
	6500.100 - Employee Development - Training	7,220	8,000	8,000	8,000
	7000 - Professional Services	53,924	70,000	40,000	40,000
	7004 - Audit Fees	3,573	3,900	3,700	3,700
	7011 - Soil Boring & Testing	4,050	-	-	-
	7017 - Laundered Uniforms	1,179	1,500	1,500	1,500

City of Plymouth
2020/2021 Biennial Budget Detail
Sewer - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	7100 - Communications	7	-	-	-
	7100.100 - Communications - Postage	28,905	28,000	28,000	28,000
	7100.102 - Communications - Data Communications	988	-	-	-
	7200 - Printing & Publishing	9,566	10,000	10,000	10,000
	7400.102 - Utilities - Natural Gas	4,380	5,000	5,000	5,000
	7400.103 - Utilities - Water & Sewer	4,978	4,000	5,000	5,000
	7400.104 - Utilities - Solid Waste	567	-	1,000	1,000
	7400.108 - Utilities - Electric	88,061	80,000	90,000	90,000
	7500.127 - Repair & Maint Services - Metro Sewer Board	5,961,976	6,334,830	6,514,030	6,710,000
	7500.136 - Repair & Maint Services - Manhole Sealing	35,397	90,000	90,000	90,000
	7500.138 - Repair & Maint Services - Maple Grove Sewer Agreement	-	215,000	10,100	10,400
	7500.145 - Repair & Maint Services - Sewer Main Repair	21,553	30,000	30,000	30,000
	7500.200 - Repair & Maint Services - Software	16,017	-	-	-
	7500.202 - Repair & Maint Services - Equipment Maint	12,921	40,000	20,000	20,000
	8000 - Non-Cap Equip (< 5K)	3,089	5,000	5,000	5,000
	8100.200 - Capital Outlay (> 5K) - Infrastructure	2,799,234	-	-	-
	8100.250 - Capital Outlay (> 5K) - Capitalize-Infrastructure	(2,799,234)	-	-	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	2,145,000	1,750,000	1,440,000
	8500 - Depreciation	1,304,490	-	-	-
	9000.101 - Allocations - Information Technology	70,979	72,115	72,115	74,278
	9000.102 - Allocations - Facilities Management	38,174	39,319	39,319	40,499
	9000.103 - Allocations - General Fund Administrative	416,516	429,011	429,011	441,881
	9000.107 - Allocations - Central Equipment	194,062	199,884	199,884	205,881
	9000.110 - Allocations - Risk Mgmt - OH, Premium	14,176	14,281	15,825	15,873
	9000.111 - Allocations - Risk Mgmt - Claims	3,672	4,456	3,482	3,482
	9500.050 - Transfers Out - Reserves	-	-	1,113,990	1,788,354
	9500.413 - Transfers Out - Improvement Project Construction	328,910	-	-	-
	9500.420 - Transfers Out - Water Sewer Construction	1,091,178	-	-	-
	9500.421 - Transfers Out - Enterprise - Other Construction	353,682	-	-	-

City of Plymouth
 2020/2021 Biennial Budget Detail
 Sewer - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	9500.600 - Transfers Out - Central Equipment	62,092	-	-	-
	9917 - Bad Debt	162	-	-	-
	9919 - Administration Fees	203	-	-	-
	9920 - Bank Fees	16,110	5,000	16,000	16,000
	9920.100 - Bank Fees - Credit Card	3,892	3,000	4,000	4,000
	9920.150 - Bank Fees - PSN	-	-	3,500	3,500
	9920.160 - Bank Fees - Operating Acct	-	-	110	110
	Total	\$10,950,892	\$10,819,533	\$11,509,268	\$12,128,772

City of Plymouth
 2020/2021 Biennial Budget Detail
 Solid Waste Mgmt - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue				
4100.400 - Licenses - Garbage Hauler	\$4,856	\$4,975	\$4,975	\$4,975
4250 - Intergovern-County-Operating	172,304	130,000	120,000	100,000
4270 - Intergovern-Local-Operating	5,837	5,837	11,674	13,602
4330.300 - Utility Charges - Solid Waste	737,135	811,998	942,388	1,057,066
4330.800 - Utility Charges - Penalties	6,788	4,500	4,500	4,500
4700.100 - Interest Income - Investments	23,138	20,000	19,000	19,000
4700.150 - Interest Income - Operating Account	1,446	300	1,000	1,000
4700.200 - Interest Income - Special Assessments	227	-	50	50
4800 - Other Revenues	12,670	15,000	15,000	15,000
4900 - Transfers In	-	289,010	-	-
4900.050 - Transfers In - Reserves	-	-	257,543	240,147
Total	\$964,402	\$1,281,620	\$1,376,130	\$1,455,340

