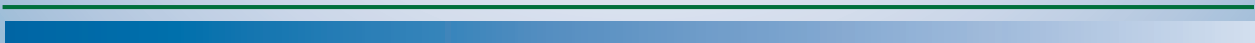




*Adding Quality to Life*



# 2011 AMENDED 2010/2011 BIENNIAL BUDGET





CITY OF PLYMOUTH  
2011 AMENDED  
2010/2011 BIENNIAL BUDGET  
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# LETTER OF TRANSMITTAL

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December 10, 2010

To the Honorable Mayor and City Council:

We are pleased to submit the 2011 amendment to the adopted 2010/2011 Biennial Budget. The amendment updates the 2011 budget that was approved in concept in 2009. In 2007, the Plymouth City Council approved our first two-year or biennial budget. The use of two-year projection for budget purposes assists in long-term planning and provides a more stable accounting of city revenue and expenditures.

The amended 2011 Budget provides the City Council and residents with a balanced budget and a sound financial plan for 2011 that maintains core service levels, is well less than the State of Minnesota-mandated levy limit and is sensitive to the financial concerns of Plymouth taxpayers.

The fiscal year inflationary adjustment ceiling, or levy limit, set by the state legislature is 1.68%. The 2011 budget reflects a 0% increase in the levy from 2010. As you know, the 2010 tax levy rate was a decrease from 2009. The 2011 levy reflects the addition of an open space levy. The city purchased land for the Northwest Greenway as approved by taxpayer referendum in 2006.

Recent economic challenges, coupled with legislative levy limits, have made long-term planning even more important. The biennial budget maintains core services at current levels, reduces non-core services, and protects the investment in public facilities and infrastructure. This budget is a comprehensive decision-making document based on current city operations, services, and its policies and goals.

Work began on the 2011 amendment in July following the outcomes of legislative adjustments, levy limit calculation, and review of revenue and expenditure patterns for the 2010 budget year. The City Council met with staff for three comprehensive work sessions to provide direction in regard to a budget that meets Council goals, maintains core services, and is vigilant of tax burden.

A review and the approval of the preliminary property tax levies and budgets was held on September 14, 2010. A public hearing to solicit resident input was held on December 14, 2010. The public hearing replaces the former Truth-in-Taxation Hearing, which was repealed by the state legislature.

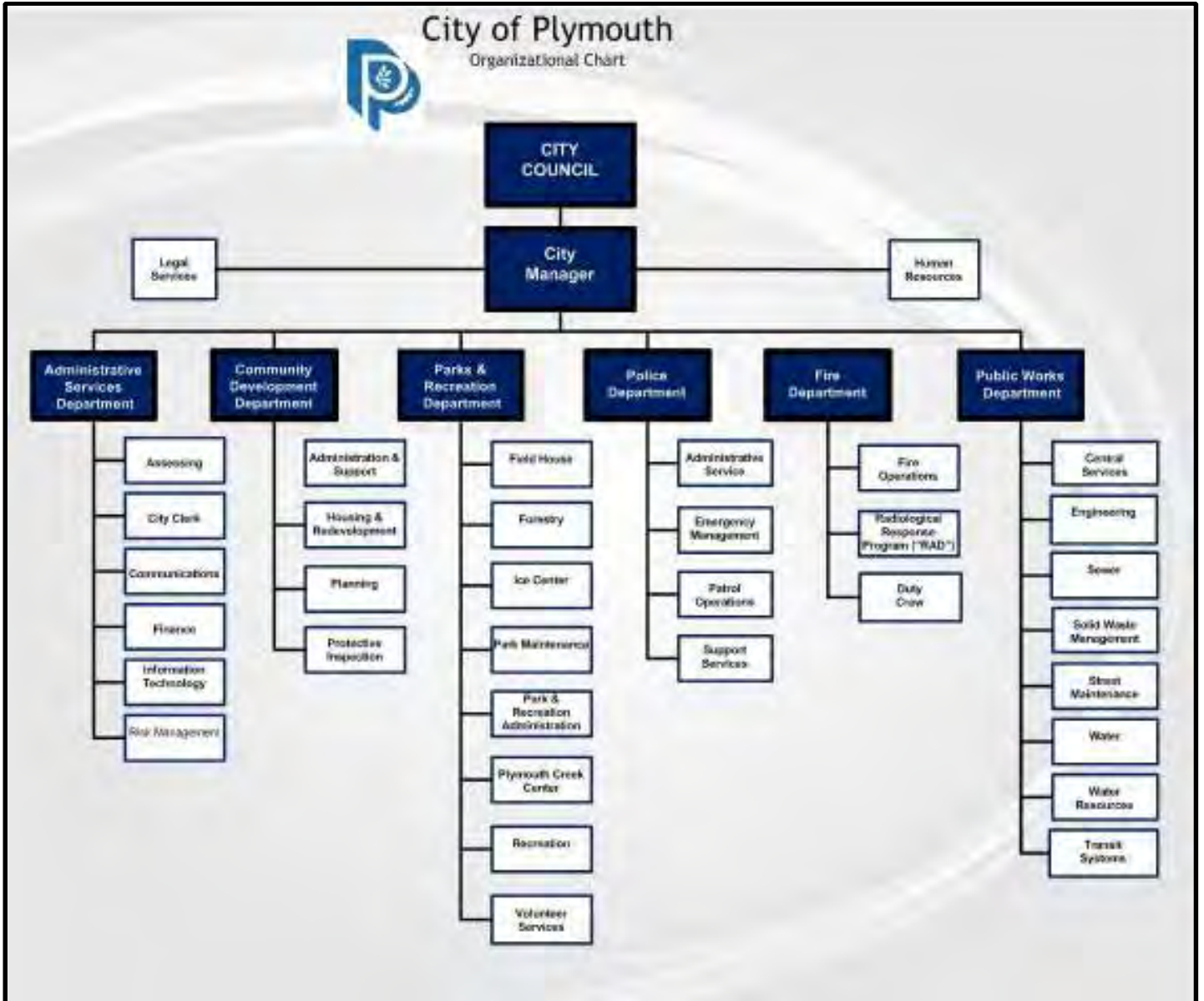
Please contact me at 763-509-5051, or a member of the Administrative Services budget staff for answers to specific budget detail regarding the amended 2011 Budget.

Respectfully Submitted,

Laurie Ahrens, City Manager

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# CITY OF PLYMOUTH ORGANIZATIONAL CHART



# CITY OFFICIALS

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## CITY COUNCIL

Mayor	Kelli Slavik ( <i>Term Expires 12/31/14</i> )
Ward 1 Councilmember	Judy Johnson ( <i>Term Expires 12/31/12</i> )
Ward 2 Councilmember	Kathleen Murdock ( <i>Term Expires 12/31/14</i> )
Ward 3 Councilmember	Bob Stein ( <i>Term Expires 12/31/12</i> )
Ward 4 Councilmember	Ginny Black ( <i>Term Expires 12/31/14</i> )
At-Large Councilmember	Tim Bildsoe ( <i>Term Expires 12/31/14</i> )
At-Large Councilmember	Jim Willis ( <i>Term Expires 12/31/12</i> )

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## EXECUTIVE STAFF

City Manager	Laurie Ahrens
Director of Administrative Services	Calvin Portner
Director of Community Development	Steve Juetten
Fire Chief	Rick Kline
Director of Parks and Recreation	Eric Blank
Police Chief	Mike Goldstein
Director of Public Works	Doran Cote

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## BUDGET STAFF

Administrative Services Department  
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 72,000 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, and well-planned park and trail system.

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*, featuring the Minnesota Orchestra in 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 50,000 jobs in the fields of 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.

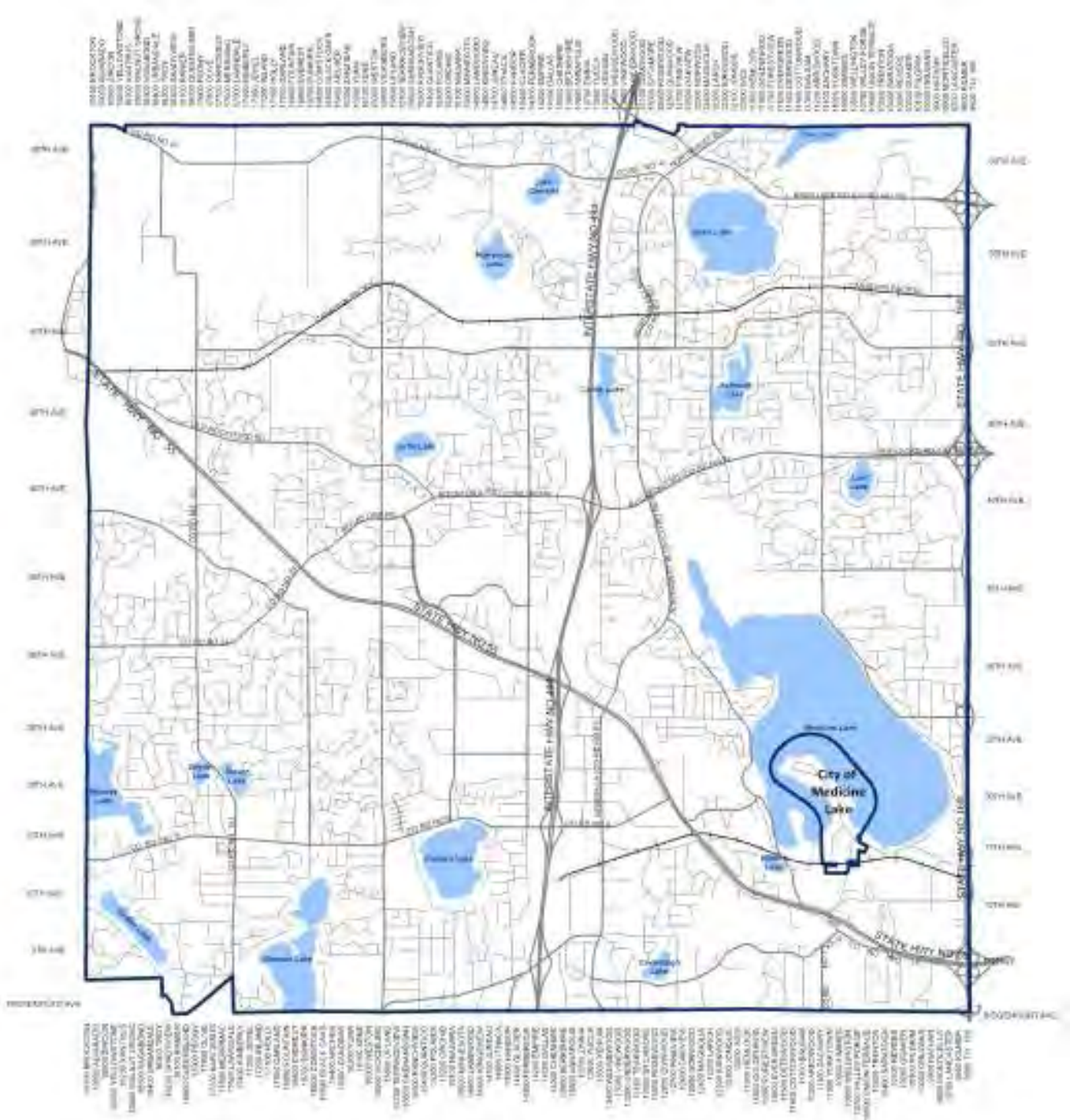
**August 1, 1960** – Adopted the Council-Manager form of government.

**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 290 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

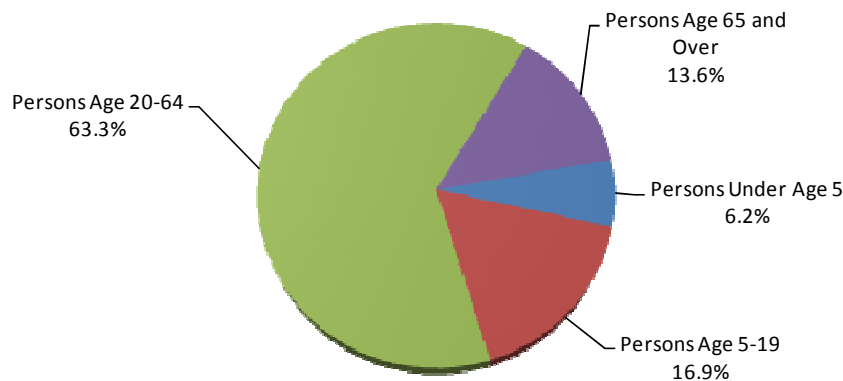
In 2009, the estimated median age of residents in Plymouth was 40.3 years of age. The city's population is older than the estimated median ages of Hennepin County (36.0), the State of Minnesota (37.5), and the United States (36.8). According to the U.S. Census ACS Demographic survey for 2009, 13.6% of the city's population were 65 years of age or older. By comparison, the percentage of people 65 years or older in the county, state, and the nation were 11.1, 12.7, and 12.9, respectively.

Data indicates that this trend will continue. Persons under 5 years of age represented 6.2% of the city's total population count while persons over the age of 18 years old represented 78.7% of the city's total population count. By comparison, 77.4% of Hennepin County residents, 76.1% of Minnesotans, and 75.7% of Americans were over the age of 18.

With a population of approximately 72,000, according to the U.S. Census Bureau, the city's population is 6.3% of Hennepin County's total population. Plymouth has grown at a moderate pace with a 5% increase in residential growth from 2004 to 2009. Currently, there are 31,728 occupied housing units in Plymouth. Of the total occupied housing units, approximately 73.1% are owner-occupied and 26.9% are renter-occupied.

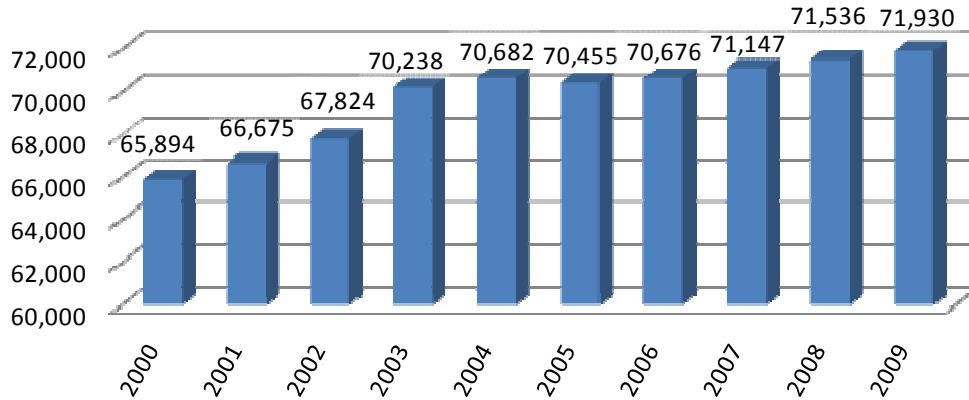
### City of Plymouth's Age Distribution for 2009

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



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

## Population Trend



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** # Employees (Sept. 2010)

ISD #284 Wayzata Schools	1,502
Honeywell, Inc.	1,377
Prudential Insurance Co.	673
Boston Scientific	600
EV3, Inc.	561
U.S. Foods	530
Select Comfort	475
Nilfisk-Advance, Inc.	399
Turck, Inc.	358

*The following numbers were obtained from the US Census Bureau - American Community Surveys for 2009*

**Median Value of Owner-occupied**

**Units**

Plymouth	\$328,300
Hennepin County	\$243,500

**Unemployment Rate**

Plymouth	3.30%
Hennepin County	6.00%

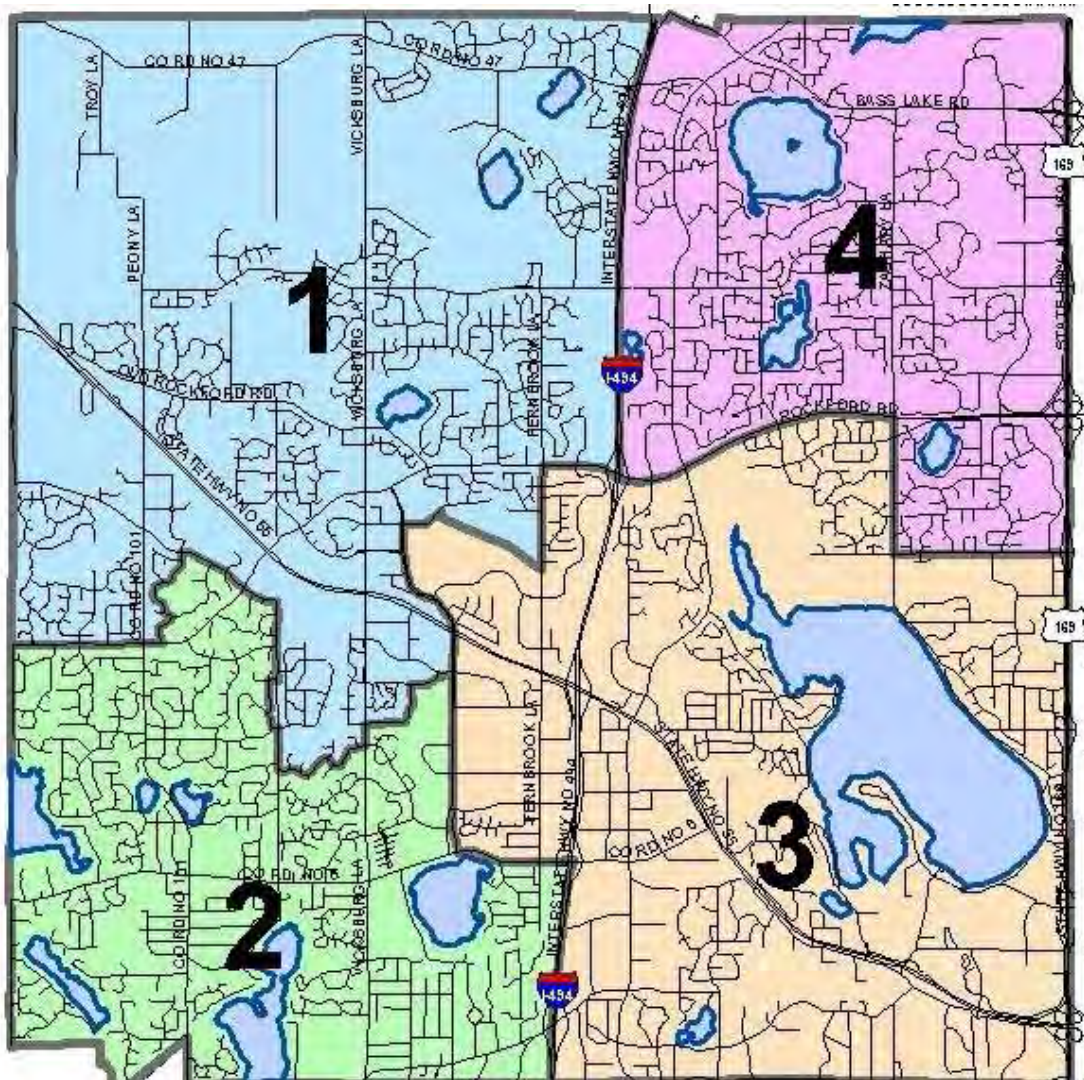
**Median Family Income**

Plymouth	\$81,748
Hennepin County	\$80,972

## 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. Besides representing their individual wards and responding to public concerns, the City Council's main responsibilities include: passing 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

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## 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.

### 2010-2011 Biennial Budget Preparation & 5-yr Capital Improvement Plan

Date	Category	Description
April 28, 2009	Budget	Council Budget Trends Overview (Budget meeting #1)
June – July 2009	Budget	Departments build budgets
July 28, 2009	Budget	Council Study Session (Budget meeting #2)
August 11, 2009	Budget	Council Study Session (Budget meeting #3)
August 25, 2009	Budget	Council Study Session (Budget meeting #4)
September 2, 2009	CIP	Planning Commission Approval
September 8, 2009	Budget	Council adopts preliminary property tax levies and budget
October 27, 2009	Budget	Council Study Session (Budget meeting #5)
December 8, 2009	Budget/CIP	Budget Public Hearing, CIP, Budget & Levy Adoption
December 29, 2009	Budget	Levy is certified with Hennepin County
February-June 2010	Budget	Staff reviews and evaluates programs/activities
August 2010	Budget	Budget team reviews departmental budgets
September 7, 2010	Budget	Council Study Session (Budget meeting #6)
September 14, 2010	Budget	Council Study Session (Budget meeting #7)
September 14, 2010	Budget	Adoption of preliminary tax levies and amended budgets
November 2, 2010	CIP	Planning Commission approval
December 14, 2010	Budget/CIP	Budget Public Hearing, CIP, Budget & Levy Adoption
December 28, 2010	Budget	Levy is certified with Hennepin County

## Financial Management Policies

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

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

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

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

- Establish bond reserves based on requirements of individual bond ordinances
- Establish capital reserves for the planned construction or replacement of infra-structure or for the acquisition of capital equipment based on the 5-year CIP
- Establish other reserves related to special items as approved by City Council
- Maintain the General Fund reserve balance 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 quarterly and annual 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

## 2010-2011 Council Goals

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

- 1. Monitor Economic Challenges** - Continue to track economic challenges. Evaluate and prioritize existing services, service levels and service needs, and seek innovative solutions to maintain high quality core services, promote financial transparency, and protect Plymouth's strong financial position and quality of life.
- 2. Protect Plymouth's Strong Financial Position** - Maintain Plymouth's fiscal health by crafting a long-term revenue plan to ensure sustainable operations at a fair and equitable tax rate. Review fund balance policies to protect Plymouth assets.
- 3. Promote Transportation Solutions** - Advance transportation and transit solutions to improve the local economy, promote business growth and development, and improve area roadways and highways to reduce commuter congestion. Focus on maintaining suburban transit and advancing the following projects: third lane on I-494, study of Highway 169 between I-494 and I-94, and improvements to Highway 55.



4. **Pursue Northwest Greenway and Environmental Initiatives** - Continue to acquire property for the Northwest Greenway and parks, as directed by voter referendum. Complete improvements to the Hilde Performance Center. Collaborate with watershed agencies to ensure effective progress on water quality mandates. Continue energy conservation efforts in city buildings.
5. **Continue Proactive Public Safety Initiatives** - Build on the successes of fire prevention and fire service programs as well as proactive policing strategies to promote and enhance livability.
6. **Protect the City's Infrastructure Investment** - Ensure that the city can protect and enhance the useful life of streets and utilities continue to monitor financial resources and economic conditions, and consider timing with regard to infrastructure needs.
7. **Increase Efficiency and Economy of Services** - Explore partnerships with neighboring communities, school districts and other government agencies to decrease costs through shared services and purchasing, and the elimination of duplicative efforts.

# 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 accounts, rather than one central account. Each account is established for a specific purpose and 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 core and other services provided as approved by the City Council.

Some funds 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 account, 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. Included in this fund type are recreation programming, transit services, and the Housing Redevelopment Authority activity.

## **Enterprise Funds**

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

## **Internal Service Funds**

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

## **Capital Project Funds**

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

## **Debt Service Funds**

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

## **Revenue Sources**

Each fund is supported by several revenue types. The graphs below show the type of revenues supporting the total city budget for 2010 and the 2011 amended budgets, as well as the percentage of support received.

### **Property Taxes**

The city levies taxes for general operating purposes, street reconstruction, 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, 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 are a declining source of revenue. 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 item in the General Fund is Police State Aid. Other sources include the highway user tax 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 received revenue from another fund to pay for administrative-type services incurred by the operations of the other fund or 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.

