



# 2021 AMENDED 2020/2021 BIENNIAL BUDGET

CITY OF PLYMOUTH  
2021 AMENDED  
2020/2021 BIENNIAL BUDGET  
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# LETTER OF TRANSMITTAL

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December 8, 2020

To the Honorable Mayor and City Council:

We are pleased to submit the amendment to the adopted 2020/2021 biennial budget. The amendment updates the 2021 budget that was approved in concept at the end of 2019. In 2015, staff developed a 10-year forecasting tool for the General Fund to enhance the biennial budget process with a longer term projection. These projections assist in long-term planning and provides a more stable accounting of city revenue and expenditures.

The amended 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 2021 budget reflects a 6.96% increase in the property tax levy from 2020. 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 2021 amended budget in April 2020. 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 8, 2020. A public hearing to solicit resident input was held on December 8, 2020. The public hearing replaces the former Truth-in-Taxation Hearing, which was repealed by the state legislature.

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

Respectfully Submitted,

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

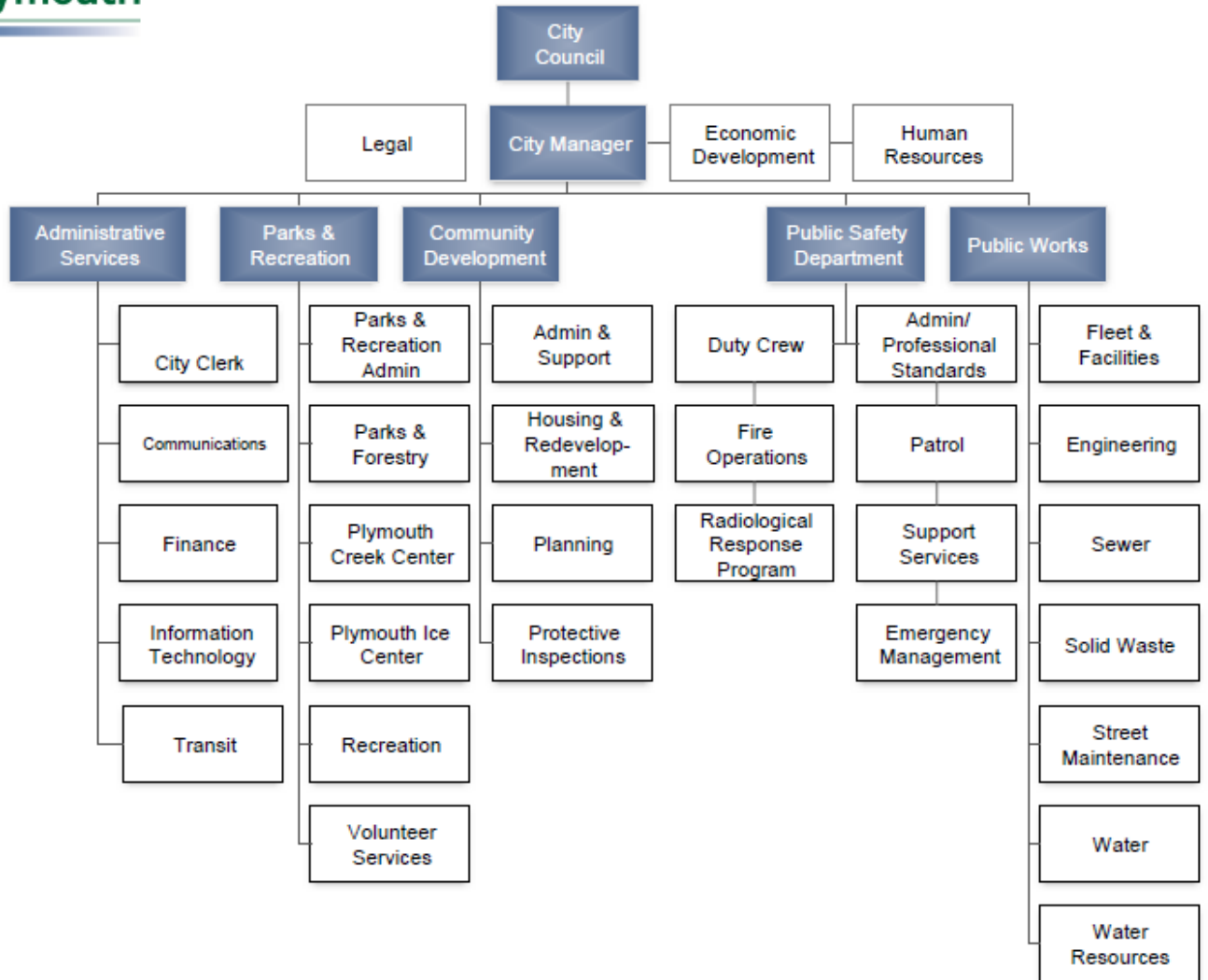
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Dave Callister, City Manager

# CITY OF PLYMOUTH ORGANIZATIONAL CHART



2019 Organizational Chart



# CITY OFFICIALS

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## 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> )

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## 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

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## BUDGET CONTACTS

### Administrative Services Department

Jodi Bursheim – Finance Manager

Julie McMackins – Supervising Accountant

City of Plymouth  
3400 Plymouth Boulevard  
Plymouth, Minnesota 55447  
763-509-5000  
[www.plymouthmn.gov](http://www.plymouthmn.gov)

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# GENERAL INFORMATION

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**P**lymouth, 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 79,000 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 56,000 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.

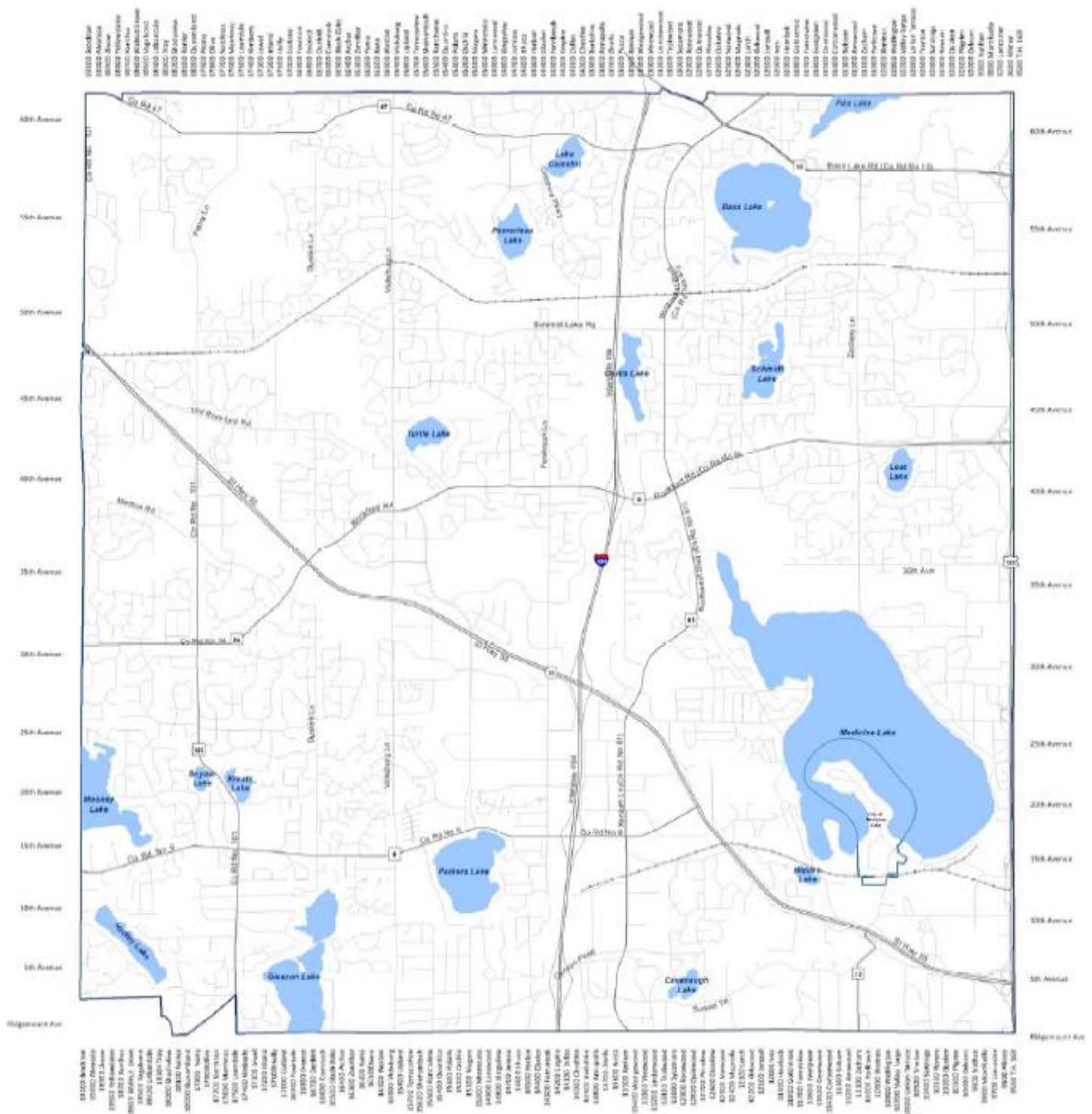
**August 1, 1960** – Adopted the Council-Manager form of government.

**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 324 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.



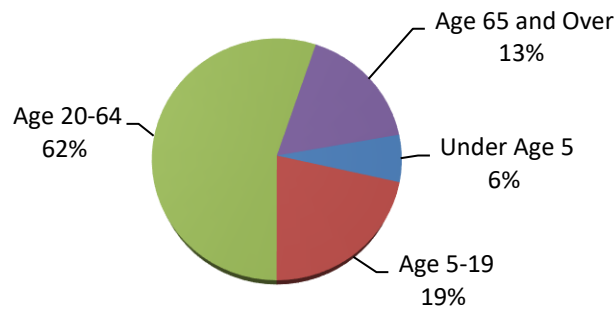


## Demographics and Economics

In 2019, the estimated median age of residents in Plymouth was 38.9 years of age. The City's population is older than the estimated median ages of Hennepin County (36.8), the State of Minnesota (38.4), and the United States (38.5). According to the US Census Demographic estimates, 17.0% 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 14.5%, 16.3%, and 16.5%, respectively.

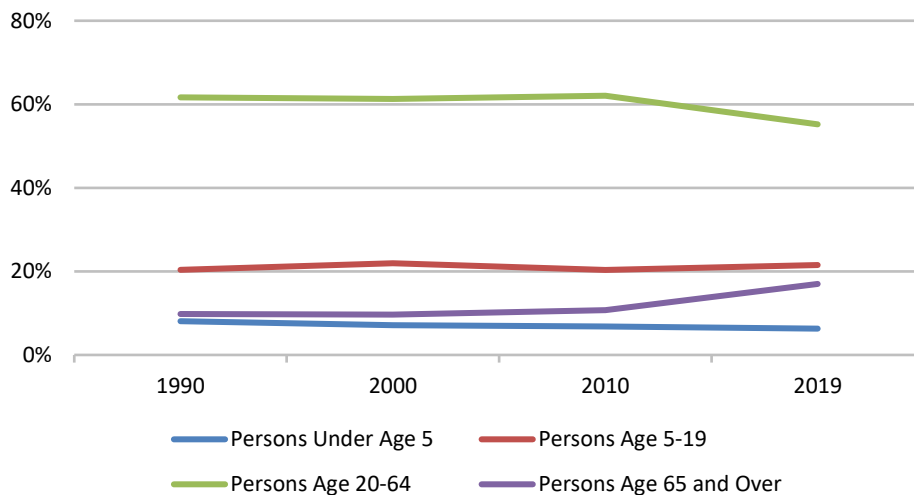
### City of Plymouth's Age Distribution for 2019

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



Data indicates that this trend will continue. Persons under 5 years of age represented 6.3% of the city's total population count while persons over the age of 18 represented 73.1% of the city's total population count. By comparison, 78.2% of Hennepin County residents, 76.9% of Minnesotans, and 77.8% of Americans were over the age of 18.

### City of Plymouth's Age Trend

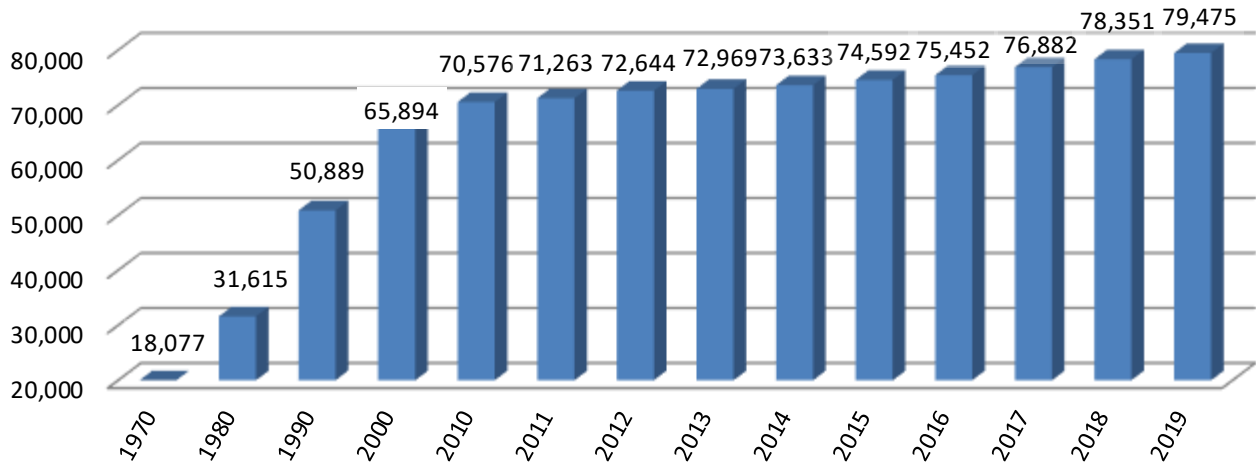


With a population of approximately 79,000, according to the U.S. Census Bureau, the city's population is 6.3% of Hennepin County's total population. Plymouth's population has remained constant despite turbulent residential market conditions from 2005 to 2017. There are 31,002 occupied housing units in

Plymouth. Of the total occupied housing units, approximately 71.7% are owner-occupied and 28.3% 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 - 2019 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
Aimia	1,000
U.S. Foods	605
Meritain Health	600
Minnesota Rubber & Plastics	500
TCF Bank	500
Miracle-Ear Inc	450

The above figures were obtained from City Economic Development Division

#### Median Value of Owner-occupied Units

Plymouth	\$340,700
Hennepin County	\$260,300

#### Unemployment Rate

Plymouth	3.60%
Hennepin County	4.50%

#### Median Family Income

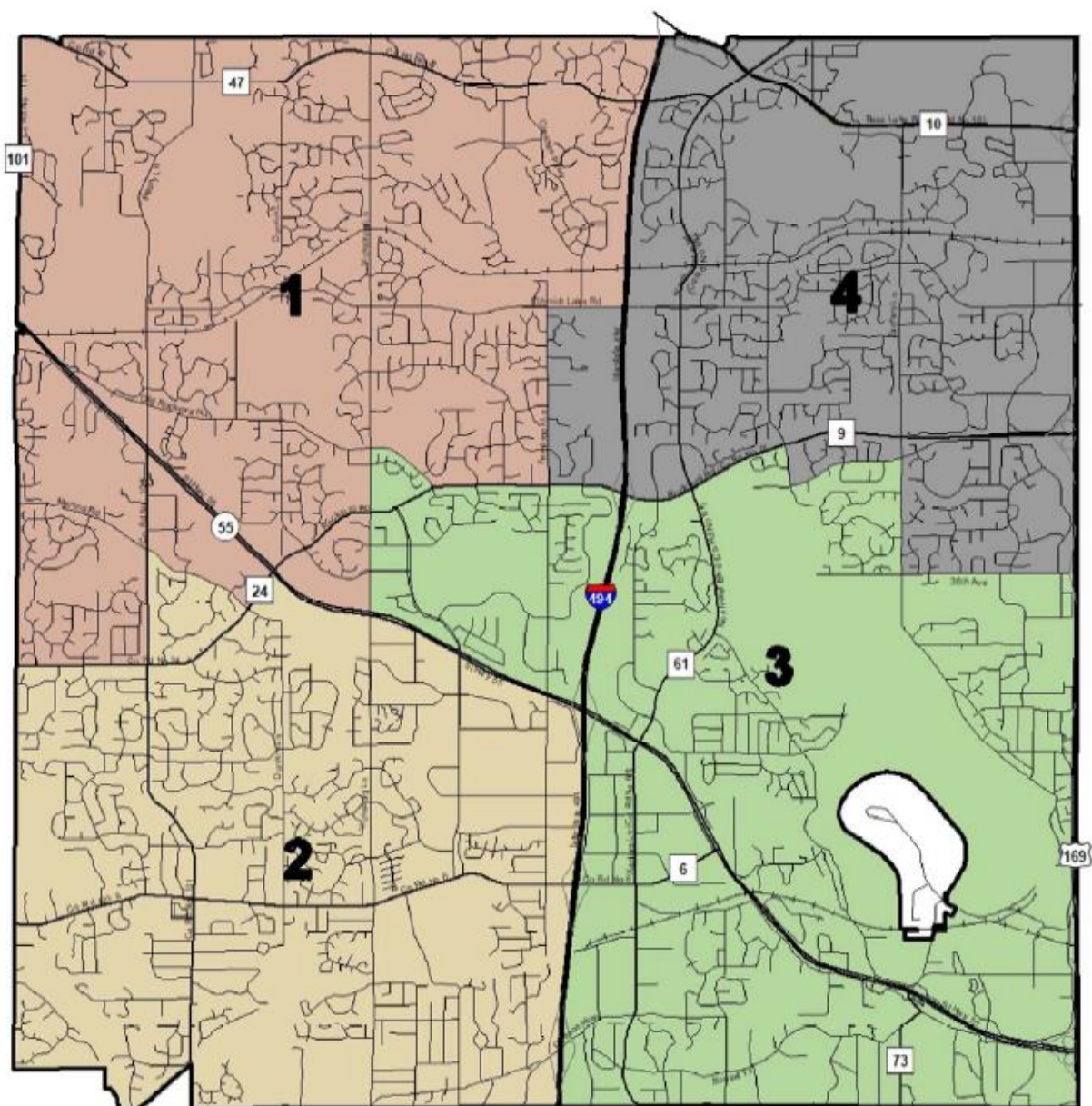
Plymouth	\$100,300
Hennepin County	\$74,100

The above figures were obtained from the Metropolitan Council - Community Profile For Plymouth, 2019 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	EVENT
May 18, 2020	Departments receive budget instruction
May – June 2020	Departments prepare budgets
May 22, 2020	Personnel changes submitted to HR
June 1, 2020	HR submits personnel changes to Finance
June 9, 2020	<b>Council Study Session – Budget Goals</b>
June 12, 2020	Finance completes personnel changes in budget system
June 26, 2020	Departmental budgets submitted to Finance
July 13 – 22, 2020	Department meetings
July 28, 2020	<b>Council regular session (Financial Overview) &amp; Audit presentation</b>
<i>August 7, 2020</i>	<i>Council receives budget materials for budget meeting #1</i>
August 18, 2020	<b>Council study session – General Fund Budget &amp; CIP Review (Meeting #1)</b>
August 25, 2020	<b>Council Study Session – General Fund Budget &amp; CIP Review (Meeting #2) (if needed)</b>
September 8, 2020	<b>Council adopts preliminary levies &amp; budget (Budget Meeting #3)</b>
<i>September 25, 2020</i>	<i>Council receives budget materials and utility study for Budget Meeting #4</i>
October 13, 2020	<b>Council Study Session Utility Study &amp; Other Funds Budget Review (Meeting #4)</b>
October 27, 2020	<b>Council Study Session Utility Study &amp; Other Funds Budget Review (Meeting #5) (if needed)</b>
November 4, 2020	Planning commission public hearing
November 10, 2020	<b>Council Study Session (Budget meeting #6) (If needed)</b>
December 8, 2020	<b>Budget Public Hearing - CIP, Budget, Levy, &amp; Utility Rates Adoption</b>
December 28, 2020	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 County Road 47, and continue to explore other transportation options. Seek funding solutions for all proposed transportation projects. Continue to explore Highway 55 as a Bus Rapid Transit corridor.
- **Develop Northwest Greenway.** Continue development of northwest Plymouth as it progresses, continue planning and construction of the Northwest Greenway and park system amenities.
- **Implement Environmental Initiatives.** Collaborate with City EQC, watershed commissions, and district to ensure effective progress on water quality mandates. Continue energy conservation efforts in city buildings, and promote recycling. Explore efforts to reduce the city's carbon footprint.
- **Implement Proactive Public Safety Initiatives.** Continue proactive policing strategies with a focus on traffic safety, including crash reduction, 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

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## 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**

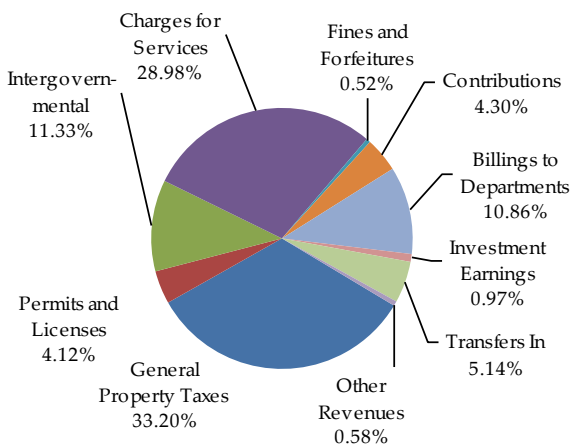
The General Fund receives revenue from a holding fund for a one-time or infrequent purchase. In other city funds, a transfer may be used from fund balance for a planned capital purchase or to temporarily offset operational costs.

**Other**

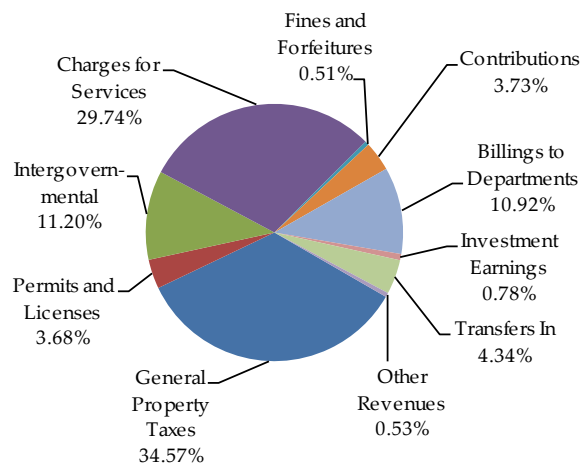
Refunds and reimbursements, administrative fees, property claims, and miscellaneous revenue are categorized under this source of revenue.