City of Plymouth
2020/2021 Biennial Budget Detail
Solid Waste Mgmt - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	(\$349)	-	-	-
	6000.100 - Salaries - Regular	35,139	88,365	96,811	123,152
	6000.200 - Salaries - Temporary	29,298	33,705	32,550	34,515
	6020.100 - Overtime - Regular	6,558	7,000	7,000	7,000
	6050 - Benefits	(53)	-	-	-
	6050.100 - Benefits - Social Security	4,197	7,907	8,327	10,055
	6050.101 - Benefits - Medicare	993	1,881	1,985	2,394
	6050.200 - Benefits - PERA	4,500	7,152	7,787	9,761
	6050.550 - Benefits - Cell Phone Allowance	60	360	360	360
	6050.560 - Benefits - IPAD allowance	-	75	-	-
	6050.570 - Benefits - Car Allowance	116	120	120	120
	6060.100 - Medical Insurance - Employer Contribution	6,261	22,974	17,161	23,127
	6070.100 - Dental Insurance - Employer Contribution	356	1,704	1,523	2,122
	6080.100 - Group Life Insurance - Employer Contribution	77	226	224	288
	6100 - Office Supplies	-	50	50	50
	6120 - Operating Supplies	106	2,700	2,700	2,700
	6120.101 - Operating Supplies - Public Ed & Outreach Prj	1,315	2,200	2,200	3,700
	6140 - Miscellaneous Supplies	292	200	200	200
	6140.101 - Miscellaneous Supplies - Clothing	-	100	100	100
	6140.102 - Miscellaneous Supplies - Safety Equipment	97	300	300	300
	6500.100 - Employee Development - Training	-	-	400	400
	6500.104 - Employee Development - Conf & Seminars	37	400	-	-
	6550 - Mileage & Parking Reimbursement	-	50	50	50
	6700 - Dues & Subscriptions	300	400	400	400
	7000 - Professional Services	44,749	53,500	48,500	51,500
	7003 - Legal	-	500	500	500
	7100.100 - Communications - Postage	9	100	100	100
	7200 - Printing & Publishing	25	2,000	2,000	2,000
	7400.104 - Utilities - Solid Waste	883,413	975,000	1,000,000	1,030,000

City of Plymouth
2020/2021 Biennial Budget Detail
Solid Waste Mgmt - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	7400.105 - Utilities - Yard Waste	701	500	70,400	74,000
	7600 - Rentals	-	-	800	800
	8500 - Depreciation	5,683	-	-	-
	9000.101 - Allocations - Information Technology	4,026	4,130	4,130	4,254
	9000.102 - Allocations - Facilities Management	4,146	4,270	4,270	4,398
	9000.103 - Allocations - General Fund Administrative	57,008	58,718	58,718	60,480
	9000.107 - Allocations - Central Equipment	1,561	1,608	1,608	1,656
	9000.110 - Allocations - Risk Mgmt - OH, Premium	417	425	356	358
	9900 - Miscellaneous	25	-	-	-
	9913.100 - Licenses, Permits & Registrations - Yard Waste	1,800	1,500	2,000	2,000
	9917 - Bad Debt	20	-	-	-
	9920 - Bank Fees	1,454	1,000	1,500	1,500
	9920.100 - Bank Fees - Credit Card	697	500	1,000	1,000
	Total	\$1,095,034	\$1,281,620	\$1,376,130	\$1,455,340

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City of Plymouth
2020/2021 Biennial Budget Detail
Ice Center - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue	4310.104 - Program Fees - Open Skating	\$16,204	\$14,100	\$15,000	\$15,000
	4310.105 - Program Fees - Open Hockey	5,217	4,500	5,000	5,000
	4310.106 - Program Fees - Figure Skating Classes	119,619	108,000	115,000	115,000
	4310.108 - Program Fees - High School Hockey Games	23,676	29,000	25,000	26,000
	4320.101 - Rental Fees - Ice Rental	1,177,918	1,200,000	1,200,000	1,200,000
	4320.102 - Rental Fees - Skate Rental	12,723	10,000	11,000	11,000
	4320.106 - Rental Fees - Training Facility Rental	74,312	75,972	78,252	80,599
	4320.200 - Rental Fees - Meeting Rooms	2,643	2,500	2,600	2,700
	4350.108 - General Services - Advertisements	32,452	28,000	30,000	32,000
	4350.117 - General Services - Skate Sharpening	2,381	2,400	2,400	2,500
	4350.118 - General Services - Pro Shop Sales	707	600	600	700
	4360.114 - Items for Resale - Concessions	144,438	135,000	135,000	140,000
	4600 - Contributions - Operating	34,652	-	-	-
	4620 - Contributions - Capital	224,947	85,976	-	-
	4700.100 - Interest Income - Investments	18,905	17,000	14,000	14,000
	4700.150 - Interest Income - Operating Account	1,041	350	500	500
	4800 - Other Revenues	10,449	600	600	600
	4800.400 -Other Revenues - Commissions	21,209	15,000	19,000	20,000
	4801 - Administrative Fee	-	50	-	-
	4804 - Sale of Asset	-	25,000	-	-
	4807 - Refunds & Reimbursements	6,181	-	2,000	2,000
	4807.103-Refunds & Reimbursements-Utility Reimbursement	9,523	6,500	10,000	10,000
	4900.050 - Transfers In - Reserves	-	-	171,980	-
	Total	\$1,939,200	\$1,760,548	\$1,837,932	\$1,677,599