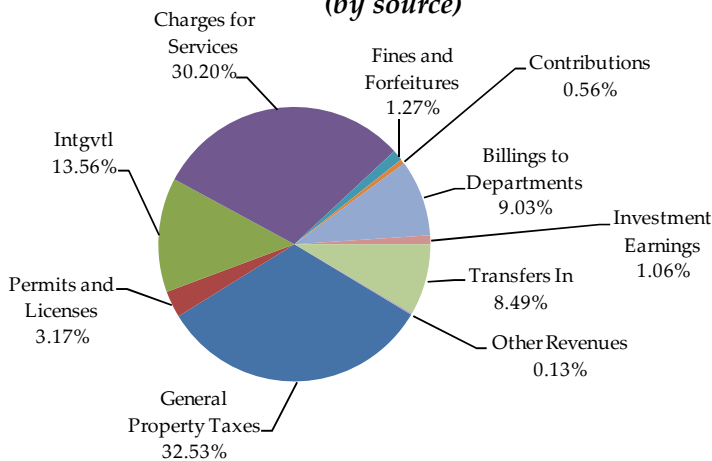
## Other

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

The graphs below demonstrate the make-up of city revenue streams by income source.

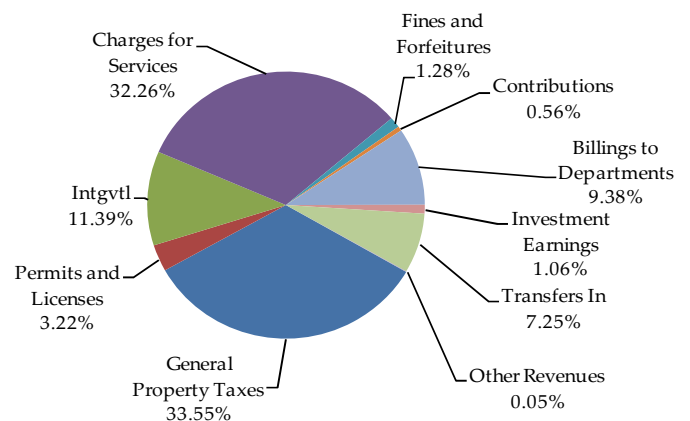
**2010 Revenue Budget - All Funds**

*(by source)*



**2011 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. For 2011, the State Legislature increased PERA contribution rates to ensure fund solvency.
- **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 partially 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

Accounts for capital purchases of items over \$5,000 with a useful life of more than one year. Also includes 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.

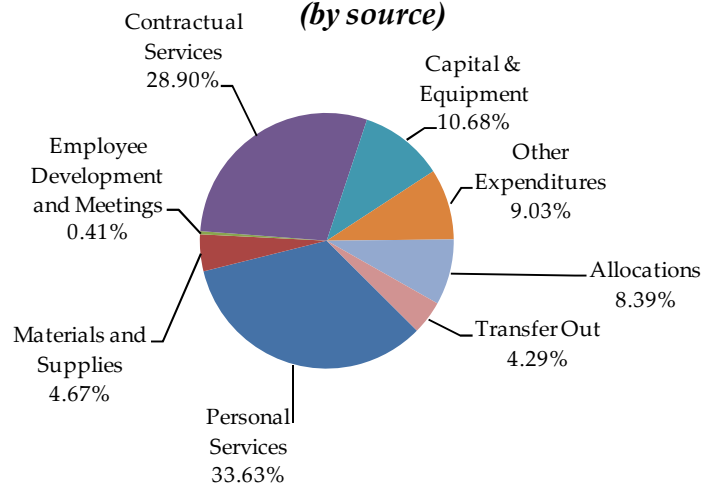
## Other Expenditures

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

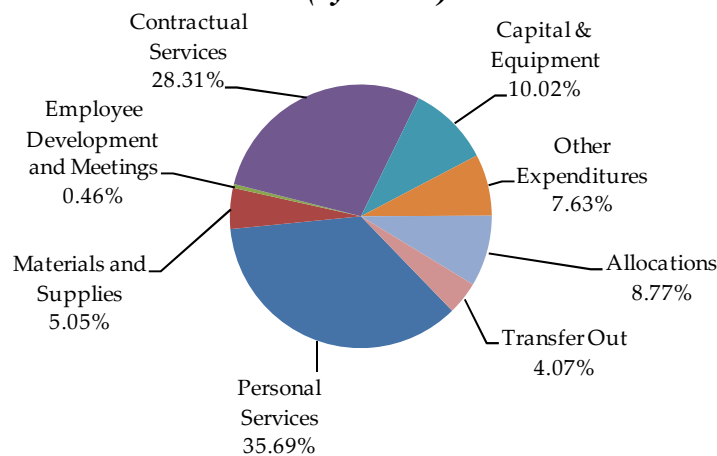
- Dues and subscriptions for both citywide and individual employee memberships and subscriptions to professional organizations, commissions and collaborative organizations such as the League of Minnesota Cities, Metro Cities and the Suburban Rate Authority.
- Interest payments on Enterprise Fund debt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

**2010 Expenditure Budget - All Funds**  
*(by source)*



**2011 Expenditure Budget - All Funds**  
*(by source)*



# TOTAL CITY BUDGET

The amended 2011 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.

<b>Total Combined City Budget</b>					
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2011</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Concept</b>	<b>Amended</b>
<b>Revenue</b>					
General Property Taxes	22,349,967	23,408,123	23,462,452	23,830,352	23,480,809
Permits and Licenses	3,842,018	2,280,700	2,288,865	2,288,896	2,213,946
Intgvtl	10,863,604	9,072,308	9,778,695	8,091,458	9,127,103
Charges for Services	19,872,174	21,147,400	21,774,588	22,914,088	22,607,150
Fines and Forfeitures	896,876	798,496	912,500	912,500	912,500
Contributions	810,227	1,381,216	400,700	400,700	400,700
Billings to Departments	5,637,950	5,727,579	6,510,334	6,660,760	6,625,779
Investment Earnings	1,923,572	426,275	761,153	752,153	326,514
Transfers In	1,355,361	2,026,386	6,119,245	5,152,444	3,496,754
Other Revenues	1,138,660	520,366	95,500	35,500	73,250
Special Assessments	3,267	-	-	-	-
<b>Total Revenue</b>	<b>68,693,676</b>	<b>66,788,849</b>	<b>72,104,032</b>	<b>71,038,851</b>	<b>69,264,505</b>
<b>Appropriations</b>					
Personal Services	24,190,684	24,057,626	24,247,324	24,560,451	24,713,781
Materials and Supplies	3,210,488	3,118,079	3,367,432	3,449,321	3,495,235
Employee Development and Meetings	218,652	196,882	296,149	298,746	319,235
Dues and Subscriptions	384,794	367,684	378,535	382,551	389,601
Contractual Services	18,242,517	17,593,186	20,839,052	20,954,007	19,612,207
Equipment	260,872	357,549	309,155	237,830	262,625
Capital Improvements	588,317	-	7,389,900	5,485,776	6,681,076
Other Expenditures	5,679,448	4,659,250	5,013,145	4,895,212	4,583,913
Debt Service	375,429	352,412	1,120,756	1,113,913	308,913
Allocations	5,074,033	5,554,777	6,047,901	6,198,327	6,075,779
Transfer Out	6,564,271	3,601,702	3,094,683	3,462,717	2,822,140
Depreciation	5,337,656	5,431,851	-	-	-
<b>Total Appropriations</b>	<b>70,127,161</b>	<b>65,290,998</b>	<b>72,104,032</b>	<b>71,038,851</b>	<b>69,264,505</b>
Less Allocations	5,074,033	5,554,777	6,047,901	6,198,327	6,075,779
Less Transfers	6,564,271	3,601,702	3,094,683	3,462,717	2,822,140
	11,638,304	9,156,479	9,142,584	9,661,044	8,897,919
<b>Net Appropriations</b>	<b>58,488,857</b>	<b>56,134,519</b>	<b>62,961,448</b>	<b>61,377,807</b>	<b>60,366,586</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 maintains a very low overall debt ratio of 2% and has earned low interest rates on bond sales due to top ratings from bond rating agencies. The City of Plymouth is one of only seven cities in Minnesota to hold Aaa/AAA bond ratings from both Moody's Investor Services and Standard and Poor's.

In 2009, the city issued 2009A General Obligation Tax Increment refunding bonds and 2009B General Obligation Activity Center and Field House refunding bonds, which retired two existing bonds, 1998A and 1998C in February, 2010, resulting in approximately \$300,000 of interest savings.

In 2010, the city levied approximately \$281,000 to provide for the last debt payment due February 2011 on the 2003D Open Space Refunding Bonds. New bonds in the amount of \$3 million were sold to finance the purchase of open space as approved by a voter-approved referendum in 2006. The new debt payment of approximately \$264,000 is included in the amended 2011 budget.

### Debt Service Schedule

Description	Date of		Rate of Interest (%)	Authorized and Issued	Outstanding 12/31/2009
	Issue	Maturity			
<b>General Obligation Bonds</b>					
Activity Center and Field House Bonds - 1998C **	12/1/1998	2/1/2014	3.4 - 4.375	\$ 4,500,000	\$ 1,805,000
Activity Center and Field House Bonds Refunding - 2009B	11/24/2009	2/1/2014	3.0	1,445,000	1,445,000
Street Reconstruction Bonds - 2003B	5/27/2003	2/1/2014	2.0 - 3.5	1,465,000	775,000
Open Space Refunding Bonds - 2003D	11/25/2003	2/1/2011	2.25 - 3.05	1,355,000	500,000
Capital Improvement Bonds - 2004A	9/9/2004	2/1/2025	3.0 - 4.75	7,480,000	6,500,000
Open Space Bonds - 2007A	11/15/2007	2/1/2024	3.75 - 3.9	2,715,000	2,715,000
<b>Total General Obligation Bonds</b>				<b>\$ 18,960,000</b>	<b>\$ 13,740,000</b>
<b>General Obligation Tax Increment Bonds</b>					
Tax Increment Bonds - 1998A **	10/1/1998	2/1/2023	4.15 - 4.65	\$ 2,900,000	\$ 2,565,000
Tax Increment Refunding Bonds - 2009A	11/24/2009	2/1/2023	3.0 - 3.5	2,490,000	2,490,000
Tax Increment Bonds - 2005A	4/1/2005	2/1/2023	2.80 - 4.25	1,370,000	1,315,000
<b>Total General Obligation Tax Increment Bonds</b>				<b>\$ 6,760,000</b>	<b>\$ 6,370,000</b>
<b>Special Assessment Bonds</b>					
Housing Improvement Bonds - 1998B	10/1/1998	2/1/2014	5.20 - 5.90	\$ 1,030,000	\$ 450,000
GO Improvement Bonds - 2003C	11/25/2003	2/1/2010	2.25 - 2.75	2,895,000	530,000
<b>Total Special Assessment Bonds</b>				<b>\$ 3,925,000</b>	<b>\$ 980,000</b>
<b>General Obligation Revenue Bonds</b>					
GO Water Revenue Bonds - 2004B	12/8/2004	2/1/2019	3.0 - 4.0	\$ 13,140,000	\$ 9,145,000
<b>Total Bonds Payable (Primary Government)</b>					<b>\$ 30,235,000</b>
<b>Component Unit (HRA)</b>					
Plymouth Towne Square Housing Project Bonds - 2003	2/20/2003	10/1/2023	1.75 - 4.5	\$ 4,860,000	\$ 3,690,000
Vicksburg Crossing Housing Project Bonds - 2005	5/1/2005	2/1/1935	3.75 - 5.0	10,650,000	10,525,000
<b>Total Component Unit (HRA)</b>				<b>\$ 15,510,000</b>	<b>\$ 14,215,000</b>
<b>Total Outstanding Debt</b>					<b>\$ 44,450,000</b>



# GENERAL FUND BUDGET OVERVIEW

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The original framework for the 2011 budget was adopted in 2009 as the second year or “Concept Budget” of the biennium. The Concept 2011 General Fund budget called for balanced revenues and expenditures of \$29,578,331 to maintain existing service levels.

Each budget year is potentially impacted by inflation, state and local policy changes, as well as the economy. Two factors considered in creating the Concept 2011 General Fund budget were the state mandated levy limits and the likely legislative un-allotment of Market Value Homestead Credit. For this reason, a contingency amount was budgeted.

The proposed amendment to the 2011 Concept General Fund Budget includes a slight increase to \$29,591,112 or \$12,781. A further detailed explanation of budget impacts are discussed under *2011 Budget Considerations*.

## Levy Limit

For budget years 2009-2011, the State of Minnesota implemented a property tax levy limit based upon the rate of inflation as defined by the Implicit Price Deflator as computed on July 1 of each year. The levy limit has a rate ceiling cap of 3.9%. In 2010, the Legislature added a minimum or floor at 0%. The Legislature also added/expanded a number of special levies that are not restricted by the levy limit. The city added special levies for Public Safety and PERA for 2009 and will maintain the special levies for 2011. For 2011, the calculated levy limit is 1.68%, which is the maximum rate in which the levy may be increased without the addition of special levies.

## Market Value Homestead Credit (MVHC)

A large State of Minnesota budget deficit resulted in the un-allotment of MVHC reimbursements to Plymouth and many other Minnesota cities. MVHC was intended by the Legislature to reduce the property tax burden for certain taxpayers. Cities are required to provide a reduction in property taxes to taxpayers based upon a formula that considers the value of the property. Cities calculate their total property tax levy and submit to the County Auditor, who in turn reduces it by the MVHC amount. The State then promises to reimburse cities for the amount of property tax relief given under the program. Unfortunately, due to state budget problems, the State of Minnesota has un-allotted the MVHC reimbursement.

In 2010, the state un-allotted \$589,795 of MVHC. The amended 2011 budget anticipates the state again capturing MVHC, diverting approximately \$552,502 of Plymouth taxes to the state to reduce the Minnesota budget deficit.

## Property Tax

The 2010 budget included a total property tax levy of \$28,175,301 to meet expected operational needs, which was a tax levy *decrease* of 0.60%, or a decrease of \$172,267 from 2009. In addition to the city property tax levy, Plymouth levies property taxes for the Housing and Redevelopment Authority (HRA). The 2010 budget maintained the HRA levy at the 2009 level of \$551,277.

The Concept 2011 budget included a total levy of \$28,360,259, a proposed overall property tax levy increase of 0.66% over 2010. The Concept levy increase was speculative as the levy limit amount was not determined until July of 2010 and the economy has been too volatile to predict with any degree of confidence. The amended 2011 budget includes a Total City Levy of \$28,176,682, which is a 0.0% levy increase (\$1,381) and a *decrease* of \$183,577 (0.65%) from the proposed 2011 Concept Budget levy.

### City and HRA Levies

Levy Type	2009	2010	% Increase/ Decrease	2011	% Increase/ Decrease
<b>Levy Limit Base</b>					
General Fund Base	12,856,138	13,050,115		12,560,323	
Market Value Homestead Credit	510,000	589,795		552,502	
Street Reconstruction	2,458,092	2,531,835		2,607,790	
Recreation Fund	678,497	618,497		618,497	
Capital Improvement Fund	358,216	368,962		380,031	
<b>Total Levy Limit Base</b>	<b>16,860,943</b>	<b>17,159,204</b>	<b>1.77%</b>	<b>16,719,143</b>	<b>-2.56%</b>
<b>Special Levies</b>					
PERA	101,012	108,728		157,588	
Public Safety	9,231,614	9,183,835		9,593,124	
GO 2003B Street Recon Bonds	178,355	179,038		179,563	
GO 2003C Street Recon Bonds	424,531				
2003D Open Space Refunding	267,257	281,326			
GO 2004A Public Safety	596,354	596,958		601,683	
GO 2007A Open Space	255,486	255,223		254,764	
2009B Activity Center Bonds	432,016	410,989		407,558	
GO 2010A Open Space				263,259	
<b>Total Special Levies</b>	<b>11,486,625</b>	<b>11,016,097</b>	<b>-4.10%</b>	<b>11,457,539</b>	<b>4.01%</b>
<b>TOTAL CITY LEVY</b>	<b>28,347,568</b>	<b>28,175,301</b>	<b>-0.61%</b>	<b>28,176,682</b>	<b>0.00%</b>
<b>HRA Levy</b>	<b>551,277</b>	<b>551,277</b>		<b>551,277</b>	
<b>TOTAL LEVY</b>	<b>\$28,898,845</b>	<b>\$28,726,578</b>	<b>-0.60%</b>	<b>\$28,727,959</b>	<b>0.00%</b>
Total Tax Rate (Charter Requirements)	24.37%	25.69%		27.34%	

## Charter Requirement for Levy Adoption

The City Council, in accordance with the City Charter, has adopted an ordinance that requires a two-thirds majority vote to adopt a tax levy resolution that increases the city's tax rate over the prior year. This tax rate is defined as the quotient derived by dividing the city's tax levy by the city's net tax capacity. The tax levy must be adopted by a 5/7 majority vote.

The 2011 tax rate increases to 27.34% from 25.69% in 2010 even though the total tax levy amount remains the same in 2010. The rate increase is due to a decline in the city's net tax capacity million. The net tax capacity is calculated by multiplying the total market value by the relevant tax class rate for each property in the city.

Plymouth, like most cities, has experienced a significant decline in net tax capacity as property values have decreased, requiring higher annual tax rates to generate the same amount of tax revenue.

## Property Tax Impacts

The impact of the 2011 budget and levy on the residential homeowner at the median property valuation of \$265,400 is a *decrease* of approximately \$9.61 for the city and HRA portion of the property tax.

### Estimated Tax Burden on Average Home Sale Value

	2010	Estimated 2011	Estimated Increase	Percentage Increase
Average Home Sale Value	366,800	359,000		
Tax Capacity at 1%	3,668	3,590		
Tax Capacity Rate	25.173%	26.791%		
Tax based on tax capacity	\$923.35	\$961.80		
Market Value Rate	0.010%	0.010%		
Tax based on market value	\$36.22	\$36.76		
<i>Total City &amp; Market Value Property Tax</i>	\$959.57	\$998.56	\$38.99	
HRA Tax Capacity Rate	0.511%	0.540%		
HRA Property Tax	\$18.74	\$19.38	\$0.65	
<b>Total Property Tax</b>	<b>\$978.31</b>	<b>\$1,017.94</b>	<b>\$39.63</b>	
Market Value Credit	(\$11.10)	(\$12.94)	(\$1.84)	
<b>Total Net Property Tax</b>	<b>\$967.21</b>	<b>\$1,005.00</b>	<b>\$37.79</b>	3.91%

When applied to the median value home (all residential properties) the impact is as follows:

Property	Value	Pct	Annual increase/decrease
Below Median	\$250,000	1.09%	\$7.25
Median	\$265,400	-1.32%	-\$9.61
Above Median	\$400,000	0.36%	\$4.07
Commercial/Industrial	\$1,000,000	-.30%	-\$9.29

Tax impact varies significantly for each property depending upon the change in value for each property in the relevant tax class.

## 2011 Budget Considerations

The 2011 Amended Budget seeks to maintain existing core service levels with declining general tax levy revenue. Following are the additional General Fund adjustments incorporated to balance the budget while meeting Council goals and resident expectations.

- **Contingency Funds** – The Concept 2011 budget included \$425,000 in contingency funding to account for inflation, legislative policy changes, and levy limits. The amended budget reflects a contingency of \$150,000.
- **Seal Coating** – The Street and Park Maintenance Divisions decreased seal coating expenses by \$233,000.
- **Health Insurance** – The renewal rate for 2011 was budgeted at 8% following an increase of 7% or approximately \$170,000 in 2010. The 2011 renewal is 2.05%, saving approximately \$135,000 in health insurance expenditures.
- **Public Works Street Evaluation** – The Public Works Department eliminated contractual services funding for street condition evaluation.
- **Human Resources Printing & Publishing** – Due to a decrease in hiring, the printing & publishing budget was reduced significantly over past budgets.
- **Utilities, Natural Gas** – Natural gas budgets were increased significantly following the energy inflation of 2008. A review of actual 2010 expenditures and federal government projections, the natural gas expenditures are expected to level off or decrease.
- **Staffing** – staff positions were eliminated due to anticipated attrition and staff workflow realignment.

Revenue projections were adjusted in the following areas:

- **General Property Taxes**- Levy was decreased to reflect zero percent increase from 2010 and the abatement reduction was removed. A transfer from the Project Administration Abatement Reserve fund was reflected to offset potential abatements.
- **Plan Checking Revenue** – Due to volatility of new construction, plan checking revenue was decreased.
- **Program Fees** – Park and Recreation rental fees were increased in 2010. For 2011, program fees underwent further analysis and were adjusted accordingly.
- **Antenna Fees** – The city added new wireless antennas in 2010 and the result will be an increase in expected fees from wireless providers.
- **Administrative Fees** – The City Council updated the city fee schedules in 2010 increasing revenue to account for the full costs of inspections and licensing.
- **Interest Revenue**- The budget was adjusted to reflect declining interest earnings due to current market conditions.

## Other Items of Interest

- **PERA** – Increases are mandated by state law, which for 2011 was .25% for the Coordinated Plan and .30% for Police and Fire Plan. Adjustments were also included for wage increases due to grade steps, and collective bargaining agreement.

### Public Employees Retirement Fund

Retirement Plan	2009 Adopted Budget	2010 Final Budget	2011 Proposed
Coordinated Plan	6.75%	7.00%	7.25%
Public Employees Police and Fire Fund	14.10%	14.10%	14.40%

- **Wages** – The city has open contracts with all four unions, the Clerical Technical Professional Union, the Public Works Union, Police Sergeants Union, and Police Patrol. Negotiations are expected to continue into 2011.
- **Street Reconstruction** – The budget includes a 3% increase in the levy to the street reconstruction fund for 2011, or approximately \$76,000.
- **Debt Service** – In 2010, the city levied approximately \$281,000 to provide for the last debt payment due February 2011 on the 2003D Open Space Refunding Bonds. The city sold \$3 million in open space bonds in 2010 with authority granted from the voter-approved 2006 Open Space Acquisition referendum. The 2010A Open Space Bonds will be supported by a levy amount of \$263,260 in 2011.
- **Allocations** – The Central Equipment and Facilities Funds were reviewed in 2009 and required allocation adjustments to ensure long-term sustainability and to correct a budgeted imbalance between the General Fund and Enterprise Funds. The 2011 budget includes the final phase-in of allocation increases to correct the imbalance and to ensure sustainability.

- **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 amended 2009 budget reduced the total number of authorized positions to 271.2. Eight positions were eliminated or not filled in 2009. For the next biennium, 14.6 positions are removed from the budget through attrition or elimination. For 2010/2011, the city will provide services with nearly the same number of employees as in 2003.

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

**Full-time Equivalents**

	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
General Fund	195.7	198.5	198.5	205.5	209	210	210.75	213.45	211.45	193.1	193.1
Other Funds	51.6	52.2	54.6	55.6	56.45	56.45	58.45	60.75	59.75	58.9	58.9
<b>Total Employees</b>	247.3	250.7	253.1	261.1	265.45	266.45	269.2	274.2	271.2	252	252

## CONCLUSION

The amended 2011 Budget responds to City Council goals and is structured to maintain existing services, focus on improving core services (i.e., street maintenance and reconstruction), and redirect resources where appropriate. The budget is also cognizant of the impact to taxpayers.

The remaining portions of this budget document provide greater detail on the funding sources and uses. We sincerely hope 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.