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

**2020 Revenue Budget - All Funds  
(by source)**



**2021 Revenue Budget - All Funds  
(by 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.

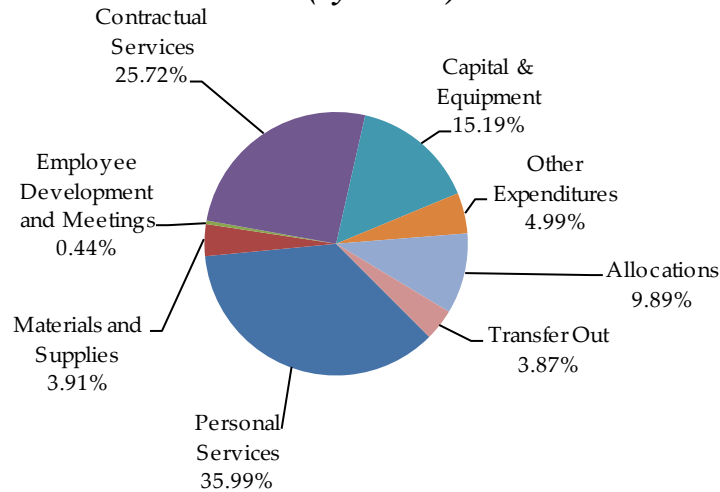
### Other Expenditures

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

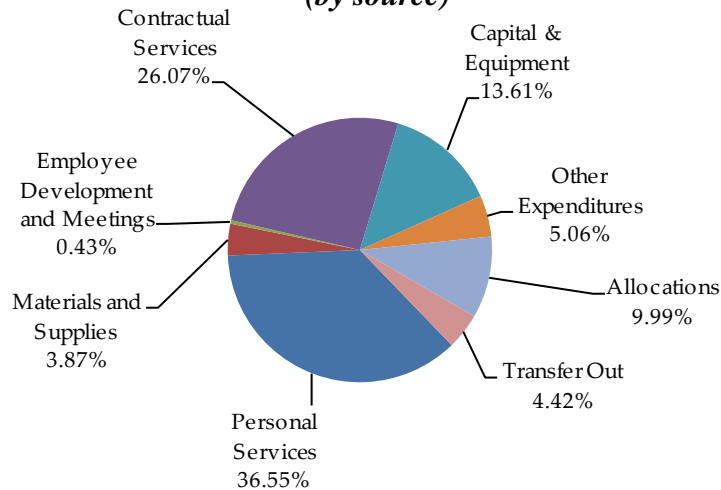
- Dues and subscriptions for both citywide and individual employee memberships and subscriptions to professional organizations, commissions and collaborative organizations such as the League of Minnesota Cities, Metro Cities and the Suburban Rate Authority.
- Interest payments on Enterprise Fund debt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

	2018 Actual	2019 Actual	2020 Adopted	2021 Concept	2021 Adopted
<b>Revenue</b>					
General Property Taxes	\$ 29,055,217	\$ 30,870,205	\$ 32,900,846	\$ 34,806,555	\$ 34,943,986
Permits and Licenses	4,485,433	4,969,460	4,081,955	4,000,455	3,722,105
Intergovernmental	11,326,549	12,938,374	11,226,978	11,429,476	11,321,294
Charges for Services	26,707,947	27,204,257	28,712,178	30,116,313	30,058,978
Fines and Forfeitures	520,206	540,154	513,000	513,000	513,000
Contributions	6,742,493	17,739,044	4,256,400	3,856,850	3,772,300
Billings to Departments	10,084,613	10,703,437	10,765,092	11,008,110	11,037,701
Investment Earnings	1,220,861	2,699,200	959,621	959,720	790,925
Transfers In	8,745,976	7,932,955	5,097,440	3,340,868	4,381,872
Other Revenues	740,445	493,827	565,150	537,083	527,675
Special Assessments	19,856	17,089	11,500	11,500	10,000
<b>Total Revenue</b>	<b>\$ 99,649,596</b>	<b>\$ 116,108,002</b>	<b>\$ 99,090,160</b>	<b>\$ 100,579,930</b>	<b>\$ 101,079,836</b>
<b>Appropriations</b>					
Personal Services	\$ 30,810,597	\$ 32,294,153	\$ 35,658,181	\$ 37,518,207	\$ 36,946,817
Materials and Supplies	3,506,915	3,401,336	3,875,173	3,940,508	3,910,474
Employee Development and Meetings	365,888	411,870	431,320	425,525	431,495
Dues and Subscriptions	460,443	504,775	520,506	522,384	516,164
Contractual Services	22,360,470	23,787,413	25,486,878	26,013,482	26,354,261
Equipment	498,165	375,205	743,800	498,900	537,400
Capital Improvements	226,584	212,755	14,311,880	11,297,116	13,218,116
Other Expenditures	4,255,369	5,143,908	4,428,765	4,526,473	4,596,927
Debt Service	1,681	(185,728)	-	-	-
Allocations	9,485,259	9,806,492	9,797,592	10,071,610	10,101,201
Transfer Out	9,527,252	9,029,106	3,836,065	5,765,725	4,466,981
Depreciation	6,923,180	8,831,264	-	-	-
<b>Total Appropriations</b>	<b>\$ 88,421,803</b>	<b>\$ 93,612,549</b>	<b>\$ 99,090,160</b>	<b>\$ 100,579,930</b>	<b>\$ 101,079,836</b>
Less Allocations	\$ 9,485,259	\$ 9,806,492	\$ 9,797,592	\$ 10,071,610	\$ 10,101,201
Less Transfers	9,527,252	9,029,106	3,836,065	5,765,725	4,466,981
	19,012,511	18,835,598	13,633,657	15,837,335	14,568,182
<b>Net Appropriations</b>	<b>\$ 69,409,292</b>	<b>\$ 74,776,951</b>	<b>\$ 85,456,503</b>	<b>\$ 84,742,595</b>	<b>\$ 86,511,654</b>

## 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 ten 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 2019.

Debt Service Schedule (as of 12/31/2019)

Description	Date of		Rate of Interest (%)	Authorized and Issued	Outstanding 12/31/2019
	Issue	Maturity			
<b>General Obligation Bonds</b>					
Open Space Bonds - 2010A	8/24/2010	2/1/2026	2.0 - 3.25	2,990,000	1,570,000
Refunding Bonds - 2012A	4/5/2012	2/1/2025	2.0 - 3.0	4,815,000	2,965,000
Open Space Bonds - 2015A	3/4/2015	2/1/2027	2.0 - 3.0	3,295,000	2,670,000
<b>Total General Obligation Bonds</b>				<b>\$ 11,100,000</b>	<b>\$ 7,205,000</b>
<b>General Obligation Tax Increment Bonds</b>					
Tax Increment Refunding Bonds - 2009A	11/24/2009	2/1/2023	3.0 - 3.5	2,490,000	1,065,000
				<b>\$ 2,490,000</b>	<b>\$ 1,065,000</b>
<b>General Obligation Revenue Bonds</b>					
GO Water Revenue Refunding Bonds - 2012A	4/5/2012	2/1/2019	2.0 - 3.0	4,955,000	-
				<b>\$ 4,955,000</b>	<b>\$ -</b>
<b>Capital Leases</b>					
Vantage Financial Lease	7/1/2019	6/30/2024	0	173,394	138,715
Cisco Lease	5/1/2019	4/30/2024	0	196,258	157,006
<b>Total Capital Leases</b>				<b>\$ 369,652</b>	<b>\$ 295,721</b>
<b>Total Bonds and Capital Leases Payable (Primary Government)</b>					<b>\$ 8,565,721</b>
<b>Component Unit (HRA)</b>					
Plymouth Towne Square Refunding Bonds - 2011A	2/23/2011	10/1/2023	3.0 - 3.25	3,165,000	1,285,000
Vicksburg Crossing Refunding Bonds - 2012A	4/5/2012	2/1/2035	2.0 - 3.25	9,890,000	8,460,000
<b>Total Component Unit (HRA)</b>				<b>\$ 13,055,000</b>	<b>\$ 9,745,000</b>
<b>Total Outstanding Debt</b>					<b>\$ 18,310,721</b>

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# BUDGET OVERVIEW

The 2020/2021 Biennial Budget requires \$43,540,803 and \$44,909,666, 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 2021 budget includes a total property tax levy of \$41,377,123 to meet expected operational needs; an increase of 6.96%. In addition to the city property tax levy, Plymouth levies property taxes for the Housing and Redevelopment Authority (HRA). The 2021 budget included an HRA levy of \$606,817, an increase of \$4,478.

### City and HRA Levies

Levy Type	2017	2018	% Increase/Decrease		2019	% Increase/Decrease		2020	% Increase/Decrease		2021	% Increase/Decrease	
			Increase/Decrease			Increase/Decrease			Increase/Decrease			Increase/Decrease	
<b>Levy Limit Base</b>													
General Fund Base	\$ 26,691,753	\$ 28,113,058			\$ 29,958,324			\$ 31,594,857			\$ 33,598,337		
Street Reconstruction	3,024,021	2,584,501			2,636,191			2,662,553			2,689,179		
Recreation Fund	631,674	650,624			670,143			703,650			738,832		
Park Replacement	360,705	871,526			888,957			906,736			924,870		
Capital Improvement Fund	427,853	440,688			449,501			458,491			467,661		
<b>Total Levy Limit Base</b>	<b>\$ 31,136,006</b>	<b>\$ 32,660,397</b>	<b>4.90%</b>		<b>\$ 34,603,116</b>	<b>5.95%</b>		<b>\$ 36,326,287</b>	<b>4.98%</b>		<b>\$ 38,418,879</b>	<b>5.76%</b>	
<b>Special Levies</b>													
GO 2012A (2004A) Public Safety	\$ 561,488	\$ 569,258			\$ 571,148			\$ 572,565			\$ 573,510		
GO 2010A Open Space	267,606	266,713			-			-			-		
GO 2015A Open Space	268,347	269,712			265,722			272,232			271,182		
Plymouth Creek Center								910,000			1,506,735		
<b>Total Special Levies</b>	<b>\$ 1,097,441</b>	<b>\$ 1,105,683</b>	<b>0.75%</b>		<b>\$ 836,870</b>	<b>-24.31%</b>		<b>\$ 1,754,797</b>	<b>109.69%</b>		<b>\$ 2,351,427</b>	<b>34.00%</b>	
<b>TOTAL CITY LEVY</b>	<b>\$ 32,233,447</b>	<b>\$ 33,766,080</b>	<b>4.75%</b>		<b>\$ 35,439,986</b>	<b>4.96%</b>		<b>\$ 38,081,084</b>	<b>7.45%</b>		<b>\$ 40,770,306</b>	<b>7.06%</b>	
<b>HRA Levy</b>	<b>571,379</b>	<b>580,519</b>			<b>590,528</b>			<b>602,339</b>			<b>606,817</b>		
<b>TOTAL LEVY</b>	<b>\$ 32,804,826</b>	<b>\$ 34,346,599</b>	<b>4.70%</b>		<b>\$ 36,030,514</b>	<b>4.90%</b>		<b>\$ 38,683,423</b>	<b>7.36%</b>		<b>\$ 41,377,123</b>	<b>6.96%</b>	
Total City Tax Rate (not including HRA)	26.48%	26.34%			25.92%			25.77%			26.11%		

## 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. As a result, the 2021 tax levy must be adopted by 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 2021 tax rate increased by 0.34%; going from 25.77% to 26.11%.

The chart below reflects an increase in tax capacity from 2020 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					
	2020		2021		Change
<b>Residential</b>	94,158,618	60.4%	99,487,655	60.1%	5.7%
<b>Apartments</b>	13,790,553	8.8%	14,810,109	9.0%	7.4%
<b>Commercial</b>	24,756,467	15.9%	26,128,276	15.8%	5.5%
<b>Industrial</b>	23,144,238	14.9%	25,015,743	15.1%	8.1%
	155,849,876		165,441,783		6.2%

## Other Items of Interest

- **Street Reconstruction** – The budget includes a 1% increase in the levy to the street reconstruction fund for 2021; approximately \$26,000.
- **Park Replacement** – The 2021 budget includes a 2% increase in the levy to meet future capital needs to park facilities and trails; approximately \$18,000.
- **Capital Improvement Fund** – The budget includes a 2% increase in the levy to the capital improvement fund for 2021; approximately \$9,000.
- **Recreation Fund** – The budget includes a 5% increase in the levy to the recreation fund for 2021; approximately \$35,000. 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 2021 is 294.9. Of the total for 2021, 226.2 of these positions are in the general fund, while 68.7 are in other funds, an increase of 20.7 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	2021
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	294.9

# CONCLUSION

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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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>				
4000.100 - Taxes - Property	\$29,623,326	\$31,594,857	\$33,453,337	\$33,598,337
4100.200 - Licenses - Tobacco	9,900	10,500	10,500	10,500
4100.300 - Licenses - Pet	1,130	1,000	1,000	1,000
4100.500 - Licenses - Liquor	236,623	234,620	234,620	234,620
4100.600 - Licenses - Investigation Fee	9,300	14,000	14,000	14,000
4100.700 - Licenses - Rental Dwelling	159,220	150,000	150,000	150,000
4100.710 - Licenses - Hotel	1,388	1,400	1,400	1,400
4100.740 - Licenses - Target & Trap Shooting	110	110	110	110
4100.750 - Licenses - Fireworks	100	1,000	1,000	1,000
4100.800 - Licenses - Amusement	300	450	450	450
4100.850 - Licenses - Peddler	17,370	13,000	13,000	13,000
4100.860 - Licenses - Sign Contractor	2,250	3,300	3,300	3,000
4100.900 - Licenses - Massage	15,179	15,000	15,000	15,000
4150 - Permits	4,656	12,000	12,000	5,000
4150.100 - Permits - Building	2,186,152	1,800,000	1,750,000	1,575,000
4150.200 - Permits - Plumbing	341,649	250,000	245,000	237,500
4150.300 - Permits - Mechanical Permits	437,049	300,000	295,000	285,000
4150.350 - Permits - Electrical	362,361	315,000	315,000	299,250
4150.410 - Permits - Water/Sewer	48,229	36,000	34,200	32,400
4150.500 - Permits - Fire Protection	88,814	80,000	80,000	80,000
4150.600 - Permits - Plan Checking	1,027,077	830,000	810,000	747,500
4150.700 - Permits - Sign & Billboard	10,890	9,000	9,000	9,000
4150.750 - Permits - Grading	646	-	-	1,500
4150.900 - Permits - Burning Permit	200	600	900	900
4200 - Intergovern- Federal - Operating	49,053	39,702	42,540	42,540
4230 - Intergovern-State-Operating	78,852	24,080	26,918	31,918
4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	298	-	-	-
4230.101 - Intergovern-State-Operating - PERA	46,993	-	-	-
4230.102 - Intergovern-State-Operating - MSA Maint	926,666	960,000	960,000	850,000

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>				
4230.103 - Intergovern-State-Operating - Police State Aid	706,811	665,000	665,000	665,000
4230.104 - Intergovern-State-Operating - Disabled Officer Reimb	-	13,500	14,580	14,580
4230.105 - Intergovern-State-Operating - Fire State Aid	543,606	500,000	505,000	505,000
4230.106 - Intergovern-State-Operating - Police Training Reimb	76,552	76,000	76,000	76,000
4230.200 - Intergovern-State-Operating - Haz Mat Grant (RAD)	44,511	90,000	90,000	90,000
4230.500 - Intergovern-State-Operating - Pass-Through	900,000	-	-	-
4240 - Intergovern-State-Capital	4,031	-	-	-
4250 - Intergovern-County-Operating	13,065	-	-	-
4270 - Intergovern-Local-Operating	16,920	-	-	-
4270.100 - Intergovern-Local-Operating - School Liaison	542,961	537,660	553,790	553,790
4310 - Program Fees	4,891	5,000	5,000	5,000
4320 - Rental Fees	111,498	110,800	110,800	112,500
4320.104 - Rental Fees - Millennium Garden	15,300	22,000	22,000	16,000
4320.200 - Rental Fees - Meeting Rooms	125,406	135,000	135,000	127,000
4320.202 - Rental Fees - Catering Rebate	56,897	52,000	52,000	57,000
4320.203 - Rental Fees - Rental Chair Rebate	1,411	1,800	1,800	1,500
4330.500 - Utility Charges - Street Lighting	735,156	738,000	750,000	750,000
4330.800 - Utility Charges - Penalties	5,770	7,000	7,000	7,000
4350 - General Services	2,810	2,000	2,000	2,000
4350.100 - General Services - Photocopies	12	-	-	-
4350.101 - General Services - Maps & Ordinances	55	-	-	-
4350.102 - General Services - Alarm Fees	43,775	41,000	41,000	41,000
4350.103 - General Services - Accident Reports	2,095	1,500	1,500	1,500
4350.104 - General Services - Police Services	115,226	123,000	123,000	123,000
4350.105 - General Services - Towing	1,565	2,000	2,000	2,000
4350.106 - General Services - Weeds	1,936	1,000	1,000	1,500
4350.107 - General Services - Tree Removal	2,784	5,000	5,000	5,000
4350.108 - General Services - Advertisements	840	-	-	-
4350.113 - General Services - Grave Openings	265	-	-	-

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>				
4350.119 - General Services - Antennae Charges	169,238	178,149	183,702	183,702
4350.123 - General Services - Application Fees	31,070	35,000	35,000	25,000
4350.128 - General Services - Encroachment Fees	1,350	3,000	3,000	1,000
4350.130 - General Services - Development Sign Fee	545	-	-	-
4355 - Developer Fees	-	-	-	124,000
4360.105 - Items for Resale - Caps & Apparel	115	-	-	-
4360.116 - Items for Resale - Buffer Signs	606	-	-	-
4380.300 - Allocation Charges - General Fund Administrative	1,036,475	1,036,475	1,067,569	1,067,569
4380.301 - Allocation Charges - Project Administrative Fee	995,445	1,066,000	1,035,000	1,035,000
4400 - General Fines & Forfeitures	3,700	1,000	1,000	1,000
4410 - Court Fines	520,860	500,000	500,000	500,000
4420 - Animal Impound Fees	8,594	7,000	7,000	7,000
4430 - Liquor/Tobacco Violations	5,500	5,000	5,000	5,000
4500 - Special Assessments	8,551	-	-	-
4500.200 - Special Assessments - County Fees	8,539	11,500	11,500	10,000
4600 - Contributions - Operating	99,725	86,400	86,400	7,300
4700.100 - Interest Income - Investments	527,471	190,000	190,000	170,000
4700.150 - Interest Income - Operating Account	24,415	10,000	10,000	10,000
4700.200 - Interest Income - Special Assessments	673	400	400	400
4700.250 - Interest Income - Delinquent Property Taxes	11,170	20,000	20,000	20,000
4800 - Other Revenues	50,431	55,000	55,000	55,000
4800.400 -Other Revenues - Commissions	72	-	-	-
4801 - Administrative Fee	79,803	165,000	165,000	26,000
4805 - Gain (Loss) of Capital Asset	3,600	-	-	-
4807 - Refunds & Reimbursements	51,527	43,000	12,900	13,900
4807.103-Refunds & Reimbursements-Utility Reimbursement	1,715	-	-	1,500
4900.240 - Transfers In - Lawful Gambling	59,427	65,000	65,000	65,000
4900.413 - Transfers In - Improvement Project Construction	104,571	150,000	150,000	150,000
4900.660 - Transfers In - Resource Planning	32,426	88,000	35,000	35,000

City of Plymouth  
2020/2021 Biennial Budget Detail

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
Total	\$43,599,543	\$43,540,803	\$45,280,216	\$44,909,666

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

Department	Division	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021	
Expenses	City Administration	City Manager	1,956,860	1,290,766	1,335,293	1,384,157
		Mayor and Council	367,015	373,232	380,228	376,843
		Economic Development	1,107,852	266,037	276,258	278,305
		Human Resources	656,158	505,452	522,505	634,615
	<b>Total</b>	<b>\$4,087,884</b>	<b>\$2,435,487</b>	<b>\$2,514,284</b>	<b>\$2,673,920</b>	
	Administrative Services	Communication Services	516,762	624,707	648,242	645,850
		City Clerk	550,541	694,200	587,463	580,772
		Finance	1,136,894	1,220,310	1,259,082	1,246,163
		Assessing	1,346,237	1,143,203	1,177,463	1,173,863
	<b>Total</b>	<b>\$3,550,434</b>	<b>\$3,682,420</b>	<b>\$3,672,250</b>	<b>\$3,646,648</b>	
	Community Development	CD Administration and Support	510,216	545,576	565,692	556,770
		Planning	726,212	747,112	787,650	753,551
		Inspections	1,427,957	1,469,827	1,514,006	1,502,791
	<b>Total</b>	<b>\$2,664,385</b>	<b>\$2,762,515</b>	<b>\$2,867,348</b>	<b>\$2,813,112</b>	
	Parks and Recreation	Parks & Rec Admin	641,481	656,958	673,212	667,805
Parks & Forestry		5,173,091	5,505,438	5,718,223	5,613,086	
Plymouth Creek Activity Center		664,849	753,637	807,988	799,801	
<b>Total</b>	<b>\$6,479,421</b>	<b>\$6,916,033</b>	<b>\$7,199,423</b>	<b>\$7,080,692</b>		
Police	PD Administration	2,681,634	2,726,572	2,799,934	2,557,867	
	PD Patrol	8,820,722	9,213,813	9,579,308	9,513,596	
	PD Services	3,645,906	3,735,282	3,941,418	3,978,741	
	PD Grants	55,088	48,782	54,458	54,458	
<b>Total</b>	<b>\$15,203,350</b>	<b>\$15,724,449</b>	<b>\$16,375,118</b>	<b>\$16,104,662</b>		
Emergency Management	Emergency Management	104,750	88,330	74,907	74,907	
<b>Total</b>	<b>\$104,750</b>	<b>\$88,330</b>	<b>\$74,907</b>	<b>\$74,907</b>		
Fire	Fire Operations	4,744,766	5,471,390	5,942,040	5,891,611	
	Fire REP (RAD)	53,638	89,010	88,979	97,199	
<b>Total</b>	<b>\$4,798,404</b>	<b>\$5,560,400</b>	<b>\$6,031,019</b>	<b>\$5,988,810</b>		
Public Works	Street Maintenance	4,954,531	5,272,008	5,397,800	5,407,928	
	Engineering	1,026,485	1,099,161	1,148,067	1,118,987	



City of Plymouth  
2020/2021 Biennial Budget Summary

Budgeted Revenues and Expenditures by Division

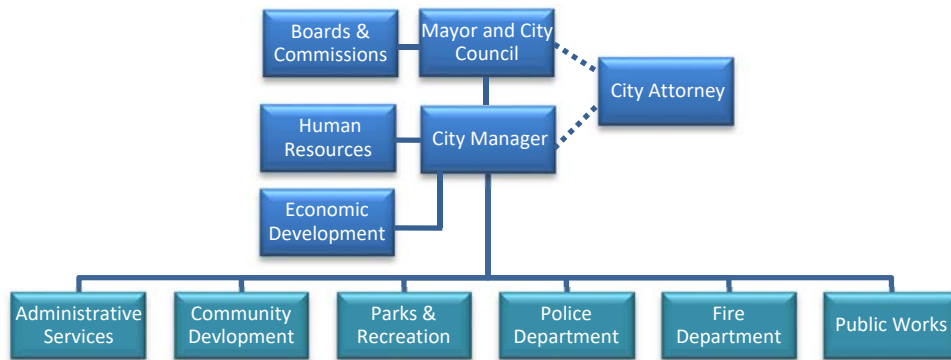
Department	Division	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
	Total	\$5,981,016	\$6,371,169	\$6,545,867	\$6,526,915
	Total Expenses	\$42,869,643	\$43,540,803	\$45,280,216	\$44,909,666

# 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	2018	2019	2020	2021
City Manager	2	2	2	2
Human Resources	3.8	3.8	3.8	4.8
Economic Development	1.5	1.5	1.5	1.5
<b>Total</b>	<b>7.3</b>	<b>7.3</b>	<b>7.3</b>	<b>8.3</b>