City of Plymouth
2020/2021 Biennial Budget Detail
Ice Center - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000 - Salaries	(\$6,260)	-	-	-
6000.100 - Salaries - Regular	307,362	313,412	359,188	376,096
6000.200 - Salaries - Temporary	203,110	179,195	177,779	186,435
6020.100 - Overtime - Regular	-	100	100	100
6030.100 - Other Pay - Comp Time	10	-	-	-
6050 - Benefits	(948)	-	-	-
6050.100 - Benefits - Social Security	31,725	30,694	33,443	35,029
6050.101 - Benefits - Medicare	7,419	7,178	7,821	8,192
6050.200 - Benefits - PERA	30,313	36,014	39,012	40,320
6050.302 - Benefits - Unemployment	-	500	500	500
6050.550 - Benefits - Cell Phone Allowance	1,880	2,352	2,352	2,352
6060.100 - Medical Insurance - Employer Contribution	43,926	45,845	55,610	59,071
6070.100 - Dental Insurance - Employer Contribution	2,729	2,754	3,398	3,568
6080.100 - Group Life Insurance - Employer Contribution	578	599	749	854
6100 - Office Supplies	836	400	600	600
6120 - Operating Supplies	16,851	22,650	25,000	25,000
6120.103 - Operating Supplies - Janitorial	10,498	-	-	-
6120.125 - Operating Supplies - Resale	56,780	57,500	58,000	60,000
6130 - Repair & Maint Supplies	66	-	-	-
6130.100 - Repair & Maint Supplies - Equipment Parts	18,261	13,100	19,000	20,000
6140.100 - Miscellaneous Supplies - Medical	300	200	300	300
6140.101 - Miscellaneous Supplies - Clothing	3,018	1,300	500	3,000
6500.100 - Employee Development - Training	3,332	3,575	4,000	4,000
6550 - Mileage & Parking Reimbursement	107	100	100	100
6700 - Dues & Subscriptions	804	700	800	800
7000 - Professional Services	49,727	50,344	50,344	50,344
7003 - Legal	405	-	-	-
7004 - Audit Fees	776	900	900	900
7100.100 - Communications - Postage	19	175	50	50

City of Plymouth
2020/2021 Biennial Budget Detail
Ice Center - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses 7100.102 - Communications - Data Communications	973	-	360	375
7200 - Printing & Publishing	41	-	-	-
7400.102 - Utilities - Natural Gas	58,628	62,000	62,000	64,000
7400.103 - Utilities - Water & Sewer	28,014	33,000	33,000	34,000
7400.104 - Utilities - Solid Waste	5,161	4,300	6,000	6,100
7400.108 - Utilities - Electric	257,447	251,000	250,000	250,000
7500.105 - Repair & Maint Services - Plumbing	420	-	-	-
7500.118 - Repair & Maint Services - Janitorial Services	1,059	-	-	-
7500.130 - Repair & Maint Services - Building Maint	101,830	105,000	115,000	115,000
7500.135 - Repair & Maint Services - Building Security	3,302	-	-	-
7500.202 - Repair & Maint Services - Equipment Maint	27,801	-	-	-
7600 - Rentals	1,000	2,000	2,000	2,000
8000 - Non-Cap Equip (< 5K)	2,980	4,300	-	-
8050 - Cap Equip (\$5K - \$25K)	42,984	20,000	54,000	40,000
8100.300 - Capital Outlay (> 5K) - Buildings	11,380	-	-	-
8100.350 - Capital Outlay (> 5K) - Capitalize Buildings	(11,380)	-	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	127,591	300,000	270,000	60,000
8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(170,575)	-	-	-
8100.800 - Capital Outlay (> 5K) - Construction Projects	-	-	-	-
8500 - Depreciation	520,674	-	-	-
9000.101 - Allocations - Information Technology	86,329	87,966	87,966	90,605
9000.103 - Allocations - General Fund Administrative	76,322	78,612	78,612	80,970
9000.107 - Allocations - Central Equipment	507	522	522	538
9000.110 - Allocations - Risk Mgmt - OH, Premium	(25,448)	(25,363)	13,489	13,558
9000.111 - Allocations - Risk Mgmt - Claims	31,776	38,577	3,486	3,486
9500 - Transfers Out	-	7,567	-	-
9500.050 - Transfers Out - Reserves	-	-	-	19,759
9500.400 - Transfers Out - General Capital Projects	138,971	-	-	-
9900.100 - Miscellaneous - Cash Over/Short	97	-	-	-