**City of Plymouth  
General Fund Revenue Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
4000.100	Taxes Property	\$ 22,197,937	\$ 22,342,678	\$ 22,710,578	\$ 22,311,035
4000.200	Taxes Abatements	-	(50,000)	(50,000)	-
4100.100	Licenses Gasoline Service Station	2,470	2,470	2,470	2,470
4100.200	Licenses Tobacco	9,632	9,675	9,675	9,675
4100.300	Licenses Pet	3,275	-	-	-
4100.400	Licenses Garbage Hauler	4,988	4,250	4,250	4,250
4100.500	Licenses 3.2 Malt Liquor	5,672	9,600	9,600	9,600
4100.510	Licenses Off-Sale Liquor	5,183	5,320	5,320	5,320
4100.520	Licenses On-Sale Liquor	166,949	168,800	168,800	168,800
4100.530	Licenses Wine	23,892	20,000	20,000	20,000
4100.540	Licenses Consumption & Display	600	300	300	300
4100.600	Licenses Investigation Fee	9,800	2,000	2,000	7,000
4100.700	Licenses Rental Dwelling	93,169	70,000	70,000	90,000
4100.730	Licenses Hunting	360	-	-	50
4100.750	Licenses Fireworks	2,150	2,300	2,300	2,300
4100.800	Licenses Amusement	100	450	450	450
4100.850	Licenses Peddler	(400)	3,750	3,750	3,750
4100.860	Licenses Sign Contractor	2,725	-	-	-
4100.900	Licenses Massage	3,860	8,050	8,050	8,050
4100.950	Licenses Fertilizer	1,000	900	900	900
4150	Permits	39,778	15,000	15,000	15,000
4150.100	Permits Building	1,054,236	1,000,000	1,000,000	1,000,000
4150.200	Permits Plumbing	80,175	100,000	100,000	100,000
4150.300	Permits Mechanical Permits	193,963	200,000	200,000	200,000
4150.350	Permits Electrical	170,962	120,000	120,000	120,000
4150.500	Permits Fire Protection	62,903	72,000	72,000	72,000
4150.600	Permits Plan Checking	326,665	450,000	450,000	350,000
4150.700	Permits Sign and Billboard	7,984	10,000	10,000	10,000
4200	Intergovern- Federal - Operating	169,893	140,233	55,933	110,333
4200.500	Intergovern- Federal - Operating Pass-through	13,950	-	-	-
4230	Intergovernmental-State-Operatng	35,393	11,700	14,100	33,400
4230.101	Intergovernmental-State-Operatng PERA	46,993	46,993	46,993	46,993
4230.102	Intergovernmental-State-Operatng MSA Maintenance	69,500	300,000	300,000	300,000
4230.103	Intergovernmental-State-Operatng Police State Aid	467,518	425,390	438,152	438,152
4230.104	Intergovernmental-State-Operatng Disabled Officer Reimbursement	10,240	23,000	23,000	23,000
4230.105	Intergovernmental-State-Operatng Fire State Aid	305,859	350,000	350,000	350,000
4230.106	Intergovernmental-State-Operatng Police Training Reimbursement	-	25,000	25,000	25,000

**City of Plymouth  
General Fund Revenue Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
4230.200	Intergovernmental-State-Operatng Haz Mat Grant (RAD)	61,105	67,590	69,490	69,490
4230.202	Intergovernmental-State-Operatng DARE Program	1,300	-	-	-
4240	Intergovernmental-State-Capital	2,000	-	-	-
4250	Intergovernmental-County-Opertng	67	-	-	-
4270.100	Intergovernmental-Local-Operatng School Liaison	387,104	409,290	409,291	409,291
4290	Intergovernmental-Other	4,147	-	-	-
4300	Charges for Services	1,363	-	-	-
4310	Program Fees	-	10,000	10,000	80,000
4310.100	Program Fees Recreation	-	-	-	-
4320	Rental Fees	131,689	100,000	100,000	85,000
4320.100	Rental Fees Recreation	-	-	-	-
4320.104	Rental Fees Millenium Garden	17,516	13,000	13,650	25,000
4320.200	Rental Fees Meeting Rooms	15,094	165,000	169,000	101,720
4320.201	Rental Fees Building Lease	-	-	-	6,880
4320.202	Rental Fees Catering Rebate	-	-	-	40,000
4330.500	Utility Charges Street Lighting	523,076	600,000	600,000	600,000
4330.800	Utility Charges Penalties	6,000	6,000	6,000	6,000
4350	General Services	4,776	-	-	-
4350.100	General Services Photocopies	920	-	-	-
4350.101	General Services Maps & Ordinances	71	-	-	-
4350.102	General Services Alarm Fees	48,600	58,000	58,000	58,000
4350.103	General Services Accident Reports	1,239	-	-	1,000
4350.104	General Services Police Services	88,582	18,500	18,500	78,500
4350.105	General Services Towing	2,815	5,000	5,000	5,000
4350.106	General Services Weeds	11,031	4,000	4,000	4,000
4350.107	General Services Tree Removal	(944)	17,500	17,500	17,500
4350.108	General Services Advertisements	(20)	-	-	-
4350.109	General Services Engineering Services	14,868	-	-	-
4350.110	General Services Zoning Change Variances	300	-	-	-
4350.113	General Services Grave Openings	430	-	-	-
4350.114	General Services Garden Plots	2,859	3,045	3,045	3,045
4350.119	General Services Antennae Charges	105,795	90,000	90,000	168,300
4350.122	General Services Police Training	-	2,200	1,100	1,100
4350.123	General Services Application Fees	28,334	29,000	29,000	29,000
4350.126	General Services Noise Ordinance Fees	250	-	-	-
4360.100	Items for Resale Car seat	4,250	-	-	14,000
4360.101	Items for Resale Helmets	1,093	-	-	8,500
4360.102	Items for Resale Carbon monoxide detector	925	-	-	6,000
4360.103	Items for Resale Amberstick	252	-	-	525
4360.111	Items for Resale Mulch	275	-	-	-



**City of Plymouth  
General Fund Revenue Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
4360.113	Items for Resale Chalk	461	-	-	-
4380.300	Allocation Charges Administrative	-	15,000	15,000	-
4380.301	Allocation Charges Engineering	70,586	380,000	380,000	380,000
4410	Court Fines	785,769	883,500	883,500	883,500
4420	Animal Impound Fees	6,477	5,000	5,000	5,000
4430	Liquor/Tobacco Violations	6,250	24,000	24,000	24,000
4500	Special Assessments	4,368	-	-	-
4600	Contributions - Operating	250	-	-	-
4620	Contributions - Capital	21,265	700	700	700
4620.101	Contributions - Capital Millenium Garden	1,600	-	-	-
4700	Interest Income	9,285	-	-	-
4700.100	Interest Income Investments	31,100	100,545	100,545	40,533
4700.200	Interest Income Special Assessments	104	5,075	5,075	5,075
4800	Other Revenues	101,907	1,200	1,200	31,200
4801	Administrative Fee	13,488	1,500	1,500	1,500
4807	Refunds & Reimbursements	1,577	-	-	-
4900.220	Transfers In Transit System	17,911	18,269	18,635	18,635
4900.407	Transfers In Project Administration	-	160,862	155,689	150,000
4900.500	Transfers In Water	79,567	82,567	82,567	82,567
4900.510	Transfers In Water Resources	17,388	17,388	17,388	17,388
4900.520	Transfers In Sewer	56,643	58,643	58,643	58,643
4900.530	Transfers In Solid Waste Management	17,929	17,929	17,929	17,929
4900.540	Transfers In Ice Center	11,939	11,939	11,939	11,939
4900.550	Transfers In Field House	3,824	3,824	3,824	3,824
4900.660	Transfers In Resource Planning	2,000	51,000	3,000	203,000
<b>Revenues Total</b>		<b>\$ 28,318,222</b>	<b>\$ 29,326,925</b>	<b>\$ 29,578,331</b>	<b>\$ 29,591,112</b>

## 2011 General Fund Expenditure Summary

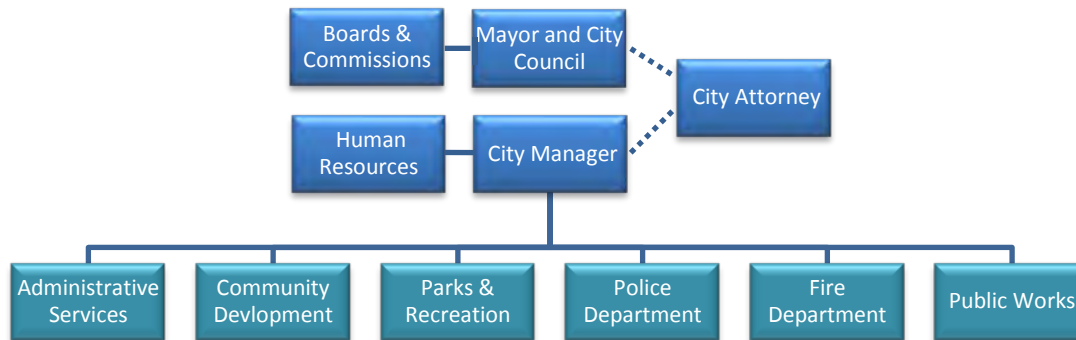
Department, Division		2009 Actual	2010 Adopted	2011 Concept	2011 Amended
10-110	City Administration, City Manager	\$ 2,024,874	\$ 1,870,253	\$ 1,800,079	\$ 1,751,526
10-111	City Administration, Mayor and Council	105,791	136,077	148,458	154,351
<b>Total City Administration Expenditures:</b>		<b>2,130,665</b>	<b>2,006,330</b>	<b>1,948,537</b>	<b>1,905,877</b>
20-210	Administrative Services, Communication Services	270,618	312,961	317,442	519,126
20-211	Administrative Services, City Clerk	34,745	135,457	97,519	130,381
20-212	Administrative Services, Human Resources	368,883	364,633	363,798	205,643
20-213	Administrative Services, Finance	396,972	392,265	433,072	411,137
20-214	Administrative Services, Assessing	736,847	747,825	758,482	765,087
<b>Total Administrative Services Expenditures:</b>		<b>1,808,065</b>	<b>1,953,141</b>	<b>1,970,313</b>	<b>2,031,374</b>
30-310	Community Development, CD Administration and	414,197	448,919	469,431	452,266
30-311	Community Development, Planning	665,654	653,930	656,103	660,495
30-312	Community Development, Inspections	1,075,439	1,259,487	1,268,586	1,280,161
<b>Total Community Development Expenditures:</b>		<b>2,155,290</b>	<b>2,362,336</b>	<b>2,394,120</b>	<b>2,392,922</b>
40-410	Parks and Recreation, PR Administration	753,299	778,534	786,795	788,489
40-411	Parks and Recreation, Park Maintenance	2,802,006	2,989,358	3,016,896	2,995,900
40-412	Parks and Recreation, Forestry	744,438	725,444	718,911	721,190
40-413	Parks and Recreation, Plymouth Creek Activity	517,126	546,363	564,402	550,095
<b>Total Parks and Recreation Expenditures:</b>		<b>4,816,869</b>	<b>5,039,699</b>	<b>5,087,004</b>	<b>5,055,674</b>
50-510	Police, PD Administration	2,435,647	2,352,980	2,317,812	2,232,822
50-511	Police, Patrol	5,684,021	5,823,313	5,828,888	5,737,658
50-512	Police, Support	2,202,081	2,058,125	2,225,539	2,207,144
<b>Total Police Expenditures:</b>		<b>10,321,749</b>	<b>10,234,418</b>	<b>10,372,239</b>	<b>10,177,624</b>
55-513	Emergency Management, Emergency Management	59,551	40,284	40,240	40,237
<b>Total Emergency Management Expenditures:</b>		<b>59,551</b>	<b>40,284</b>	<b>40,240</b>	<b>40,237</b>
60-610	Fire, Fire Operations	1,767,741	2,047,377	2,120,683	2,135,560
60-611	Fire, Rad	54,388	67,590	69,490	61,358
60-612	Fire, Duty Crew	537,674	523,611	524,528	525,890
<b>Total Fire Expenditures:</b>		<b>2,359,803</b>	<b>2,638,578</b>	<b>2,714,701</b>	<b>2,722,808</b>
70-710	Public Works, Street Maintenance	3,700,546	4,115,916	4,192,124	4,020,650
70-711	Public Works, Engineering	503,194	936,223	859,053	1,243,946
<b>Total Public Works Expenditures:</b>		<b>4,203,740</b>	<b>5,052,139</b>	<b>5,051,177</b>	<b>5,264,596</b>
<b>Total General Fund Expenditures:</b>		<b>\$ 27,855,732</b>	<b>\$ 29,326,925</b>	<b>\$ 29,578,331</b>	<b>\$ 29,591,112</b>

# 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 Authorized Employees

Division	2008	2009	2010	2011
City Manager	1	1	1	1
Human Resources	3	3	3	3
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

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

## Outcomes

The **Mayor and City Council** makes policy decisions, sets annual council goals and approves final budget. The **City Manager** is the sole employee of the City Council and is responsible for the administration of city government and the management and oversight of all city employees and city assets. The **City Attorney** and staff review resolutions, ordinances and contracts. They provide legal guidance to the Mayor, Council and Staff as requested, and prosecute various complaints and violations. The city attorney has also played a key role in arbitrations with the Patrol and the Clerical, Technical Professional bargaining units. **Human Resources** saw significant turnover in its staff after two retirements this year. The new staff members have taken on major initiatives including working with the city attorney and other staff members on arbitration proceedings, leading the city's first online open enrollment process, beginning labor negotiations with all four bargaining units, and strengthening the city's training program.

## Budget Impacts

The **Mayor and Council** will set new goals for the organization and discuss and approve policies to meet goal objectives. The **City Manager** will track organizational and service impacts of enacted budget cuts. She will provide staff direction and leadership to ensure council goals are met. She will provide for the resources and training to ensure employees have the proper tools and equipment to meet expected service levels. **Human Resources** will review non union wages and recommend market adjustments as needed. HR will also continue to maximize the use of the city's HRIS technology and explore ways to foster employee engagement in an effort to promote productivity.

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**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 110 - City Manager					
6000.100	Salaries Regular	\$ 326,184	\$ 375,387	\$ 365,480	\$ 288,500
6000.200	Salaries Temporary	-	-	-	309,003
6050	Benefits	101,313	114,470	109,592	102,940
6100	Office Supplies	3,988	3,700	3,700	3,700
6100.100	Office Supplies Coffee and Cups	130	-	-	-
6500	Employee Development	102	-	-	-
6500.100	Employee Development Employee Training	400	1,300	1,300	1,300
6500.104	Employee Development Conferences & Seminars	2,232	5,000	5,000	5,000
6550	Mileage & Parking Reimbursement	318	400	400	400
6600	Meetings	1,023	500	500	500
6700	Dues and Subscriptions	4,379	1,270	1,310	3,260
6700.100	Dues and Subscriptions MN League of Cities	26,865	28,200	30,000	30,000
6700.101	Dues and Subscriptions Metro Municipalities	13,066	13,097	13,752	13,752
6700.102	Dues and Subscriptions Municipal Legislative Comm	10,500	10,500	11,025	11,025
6700.103	Dues and Subscriptions Suburban Rate Authority	6,000	6,400	6,600	6,600
6700.106	Dues and Subscriptions Board and Commissions	815	-	-	-
6700.107	Dues and Subscriptions TwinWest Chamber of Commerce	-	570	580	580
6700.108	Dues and Subscriptions Wright County Hwy 55 Coalition	-	1,000	1,000	1,000
7000	Professional Services	1,530	4,000	4,000	4,000
7003	Legal	95,212	100,000	110,000	110,000
7003.101	Legal Criminal Prosecution	291,471	285,000	286,000	286,000
7030	Boards and Commissions	2,498	-	-	-
7100.100	Communications Postage	2,722	4,500	4,700	4,700
9000.100	Allocations Photocopying	25,078	26,751	26,751	26,751
9000.101	Allocations Information Technology	70,544	70,544	70,544	70,544
9000.102	Allocations Facilities Management	35,891	52,928	58,607	58,607
9000.104	Allocations Mobile Phone	1,737	1,747	1,747	873
9000.106	Allocations Telephone	17,010	17,010	17,010	17,010
9000.107	Allocations Central Equipment	-	13,425	12,927	12,927
9000.108	Allocations Internal Rental Charges	11,105	-	-	-
9500.406	Transfers Out Street Reconstruction	730,000	-	-	-
9500.630	Transfers Out Risk Management	70,059	70,059	70,059	70,059
9500.640	Transfers Out Employee Benefits	53,045	53,045	53,045	53,045
9900	Miscellaneous	9,158	-	-	-
9906.101	Donations & Contributions Social Services	110,500	109,450	109,450	109,450
9918	Contingency	-	500,000	425,000	150,000
<b>Division Total: 110 - City Manager</b>		<b>\$ 2,024,874</b>	<b>\$ 1,870,253</b>	<b>\$ 1,800,079</b>	<b>\$ 1,751,526</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 111 - Mayor and Council					
6000.100	Salaries Regular	\$ 74,879	\$ -	\$ -	\$ 76,780
6000.200	Salaries Temporary	-	74,880	74,880	-
6050	Benefits	9,449	5,729	5,727	9,720
6100	Office Supplies	682	1,500	3,500	3,500
6500.104	Employee Development Conferences & Seminars	-	2,000	2,000	2,000
6600	Meetings	2,824	2,500	2,500	2,500
6700	Dues and Subscriptions	20	750	750	750
7000	Professional Services	-	750	750	750
7100	Communications	508	-	-	-
7100.100	Communications Postage	67	800	1,000	1,000
7200	Printing and Publishing	5,170	5,500	5,700	5,700
9000.101	Allocations Information Technology	10,845	10,845	10,845	10,845
9000.102	Allocations Facilities Management	-	29,950	39,933	39,933
9000.104	Allocations Mobile Phone	1,347	873	873	873
<b>Division Total: 111 - Mayor and Council</b>		<b>\$ 105,791</b>	<b>\$ 136,077</b>	<b>\$ 148,458</b>	<b>\$ 154,351</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 212 - Human Resources					
6000.100	Salaries Regular	\$ 204,195	\$ 200,646	\$ 201,644	\$ 200,540
6010	Salary Vacancies	-	-	-	(150,000)
6020.100	Overtime Regular	222	-	-	-
6050	Benefits	64,569	59,658	58,812	62,361
6100	Office Supplies	1,808	1,500	1,500	1,500
6500	Employee Development	10,936	-	-	-
6500.100	Employee Development Employee Training	29	-	-	-
6500.101	Employee Development City wide Training	4,341	18,000	18,000	18,000
6500.102	Employee Development Tuition Reimbursement	20,000	-	-	-
6500.103	Employee Development Employee Recognition	5,507	5,000	5,000	9,400
6500.104	Employee Development Conferences & Seminars	1,374	5,000	5,000	5,000
6700	Dues and Subscriptions	759	500	500	500
7000	Professional Services	8,005	5,000	5,000	5,000
7006	Medical Fees	-	9,000	9,000	9,000
7007	Drug and Alcohol Testing	4,954	6,000	6,000	6,000
7018	Compensation Classification Study	500	1,200	1,200	1,200
7200	Printing and Publishing	4,841	20,000	20,000	5,000
9000.101	Allocations Information Technology	15,712	15,712	15,712	15,712
9000.102	Allocations Facilities Management	20,378	17,417	16,430	16,430
9900	Miscellaneous	753	-	-	-
<b>Division Total: 212 - Human Resources</b>		<b>\$ 368,883</b>	<b>\$ 364,633</b>	<b>\$ 363,798</b>	<b>\$ 205,643</b>

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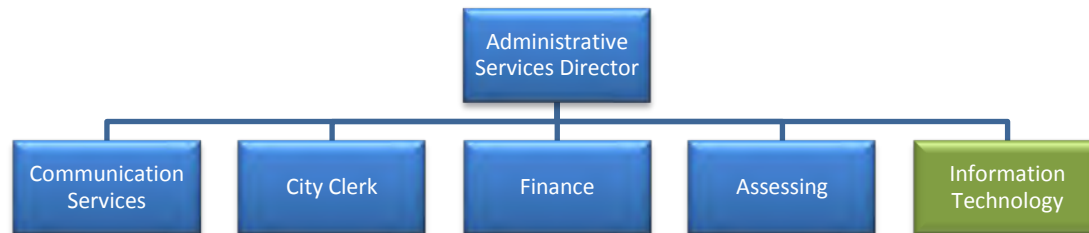


# Administrative Services Department

## Activities

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

## Organizational Chart



## Full-Time Equivalent Authorized Employees

Divisions	2008	2009	2010	2011
Director	1	1	1	1
Assessing	7.5	7	7	7
City Clerk	6	5.5	5	5
Communications	3	3	3	3
Finance	12.5	11.5	10.5	10.5
Information Tech	7.6	6.6	6.6	6.6
<b>Department Total</b>	<b>37.6</b>	<b>34.6</b>	<b>32.1</b>	<b>32.1</b>

## Outcomes

The director assists the city manager with organizational management and council support. **Assessing** completed the 2010 quintile assessment, physically appraising 6,024 properties, and 2,849 new development permit call back properties. Began review of over \$1.2B of petitioned new value. Resolved \$581,293,400 in petitioned value, of which 96.07% sustained original value. Worked with vendor and IT to develop and implement commercial appraisal software. **Communication Services** worked with IT to develop and launch a new city website. Began working with Northwest Community Television (NWCT) to produce 2-3 short video promotions that air on channel 12 each month and are featured on the city website. Staff began working with a consultant and NWCT to plan for replacement of the AV and television equipment in the chambers as well as changes to the room to better accommodate technology and improve the quality of televised meetings. The **City Clerk** organized the State Primary and General Elections, trained 400 election judges and implemented numerous changes, including an early August Primary and new absentee ballot handling provisions. **Finance** solicited proposals, selected, and transitioned to a new bank services provider. Began an analysis of utility and trunk funds. Assisted with the development of the 2011 budget amendment. Worked with the financial advisor to sell \$3 million in open space acquisition bonds. **Information Technology** worked with a vendor to develop new web-based land management application. Implemented upgrade to MS Exchange and windows. Completed police squad car video. Built disaster recovery redundancies. Implemented police scheduling and timecard software. Implemented volunteer management application to manage city volunteer program.

## Budget Impacts

For 2011, **Assessing** will incorporate a computerized mass appraisal system and reporting process and begin a transition to new hardware to allow field processing of appraisals in 2012. **City Clerk** will oversee update to city code and data retention policy. **Communication Services** will oversee the Council Chambers Audio/visual and broadcast upgrade. Maintain ongoing communications activities related to citywide publications, cable television, environmental education and media relations. **Finance** will continue analyzing internal funds to ensure stability, assist with 2012/13 biennial budget development. **Information Technology** will replace failing closed circuit security system, upgrade recreation software, prepare for citywide credit card bill pay, upgrade mapping systems and migrate to HRIS next generation HR management software.