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. A new FTE will increase efforts to use a diversity and inclusion lens in our work. **Economic Development** will serve as the main contact for businesses managing COVID-19 restrictions and recovery, strengthen 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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	\$1,383	-	-	-
	6000.100 - Salaries - Regular	331,375	345,428	357,223	353,378
	6000.200 - Salaries - Temporary	-	17,340	17,687	17,687
	6050 - Benefits	210	-	-	-
	6050.100 - Benefits - Social Security	16,564	15,932	15,876	15,791
	6050.101 - Benefits - Medicare	4,896	5,294	5,470	5,415
	6050.200 - Benefits - PERA	11,220	27,208	28,119	27,830
	6050.201 - Benefits - Deferred Compensation	13,633	-	-	-
	6050.550 - Benefits - Cell Phone Allowance	1,205	1,200	1,200	1,200
	6050.570 - Benefits - Car Allowance	1,205	1,200	1,200	1,200
	6060.100 - Medical Insurance - Employer Contribution	25,832	26,953	28,536	20,733
	6070.100 - Dental Insurance - Employer Contribution	1,264	1,325	1,391	1,260
	6080.100 - Group Life Insurance - Employer Contribution	1,060	1,058	1,078	1,058
	6100 - Office Supplies	907	2,500	2,500	2,500
	6500 - Employee Development	270	-	-	-
	6500.100 - Employee Development - Training	13,613	8,000	8,000	8,000
	6550 - Mileage & Parking Reimbursement	911	1,000	1,000	1,000
	6600 - Meetings	2,021	2,000	2,000	2,000
	6700 - Dues & Subscriptions	5,063	3,500	3,500	3,500
	6700.100 - Dues & Subscriptions - MN League of Cities	33,991	34,000	34,000	34,000
	6700.101 - Dues & Subscriptions - Metro Cities	14,296	14,276	14,704	14,704
	6700.102 - Dues & Subscriptions - Municipal Legislative Comm	10,500	10,500	10,500	10,500
	6700.103 - Dues & Subscriptions - Suburban Rate Authority	7,232	6,800	6,800	6,800
	6700.107 - Dues & Subscriptions	597	600	600	600
	6700.108 - Dues & Subscriptions - Wright County Hwy 55 Coalition	250	250	250	250
	7003 - Legal	113,100	110,000	110,000	110,000
	7003.100 - Legal - Retainer	284,952	280,000	280,000	314,800
	7003.101 - Legal - Criminal Prosecution	14,062	20,000	20,000	20,000
	7003.102 - Legal - Lobbying	38,000	40,000	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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
7006 - Medical Fees	213	-	-	-
7100 - Communications	4,656	-	-	-
7100.100 - Communications - Postage	839	2,500	2,500	2,500
7200 - Printing & Publishing	2,850	-	-	-
8930 - Special Assessments	10,774	-	-	-
9000.101 - Allocations - Information Technology	21,840	21,840	22,495	22,495
9000.102 - Allocations - Facilities Management	39,485	39,485	40,670	40,670
9000.110 - Allocations - Risk Mgmt - OH, Premium	790	1,482	1,494	622
9500.400 - Transfers Out - General Capital Projects	884,091	-	-	-
9500.620 - Transfers Out - Information Technology	33,373	-	-	-
9900 - Miscellaneous	58	-	-	-
9918 - Contingency	6,178	245,220	272,625	301,439
9920 - Bank Fees	-	3,500	3,500	-
9920.100 - Bank Fees - Credit Card	-	25	25	25
9920.150 - Bank Fees - PSN	83	-	-	100
9920.160 - Bank Fees - Operating Acct	1,632	350	350	1,700
9920.170 - Bank Fees - Investments	388	-	-	400
<b>Total</b>	<b>\$1,956,860</b>	<b>\$1,290,766</b>	<b>\$1,335,293</b>	<b>\$1,384,157</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000.100 - Salaries - Regular	\$80,553	\$80,855	\$84,438	\$84,438
6050.100 - Benefits - Social Security	-	1,031	1,072	1,072
6050.101 - Benefits - Medicare	1,211	1,216	1,268	1,268
6050.200 - Benefits - PERA	4,027	4,043	4,222	4,222
6050.550 - Benefits - Cell Phone Allowance	1,200	1,200	1,200	1,200
6050.560 - Benefits - IPAD allowance	1,750	1,800	1,800	1,800
6100 - Office Supplies	1,361	800	800	800
6500 - Employee Development	600	-	-	-
6500.100 - Employee Development - Training	1,331	5,600	5,600	5,600
6600 - Meetings	8,685	6,300	6,300	6,300
7000 - Professional Services	4,380	4,000	4,000	4,000
7200 - Printing & Publishing	1,735	2,000	2,000	2,000
9000.101 - Allocations - Information Technology	39,874	39,874	41,070	41,070
9000.102 - Allocations - Facilities Management	63,502	63,502	65,407	65,407
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,103	4,939	4,979	1,594
9906 - Donations & Contributions	15,000	15,000	15,000	15,000
9906.100 - Donations & Contributions - Music In Plymouth	30,000	32,000	32,000	32,000
9906.101 - Donations & Contributions - Social Services	109,702	109,072	109,072	109,072
<b>Total</b>	<b>\$367,015</b>	<b>\$373,232</b>	<b>\$380,228</b>	<b>\$376,843</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$2,179	-	-	-
6000.100 - Salaries - Regular	130,538	168,386	176,053	174,341
6000.200 - Salaries - Temporary	2,506	-	-	-
6050 - Benefits	330	-	-	-
6050.100 - Benefits - Social Security	7,597	9,287	9,358	9,304
6050.101 - Benefits - Medicare	1,777	2,477	2,587	2,563
6050.200 - Benefits - PERA	9,978	12,628	13,205	13,075
6050.550 - Benefits - Cell Phone Allowance	1,205	1,200	1,200	1,200
6050.570 - Benefits - Car Allowance	1,205	1,200	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	14,107	22,464	23,731	23,318
6070.100 - Dental Insurance - Employer Contribution	-	1,325	1,391	1,260
6080.100 - Group Life Insurance - Employer Contribution	435	619	639	619
6140 - Miscellaneous Supplies	450	500	500	500
6500 - Employee Development	295	-	-	-
6500.100 - Employee Development - Training	-	3,000	3,000	3,000
6550 - Mileage & Parking Reimbursement	63	500	500	500
6600 - Meetings	1,873	1,500	1,500	1,500
6700 - Dues & Subscriptions	1,291	5,000	5,000	5,000
7000 - Professional Services	14,903	20,000	20,000	20,000
7003 - Legal	2,085	-	-	-
7200 - Printing & Publishing	10	500	500	500
9000.101 - Allocations - Information Technology	10,287	10,287	10,596	10,596
9000.102 - Allocations - Facilities Management	4,270	4,270	4,398	4,398
9000.110 - Allocations - Risk Mgmt - OH, Premium	468	894	900	431
9918 - Contingency	-	-	-	5,000
9950 - Grant & Award Fiscal Agent Pass-Through	900,000	-	-	-
<b>Total</b>	<b>\$1,107,852</b>	<b>\$266,037</b>	<b>\$276,258</b>	<b>\$278,305</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$2,917	-	-	-
6000.100 - Salaries - Regular	371,338	386,361	396,610	495,881
6010 - Salary Vacancies	-	(200,000)	(200,000)	(200,000)
6020.100 - Overtime/Comp Time	-	260	260	260
6030.100 - Other Pay - Comp Time	(188)	-	-	-
6050 - Benefits	413	-	-	-
6050.100 - Benefits - Social Security	22,065	22,443	22,810	29,019
6050.101 - Benefits - Medicare	5,173	5,627	5,777	7,216
6050.200 - Benefits - PERA	27,850	28,997	29,765	37,212
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	2,600	10,150	5,700	5,550
6060.100 - Medical Insurance - Employer Contribution	48,219	49,049	52,040	72,535
6070.100 - Dental Insurance - Employer Contribution	3,628	3,975	4,173	3,780
6080.100 - Group Life Insurance - Employer Contribution	904	1,045	1,123	1,482
6100 - Office Supplies	569	1,000	1,000	1,000
6500.100 - Employee Development - Training	3,626	5,000	5,000	5,000
6500.101 - Employee Development - City Wide Training	15,160	15,000	15,000	15,000
6500.103 - Employee Development - EE Recognition	10,970	6,350	6,350	6,350
6550 - Mileage & Parking Reimbursement	20	200	200	200
6700 - Dues & Subscriptions	950	1,275	1,025	985
6700.109 - Dues & Subscriptions - Software	-	16,000	16,000	-
7000 - Professional Services	34,982	42,300	47,300	44,550
7006 - Medical Fees	16,721	20,000	20,000	16,700
7007 - Drug and Alcohol Testing	2,864	2,300	2,300	2,300
7100.100 - Communications - Postage	352	350	350	350
7200 - Printing & Publishing	2,308	3,800	3,800	3,800
9000.101 - Allocations - Information Technology	51,644	51,644	53,193	53,193
9000.102 - Allocations - Facilities Management	12,695	12,695	13,076	13,076



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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,231	2,731	2,753	976
	9900 - Miscellaneous	450	-	-	-
	9919 - Administration Fees	15,192	15,400	15,400	16,700
	<b>Total</b>	<b>\$656,158</b>	<b>\$505,452</b>	<b>\$522,505</b>	<b>\$634,615</b>

# 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	2018	2019	2020	2021
City Clerk	4	4	4	4
Communications	3	3	4	4
Finance	9	9	9	9
Information Tech	5.8	5.8	5.8	5.8
Transit	1	1	1	1
<b>Department Total</b>	<b>22.8</b>	<b>22.8</b>	<b>23.8</b>	<b>23.8</b>

## Budget Impacts

**Communication Services** will maintain ongoing communications activities related to the city website, citywide publications, cable television, employee intranet, social media and media relations. In addition, staff will continue to ensure high quality brand management and partner with departments for consistent messaging. **City Clerk** will continue to provide support for the clerical requirements of the city, including preparing city council agendas and packets. 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 focus on recovery and repositioning during and after the COVID-19 pandemic. Work to explore options for additional park and ride locations for express services and preparation for the Hwy 55 BRT Demonstration service will continue. **Information Technology** will focus on maximizing use of existing systems including new tools like Microsoft 365, support increased remote work capabilities, oversee construction of IT related aspects of the Plymouth Creek Center expansion and Fire Stations, reduce hardware purchases through virtualization technologies, and continue efforts to bolster cyber-security and reduce risk for the city.

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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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$5,787	-	-	-
6000.100 - Salaries - Regular	278,430	348,185	364,445	360,840
6000.200 - Salaries - Temporary	10,727	-	-	-
6050 - Benefits	877	-	-	-
6050.100 - Benefits - Social Security	18,088	21,811	22,819	22,670
6050.101 - Benefits - Medicare	4,230	5,101	5,336	5,301
6050.200 - Benefits - PERA	20,882	26,113	27,334	27,062
6050.550 - Benefits - Cell Phone Allowance	3,615	3,600	3,600	4,800
6060.100 - Medical Insurance - Employer Contribution	32,092	49,049	52,040	51,063
6070.100 - Dental Insurance - Employer Contribution	1,191	2,570	2,699	2,523
6080.100 - Group Life Insurance - Employer Contribution	999	1,313	1,508	1,343
6100 - Office Supplies	1,154	2,000	2,000	2,000
6500.100 - Employee Development - Training	5,891	6,700	6,700	6,700
6700 - Dues & Subscriptions	8,736	7,200	7,200	7,300
7000 - Professional Services	3,482	10,000	10,000	10,000
7100.100 - Communications - Postage	30,237	35,500	35,500	36,500
7100.105 - Communications - Community Identity	3,411	3,300	3,300	3,300
7200 - Printing & Publishing	671	4,500	4,500	4,500
7200.100 - Printing & Publishing - Plymouth News	24,530	30,000	30,000	32,000
7500.202 - Repair & Maint Services - Equipment Maint	5,795	6,300	6,300	6,300
8000 - Non-Cap Equip (< 5K)	5,635	10,000	10,000	10,000
9000.101 - Allocations - Information Technology	41,369	41,369	42,610	42,610
9000.102 - Allocations - Facilities Management	7,920	7,920	8,158	8,158
9000.110 - Allocations - Risk Mgmt - OH, Premium	1,013	2,176	2,193	880
<b>Total</b>	<b>\$516,762</b>	<b>\$624,707</b>	<b>\$648,242</b>	<b>\$645,850</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$1,482	-	-	-
6000.100 - Salaries - Regular	286,191	299,863	308,575	305,602
6000.200 - Salaries - Temporary	3,312	116,968	5,037	5,037
6020.100 - Overtime/Comp Time	-	6,100	-	-
6030.100 - Other Pay - Comp Time	(185)	-	-	-
6050 - Benefits	197	-	-	-
6050.100 - Benefits - Social Security	18,084	26,296	19,519	19,333
6050.101 - Benefits - Medicare	4,229	6,149	4,565	4,520
6050.200 - Benefits - PERA	21,464	23,208	23,410	23,184
6050.550 - Benefits - Cell Phone Allowance	1,205	1,200	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	36,346	37,380	39,492	38,802
6070.100 - Dental Insurance - Employer Contribution	4,190	4,390	4,609	4,201
6080.100 - Group Life Insurance - Employer Contribution	615	717	813	726
6100 - Office Supplies	361	7,500	500	500
6500.100 - Employee Development - Training	4,599	4,000	4,000	4,000
6550 - Mileage & Parking Reimbursement	226	300	200	200
6600 - Meetings	-	2,000	-	-
6700 - Dues & Subscriptions	4,516	18,300	19,300	19,300
6700.109 - Dues & Subscriptions - Software	13,000	-	-	-
7000 - Professional Services	-	15,000	-	-
7013 - Record Retention	2,503	5,000	5,000	5,000
7100.100 - Communications - Postage	134	10,500	-	-
7200 - Printing & Publishing	3,342	6,100	100	100
7500.202 - Repair & Maint Services - Equipment Maint	9,722	11,000	11,000	11,000
7600 - Rentals	-	6,500	-	-
8000 - Non-Cap Equip (< 5K)	-	1,000	-	-
9000.101 - Allocations - Information Technology	73,903	73,903	76,120	76,120
9000.102 - Allocations - Facilities Management	5,739	5,739	5,911	5,911
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,134	3,087	3,112	1,036

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b> 9000.111 - Allocations - Risk Mgmt - Claims	451	-	-	-
9500.660 - Transfers Out - Resource Planning	51,000	-	53,000	53,000
9920.100 - Bank Fees - Credit Card	510	500	500	500
9925 - Recognition Events	1,271	1,500	1,500	1,500
<b>Total</b>	<b>\$550,541</b>	<b>\$694,200</b>	<b>\$587,463</b>	<b>\$580,772</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$10,024	-	-	-
6000.100 - Salaries - Regular	692,340	754,483	779,699	768,969
6000.200 - Salaries - Temporary	9,444	13,668	13,941	13,941
6020.100 - Overtime/Comp Time	1,190	1,500	1,500	1,500
6030.100 - Other Pay - Comp Time	26	-	-	-
6050 - Benefits	1,522	-	-	-
6050.100 - Benefits - Social Security	41,524	47,077	48,417	47,801
6050.101 - Benefits - Medicare	9,711	11,177	11,546	11,391
6050.200 - Benefits - PERA	52,646	57,725	59,637	58,831
6050.550 - Benefits - Cell Phone Allowance	1,205	1,200	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	83,342	92,174	96,871	101,740
6070.100 - Dental Insurance - Employer Contribution	6,666	7,040	7,391	7,560
6080.100 - Group Life Insurance - Employer Contribution	1,520	1,874	2,076	1,899
6100 - Office Supplies	1,568	2,500	2,500	2,500
6500 - Employee Development	298	-	-	-
6500.100 - Employee Development - Training	3,164	4,000	4,000	4,000
6550 - Mileage & Parking Reimbursement	139	100	100	100
6700 - Dues & Subscriptions	945	1,200	1,200	1,200
7000 - Professional Services	12,840	10,000	10,000	10,000
7004 - Audit Fees	28,208	30,000	30,000	30,000
7100.100 - Communications - Postage	10,251	10,500	10,500	10,500
7200 - Printing & Publishing	4,111	5,000	5,000	5,000
7200.102 - Printing & Publishing - Truth In Taxation Notices	5,743	5,800	5,800	5,800
7500.201 - Repair & Maint Services - Departmental Software Maint	102	-	-	-
7500.202 - Repair & Maint Services - Equipment Maint	461	500	500	500
8000 - Non-Cap Equip (< 5K)	1,520	-	-	-
9000.101 - Allocations - Information Technology	115,716	115,716	119,187	119,187
9000.102 - Allocations - Facilities Management	29,804	29,804	30,698	30,698
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,823	5,747	5,794	1,821

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b> 9900 - Miscellaneous	18	-	-	-
9900.100 - Miscellaneous - Cash Over/Short	22	-	-	-
9913 - Licenses, Permits & Registrations	275	-	-	-
9919 - Administration Fees	7,728	11,500	11,500	10,000
9920.100 - Bank Fees - Credit Card	1	25	25	25
<b>Total</b>	<b>\$1,136,894</b>	<b>\$1,220,310</b>	<b>\$1,259,082</b>	<b>\$1,246,163</b>



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

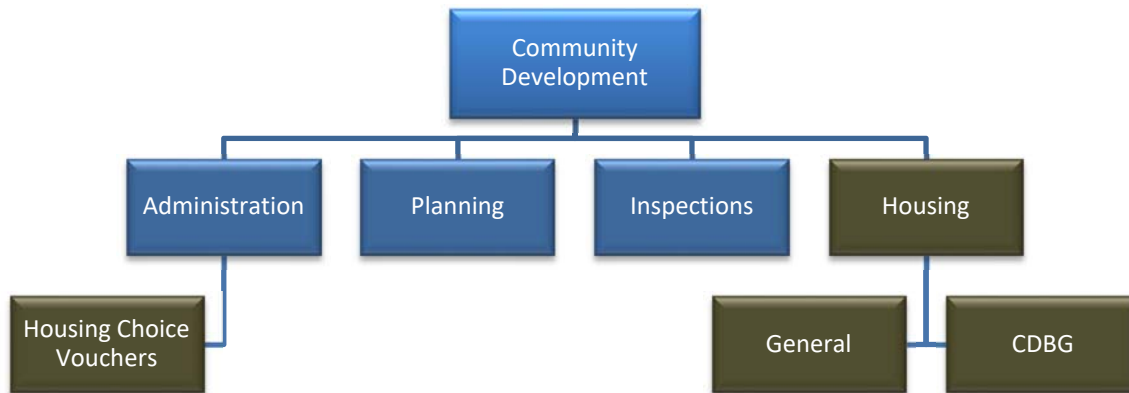
Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	7000 - Professional Services	\$1,323,771	\$1,120,000	\$1,153,600	\$1,150,000
	7100.100 - Communications - Postage	402	1,000	1,000	1,000
	7500.200 - Repair & Maint Services - Software	61	200	200	200
	9000.101 - Allocations - Information Technology	10,525	10,525	10,841	10,841
	9000.102 - Allocations - Facilities Management	11,478	11,478	11,822	11,822
	<b>Total</b>	<b>\$1,346,237</b>	<b>\$1,143,203</b>	<b>\$1,177,463</b>	<b>\$1,173,863</b>

# 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	2018	2019	2020	2021
Administration	4.75	4.75	4.75	4.75
Planning	4.4	4.4	4.4	4.4
Protective Inspections	11.92	10	10	10
Housing	4.73	4.65	4.65	4.65
<b>Department Total</b>	<b>25.8</b>	<b>23.8</b>	<b>23.8</b>	<b>23.8</b>

## Budget Impacts

In 2020, staff continued to learn the permitting software and expand its use within the department. The online permit capabilities and payment options have been well accepted by homeowners and contractors. Staff will be reviewing the possibility of adding additional online permits in 2021. Permit revenue in 2020 was lower than in 2019. With land for new single family neighborhoods almost gone, budgeted revenue for 2021 has been reduced. Potential reductions moving forward is expected. 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 started a strategic planning process in 2020 that will be concluded in early 2021. 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 Housing Choice Voucher 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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	\$2,685	-	-	-
	6000.100 - Salaries - Regular	336,338	362,842	375,980	372,287
	6030.100 - Other Pay - Comp Time	182	-	-	-
	6050 - Benefits	434	-	-	-
	6050.100 - Benefits - Social Security	19,895	21,455	22,150	21,943
	6050.101 - Benefits - Medicare	4,809	5,274	5,466	5,412
	6050.200 - Benefits - PERA	25,225	27,213	28,200	27,922
	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	41,720	47,609	50,319	47,382
	6070.100 - Dental Insurance - Employer Contribution	3,765	3,944	4,141	3,803
	6080.100 - Group Life Insurance - Employer Contribution	653	720	785	723
	6100 - Office Supplies	1,227	1,250	1,250	1,250
	6500.100 - Employee Development - Training	22	500	500	1,500
	6700 - Dues & Subscriptions	140	125	125	125
	7000 - Professional Services	210	-	-	-
	7200 - Printing & Publishing	97	50	50	50
	9000.101 - Allocations - Information Technology	56,099	56,099	57,782	57,782
	9000.102 - Allocations - Facilities Management	12,442	12,442	12,815	12,815
	9000.107 - Allocations - Central Equipment	1,608	1,608	1,656	1,656
	9000.110 - Allocations - Risk Mgmt - OH, Premium	1,490	3,485	3,513	1,160
	9000.111 - Allocations - Risk Mgmt - Claims	206	-	-	-
	9920.100 - Bank Fees - Credit Card	3	-	-	-
	<b>Total</b>	<b>\$510,216</b>	<b>\$545,576</b>	<b>\$565,692</b>	<b>\$556,770</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$4,250	-	-	-
6000.100 - Salaries - Regular	478,662	494,444	507,333	502,396
6000.200 - Salaries - Temporary	7,466	-	17,687	-
6020.100 - Overtime/Comp Time	2,669	8,000	8,000	8,000
6030.100 - Other Pay - Comp Time	3,232	-	-	-
6050 - Benefits	644	-	-	-
6050.100 - Benefits - Social Security	27,870	29,469	31,006	29,675
6050.101 - Benefits - Medicare	6,674	7,300	7,743	7,415
6050.200 - Benefits - PERA	36,424	37,682	39,977	38,279
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	55,574	62,339	65,927	53,351
6070.100 - Dental Insurance - Employer Contribution	457	415	436	1,681
6080.100 - Group Life Insurance - Employer Contribution	871	996	1,054	1,006
6100 - Office Supplies	1,223	1,000	1,000	1,000
6500 - Employee Development	165	-	-	-
6500.100 - Employee Development - Training	5,165	7,000	7,000	7,000
6550 - Mileage & Parking Reimbursement	-	100	100	100
6700 - Dues & Subscriptions	3,296	3,300	3,300	3,500
7000 - Professional Services	3,669	4,000	4,000	10,000
7100.100 - Communications - Postage	2,253	2,500	2,500	2,500
7200 - Printing & Publishing	1,794	2,000	2,000	2,000
9000.101 - Allocations - Information Technology	38,730	38,730	39,892	39,892
9000.102 - Allocations - Facilities Management	22,911	22,911	23,598	23,598
9000.107 - Allocations - Central Equipment	4,824	4,824	4,969	4,969
9000.110 - Allocations - Risk Mgmt - OH, Premium	1,394	3,142	3,168	1,129
9500.660 - Transfers Out - Resource Planning	15,000	15,000	15,000	15,000
9920.100 - Bank Fees - Credit Card	31	1,000	1,000	100
<b>Total</b>	<b>\$726,212</b>	<b>\$747,112</b>	<b>\$787,650</b>	<b>\$753,551</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	\$12,028	-	-	-
	6000.100 - Salaries - Regular	880,083	935,523	965,851	939,669
	6000.200 - Salaries - Temporary	15,893	12,240	12,485	12,485
	6050 - Benefits	1,822	-	-	-
	6050.100 - Benefits - Social Security	54,226	58,774	60,264	58,687
	6050.101 - Benefits - Medicare	12,682	13,774	14,215	13,836
	6050.200 - Benefits - PERA	66,196	71,083	73,374	71,414
	6050.550 - Benefits - Cell Phone Allowance	2,169	2,160	2,160	2,160
	6060.100 - Medical Insurance - Employer Contribution	132,944	118,273	125,569	123,742
	6070.100 - Dental Insurance - Employer Contribution	7,242	7,870	8,263	7,563
	6080.100 - Group Life Insurance - Employer Contribution	1,113	1,293	1,439	1,313
	6100 - Office Supplies	1,092	2,500	2,500	2,500
	6140.101 - Miscellaneous Supplies - Clothing	-	1,000	1,000	1,000
	6140.102 - Miscellaneous Supplies - Safety Equipment	180	400	400	400
	6500.100 - Employee Development - Training	2,231	8,475	8,500	8,500
	6550 - Mileage & Parking Reimbursement	63	-	-	-
	6700 - Dues & Subscriptions	840	1,500	1,500	1,500
	7000 - Professional Services	4,596	-	-	-
	7010 - Contractual Plan Checking	2,000	-	-	-
	7100.100 - Communications - Postage	5,378	8,000	8,000	6,000
	7200 - Printing & Publishing	126	7,250	3,150	3,150
	8000 - Non-Cap Equip (< 5K)	1,727	400	400	400
	9000.101 - Allocations - Information Technology	93,121	93,121	95,914	95,914
	9000.102 - Allocations - Facilities Management	29,842	29,842	30,737	30,737
	9000.107 - Allocations - Central Equipment	62,553	62,553	64,430	64,430
	9000.110 - Allocations - Risk Mgmt - OH, Premium	5,930	8,055	8,114	4,109
	9000.111 - Allocations - Risk Mgmt - Claims	281	8,841	8,841	2,832
	9900 - Miscellaneous	21	-	-	-
	9900.100 - Miscellaneous - Cash Over/Short	-	-	-	-