City of Plymouth
 2020/2021 Biennial Budget Detail
 Ice Center - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	9903 - Scholarships	920	600	1,000	1,000
	9913 - Licenses, Permits & Registrations	418	950	700	700
	9920 - Bank Fees	164	500	300	300
	9920.100 - Bank Fees - Credit Card	10,130	6,200	11,000	11,000
	9922 - Interest - Interfund Advances	17,415	13,230	8,951	6,597
	Total	\$2,130,555	\$1,760,548	\$1,837,932	\$1,677,599

City of Plymouth
 2020/2021 Biennial Budget Detail
 Field House - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue	4310.100 - Program Fees - Recreation	\$23,990	\$25,000	\$25,000	\$25,000
	4320.100 - Rental Fees - Recreation	17,670	17,000	17,000	17,000
	4320.103 - Rental Fees - Field House Rental	374,455	350,000	350,000	350,000
	4350.108 - General Services - Advertisements	1,425	1,500	1,500	1,500
	4700.100 - Interest Income - Investments	17,056	18,000	21,000	21,000
	4700.150 - Interest Income - Operating Account	1,349	500	500	500
	4800.400 -Other Revenues - Commissions	1,418	1,300	1,300	1,300
	4807 - Refunds & Reimbursements	28	-	-	-
	4900.400 - Transfers In - General Capital Projects	23,004	-	-	-
	Total	\$460,395	\$413,300	\$416,300	\$416,300

City of Plymouth
2020/2021 Biennial Budget Detail
Field House - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$1,683	-	-	-
	6000.100 - Salaries - Regular	72,559	76,882	95,819	100,279
	6000.200 - Salaries - Temporary	25,671	34,400	35,088	35,790
	6020.100 - Overtime - Regular	18	-	100	100
	6030.100 - Other Pay - Comp Time	17	100	-	-
	6050 - Benefits	255	-	-	-
	6050.100 - Benefits - Social Security	5,990	6,954	8,169	8,491
	6050.101 - Benefits - Medicare	1,401	1,627	1,911	1,986
	6050.200 - Benefits - PERA	5,458	5,775	7,196	7,530
	6050.550 - Benefits - Cell Phone Allowance	583	768	768	768
	6060.100 - Medical Insurance - Employer Contribution	9,886	10,303	14,633	15,451
	6070.100 - Dental Insurance - Employer Contribution	693	683	1,209	1,270
	6080.100 - Group Life Insurance - Employer Contribution	176	180	291	336
	6120 - Operating Supplies	4,926	7,500	7,000	7,000
	6140.101 - Miscellaneous Supplies - Clothing	500	500	500	500
	6500.100 - Employee Development - Training	149	200	200	200
	7000 - Professional Services	22,369	22,000	24,000	24,000
	7004 - Audit Fees	822	900	900	900
	7200 - Printing & Publishing	50	-	-	-
	7400.102 - Utilities - Natural Gas	40,737	35,000	40,000	40,000
	7400.104 - Utilities - Solid Waste	117	1,000	350	350
	7400.108 - Utilities - Electric	16,672	28,000	20,000	20,000
	7500.130 - Repair & Maint Services - Building Maint	17,161	10,000	12,000	12,000
	7600 - Rentals	2,443	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	-	-	75,000	65,000
	8500 - Depreciation	63,745	-	-	-
	9000.101 - Allocations - Information Technology	5,655	5,820	5,820	5,995

City of Plymouth
 2020/2021 Biennial Budget Detail
 Field House - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	9000.103 - Allocations - General Fund Administrative	11,942	12,300	12,300	12,669
	9000.110 - Allocations - Risk Mgmt - OH, Premium	450	459	1,690	1,696
	9500 - Transfers Out	-	38,949	-	-
	9500.050 - Transfers Out - Reserves	-	-	47,806	50,439
	9500.400 - Transfers Out - General Capital Projects	32,095	-	-	-
	9920 - Bank Fees	166	500	300	300
	9920.100 - Bank Fees - Credit Card	150	1,000	250	250
	Total	\$344,538	\$413,300	\$416,300	\$416,300