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**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 210 - Communication Services					
6000.100	Salaries Regular	\$ 134,348	\$ 137,600	\$ 138,749	\$ 138,750
6050	Benefits	42,991	42,841	42,476	44,160
6100	Office Supplies	698	3,800	3,800	3,800
6120.100	Operating Supplies Photography	1,045	1,300	1,000	1,000
6500.100	Employee Development Employee Training	20	1,000	1,000	1,000
6500.104	Employee Development Conferences & Seminars	-	1,600	1,600	1,600
6700	Dues and Subscriptions	435	550	550	550
7000	Professional Services	9,712	18,000	18,000	18,000
7100.100	Communications Postage	28,456	32,000	33,000	33,000
7100.105	Communications Community Identity	2,232	3,000	3,000	3,000
7200	Printing and Publishing	399	10,000	10,000	10,000
7200.100	Printing and Publishing Plymouth News	27,670	34,000	35,000	35,000
7500.202	Repair and Maintenance Services Equipment Maintenance	6,285	6,500	7,000	7,000
8100.500	Capital Outlay (> 5K) Machinery and Equipment	-	-	-	200,000
9000.101	Allocations Information Technology	8,570	8,570	8,570	8,570
9000.102	Allocations Facilities Management	6,560	11,053	12,550	12,550
9000.104	Allocations Mobile Phone	-	1,147	1,147	1,146
9000.108	Allocations Internal Rental Charges	1,197	-	-	-
<b>Division Total: 210 - Communication Services</b>		<b>270,618</b>	<b>\$ 312,961</b>	<b>\$ 317,442</b>	<b>\$ 519,126</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 211 - City Clerk					
6000.100	Salaries Regular	\$ 13,588	\$ 11,759	\$ 11,876	\$ 39,440
6000.200	Salaries Temporary	-	74,000	-	-
6050	Benefits	5,758	3,344	3,289	8,587
6100	Office Supplies	294	4,000	1,000	1,000
6500	Employee Development	537	-	-	-
6500.100	Employee Development Employee Training	-	410	200	200
6500.104	Employee Development Conferences & Seminars	10	240	2,000	2,000
6550	Mileage & Parking Reimbursement	160	200	200	200
6700	Dues and Subscriptions	270	270	305	305
7000	Professional Services	-	1,000	-	-
7013	Record Retention	3,884	3,900	3,900	3,900
7100.100	Communications Postage	3,142	8,000	1,000	1,000
7200	Printing and Publishing	927	5,200	1,600	1,600
7500	Repair and Maintenance Services	(524)	-	-	-
7500.202	Repair and Maintenance Services Equipment Maintenance	3,808	11,000	11,000	11,000
7600	Rentals	-	2,300	-	-
9000.101	Allocations Information Technology	612	612	612	612
9000.102	Allocations Facilities Management	2,278	3,222	3,537	3,537
9500.660	Transfers Out Resource Planning	-	-	51,000	51,000
9925	Recognition Events	-	6,000	6,000	6,000
<b>Division Total: 211 - City Clerk</b>		<b>\$ 34,745</b>	<b>\$ 135,457</b>	<b>\$ 97,519</b>	<b>\$ 130,381</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 213 - Finance					
6000.100	Salaries Regular	\$ 220,688	\$ 204,231	\$ 233,016	\$ 200,340
6020.100	Overtime Regular	718	7,000	7,000	7,000
6050	Benefits	78,314	65,239	71,987	66,035
6100	Office Supplies	1,465	4,500	4,500	4,500
6500.100	Employee Development Employee Training	710	5,850	1,250	1,250
6500.104	Employee Development Conferences & Seminars	351	2,410	2,410	2,410
6550	Mileage & Parking Reimbursement	19	-	-	-
6700	Dues and Subscriptions	1,185	875	875	875
7000	Professional Services	505	-	-	-
7004	Audit Fees	29,195	27,991	27,991	27,991
7100.100	Communications Postage	7,710	-	-	7,800
7100.104	Communications Mobile Telephone	-	480	480	-
7200	Printing and Publishing	9,404	-	-	9,500
7200.102	Printing and Publishing Truth In Taxation Notices	4,749	5,400	5,400	5,000
9000.101	Allocations Information Technology	17,956	15,712	15,712	15,712
9000.102	Allocations Facilities Management	13,404	43,028	52,902	52,902
9000.104	Allocations Mobile Phone	-	-	-	273
9000.105	Allocations Security	7,534	7,534	7,534	7,534
9000.108	Allocations Internal Rental Charges	2,617	-	-	-
9500.640	Transfers Out Employee Benefits	-	1,615	1,615	1,615
9900	Miscellaneous	448	400	400	400
<b>Division Total: 213 - Finance</b>		<b>\$ 396,972</b>	<b>\$ 392,265</b>	<b>\$ 433,072</b>	<b>\$ 411,137</b>

**City of Plymouth  
General Fund Expenditure Budget**

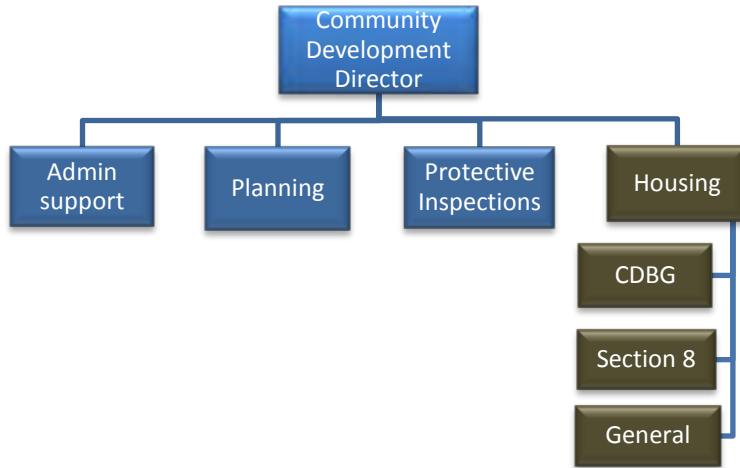
Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 214 - Assessing					
6000.100	Salaries Regular	\$ 485,799	\$ 494,960	\$ 503,646	\$ 504,428
6050	Benefits	154,710	149,048	148,518	154,341
6100	Office Supplies	742	2,910	3,000	3,000
6500	Employee Development	63	-	-	-
6500.100	Employee Development Employee Training	2,704	2,900	3,050	3,050
6500.104	Employee Development Conferences & Seminars	2,592	3,422	3,966	3,966
6550	Mileage & Parking Reimbursement	428	400	440	440
6700	Dues and Subscriptions	5,852	5,583	5,909	5,909
7000	Professional Services	1,032	2,680	2,790	2,790
7100.100	Communications Postage	10,625	16,222	17,649	15,042
7200	Printing and Publishing	2,288	250	250	2,857
9000.101	Allocations Information Technology	28,567	28,567	28,567	28,567
9000.102	Allocations Facilities Management	24,856	30,145	31,909	31,909
9000.107	Allocations Central Equipment	-	10,738	8,788	8,788
9000.108	Allocations Internal Rental Charges	16,588	-	-	-
<b>Division Total: 214 - Assessing</b>		<b>\$ 736,847</b>	<b>\$ 747,825</b>	<b>\$ 758,482</b>	<b>\$ 765,087</b>

# Community Development Department

## Activities

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

## Organizational Chart



## Full-Time Equivalent Authorized Employees

Division	2008	2009	2010	2011
Director	1	1	1	1
Support Services	7	7	6	6
Planning	6	5	4	4
Protective Inspections	14	14	12	12
Housing	2	2	2	2
<b>Department Total</b>	<b>30</b>	<b>29</b>	<b>25</b>	<b>25</b>

## Outcomes

The **Planning Division** completed 91 planning and zoning reviews and completed 2 special projects. They also administered the American Recovery and Reinvestment Act (ARRA) Stimulus grant. The 4 ARRA projects accounted for \$662,238 of the \$707,200 grant. **Protective Inspections** issued 7,838 construction-related permits and performed 16,176 inspections. The Division also conducted 453 code compliance inspections and follow-up inspections as well as 899 rental licensing inspections. The **Support Services** division processed, issued and administered 408 Section 8 vouchers. The **Housing Division** administered \$287,838.01 in Community Development Block Grant (CDBG) funding and \$51,478 in CDBG-R funding. The CDBG funding was used for \$42,000 of social services contributions, \$157,333.73 in first time home buyer loans (8 loans), \$46,653.76 in rehab loans and grants (6 loans/grants) and \$26,850.52 for fair housing and administration. The CDBG-R funding was used for \$6,020 in a first time home buyer loan, \$5,458 in administration, and \$40,000 in Hammer Residence assistance and affordable housing (4 units assisted).

## Budget Impacts

The re-tasking of staff responsibilities after the 2009 staff reductions were handled well and no decrease in services were experienced in 2010. Permit revenue in 2010 tracked slightly behind 2009 numbers. However, the planning and zoning reviews in 2010 were up 40% over 2009. A majority of the planning 2010 activity was the review of residential subdivisions which will have a positive

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**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 310 - CD Administration and Support					
6000.100	Salaries Regular	\$ 199,826	\$ 225,714	\$ 228,704	\$ 228,710
6050	Benefits	68,131	75,493	91,794	77,903
6100	Office Supplies	606	3,500	3,500	3,500
6500.100	Employee Development Employee Training	90	350	350	350
6700	Dues and Subscriptions	40	300	300	300
9000.100	Allocations Photocopying	17,537	14,910	14,976	14,976
9000.101	Allocations Information Technology	50,429	50,095	50,095	50,095
9000.102	Allocations Facilities Management	12,029	14,816	15,745	15,745
9000.104	Allocations Mobile Phone	5,828	4,153	4,153	873
9000.106	Allocations Telephone	13,052	12,284	12,284	12,284
9000.107	Allocations Central Equipment	-	875	1,101	1,101
9000.108	Allocations Internal Rental Charges	199	-	-	-
9500.630	Transfers Out Risk Management	46,429	46,429	46,429	46,429
<b>Division Total: 310 - CD Administration and Support</b>		<b>\$ 414,197</b>	<b>\$ 448,919</b>	<b>\$ 469,431</b>	<b>\$ 452,266</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 311 - Planning					
6000.100	Salaries Regular	\$ 439,528	\$ 424,755	\$ 426,924	\$ 426,920
6050	Benefits	133,014	117,143	116,179	120,575
6100	Office Supplies	1,181	4,800	4,800	4,800
6500	Employee Development	156	-	-	-
6500.100	Employee Development Employee Training	20	3,150	3,150	3,150
6500.104	Employee Development Conferences & Seminars	2,432	6,350	6,350	6,350
6550	Mileage & Parking Reimbursement	-	100	100	100
6700	Dues and Subscriptions	2,800	5,000	5,000	5,000
7012	Comprehensive Plan Review	-	20,000	20,000	20,000
7100.100	Communications Postage	2,381	4,250	4,250	4,250
7200	Printing and Publishing	1,164	2,500	2,500	2,500
9000.101	Allocations Information Technology	25,506	25,506	25,506	25,506
9000.102	Allocations Facilities Management	36,426	39,564	40,610	40,610
9000.107	Allocations Central Equipment	-	812	734	734
9000.108	Allocations Internal Rental Charges	1,046	-	-	-
9500.660	Transfers Out Resource Planning	20,000	-	-	-
<b>Division Total: 311 - Planning</b>		<b>\$ 665,654</b>	<b>\$ 653,930</b>	<b>\$ 656,103</b>	<b>\$ 660,495</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 312 - Inspections					
6000.100	Salaries Regular	\$ 711,798	\$ 824,611	\$ 832,117	\$ 832,100
6000.200	Salaries Temporary	2,620	31,000	31,000	31,000
6050	Benefits	218,021	240,143	238,667	247,529
6100	Office Supplies	2,220	6,500	6,500	6,500
6120.100	Operating Supplies Photography	-	520	520	520
6140	Miscellaneous Supplies	67	-	-	-
6140.102	Miscellaneous Supplies Safety Equipment	216	-	-	-
6500.100	Employee Development Employee Training	4,361	6,650	6,650	6,650
6500.104	Employee Development Conferences & Seminars	444	2,350	2,350	2,350
6700	Dues and Subscriptions	2,476	2,650	2,650	2,650
7100.100	Communications Postage	4,659	3,850	3,850	3,850
7200	Printing and Publishing	1,704	4,400	4,400	4,400
8000	Non-Cap Equip (< 5K)	-	750	750	750
9000.101	Allocations Information Technology	39,586	39,586	39,586	39,586
9000.102	Allocations Facilities Management	31,885	48,224	53,670	53,670
9000.104	Allocations Mobile Phone	-	-	-	2,730
9000.107	Allocations Central Equipment	-	48,253	45,876	45,876
9000.108	Allocations Internal Rental Charges	55,382	-	-	-
<b>Division Total: 312 - Inspections</b>		<b>\$ 1,075,439</b>	<b>\$ 1,259,487</b>	<b>\$ 1,268,586</b>	<b>\$ 1,280,161</b>

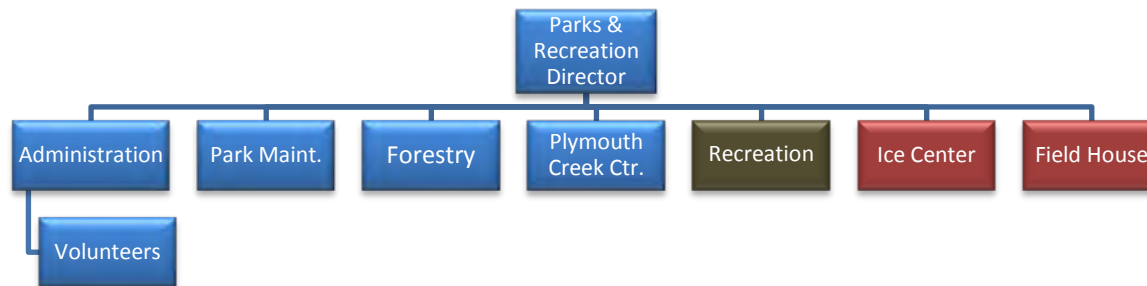
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# Parks & Recreation Department

## Activities

- ✓ Park Development
- ✓ Park & Field Operation and Maintenance
- ✓ Recreation Programs
- ✓ Tree Care and Preservation
- ✓ Athletic Association Liaison
- ✓ Indoor Ice
- ✓ Volunteer Recruitment/Retention
- ✓ Wedding/Event Coordination
- ✓ Community Events
- ✓ Park Shelter Rental
- ✓ Meeting Space Rental
- ✓ Field Rental

## Organizational Chart



## Full-Time Equivalent Authorized Employees

Division	2008	2009	2010	2011
Director	1	1	1	1
Administration	3	2	2	2
Parks	18.6	17.6	17.6	17.6
Forestry	3	3	3	3
Plymouth Creek Ctr	3.7	4	4	4
Volunteers	1	1	1	1
Recreation	6	6	6	6
Ice Center	4.75	3.75	3.75	3.75
Field House	1	1	1	1
<b>Department Total</b>	<b>42.05</b>	<b>39.35</b>	<b>39.35</b>	<b>39.35</b>

## Outcomes

The **Parks & Recreation** department joined an elite group of agencies in October of 2010 when it received accreditation from the Commission for Accreditation of Park and Recreation Agencies (CAPRA). Only four other agencies in Minnesota – Roseville, St. Paul, Ramsey County and Minneapolis – and 96 others nationwide have received the designation. **Parks** completed phase 1 improvements to the Hilde Performance Center. **Forestry** completed several important documents; Emerald Ash Borer Management Plan and an Open Space Management Plan. The **Plymouth Creek Center** implemented a new fee structure for senior groups/clubs and non-profit groups. The **Volunteers division** completed a software conversion to a web-based system that provides easy on-line applications, database management and email notifications. **Recreation** offered over 2000 leisure programs and services including the highly successful Farmers Market. The **Plymouth Ice Center** received the Ice Arena Managers Association “James Padgett Award”, implemented a new scheduling software program and have made energy efficient enhancement to the facility. The **Plymouth Field House** continues to sell out prime-time field usage, implemented non-resident fees, and made some cost saving procedures for dome set-up/take down.

## Budget Impacts

For 2011, the department will continue to adjust services and programs to ensure operational efficiency and quality. The **Parks division** will be working on several Capital Improvement Program initiatives such as trail and parking lot repair, and playground replacement. **Forestry** will continue to monitor Emerald Ash Borer and acquire grant funding for plan implementation. The **Plymouth Creek Activity Center** will implement two-a-day wedding rentals in the garden. The **Volunteers division** will continue working with the new software update, taking full advantage of service efficiencies. **Recreation** will continue working with the athletic association on field usage fees, and implementing quality program enhancements (i.e. movies in the park). The **Plymouth Ice Center** will focus on energy efficiency equipment and facility enhancements. The **Plymouth Field House** will focus on maximizing facility usage, especially during non-peak hours.

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**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 410 - PR Administration					
6000.100	Salaries Regular	\$ 362,573	\$ 371,190	\$ 376,541	\$ 375,280
6000.200	Salaries Temporary	1,300	6,401	5,400	5,400
6020.100	Overtime Regular	692	-	-	-
6050	Benefits	103,826	101,229	100,931	103,886
6100	Office Supplies	3,407	2,250	2,250	2,250
6120	Operating Supplies	5,338	2,400	2,400	2,400
6500	Employee Development	1,054	-	-	-
6500.100	Employee Development Employee Training	3,226	225	1,025	1,025
6500.104	Employee Development Conferences & Seminars	-	1,200	2,200	2,200
6550	Mileage & Parking Reimbursement	663	750	750	750
6700	Dues and Subscriptions	1,775	1,270	1,270	1,270
7000	Professional Services	5,365	5,300	5,300	5,300
7100.100	Communications Postage	1,409	1,850	1,850	1,850
7100.104	Communications Mobile Telephone	57	-	-	-
7200	Printing and Publishing	-	350	-	-
9000.100	Allocations Photocopying	15,201	26,900	26,966	26,966
9000.101	Allocations Information Technology	57,675	57,675	57,675	57,675
9000.102	Allocations Facilities Management	60,404	69,507	72,542	72,542
9000.104	Allocations Mobile Phone	12,528	924	924	924
9000.105	Allocations Security	19,085	19,085	19,085	19,085
9000.106	Allocations Telephone	21,255	21,255	21,255	21,255
9000.107	Allocations Central Equipment	-	13,120	12,778	12,778
9000.108	Allocations Internal Rental Charges	3,294	-	-	-
9500.630	Transfers Out Risk Management	70,653	70,653	70,653	70,653
9904	Real Estate Taxes	4	-	-	-
9907	Historical Society	2,515	-	-	-
9925	Recognition Events	-	5,000	5,000	5,000
<b>Division Total: 410 - PR Administration</b>		<b>\$ 753,299</b>	<b>\$ 778,534</b>	<b>\$ 786,795</b>	<b>\$ 788,489</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 411 - Park Maintenance					
6000.100	Salaries Regular	\$ 862,597	\$ 883,433	\$ 895,068	\$ 895,083
6000.200	Salaries Temporary	241,665	214,196	214,196	214,200
6020.100	Overtime Regular	17,344	29,500	29,500	29,500
6050	Benefits	383,202	318,054	313,272	324,898
6100	Office Supplies	638	1,100	1,100	1,100
6120	Operating Supplies	128,640	122,300	122,300	122,300
6120.103	Operating Supplies Janitorial	3,691	3,850	3,850	3,850
6120.107	Operating Supplies Animal Control	3,834	6,000	6,000	10,000
6120.108	Operating Supplies Twin City Tree Trust	8,428	8,500	8,500	8,500
6130	Repair & Maintenance Supplies	6,237	-	-	-
6130.101	Repair & Maintenance Supplies Horticulture	45,858	46,462	46,462	46,462
6130.102	Repair & Maintenance Supplies Traffic and Park Signs	3,484	6,200	6,200	6,200
6130.104	Repair & Maintenance Supplies Sand and Gravel	22,920	18,500	18,500	18,500
6130.107	Repair & Maintenance Supplies Concrete and Asphalt	65,718	57,750	57,750	57,750
6130.118	Repair & Maintenance Supplies Playstructure Repair Parts	5,313	8,000	8,000	8,000
6130.121	Repair & Maintenance Supplies Sprinkler Head Repairs	-	1,000	1,000	1,000
6140.102	Miscellaneous Supplies Safety Equipment	5,654	4,500	4,500	4,500
6500	Employee Development	939	2,500	2,500	2,500
6500.100	Employee Development Employee Training	1,435	5,500	5,500	5,500
6500.104	Employee Development Conferences & Seminars	195	-	-	-
6550	Mileage & Parking Reimbursement	171	1,500	1,500	1,500
6700	Dues and Subscriptions	300	315	315	315
7000	Professional Services	48,787	41,500	41,500	44,000
7006	Medical Fees	2,821	2,500	2,500	2,500
7007	Drug and Alcohol Testing	611	-	-	-
7016	Animal Control	2,090	-	-	-
7017	Laundry Services	5,723	8,100	8,100	8,100
7100.100	Communications Postage	191	600	600	600
7200	Printing and Publishing	97	1,000	1,000	1,000
7400.102	Utilities Natural Gas	6,153	12,365	12,365	7,365
7400.103	Utilities Water and Sewer	58,430	50,399	50,399	50,399
7400.104	Utilities Solid Waste	13,041	14,000	14,000	11,500
7400.108	Utilities Electric	103,879	100,000	100,000	100,000
7500	Repair and Maintenance Services	44,238	47,000	47,000	47,000
7500.100	Repair and Maintenance Services Landscape	82,922	92,000	92,000	92,000



**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
7500.102	Repair and Maintenance Services Weed Control	12,771	15,000	15,000	15,000
7500.103	Repair and Maintenance Services Irrigation	5,545	7,000	7,000	7,000
7500.104	Repair and Maintenance Services Electrical	35,677	50,000	50,000	50,000
7500.105	Repair and Maintenance Services Plumbing	786	2,100	2,100	2,100
7500.106	Repair and Maintenance Services Bulldozer Work	1,489	2,800	2,800	2,800
7500.107	Repair and Maintenance Services Tennis Court	12,841	11,000	11,000	11,000
7500.109	Repair and Maintenance Services Seal Coating	31,960	33,000	33,000	-
7500.128	Repair and Maintenance Services Painting	-	1,300	1,300	1,300
7500.130	Repair and Maintenance Services Building Maintenance	10,778	7,700	7,700	7,700
7500.133	Repair and Maintenance Services Millennium Garden Expenses	872	-	-	-
7500.202	Repair and Maintenance Services Equipment Maintenance	191	2,100	2,100	2,100
7600	Rentals	8,279	7,500	7,500	7,500
7600.100	Rentals Portable Toilets	28,154	40,000	40,000	40,000
8000	Non-Cap Equip (< 5K)	1,664	7,700	6,200	6,200
8100.500	Capital Outlay (> 5K) Machinery and Equipment	-	57,000	-	-
9000.101	Allocations Information Technology	73,866	73,866	73,866	73,866
9000.102	Allocations Facilities Management	23,835	54,339	64,640	64,640
9000.104	Allocations Mobile Phone	-	4,647	4,647	6,006
9000.107	Allocations Central Equipment	-	419,082	486,266	486,266
9000.108	Allocations Internal Rental Charges	223,029	-	-	-
9500.405	Transfers Out Park Replacement	77,480	84,600	86,300	86,300
9500.600	Transfers Out Central Equipment	75,544	-	-	-
<b>Division Total: 411 - Park Maintenance</b>		<b>\$ 2,802,006</b>	<b>\$ 2,989,358</b>	<b>\$ 3,016,896</b>	<b>\$ 2,995,900</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 412 - Forestry					
6000.100	Salaries Regular	\$ 190,418	\$ 190,464	\$ 192,198	\$ 192,190
6000.200	Salaries Temporary	124,059	135,450	135,450	135,450
6020.100	Overtime Regular	3,775	5,400	5,400	5,400
6050	Benefits	105,883	77,330	77,053	79,343
6100	Office Supplies	643	1,000	1,000	1,000
6120	Operating Supplies	212	-	-	-
6120.113	Operating Supplies Community Planting	700	-	-	-
6120.114	Operating Supplies Reforestation	694	-	-	-
6120.115	Operating Supplies Nursery	5,460	5,400	5,400	5,400
6120.116	Operating Supplies Tree Fertilizer	5,778	5,100	5,100	5,100
6130.101	Repair & Maintenance Supplies Horticulture	17,087	16,800	16,800	16,800
6130.105	Repair & Maintenance Supplies Paint	154	400	400	400
6140.101	Miscellaneous Supplies Uniforms	-	1,000	1,000	1,000
6140.102	Miscellaneous Supplies Safety Equipment	2,900	3,600	3,600	3,600
6500	Employee Development	330	-	-	-
6500.100	Employee Development Employee Training	663	1,010	1,010	1,010
6550	Mileage & Parking Reimbursement	521	600	600	600
6600	Meetings	156	500	500	500
6700	Dues and Subscriptions	415	440	440	440
7000	Professional Services	1,979	5,500	5,500	5,500
7006	Medical Fees	2,261	1,400	1,400	1,400
7007	Drug and Alcohol Testing	139	-	-	-
7017	Laundry Services	381	1,080	1,080	1,080
7100.100	Communications Postage	1,417	1,400	1,400	1,400
7100.104	Communications Mobile Telephone	35	120	120	120
7200	Printing and Publishing	455	600	600	600
7500.100	Repair and Maintenance Services Landscape	36,359	36,500	36,500	36,500
7500.102	Repair and Maintenance Services Weed Control	11,889	16,500	16,500	16,500
7500.124	Repair and Maintenance Services Hauling	400	1,800	1,800	1,800
7500.137	Repair and Maintenance Services Chemical Control	-	2,200	2,200	2,200
7500.300	Repair and Maintenance Services Street Tree Maintenance	57,772	40,500	40,500	40,500
7500.301	Repair and Maintenance Services Tree Contract Removal	76,488	98,000	98,000	98,000
7500.302	Repair and Maintenance Services Forced Tree Removal	5,643	17,500	17,500	17,500
7500.303	Repair and Maintenance Services Oak Wilt Tree Testing	45	200	200	200
7600	Rentals	730	3,600	3,600	3,600