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

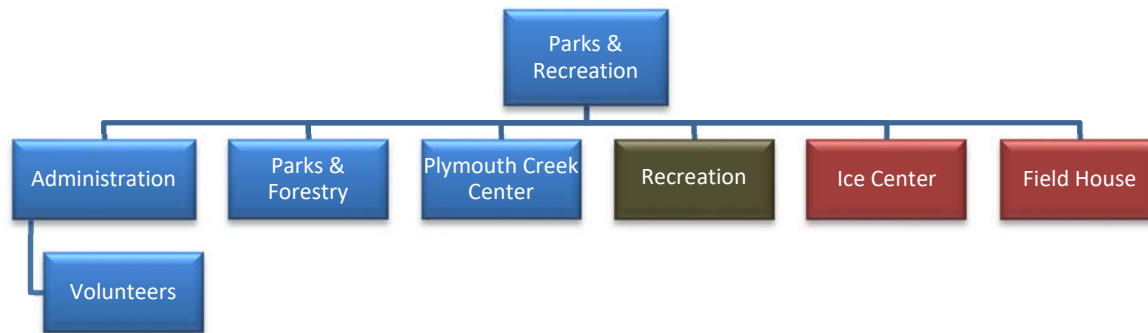
Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	9920 - Bank Fees	-	500	500	-
	9920.100 - Bank Fees - Credit Card	31,203	16,400	16,400	50,000
	9920.150 - Bank Fees - PSN	374	-	-	450
	<b>Total</b>	<b>\$1,427,957</b>	<b>\$1,469,827</b>	<b>\$1,514,006</b>	<b>\$1,502,791</b>

# 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	2018	2019	2020	2021
Administration	3.45	3.85	2.85	2.85
Parks & Forestry	20.85	21.85	23.85	23.85
Plymouth Creek Ctr	4	4	4.25	5.05
Volunteers	1	1	1	1
Recreation	7.5	7.5	8.3	9.3
Ice Center	4.4	4.4	4.9	4.9
Field House	1	1	1.25	1.25
<b>Department Total</b>	<b>42.2</b>	<b>43.6</b>	<b>46.4</b>	<b>48.2</b>

## Budget Impacts

For 2021 the department will continue to improve service initiatives with a focus on service, responsiveness and community value. The following positions were added; Recreation Supervisor-Events and Rentals; Historical Site Manager is now a part-time benefitted position. **Administration initiatives:** expansion and renovation of the Plymouth Creek Center; develop Horseshoe Hill park; install parking lot lights at West Medicine Lake Park; replace the playgrounds at Heritage, Turtle Lake and Nature Canyon Parks; renovations to the disc golf courses at Plymouth Creek and Zachary Playfields; repair the Plymouth Creek Playfield parking lot. **Plymouth Creek Activity Center initiatives:** preparation of opening the active wing of the expansion and the renovation of the existing building; planning the operations of the Historical Museum (e.g. collections and display, cataloging, volunteer opportunities, and programming hours). **Plymouth Field House initiatives:** increase facility usage; complete mechanical updates to improve remote operations; replace goals and netting. **Plymouth Ice Center initiatives:** replace water heaters and infrared heating system in Rink A; replace 22 year old roof system at Rink A and B and secure funding source. **Recreation initiatives:** initiate a new Discover Plymouth event; implement programming initiatives for the new spaces at the Plymouth Creek Center; implement program events and rentals at the Northwest Greenway Shelter; continue to assess and create new programs/services to meet community trends through in person and virtual opportunities. **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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$7,648	-	-	-
6000.100 - Salaries - Regular	400,373	414,649	426,543	423,536
6000.200 - Salaries - Temporary	7,761	8,160	8,323	8,323
6050 - Benefits	1,159	-	-	-
6050.100 - Benefits - Social Security	23,772	23,249	23,555	23,458
6050.101 - Benefits - Medicare	5,943	6,185	6,360	6,314
6050.200 - Benefits - PERA	30,610	31,709	32,614	32,390
6050.550 - Benefits - Cell Phone Allowance	2,350	2,340	2,340	2,340
6050.560 - Benefits - IPAD allowance	440	180	180	-
6050.570 - Benefits - Car Allowance	1,205	1,200	1,200	1,200
6060.100 - Medical Insurance - Employer Contribution	38,172	39,176	41,490	43,649
6070.100 - Dental Insurance - Employer Contribution	2,423	2,537	2,665	2,481
6080.100 - Group Life Insurance - Employer Contribution	1,039	1,160	1,226	1,175
6100 - Office Supplies	2,316	2,900	2,900	2,400
6120 - Operating Supplies	3,262	3,000	3,000	3,100
6140.101 - Miscellaneous Supplies - Clothing	-	50	50	50
6500.100 - Employee Development - Training	3,139	7,500	4,300	4,300
6550 - Mileage & Parking Reimbursement	93	75	75	100
6600 - Meetings	160	-	-	-
6700 - Dues & Subscriptions	2,366	2,400	2,400	2,400
7000 - Professional Services	13,988	16,800	17,300	16,300
7100.100 - Communications - Postage	565	700	700	600
7200 - Printing & Publishing	41	-	-	-
8000 - Non-Cap Equip (< 5K)	1,236	-	-	-
9000.101 - Allocations - Information Technology	34,608	34,608	35,646	35,646
9000.102 - Allocations - Facilities Management	41,281	41,281	42,519	42,519
9000.107 - Allocations - Central Equipment	6,837	6,837	7,042	7,042
9000.110 - Allocations - Risk Mgmt - OH, Premium	1,408	2,762	2,784	982
9904 - Real Estate Taxes	1	-	-	-

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	9925 - Recognition Events	7,285	7,500	8,000	7,500
	<b>Total</b>	<b>\$641,481</b>	<b>\$656,958</b>	<b>\$673,212</b>	<b>\$667,805</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$9,618	-	-	-
6000.100 - Salaries - Regular	1,603,612	1,714,902	1,808,045	1,752,157
6000.200 - Salaries - Temporary	283,943	335,000	341,700	341,700
6020.100 - Overtime/Comp Time	48,055	37,000	37,000	37,000
6030.100 - Other Pay - Comp Time	1,042	-	-	-
6030.200 - Other Pay - Premium Pay	3,250	4,000	4,000	4,000
6030.300 - Other Pay - Equipment Pay	355	500	500	500
6050 - Benefits	1,455	-	-	-
6050.100 - Benefits - Social Security	116,939	129,936	136,032	132,558
6050.101 - Benefits - Medicare	27,349	30,453	31,900	31,083
6050.200 - Benefits - PERA	139,876	156,853	164,348	160,147
6050.302 - Benefits - Unemployment	23,843	30,000	30,000	30,000
6050.550 - Benefits - Cell Phone Allowance	8,535	8,988	8,988	8,508
6050.560 - Benefits - IPAD allowance	110	120	120	-
6060.100 - Medical Insurance - Employer Contribution	253,780	275,971	300,224	277,567
6070.100 - Dental Insurance - Employer Contribution	13,247	14,999	16,617	14,290
6080.100 - Group Life Insurance - Employer Contribution	2,672	2,935	3,349	2,961
6100 - Office Supplies	1,278	3,200	3,200	2,200
6120 - Operating Supplies	168,663	170,000	174,000	174,000
6120.102 - Operating Supplies - Motor Fuels & Lubricants	1,460	-	-	-
6120.108 - Operating Supplies - Twin City Tree Trust	3,473	8,000	8,000	6,000
6130.101 - Repair & Maint Supplies - Horticulture	77,267	85,000	85,000	85,000
6130.102 - Repair & Maint Supplies - Traffic & Park Signs	7,114	10,000	10,000	8,000
6130.103 - Repair & Maint Supplies - Invasive Control	97,223	73,000	73,000	73,000
6130.107 - Repair & Maint Supplies - Concrete & Asphalt	66,626	101,000	103,000	103,000
6130.118 - Repair & Maint Supplies - Playstructure Repair Parts	20,534	25,000	26,000	25,000
6140.101 - Miscellaneous Supplies - Clothing	381	1,800	1,800	1,800
6140.102 - Miscellaneous Supplies - Safety Equipment	15,297	15,000	15,000	13,000
6500.100 - Employee Development - Training	13,218	13,000	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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6550 - Mileage & Parking Reimbursement	18	250	250	250
6600 - Meetings	328	500	500	500
6700 - Dues & Subscriptions	1,084	1,500	1,500	1,500
7000 - Professional Services	107,781	77,000	80,000	80,000
7016 - Animal Control	9,010	10,000	10,000	8,000
7017 - Laundered Uniforms	3,514	4,200	4,200	4,200
7100.100 - Communications - Postage	296	1,000	1,000	1,000
7100.102 - Communications - Data Communications	2,426	-	-	-
7200 - Printing & Publishing	266	400	400	400
7400.102 - Utilities - Natural Gas	16,718	20,700	21,300	20,000
7400.103 - Utilities - Water & Sewer	65,340	75,000	77,000	73,000
7400.104 - Utilities - Solid Waste	22,212	25,000	26,000	25,000
7400.108 - Utilities - Electric	152,740	160,000	160,000	156,000
7500 - Repair & Maint Services	59,420	54,600	56,000	55,000
7500.101 - Repair & Maint Services - Lawn Maint	138,375	143,000	143,000	143,000
7500.102 - Repair & Maint Services - Weed Control	55,100	84,000	84,000	84,000
7500.104 - Repair & Maint Services - Electrical	24,832	20,000	20,000	20,000
7500.107 - Repair & Maint Services - Asphalt Court	27,235	22,000	22,000	22,000
7500.109 - Repair & Maint Services - Seal Coating	62,425	72,000	72,000	72,000
7500.114 - Repair & Maint Services - Retaining Walls/Guard Rails/Fence	21,360	30,000	32,000	32,000
7500.130 - Repair & Maint Services - Building Maint	32,913	22,500	22,500	22,500
7500.135 - Repair & Maint Services - Building Security	48	-	-	-
7500.143 - Repair & Maint Services - Median Maint	27,930	25,000	25,000	25,000
7500.200 - Repair & Maint Services - Software	2,840	-	-	-
7500.202 - Repair & Maint Services - Equipment Maint	2,290	-	-	-
7500.300 - Repair & Maint Services - Tree Maintenance	147,612	151,000	155,000	145,000
7500.302 - Repair & Maint Services - Forced Tree Removal	6,316	10,000	10,000	10,000
7500.304 - Repair & Maint Services - Tree Grinding	10,000	-	-	10,000
7600 - Rentals	1,109	5,000	5,000	3,000

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	7600.100 - Rentals - Portable Toilets	78,410	83,000	85,000	85,000
	8000 - Non-Cap Equip (< 5K)	4,793	8,000	8,000	8,000
	8050 - Cap Equip (\$5K - \$25K)	6,800	-	20,000	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	-	-	-
	9000.101 - Allocations - Information Technology	134,179	134,179	138,204	138,204
	9000.102 - Allocations - Facilities Management	146,237	146,237	150,624	150,624
	9000.107 - Allocations - Central Equipment	666,884	666,884	686,891	686,891
	9000.110 - Allocations - Risk Mgmt - OH, Premium	92,521	144,429	144,629	146,284
	9000.111 - Allocations - Risk Mgmt - Claims	31,517	61,327	61,327	88,187
	9920.100 - Bank Fees - Credit Card	-	75	75	75
	<b>Total</b>	<b>\$5,173,091</b>	<b>\$5,505,438</b>	<b>\$5,718,223</b>	<b>\$5,613,086</b>

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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	(\$353)	-	-	-
6000.100 - Salaries - Regular	278,606	306,051	365,048	360,358
6000.200 - Salaries - Temporary	63,385	95,619	60,596	60,596
6020.100 - Overtime/Comp Time	239	250	250	250
6030.100 - Other Pay - Comp Time	39	-	-	-
6050 - Benefits	(48)	-	-	-
6050.100 - Benefits - Social Security	20,624	25,035	26,522	26,206
6050.101 - Benefits - Medicare	4,823	5,854	6,202	6,128
6050.200 - Benefits - PERA	24,129	25,656	30,136	29,784
6050.302 - Benefits - Unemployment	-	-	-	1,500
6050.550 - Benefits - Cell Phone Allowance	1,494	1,872	1,872	1,488
6060.100 - Medical Insurance - Employer Contribution	35,013	39,792	55,128	56,017
6070.100 - Dental Insurance - Employer Contribution	2,484	2,933	4,471	3,887
6080.100 - Group Life Insurance - Employer Contribution	620	778	992	873
6100 - Office Supplies	1,214	1,100	1,100	1,100
6120 - Operating Supplies	8,047	10,000	10,000	9,000
6140.101 - Miscellaneous Supplies - Clothing	140	600	600	400
6500.100 - Employee Development - Training	855	1,000	1,000	1,000
6700 - Dues & Subscriptions	477	800	800	500
7000 - Professional Services	4,000	4,500	4,500	4,000
7004 - Audit Fees	832	850	900	900
7100.100 - Communications - Postage	735	1,000	1,000	750
7200 - Printing & Publishing	458	800	800	600
7400.102 - Utilities - Natural Gas	13,483	23,000	24,000	16,000
7400.103 - Utilities - Water & Sewer	11,858	12,000	12,500	12,500
7400.104 - Utilities - Solid Waste	804	500	500	800
7400.108 - Utilities - Electric	29,069	33,000	35,000	32,000
7500.130 - Repair & Maint Services - Building Maint	21,795	30,000	30,000	23,000
8000 - Non-Cap Equip (< 5K)	10,793	5,000	5,000	5,000

**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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
9000.101 - Allocations - Information Technology	67,088	67,088	69,101	69,101
9000.102 - Allocations - Facilities Management	39,025	39,025	40,196	40,196
9000.110 - Allocations - Risk Mgmt - OH, Premium	8,150	7,034	7,074	4,449
9000.111 - Allocations - Risk Mgmt - Claims	909	-	-	19,618
9900.100 - Miscellaneous - Cash Over/Short	(7)	-	-	-
9907 - Historical Society	6,046	3,000	3,000	3,000
9913 - Licenses, Permits & Registrations	2,629	3,200	3,400	3,200
9920 - Bank Fees	-	100	100	-
9920.100 - Bank Fees - Credit Card	5,319	6,200	6,200	5,500
9920.150 - Bank Fees - PSN	72	-	-	100
<b>Total</b>	<b>\$664,849</b>	<b>\$753,637</b>	<b>\$807,988</b>	<b>\$799,801</b>



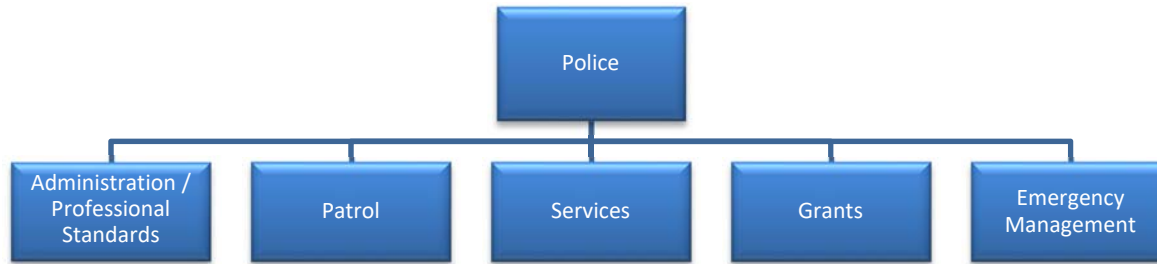
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# Police Department

## Activities

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

## Organizational Chart



## Full-Time Equivalent Employees by Budgeted Division

Division	2018	2019	2020	2021
Administration	12.3	13.3	12.8	11.8
Patrol	58.5	59.75	59.75	59.75
Services	22	22.75	23.05	25.05
<b>Department Total</b>	<b>92.8</b>	<b>95.8</b>	<b>95.6</b>	<b>96.6</b>

## Budget Impacts

An investigative technician was included in the 2021 budget to assist the department with forensic examinations of electronic devices and to augment certain software/hardware services typically provided by the City's IT function. No other significant changes were made to the budget.

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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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	\$17,917	-	-	-
	6000.100 - Salaries - Regular	1,124,345	1,182,556	1,222,230	1,142,884
	6000.200 - Salaries - Temporary	77,331	87,020	88,755	88,755
	6020.100 - Overtime/Comp Time	1,504	5,200	5,200	5,200
	6020.400 - Overtime - Contractual	-	2,000	2,000	2,000
	6030.100 - Other Pay - Comp Time	(1,478)	-	-	-
	6050 - Benefits	3,647	-	-	-
	6050.100 - Benefits - Social Security	38,796	44,259	45,587	40,877
	6050.101 - Benefits - Medicare	16,722	18,642	19,246	18,091
	6050.200 - Benefits - PERA	135,978	146,769	151,789	145,487
	6050.500 - Benefits - Clothing Allowance	4,000	4,100	4,200	4,200
	6050.550 - Benefits - Cell Phone Allowance	4,820	4,800	4,800	4,800
	6060.100 - Medical Insurance - Employer Contribution	148,334	159,872	168,795	150,143
	6070.100 - Dental Insurance - Employer Contribution	6,308	6,545	6,872	7,563
	6080.100 - Group Life Insurance - Employer Contribution	2,675	3,030	3,248	2,958
	6100 - Office Supplies	9,080	8,000	8,000	8,000
	6120 - Operating Supplies	591	-	-	-
	6120.104 - Operating Supplies - Shooting Range	6,405	6,000	6,000	6,000
	6120.122 - Operating Supplies - Reserve Program	4,053	6,000	6,000	6,000
	6120.123 - Operating Supplies - Explorer Program	8,063	10,500	11,000	12,000
	6120.128 - Operating Supplies - Property Room	3,049	4,000	4,000	4,000
	6140.104 - Miscellaneous Supplies - Chaplain/Sr Corp	82	-	-	-
	6500 - Employee Development	186	-	-	-
	6500.100 - Employee Development - Training	112,443	96,000	96,000	96,000
	6500.103 - Employee Development - EE Recognition	4,532	10,000	10,000	11,000
	6500.105 - Employee Development - Shooting Range Training	49,300	50,000	50,000	50,000
	6500.200 - Employee Development - Wellness	10,401	14,000	14,000	16,000
	6550 - Mileage & Parking Reimbursement	933	250	250	250
	6700 - Dues & Subscriptions	7,743	7,500	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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	7000 - Professional Services	65,825	59,534	60,276	74,476
	7008 - Veterinary Fees	129	1,000	1,000	1,000
	7016 - Animal Control	25,211	26,000	26,000	26,000
	7100.100 - Communications - Postage	4,623	4,000	4,000	4,000
	7200 - Printing & Publishing	617	1,000	1,000	1,000
	7500.202 - Repair & Maint Services - Equipment Maint	-	1,500	1,500	1,500
	8000 - Non-Cap Equip (< 5K)	1,154	5,000	5,000	5,000
	9000.101 - Allocations - Information Technology	186,314	186,314	191,903	191,903
	9000.102 - Allocations - Facilities Management	263,885	263,885	271,802	271,802
	9000.107 - Allocations - Central Equipment	4,067	4,067	4,189	4,189
	9000.109 - Allocations - 800 MHz Radios	70,000	70,000	70,000	70,000
	9000.110 - Allocations - Risk Mgmt - OH, Premium	34,918	83,161	83,724	18,312
	9000.111 - Allocations - Risk Mgmt - Claims	225,053	143,868	143,868	58,777
	9900 - Miscellaneous	50	-	-	-
	9901 - Care of Prisoners	1,783	-	-	-
	9920.100 - Bank Fees - Credit Card	243	200	200	200
	<b>Total</b>	<b>\$2,681,634</b>	<b>\$2,726,572</b>	<b>\$2,799,934</b>	<b>\$2,557,867</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$16,408	-	-	-
6000.100 - Salaries - Regular	5,142,147	5,463,396	5,698,799	5,612,476
6000.200 - Salaries - Temporary	9,514	30,723	31,332	39,103
6000.300 - Salaries - Court Time - Stand by	8,791	7,507	7,507	7,507
6020.100 - Overtime/Comp Time	172,416	168,300	168,300	168,300
6020.200 - Overtime - Court Time - Court appearance	11,309	15,000	15,000	15,000
6020.300 - Overtime - Holiday	46,384	33,000	33,000	33,000
6020.400 - Overtime - Contractual	102,351	65,000	65,000	65,000
6030.100 - Other Pay - Comp Time	10,767	-	-	-
6050 - Benefits	8,112	-	-	-
6050.100 - Benefits - Social Security	16,041	20,354	21,616	21,982
6050.101 - Benefits - Medicare	77,887	84,762	88,217	87,060
6050.200 - Benefits - PERA	905,969	983,744	1,025,445	1,012,587
6050.500 - Benefits - Clothing Allowance	53,457	58,517	59,891	59,891
6050.550 - Benefits - Cell Phone Allowance	3,424	4,500	4,500	3,300
6060.100 - Medical Insurance - Employer Contribution	660,808	684,774	723,693	702,811
6060.400 - Medical Insurance - Disabled Officer	58,650	50,929	54,629	52,572
6070.100 - Dental Insurance - Employer Contribution	33,903	39,106	41,061	32,257
6080.100 - Group Life Insurance - Employer Contribution	10,311	11,412	12,537	11,422
6120 - Operating Supplies	-	300	300	300
6120.106 - Operating Supplies - Ammunition	21,089	22,720	22,720	22,720
6120.121 - Operating Supplies - SWAT Team	22,580	11,000	12,000	12,000
6120.126 - Operating Supplies - K9 Unit	4,100	4,000	4,000	7,600
6120.129 - Operating Supplies - Training	4,999	5,000	5,000	5,000
6120.130 - Operating Supplies - CSO	4,904	2,500	2,500	4,000
6140.100 - Miscellaneous Supplies - Medical	3,773	6,000	6,000	6,000
6140.101 - Miscellaneous Supplies - Clothing	6,171	8,250	8,250	8,250
6140.102 - Miscellaneous Supplies - Safety Equipment	1,561	3,000	3,000	3,000
6500.100 - Employee Development - Training	17,589	15,500	15,500	15,500

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6550 - Mileage & Parking Reimbursement	-	50	50	50
6600 - Meetings	-	750	750	750
6700 - Dues & Subscriptions	270	800	800	800
7008 - Veterinary Fees	10,572	5,000	5,000	5,000
7100.102 - Communications - Data Communications	385	-	-	-
7500.202 - Repair & Maint Services - Equipment Maint	66,808	75,000	75,000	135,447
7600 - Rentals	-	1,000	1,000	1,000
8000 - Non-Cap Equip (< 5K)	9,211	16,000	16,000	16,000
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	14,514	-	-	-
9000.101 - Allocations - Information Technology	393,128	393,128	404,922	404,922
9000.102 - Allocations - Facilities Management	186,608	186,608	192,206	192,206
9000.107 - Allocations - Central Equipment	586,683	586,683	604,283	604,283
9500.660 - Transfers Out - Resource Planning	39,500	39,500	39,500	39,500
9900 - Miscellaneous	601	-	-	-
9901 - Care of Prisoners	29,800	65,000	65,000	55,000
9902 - Booking of Prisoners	47,224	45,000	45,000	50,000
<b>Total</b>	<b>\$8,820,722</b>	<b>\$9,213,813</b>	<b>\$9,579,308</b>	<b>\$9,513,596</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$14,237	-	-	-
6000.100 - Salaries - Regular	2,283,636	2,349,323	2,484,324	2,524,096
6000.200 - Salaries - Temporary	1,588	-	-	-
6020.100 - Overtime/Comp Time	68,344	74,000	74,000	74,000
6020.200 - Overtime - Court Time - Court appearance	-	500	500	500
6020.300 - Overtime - Holiday	1,443	1,000	1,000	1,000
6030.100 - Other Pay - Comp Time	7,509	-	-	-
6050 - Benefits	5,140	-	-	-
6050.100 - Benefits - Social Security	12,500	10,860	14,894	18,523
6050.101 - Benefits - Medicare	32,892	35,836	37,798	38,360
6050.200 - Benefits - PERA	378,734	411,377	428,638	429,706
6050.500 - Benefits - Clothing Allowance	21,730	22,263	22,789	22,789
6050.550 - Benefits - Cell Phone Allowance	23,221	24,300	24,300	23,100
6060.100 - Medical Insurance - Employer Contribution	307,561	300,282	334,008	333,310
6070.100 - Dental Insurance - Employer Contribution	10,551	10,604	12,524	15,229
6080.100 - Group Life Insurance - Employer Contribution	4,211	4,722	5,267	4,912
6120.102 - Operating Supplies - Motor Fuels & Lubricants	5,769	6,000	6,000	6,000
6120.109 - Operating Supplies - Community Education	13,430	14,000	14,000	14,000
6120.110 - Operating Supplies - DARE Program	12,810	15,000	15,000	15,000
6120.117 - Operating Supplies - CFMH Program	732	2,000	2,000	1,500
6140.101 - Miscellaneous Supplies - Clothing	150	-	-	-
6140.104 - Miscellaneous Supplies - Chaplain/Sr Corp	144	600	600	700
7000 - Professional Services	23,909	34,052	38,169	30,409
7200 - Printing & Publishing	25	-	-	-
7500.142 - Repair & Maint Services - SIU	44	2,000	2,000	2,000
7500.202 - Repair & Maint Services - Equipment Maint	5,377	1,600	1,600	1,600
8000 - Non-Cap Equip (< 5K)	4,116	9,500	4,500	4,500
8000.110 - Non-Cap Equip (< 5K) - SIU	4,500	4,000	4,000	4,000
9000.101 - Allocations - Information Technology	228,560	228,560	235,417	235,417



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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	9000.102 - Allocations - Facilities Management	78,854	78,854	81,220	81,220
	9000.107 - Allocations - Central Equipment	94,049	94,049	96,870	96,870
	9500.620 - Transfers Out - Information Technology	140	-	-	-
	<b>Total</b>	<b>\$3,645,906</b>	<b>\$3,735,282</b>	<b>\$3,941,418</b>	<b>\$3,978,741</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6020.100 - Overtime/Comp Time	\$33,202	\$25,700	\$25,700	\$25,700
6050.101 - Benefits - Medicare	475	373	373	373
6050.200 - Benefits - PERA	5,634	4,549	4,549	4,549
6140.102 - Miscellaneous Supplies - Safety Equipment	10,807	18,160	23,836	23,836
6500.100 - Employee Development - Training	4,970	-	-	-
<b>Total</b>	<b>\$55,088</b>	<b>\$48,782</b>	<b>\$54,458</b>	<b>\$54,458</b>

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

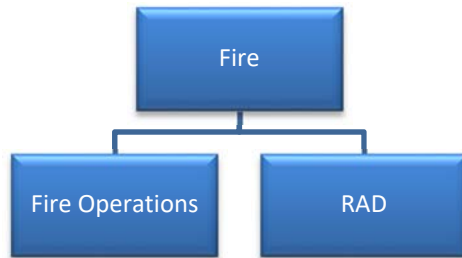
Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6100 - Office Supplies	-	\$500	\$500	\$500
6120.101 - Operating Supplies - Public Ed & Outreach Prj	-	600	600	600
6140.104 - Miscellaneous Supplies - Chaplain/Sr Corp	135	4,000	4,000	4,000
6500.100 - Employee Development - Training	4,771	5,500	5,500	5,500
6700 - Dues & Subscriptions	35,300	21,500	21,500	21,500
7000 - Professional Services	-	1,000	1,000	1,000
7400.108 - Utilities - Electric	2,098	2,000	2,000	2,000
7500 - Repair & Maint Services	12,773	24,000	10,000	10,000
7500.202 - Repair & Maint Services - Equipment Maint	23,085	-	-	-
8000 - Non-Cap Equip (< 5K)	2,358	5,000	5,000	5,000
9000.101 - Allocations - Information Technology	16,475	16,475	16,969	16,969
9000.102 - Allocations - Facilities Management	2,755	2,755	2,838	2,838
9500.660 - Transfers Out - Resource Planning	5,000	5,000	5,000	5,000
<b>Total</b>	<b>\$104,750</b>	<b>\$88,330</b>	<b>\$74,907</b>	<b>\$74,907</b>

# 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	2018	2019	2020	2021
Fire Operations	13.5	21.5	24.5	27.5
<b>Department Total</b>	<b>13.5</b>	<b>21.5</b>	<b>24.5</b>	<b>27.5</b>

## 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 2021, completing a four year plan that brought on eighteen new shift FTE's. Additionally, part-time personnel are being rearranged to better align with the evolving staffing model. While an additional expense, these staffing model changes are being made to improve response times and better protect the community. 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 an anticipated project start in spring of 2021 with completion in mid-2022.