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City of Plymouth
2020/2021 Biennial Budget Detail
Central Equipment - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue	4300 - Charges for Services	\$21,536	\$20,000	\$15,000	\$15,000
	4380.303 - Allocation Charges - Central Equipment	3,451,089	3,554,622	3,554,622	3,661,261
	4620 - Contributions - Capital	194,714	-	-	-
	4700.100 - Interest Income - Investments	142,819	75,000	100,000	100,000
	4700.150 - Interest Income - Operating Account	9,830	2,500	4,000	4,000
	4800 - Other Revenues	892	-	-	-
	4804 - Sale of Asset	129,509	100,000	100,000	100,000
	4805 - Gain (Loss) of Capital Asset	(9,518)	-	-	-
	4807 - Refunds & Reimbursements	5,604	-	-	-
	4900.050 - Transfers In - Reserves	-	-	-	763,187
	4900.100 - Transfers In - General	1,351	-	-	-
	4900.413 - Transfers In - Improvement Project Construction	69,377	-	-	-
	4900.500 - Transfers In - Water	131,018	-	-	-
	4900.510 - Transfers In - Water Resources	68,262	-	-	-
	4900.520 - Transfers In - Sewer	62,092	-	-	-
	Total	\$4,278,573	\$3,752,122	\$3,773,622	\$4,643,448

City of Plymouth
2020/2021 Biennial Budget Detail
Central Equipment - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$6,665	-	-	-
	6000.100 - Salaries - Regular	285,933	362,786	385,041	399,347
	6020.100 - Overtime - Regular	5,868	10,000	11,000	11,000
	6030.100 - Other Pay - Comp Time	-	1,000	-	-
	6030.200 - Other Pay - Premium Pay	400	600	600	600
	6030.300 - Other Pay - Equipment Pay	36	100	100	100
	6050 - Benefits	1,010	-	-	-
	6050.100 - Benefits - Social Security	17,665	23,200	24,551	25,412
	6050.101 - Benefits - Medicare	4,143	5,456	5,779	5,986
	6050.200 - Benefits - PERA	21,917	28,086	29,756	30,828
	6050.550 - Benefits - Cell Phone Allowance	1,687	1,680	1,680	1,680
	6050.570 - Benefits - Car Allowance	116	120	120	120
	6060.100 - Medical Insurance - Employer Contribution	44,427	62,390	60,744	64,238
	6070.100 - Dental Insurance - Employer Contribution	3,049	4,366	3,132	3,288
	6080.100 - Group Life Insurance - Employer Contribution	496	586	674	757
	6100 - Office Supplies	126	500	500	500
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	464,779	500,000	510,000	520,000
	6120.103 - Operating Supplies - Janitorial	-	100	100	100
	6120.111 - Operating Supplies - License Plates	2,465	1,000	3,000	500
	6130.100 - Repair & Maint Supplies - Equipment Parts	208,380	210,000	210,000	210,000
	6130.109 - Repair & Maint Supplies - Welding	2,464	4,500	4,000	4,200
	6130.111 - Repair & Maint Supplies - Chemicals	3,374	3,500	3,500	3,500
	6130.119 - Repair & Maint Supplies - Recharges	1,226	2,000	2,000	2,000
	6140.101 - Miscellaneous Supplies - Clothing	-	200	100	100
	6140.102 - Miscellaneous Supplies - Safety Equipment	260	1,000	1,000	500
	6500.100 - Employee Development - Training	1,876	2,500	1,500	2,200
	6700 - Dues & Subscriptions	1,574	2,000	1,600	1,800
	7017 - Laundered Uniforms	1,265	2,000	2,000	2,200
	7100.100 - Communications - Postage	196	200	100	100

City of Plymouth
2020/2021 Biennial Budget Detail
Central Equipment - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
7200 - Printing & Publishing	41	1,500	1,000	1,500
7400.102 - Utilities - Natural Gas	4,867	5,000	5,000	5,000
7400.103 - Utilities - Water & Sewer	4,978	4,000	5,000	5,000
7400.104 - Utilities - Solid Waste	206	1,000	1,000	1,000
7400.108 - Utilities - Electric	6,977	6,000	7,000	7,000
7500.125 - Repair & Maint Services - Car Washes	5,040	5,800	5,500	5,500
7500.131 - Repair & Maint Services - Body Work & Painting	5,460	10,000	8,000	8,500
7500.202 - Repair & Maint Services - Equipment Maint	97,041	93,000	95,000	98,000
8000 - Non-Cap Equip (< 5K)	14,254	30,000	28,000	30,000
8050 - Cap Equip (\$5K - \$25K)	-	165,500	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	2,808,585	1,781,500	1,869,864	3,052,100
8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(2,808,585)	-	-	-
8500 - Depreciation	1,485,828	-	-	-
9000.101 - Allocations - Information Technology	46,816	47,612	47,612	49,040
9000.102 - Allocations - Facilities Management	77,564	79,890	79,890	82,287
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,618	2,660	3,343	3,366
9000.111 - Allocations - Risk Mgmt - Claims	2,347	2,850	2,099	2,099
9500 - Transfers Out	-	283,940	-	-
9500.050 - Transfers Out - Reserves	-	-	350,737	-
9500.400 - Transfers Out - General Capital Projects	13,571	-	-	-
9920 - Bank Fees	1,207	2,000	2,000	2,000
Total	\$2,850,208	\$3,752,122	\$3,773,622	\$4,643,448