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
8000	Non-Cap Equip (< 5K)	1,397	2,000	2,000	2,000
9000.101	Allocations Information Technology	12,243	12,243	12,243	12,243
9000.102	Allocations Facilities Management	2,487	5,925	7,071	7,071
9000.104	Allocations Mobile Phone	-	2,460	2,460	2,457
9000.107	Allocations Central Equipment	-	31,422	22,286	22,286
9000.108	Allocations Internal Rental Charges	62,928	-	-	-
9500.600	Transfers Out Central Equipment	9,541	-	-	-
<b>Division Total: 412 - Forestry</b>		<b>\$ 744,438</b>	<b>\$ 725,444</b>	<b>\$ 718,911</b>	<b>\$ 721,190</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 413 - Plymouth Creek Activity Center					
6000.100	Salaries Regular	\$ 214,642	\$ 216,309	\$ 222,407	\$ 223,922
6000.200	Salaries Temporary	51,303	50,000	47,000	47,000
6020.100	Overtime Regular	596	500	500	500
6050	Benefits	76,196	71,353	71,256	73,907
6100	Office Supplies	2,467	2,000	2,000	2,000
6100.100	Office Supplies Coffee and Cups	2,983	480	288	288
6120	Operating Supplies	4,399	2,000	2,000	2,000
6120.103	Operating Supplies Janitorial	7,459	14,500	14,200	11,200
6130	Repair & Maintenance Supplies	213	-	-	-
6130.119	Repair & Maintenance Supplies Recharges	-	500	500	500
6140.101	Miscellaneous Supplies Uniforms	814	800	800	800
6500	Employee Development	41	-	-	-
6500.100	Employee Development Employee Training	595	275	275	275
6500.104	Employee Development Conferences & Seminars	-	1,200	1,025	525
6550	Mileage & Parking Reimbursement	52	250	250	250
6700	Dues and Subscriptions	150	120	120	120
7000	Professional Services	555	1,000	1,000	1,000
7004	Audit Fees	870	1,000	1,000	1,000
7006	Medical Fees	-	550	550	550
7100.100	Communications Postage	1,147	1,100	1,100	1,100
7200	Printing and Publishing	1,888	3,200	3,200	3,200
7400.102	Utilities Natural Gas	10,938	30,000	33,000	18,000
7400.103	Utilities Water and Sewer	10,289	11,000	11,700	11,700
7400.104	Utilities Solid Waste	2,211	2,835	2,900	2,900
7400.108	Utilities Electric	42,821	45,000	48,256	48,256
7500.118	Repair and Maintenance Services Janitorial Services	8,161	5,280	5,280	5,280
7500.130	Repair and Maintenance Services Building Maintenance	16,206	12,200	12,200	12,200
7500.202	Repair and Maintenance Services Equipment Maintenance	-	3,400	3,400	3,400
7600	Rentals	-	1,800	1,000	1,000
8000	Non-Cap Equip (< 5K)	2,956	8,505	8,505	8,500
8100	Capital Outlay (> 5K)	-	-	8,476	8,476
9000.101	Allocations Information Technology	13,467	13,467	13,467	13,467
9000.102	Allocations Facilities Management	34,803	34,803	34,803	34,803
9000.104	Allocations Mobile Phone	-	1,060	1,060	1,092
9000.107	Allocations Central Equipment	-	3,026	4,034	4,034
9000.108	Allocations Internal Rental Charges	2,800	-	-	-
9900	Miscellaneous	1	-	-	-

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
9904	Real Estate Taxes	1,546	1,900	1,900	1,900
9913	Licenses & Permits	868	950	950	950
9917	Bad Debt	(1)	-	-	-
9920	Bank Fees	3,692	4,000	4,000	4,000
<b>Division Total: 413 - Plymouth Creek Activity Center</b>		<b>\$ 517,126</b>	<b>\$ 546,363</b>	<b>\$ 564,402</b>	<b>\$ 550,095</b>

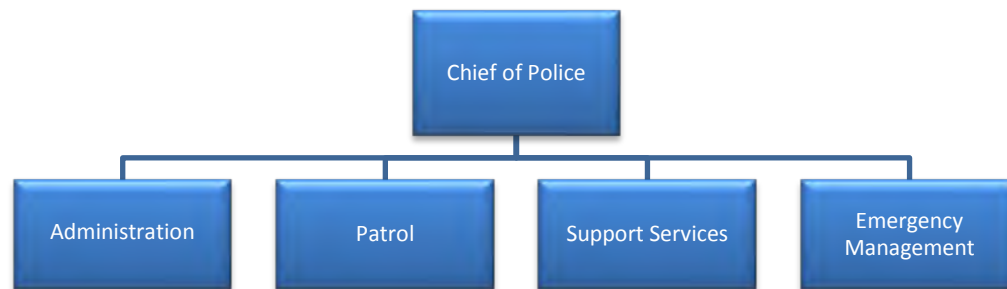
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# Police Department

## 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 Authorized Employees

Division	2008	2009	2010	2011
Director	1	1	1	1
Professional Standards	2.5	2.5	2.5	2.5
Patrol	45	45	44	44
Services	23.5	22.3	22.3	21.3
Administration	15.7	14.7	13.7	13.7
Emergency Mgmt	0	0	0	0
<b>Department Total</b>	<b>87.7</b>	<b>84.5</b>	<b>83.5</b>	<b>82.5</b>

## Outcomes

**Patrol**, provided 24/7 service managing events consisting of thefts, assaults, alarms, medical assistance, traffic stops, etc. Traffic enforcement resulted in 11,313 citations including 192 DWI arrests, 940 responses to traffic crashes and the apprehension of 226 people on warrants. The two K-9s were deployed 191 times. The Division Commander was able to cut overtime costs by changing the time of the power shift. **Professional Standards** managed the hiring process of one officer and provided 9,346 hours of training to Department members (42% provided in-house). **Support Services** investigated 734 criminal incidents with a clearance rate of 85.5 on those cases. Seven School Resource Officers worked with students, administrators and staff at Plymouth schools to enhance safety and security, and to foster positive relationships. **Administration** facilitated public tours, maintained internal records, and managed all public nuisance and animal-related calls for service. **Emergency Management**, a multi-department collaborative activity, updated disaster recovery procedures, provided National Incident Management Systems training for senior staff and continued to monitor the H1N1 flu pandemic.

## Budget Impacts

The Department will continue to offer proactive policing measures through strategic patrol operations with the assistance of the Special Investigative Unit and community outreach programs. The Department will adjust to staffing cuts made possible due to increased use of technology, streamlined operations, the elimination of a number of non-core activities, and the reduction of one School Resource Officer.

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**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 510 - PD Administration					
6000.100	Salaries Regular	\$ 965,216	\$ 1,027,741	\$ 1,046,980	\$ 1,035,440
6000.200	Salaries Temporary	64,748	61,507	61,507	61,510
6020.100	Overtime Regular	55,074	2,000	2,000	2,000
6020.300	Overtime Holiday	171	-	-	-
6020.400	Overtime Contractual	4,781	-	-	-
6050	Benefits	342,429	328,262	317,238	324,264
6100	Office Supplies	15,648	21,500	21,500	21,500
6120.104	Operating Supplies Shooting Range	4,238	4,550	4,550	4,550
6120.122	Operating Supplies Reserve Program	1,871	2,600	2,600	2,600
6120.123	Operating Supplies Explorer Program	-	7,000	7,000	7,000
6120.124	Operating Supplies Volunteer Program	233	600	600	600
6130.100	Repair & Maintenance Supplies Equipment Parts	75	-	-	-
6140.101	Miscellaneous Supplies Uniforms	236	300	300	300
6140.102	Miscellaneous Supplies Safety Equipment	(199)	100	100	100
6500	Employee Development	318	-	-	-
6500.100	Employee Development Employee Training	34,080	33,555	33,555	43,555
6500.103	Employee Development Employee Recognition	5,008	3,000	3,000	3,000
6500.104	Employee Development Conferences & Seminars	2,364	4,600	4,600	4,600
6550	Mileage & Parking Reimbursement	119	100	100	100
6700	Dues and Subscriptions	4,140	5,420	5,420	5,420
7000	Professional Services	110,136	12,000	12,000	12,000
7006	Medical Fees	2,979	3,000	3,000	3,000
7008	Veterinary Fees	260	1,000	1,000	1,000
7016	Animal Control	19,987	22,100	22,100	22,100
7100.100	Communications Postage	7,794	10,500	10,500	10,500
7200	Printing and Publishing	2,221	3,000	3,000	3,000
7500.202	Repair and Maintenance Services Equipment Maintenance	10,813	10,000	10,000	10,000
8000	Non-Cap Equip (< 5K)	15,709	7,000	7,000	7,000
9000.100	Allocations Photocopying	9,725	16,900	16,966	16,966
9000.101	Allocations Information Technology	215,420	215,420	215,420	215,420
9000.102	Allocations Facilities Management	149,652	113,410	73,197	73,197
9000.104	Allocations Mobile Phone	39,048	31,044	31,044	2,565
9000.105	Allocations Security	24,513	24,513	24,513	24,513
9000.106	Allocations Telephone	37,864	37,864	37,864	37,864
9000.107	Allocations Central Equipment	-	27,382	21,859	21,859
9000.108	Allocations Internal Rental Charges	43,949	-	-	-
9000.109	Allocations 800 MHz Radios	-	114,333	116,620	54,620
9500.630	Transfers Out Risk Management	200,679	200,679	200,679	200,679

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
9500.660	Transfers Out Resource Planning	30,398	-	-	-
9950.100	Grant and Award Fiscal Agent Pass-through Federal	13,950	-	-	-
<b>Division Total: 510 - PD Administration</b>		<b>\$ 2,435,647</b>	<b>\$ 2,352,980</b>	<b>\$ 2,317,812</b>	<b>\$ 2,232,822</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 511 - Patrol					
6000.100	Salaries Regular	\$ 3,473,585	\$ 3,566,602	\$ 3,610,708	\$ 3,448,154
6000.300	Salaries Court Time	15,277	-	-	-
6020.100	Overtime Regular	108,547	146,000	146,000	146,000
6020.200	Overtime Court Time	15,198	29,578	29,877	29,880
6020.300	Overtime Holiday	28,388	6,686	6,753	6,750
6020.400	Overtime Contractual	26,935	-	-	-
6050	Benefits	1,190,149	1,105,042	1,097,582	1,078,585
6100	Office Supplies	196	-	-	-
6120.106	Operating Supplies Ammunition	14,851	17,500	17,500	17,500
6120.121	Operating Supplies SWAT Team	14,450	16,500	16,500	16,500
6120.126	Operating Supplies K9 Unit	5,852	6,250	6,250	6,250
6140.100	Miscellaneous Supplies Medical	2,908	3,500	3,500	3,500
6140.101	Miscellaneous Supplies Uniforms	3,085	5,000	5,000	5,000
6140.102	Miscellaneous Supplies Safety Equipment	7,851	19,400	23,400	23,400
6500.100	Employee Development Employee Training	1,691	4,598	4,598	4,598
6600	Meetings	161	750	750	750
6700	Dues and Subscriptions	165	30	30	30
7000	Professional Services	771	50	50	1,000
7006	Medical Fees	142	-	-	-
7500	Repair and Maintenance Services	319	-	-	-
7500.202	Repair and Maintenance Services Equipment Maintenance	82,770	114,220	114,220	84,220
7600	Rentals	2,749	7,100	7,100	7,100
8000	Non-Cap Equip (< 5K)	6,202	5,000	5,000	5,000
9000.101	Allocations Information Technology	192,622	192,622	192,622	192,622
9000.102	Allocations Facilities Management	173,849	180,751	183,051	183,051
9000.104	Allocations Mobile Phone	-	-	-	22,371
9000.107	Allocations Central Equipment	-	269,134	290,397	290,397
9000.108	Allocations Internal Rental Charges	212,646	-	-	-
9500.403	Transfers Out Bldg and Equip Revolving	-	-	-	-
9500.660	Transfers Out Resource Planning	18,000	32,000	18,000	70,000
9901	Care of Prisoners	45,587	50,000	5,000	50,000
9902	Booking of Prisoners	39,074	45,000	45,000	45,000
<b>Division Total: 511 - Patrol</b>		<b>\$ 5,684,021</b>	<b>\$ 5,823,313</b>	<b>\$ 5,828,888</b>	<b>\$ 5,737,658</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 512 - Support					
6000.100	Salaries Regular	\$ 1,369,170	\$ 1,365,831	\$ 1,497,074	\$ 1,495,290
6000.200	Salaries Temporary	5,939	-	-	-
6000.300	Salaries Court Time	1,738	-	-	-
6020.100	Overtime Regular	12,792	23,000	23,000	23,000
6020.200	Overtime Court Time	1,472	-	-	-
6020.300	Overtime Holiday	1,968	-	-	-
6020.400	Overtime Contractual	8,180	-	-	-
6050	Benefits	426,050	402,392	447,246	425,526
6120	Operating Supplies	8	-	-	-
6120.101	Operating Supplies Public Education & Outreach Prj	32	2,000	2,000	2,000
6120.109	Operating Supplies Community Education	12,409	14,000	14,000	14,000
6120.110	Operating Supplies DARE Program	13,862	14,000	14,000	14,000
6120.117	Operating Supplies CFMH Program	1,641	2,000	2,000	2,000
6120.120	Operating Supplies McGruff Truck Program	870	1,000	1,000	1,000
6120.123	Operating Supplies Explorer Program	6,507	-	-	-
6140	Miscellaneous Supplies	5	-	-	-
6500	Employee Development	58	-	-	-
6500.100	Employee Development Employee Training	2,607	7,361	7,361	7,361
6500.104	Employee Development Conferences & Seminars	309	-	-	-
6700	Dues and Subscriptions	95	250	250	250
7000	Professional Services	9,105	10,500	10,500	10,500
7500.202	Repair and Maintenance Services Equipment Maintenance	565	1,500	1,500	1,500
7600	Rentals	1,106	-	-	-
8000	Non-Cap Equip (< 5K)	3,355	2,500	2,500	2,500
9000.101	Allocations Information Technology	64,479	64,479	64,479	64,479
9000.102	Allocations Facilities Management	84,396	72,244	96,326	96,326
9000.104	Allocations Mobile Phone	-	-	-	5,109
9000.107	Allocations Central Equipment	-	75,068	42,303	42,303
9000.108	Allocations Internal Rental Charges	173,364	-	-	-
<b>Division Total: 512 - Support</b>		<b>\$ 2,202,081</b>	<b>\$ 2,058,125</b>	<b>\$ 2,225,539</b>	<b>\$ 2,207,144</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 513 - Emergency Management					
6000.100	Salaries Regular	\$ 12,835	\$ 1	\$ -	\$ -
6020.100	Overtime Regular	-	2,500	3,000	3,000
6050	Benefits	7,220	40	43	40
6100	Office Supplies	647	500	500	500
6120.101	Operating Supplies Public Education & Outreach Prj	-	600	600	600
6500.100	Employee Development Employee Training	74	-	-	-
6500.104	Employee Development Conferences & Seminars	3,812	3,540	3,540	3,540
6600	Meetings	-	500	500	500
6700	Dues and Subscriptions	95	440	440	440
7000	Professional Services	4,979	5,300	6,500	6,500
7400.108	Utilities Electric	716	750	850	850
7500	Repair and Maintenance Services	2,505	-	-	-
7500.202	Repair and Maintenance Services Equipment Maintenance	5,741	10,500	10,500	10,500
8000	Non-Cap Equip (< 5K)	1,719	2,500	2,500	2,500
8000.100	Non-Cap Equip (< 5K) CERT	556	-	-	-
9000.101	Allocations Information Technology	2,040	2,040	2,040	2,040
9000.102	Allocations Facilities Management	11,612	6,073	4,227	4,227
9500.660	Transfers Out Resource Planning	5,000	5,000	5,000	5,000
<b>Division Total: 513 - Emergency Management</b>		<b>\$ 59,551</b>	<b>\$ 40,284</b>	<b>\$ 40,240</b>	<b>\$ 40,237</b>

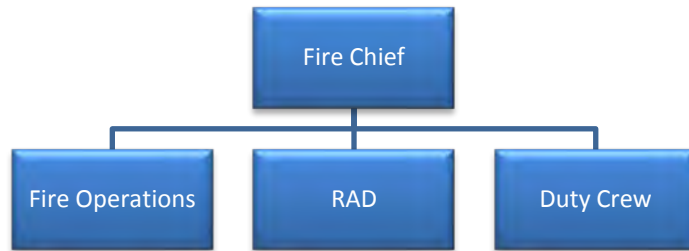
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# Fire Department

## Activities

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

## Organizational Chart



## Full-Time Equivalent Authorized Employees

Division	2008	2009	2010	2011
Fire Chief	1	1	1	1
Deputy Fire Chief	1	1	1	1
Fire Captain	2	2	2	2
Fire Technician	1	1	1	1
Office Support Rep.	1	1	1	1
PS Education Specialist	0.5	0.5	0.5	0.5
Emergency Mgmt.	0	0	0	0
<b>Department Total</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>

## Outcomes

In **Fire Operations**, operational benchmarks include no loss of civilian or firefighter lives; an 80% rate for stop-loss (extinguishment) of residential structure fires in less than 20 minutes; 90% effectiveness level in removing entrapped accident victims in less than 20 minutes of fire department arrival. The department hired 9 paid-on-call firefighters; expanded electronic reporting from the fire stations; restructured fire service training to offer advanced skills; conducted outreach training and educational programs to neighboring cities; continued opportunities to expanded our leadership development program and implemented electronic submittal of employee performance reviews. A staffed station (**Duty Crew**) program resulted in an average response time to emergency events of six minutes, 41 seconds. Our traditional page-out response time is 10:41. Several new **Public Education** and community outreach programs were introduced in 2010. These programs focused upon delivering outreach programming to our diverse community, including seniors and immigrant groups. In 2010, approximately 400 community outreach programs were delivered as well as the sale of low cost child passenger seats, weather alert radios, bike helmets and carbon monoxide alarms. *\* All measurements are YTD (December 1).*

## Budget Impacts

An organizational model that offers an economical, customer focused approach to provide emergency service programs, public education and response service to our community achieved through a paid-on-call organizational model. Current service level(s) will be maintained in 2011.

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**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 610 - Fire Operations					
6000.100	Salaries Regular	\$ 288,780	\$ 301,923	\$ 308,309	\$ 315,580
6000.200	Salaries Temporary	186,550	180,000	180,000	180,000
6050	Benefits	106,549	93,814	98,135	98,011
6100	Office Supplies	1,843	3,400	3,400	3,400
6100.100	Office Supplies Coffee and Cups	103	-	-	-
6120	Operating Supplies	103	-	-	-
6120.100	Operating Supplies Photography	230	500	500	500
6120.101	Operating Supplies Public Education & Outreach Prj	73,164	4,000	4,000	44,500
6120.103	Operating Supplies Janitorial	712	900	900	900
6120.105	Operating Supplies Fire Fighting	14,813	16,000	16,000	16,000
6130	Repair & Maintenance Supplies	1,804	-	-	-
6130.100	Repair & Maintenance Supplies Equipment Parts	7,439	10,000	10,000	10,000
6130.111	Repair & Maintenance Supplies Chemicals	2,038	3,400	3,400	3,400
6130.119	Repair & Maintenance Supplies Recharges	-	400	400	400
6140.101	Miscellaneous Supplies Uniforms	6,619	8,100	8,100	8,100
6140.102	Miscellaneous Supplies Safety Equipment	34,610	40,500	40,500	40,500
6500	Employee Development	1,502	-	-	-
6500.100	Employee Development Employee Training	7,908	12,090	12,090	12,090
6500.103	Employee Development Employee Recognition	2,543	1,800	1,800	1,800
6500.104	Employee Development Conferences & Seminars	1,580	2,000	2,000	2,000
6550	Mileage & Parking Reimbursement	1,003	400	400	400
6600	Meetings	482	-	-	-
6700	Dues and Subscriptions	1,094	1,000	1,000	1,000
7000	Professional Services	7,748	9,200	9,200	9,200
7006	Medical Fees	8,908	12,000	12,000	12,000
7007	Drug and Alcohol Testing	65	-	-	-
7100.100	Communications Postage	1,713	1,200	1,200	1,200
7200	Printing and Publishing	744	500	500	500
7400.102	Utilities Natural Gas	22,485	40,349	40,349	30,349
7400.103	Utilities Water and Sewer	6,471	5,054	5,054	5,054
7400.104	Utilities Solid Waste	-	3,395	3,395	1,395
7400.108	Utilities Electric	27,130	26,504	26,504	26,504
7500.129	Repair and Maintenance Services Static Testing	3,845	6,900	6,900	6,900
7500.202	Repair and Maintenance Services Equipment Maintenance	47,871	61,600	61,600	66,400
8000	Non-Cap Equip (< 5K)	19,743	12,000	12,000	24,000
8100.500	Capital Outlay (> 5K) Machinery and Equipment	14,091	-	10,000	10,000
9000.100	Allocations Photocopying	5,083	7,700	7,758	7,758
9000.101	Allocations Information Technology	46,590	46,590	46,590	46,590

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
9000.102	Allocations Facilities Management	126,757	249,618	290,571	290,571
9000.104	Allocations Mobile Phone	5,656	4,208	4,208	4,638
9000.105	Allocations Security	3,909	3,909	3,909	3,909
9000.106	Allocations Telephone	12,621	12,621	12,621	12,621
9000.107	Allocations Central Equipment	-	338,033	348,194	348,194
9000.108	Allocations Internal Rental Charges	307,547	-	-	-
9000.109	Allocations 800 MHz Radios	-	71,333	72,760	34,760
9500.630	Transfers Out Risk Management	34,436	34,436	34,436	34,436
9500.660	Transfers Out Resource Planning	17,000	70,000	70,000	70,000
9906	Donations & Contributions	305,859	350,000	350,000	350,000
<b>Division Total: 610 - Fire Operations</b>		<b>\$ 1,767,741</b>	<b>\$ 2,047,377</b>	<b>\$ 2,120,683</b>	<b>\$ 2,135,560</b>

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 611 - Rad					
6000.100	Salaries Regular	\$ 13,633	\$ 13,985	\$ 14,538	\$ 7,270
6000.200	Salaries Temporary	4,494	-	-	-
6050	Benefits	3,612	3,339	3,394	2,080
6120.105	Operating Supplies Fire Fighting	3,143	3,090	3,090	3,090
6130.100	Repair & Maintenance Supplies Equipment Parts	675	-	-	-
6140.101	Miscellaneous Supplies Uniforms	1,707	-	-	-
6500.100	Employee Development Employee Training	-	3,102	2,765	2,765
6600	Meetings	152	-	-	-
7100.104	Communications Mobile Telephone	-	13,599	13,279	13,729
7500.202	Repair and Maintenance Services Equipment Maintenance	2,344	-	-	-
9000.107	Allocations Central Equipment	-	30,475	32,424	32,424
9000.108	Allocations Internal Rental Charges	24,627	-	-	-
<b>Division Total: 611 - Rad</b>		<b>\$ 54,388</b>	<b>\$ 67,590</b>	<b>\$ 69,490</b>	<b>\$ 61,358</b>