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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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$43,405	-	-	-
6000.100 - Salaries - Regular	1,506,816	2,064,569	2,382,330	2,346,157
6000.200 - Salaries - Temporary	402,629	399,681	379,449	342,283
6020.100 - Overtime/Comp Time	36,920	63,322	63,322	35,000
6020.300 - Overtime - Holiday	7,550	12,726	12,726	20,000
6030.100 - Other Pay - Comp Time	(618)	-	-	-
6050 - Benefits	8,683	-	-	-
6050.100 - Benefits - Social Security	39,213	43,838	42,758	39,788
6050.101 - Benefits - Medicare	27,821	36,940	41,252	39,867
6050.200 - Benefits - PERA	240,568	347,536	403,493	394,459
6050.302 - Benefits - Unemployment	939	-	-	-
6050.550 - Benefits - Cell Phone Allowance	6,025	7,200	7,200	6,000
6060.100 - Medical Insurance - Employer Contribution	171,227	268,471	333,215	304,458
6070.100 - Dental Insurance - Employer Contribution	10,628	18,390	23,481	16,389
6080.100 - Group Life Insurance - Employer Contribution	2,856	4,029	4,754	4,332
6100 - Office Supplies	2,407	3,000	3,000	3,000
6120.100 - Operating Supplies - Photography	160	500	500	500
6120.101 - Operating Supplies - Public Ed & Outreach Prj	4,360	13,000	13,000	6,500
6120.103 - Operating Supplies - Janitorial	592	1,400	1,400	1,500
6120.105 - Operating Supplies - Fire Fighting	13,335	25,900	26,700	26,700
6130 - Repair & Maint Supplies	652	-	-	-
6130.100 - Repair & Maint Supplies - Equipment Parts	11,749	9,000	9,000	9,000
6140.101 - Miscellaneous Supplies - Clothing	36,512	42,100	44,050	44,650
6140.102 - Miscellaneous Supplies - Safety Equipment	48,639	70,000	70,000	70,000
6500.100 - Employee Development - Training	39,756	41,000	41,000	42,000
6500.103 - Employee Development - EE Recognition	4,825	4,120	4,245	4,245
6550 - Mileage & Parking Reimbursement	477	500	500	500
6700 - Dues & Subscriptions	3,587	5,250	5,250	5,250
7000 - Professional Services	19,065	4,500	4,500	2,000

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	7006 - Medical Fees	7,863	13,000	13,000	17,200
	7100.100 - Communications - Postage	268	600	600	600
	7100.104 - Communications - Mobile Telephone	497	200	200	200
	7200 - Printing & Publishing	122	-	-	-
	7400.102 - Utilities - Natural Gas	18,449	17,500	17,500	19,000
	7400.103 - Utilities - Water & Sewer	7,745	9,000	9,000	9,000
	7400.104 - Utilities - Solid Waste	1,532	-	-	1,500
	7400.108 - Utilities - Electric	23,826	24,500	24,500	24,500
	7500.129 - Repair & Maint Services - Static Testing	12,626	14,360	14,730	14,730
	7500.202 - Repair & Maint Services - Equipment Maint	9,871	9,000	9,000	9,000
	7500.203 - Repair & Maint Services - Turn Out Gear Repair	14,111	15,400	15,400	15,400
	7500.204 - Repair & Maint Services - Hennepin County Radio Fees	23,465	26,000	26,000	28,500
	7600 - Rentals	721	1,000	1,000	1,000
	8000 - Non-Cap Equip (< 5K)	22,480	33,000	33,000	33,000
	8100.300 - Capital Outlay (> 5K) - Buildings	-	-	-	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	31,924	-	-	-
	9000.101 - Allocations - Information Technology	240,482	240,482	247,696	247,696
	9000.102 - Allocations - Facilities Management	395,359	395,359	407,220	407,220
	9000.107 - Allocations - Central Equipment	528,706	528,706	544,567	544,567
	9000.109 - Allocations - 800 MHz Radios	28,500	28,500	28,500	28,500
	9000.110 - Allocations - Risk Mgmt - OH, Premium	11,111	28,046	28,237	16,481
	9000.111 - Allocations - Risk Mgmt - Claims	37,473	9,765	9,765	113,939
	9500.620 - Transfers Out - Information Technology	140	-	-	-
	9500.660 - Transfers Out - Resource Planning	90,000	90,000	90,000	90,000
	9906 - Donations & Contributions	546,713	500,000	505,000	505,000
	9920.100 - Bank Fees - Credit Card	2	-	-	-
	<b>Total</b>	<b>\$4,744,766</b>	<b>\$5,471,390</b>	<b>\$5,942,040</b>	<b>\$5,891,611</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000.100 - Salaries - Regular	\$954	-	-	-
6000.200 - Salaries - Temporary	7,034	19,802	20,198	20,198
6020.100 - Overtime/Comp Time	3,469	2,000	2,000	2,000
6050.100 - Benefits - Social Security	436	1,228	1,252	1,252
6050.101 - Benefits - Medicare	166	316	322	322
6050.200 - Benefits - PERA	750	354	354	354
6120.102 - Operating Supplies - Motor Fuels & Lubricants	-	-	-	8,000
6120.105 - Operating Supplies - Fire Fighting	-	1,000	1,000	1,000
6140.101 - Miscellaneous Supplies - Clothing	610	2,500	2,500	2,500
6500.100 - Employee Development - Training	1,017	1,000	1,000	1,000
7100.100 - Communications - Postage	-	171	724	724
7500.202 - Repair & Maint Services - Equipment Maint	3,228	4,000	4,000	4,000
7500.204 - Repair & Maint Services - Hennepin County Radio Fees	2,052	3,000	3,000	3,000
8000 - Non-Cap Equip (< 5K)	-	20,000	18,000	18,000
9000.107 - Allocations - Central Equipment	33,015	33,015	34,005	34,005
9000.110 - Allocations - Risk Mgmt - OH, Premium	908	624	624	844
<b>Total</b>	<b>\$53,638</b>	<b>\$89,010</b>	<b>\$88,979</b>	<b>\$97,199</b>



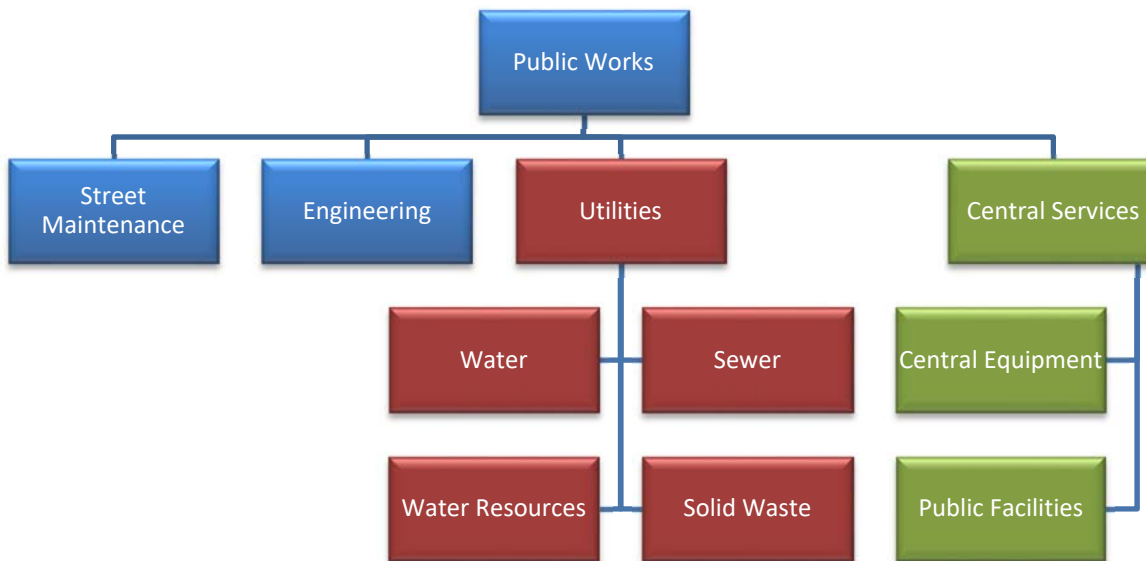
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# Public Works Department

## Activities

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

## Organizational Chart



## Full-Time Equivalent Employees by Budgeted Division

Division	2018	2019	2020	2021
Street Maintenance	16.55	17.95	17.95	18
Engineering	6.65	6.8	6.85	6.85
Central Equipment	4.7	5.1	5.2	5.22
Facilities Management	2.5	3.1	3.1	3.1
Utilities	30.09	32.56	33.4	33.54
<b>Department Total</b>	<b>60.49</b>	<b>65.51</b>	<b>66.5</b>	<b>66.71</b>

## Budget Impacts

The proposed General Fund expenditures in both the Engineering and Street Maintenance divisions for 2021 remain similar to that of 2020 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. Revenue from the Municipal State Aid Account is expected to drop slightly due to reduced tax collections by the state as a result of COVID-19. 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 and the completion of the holistic facilities needs assessment in late 2018. Total FTE count remains similar to 2020.

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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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$18,191	-	-	-
6000.100 - Salaries - Regular	1,088,957	1,245,011	1,289,452	1,274,969
6000.200 - Salaries - Temporary	16,544	39,779	42,160	41,366
6020.100 - Overtime/Comp Time	114,264	56,000	56,000	120,000
6030.100 - Other Pay - Comp Time	(3,290)	-	-	-
6030.200 - Other Pay - Premium Pay	3,555	4,000	4,000	4,000
6030.300 - Other Pay - Equipment Pay	1,836	2,300	2,300	2,300
6050 - Benefits	2,223	-	-	-
6050.100 - Benefits - Social Security	72,451	83,597	86,255	89,275
6050.101 - Benefits - Medicare	16,973	19,649	20,324	21,021
6050.200 - Benefits - PERA	90,694	101,029	104,548	108,193
6050.550 - Benefits - Cell Phone Allowance	7,197	7,920	7,920	7,320
6050.570 - Benefits - Car Allowance	241	240	240	240
6060.100 - Medical Insurance - Employer Contribution	187,088	214,661	226,836	224,850
6070.100 - Dental Insurance - Employer Contribution	9,508	11,721	12,309	10,652
6080.100 - Group Life Insurance - Employer Contribution	1,799	1,871	2,070	1,878
6100 - Office Supplies	837	500	500	500
6120.102 - Operating Supplies - Motor Fuels & Lubricants	1,096	2,200	2,200	2,200
6130 - Repair & Maint Supplies	16	-	-	-
6130.100 - Repair & Maint Supplies - Equipment Parts	3,015	5,400	5,400	5,400
6130.101 - Repair & Maint Supplies - Horticulture	1,597	3,100	3,100	3,100
6130.102 - Repair & Maint Supplies - Traffic & Park Signs	29,367	34,000	34,000	34,000
6130.104 - Repair & Maint Supplies - Sand and Gravel	182	5,000	5,000	5,000
6130.105 - Repair & Maint Supplies - Paint	385	2,500	2,500	2,500
6130.106 - Repair & Maint Supplies - Lumber	3,483	600	600	600
6130.107 - Repair & Maint Supplies - Concrete & Asphalt	87,345	100,000	100,000	100,000
6130.108 - Repair & Maint Supplies - Concrete Disposal	293	500	500	500
6130.111 - Repair & Maint Supplies - Chemicals	409,649	320,000	320,000	300,000
6130.120 - Repair & Maint Supplies - Mailbox Repairs	14,947	10,000	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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6130.121 - Repair & Maint Supplies - Sprinkler Head Repairs	-	1,500	1,500	1,500
6140.101 - Miscellaneous Supplies - Clothing	1,252	1,100	1,100	1,100
6140.102 - Miscellaneous Supplies - Safety Equipment	6,188	6,400	6,400	6,400
6500.100 - Employee Development - Training	7,255	5,000	5,000	5,000
6700 - Dues & Subscriptions	3,380	200	200	200
7000 - Professional Services	4,584	-	-	8,000
7017 - Laundered Uniforms	3,779	4,200	4,200	4,200
7100.100 - Communications - Postage	12	160	160	160
7100.102 - Communications - Data Communications	6,524	2,000	2,000	2,000
7200 - Printing & Publishing	-	500	500	500
7400.101 - Utilities - Traffic Lights	55,351	61,000	63,000	60,000
7400.102 - Utilities - Natural Gas	7,732	6,600	6,600	8,000
7400.108 - Utilities - Electric	9,098	10,500	10,500	10,500
7400.109 - Utilities Street Lights - Billable	641,102	690,000	710,000	680,000
7400.110 - Utilities Street Lights - Nonbillable	45,015	50,000	51,500	48,000
7500.108 - Repair & Maint Services - Snow Plowing	341,157	426,500	426,500	418,500
7500.110 - Repair & Maint Services - Street Striping	47,375	100,000	100,000	100,000
7500.114 - Repair & Maint Services - Retaining Walls/Guard Rails/Fence	2,269	10,000	10,000	10,000
7500.134 - Repair & Maint Services - Crack Sealing	160,346	200,000	200,000	200,000
7500.140 - Repair & Maint Services - Traffic Signals	27,392	40,000	40,000	40,000
7500.146 - Repair & Maint Services - Fog Sealing	76,285	150,000	150,000	150,000
7500.200 - Repair & Maint Services - Software	125	-	-	-
7500.201 - Repair & Maint Services - Departmental Software Maint	-	1,000	1,000	1,000
7500.202 - Repair & Maint Services - Equipment Maint	2,287	1,500	1,500	1,500
7500.304 - Repair & Maint Services - Tree Grinding	17,739	-	-	-
7600 - Rentals	3,733	3,000	3,000	3,000
8000 - Non-Cap Equip (< 5K)	8,130	7,000	7,000	7,000
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	58,146	-	-	-
9000.101 - Allocations - Information Technology	39,059	39,059	40,231	40,231

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
9000.102 - Allocations - Facilities Management	153,639	153,639	158,248	158,248
9000.107 - Allocations - Central Equipment	992,646	992,646	1,022,425	1,022,425
9000.110 - Allocations - Risk Mgmt - OH, Premium	(19,270)	28,613	28,709	19,993
9000.111 - Allocations - Risk Mgmt - Claims	68,320	6,713	6,713	28,007
9500.620 - Transfers Out - Information Technology	955	-	-	-
9917 - Bad Debt	29	-	-	-
9920 - Bank Fees	-	1,300	1,300	-
9920.100 - Bank Fees - Credit Card	1,955	300	300	2,100
9920.150 - Bank Fees - PSN	502	-	-	500
<b>Total</b>	<b>\$4,954,531</b>	<b>\$5,272,008</b>	<b>\$5,397,800</b>	<b>\$5,407,928</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$8,314	-	-	-
6000.100 - Salaries - Regular	463,194	666,241	701,545	683,533
6000.200 - Salaries - Temporary	27,774	17,340	17,687	17,687
6020.100 - Overtime/Comp Time	25,117	17,500	17,500	17,500
6030.100 - Other Pay - Comp Time	727	-	-	-
6050 - Benefits	1,370	-	-	-
6050.100 - Benefits - Social Security	31,418	42,031	43,623	42,564
6050.101 - Benefits - Medicare	7,462	10,265	10,779	10,506
6050.200 - Benefits - PERA	36,906	52,578	55,254	53,907
6050.550 - Benefits - Cell Phone Allowance	3,673	5,820	5,820	4,716
6050.570 - Benefits - Car Allowance	964	960	960	960
6060.100 - Medical Insurance - Employer Contribution	54,095	86,609	91,828	85,035
6070.100 - Dental Insurance - Employer Contribution	2,125	4,726	4,959	4,436
6080.100 - Group Life Insurance - Employer Contribution	915	1,560	1,714	1,585
6100 - Office Supplies	1,153	1,000	1,000	1,000
6120.102 - Operating Supplies - Motor Fuels & Lubricants	495	-	-	500
6120.112 - Operating Supplies - Survey	156	2,500	2,500	2,500
6500.100 - Employee Development - Training	13,907	11,000	11,000	11,000
6550 - Mileage & Parking Reimbursement	10	300	300	300
6700 - Dues & Subscriptions	2,271	3,500	3,500	3,500
7000 - Professional Services	120,313	10,000	10,000	10,000
7001 - Consulting Engineer	4,541	10,000	10,000	10,000
7100.100 - Communications - Postage	2,686	2,000	2,000	2,000
7100.102 - Communications - Data Communications	360	-	-	-
7200 - Printing & Publishing	212	600	600	600
7500.200 - Repair & Maint Services - Software	686	1,500	-	-
7500.201 - Repair & Maint Services - Departmental Software Maint	72	-	-	-
7500.202 - Repair & Maint Services - Equipment Maint	219	-	-	-
8000 - Non-Cap Equip (< 5K)	(42,500)	2,500	2,500	2,500

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b> 8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	101,371	-	-	-
9000.101 - Allocations - Information Technology	89,140	89,140	91,814	91,814
9000.102 - Allocations - Facilities Management	37,763	37,763	38,896	38,896
9000.107 - Allocations - Central Equipment	17,750	17,750	18,283	18,283
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,897	3,978	4,005	3,797
9000.111 - Allocations - Risk Mgmt - Claims	8,928	-	-	(132)
<b>Total</b>	<b>\$1,026,485</b>	<b>\$1,099,161</b>	<b>\$1,148,067</b>	<b>\$1,118,987</b>



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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>	4000.100 - Taxes - Property	\$662,089	\$703,650	\$738,832	\$738,832
	4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	7	-	-	-
	4310.100 - Program Fees - Recreation	1,303,553	1,263,470	1,296,964	1,210,428
	4310.101 - Program Fees - Subsidized Recreation	91	-	-	-
	4320.100 - Rental Fees - Recreation	71,114	66,000	68,920	80,000
	4360.105 - Items for Resale - Caps & Apparel	12,169	13,400	13,760	12,181
	4600 - Contributions - Operating	25,662	20,000	20,450	15,000
	4700.100 - Interest Income - Investments	30,663	10,000	10,000	5,200
	4700.150 - Interest Income - Operating Account	1,368	800	800	800
	4800 - Other Revenues	1,976	-	-	-
	4800.400 -Other Revenues - Commissions	675	1,250	1,258	1,200
	4801 - Administrative Fee	8,094	7,500	7,725	9,000
	4807 - Refunds & Reimbursements	141	-	-	-
	4900 - Transfers In	-	10,952	87,105	76,151
	<b>Total</b>	<b>\$2,117,600</b>	<b>\$2,097,022</b>	<b>\$2,245,814</b>	<b>\$2,148,792</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	(\$10,584)	-	-	-
	6000.100 - Salaries - Regular	624,202	696,858	805,380	792,136
	6000.200 - Salaries - Temporary	292,659	313,127	321,570	321,570
	6020.100 - Overtime/Comp Time	-	200	200	200
	6050 - Benefits	(1,604)	-	-	-
	6050.100 - Benefits - Social Security	55,067	62,841	70,089	69,328
	6050.101 - Benefits - Medicare	12,878	14,695	16,393	16,215
	6050.200 - Benefits - PERA	51,300	60,300	68,658	67,663
	6050.302 - Benefits - Unemployment	1,606	500	500	2,000
	6050.550 - Benefits - Cell Phone Allowance	3,394	3,360	3,360	4,320
	6060.100 - Medical Insurance - Employer Contribution	101,958	96,833	118,665	99,878
	6070.100 - Dental Insurance - Employer Contribution	5,201	6,492	8,206	7,434
	6080.100 - Group Life Insurance - Employer Contribution	2,060	2,590	3,370	2,993
	6100 - Office Supplies	687	1,000	1,000	1,000
	6120 - Operating Supplies	44,299	38,870	40,012	39,000
	6120.125 - Operating Supplies - Resale	13,445	11,050	11,380	11,380
	6140 - Miscellaneous Supplies	442	-	-	-
	6140.101 - Miscellaneous Supplies - Clothing	19,974	19,269	19,489	17,517
	6500.100 - Employee Development - Training	3,999	9,500	8,000	7,000
	6550 - Mileage & Parking Reimbursement	80	550	550	500
	6700 - Dues & Subscriptions	3,716	2,000	2,000	2,000
	7000 - Professional Services	454,715	400,900	398,484	380,000
	7050 - External Program Registrations	1,471	2,525	4,635	2,295
	7100.100 - Communications - Postage	18,325	18,000	18,000	18,000
	7200 - Printing & Publishing	1,734	3,975	3,505	2,000
	7200.101 - Printing & Publishing - Recreation Handbook	44,250	45,000	46,000	46,000
	7500.202 - Repair & Maint Services - Equipment Maint	-	300	300	300
	7600 - Rentals	89,603	113,254	116,265	90,000
	8000 - Non-Cap Equip (< 5K)	429	4,500	4,500	4,500