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City of Plymouth
 2020/2021 Biennial Budget Detail
 Public Facilities - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue	4380.302 - Allocation Charges - Facilities Management	\$1,853,475	\$1,909,079	\$1,909,079	\$1,966,351
	4620 - Contributions - Capital	724,051	-	-	-
	4700.100 - Interest Income - Investments	109,027	55,000	89,000	89,000
	4700.150 - Interest Income - Operating Account	6,963	1,500	3,000	3,000
	4800 - Other Revenues	28	-	-	-
	4807 - Refunds & Reimbursements	24,687	-	-	-
	4900.050 - Transfers In - Reserves	-	-	1,986,904	1,422,346
	4900.400 - Transfers In - General Capital Projects	13,589	-	-	-
	Total	\$2,731,820	\$1,965,579	\$3,987,983	\$3,480,697

City of Plymouth
2020/2021 Biennial Budget Detail
Public Facilities - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$3,324	-	-	-
	6000.100 - Salaries - Regular	192,247	214,201	233,024	243,824
	6020.100 - Overtime - Regular	871	1,000	1,500	1,500
	6030.100 - Other Pay - Comp Time	-	100	-	-
	6050 - Benefits	504	-	-	-
	6050.100 - Benefits - Social Security	12,026	13,336	14,503	15,144
	6050.101 - Benefits - Medicare	2,824	3,150	3,428	3,586
	6050.200 - Benefits - PERA	14,484	16,147	17,590	18,400
	6050.550 - Benefits - Cell Phone Allowance	1,728	1,800	1,800	1,800
	6050.570 - Benefits - Car Allowance	116	120	120	120
	6060.100 - Medical Insurance - Employer Contribution	24,791	26,801	23,593	24,657
	6070.100 - Dental Insurance - Employer Contribution	2,694	2,608	4,041	4,242
	6080.100 - Group Life Insurance - Employer Contribution	367	389	448	504
	6100 - Office Supplies	258	1,500	1,500	1,500
	6120.103 - Operating Supplies - Janitorial	26,082	35,000	42,000	42,000
	6130 - Repair & Maint Supplies	577	2,000	2,000	2,000
	6130.119 - Repair & Maint Supplies - Recharges	1,435	2,000	2,000	2,000
	6140.100 - Miscellaneous Supplies - Medical	4,126	5,000	5,000	5,000
	6140.102 - Miscellaneous Supplies - Safety Equipment	88	300	300	300
	6500 - Employee Development	348	500	500	500
	6500.100 - Employee Development - Training	351	1,500	1,500	1,500
	6700 - Dues & Subscriptions	427	1,000	1,000	1,000
	7000 - Professional Services	5,866	5,000	5,000	5,000
	7017 - Laundered Uniforms	618	650	650	650
	7100.100 - Communications - Postage	-	200	200	200
	7100.102 - Communications - Data Communications	1,695	2,100	2,100	2,300
	7200 - Printing & Publishing	217	-	-	-
	7400.102 - Utilities - Natural Gas	24,657	35,000	35,000	35,000
	7400.103 - Utilities - Water & Sewer	12,642	12,000	12,000	12,000

City of Plymouth
2020/2021 Biennial Budget Detail
Public Facilities - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	7400.104 - Utilities - Solid Waste	27,198	26,000	5,000	5,000
	7400.108 - Utilities - Electric	110,698	110,000	111,000	112,000
	7500 - Repair & Maint Services	1,710	-	-	-
	7500.118 - Repair & Maint Services - Janitorial Services	189,526	200,000	210,000	210,000
	7500.128 - Repair & Maint Services - Painting	33,168	55,000	55,000	55,000
	7500.130 - Repair & Maint Services - Building Maint	318,856	330,000	362,000	362,000
	7500.135 - Repair & Maint Services - Building Security	14,353	20,000	24,000	24,000
	7500.139 - Repair & Maint Services - Facility Improvements	111,269	125,000	130,000	130,000
	7500.202 - Repair & Maint Services - Equipment Maint	126,077	85,000	115,000	115,000
	8000 - Non-Cap Equip (< 5K)	4,540	8,000	8,000	8,000
	8100.300 - Capital Outlay (> 5K) - Buildings	349,708	85,000	30,000	30,000
	8100.350 - Capital Outlay (> 5K) - Capitalize Buildings	(349,708)	-	-	-
	8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	13,700	-	1,300,000	-
	8100.450 - Capital Outlay (> 5K) - Capitalize Improvements	(13,700)	-	-	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	595,139	185,000	338,000	-
	8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(595,139)	-	-	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	185,000	915,000	2,030,000
	8500 - Depreciation	159,332	-	-	-
	9000.101 - Allocations - Information Technology	21,332	21,764	21,764	22,417
	9000.107 - Allocations - Central Equipment	3,642	3,751	3,751	3,864
	9000.110 - Allocations - Risk Mgmt - OH, Premium	(28,680)	(28,665)	(53,765)	(53,747)
	9000.111 - Allocations - Risk Mgmt - Claims	19,688	23,901	536	536
	9500 - Transfers Out	-	145,426	-	-
	9500.400 - Transfers Out - General Capital Projects	903,286	-	-	-
	9920 - Bank Fees	858	2,000	1,500	1,500
	9920.160 - Bank Fees - Operating Acct	-	-	400	400
	Total	\$2,352,214	\$1,965,579	\$3,987,983	\$3,480,697