**City of Plymouth  
General Fund Expenditure Budget**

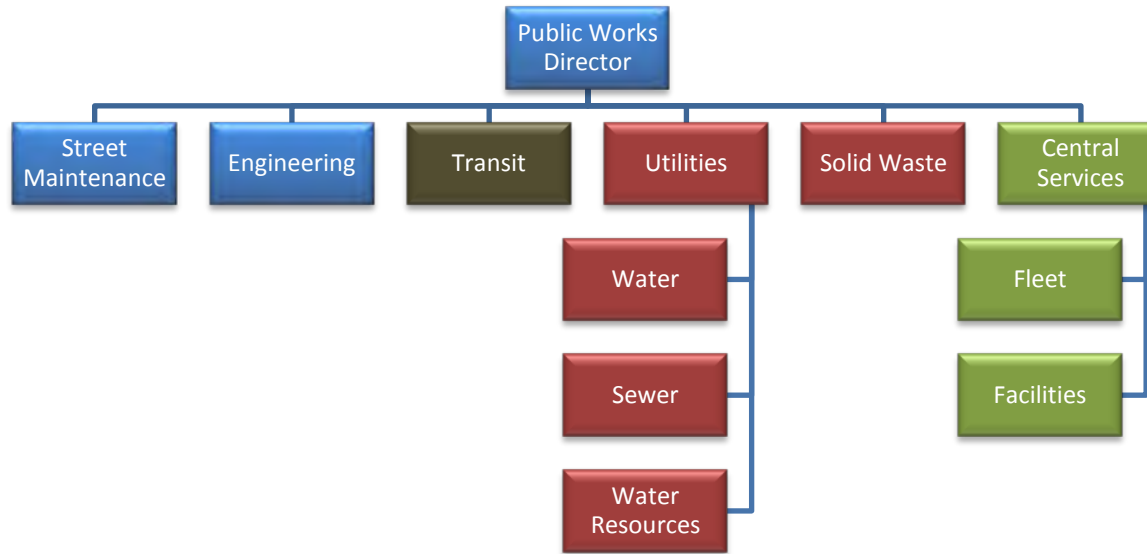
Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 612 - Duty Crew					
6000.100	Salaries Regular	\$ 198,325	\$ 181,960	\$ 183,149	\$ 183,150
6000.200	Salaries Temporary	266,159	280,000	280,000	280,000
6020.100	Overtime Regular	-	250	250	250
6050	Benefits	73,190	61,401	61,129	62,490
<b>Division Total: 612 - Duty Crew</b>		<b>\$ 537,674</b>	<b>\$ 523,611</b>	<b>\$ 524,528</b>	<b>\$ 525,890</b>

# Public Works Department

## Activities

- ✓ Street Maintenance
- ✓ Snow and Ice Control
- ✓ Engineering
- ✓ Transit
- ✓ Recycling
- ✓ Central Equipment
- ✓ Facilities Management
- ✓ Sewer
- ✓ Water
- ✓ Water Resources
- ✓ Cemetery
- ✓ Street Reconstruction

## Organizational Chart



## Full-Time Equivalent Authorized Employees

Division	2008	2009	2010	2011
Director	1	1	1	1
Street Maintenance	14	14	13	13
Engineering	14	12	11	11
Transit	2	2	2	2
Solid Waste	1	1	1	1
Central Equipment	6	6	5	5
Facilities Management	2	2	2	2
Sewer	8	8	8	8
Water	11	11	11	11
Water Resources	7	7	6	5
<b>Department Total</b>	<b>66</b>	<b>64</b>	<b>60</b>	<b>59</b>

## Outcomes

The **Street Maintenance** division completed nearly 5.5 miles of asphalt overlays as well as provided restoration services for the utility repairs. The winter of 2009-2010 saw 17 snow events, 8 of which resulted in a full call out. The **Engineering** division reviewed a number of developments as well as managed Capital Improvement Program (CIP) projects (street reconstruction, mill and overlay, etc.) totaling approximately \$6.3M in contract value. The **Transit and Solid Waste** divisions provided program oversight for 2 contracted services providing nearly 500,000 transit rides and collected over 7,000 tons of recyclable materials. The **Central Services** division replaced 15 pieces of equipment including a fire aerial apparatus, remodeled the maintenance facility and painted and replaced carpet in the remainder of City Hall. The **Utilities** division performed nearly 120 utility repairs in 2010 and pumped, treated and distributed nearly 3.1 billion gallons of water and pumped nearly 2.5 billion gallons of sanitary sewage.

## Budget Impacts

The budget reflects primarily a status quo for departmental activities. Solid Waste and Transit budgets require the use of reserves in order to maintain current services and balance the budget. Adjustment to both programs will be required. All budgets include capital expenditures programmed in the 2011-2015 Capital Improvement Program (CIP).

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**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 710 - Street Maintenance					
6000.100	Salaries Regular	\$ 682,793	\$ 680,482	\$ 692,509	\$ 695,900
6020.100	Overtime Regular	28,059	30,000	30,000	30,000
6050	Benefits	238,413	240,103	239,083	248,453
6100	Office Supplies	145	650	650	650
6130.100	Repair & Maintenance Supplies Equipment Parts	4,107	4,500	4,500	4,500
6130.101	Repair & Maintenance Supplies Horticulture	477	3,000	3,000	3,000
6130.102	Repair & Maintenance Supplies Traffic and Park Signs	28,190	26,000	26,000	26,000
6130.104	Repair & Maintenance Supplies Sand and Gravel	2,419	33,000	30,000	30,000
6130.105	Repair & Maintenance Supplies Paint	2,616	2,000	2,000	2,000
6130.106	Repair & Maintenance Supplies Lumber	-	400	400	400
6130.107	Repair & Maintenance Supplies Concrete and Asphalt	450,755	460,000	460,000	460,000
6130.108	Repair & Maintenance Supplies Concrete Disposal	-	1,000	1,000	1,000
6130.111	Repair & Maintenance Supplies Chemicals	172,527	250,000	250,000	250,000
6130.120	Repair & Maintenance Supplies Mailbox Repairs	3,846	3,000	3,000	3,000
6130.121	Repair & Maintenance Supplies Sprinkler Head Repairs	564	1,500	1,500	1,500
6140.102	Miscellaneous Supplies Safety Equipment	5,828	5,300	5,300	5,300
6500	Employee Development	7	1,500	1,500	1,500
6500.100	Employee Development Employee Training	2,464	2,800	2,800	2,800
6550	Mileage & Parking Reimbursement	13	-	-	-
6700	Dues and Subscriptions	105	250	250	250
7000	Professional Services	546	25,000	25,000	25,000
7006	Medical Fees	191	500	500	500
7017	Laundry Services	5,341	6,100	6,100	6,100
7019	Street Evaluation	-	12,360	12,360	-
7100.100	Communications Postage	151	100	100	100
7200	Printing and Publishing	446	600	600	600
7400.100	Utilities Street Lights	635,254	620,000	620,000	630,977
7400.101	Utilities Traffic Lights	45,084	75,000	75,000	75,000
7400.102	Utilities Natural Gas	14,482	30,000	30,000	20,000
7400.104	Utilities Solid Waste	-	1,000	1,000	500
7400.108	Utilities Electric	37,972	15,000	15,000	38,000
7500.108	Repair and Maintenance Services Snow Plowing	206,182	240,000	240,000	240,000
7500.109	Repair and Maintenance Services Seal Coating	352,543	400,000	400,000	200,000
7500.110	Repair and Maintenance Services Street Striping	61,146	80,000	80,000	80,000
7500.111	Repair and Maintenance Services Street Cleaning	581	-	-	-
7500.114	Repair and Maintenance Services Retaining Walls	1,743	5,000	5,000	5,000

**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
7500.126	Repair and Maintenance Services Guard Rail/Fencing	-	10,000	10,000	10,000
7500.134	Repair and Maintenance Services Crack Sealing	126,474	130,000	130,000	130,000
7500.140	Repair and Maintenance Services Traffic Signals	294	-	-	-
7500.202	Repair and Maintenance Services Equipment	56,737	-	-	-
	Maintenance				
7600	Rentals	19,242	35,000	35,000	35,000
8000	Non-Cap Equip (< 5K)	2,576	3,000	3,500	3,500
8100.500	Capital Outlay (> 5K) Machinery and Equipment	-	-	-	5,200
9000.101	Allocations Information Technology	49,258	49,258	49,258	49,258
9000.102	Allocations Facilities Management	15,085	43,349	52,771	52,771
9000.104	Allocations Mobile Phone	-	4,374	4,374	3,822
9000.107	Allocations Central Equipment	-	579,847	637,939	637,939
9000.108	Allocations Internal Rental Charges	431,571	-	-	-
9500.600	Transfers Out Central Equipment	9,541	-	-	-
9900	Miscellaneous	34	-	-	-
9920	Bank Fees	4,744	4,943	5,130	5,130
<b>Division Total: 710 - Street Maintenance</b>		<b>\$ 3,700,547</b>	<b>\$ 4,115,916</b>	<b>\$ 4,192,124</b>	<b>\$ 4,020,650</b>



**City of Plymouth  
General Fund Expenditure Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 100					
Division: 711 - Engineering					
6000.100	Salaries Regular	\$ 218,039	\$ 492,651	\$ 417,349	\$ 737,960
6000.200	Salaries Temporary	-	8,000	8,000	8,000
6020.100	Overtime Regular	305	15,000	13,000	13,000
6050	Benefits	61,082	141,780	120,655	185,900
6100	Office Supplies	1,512	3,920	3,420	3,420
6120	Operating Supplies	38	-	-	-
6120.112	Operating Supplies Survey	-	1,400	1,400	1,400
6130	Repair & Maintenance Supplies	486	-	-	-
6500	Employee Development	305	-	-	-
6500.100	Employee Development Employee Training	2,819	5,150	4,550	4,550
6500.104	Employee Development Conferences & Seminars	1,210	500	500	500
6550	Mileage & Parking Reimbursement	105	200	200	200
6700	Dues and Subscriptions	89	2,700	2,700	2,700
7000	Professional Services	625	500	500	500
7001	Consulting Engineer	20,363	10,500	22,500	22,500
7100	Communications	3,351	-	-	-
7100.100	Communications Postage	2,464	2,400	2,400	2,400
7200	Printing and Publishing	222	800	800	800
7500.202	Repair and Maintenance Services Equipment Maintenance	-	300	300	300
7600	Rentals	-	625	625	625
9000.100	Allocations Photocopying	20,344	13,964	14,022	14,022
9000.101	Allocations Information Technology	62,436	82,138	82,138	82,138
9000.102	Allocations Facilities Management	28,800	63,481	70,959	70,959
9000.104	Allocations Mobile Phone	16,717	4,020	4,020	3,057
9000.105	Allocations Security	3,484	3,484	3,484	3,484
9000.106	Allocations Telephone	8,433	10,384	10,384	10,384
9000.107	Allocations Central Equipment	-	26,918	29,739	29,739
9000.108	Allocations Internal Rental Charges	8,581	-	-	-
9500.630	Transfers Out Risk Management	38,877	45,408	45,408	45,408
9900	Miscellaneous	2,291	-	-	-
9919	Administration Fees	217	-	-	-
<b>Division Total: 711 - Engineering</b>		<b>\$ 503,194</b>	<b>\$ 936,223</b>	<b>\$ 859,053</b>	<b>\$ 1,243,946</b>

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**City of Plymouth  
Recreation Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 200 - Recreation Fund					
<u>Revenues</u>					
4000.100	Taxes Property	\$ 670,772	\$ 618,497	\$ 618,497	\$ 618,497
4310	Program Fees	100	-	-	-
4310.100	Program Fees Recreation	1,099,573	1,064,382	1,073,712	1,073,711
4310.101	Program Fees Subsidized Recreation	9,310	9,000	9,300	9,300
4320.100	Rental Fees Recreation	22,628	18,602	18,602	18,602
4350.115	General Services Concession Sales	1,521	1	1	1
4600	Contributions - Operating	725	-	-	-
4700.100	Interest Income Investments	4,101	9,135	9,135	3,426
4800	Other Revenues	2,355	1,300	1,300	1,300
4900	Transfers In	-	-	-	29,253
4900.240	Transfers In Lawful Gambling	2,012	15,000	15,000	3,000
<b>Revenues Total</b>		<b>\$ 1,813,097</b>	<b>\$ 1,735,917</b>	<b>\$ 1,745,547</b>	<b>\$ 1,757,090</b>

**City of Plymouth  
Recreation Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 200 - Recreation Fund					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 452,846	\$ 460,955	\$ 468,350	\$ 461,830
6000.200	Salaries Temporary	309,885	306,229	306,404	306,410
6020.100	Overtime Regular	87	200	200	200
6050	Benefits	167,674	158,035	157,131	159,526
6100	Office Supplies	278	3,000	3,000	3,000
6120	Operating Supplies	34,987	36,965	36,115	42,115
6120.125	Operating Supplies Resale	1,436	-	-	-
6140	Miscellaneous Supplies	55	-	-	-
6140.101	Miscellaneous Supplies Uniforms	16,072	16,400	16,400	16,400
6500	Employee Development	1,383	-	-	-
6500.100	Employee Development Employee Training	2,437	2,200	2,150	2,150
6500.104	Employee Development Conferences & Seminars	-	3,600	5,350	5,350
6550	Mileage & Parking Reimbursement	323	1,200	1,300	1,300
6700	Dues and Subscriptions	405	670	670	670
7000	Professional Services	300,080	265,175	263,455	273,455
7050	External Program Registrations	5,708	6,220	6,220	6,220
7100	Communications	33	-	-	-
7100.100	Communications Postage	33,412	34,850	36,250	36,250
7100.103	Communications Telephone	511	2,000	2,000	1,460
7100.104	Communications Mobile Telephone	-	50	50	50
7200	Printing and Publishing	1,537	3,050	3,100	3,100
7200.101	Printing and Publishing Recreation Handbook	51,214	44,000	45,500	45,500
7600	Rentals	68,162	92,455	92,880	92,880
8000	Non-Cap Equip (< 5K)	-	850	1,100	9,100
9000.100	Allocations Photocopying	4,351	4,351	4,351	4,351
9000.101	Allocations Information Technology	69,253	69,253	69,253	69,253
9000.102	Allocations Facilities Management	15,204	16,015	16,285	16,285
9000.104	Allocations Mobile Phone	1,398	1,398	1,398	1,965
9000.106	Allocations Telephone	3,069	3,069	3,069	3,069
9000.108	Allocations Internal Rental Charges	10,850	-	-	-
9500	Transfers Out	-	8,826	8,365	-
9500.630	Transfers Out Risk Management	26,955	26,955	26,955	26,955
9900	Miscellaneous	497	-	-	-
9903	Scholarships	9,394	9,000	9,300	9,300
9906	Donations & Contributions	88,504	88,946	88,946	88,946
9906.100	Donations & Contributions Music In Plymouth	30,000	30,000	30,000	30,000
9920	Bank Fees	34,875	40,000	40,000	40,000
<b>Expenditures Total</b>		<b>\$ 1,742,878</b>	<b>\$ 1,735,917</b>	<b>\$ 1,745,547</b>	<b>\$ 1,757,090</b>

**City of Plymouth  
Transit Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 220 - Transit System					
<u>Revenues</u>					
4230	Intergovernmental-State-Operatng	\$ 3,508,120	\$ 2,300,000	\$ 2,300,000	\$ 2,425,000
4240	Intergovernmental-State-Capital	-	445,000	125,000	230,000
4350.120	General Services Transit Fares	1,206,214	1,100,000	1,100,000	1,100,000
4700.100	Interest Income Investments	37,324	30,000	30,000	26,321
4900	Transfers In	-	1,785,132	1,790,156	551,943
<b>Revenues Total</b>		<b>\$ 4,751,658</b>	<b>\$ 5,660,132</b>	<b>\$ 5,345,156</b>	<b>\$ 4,333,264</b>

**City of Plymouth  
Transit Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 220 - Transit System					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 126,106	\$ 127,377	\$ 128,588	\$ 129,740
6020.100	Overtime Regular	-	500	500	500
6050	Benefits	36,562	36,827	36,694	38,151
6100	Office Supplies	136	500	500	500
6120	Operating Supplies	-	100	100	100
6120.101	Operating Supplies Public Ed & Outreach Prj	-	500	500	500
6500.100	Employee Development Employee Training	152	300	300	300
6500.104	Employee Development Conferences & Seminars	-	500	500	500
6550	Mileage & Parking Reimbursement	229	200	200	200
6600	Meetings	242	300	300	300
6700	Dues and Subscriptions	16,349	15,800	15,800	15,800
7000	Professional Services	30,496	30,000	30,000	30,000
7003	Legal	1,052	-	-	-
7015	Transit Services	3,476,513	4,600,000	4,600,000	3,600,000
7100.100	Communications Postage	151	400	300	300
7200	Printing and Publishing	9,626	20,000	20,000	7,000
7400.100	Utilities Street Lights	18,993	21,000	22,000	22,000
7400.102	Utilities Natural Gas	588	1,575	1,650	1,650
7400.103	Utilities Water and Sewer	1,340	2,000	2,100	2,100
7500.132	Repair and Maintenance Services Transit Facility	71,004	230,000	231,500	125,000
7500.202	Repair and Maintenance Services Equipment Maintenance	6,119	5,000	5,000	5,000
7600	Rentals	47,125	74,000	74,000	74,000
8000	Non-Cap Equip (< 5K)	1,486	-	-	-
8100.800	Capital Outlay (> 5K) Construction Projects	-	445,000	125,000	230,000
9000.100	Allocations Photocopying	325	332	338	338
9000.101	Allocations Information Technology	9,881	10,079	10,280	10,280
9000.102	Allocations Facilities Management	3,946	5,813	6,435	6,435
9000.104	Allocations Mobile Phone	808	547	547	546
9000.105	Allocations Security	7,186	7,330	7,476	7,476
9000.106	Allocations Telephone	1,492	1,522	1,552	1,552
9000.108	Allocations Internal Rental Charges	68,601	-	-	-
9500.100	Transfers Out General	17,911	18,269	18,635	18,635
9500.630	Transfers Out Risk Management	4,275	4,361	4,361	4,361
<b>Expenditures Total</b>		<b>\$ 3,958,693</b>	<b>\$ 5,660,132</b>	<b>\$ 5,345,156</b>	<b>\$ 4,333,264</b>

**City of Plymouth  
CDBG Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 250 - Community Dev Block Grant (CDBG)					
<u>Revenues</u>					
4000.100	Taxes Property	\$ 11,498	\$ 13,811	\$ 13,508	\$ 13,508
4200.200	Intergovern- Federal - Operating CDBG	138,103	293,199	297,664	372,254
4200.210	Intergovern- Federal - Operating REHAB Grant Loan Repayment	20,577	20,000	20,000	20,000
4200.211	Intergovern- Federal - Operating FTHB Loan Repayment	125,000	20,000	20,000	20,000
4700.100	Interest Income Investments	828	508	508	508
<b>Revenues Total</b>		<b>\$ 296,006</b>	<b>\$ 347,518</b>	<b>\$ 351,680</b>	<b>\$ 426,270</b>

**City of Plymouth  
CDBG Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 250 - Community Dev Block Grant (CDBG)					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 68,740	\$ 63,687	\$ 64,084	\$ 64,080
6050	Benefits	19,986	19,607	19,518	19,917
6100	Office Supplies	42	500	500	500
6500	Employee Development	85	-	-	-
6500.100	Employee Development Employee Training	-	1,000	1,000	1,000
6500.104	Employee Development Conferences & Seminars	860	1,136	1,136	1,785
6550	Mileage & Parking Reimbursement	44	100	100	100
6700	Dues and Subscriptions	40	-	-	-
7003	Legal	465	1,000	1,000	2,000
7004	Audit Fees	3,264	3,129	3,129	4,129
7013	Record Retention	-	300	300	300
7100.100	Communications Postage	717	225	225	1,225
7200	Printing and Publishing	702	300	300	1,300
9000.100	Allocations Photocopying	376	376	376	376
9000.101	Allocations Information Technology	5,817	5,817	5,817	5,817
9000.102	Allocations Facilities Management	3,640	3,988	4,104	4,104
9000.104	Allocations Mobile Phone	419	273	273	273
9000.106	Allocations Telephone	400	400	400	400
9000.107	Allocations Central Equipment	-	3,172	1,265	1,265
9000.108	Allocations Internal Rental Charges	2,190	-	-	-
9500	Transfers Out	-	-	-	10
9500.630	Transfers Out Risk Management	1,652	1,652	1,652	1,652
9910	Housing Loans	121,844	118,656	118,656	123,912
9911	Grant Awards	104,574	122,200	127,845	192,125
9919	Administration Fees	99	-	-	-
<b>Expenditures Total</b>		<b>\$ 335,954</b>	<b>\$ 347,518</b>	<b>\$ 351,680</b>	<b>\$ 426,270</b>



**City of Plymouth  
Section 8 Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 254 - HRA Section 8					
<u>Revenues</u>					
4200.100	Intergovern- Federal - Operating Section 8 - DHAP	\$ 7,450	\$ -	\$ -	\$ -
4200.101	Intergovern- Federal - Operating Section 8 - HUD Direct	1,613,245	1,626,000	1,626,000	1,650,000
4200.102	Intergovern- Federal - Operating Section 8 - Rent Port	1,362,722	1,400,000	1,400,000	1,210,000
4200.103	Intergovern- Federal - Operating Section 8 - Administration Port	102,533	102,000	102,000	95,115
4200.106	Intergovern- Federal - Operating Section 8 - Mainstream Vouchers	94,998	126,000	126,000	142,000
4200.107	Intergovern- Federal - Operating Section 8 - Fraud Recovery	5,441	1,000	1,000	4,000
4200.108	Intergovern- Federal - Operating DHAP Administration	552	-	-	-
4200.109	Intergovern- Federal - Operating HUD Direct Administration	179,151	176,000	176,000	169,500
4200.111	Intergovern- Federal - Operating Mainstream Administration	-	-	-	13,275
4700.100	Interest Income Investments	7,983	16,240	16,240	8,000
<b>Revenues Total</b>		<b>\$ 3,374,074</b>	<b>\$ 3,447,240</b>	<b>\$ 3,447,240</b>	<b>\$ 3,291,890</b>

**City of Plymouth  
Section 8 Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 254 - HRA Section 8					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 161,677	\$ 164,757	\$ 165,779	\$ 165,770
6050	Benefits	49,646	53,268	52,825	54,791
6100	Office Supplies	484	500	500	500
6500.100	Employee Development Employee Training	44	2,600	2,700	2,700
6500.104	Employee Development Conferences & Seminars	643	2,400	2,500	2,500
6550	Mileage & Parking Reimbursement	173	200	200	200
6700	Dues and Subscriptions	-	250	250	250
7000	Professional Services	3,839	3,900	4,000	4,000
7003	Legal	-	250	250	250
7004	Audit Fees	7,139	6,000	6,000	6,500
7005	Accounting	2,760	3,000	3,300	3,300
7013	Record Retention	-	800	800	-
7100.100	Communications Postage	3,583	4,000	4,000	4,000
7200	Printing and Publishing	562	650	750	1,000
9000.100	Allocations Photocopying	376	376	376	376
9000.101	Allocations Information Technology	20,634	20,634	20,634	20,634
9000.102	Allocations Facilities Management	4,025	4,431	4,567	4,567
9000.104	Allocations Mobile Phone	182	-	-	-
9000.106	Allocations Telephone	1,751	983	983	983
9000.108	Allocations Internal Rental Charges	4,515	-	-	-
9500	Transfers Out	-	5,798	10,183	8,226
9500.620	Transfers Out Information Technology	3,500	6,000	-	-
9500.630	Transfers Out Risk Management	7,843	7,843	7,843	7,843
9908.100	Section 8 Fees Project Based	101,303	103,000	103,000	94,000
9908.102	Section 8 Fees Port-Out Rent Assist	179,817	155,000	155,000	100,000
9908.103	Section 8 Fees Port-Out Admin Fee	15,021	12,600	12,800	8,000
9908.104	Section 8 Fees Port-In Vouchers	1,362,722	1,400,000	1,400,000	1,210,000
9908.105	Section 8 Fees Mainstream M/C	81,634	80,000	80,000	84,500
9908.106	Section 8 Fees Mainstream M5 (HUD)	103,441	126,000	126,000	142,000
9908.107	Section 8 Fees Rental Vouchers	1,160,813	1,130,000	1,130,000	1,225,000
9908.108	Section 8 Fees Enhanced Rental	157,151	152,000	152,000	140,000
9916	DHAP	3,850	-	-	-
<b>Expenditures Total</b>		<b>\$ 3,439,127</b>	<b>\$ 3,447,240</b>	<b>\$ 3,447,240</b>	<b>\$ 3,291,890</b>