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
8050 - Cap Equip (\$5K - \$25K)	-	16,000	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	-	-	-
9000.101 - Allocations - Information Technology	76,430	76,430	78,723	78,723
9000.102 - Allocations - Facilities Management	12,442	12,442	12,815	12,815
9000.110 - Allocations - Risk Mgmt - OH, Premium	5,646	12,877	12,981	3,778
9000.111 - Allocations - Risk Mgmt - Claims	2,754	84	84	5,047
9500.660 - Transfers Out - Resource Planning	-	7,500	7,500	-
9900.100 - Miscellaneous - Cash Over/Short	-	-	-	-
9903 - Scholarships	7,818	9,000	9,000	9,000
9920 - Bank Fees	-	200	200	-
9920.100 - Bank Fees - Credit Card	31,869	34,000	34,000	34,000
9920.150 - Bank Fees - PSN	58	-	-	75
9920.160 - Bank Fees - Operating Acct	89	-	-	100
9920.170 - Bank Fees - Investments	24	-	-	25
<b>Total</b>	<b>\$1,972,436</b>	<b>\$2,097,022</b>	<b>\$2,245,814</b>	<b>\$2,148,792</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>	4230 - Intergovern-State-Operating	\$4,971,175	\$4,831,362	\$4,952,146	\$4,952,146
	4350.120 - General Services - Transit Fares	1,153,174	1,125,588	1,142,471	1,142,471
	4350.129 - General Services Dial-A-Ride Ticket Sales	40,038	60,000	61,200	61,200
	4700.100 - Interest Income - Investments	353,787	100,000	100,000	100,000
	4700.150 - Interest Income - Operating Account	15,425	5,000	5,000	5,000
	4807 - Refunds & Reimbursements	858	-	-	-
	4900 - Transfers In	-	-	-	100,799
	<b>Total</b>	<b>\$6,534,457</b>	<b>\$6,121,950</b>	<b>\$6,260,817</b>	<b>\$6,361,616</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	\$857	-	-	-
	6000.100 - Salaries - Regular	101,259	107,250	111,919	110,833
	6000.200 - Salaries - Temporary	9,086	12,240	12,485	12,485
	6050 - Benefits	130	-	-	-
	6050.100 - Benefits - Social Security	6,493	7,483	7,788	7,720
	6050.101 - Benefits - Medicare	1,519	1,750	1,821	1,805
	6050.200 - Benefits - PERA	8,276	8,961	9,330	9,248
	6050.550 - Benefits - Cell Phone Allowance	1,205	1,200	1,200	1,200
	6060.100 - Medical Insurance - Employer Contribution	14,107	14,512	15,339	15,069
	6080.100 - Group Life Insurance - Employer Contribution	356	441	513	456
	6100 - Office Supplies	-	500	800	800
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	465,352	547,204	563,921	563,921
	6120.103 - Operating Supplies - Janitorial	252	-	-	-
	6130.119 - Repair & Maint Supplies - Recharges	43	-	-	-
	6500.100 - Employee Development - Training	1,556	3,500	3,500	3,500
	6550 - Mileage & Parking Reimbursement	168	500	600	600
	6600 - Meetings	99	300	350	350
	6700 - Dues & Subscriptions	9,500	10,500	11,000	11,000
	7000 - Professional Services	-	10,000	10,000	135,000
	7003 - Legal	842	1,500	1,500	1,500
	7015 - Transit Services	4,218,472	4,644,890	4,830,486	4,830,486
	7015.100 - Transit Services - Special Events/Public Outreach	1,773	5,000	5,000	5,000
	7100.100 - Communications - Postage	7	50	50	50
	7100.102 - Communications - Data Communications	1,110	15,000	15,000	15,000
	7200 - Printing & Publishing	2,041	6,180	6,365	6,365
	7400.102 - Utilities - Natural Gas	560	650	700	700
	7400.103 - Utilities - Water & Sewer	2,374	2,846	2,941	2,500
	7400.108 - Utilities - Electric	20,607	21,505	22,000	22,000
	7500 - Repair & Maint Services	3,300	-	-	-

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
7500.118 - Repair & Maint Services - Janitorial Services	4,730	-	-	-
7500.130 - Repair & Maint Services - Building Maint	24,246	-	-	-
7500.132 - Repair & Maint Services - Transit Facility	42,475	185,000	200,000	200,000
7500.135 - Repair & Maint Services - Building Security	948	-	-	-
7500.139 - Repair & Maint Services - Facility Improvements	541	-	-	-
7500.200 - Repair & Maint Services - Software	23,491	40,000	60,000	60,000
7500.202 - Repair & Maint Services - Equipment Maint	2,022	8,000	8,000	8,000
7600 - Rentals	65,976	75,000	76,000	76,000
8000 - Non-Cap Equip (< 5K)	30,583	115,000	120,000	120,000
9000.101 - Allocations - Information Technology	41,208	41,208	42,444	42,444
9000.102 - Allocations - Facilities Management	1,377	1,377	1,418	1,418
9000.103 - Allocations - General Fund Administrative	27,198	27,198	28,014	28,014
9000.110 - Allocations - Risk Mgmt - OH, Premium	3,991	4,039	4,046	4,506
9500.050 - Transfers Out - Reserves	-	139,566	22,516	-
9918 - Contingency	-	60,000	62,171	62,171
9919 - Administration Fees	1,643	-	-	-
9920 - Bank Fees	-	1,500	1,500	-
9920.100 - Bank Fees - Credit Card	64	100	100	100
9920.150 - Bank Fees - PSN	51	-	-	75
9920.160 - Bank Fees - Operating Acct	963	-	-	1,000
9920.170 - Bank Fees - Investments	261	-	-	300
<b>Total</b>	<b>\$5,143,113</b>	<b>\$6,121,950</b>	<b>\$6,260,817</b>	<b>\$6,361,616</b>



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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 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>				
4000.100 - Taxes - Property	\$6,387	\$6,584	\$6,716	\$6,712
4200.200 - Intergovern- Federal - Operating - CDBG	270,483	282,500	293,900	375,163
4200.210 - Intergovern- Federal - Operating - REHAB Loan Repayment	45,857	20,000	20,000	30,000
4200.211 - Intergovern- Federal - Operating - FTHB Loan Repayment	29,169	20,000	20,000	20,000
4230.100 - Intergovern-State-Operating - Mkt Value Credit (HACA)	-	-	-	-
4700.100 - Interest Income - Investments	2,934	1,296	1,395	750
4700.150 - Interest Income - Operating Account	100	75	75	50
<b>Total</b>	<b>\$354,931</b>	<b>\$330,455</b>	<b>\$342,086</b>	<b>\$432,675</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	\$623	-	-	-
	6000.100 - Salaries - Regular	46,967	35,238	38,127	37,759
	6050 - Benefits	94	-	-	-
	6050.100 - Benefits - Social Security	2,898	2,185	2,365	2,340
	6050.101 - Benefits - Medicare	678	512	552	548
	6050.200 - Benefits - PERA	3,513	2,643	2,858	2,832
	6060.100 - Medical Insurance - Employer Contribution	3,372	5,525	5,875	5,760
	6070.100 - Dental Insurance - Employer Contribution	76	207	218	210
	6080.100 - Group Life Insurance - Employer Contribution	43	45	50	45
	6100 - Office Supplies	162	300	300	300
	6500.100 - Employee Development - Training	1,227	1,500	1,500	1,500
	6550 - Mileage & Parking Reimbursement	12	150	150	150
	7000 - Professional Services	-	2,300	2,300	2,300
	7003 - Legal	1,388	1,500	1,500	1,500
	7004 - Audit Fees	3,230	3,500	3,500	3,500
	7100.100 - Communications - Postage	285	500	500	500
	7200 - Printing & Publishing	159	100	100	100
	8000 - Non-Cap Equip (< 5K)	1,068	-	-	-
	9000.101 - Allocations - Information Technology	3,712	3,712	3,823	3,823
	9000.102 - Allocations - Facilities Management	1,377	1,377	1,418	1,418
	9000.110 - Allocations - Risk Mgmt - OH, Premium	332	449	452	330
	9000.111 - Allocations - Risk Mgmt - Claims	1,033	-	-	-
	9910 - Housing Loans	180,617	182,187	189,973	200,235
	9911 - Grant Awards	149,604	86,500	86,500	167,500
	9920 - Bank Fees	-	25	25	-
	9920.150 - Bank Fees - PSN	-	-	-	-
	9920.160 - Bank Fees - Operating Acct	6	-	-	15
	9920.170 - Bank Fees - Investments	1	-	-	10
	<b>Total</b>	<b>\$402,478</b>	<b>\$330,455</b>	<b>\$342,086</b>	<b>\$432,675</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>				
4200.101 - Intergovern- Federal - Operating - Section 8 - HUD Direct	\$1,680,673	\$1,710,500	\$1,716,500	\$1,715,000
4200.106 - Intergovern- Federal - Operating - Section 8 - Mainstream Vouchers	82,270	90,000	91,000	91,000
4200.107 - Intergovern- Federal - Operating - Section 8 - Fraud Recovery	9,388	2,000	2,500	2,000
4200.109 - Intergovern- Federal - Operating - HUD Direct Administration	198,371	175,000	177,000	184,000
4200.111 - Intergovern- Federal - Operating - Mainstream Administration	12,632	14,000	15,000	14,000
4200.112 - Intergovern- Federal - Operating - Section 8 - VASH Vouchers	-	-	-	37,000
4270.300 - Intergovern-Local-Operating Section 8 - Rent Port	876,594	950,000	1,000,000	872,000
4270.301 - Intergovern-Local-Operating Section 8 - Admin Port	59,854	65,000	65,000	57,555
4700.150 - Interest Income - Operating Account	871	400	400	600
4900.050 - Transfers In - Reserves	-	28,046	32,430	32,384
<b>Total</b>	<b>\$2,920,653</b>	<b>\$3,034,946</b>	<b>\$3,099,830</b>	<b>\$3,005,539</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	(\$1,842)	-	-	-
	6000.100 - Salaries - Regular	177,264	186,483	191,344	189,497
	6050 - Benefits	(279)	-	-	-
	6050.100 - Benefits - Social Security	10,540	11,563	11,862	11,749
	6050.101 - Benefits - Medicare	2,465	2,704	2,776	2,749
	6050.200 - Benefits - PERA	13,295	13,985	14,351	14,212
	6060.100 - Medical Insurance - Employer Contribution	22,769	19,703	20,689	27,653
	6070.100 - Dental Insurance - Employer Contribution	2,167	2,270	2,383	2,185
	6080.100 - Group Life Insurance - Employer Contribution	303	347	392	350
	6100 - Office Supplies	-	100	100	100
	6500 - Employee Development	695	-	-	-
	6500.100 - Employee Development - Training	642	1,000	1,000	1,000
	6550 - Mileage & Parking Reimbursement	-	150	150	150
	6700 - Dues & Subscriptions	-	500	500	500
	7000 - Professional Services	575	3,000	3,000	3,000
	7003 - Legal	-	500	500	500
	7004 - Audit Fees	7,374	8,500	8,500	8,500
	7005 - Accounting	3,240	3,500	3,750	3,750
	7100.100 - Communications - Postage	1,710	3,500	3,750	3,750
	7200 - Printing & Publishing	54	500	500	500
	9000.101 - Allocations - Information Technology	19,129	19,129	19,703	19,703
	9000.102 - Allocations - Facilities Management	1,836	1,836	1,891	1,891
	9000.110 - Allocations - Risk Mgmt - OH, Premium	817	1,626	1,639	665
	9908.100 - Section 8 Fees - Project Based	161,761	162,000	163,000	163,000
	9908.102 - Section 8 Fees - Port-Out Rent Assist	95,563	102,000	103,000	103,000
	9908.103 - Section 8 Fees - Port-Out Admin Fee	11,051	12,000	12,000	12,000
	9908.104 - Section 8 Fees - Port-In Vouchers	876,594	950,000	1,000,000	872,000
	9908.105 - Section 8 Fees - Mainstream M/C	108,828	111,000	112,000	112,000
	9908.106 - Section 8 Fees - Mainstream M5 (HUD)	88,119	90,000	91,000	91,000

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b> 9908.107 - Section 8 Fees - Rental Vouchers	1,321,118	1,280,000	1,282,000	1,283,000
9908.108 - Section 8 Fees - Enhanced Rental	42,966	47,000	48,000	40,000
9908.112 - Section 8 Fees - VASH Vouchers	-	-	-	37,000
9920.100 - Bank Fees - Credit Card	35	50	50	50
9920.150 - Bank Fees - PSN	3	-	-	10
9920.160 - Bank Fees - Operating Acct	52	-	-	75
<b>Total</b>	<b>\$2,968,843</b>	<b>\$3,034,946</b>	<b>\$3,099,830</b>	<b>\$3,005,539</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>	4000.100 - Taxes - Property	\$578,403	\$595,755	\$607,670	\$600,105
	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	66,581	27,000	27,000	19,000
	4700.150 - Interest Income - Operating Account	2,695	1,000	1,000	1,000
	4700.300 - Interest Income - Notes	4,139	5,000	5,000	4,000
	4801 - Administrative Fee	20,376	-	-	-
	4820 - Loan Repayments	13,260	12,000	12,800	13,500
	<b>Total</b>	<b>\$695,359</b>	<b>\$650,655</b>	<b>\$663,370</b>	<b>\$647,505</b>



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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	\$5,485	-	-	-
	6000.100 - Salaries - Regular	172,523	208,812	216,225	214,126
	6050 - Benefits	831	-	-	-
	6050.100 - Benefits - Social Security	10,371	12,499	12,823	12,750
	6050.101 - Benefits - Medicare	2,504	3,053	3,159	3,129
	6050.200 - Benefits - PERA	12,930	15,660	16,217	16,060
	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	10,621	15,702	16,408	15,892
	6070.100 - Dental Insurance - Employer Contribution	1,656	1,864	1,957	1,786
	6080.100 - Group Life Insurance - Employer Contribution	604	727	818	738
	6100 - Office Supplies	196	500	500	500
	6130 - Repair & Maint Supplies	-	200	200	200
	6500.100 - Employee Development - Training	274	3,200	3,200	3,200
	6550 - Mileage & Parking Reimbursement	-	100	105	100
	6700 - Dues & Subscriptions	821	1,000	1,000	1,000
	7000 - Professional Services	4,170	10,000	10,000	5,000
	7000.300 - Professional Services - Architectural Design Program	150	1,000	1,000	1,000
	7003 - Legal	1,791	5,500	5,500	5,229
	7004 - Audit Fees	1,846	2,000	2,000	2,000
	7100.100 - Communications - Postage	-	750	750	750
	7200 - Printing & Publishing	-	1,000	1,000	1,000
	7500 - Repair & Maint Services	2,931	5,000	5,000	4,000
	8000 - Non-Cap Equip (< 5K)	868	-	-	-
	9000.101 - Allocations - Information Technology	12,236	12,236	12,603	12,603
	9000.102 - Allocations - Facilities Management	12,626	12,626	13,005	13,005
	9000.110 - Allocations - Risk Mgmt - OH, Premium	727	1,450	1,461	(13,608)
	9000.111 - Allocations - Risk Mgmt - Claims	-	15,000	15,000	-
	9500.050 - Transfers Out - Reserves	-	6,096	8,259	35,090

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	9500.850 - Transfers Out - Plymouth Town Square	185,000	177,500	178,000	258,000
	9500.851 - Transfers Out - Vicksburg Crossing	55,000	40,000	40,000	40,000
	9900 - Miscellaneous	80,050	80,000	80,000	-
	9911 - Grant Awards	-	15,000	15,000	12,000
	9920 - Bank Fees	-	500	500	-
	9920.150 - Bank Fees - PSN	9	-	-	25
	9920.160 - Bank Fees - Operating Acct	163	-	-	200
	9920.170 - Bank Fees - Investments	45	-	-	50
	9930 - Loans	46	-	-	-
	<b>Total</b>	<b>\$578,162</b>	<b>\$650,655</b>	<b>\$663,370</b>	<b>\$647,505</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>				
4330.100 - Utility Charges - Water - Base	\$1,238,608	\$1,294,002	\$1,351,195	\$1,351,195
4330.101 - Utility Charges - Water - Residential	3,322,257	3,913,912	4,077,662	4,077,662
4330.102 - Utility Charges - Water - Commercial	1,306,860	1,596,393	1,652,054	1,652,054
4330.103 - Utility Charges - Water Demand - Commercial	584,353	593,128	613,883	613,883
4330.600 - Utility Charges - Fire Hydrant Inspection	57,820	30,000	30,000	58,000
4330.700 - Utility Charges - Coin Operated Water Fill	2,164	-	-	2,000
4330.800 - Utility Charges - Penalties	52,061	65,000	65,000	65,000
4350 - General Services	9,800	12,000	12,000	12,000
4350.119 - General Services - Antennae Charges	134,432	142,298	146,775	146,775
4355 - Developer Fees	-	-	-	1,500
4360.104 - Items for Resale - Water Meter / Horns	149,427	140,000	140,000	140,000
4620 - Contributions - Capital	1,144,809	850,000	850,000	850,000
4700.100 - Interest Income - Investments	138,367	43,000	43,000	34,000
4700.150 - Interest Income - Operating Account	5,260	1,500	1,500	2,000
4700.200 - Interest Income - Special Assessments	2,233	3,400	3,400	2,000
4800 - Other Revenues	13,625	10,000	10,000	10,000
4801 - Administrative Fee	37	1,500	1,500	-
4805 - Gain (Loss) of Capital Asset	(141,909)	-	-	-
4807 - Refunds & Reimbursements	29,091	-	-	-
4900.050 - Transfers In - Reserves	-	1,819,492	-	-
4900.412 - Transfers In - Utility Trunk Replacement	1,605,814	-	-	-
4900.413 - Transfers In - Improvement Project Construction	27,211	-	-	-
4900.420 - Transfers In - Water Sewer Construction	1,913,019	-	-	-
<b>Total</b>	<b>\$11,595,337</b>	<b>\$10,515,625</b>	<b>\$8,997,969</b>	<b>\$9,018,069</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	(\$28,198)	-	-	-
6000.100 - Salaries - Regular	908,031	1,053,793	1,094,783	1,048,242
6000.200 - Salaries - Temporary	17,221	28,842	29,225	29,225
6020.100 - Overtime/Comp Time	116,270	96,000	96,000	96,000
6030.100 - Other Pay - Comp Time	(3,307)	-	-	-
6030.200 - Other Pay - Premium Pay	995	1,000	1,000	1,000
6030.300 - Other Pay - Equipment Pay	254	500	500	500
6050 - Benefits	(4,773)	-	-	-
6050.100 - Benefits - Social Security	62,841	72,885	75,246	72,481
6050.101 - Benefits - Medicare	14,725	17,151	17,748	17,095
6050.200 - Benefits - PERA	74,985	88,515	91,613	88,120
6050.302 - Benefits - Unemployment	16,015	6,700	6,700	7,700
6050.550 - Benefits - Cell Phone Allowance	2,493	2,400	2,400	3,888
6050.570 - Benefits - Car Allowance	241	240	240	240
6060.100 - Medical Insurance - Employer Contribution	126,119	156,582	165,363	142,124
6070.100 - Dental Insurance - Employer Contribution	7,389	9,376	9,849	10,906
6080.100 - Group Life Insurance - Employer Contribution	1,326	1,765	1,973	1,784
6100 - Office Supplies	1,460	3,000	3,000	3,000
6120.101 - Operating Supplies - Public Ed & Outreach Prj	-	20,000	20,000	20,000
6120.102 - Operating Supplies - Motor Fuels & Lubricants	10,223	3,000	3,000	3,000
6130.100 - Repair & Maint Supplies - Equipment Parts	10,413	90,000	90,000	90,000
6130.101 - Repair & Maint Supplies - Horticulture	4,797	1,000	1,000	1,000
6130.105 - Repair & Maint Supplies - Paint	762	2,500	2,500	2,500
6130.111 - Repair & Maint Supplies - Chemicals	212,683	300,000	320,000	320,000
6130.112 - Repair & Maint Supplies - Water Mains	35,482	55,000	55,000	55,000
6130.114 - Repair & Maint Supplies - Meter Parts	188,162	85,000	85,000	85,000
6130.115 - Repair & Maint Supplies - Hydrant Markers	11,250	5,000	5,000	5,000
6130.116 - Repair & Maint Supplies - Water Valves & Curb Stops	75,039	90,000	90,000	90,000
6130.117 - Repair & Maint Supplies - Hydrant Parts	17,782	17,000	17,000	17,000

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6140.100 - Miscellaneous Supplies - Medical	323	-	-	-
6140.102 - Miscellaneous Supplies - Safety Equipment	5,109	5,000	5,000	5,000
6500.100 - Employee Development - Training	9,341	10,000	10,000	10,000
6550 - Mileage & Parking Reimbursement	342	-	-	-
6700 - Dues & Subscriptions	4,316	5,000	5,000	5,000
7000 - Professional Services	114,282	150,000	150,000	150,000
7004 - Audit Fees	3,594	3,900	3,900	3,900
7017 - Laundered Uniforms	2,050	2,500	2,500	2,500
7100.100 - Communications - Postage	25,836	29,000	29,000	29,000
7100.102 - Communications - Data Communications	120	-	-	-
7200 - Printing & Publishing	10,573	10,000	10,000	10,000
7400.102 - Utilities - Natural Gas	34,815	35,000	35,000	35,000
7400.103 - Utilities - Water & Sewer	5,875	5,000	5,100	6,000
7400.104 - Utilities - Solid Waste	856	1,000	1,000	1,000
7400.106 - Utilities - Water Connection Fee	147,880	150,000	150,000	150,000
7400.107 - Utilities - State Summer Water Surcharge	498	25,000	25,000	25,000
7400.108 - Utilities - Electric	677,618	740,000	740,000	740,000
7500.101 - Repair & Maint Services - Lawn Maint	19,280	25,000	25,000	25,000
7500.115 - Repair & Maint Services - Pull Wells	43,208	60,000	60,000	60,000
7500.116 - Repair & Maint Services - Water Samples	860	-	-	-
7500.117 - Repair & Maint Services - MN Health Samples	9,114	9,000	9,000	9,000
7500.120 - Repair & Maint Services - Water Withdrawal Permit	39,903	25,000	25,000	25,000
7500.121 - Repair & Maint Services - Zachary Plant	68,861	55,000	55,000	55,000
7500.122 - Repair & Maint Services - Central Plant	66,141	45,000	45,000	45,000
7500.123 - Repair & Maint Services - Gopher State One Call	28,547	30,000	30,000	30,000
7500.141 - Repair & Maint Services - Well Refurbishing	13,695	-	-	-
7500.144 - Repair & Maint Services - Water Main Repair	675,430	600,000	600,000	600,000
7500.147 - Repair & Maint Services - Fire Hydrants	-	12,500	12,500	50,000
7500.200 - Repair & Maint Services - Software	8,848	-	-	-

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
7500.202 - Repair & Maint Services - Equipment Maint	74,159	95,000	95,000	95,000
7600 - Rentals	190	1,000	1,000	1,000
8000 - Non-Cap Equip (< 5K)	15,324	13,000	13,000	13,000
8100.200 - Capital Outlay (> 5K) - Infrastructure	1,326,468	-	-	-
8100.250 - Capital Outlay (> 5K) - Capitalize-Infrastructure	(1,326,468)	-	-	-
8100.300 - Capital Outlay (> 5K) - Buildings	3,009,717	-	-	-
8100.350 - Capital Outlay (> 5K) - Capitalize Buildings	(3,009,717)	-	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	5,849,466	-	-	-
8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(5,849,466)	-	-	-
8100.800 - Capital Outlay (> 5K) - Construction Projects	-	5,405,000	2,500,000	2,850,000
8500 - Depreciation	3,565,960	-	-	-
8920 - Debt Service - Interest	(185,728)	-	-	-
9000.101 - Allocations - Information Technology	141,711	141,711	145,962	145,962
9000.102 - Allocations - Facilities Management	95,247	95,247	98,104	98,104
9000.103 - Allocations - General Fund Administrative	314,035	314,035	323,456	323,456
9000.107 - Allocations - Central Equipment	171,737	171,737	176,889	176,889
9000.110 - Allocations - Risk Mgmt - OH, Premium	18,564	13,285	13,367	24,623
9000.111 - Allocations - Risk Mgmt - Claims	27,033	9,661	9,661	12,521
9500.050 - Transfers Out - Reserves	-	-	1,288,590	969,484
9500.413 - Transfers Out - Improvement Project Construction	1,704,615	-	-	-
9500.420 - Transfers Out - Water Sewer Construction	1,908,289	-	-	-
9900 - Miscellaneous	80	-	-	-
9913 - Licenses, Permits & Registrations	2,310	-	-	-
9917 - Bad Debt	73	-	-	-
9920 - Bank Fees	-	12,000	12,000	-
9920.100 - Bank Fees - Credit Card	18,529	3,800	3,800	21,000
9920.150 - Bank Fees - PSN	4,300	-	-	4,400
9920.160 - Bank Fees - Operating Acct	293	-	-	325
9920.170 - Bank Fees - Investments	89	-	-	100