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City of Plymouth
2020/2021 Biennial Budget Detail
Information Technology - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue	4270 - Intergovern-Local-Operating	\$9,035	-	-	-
	4350.100 - General Services - Photocopies	37	-	-	-
	4350.101 - General Services - Maps & Ordinances	1	-	-	-
	4380.101 - Allocation Charges - Information Technology	2,526,802	2,571,027	2,571,027	2,648,155
	4620 - Contributions - Capital	69,260	-	-	-
	4700.100 - Interest Income - Investments	84,788	50,000	78,000	78,000
	4700.150 - Interest Income - Operating Account	6,082	1,000	5,000	5,000
	4804 - Sale of Asset	1,835	-	-	-
	4807 - Refunds & Reimbursements	278	-	-	-
	4807.100 - Refunds & Reimbursements - Cell Phone	-	-	-	-
	Total	\$2,698,118	\$2,622,027	\$2,654,027	\$2,731,155

City of Plymouth
2020/2021 Biennial Budget Detail
Information Technology - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	6000 - Salaries	\$9,431	-	-	-
	6000.100 - Salaries - Regular	507,259	520,516	541,285	556,975
	6000.200 - Salaries - Temporary	-	3,400	-	-
	6050 - Benefits	1,429	-	-	-
	6050.100 - Benefits - Social Security	31,576	32,322	33,216	33,950
	6050.101 - Benefits - Medicare	7,385	7,678	7,941	8,168
	6050.200 - Benefits - PERA	38,044	39,294	40,596	41,774
	6050.550 - Benefits - Cell Phone Allowance	6,086	5,580	6,300	6,300
	6060.100 - Medical Insurance - Employer Contribution	48,828	50,497	52,136	54,910
	6070.100 - Dental Insurance - Employer Contribution	5,578	5,524	5,715	6,000
	6080.100 - Group Life Insurance - Employer Contribution	1,307	1,327	1,590	1,761
	6100 - Office Supplies	485	10,000	10,000	10,000
	6110 - Computer Supplies	9,488	14,650	15,000	15,000
	6110.100 - Computer Supplies - Copier Supplies	158	-	-	-
	6130.100 - Repair & Maint Supplies - Equipment Parts	2,176	15,000	15,000	15,000
	6130.122 - Repair & Maint Supplies - Cell Phones & Accessories	-	3,605	3,750	3,750
	6500 - Employee Development	1,727	-	-	-
	6500.100 - Employee Development - Training	4,186	15,000	15,000	15,000
	6500.101 - Employee Development - City Wide Training	-	10,000	-	-
	6550 - Mileage & Parking Reimbursement	122	500	500	500
	6700 - Dues & Subscriptions	86	250	250	250
	7000 - Professional Services	68,718	80,000	70,000	70,000
	7100.100 - Communications - Postage	1,360	6,000	3,500	3,500
	7100.102 - Communications - Data Communications	74,450	83,984	89,150	89,150
	7100.103 - Communications - Telephone	37,708	36,833	39,000	39,000
	7100.104 - Communications - Mobile Telephone	33,720	31,000	35,000	35,000
	7200 - Printing & Publishing	18,877	17,000	18,000	18,000
	7500.200 - Repair & Maint Services - Software	343,747	309,000	310,000	310,000
	7500.201 - Repair & Maint Services - Departmental Software Maint	241,567	137,814	140,000	140,000