**City of Plymouth  
HRA General Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 258 - HRA General					
<u>Revenues</u>					
4000.100	Taxes Property	\$ 527,915	\$ 537,466	\$ 537,769	\$ 537,769
4230	Intergovernmental-State-Operatng	141,553	-	-	-
4230.100	Intergovernmental-State-Operatng Market Value Credit (HACA)	10,970	-	-	-
4700	Interest Income	15,679	-	-	-
4700.100	Interest Income Investments	13,065	30,000	30,000	30,000
4700.300	Interest Income Notes	11,538	-	-	-
4800	Other Revenues	165	-	-	-
4820	Development Loan Repayments	15,170	-	-	21,250
4900.429	Transfers In TIF #1-3 - Crossroads Stations	5,433	-	-	-
<b>Revenues Total</b>		<b>\$ 741,488</b>	<b>\$ 567,466</b>	<b>\$ 567,769</b>	<b>\$ 589,019</b>

**City of Plymouth  
HRA General Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 258 - HRA General					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 143,295	\$ 136,774	\$ 138,056	\$ 138,059
6050	Benefits	37,517	36,744	36,512	37,918
6100	Office Supplies	78	500	500	500
6500	Employee Development	4	-	-	-
6500.100	Employee Development Employee Training	-	1,200	1,200	1,200
6500.104	Employee Development Conferences & Seminars	114	4,000	4,000	4,000
6550	Mileage & Parking Reimbursement	-	100	100	100
6700	Dues and Subscriptions	695	1,700	1,700	1,700
7000	Professional Services	590	10,000	10,000	10,000
7003	Legal	621	6,172	4,988	4,988
7004	Audit Fees	1,088	1,050	1,050	1,050
7100.100	Communications Postage	-	500	500	500
7200	Printing and Publishing	104	500	500	500
9000.100	Allocations Photocopying	125	125	125	125
9000.101	Allocations Information Technology	8,923	8,923	8,923	8,923
9000.102	Allocations Facilities Management	10,535	11,847	12,284	12,284
9000.104	Allocations Mobile Phone	60	60	60	-
9000.106	Allocations Telephone	2,065	2,065	2,065	2,065
9000.108	Allocations Internal Rental Charges	3,190	-	-	-
9500	Transfers Out	-	-	-	19,901
9500.630	Transfers Out Risk Management	3,206	3,206	3,206	3,206
9906	Donations & Contributions	-	2,000	2,000	2,000
9909	Senior Housing Rent Assistance	316,299	340,000	340,000	340,000
9911	Grant Awards	141,553	-	-	-
<b>Expenditures Total</b>		<b>\$ 670,062</b>	<b>\$ 567,466</b>	<b>\$ 567,769</b>	<b>\$ 589,019</b>

**City of Plymouth  
Water Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 500 - Water					
<u>Revenues</u>					
4150.450	Permits Water	\$ 4,386	\$ 7,000	\$ 7,031	\$ 7,031
4330.101	Utility Charges Water - Residential	3,831,995	4,000,000	4,200,000	4,244,893
4330.102	Utility Charges Water - Commercial	1,591,356	1,750,000	1,950,000	1,762,825
4330.103	Utility Charges Water Demand - Commercial	415,468	425,000	440,000	415,468
4330.106	Utility Charges Meter Sales	31,939	20,000	20,000	-
4330.600	Utility Charges Fire Hydrant Inspection	54,635	60,000	60,000	60,000
4330.800	Utility Charges Penalties	53,686	40,000	40,000	40,000
4350.119	General Services Antennae Charges	105,795	93,000	93,000	154,900
4360.104	Items for Resale Water meter / horns	8,796	-	-	48,000
4620	Contributions - Capital	867,459	250,000	250,000	250,000
4700.100	Interest Income Investments	67,248	100,000	100,000	47,176
4700.200	Interest Income Special Assessments	10,964	15,000	-	-
4800	Other Revenues	16,546	-	-	-
4807	Refunds & Reimbursements	9,484	-	-	-
4900	Transfers In	-	2,728,351	-	-
4900.420	Transfers In Water Sewer Construction	126,623	-	-	-
4900.610	Transfers In Public Facilities	28,952	-	-	-
<b>Revenues Total</b>		<b>\$ 7,225,331</b>	<b>\$ 9,488,351</b>	<b>\$ 7,160,031</b>	<b>\$ 7,030,293</b>

**City of Plymouth  
Water Budget**

<b>Account Number</b>	<b>Description</b>	<b>2009 Actual</b>	<b>2010 Adopted</b>	<b>2011 Concept</b>	<b>2011 Amended</b>
Fund: 500 - Water					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 1,259,589	\$ 1,112,305	\$ 1,159,584	\$ 1,122,250
6000.200	Salaries Temporary	18,729	35,000	35,000	35,000
6020.100	Overtime Regular	102,343	82,000	84,000	84,000
6050	Benefits	421,464	358,244	367,263	368,737
6100	Office Supplies	16,927	22,000	22,000	22,000
6120	Operating Supplies	5,590	-	-	-
6120.101	Operating Supplies Public Ed & Outreach Prj	4	-	-	-
6120.102	Operating Supplies Motor Fuels & Lubricants	-	12,700	14,000	14,000
6120.103	Operating Supplies Janitorial	-	2,100	2,100	2,100
6130	Repair & Maintenance Supplies	85	-	-	-
6130.100	Repair & Maintenance Supplies Equipment Parts	81,000	90,000	90,000	90,000
6130.101	Repair & Maintenance Supplies Horticulture	3,188	5,000	5,000	5,000
6130.105	Repair & Maintenance Supplies Paint	1,946	2,000	2,000	2,000
6130.111	Repair & Maintenance Supplies Chemicals	430,899	345,000	395,000	395,000
6130.112	Repair & Maintenance Supplies Water Mains	13,549	20,000	20,000	20,000
6130.114	Repair & Maintenance Supplies Meter Parts	157,722	95,000	105,000	125,000
6130.115	Repair & Maintenance Supplies Hydrant Markers	1,291	2,500	2,500	2,500
6130.116	Repair & Maintenance Supplies Water Valves and Curb Stops	28,396	25,000	30,000	30,000
6130.117	Repair & Maintenance Supplies Hydrant Parts	12,403	15,000	15,000	15,000
6140.100	Miscellaneous Supplies Medical	-	500	500	500
6140.102	Miscellaneous Supplies Safety Equipment	5,600	5,800	5,800	5,800
6500.100	Employee Development Employee Training	5,291	9,300	9,300	9,300
6500.104	Employee Development Conferences & Seminars	-	3,300	3,300	3,300
6700	Dues and Subscriptions	3,437	4,700	5,000	5,000
7000	Professional Services	143,885	130,000	130,000	130,000
7001	Consulting Engineer	-	15,000	15,000	15,000
7004	Audit Fees	3,482	3,338	3,338	3,900
7006	Medical Fees	371	-	-	-
7017	Laundry Services	3,434	6,000	6,000	6,000
7100.100	Communications Postage	22,499	23,100	23,100	23,100
7200	Printing and Publishing	654	1,000	1,000	1,000
7400.102	Utilities Natural Gas	59,094	135,000	145,000	145,000
7400.103	Utilities Water and Sewer	3,670	45,000	47,000	47,000
7400.104	Utilities Solid Waste	-	1,800	1,800	1,800
7400.106	Utilities Water Connection Fee	131,760	150,000	150,000	150,000
7400.107	Utilities State Summer Water Surcharge	9,020	35,000	35,000	35,000
7400.108	Utilities Electric	616,562	640,000	675,000	625,000

**City of Plymouth  
Water Budget**

<b>Account Number</b>	<b>Description</b>	<b>2009 Actual</b>	<b>2010 Adopted</b>	<b>2011 Concept</b>	<b>2011 Amended</b>
7500.101	Repair and Maintenance Services Lawn Maintenance	10,067	25,000	25,000	15,000
7500.104	Repair and Maintenance Services Electrical	-	1,800	-	-
7500.115	Repair and Maintenance Services Pull Wells	7,832	75,000	75,000	75,000
7500.116	Repair and Maintenance Services Water Samples	38	4,600	4,600	-
7500.117	Repair and Maintenance Services MN Health Samples	9,173	10,000	10,000	14,600
7500.118	Repair and Maintenance Services Janitorial Services	-	4,900	4,900	-
7500.119	Repair and Maintenance Services Main Repair	219,268	225,000	235,000	235,000
7500.120	Repair and Maintenance Services Water Withdrawal Permit	9,486	35,000	30,000	35,000
7500.121	Repair and Maintenance Services Zachary Plant	22,151	25,000	30,000	30,000
7500.122	Repair and Maintenance Services Central Plant	18,322	25,000	25,000	25,000
7500.123	Repair and Maintenance Services Gopher State One Call	13,366	20,000	20,000	20,000
7500.127	Repair and Maintenance Services Metro Sewer Board	-	1,600	1,600	1,600
7500.202	Repair and Maintenance Services Equipment Maintenance	37,627	85,000	85,000	85,000
7600	Rentals	3,145	-	-	3,000
8000	Non-Cap Equip (< 5K)	9,279	10,050	8,550	8,550
8100.200	Capital Outlay (> 5K) Infrastructure	(37,099)	-	-	-
8100.800	Capital Outlay (> 5K) Construction Projects	-	3,167,000	520,000	1,250,000
8500	Depreciation	2,499,455	-	-	-
8910	Debt Service - Principal	-	785,000	805,000	-
8920	Debt Service - Interest	352,412	335,756	308,913	308,913
9000.100	Allocations Photocopying	2,274	2,274	2,274	2,274
9000.101	Allocations Information Technology	147,084	147,084	147,084	147,084
9000.102	Allocations Facilities Management	78,614	85,549	87,861	87,861
9000.104	Allocations Mobile Phone	11,183	11,183	11,183	6,003
9000.105	Allocations Security	32,558	32,558	32,558	32,558
9000.106	Allocations Telephone	8,984	8,984	8,984	8,984
9000.107	Allocations Central Equipment	-	159,340	138,583	138,583
9000.108	Allocations Internal Rental Charges	227,760	-	-	-
9500	Transfers Out	-	-	165,370	188,010
9500.100	Transfers Out General	79,567	82,567	82,567	82,567
9500.412	Transfers Out Utility Trunk Replacement	-	625,000	625,000	625,000
9500.413	Transfers Out Improvement Project Construction	60,904	-	-	-
9500.420	Transfers Out Water Sewer Construction	211,179	-	-	-
9500.600	Transfers Out Central Equipment	4,771	-	-	-

**City of Plymouth  
Water Budget**

<b>Account Number</b>	<b>Description</b>	<b>2009 Actual</b>	<b>2010 Adopted</b>	<b>2011 Concept</b>	<b>2011 Amended</b>
9500.620	Transfers Out Information Technology	10,000	10,000	10,000	10,000
9500.630	Transfers Out Risk Management	50,419	50,419	50,419	50,419
9900	Miscellaneous	38	-	-	-
9920	Bank Fees	4,744	5,000	5,000	5,000
<b>Expenditures Total</b>		<b>\$ 7,668,484</b>	<b>\$ 9,488,351</b>	<b>\$ 7,160,031</b>	<b>\$ 7,030,293</b>



**City of Plymouth  
Water Resources Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 510 - Water Resources					
<u>Revenues</u>					
4240	Intergovernmental-State-Capital	\$ -	\$ 1,300,000	\$ -	\$ 800,000
4330.400	Utility Charges Water Resources - Residential	1,204,081	1,120,000	1,120,000	1,120,000
4330.401	Utility Charges Water Resources - Commercial	1,319,395	1,320,000	1,320,000	1,320,000
4330.800	Utility Charges Penalties	22,288	15,000	15,000	15,000
4620	Contributions - Capital	200,570	-	-	-
4700.100	Interest Income Investments	17,201	65,000	70,000	14,008
4800	Other Revenues	1,063	-	-	-
4807	Refunds & Reimbursements	24,788	-	-	-
4900	Transfers In	-	-	1,230,281	625,919
4900.421	Transfers In Enterprise - Other Construction	359,506	-	-	-
<b>Revenues Total</b>		<b>\$ 3,148,892</b>	<b>\$ 3,820,000</b>	<b>\$ 3,755,281</b>	<b>\$ 3,894,927</b>

**City of Plymouth  
Water Resources Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 510 - Water Resources					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 567,037	\$ 557,637	\$ 596,251	\$ 551,350
6020.100	Overtime Regular	18,348	32,000	34,000	34,000
6050	Benefits	190,988	190,400	193,949	192,674
6100	Office Supplies	423	1,500	2,000	2,000
6120.101	Operating Supplies Public Ed & Outreach Prj	34,791	30,000	25,000	25,000
6130.101	Repair & Maintenance Supplies Horticulture	5,746	30,000	30,000	30,000
6130.106	Repair & Maintenance Supplies Lumber	362	3,500	3,500	3,500
6130.107	Repair & Maintenance Supplies Concrete and Asphalt	4,088	16,500	16,500	16,500
6130.110	Repair & Maintenance Supplies Drainage	70,610	90,000	90,000	90,000
6140.102	Miscellaneous Supplies Safety Equipment	3,203	5,000	5,000	5,000
6500.100	Employee Development Employee Training	3,130	3,500	3,500	3,500
6500.104	Employee Development Conferences & Seminars	782	3,000	3,000	3,000
6550	Mileage & Parking Reimbursement	52	100	100	100
6600	Meetings	8	100	100	100
6700	Dues and Subscriptions	260,198	260,000	260,000	265,000
7000	Professional Services	23,515	150,000	150,000	150,000
7001	Consulting Engineer	41,570	5,000	5,000	5,000
7002	Internal Engineer	-	10,000	10,000	10,000
7003	Legal	-	5,000	-	-
7011	Soil Boring and Testing	-	50,000	50,000	50,000
7017	Laundry Services	-	4,725	4,725	4,725
7100.100	Communications Postage	940	2,200	2,200	2,200
7100.104	Communications Mobile Telephone	-	1,300	1,300	-
7200	Printing and Publishing	351	800	800	800
7400.108	Utilities Electric	-	150	110	110
7500.102	Repair and Maintenance Services Weed Control	35,658	45,000	45,000	45,000
7500.111	Repair and Maintenance Services Street Cleaning	138,456	150,000	155,000	155,000
7500.112	Repair and Maintenance Services Drainway Maintenance	84,928	100,000	95,000	95,000
7500.113	Repair and Maintenance Services Curb Raising & Curb Work	35,000	40,000	35,000	35,000
7500.116	Repair and Maintenance Services Water Samples	44,007	55,000	55,000	55,000
7600	Rentals	10,361	30,000	30,000	30,000
8000	Non-Cap Equip (< 5K)	13,676	15,000	15,000	15,000
8100.800	Capital Outlay (> 5K) Construction Projects	-	1,435,000	1,575,000	1,760,000
8500	Depreciation	78,307	-	-	-
9000.100	Allocations Photocopying	766	766	766	766
9000.101	Allocations Information Technology	53,884	53,884	53,884	53,884

**City of Plymouth  
Water Resources Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
9000.102	Allocations Facilities Management	12,130	13,660	14,171	14,171
9000.104	Allocations Mobile Phone	4,516	4,516	4,516	1,638
9000.106	Allocations Telephone	3,316	3,316	3,316	3,316
9000.107	Allocations Central Equipment	-	156,172	139,482	139,482
9000.108	Allocations Internal Rental Charges	241,241	-	-	-
9500	Transfers Out	-	218,163	-	-
9500.100	Transfers Out General	17,388	17,388	17,388	17,388
9500.421	Transfers Out Enterprise - Other Construction	353,220	-	-	-
9500.429	Transfers Out TIF #1-3 - Crossroads Stations	85,077	-	-	-
9500.630	Transfers Out Risk Management	24,723	24,723	24,723	24,723
9913	Licenses & Permits	300	-	-	-
9919	Administration Fees	331	-	-	-
9920	Bank Fees	4,744	5,000	5,000	5,000
<b>Expenditures Total</b>		<b>\$ 2,468,172</b>	<b>\$ 3,820,000</b>	<b>\$ 3,755,281</b>	<b>\$ 3,894,927</b>

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**City of Plymouth  
Sewer Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 520 - Sewer					
<u>Revenues</u>					
4150.400	Permits Sewer	\$ 4,226	\$ 7,000	\$ 7,000	\$ 7,000
4330.201	Utility Charges Sewer - Residential	4,532,942	4,600,000	5,100,000	5,045,278
4330.202	Utility Charges Sewer - Commercial	2,340,850	2,800,000	3,000,000	2,605,424
4330.203	Utility Charges Sewer Area Charges	46,000	-	-	-
4330.800	Utility Charges Penalties	67,369	60,000	60,000	60,000
4620	Contributions - Capital	269,572	150,000	150,000	150,000
4700.100	Interest Income Investments	15,474	45,000	45,000	9,210
4800	Other Revenues	16,186	10,000	10,000	1,500
4807	Refunds & Reimbursements	427	-	-	-
4900.420	Transfers In Water Sewer Construction	505,198	-	-	-
<b>Revenues Total</b>		<b>\$ 7,798,243</b>	<b>\$ 7,672,000</b>	<b>\$ 8,372,000</b>	<b>\$ 7,878,412</b>

**City of Plymouth  
Sewer Budget**

<b>Account Number</b>	<b>Description</b>	<b>2009 Actual</b>	<b>2010 Adopted</b>	<b>2011 Concept</b>	<b>2011 Amended</b>
Fund: 520 - Sewer					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 700,000	\$ 606,355	\$ 640,004	\$ 608,900
6020.100	Overtime Regular	19,475	20,000	22,000	22,000
6050	Benefits	216,407	190,139	197,355	195,373
6100	Office Supplies	16,289	18,500	18,500	18,500
6120.102	Operating Supplies Motor Fuels & Lubricants	504	6,600	7,200	7,200
6130.100	Repair & Maintenance Supplies Equipment Parts	78,168	105,000	105,000	105,000
6130.101	Repair & Maintenance Supplies Horticulture	690	2,500	3,000	3,000
6130.105	Repair & Maintenance Supplies Paint	5	1,000	1,000	1,000
6130.113	Repair & Maintenance Supplies Sewer Mains	842	5,500	5,500	5,500
6140.102	Miscellaneous Supplies Safety Equipment	3,898	4,500	4,500	4,500
6500.100	Employee Development Employee Training	2,795	6,000	6,000	6,000
7000	Professional Services	69,694	45,000	45,000	45,000
7004	Audit Fees	3,482	3,338	3,338	3,900
7006	Medical Fees	211	300	300	300
7013	Record Retention	-	6,000	6,000	-
7017	Laundry Services	2,289	3,500	3,500	3,500
7100.100	Communications Postage	23,326	24,000	24,000	24,000
7200	Printing and Publishing	767	1,000	1,000	1,000
7400.102	Utilities Natural Gas	14,544	30,000	30,575	30,575
7400.103	Utilities Water and Sewer	3,673	3,200	3,400	3,400
7400.104	Utilities Solid Waste	-	3,500	3,500	3,500
7400.108	Utilities Electric	77,060	103,000	108,000	80,000
7500.118	Repair and Maintenance Services Janitorial Services	-	3,400	3,400	3,400
7500.119	Repair and Maintenance Services Main Repair	50,019	60,000	60,000	60,000
7500.127	Repair and Maintenance Services Metro Sewer Board	4,630,076	4,700,000	4,700,500	4,750,000
7500.136	Repair and Maintenance Services Manhole Sealing	30,991	30,000	30,000	30,000
7500.138	Repair and Maintenance Services Maple Grove Sewer Agreement	159,757	82,500	90,000	90,000
7500.202	Repair and Maintenance Services Equipment Maintenance	7,596	35,000	35,000	35,000
7600	Rentals	2,212	-	-	-
8000	Non-Cap Equip (< 5K)	3,505	5,050	5,050	5,050
8100.800	Capital Outlay (> 5K) Construction Projects	-	748,000	1,290,000	1,210,000
8500	Depreciation	833,887	-	-	-
9000.100	Allocations Photocopying	1,532	1,532	1,532	1,532
9000.101	Allocations Information Technology	79,865	79,865	79,865	79,865
9000.102	Allocations Facilities Management	32,977	21,348	17,472	17,472

**City of Plymouth  
Sewer Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
9000.104	Allocations Mobile Phone	5,433	8,320	8,320	5,470
9000.105	Allocations Security	3,484	3,484	3,484	3,484
9000.106	Allocations Telephone	6,747	6,747	6,747	6,747
9000.107	Allocations Central Equipment	-	151,614	123,137	123,137
9000.108	Allocations Internal Rental Charges	242,197	-	-	-
9500	Transfers Out	-	309,994	442,607	48,893
9500.100	Transfers Out General	56,643	58,643	58,643	58,643
9500.412	Transfers Out Utility Trunk Replacement	-	125,000	125,000	125,000
9500.420	Transfers Out Water Sewer Construction	879,386	-	-	-
9500.600	Transfers Out Central Equipment	4,771	-	-	-
9500.630	Transfers Out Risk Management	37,571	37,571	37,571	37,571
9500.640	Transfers Out Employee Benefits	10,000	10,000	10,000	10,000
9500.660	Transfers Out Resource Planning	7,500	-	-	-
9920	Bank Fees	4,744	5,000	5,000	5,000
<b>Expenditures Total</b>		<b>\$ 8,325,010</b>	<b>\$ 7,672,000</b>	<b>\$ 8,372,000</b>	<b>\$ 7,878,412</b>

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**City of Plymouth  
Solid Waste Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 530 - Solid Waste Mgmt					
<u>Revenues</u>					
4230	Intergovernmental-State-Operatng	\$ 184,825	\$ 166,000	\$ 166,000	\$ 166,000
4270	Intergovernmental-Local-Operatng	-	4,300	4,300	4,300
4290	Intergovernmental-Other	2,000	-	-	-
4330.300	Utility Charges Solid Waste	406,295	406,458	406,728	406,728
4330.800	Utility Charges Penalties	4,661	5,000	5,000	5,000
4700	Interest Income	-	40,000	40,000	-
4700.100	Interest Income Investments	22,313	65,000	66,000	15,471
4800	Other Revenues	9,916	70,000	10,000	10,000
4900	Transfers In	-	351,153	548,422	658,301
<b>Revenues Total</b>		<b>\$ 630,010</b>	<b>\$ 1,107,911</b>	<b>\$ 1,246,450</b>	<b>\$ 1,265,800</b>