City of Plymouth  
2020/2021 Biennial Budget Detail

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
Total	\$11,774,805	\$10,515,625	\$8,997,969	\$9,018,069



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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>				
4330.400 - Utility Charges - Wtr Res - Residential	\$1,999,574	\$1,941,608	\$2,095,461	\$2,095,461
4330.401 - Utility Charges - Wtr Res - Commercial	1,738,254	1,875,772	2,006,979	2,006,979
4330.800 - Utility Charges - Penalties	29,521	30,000	30,000	30,000
4355 - Developer Fees	-	-	-	20,000
4400 - General Fines & Forfeitures	1,500	-	-	-
4620 - Contributions - Capital	1,832,259	2,000,000	1,600,000	1,600,000
4700.100 - Interest Income - Investments	124,399	50,000	50,000	43,500
4700.150 - Interest Income - Operating Account	5,392	1,500	1,500	3,500
4700.200 - Interest Income - Special Assessments	794	150	150	650
4800 - Other Revenues	922	3,000	3,000	3,000
4801 - Administrative Fee	11,524	20,000	20,000	-
4807 - Refunds & Reimbursements	213	-	-	-
4900.421 - Transfers In - Enterprise - Other Construction	1,879,651	-	-	-
<b>Total</b>	<b>\$7,624,004</b>	<b>\$5,922,030</b>	<b>\$5,807,090</b>	<b>\$5,803,090</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	(\$865)	-	-	-
6000.100 - Salaries - Regular	523,879	697,958	728,282	719,769
6000.200 - Salaries - Temporary	7,358	17,340	17,687	17,687
6020.100 - Overtime/Comp Time	19,548	15,200	15,200	15,200
6030.100 - Other Pay - Comp Time	713	-	-	-
6030.200 - Other Pay - Premium Pay	513	900	900	900
6030.300 - Other Pay - Equipment Pay	363	2,700	2,700	2,700
6050 - Benefits	(23)	-	-	-
6050.100 - Benefits - Social Security	33,675	45,409	47,142	46,690
6050.101 - Benefits - Medicare	7,889	10,684	11,129	11,016
6050.200 - Benefits - PERA	39,821	55,059	57,361	56,720
6050.302 - Benefits - Unemployment	3,348	-	-	-
6050.550 - Benefits - Cell Phone Allowance	1,904	2,700	2,700	3,468
6050.570 - Benefits - Car Allowance	121	120	120	120
6060.100 - Medical Insurance - Employer Contribution	70,363	104,858	110,819	106,543
6070.100 - Dental Insurance - Employer Contribution	5,311	8,024	8,424	7,808
6080.100 - Group Life Insurance - Employer Contribution	828	1,274	1,428	1,294
6100 - Office Supplies	492	2,000	2,000	2,000
6120.101 - Operating Supplies - Public Ed & Outreach Prj	25,954	15,000	17,500	17,500
6130.101 - Repair & Maint Supplies - Horticulture	1,547	5,000	5,000	5,000
6130.106 - Repair & Maint Supplies - Lumber	44	-	-	-
6130.107 - Repair & Maint Supplies - Concrete & Asphalt	1,445	15,000	15,000	15,000
6130.110 - Repair & Maint Supplies - Drainage	40,487	120,000	120,000	100,000
6140.101 - Miscellaneous Supplies - Clothing	-	1,750	1,750	1,750
6140.102 - Miscellaneous Supplies - Safety Equipment	6,251	7,500	7,500	7,500
6500.100 - Employee Development - Training	4,403	3,500	3,500	3,500
6550 - Mileage & Parking Reimbursement	47	100	100	100
6600 - Meetings	19	100	100	100
6700 - Dues & Subscriptions	322,112	330,000	330,000	340,000

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	7000 - Professional Services	44,431	100,000	100,000	100,000
	7011 - Soil Boring & Testing	12,227	7,500	7,500	7,500
	7017 - Laundered Uniforms	816	1,100	1,100	1,100
	7100.100 - Communications - Postage	60	1,000	1,000	1,000
	7100.102 - Communications - Data Communications	160	-	-	-
	7100.104 - Communications - Mobile Telephone	234	-	-	-
	7200 - Printing & Publishing	167	500	500	500
	7400.102 - Utilities - Natural Gas	1,520	2,000	2,000	2,000
	7400.108 - Utilities - Electric	16,960	10,000	11,000	11,000
	7500.102 - Repair & Maint Services - Weed Control	-	5,000	5,000	5,000
	7500.111 - Repair & Maint Services - Street Cleaning	3,264	15,000	15,000	15,000
	7500.112 - Repair & Maint Services - Drainway Maint	61,497	100,000	100,000	100,000
	7500.113 - Repair & Maint Services - Curb Raising & Curb Work	143,199	200,000	200,000	200,000
	7500.116 - Repair & Maint Services - Water Samples	52,349	50,000	50,000	50,000
	7500.200 - Repair & Maint Services - Software	8,848	-	-	-
	7500.201 - Repair & Maint Services - Departmental Software Maint	99	-	-	-
	7600 - Rentals	-	20,000	20,000	20,000
	8000 - Non-Cap Equip (< 5K)	9,082	15,000	15,000	15,000
	8100.200 - Capital Outlay (> 5K) - Infrastructure	3,255,797	-	-	-
	8100.250 - Capital Outlay (> 5K) - Capitalize-Infrastructure	(3,255,797)	-	-	-
	8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	658,282	-	25,000	25,000
	8100.450 - Capital Outlay (> 5K) - Capitalize Improvements	(658,282)	-	-	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	-	380,000	-	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	-	1,660,000	1,769,000	2,438,000
	8500 - Depreciation	690,864	-	-	-
	9000.101 - Allocations - Information Technology	45,018	45,018	46,369	46,369
	9000.102 - Allocations - Facilities Management	40,342	40,342	41,552	41,552
	9000.103 - Allocations - General Fund Administrative	116,601	116,601	120,099	120,099
	9000.107 - Allocations - Central Equipment	172,674	172,674	177,854	177,854

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
9000.110 - Allocations - Risk Mgmt - OH, Premium	6,938	9,868	9,913	7,020
9000.111 - Allocations - Risk Mgmt - Claims	8,440	-	-	212
9500.050 - Transfers Out - Reserves	-	1,500,351	1,574,961	921,019
9500.413 - Transfers Out - Improvement Project Construction	216,225	-	-	-
9500.421 - Transfers Out - Enterprise - Other Construction	1,043,972	-	-	-
9913 - Licenses, Permits & Registrations	45	-	-	-
9917 - Bad Debt	60	-	-	-
9920 - Bank Fees	-	6,700	6,700	-
9920.100 - Bank Fees - Credit Card	10,037	1,200	1,200	12,000
9920.150 - Bank Fees - PSN	2,582	-	-	3,000
9920.160 - Bank Fees - Operating Acct	328	-	-	400
9920.170 - Bank Fees - Investments	92	-	-	100
<b>Total</b>	<b>\$3,826,673</b>	<b>\$5,922,030</b>	<b>\$5,807,090</b>	<b>\$5,803,090</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>				
4240 - Intergovern-State-Capital	\$550,177	-	-	-
4270.200 - Intergovern-Local-Operating - Lift Station Maint Fees	25,650	29,000	29,000	29,000
4330.200 - Utility Charges - Sewer - Base	1,930,169	2,061,331	2,194,090	2,194,090
4330.201 - Utility Charges - Sewer - Residential	5,556,355	5,844,196	6,215,359	6,215,359
4330.202 - Utility Charges - Sewer - Commercial	1,988,295	2,125,691	2,241,273	2,241,273
4330.800 - Utility Charges - Penalties	71,923	70,000	70,000	70,000
4355 - Developer Fees	-	-	-	6,000
4620 - Contributions - Capital	1,141,382	1,300,000	1,300,000	1,300,000
4700.100 - Interest Income - Investments	162,258	53,000	53,000	37,800
4700.150 - Interest Income - Operating Account	6,493	1,500	1,500	2,200
4700.200 - Interest Income - Special Assessments	3,269	550	550	2,700
4800 - Other Revenues	14,569	18,000	18,000	18,000
4801 - Administrative Fee	37	6,000	6,000	-
4807 - Refunds & Reimbursements	3,340	-	-	-
4900.412 - Transfers In - Utility Trunk Replacement	316,136	-	-	-
4900.420 - Transfers In - Water Sewer Construction	1,688,306	-	-	-
<b>Total</b>	<b>\$13,458,359</b>	<b>\$11,509,268</b>	<b>\$12,128,772</b>	<b>\$12,116,422</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	(\$10,182)	-	-	-
	6000.100 - Salaries - Regular	520,823	650,978	678,066	667,228
	6000.200 - Salaries - Temporary	4,219	7,985	8,145	8,145
	6020.100 - Overtime/Comp Time	36,446	23,000	23,000	39,000
	6030.100 - Other Pay - Comp Time	(1,147)	-	-	-
	6030.200 - Other Pay - Premium Pay	857	1,000	1,000	1,000
	6030.300 - Other Pay - Equipment Pay	1,187	700	700	700
	6050 - Benefits	(1,747)	-	-	-
	6050.100 - Benefits - Social Security	34,119	41,766	43,190	43,593
	6050.101 - Benefits - Medicare	8,037	9,944	10,343	10,424
	6050.200 - Benefits - PERA	41,041	51,272	53,326	53,707
	6050.302 - Benefits - Unemployment	2,918	-	-	1,500
	6050.550 - Benefits - Cell Phone Allowance	1,623	1,800	1,800	2,400
	6050.570 - Benefits - Car Allowance	482	480	480	480
	6060.100 - Medical Insurance - Employer Contribution	66,444	93,121	98,142	90,476
	6070.100 - Dental Insurance - Employer Contribution	5,188	6,999	7,346	7,569
	6080.100 - Group Life Insurance - Employer Contribution	914	1,157	1,276	1,168
	6100 - Office Supplies	136	2,000	2,000	2,000
	6120.102 - Operating Supplies - Motor Fuels & Lubricants	300	500	500	500
	6130 - Repair & Maint Supplies	188	-	-	-
	6130.100 - Repair & Maint Supplies - Equipment Parts	34,830	100,000	100,000	80,000
	6130.101 - Repair & Maint Supplies - Horticulture	-	1,000	1,000	1,000
	6130.105 - Repair & Maint Supplies - Paint	62	1,500	1,500	1,500
	6130.113 - Repair & Maint Supplies - Sewer Mains	154	500	500	500
	6140.102 - Miscellaneous Supplies - Safety Equipment	4,856	5,000	5,000	5,000
	6500.100 - Employee Development - Training	4,815	8,000	8,000	8,000
	6550 - Mileage & Parking Reimbursement	118	-	-	-
	7000 - Professional Services	20,909	40,000	40,000	40,000
	7004 - Audit Fees	3,594	3,700	3,700	3,700

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
7017 - Laundered Uniforms	1,157	1,500	1,500	1,500
7100.100 - Communications - Postage	25,322	28,000	28,000	28,000
7100.102 - Communications - Data Communications	4,245	-	-	-
7200 - Printing & Publishing	8,492	10,000	10,000	10,000
7400.102 - Utilities - Natural Gas	4,852	5,000	5,000	5,000
7400.103 - Utilities - Water & Sewer	5,875	5,000	5,000	5,000
7400.104 - Utilities - Solid Waste	-	1,000	1,000	1,000
7400.108 - Utilities - Electric	84,004	90,000	90,000	90,000
7500.118 - Repair & Maint Services - Janitorial Services	38	-	-	-
7500.127 - Repair & Maint Services - Metro Sewer Board	6,334,827	6,514,030	6,710,000	6,573,084
7500.136 - Repair & Maint Services - Manhole Sealing	48,284	90,000	90,000	90,000
7500.138 - Repair & Maint Services - Maple Grove Sewer Agreement	5,018	10,100	10,400	10,400
7500.145 - Repair & Maint Services - Sewer Main Repair	18,716	30,000	30,000	30,000
7500.200 - Repair & Maint Services - Software	8,848	-	-	-
7500.202 - Repair & Maint Services - Equipment Maint	18,951	20,000	20,000	20,000
8000 - Non-Cap Equip (< 5K)	6,135	5,000	5,000	5,000
8100.200 - Capital Outlay (> 5K) - Infrastructure	3,536,623	-	-	-
8100.250 - Capital Outlay (> 5K) - Capitalize-Infrastructure	(3,536,623)	-	-	-
8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	415,066	-	-	-
8100.450 - Capital Outlay (> 5K) - Capitalize Improvements	(415,066)	-	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	37,460	-	-	-
8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(37,460)	-	-	-
8100.800 - Capital Outlay (> 5K) - Construction Projects	-	1,750,000	1,440,000	1,820,000
8500 - Depreciation	1,331,476	-	-	-
9000.101 - Allocations - Information Technology	72,115	72,115	74,278	74,278
9000.102 - Allocations - Facilities Management	39,319	39,319	40,499	40,499
9000.103 - Allocations - General Fund Administrative	429,011	429,011	441,881	441,881
9000.107 - Allocations - Central Equipment	199,884	199,884	205,881	205,881
9000.110 - Allocations - Risk Mgmt - OH, Premium	14,281	15,825	15,873	17,456



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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
9000.111 - Allocations - Risk Mgmt - Claims	4,456	3,482	3,482	4,264
9500.050 - Transfers Out - Reserves	-	1,113,990	1,788,354	1,528,464
9500.413 - Transfers Out - Improvement Project Construction	352,313	-	-	-
9500.420 - Transfers Out - Water Sewer Construction	1,676,306	-	-	-
9500.421 - Transfers Out - Enterprise - Other Construction	411,636	-	-	-
9900 - Miscellaneous	25	-	-	-
9917 - Bad Debt	133	-	-	-
9920 - Bank Fees	-	16,000	16,000	-
9920.100 - Bank Fees - Credit Card	25,642	4,000	4,000	38,000
9920.150 - Bank Fees - PSN	6,484	3,500	3,500	6,600
9920.160 - Bank Fees - Operating Acct	372	110	110	400
9920.170 - Bank Fees - Investments	106	-	-	125
<b>Total</b>	<b>\$11,919,509</b>	<b>\$11,509,268</b>	<b>\$12,128,772</b>	<b>\$12,116,422</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>	4100.400 - Licenses - Garbage Hauler	\$8,869	\$4,975	\$4,975	\$4,975
	4250 - Intergovern-County-Operating	160,609	120,000	100,000	100,000
	4270 - Intergovern-Local-Operating	5,837	11,674	13,602	13,602
	4330.300 - Utility Charges - Solid Waste	822,383	942,388	1,057,066	1,057,066
	4330.800 - Utility Charges - Penalties	5,866	4,500	4,500	4,500
	4700.100 - Interest Income - Investments	45,570	19,000	19,000	9,000
	4700.150 - Interest Income - Operating Account	1,849	1,000	1,000	1,000
	4700.200 - Interest Income - Special Assessments	303	50	50	275
	4800 - Other Revenues	12,725	15,000	15,000	15,000
	4900.050 - Transfers In - Reserves	-	257,543	240,147	197,287
	<b>Total</b>	<b>\$1,064,012</b>	<b>\$1,376,130</b>	<b>\$1,455,340</b>	<b>\$1,402,705</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	\$7	-	-	-
	6000.100 - Salaries - Regular	29,413	96,811	123,152	100,422
	6000.200 - Salaries - Temporary	28,935	32,550	34,515	35,430
	6020.100 - Overtime/Comp Time	7,337	7,000	7,000	7,000
	6030.100 - Other Pay - Comp Time	-	-	-	-
	6030.300 - Other Pay - Equipment Pay	30	-	-	-
	6050 - Benefits	1	-	-	-
	6050.100 - Benefits - Social Security	3,932	8,327	10,055	8,724
	6050.101 - Benefits - Medicare	934	1,985	2,394	2,084
	6050.200 - Benefits - PERA	3,474	7,787	9,761	8,056
	6050.550 - Benefits - Cell Phone Allowance	60	360	360	648
	6050.570 - Benefits - Car Allowance	121	120	120	120
	6060.100 - Medical Insurance - Employer Contribution	3,762	17,161	23,127	14,468
	6070.100 - Dental Insurance - Employer Contribution	379	1,523	2,122	946
	6080.100 - Group Life Insurance - Employer Contribution	59	224	288	228
	6100 - Office Supplies	42	50	50	50
	6120 - Operating Supplies	686	2,700	2,700	2,700
	6120.101 - Operating Supplies - Public Ed & Outreach Prj	917	2,200	3,700	3,700
	6130.107 - Repair & Maint Supplies - Concrete & Asphalt	25,502	-	-	-
	6140 - Miscellaneous Supplies	-	200	200	200
	6140.101 - Miscellaneous Supplies - Clothing	-	100	100	100
	6140.102 - Miscellaneous Supplies - Safety Equipment	-	300	300	300
	6500.100 - Employee Development - Training	-	400	400	400
	6550 - Mileage & Parking Reimbursement	-	50	50	50
	6700 - Dues & Subscriptions	-	400	400	400
	7000 - Professional Services	43,746	48,500	51,500	71,500
	7003 - Legal	-	500	500	500
	7100.100 - Communications - Postage	-	100	100	100
	7200 - Printing & Publishing	417	2,000	2,000	2,000

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
7400.104 - Utilities - Solid Waste	916,568	1,000,000	1,030,000	990,000
7400.105 - Utilities - Yard Waste	49,285	70,400	74,000	74,000
7500.304 - Repair & Maint Services - Tree Grinding	30,715	-	-	-
7600 - Rentals	704	800	800	800
8500 - Depreciation	5,683	-	-	-
9000.101 - Allocations - Information Technology	4,130	4,130	4,254	4,254
9000.102 - Allocations - Facilities Management	4,270	4,270	4,398	4,398
9000.103 - Allocations - General Fund Administrative	58,718	58,718	60,480	60,480
9000.107 - Allocations - Central Equipment	1,608	1,608	1,656	1,656
9000.110 - Allocations - Risk Mgmt - OH, Premium	425	356	358	316
9913.100 - Licenses, Permits & Registrations - Yard Waste	600	2,000	2,000	2,000
9917 - Bad Debt	22	-	-	-
9920 - Bank Fees	-	1,500	1,500	-
9920.100 - Bank Fees - Credit Card	3,645	1,000	1,000	3,600
9920.150 - Bank Fees - PSN	860	-	-	900
9920.160 - Bank Fees - Operating Acct	115	-	-	125
9920.170 - Bank Fees - Investments	31	-	-	50
<b>Total</b>	<b>\$1,227,135</b>	<b>\$1,376,130</b>	<b>\$1,455,340</b>	<b>\$1,402,705</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>	4310.104 - Program Fees - Open Skating	\$13,556	\$15,000	\$15,000	\$14,000
	4310.105 - Program Fees - Open Hockey	3,633	5,000	5,000	4,000
	4310.106 - Program Fees - Figure Skating Classes	115,530	115,000	115,000	115,000
	4310.108 - Program Fees - High School Hockey Games	19,988	25,000	26,000	24,000
	4320.101 - Rental Fees - Ice Rental	1,327,882	1,200,000	1,200,000	1,225,000
	4320.102 - Rental Fees - Skate Rental	12,681	11,000	11,000	10,000
	4320.106 - Rental Fees - Training Facility Rental	76,542	78,252	80,599	80,599
	4320.200 - Rental Fees - Meeting Rooms	4,420	2,600	2,700	2,700
	4350.108 - General Services - Advertisements	37,557	30,000	32,000	30,000
	4350.117 - General Services - Skate Sharpening	2,520	2,400	2,500	2,400
	4350.118 - General Services - Pro Shop Sales	769	600	700	600
	4360.114 - Items for Resale - Concessions	147,843	135,000	140,000	130,000
	4620 - Contributions - Capital	2,172,717	-	-	-
	4700 - Interest Income	-	-	-	500
	4700.100 - Interest Income - Investments	32,311	14,000	14,000	5,500
	4700.150 - Interest Income - Operating Account	1,374	500	500	500
	4800 - Other Revenues	335	600	600	600
	4800.400 - Other Revenues - Commissions	25,185	19,000	20,000	22,000
	4804 - Sale of Asset	31,000	-	-	-
	4805 - Gain (Loss) of Capital Asset	(1,993)	-	-	-
	4807 - Refunds & Reimbursements	14,915	2,000	2,000	2,000
	4807.103-Refunds & Reimbursements-Utility Reimbursement	12,618	10,000	10,000	10,000
	4900.050 - Transfers In - Reserves	-	171,980	-	26,222
	<b>Total</b>	<b>\$4,051,384</b>	<b>\$1,837,932</b>	<b>\$1,677,599</b>	<b>\$1,705,621</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	\$13,808	-	-	-
	6000.100 - Salaries - Regular	308,412	359,188	376,096	370,109
	6000.200 - Salaries - Temporary	192,631	177,779	186,435	186,435
	6020.100 - Overtime/Comp Time	-	100	100	100
	6030.100 - Other Pay - Comp Time	(242)	-	-	-
	6050 - Benefits	2,055	-	-	-
	6050.100 - Benefits - Social Security	31,186	33,443	35,029	34,628
	6050.101 - Benefits - Medicare	7,294	7,821	8,192	8,098
	6050.200 - Benefits - PERA	31,809	39,012	40,320	39,870
	6050.302 - Benefits - Unemployment	-	500	500	2,000
	6050.550 - Benefits - Cell Phone Allowance	1,846	2,352	2,352	1,872
	6060.100 - Medical Insurance - Employer Contribution	45,439	55,610	59,071	54,734
	6070.100 - Dental Insurance - Employer Contribution	2,588	3,398	3,568	2,902
	6080.100 - Group Life Insurance - Employer Contribution	805	749	854	774
	6100 - Office Supplies	395	600	600	600
	6120 - Operating Supplies	16,977	25,000	25,000	30,000
	6120.125 - Operating Supplies - Resale	60,325	58,000	60,000	50,000
	6130.100 - Repair & Maint Supplies - Equipment Parts	13,493	19,000	20,000	15,000
	6140.100 - Miscellaneous Supplies - Medical	355	300	300	300
	6140.101 - Miscellaneous Supplies - Clothing	342	500	3,000	1,500
	6500.100 - Employee Development - Training	4,984	4,000	4,000	3,500
	6550 - Mileage & Parking Reimbursement	-	100	100	100
	6700 - Dues & Subscriptions	475	800	800	800
	7000 - Professional Services	56,556	50,344	50,344	50,344
	7004 - Audit Fees	832	900	900	900
	7100.100 - Communications - Postage	14	50	50	50
	7100.102 - Communications - Data Communications	303	360	375	375
	7400.102 - Utilities - Natural Gas	49,793	62,000	64,000	60,000
	7400.103 - Utilities - Water & Sewer	31,673	33,000	34,000	33,000

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
7400.104 - Utilities - Solid Waste	6,520	6,000	6,100	6,100
7400.108 - Utilities - Electric	282,770	250,000	250,000	245,000
7500.130 - Repair & Maint Services - Building Maint	83,965	115,000	115,000	100,500
7500.135 - Repair & Maint Services - Building Security	600	-	-	-
7500.202 - Repair & Maint Services - Equipment Maint	17,692	-	-	-
7600 - Rentals	1,184	2,000	2,000	2,000
8000 - Non-Cap Equip (< 5K)	5,580	-	-	-
8050 - Cap Equip (\$5K - \$25K)	37,779	54,000	40,000	30,000
8100.300 - Capital Outlay (> 5K) - Buildings	2,086,741	-	-	-
8100.350 - Capital Outlay (> 5K) - Capitalize Buildings	(2,086,741)	-	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	137,062	270,000	60,000	160,000
8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(174,841)	-	-	-
8500 - Depreciation	613,608	-	-	-
9000.101 - Allocations - Information Technology	87,966	87,966	90,605	90,605
9000.103 - Allocations - General Fund Administrative	78,612	78,612	80,970	80,970
9000.107 - Allocations - Central Equipment	522	522	538	538
9000.110 - Allocations - Risk Mgmt - OH, Premium	(25,363)	13,489	13,558	9,462
9000.111 - Allocations - Risk Mgmt - Claims	38,577	3,486	3,486	3,555
9500.050 - Transfers Out - Reserves	-	-	19,759	-
9500.400 - Transfers Out - General Capital Projects	172,171	-	-	-
9900 - Miscellaneous	159	-	-	-
9900.100 - Miscellaneous - Cash Over/Short	(26)	-	-	-
9903 - Scholarships	1,152	1,000	1,000	1,000
9913 - Licenses, Permits & Registrations	805	700	700	700
9917 - Bad Debt	3,366	-	-	-
9920 - Bank Fees	-	300	300	-
9920.100 - Bank Fees - Credit Card	9,919	11,000	11,000	12,000
9920.150 - Bank Fees - PSN	50	-	-	75
9920.160 - Bank Fees - Operating Acct	84	-	-	100