City of Plymouth
2020/2021 Biennial Budget Detail
Information Technology - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
7500.202 - Repair & Maint Services - Equipment Maint	174,881	139,113	178,000	178,000
7500.205 - Repair & Maint Services - Plotter-Printer Maintenance	6,333	-	-	-
8000 - Non-Cap Equip (< 5K)	258,734	220,700	428,900	185,000
8100.200 - Capital Outlay (> 5K) - Infrastructure	25,149	-	-	-
8100.250 - Capital Outlay (> 5K) - Capitalize-Infrastructure	(25,149)	-	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	105,092	612,000	249,016	266,016
8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(105,092)	-	-	-
8100.600 - Capital Outlay (> 5K) - Software	106,631	-	-	-
8100.650 - Capital Outlay (> 5K) - Capitalize Software	(106,631)	-	-	-
8500 - Depreciation	234,541	-	-	-
9000.102 - Allocations - Facilities Management	31,169	32,104	32,104	33,067
9000.107 - Allocations - Central Equipment	4,683	4,824	4,824	4,969
9000.110 - Allocations - Risk Mgmt - OH, Premium	1,730	1,776	4,110	4,143
9500 - Transfers Out	-	170,882	-	-
9500.050 - Transfers Out - Reserves	-	-	303,019	584,847
9918 - Contingency	-	2,754	-	-
9920 - Bank Fees	750	1,100	1,100	1,100
9920.100 - Bank Fees - Credit Card	2	-	25	25
Total	\$2,208,319	\$2,622,027	\$2,654,027	\$2,731,155

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City of Plymouth
 2020/2021 Biennial Budget Detail
 Risk Management - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Revenue	4380.110 - Allocation Charges - Risk Management	\$549,107	\$636,789	\$627,889	\$629,774
	4700.100 - Interest Income - Investments	110,869	75,000	96,000	96,000
	4700.150 - Interest Income - Operating Account	7,432	500	3,000	3,000
	4802 - Property Claims	78,175	30,000	30,000	30,000
	4806 - Premium Refunds	46,603	90,000	45,000	45,000
	4807.101 - Refunds & Reimbursements - Restitution	2,058	-	-	-
	4900 - Transfers In	-	454,866	-	-
	4900.050 - Transfers In - Reserves	-	-	519,523	545,653
	Total	\$794,245	\$1,287,155	\$1,321,412	\$1,349,427

City of Plymouth
2020/2021 Biennial Budget Detail
Risk Management - Budgeted Revenues and Expenditures

Account Number - Description	Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses				
6000.400 - Salaries - Workers Compensation	\$4,973	-	-	-
6060.100 - Medical Insurance - Employer Contribution	893	-	-	-
6070.100 - Dental Insurance - Employer Contribution	113	-	-	-
6080.100 - Group Life Insurance - Employer Contribution	7	-	-	-
6100 - Office Supplies	-	100	-	-
6140.103 - Miscellaneous Supplies - Ergonomic Equipment	80	300	300	300
6500.100 - Employee Development - Training	-	500	500	500
6700 - Dues & Subscriptions	445	625	180	180
7000 - Professional Services	55,671	56,950	63,500	65,900
7300.100 - Insurance - Property	174,675	185,620	196,529	206,355
7300.101 - Insurance - Inland Marine	16,628	18,099	19,409	20,380
7300.102 - Insurance - General Liability	233,109	198,370	180,644	189,676
7300.103 - Insurance - Auto Liability	113,172	70,612	77,925	81,821
7300.107 - Insurance - Boiler & Machinery	23,284	24,619	26,207	27,517
7300.110 - Insurance - Employee Dishonesty	3,225	3,470	3,928	4,124
7300.201 - Insurance - Workers Comp	(26,066)	231,100	230,000	230,000
7350.100 - Claims Property	34,194	60,000	60,000	60,000
7350.102 - Claims General Liability	55,239	200,000	200,000	200,000
7350.103 - Claims Auto Liability	28,635	-	-	-
7350.104 - Claims Auto Comprehensive	7,222	-	-	-
7350.105 - Claims Auto Collision	65,149	-	-	-
7350.201 - Claims Workers Comp	119,605	200,000	200,000	200,000
7350.500 - Claims Uninsured Property	6,240	7,000	7,000	7,000
7351 - Claims Recovery	(903)	-	-	-
7351.100 - Claims Recovery - Property	(11,183)	-	-	-
7351.104 - Claims Recovery - Auto Comprehensive	(30,017)	-	-	-
7351.105 - Claims Recovery - Collision	(14,164)	-	-	-
9000.101 - Allocations - Information Technology	9,839	10,035	10,035	10,336
9000.102 - Allocations - Facilities Management	2,675	2,755	2,755	2,838

City of Plymouth
 2020/2021 Biennial Budget Detail
 Risk Management - Budgeted Revenues and Expenditures

Account Number - Description		Actual 2018	Budget Amended 2019	Budget Adopted 2020	Budget Concept 2021
Expenses	9919 - Administration Fees	37,387	14,000	40,000	40,000
	9920 - Bank Fees	2,134	3,000	2,500	2,500
	Total	\$912,259	\$1,287,155	\$1,321,412	\$1,349,427

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