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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	9920.170 - Bank Fees - Investments	23	-	-	25
	9922 - Interest - Interfund Advances	13,231	8,951	6,597	15,000
	<b>Total</b>	<b>\$2,267,315</b>	<b>\$1,837,932</b>	<b>\$1,677,599</b>	<b>\$1,705,621</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>	4310.100 - Program Fees - Recreation	\$20,612	\$25,000	\$25,000	\$21,000
	4320.100 - Rental Fees - Recreation	18,713	17,000	17,000	19,000
	4320.103 - Rental Fees - Field House Rental	357,417	350,000	350,000	353,000
	4350.108 - General Services - Advertisements	1,350	1,500	1,500	1,500
	4620 - Contributions - Capital	883,978	-	-	-
	4700.100 - Interest Income - Investments	50,647	21,000	21,000	13,800
	4700.150 - Interest Income - Operating Account	2,121	500	500	1,200
	4800.400 -Other Revenues - Commissions	1,779	1,300	1,300	1,300
	4804 - Sale of Asset	3,534	-	-	-
	4805 - Gain (Loss) of Capital Asset	(4,842)	-	-	-
	4807 - Refunds & Reimbursements	808	-	-	-
	<b>Total</b>	<b>\$1,336,117</b>	<b>\$416,300</b>	<b>\$416,300</b>	<b>\$410,800</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$138	-	-	-
6000.100 - Salaries - Regular	77,162	95,819	100,279	95,622
6000.200 - Salaries - Temporary	24,221	35,088	35,790	35,790
6020.100 - Overtime/Comp Time	51	100	100	100
6030.100 - Other Pay - Comp Time	(6)	-	-	-
6050 - Benefits	20	-	-	-
6050.100 - Benefits - Social Security	6,161	8,169	8,491	8,196
6050.101 - Benefits - Medicare	1,441	1,911	1,986	1,916
6050.200 - Benefits - PERA	6,009	7,196	7,530	7,179
6050.302 - Benefits - Unemployment	258	-	-	-
6050.550 - Benefits - Cell Phone Allowance	675	768	768	672
6060.100 - Medical Insurance - Employer Contribution	10,364	14,633	15,451	15,929
6070.100 - Dental Insurance - Employer Contribution	838	1,209	1,270	945
6080.100 - Group Life Insurance - Employer Contribution	217	291	336	290
6120 - Operating Supplies	6,877	7,000	7,000	7,000
6140.101 - Miscellaneous Supplies - Clothing	554	500	500	500
6500.100 - Employee Development - Training	-	200	200	200
7000 - Professional Services	30,090	24,000	24,000	24,000
7004 - Audit Fees	832	900	900	900
7400.102 - Utilities - Natural Gas	29,906	40,000	40,000	32,000
7400.104 - Utilities - Solid Waste	-	350	350	350
7400.108 - Utilities - Electric	21,955	20,000	20,000	23,000
7500.130 - Repair & Maint Services - Building Maint	15,674	12,000	12,000	12,000
7600 - Rentals	1,049	3,000	3,000	3,000
8000 - Non-Cap Equip (< 5K)	1,041	-	-	-
8050 - Cap Equip (\$5K - \$25K)	11,995	-	-	-
8100.300 - Capital Outlay (> 5K) - Buildings	733,242	-	-	-
8100.350 - Capital Outlay (> 5K) - Capitalize Buildings	(733,242)	-	-	-
8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	72,232	-	-	-

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
8100.450 - Capital Outlay (> 5K) - Capitalize Improvements	(72,232)	-	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	78,505	75,000	65,000	65,000
8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(90,500)	-	-	-
8500 - Depreciation	133,108	-	-	-
9000.101 - Allocations - Information Technology	5,820	5,820	5,995	5,995
9000.103 - Allocations - General Fund Administrative	12,300	12,300	12,669	12,669
9000.110 - Allocations - Risk Mgmt - OH, Premium	459	1,690	1,696	1,606
9500.050 - Transfers Out - Reserves	-	47,806	50,439	55,516
9500.400 - Transfers Out - General Capital Projects	92,236	-	-	-
9920 - Bank Fees	-	300	300	-
9920.100 - Bank Fees - Credit Card	150	250	250	200
9920.150 - Bank Fees - PSN	7	-	-	25
9920.160 - Bank Fees - Operating Acct	133	-	-	150
9920.170 - Bank Fees - Investments	35	-	-	50
<b>Total</b>	<b>\$479,774</b>	<b>\$416,300</b>	<b>\$416,300</b>	<b>\$410,800</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>				
4300 - Charges for Services	\$22,445	\$15,000	\$15,000	\$15,000
4380.303 - Allocation Charges - Central Equipment	3,554,622	3,554,622	3,661,261	3,661,261
4620 - Contributions - Capital	175,655	-	-	-
4700.100 - Interest Income - Investments	333,478	100,000	100,000	92,000
4700.150 - Interest Income - Operating Account	14,081	4,000	4,000	8,000
4800 - Other Revenues	1,058	-	-	-
4804 - Sale of Asset	238,209	100,000	100,000	100,000
4805 - Gain (Loss) of Capital Asset	(127,777)	-	-	-
4807 - Refunds & Reimbursements	4,806	-	-	-
4900.050 - Transfers In - Reserves	-	-	763,187	1,705,465
4900.413 - Transfers In - Improvement Project Construction	40,421	-	-	-
4900.630 - Transfers In - Risk Management	6,700	-	-	-
<b>Total</b>	<b>\$4,263,698</b>	<b>\$3,773,622</b>	<b>\$4,643,448</b>	<b>\$5,581,726</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	(\$12,071)	-	-	-
6000.100 - Salaries - Regular	350,426	385,041	399,347	396,769
6020.100 - Overtime/Comp Time	14,132	11,000	11,000	11,000
6030.100 - Other Pay - Comp Time	(289)	-	-	-
6030.200 - Other Pay - Premium Pay	410	600	600	600
6030.300 - Other Pay - Equipment Pay	23	100	100	100
6050 - Benefits	(1,891)	-	-	-
6050.100 - Benefits - Social Security	21,803	24,551	25,412	25,256
6050.101 - Benefits - Medicare	5,113	5,779	5,986	5,949
6050.200 - Benefits - PERA	26,627	29,756	30,828	30,634
6050.550 - Benefits - Cell Phone Allowance	1,660	1,680	1,680	1,680
6050.570 - Benefits - Car Allowance	121	120	120	120
6060.100 - Medical Insurance - Employer Contribution	57,852	60,744	64,238	59,090
6070.100 - Dental Insurance - Employer Contribution	2,757	3,132	3,288	3,004
6080.100 - Group Life Insurance - Employer Contribution	630	674	757	682
6100 - Office Supplies	511	500	500	500
6120 - Operating Supplies	132	-	-	-
6120.102 - Operating Supplies - Motor Fuels & Lubricants	442,531	510,000	520,000	500,000
6120.103 - Operating Supplies - Janitorial	-	100	100	100
6120.111 - Operating Supplies - License Plates	355	3,000	500	500
6130.100 - Repair & Maint Supplies - Equipment Parts	237,696	210,000	210,000	220,000
6130.109 - Repair & Maint Supplies - Welding	2,607	4,000	4,200	4,200
6130.111 - Repair & Maint Supplies - Chemicals	2,139	3,500	3,500	3,500
6130.119 - Repair & Maint Supplies - Recharges	1,214	2,000	2,000	2,000
6140.101 - Miscellaneous Supplies - Clothing	-	100	100	100
6140.102 - Miscellaneous Supplies - Safety Equipment	264	1,000	500	500
6500.100 - Employee Development - Training	780	1,500	2,200	2,200
6700 - Dues & Subscriptions	1,245	1,600	1,800	1,800
7017 - Laundered Uniforms	1,539	2,000	2,200	2,200

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
7100.100 - Communications - Postage	121	100	100	100
7200 - Printing & Publishing	1,287	1,000	1,500	1,500
7400.102 - Utilities - Natural Gas	4,560	5,000	5,000	5,000
7400.103 - Utilities - Water & Sewer	5,875	5,000	5,000	5,000
7400.104 - Utilities - Solid Waste	670	1,000	1,000	1,000
7400.108 - Utilities - Electric	6,823	7,000	7,000	7,000
7500.125 - Repair & Maint Services - Car Washes	1,635	5,500	5,500	5,500
7500.131 - Repair & Maint Services - Body Work & Painting	10,254	8,000	8,500	8,500
7500.202 - Repair & Maint Services - Equipment Maint	78,888	95,000	98,000	98,000
8000 - Non-Cap Equip (< 5K)	29,700	28,000	30,000	30,000
8050 - Cap Equip (\$5K - \$25K)	-	-	-	125,000
8100.150 - Capital Outlay (> 5K) - Capitalize-land	(30)	-	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	2,020,736	1,869,864	3,052,100	3,816,100
8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(2,020,706)	-	-	-
8500 - Depreciation	1,650,984	-	-	-
9000.101 - Allocations - Information Technology	47,612	47,612	49,040	49,040
9000.102 - Allocations - Facilities Management	79,890	79,890	82,287	82,287
9000.110 - Allocations - Risk Mgmt - OH, Premium	2,660	3,343	3,366	2,141
9000.111 - Allocations - Risk Mgmt - Claims	2,850	2,099	2,099	8,799
9500.050 - Transfers Out - Reserves	-	350,737	-	-
9913 - Licenses, Permits & Registrations	61,535	-	-	63,000
9920 - Bank Fees	-	2,000	2,000	-
9920.150 - Bank Fees - PSN	47	-	-	75
9920.160 - Bank Fees - Operating Acct	886	-	-	950
9920.170 - Bank Fees - Investments	235	-	-	250
<b>Total</b>	<b>\$3,144,829</b>	<b>\$3,773,622</b>	<b>\$4,643,448</b>	<b>\$5,581,726</b>



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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b> 4380.302 - Allocation Charges - Facilities Management	\$1,909,079	\$1,909,079	\$1,966,351	\$1,966,351
4620 - Contributions - Capital	10,262,859	-	-	-
4700.100 - Interest Income - Investments	238,216	89,000	89,000	66,500
4700.150 - Interest Income - Operating Account	10,127	3,000	3,000	5,500
4807 - Refunds & Reimbursements	24,236	-	-	-
4900.050 - Transfers In - Reserves	-	1,986,904	1,422,346	1,314,668
<b>Total</b>	<b>\$12,444,517</b>	<b>\$3,987,983</b>	<b>\$3,480,697</b>	<b>\$3,353,019</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	6000 - Salaries	(\$13,587)	-	-	-
	6000.100 - Salaries - Regular	217,722	233,024	243,824	241,460
	6020.100 - Overtime/Comp Time	284	1,500	1,500	1,500
	6030.100 - Other Pay - Comp Time	(31)	-	-	-
	6050 - Benefits	(2,091)	-	-	-
	6050.100 - Benefits - Social Security	13,412	14,503	15,144	15,000
	6050.101 - Benefits - Medicare	3,151	3,428	3,586	3,550
	6050.200 - Benefits - PERA	15,746	17,590	18,400	18,222
	6050.550 - Benefits - Cell Phone Allowance	1,785	1,800	1,800	1,800
	6050.570 - Benefits - Car Allowance	121	120	120	120
	6060.100 - Medical Insurance - Employer Contribution	25,115	23,593	24,657	26,006
	6070.100 - Dental Insurance - Employer Contribution	3,502	4,041	4,242	3,843
	6080.100 - Group Life Insurance - Employer Contribution	508	448	504	454
	6100 - Office Supplies	2,513	1,500	1,500	4,500
	6120.103 - Operating Supplies - Janitorial	22,183	42,000	42,000	40,700
	6130 - Repair & Maint Supplies	-	2,000	2,000	53,300
	6130.119 - Repair & Maint Supplies - Recharges	1,454	2,000	2,000	3,750
	6140.100 - Miscellaneous Supplies - Medical	5,573	5,000	5,000	5,900
	6140.102 - Miscellaneous Supplies - Safety Equipment	-	300	300	300
	6500 - Employee Development	-	500	500	3,500
	6500.100 - Employee Development - Training	268	1,500	1,500	1,500
	6700 - Dues & Subscriptions	430	1,000	1,000	1,000
	7000 - Professional Services	5,475	5,000	5,000	47,250
	7017 - Laundered Uniforms	975	650	650	650
	7100.100 - Communications - Postage	-	200	200	200
	7100.102 - Communications - Data Communications	2,136	2,100	2,300	2,300
	7400.102 - Utilities - Natural Gas	20,509	35,000	35,000	35,000
	7400.103 - Utilities - Water & Sewer	12,951	12,000	12,000	12,000
	7400.104 - Utilities - Solid Waste	5,807	5,000	5,000	7,800

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	7400.108 - Utilities - Electric	99,009	111,000	112,000	112,000
	7500 - Repair & Maint Services	112	-	-	-
	7500.100 - Repair & Maint Services - Landscape	-	-	-	80,150
	7500.104 - Repair & Maint Services - Electrical	-	-	-	63,300
	7500.105 - Repair & Maint Services - Plumbing	-	-	-	36,150
	7500.118 - Repair & Maint Services - Janitorial Services	179,992	210,000	210,000	308,100
	7500.128 - Repair & Maint Services - Painting	3,981	55,000	55,000	28,500
	7500.130 - Repair & Maint Services - Building Maint	333,154	362,000	362,000	218,550
	7500.135 - Repair & Maint Services - Building Security	15,247	24,000	24,000	39,050
	7500.139 - Repair & Maint Services - Facility Improvements	87,618	130,000	130,000	-
	7500.148 - Repair & Maint Services - HVAC	-	-	-	245,800
	7500.200 - Repair & Maint Services - Software	125	-	-	-
	7500.202 - Repair & Maint Services - Equipment Maint	84,780	115,000	115,000	20,400
	8000 - Non-Cap Equip (< 5K)	3,278	8,000	8,000	8,000
	8100.150 - Capital Outlay (> 5K) - Capitalize-land	(471,872)	-	-	-
	8100.300 - Capital Outlay (> 5K) - Buildings	8,221,610	30,000	30,000	-
	8100.350 - Capital Outlay (> 5K) - Capitalize Buildings	(8,292,206)	-	-	-
	8100.400 - Capital Outlay (> 5K) - Improv Other Than Buildings	1,660,356	1,300,000	-	-
	8100.450 - Capital Outlay (> 5K) - Capitalize Improvements	(1,188,484)	-	-	-
	8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	586,567	338,000	-	250,000
	8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(592,215)	-	-	-
	8100.800 - Capital Outlay (> 5K) - Construction Projects	76,243	915,000	2,030,000	1,355,000
	8500 - Depreciation	541,904	-	-	-
	9000.101 - Allocations - Information Technology	21,764	21,764	22,417	22,417
	9000.107 - Allocations - Central Equipment	3,751	3,751	3,864	3,864
	9000.110 - Allocations - Risk Mgmt - OH, Premium	(28,665)	(53,765)	(53,747)	(1,627)
	9000.111 - Allocations - Risk Mgmt - Claims	23,901	536	536	30,810
	9500.400 - Transfers Out - General Capital Projects	85,444	-	-	-
	9920 - Bank Fees	-	1,500	1,500	-

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	9920.150 - Bank Fees - PSN	34	-	-	50
	9920.160 - Bank Fees - Operating Acct	634	400	400	700
	9920.170 - Bank Fees - Investments	170	-	-	200
	<b>Total</b>	<b>\$1,802,145</b>	<b>\$3,987,983</b>	<b>\$3,480,697</b>	<b>\$3,353,019</b>

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>	4270 - Intergovern-Local-Operating	\$9,302	-	-	-
	4350.100 - General Services - Photocopies	24	-	-	-
	4380.101 - Allocation Charges - Information Technology	2,571,027	2,571,027	2,648,155	2,648,155
	4700.100 - Interest Income - Investments	214,495	78,000	78,000	53,000
	4700.150 - Interest Income - Operating Account	8,956	5,000	5,000	5,000
	4804 - Sale of Asset	5,625	-	-	-
	4805 - Gain (Loss) of Capital Asset	(20,698)	-	-	-
	4807.100 - Refunds & Reimbursements - Cell Phone	83	-	-	-
	4900.100 - Transfers In - General	34,607	-	-	-
	4900.400 - Transfers In - General Capital Projects	117,835	-	-	-
	4900.660 - Transfers In - Resource Planning	106,831	-	-	-
	<b>Total</b>	<b>\$3,048,086</b>	<b>\$2,654,027</b>	<b>\$2,731,155</b>	<b>\$2,706,155</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000 - Salaries	\$3,364	-	-	-
6000.100 - Salaries - Regular	525,710	541,285	556,975	551,567
6030.100 - Other Pay - Comp Time	4	-	-	-
6050 - Benefits	510	-	-	-
6050.100 - Benefits - Social Security	32,737	33,216	33,950	33,737
6050.101 - Benefits - Medicare	7,656	7,941	8,168	8,106
6050.200 - Benefits - PERA	39,428	40,596	41,774	41,369
6050.550 - Benefits - Cell Phone Allowance	6,326	6,300	6,300	7,500
6060.100 - Medical Insurance - Employer Contribution	50,790	52,136	54,910	54,004
6070.100 - Dental Insurance - Employer Contribution	5,454	5,715	6,000	5,461
6080.100 - Group Life Insurance - Employer Contribution	1,333	1,590	1,761	1,615
6100 - Office Supplies	437	10,000	10,000	10,000
6100.100 - Office Supplies	105	-	-	-
6110 - Computer Supplies	8,147	15,000	15,000	15,000
6110.100 - Computer Supplies - Copier Supplies	110	-	-	-
6130.100 - Repair & Maint Supplies - Equipment Parts	2,478	15,000	15,000	15,000
6130.122 - Repair & Maint Supplies - Cell Phones & Accessories	-	3,750	3,750	3,750
6500 - Employee Development	285	-	-	-
6500.100 - Employee Development - Training	6,106	15,000	15,000	15,000
6550 - Mileage & Parking Reimbursement	24	500	500	500
6700 - Dues & Subscriptions	40	250	250	250
7000 - Professional Services	161,188	70,000	70,000	121,000
7100 - Communications	2,721	-	-	-
7100.100 - Communications - Postage	5,954	3,500	3,500	3,500
7100.102 - Communications - Data Communications	73,222	89,150	89,150	94,150
7100.103 - Communications - Telephone	41,509	39,000	39,000	39,000
7100.104 - Communications - Mobile Telephone	32,284	35,000	35,000	35,000
7200 - Printing & Publishing	14,209	18,000	18,000	18,000
7500.200 - Repair & Maint Services - Software	331,993	310,000	310,000	310,000

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
7500.201 - Repair & Maint Services - Departmental Software Maint	186,050	140,000	140,000	140,000
7500.202 - Repair & Maint Services - Equipment Maint	151,565	178,000	178,000	178,000
7500.205 - Repair & Maint Services - Plotter-Printer Maintenance	2,190	-	-	-
7500.206 - Repair & Maint Services - Copier Maintenance	7,337	-	-	-
8000 - Non-Cap Equip (< 5K)	236,964	428,900	185,000	223,500
8100.300 - Capital Outlay (> 5K) - Buildings	-	-	-	-
8100.500 - Capital Outlay (> 5K) - Machinery & Equipment	638,558	249,016	266,016	210,000
8100.550 - Capital Outlay (> 5K) - Capitalize Machinery & Equip	(638,558)	-	-	-
8100.600 - Capital Outlay (> 5K) - Software	271,017	-	-	-
8100.650 - Capital Outlay (> 5K) - Capitalize Software	(271,017)	-	-	-
8100.700 - Capital Outlay (> 5K) - Capital Leases	-	-	-	74,016
8500 - Depreciation	297,677	-	-	-
9000.102 - Allocations - Facilities Management	32,104	32,104	33,067	33,067
9000.107 - Allocations - Central Equipment	4,824	4,824	4,969	4,969
9000.110 - Allocations - Risk Mgmt - OH, Premium	1,776	4,110	4,143	1,361
9500.050 - Transfers Out - Reserves	-	303,019	584,847	456,908
9920 - Bank Fees	-	1,100	1,100	-
9920.100 - Bank Fees - Credit Card	-	25	25	25
9920.150 - Bank Fees - PSN	30	-	-	50
9920.160 - Bank Fees - Operating Acct	562	-	-	600
9920.170 - Bank Fees - Investments	149	-	-	150
<b>Total</b>	<b>\$2,275,356</b>	<b>\$2,654,027</b>	<b>\$2,731,155</b>	<b>\$2,706,155</b>



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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Revenue</b>	4380.110 - Allocation Charges - Risk Management	\$636,789	\$627,889	\$629,774	\$659,365
	4700.100 - Interest Income - Investments	244,665	96,000	96,000	58,400
	4700.150 - Interest Income - Operating Account	10,249	3,000	3,000	5,600
	4802 - Property Claims	59,889	30,000	30,000	37,175
	4806 - Premium Refunds	47,646	45,000	45,000	37,000
	4807.101 - Refunds & Reimbursements - Restitution	709	-	-	-
	4900.050 - Transfers In - Reserves	-	519,523	545,653	678,896
	<b>Total</b>	<b>\$999,948</b>	<b>\$1,321,412</b>	<b>\$1,349,427</b>	<b>\$1,476,436</b>

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

Account Number - Description	Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>				
6000.400 - Salaries - Workers Compensation	\$5,650	-	-	-
6140.103 - Miscellaneous Supplies - Ergonomic Equipment	-	300	300	300
6500.100 - Employee Development - Training	-	500	500	-
6700 - Dues & Subscriptions	-	180	180	-
7000 - Professional Services	70,552	63,500	65,900	65,900
7300.100 - Insurance - Property	187,196	196,529	206,355	286,700
7300.101 - Insurance - Inland Marine	18,485	19,409	20,380	1,189
7300.102 - Insurance - General Liability	79,103	180,644	189,676	264,041
7300.103 - Insurance - Auto Liability	(49,839)	77,925	81,821	25,193
7300.105 - Insurance - Auto Collision	38,558	-	-	53,786
7300.107 - Insurance - Boiler & Machinery	24,959	26,207	27,517	29,055
7300.110 - Insurance - Employee Dishonesty	3,741	3,928	4,124	2,873
7300.201 - Insurance - Workers Comp	175,921	230,000	230,000	235,000
7350.100 - Claims Property	56,950	60,000	60,000	60,000
7350.102 - Claims General Liability	41,391	200,000	200,000	200,000
7350.103 - Claims Auto Liability	53,828	-	-	-
7350.104 - Claims Auto Comprehensive	4,790	-	-	-
7350.105 - Claims Auto Collision	88,738	-	-	-
7350.201 - Claims Workers Comp	151,096	200,000	200,000	200,000
7350.500 - Claims Uninsured Property	2,234	7,000	7,000	7,000
7351 - Claims Recovery	(6,220)	-	-	-
7351.100 - Claims Recovery - Property	(4,400)	-	-	-
7351.105 - Claims Recovery - Collision	(34,942)	-	-	-
9000.101 - Allocations - Information Technology	10,035	10,035	10,336	10,336
9000.102 - Allocations - Facilities Management	2,755	2,755	2,838	2,838
9500.600 - Transfers Out - Central Equipment	6,700	-	-	-
9919 - Administration Fees	30,864	40,000	40,000	30,000
9920 - Bank Fees	-	2,500	2,500	-
9920.150 - Bank Fees - PSN	34	-	-	50

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

Account Number - Description		Actual 2019	Budget Adopted 2020	Budget Concept 2021	Budget Amended 2021
<b>Expenses</b>	9920.160 - Bank Fees - Operating Acct	1,984	-	-	2,000
	9920.170 - Bank Fees - Investments	171	-	-	175
	<b>Total</b>	<b>\$960,336</b>	<b>\$1,321,412</b>	<b>\$1,349,427</b>	<b>\$1,476,436</b>

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