**City of Plymouth  
Solid Waste Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 530 - Solid Waste Mgmt					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 74,311	\$ 90,684	\$ 68,611	\$ 94,300
6000.200	Salaries Temporary	9,733	11,300	11,300	11,300
6020.100	Overtime Regular	12,814	15,000	15,000	15,000
6050	Benefits	43,071	22,375	20,480	23,491
6100	Office Supplies	28	300	300	300
6120	Operating Supplies	2,090	22,250	20,850	13,500
6120.101	Operating Supplies Public Ed & Outreach Prj	6,750	6,000	6,000	6,000
6140	Miscellaneous Supplies	539	700	900	900
6140.102	Miscellaneous Supplies Safety Equipment	119	200	200	200
6500	Employee Development	160	500	500	500
6500.100	Employee Development Employee Training	-	1,000	1,000	1,000
6500.101	Employee Development City wide Training	425	500	500	500
6500.104	Employee Development Conferences & Seminars	20	700	700	700
6550	Mileage & Parking Reimbursement	116	250	250	250
6600	Meetings	-	50	50	50
6700	Dues and Subscriptions	20	320	320	320
7000	Professional Services	12,910	15,250	15,000	12,000
7100.100	Communications Postage	318	3,000	3,000	3,000
7200	Printing and Publishing	728	1,500	3,200	3,200
7400.104	Utilities Solid Waste	735,492	840,000	1,000,000	1,000,000
7400.105	Utilities Yard Waste	583	-	-	-
8000	Non-Cap Equip (< 5K)	14,420	19,000	19,000	20,000
9000.100	Allocations Photocopying	6,365	6,492	6,622	6,622
9000.101	Allocations Information Technology	9,763	9,958	10,157	10,157
9000.102	Allocations Facilities Management	6,046	6,338	6,435	6,435
9000.104	Allocations Mobile Phone	149	547	547	547
9000.106	Allocations Telephone	115	117	120	120
9000.107	Allocations Central Equipment	-	5,152	6,870	6,870
9500.100	Transfers Out General	17,929	17,929	17,929	17,929
9500.630	Transfers Out Risk Management	5,391	5,499	5,609	5,609
9900	Miscellaneous	1,479	-	-	-
9920	Bank Fees	4,744	5,000	5,000	5,000
<b>Expenditures Total</b>		<b>\$ 966,628</b>	<b>\$ 1,107,911</b>	<b>\$ 1,246,450</b>	<b>\$ 1,265,800</b>

**City of Plymouth  
Ice Center Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 540 - Ice Center					
<u>Revenues</u>					
4310.101	Program Fees Subsidized Recreation	\$ 721	\$ -	\$ -	\$ -
4310.102	Program Fees Open Freestyle	2,236	100	150	150
4310.103	Program Fees Parents & Tots	546	1,000	1,000	1,000
4310.104	Program Fees Open Skating	13,234	13,000	14,000	14,000
4310.105	Program Fees Open Hockey	5,638	6,800	7,200	7,200
4310.106	Program Fees Figure Skating Classes	106,640	105,000	106,000	106,000
4310.108	Program Fees High School Hockey Games	17,379	24,000	25,000	25,000
4320.100	Rental Fees Recreation	660	-	-	-
4320.101	Rental Fees Ice Rental	1,083,831	1,068,000	1,073,000	1,073,000
4320.102	Rental Fees Skate Rental	5,703	6,200	6,400	6,400
4320.200	Rental Fees Meeting Rooms	1,810	2,000	2,100	2,100
4350.108	General Services Advertisements	18,294	17,000	16,000	16,000
4350.115	General Services Concession Sales	128,265	122,000	124,000	124,000
4350.116	General Services Vending Machine	17,178	22,000	23,000	23,000
4350.117	General Services Skate Sharpening	1,836	3,600	3,800	3,800
4350.118	General Services Pro Shop Sales	1,033	1,200	1,300	1,300
4600	Contributions - Operating	10,000	-	-	-
4700	Interest Income	-	300	300	300
4700.100	Interest Income Investments	6,322	15,225	15,225	6,298
4800	Other Revenues	5,204	5,000	5,000	5,000
4900.620	Transfers In Information Technology	17,495	-	-	-
<b>Revenues Total</b>		<b>\$ 1,444,028</b>	<b>\$ 1,412,425</b>	<b>\$ 1,423,475</b>	<b>\$ 1,414,548</b>

**City of Plymouth  
Ice Center Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 540 - Ice Center					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 237,569	\$ 228,271	\$ 232,126	\$ 232,130
6000.200	Salaries Temporary	168,838	159,000	164,000	164,000
6020.100	Overtime Regular	-	1,000	1,000	1,000
6050	Benefits	95,665	86,859	86,808	89,632
6100	Office Supplies	479	800	1,000	1,000
6120	Operating Supplies	9,576	9,150	9,950	9,950
6120.103	Operating Supplies Janitorial	10,366	10,000	11,000	11,000
6120.125	Operating Supplies Resale	56,164	56,700	57,800	57,800
6130	Repair & Maintenance Supplies	3,940	-	-	-
6130.100	Repair & Maintenance Supplies Equipment Parts	48,636	37,800	39,200	39,200
6130.119	Repair & Maintenance Supplies Recharges	-	200	200	200
6140.100	Miscellaneous Supplies Medical	73	200	250	250
6140.101	Miscellaneous Supplies Uniforms	930	2,200	2,800	2,800
6500	Employee Development	1,511	-	-	-
6500.100	Employee Development Employee Training	563	100	300	300
6500.104	Employee Development Conferences & Seminars	-	1,875	2,100	2,100
6550	Mileage & Parking Reimbursement	113	100	100	100
6700	Dues and Subscriptions	720	1,050	1,175	1,175
7000	Professional Services	21,583	20,175	20,750	20,750
7004	Audit Fees	816	800	900	900
7100.100	Communications Postage	179	300	300	300
7100.103	Communications Telephone	-	6,059	5,140	5,140
7100.104	Communications Mobile Telephone	-	480	480	-
7200	Printing and Publishing	165	400	400	400
7400.102	Utilities Natural Gas	74,071	161,000	163,000	100,000
7400.103	Utilities Water and Sewer	22,200	20,000	21,000	21,000
7400.104	Utilities Solid Waste	3,918	5,000	6,000	6,000
7400.108	Utilities Electric	230,492	256,000	260,000	245,000
7500	Repair and Maintenance Services	36	-	-	-
7500.104	Repair and Maintenance Services Electrical	1,953	1,800	1,900	1,900
7500.105	Repair and Maintenance Services Plumbing	-	2,100	2,500	2,500
7500.118	Repair and Maintenance Services Janitorial Services	1,376	2,400	2,700	2,700
7500.130	Repair and Maintenance Services Building Maintenance	11,377	10,500	11,000	11,000
7500.202	Repair and Maintenance Services Equipment Maintenance	15,950	14,000	14,000	14,000
7600	Rentals	-	3,384	3,728	3,728
8000	Non-Cap Equip (< 5K)	2,698	1,000	2,000	2,000

**City of Plymouth  
Ice Center Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
8100.500	Capital Outlay (> 5K) Machinery and Equipment	-	14,000	9,000	41,000
8500	Depreciation	470,440	-	-	-
9000.100	Allocations Photocopying	2,356	2,356	2,356	2,356
9000.101	Allocations Information Technology	27,309	27,309	27,309	27,309
9000.102	Allocations Facilities Management	3,493	5,844	6,627	6,627
9000.104	Allocations Mobile Phone	1,097	1,097	1,097	546
9000.105	Allocations Security	-	8,780	8,780	-
9000.106	Allocations Telephone	6,884	6,884	6,884	6,884
9000.107	Allocations Central Equipment	-	3,072	3,416	3,416
9000.108	Allocations Internal Rental Charges	4,340	-	-	-
9500	Transfers Out	-	60,449	50,268	249,216
9500.100	Transfers Out General	11,939	11,939	11,939	11,939
9500.405	Transfers Out Park Replacement	-	154,892	154,892	-
9500.630	Transfers Out Risk Management	9,500	9,500	9,500	9,500
9900	Miscellaneous	(31)	-	-	-
9903	Scholarships	971	500	600	600
9913	Licenses & Permits	496	1,100	1,200	1,200
9920	Bank Fees	3,705	4,000	4,000	4,000
9922	Interest - Interfund Loans	66,668	-	-	-
<b>Expenditures Total</b>		<b>\$ 1,631,124</b>	<b>\$ 1,412,425</b>	<b>\$ 1,423,475</b>	<b>\$ 1,414,548</b>

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**City of Plymouth  
Field House Budget**

<b>Account Number</b>	<b>Description</b>	<b>2009 Actual</b>	<b>2010 Adopted</b>	<b>2011 Concept</b>	<b>2011 Amended</b>
Fund: 550 - Field House					
<u>Revenues</u>					
4320.100	Rental Fees Recreation	\$ -	\$ 15,000	\$ 15,000	\$ 15,000
4320.103	Rental Fees Field House Rental	339,105	340,000	340,000	340,000
4350.116	General Services Vending Machine	-	-	-	5,000
4700.100	Interest Income Investments	8,787	5,075	5,075	6,525
4800	Other Revenues	25,248	6,500	6,500	1,500
<b>Revenues Total</b>		<b>\$ 373,140</b>	<b>\$ 366,575</b>	<b>\$ 366,575</b>	<b>\$ 368,025</b>

**City of Plymouth  
Field House Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 550 - Field House					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 58,419	\$ 58,708	\$ 60,325	\$ 60,700
6000.200	Salaries Temporary	16,029	23,000	23,000	23,000
6020.100	Overtime Regular	86	-	-	-
6050	Benefits	20,212	20,496	20,455	21,278
6100	Office Supplies	32	200	200	200
6120	Operating Supplies	3,823	2,200	2,200	2,200
6120.103	Operating Supplies Janitorial	1,345	1,600	1,600	1,600
6130.119	Repair & Maintenance Supplies Recharges	-	300	300	300
6140.101	Miscellaneous Supplies Uniforms	328	500	500	500
6500	Employee Development	-	200	200	200
7000	Professional Services	14,501	19,000	20,000	20,000
7004	Audit Fees	653	800	850	850
7006	Medical Fees	-	150	150	150
7100.100	Communications Postage	-	320	320	320
7200	Printing and Publishing	52	700	700	700
7400.102	Utilities Natural Gas	17,331	60,482	63,500	63,500
7400.104	Utilities Solid Waste	662	950	950	950
7400.108	Utilities Electric	25,944	34,265	37,691	32,000
7500.104	Repair and Maintenance Services Electrical	-	500	500	500
7500.130	Repair and Maintenance Services Building Maint	5,956	1,600	1,600	1,600
7500.202	Repair and Maintenance Services Equipment	3,564	3,200	3,200	3,200
7600	Rentals	4,768	9,410	9,410	9,410
8000	Non-Cap Equip (< 5K)	3,619	-	-	-
8100	Capital Outlay (> 5K)	-	3,200	3,200	3,200
8100.500	Capital Outlay (> 5K) Machinery and Equipment	-	5,000	5,000	5,000
8500	Depreciation	98,028	-	-	-
9000.100	Allocations Photocopying	-	198	198	198
9000.101	Allocations Information Technology	4,913	4,913	4,913	4,913
9000.102	Allocations Facilities Management	1,169	1,169	1,169	1,169
9000.104	Allocations Mobile Phone	329	329	329	-
9000.106	Allocations Telephone	344	344	344	344
9000.108	Allocations Internal Rental Charges	9,410	-	-	-
9500	Transfers Out	-	106,617	97,547	103,819
9500.100	Transfers Out General	3,824	3,824	3,824	3,824
9500.630	Transfers Out Risk Management	1,900	1,900	1,900	1,900
9900	Miscellaneous	357	-	-	-
9920	Bank Fees	658	500	500	500
<b>Expenditures Total</b>		<b>\$ 298,255</b>	<b>\$ 366,575</b>	<b>\$ 366,575</b>	<b>\$ 368,025</b>



**City of Plymouth  
Central Equipment Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
<b>Fund: 600 - Central Equipment</b>					
<u>Revenues</u>					
4300	Charges for Services	\$ 11,798	\$ -	\$ -	\$ -
4380.303	Allocation Charges Central Equipment	2,416,023	2,373,903	2,418,204	2,418,204
4700.100	Interest Income Investments	39,923	65,000	65,000	29,322
4800	Other Revenues	1,393	-	-	-
4804	Sale of Asset	89,862	-	-	-
4805	Gain (Loss) of Capital Asset	12,004	-	-	-
4900	Transfers In	-	134,695	522,368	340,663
4900.100	Transfers In General	94,627	-	-	-
4900.500	Transfers In Water	4,771	-	-	-
4900.520	Transfers In Sewer	4,771	-	-	-
<b>Revenues Total</b>		<b>\$ 2,675,170</b>	<b>\$ 2,573,598</b>	<b>\$ 3,005,572</b>	<b>\$ 2,788,189</b>

**City of Plymouth  
Central Equipment Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 600 - Central Equipment					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 218,509	\$ 258,951	\$ 256,831	\$ 206,403
6000.200	Salaries Temporary	3,312	5,500	5,500	5,500
6020.100	Overtime Regular	15,681	25,000	25,000	25,000
6050	Benefits	79,558	89,895	88,685	84,216
6100	Office Supplies	1,085	500	500	500
6120.102	Operating Supplies Motor Fuels & Lubricants	354,467	501,300	515,524	500,000
6120.103	Operating Supplies Janitorial	248	200	200	200
6120.111	Operating Supplies License Plates	439	2,365	340	340
6130.100	Repair & Maintenance Supplies Equipment Parts	169,957	175,000	180,000	180,000
6130.109	Repair & Maintenance Supplies Welding	1,189	3,000	3,000	3,000
6130.111	Repair & Maintenance Supplies Chemicals	3,215	3,000	3,500	3,500
6130.119	Repair & Maintenance Supplies Recharges	317	3,000	3,000	3,000
6140.102	Miscellaneous Supplies Safety Equipment	576	1,000	1,000	1,000
6500.100	Employee Development Employee Training	753	1,000	1,300	1,000
6500.104	Employee Development Conferences & Seminars	-	-	1,500	1,500
6550	Mileage & Parking Reimbursement	-	200	200	200
6700	Dues and Subscriptions	-	2,300	2,300	2,400
7000	Professional Services	15,224	6,200	-	-
7004	Audit Fees	2,176	-	-	-
7006	Medical Fees	160	500	-	500
7017	Laundry Services	1,526	2,200	2,200	2,200
7100.100	Communications Postage	125	200	200	200
7200	Printing and Publishing	266	1,500	1,500	1,500
7400.102	Utilities Natural Gas	14,482	28,300	29,000	29,000
7400.103	Utilities Water and Sewer	3,673	3,100	3,200	3,200
7400.104	Utilities Solid Waste	597	3,500	3,600	3,600
7400.108	Utilities Electric	11,229	12,000	12,400	12,400
7500.118	Repair and Maintenance Services Janitorial Services	-	4,200	4,301	4,301
7500.125	Repair and Maintenance Services Car Washes	4,090	5,500	5,500	5,500
7500.130	Repair and Maintenance Services Building	988	-	-	-
7500.131	Repair and Maintenance Services Body Work and Painting	1,789	10,000	10,000	10,000
7500.202	Repair and Maintenance Services Equipment Maint	80,347	80,000	85,000	85,000
8000	Non-Cap Equip (< 5K)	9,894	20,000	20,000	20,000
8100.500	Capital Outlay (> 5K) Machinery and Equipment	-	168,300	149,700	1,523,200
8100.800	Capital Outlay (> 5K) Construction Projects	-	1,089,400	1,520,400	-
8500	Depreciation	1,153,387	-	-	-
9000.101	Allocations Information Technology	28,804	28,804	28,804	28,804
9000.102	Allocations Facilities Management	11,563	22,676	26,380	26,380
9000.104	Allocations Mobile Phone	1,402	1,402	1,402	1,040
9000.106	Allocations Telephone	3,155	3,155	3,155	3,155
9500.630	Transfers Out Risk Management	10,450	10,450	10,450	10,450
9900	Miscellaneous	259	-	-	-
<b>Expenditures Total</b>		<b>\$ 2,204,891</b>	<b>\$ 2,573,598</b>	<b>\$ 3,005,572</b>	<b>\$ 2,788,189</b>

**City of Plymouth  
Public Facilities Budget**

<b>Account Number</b>	<b>Description</b>	<b>2009 Actual</b>	<b>2010 Adopted</b>	<b>2011 Concept</b>	<b>2011 Amended</b>
Fund: 610 - Public Facilities					
<u>Revenues</u>					
4380.107	Allocation Charges Postage	\$ 57,114	\$ 70,000	\$ 70,000	\$ 70,000
4380.302	Allocation Charges Facilities Management	1,141,188	1,445,338	1,546,720	1,546,720
4700.100	Interest Income Investments	26,467	50,000	50,000	20,150
4900.660	Transfers In Resource Planning	-	10,000	10,000	-
<b>Revenues Total</b>		<b>\$ 1,224,769</b>	<b>\$ 1,575,338</b>	<b>\$ 1,676,720</b>	<b>\$ 1,636,870</b>

**City of Plymouth  
Public Facilities Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 610 - Public Facilities					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 126,936	\$ 126,780	\$ 128,113	\$ 128,110
6020.100	Overtime Regular	432	1,000	1,000	1,000
6050	Benefits	40,427	41,624	45,306	42,891
6100	Office Supplies	6,992	500	500	500
6100.100	Office Supplies Coffee and Cups	16,214	1,520	912	-
6120.103	Operating Supplies Janitorial	31,560	28,000	28,000	30,000
6130.119	Repair & Maintenance Supplies Recharges	4,230	1,500	1,500	1,500
6140.100	Miscellaneous Supplies Medical	5,906	8,000	8,000	8,000
6140.102	Miscellaneous Supplies Safety Equipment	1,826	100	100	300
6700	Dues and Subscriptions	20	500	500	500
7000	Professional Services	-	4,000	4,000	4,000
7002	Internal Engineer	-	-	-	-
7017	Laundry Services	381	600	600	600
7100.100	Communications Postage	54,395	70,000	70,000	75,000
7100.104	Communications Mobile Telephone	-	1,000	1,000	1,000
7400.102	Utilities Natural Gas	47,597	70,000	75,000	75,000
7400.103	Utilities Water and Sewer	10,306	10,000	10,000	10,000
7400.104	Utilities Solid Waste	8,741	8,500	8,500	8,500
7400.108	Utilities Electric	114,187	125,000	130,000	130,000
7500.118	Repair and Maintenance Services Janitorial Services	110,799	125,000	125,000	125,000
7500.130	Repair and Maintenance Services Building	202,807	555,000	390,000	470,000
7500.135	Repair and Maintenance Services Building Security	2,919	8,000	8,000	8,000
7500.139	Repair and Maintenance Services Facility	141,025	-	-	-
7500.202	Repair and Maintenance Services Equipment	53,951	100,000	112,000	112,000
	Maintenance				
8000	Non-Cap Equip (< 5K)	20,525	2,000	2,000	2,000
8100.800	Capital Outlay (> 5K) Construction Projects	-	110,000	-	150,000
8500	Depreciation	7,681	-	-	-
9000.100	Allocations Photocopying	325	325	325	325
9000.101	Allocations Information Technology	15,644	15,644	15,644	15,644
9000.104	Allocations Mobile Phone	1,274	547	547	1,146
9000.106	Allocations Telephone	1,147	1,147	1,147	1,147
9000.107	Allocations Central Equipment	-	7,771	7,806	7,806
9000.108	Allocations Internal Rental Charges	7,664	-	-	-
9500	Transfers Out	-	146,530	496,470	222,151
9500.413	Transfers Out Improvement Project Construction	17,003	-	-	-
9500.500	Transfers Out Water	28,952	-	-	-
9500.630	Transfers Out Risk Management	4,750	4,750	4,750	4,750
9900	Miscellaneous	178	-	-	-
<b>Expenditures Total</b>		<b>\$ 1,086,796</b>	<b>\$ 1,575,338</b>	<b>\$ 1,676,720</b>	<b>\$ 1,636,870</b>

**City of Plymouth  
Information Technology Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 620 - Information Technology					
<u>Revenues</u>					
4300	Charges for Services	\$ 2,574	\$ -	\$ -	\$ -
4350.100	General Services Photocopies	121	-	-	-
4380.101	Allocation Charges IT Overhead	1,077,368	1,075,188	1,075,588	1,075,588
4380.102	Allocation Charges Software Maintenance	138,131	138,126	138,126	138,126
4380.103	Allocation Charges Hardware Replacement	348,083	348,083	348,083	348,083
4380.104	Allocation Charges Mobile Phone	112,841	90,876	90,876	79,675
4380.105	Allocation Charges Telephone	152,028	150,524	150,557	150,557
4380.106	Allocation Charges Photocopy	112,464	126,953	127,403	127,403
4380.108	Allocation Charges 800 MHz Radios	-	185,666	189,380	189,380
4380.400	Allocation Charges Security Systems Replacement	101,753	110,677	110,823	102,043
4600	Contributions - Operating	3,775	-	-	-
4620	Contributions - Capital	6,000	-	-	-
4700.100	Interest Income Investments	32,481	51,050	51,050	26,796
4800	Other Revenues	267	-	-	-
4804	Sale of Asset	550	-	-	-
4807	Refunds & Reimbursements	355	-	-	-
4900	Transfers In	-	-	-	11,733
4900.254	Transfers In HRA Section 8	3,500	6,000	-	-
4900.500	Transfers In Water	10,000	10,000	10,000	10,000
<b>Revenues Total</b>		<b>\$ 2,102,290</b>	<b>\$ 2,293,143</b>	<b>\$ 2,291,886</b>	<b>\$ 2,259,384</b>

**City of Plymouth  
Information Technology Budget**

Account Number	Description	2009 Actual	2010 Adopted	2011 Concept	2011 Amended
Fund: 620 - Information Technology					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 576,790	\$ 573,045	\$ 585,078	\$ 584,860
6050	Benefits	154,074	157,700	169,138	163,631
6100	Office Supplies	21,365	46,000	46,000	46,000
6110	Computer Supplies	2,390	2,500	2,500	2,500
6130.100	Repair & Maintenance Supplies Equipment Parts	3,217	11,000	11,000	11,000
6500	Employee Development	1,250	20,000	20,000	20,000
6500.100	Employee Development Employee Training	21,065	42,000	42,000	42,000
6500.101	Employee Development City wide Training	1,650	-	-	-
6500.104	Employee Development Conferences & Seminars	2,778	-	-	6,240
6550	Mileage & Parking Reimbursement	93	100	100	100
6700	Dues and Subscriptions	1,151	795	795	795
7000	Professional Services	52,601	85,000	85,000	116,000
7100	Communications	225	-	-	-
7100.100	Communications Postage	392	450	450	450
7100.102	Communications Data Communications	90,609	97,206	97,206	97,206
7100.103	Communications Telephone	42,529	51,500	53,000	53,000
7100.104	Communications Mobile Telephone	52,821	74,600	74,600	74,600
7200	Printing and Publishing	46,568	-	-	-
7500.200	Repair and Maintenance Services Software	269,957	282,424	301,065	301,065
7500.201	Repair and Maintenance Services Departmental Software Maint	23,523	104,469	109,393	109,393
7500.202	Repair and Maintenance Services Equipment Maintenance	82,436	200,334	161,041	161,041
8000	Non-Cap Equip (< 5K)	245,577	185,250	115,175	118,975
8100.600	Capital Outlay (> 5K) Software	-	-	-	15,000
8100.800	Capital Outlay (> 5K) Construction Projects	-	148,000	270,000	270,000
8500	Depreciation	290,665	-	-	-
9000.102	Allocations Facilities Management	46,408	59,479	63,836	63,836
9000.104	Allocations Mobile Phone	-	2,567	2,567	1,692
9500	Transfers Out	-	148,724	81,942	-
9500.540	Transfers Out Ice Center	17,495	-	-	-
9900	Miscellaneous	1,643	-	-	-
<b>Expenditures Total</b>		<b>\$ 2,049,272</b>	<b>\$ 2,293,143</b>	<b>\$ 2,291,886</b>	<b>\$ 2,259,384</b>

**City of Plymouth  
Risk Management Budget**

<b>Account Number</b>	<b>Description</b>	<b>2009 Actual</b>	<b>2010 Adopted</b>	<b>2011 Concept</b>	<b>2011 Amended</b>
Fund: 630 - Risk Management					
<u>Revenues</u>					
4700.100	Interest Income Investments	\$ 48,088	\$ 53,000	\$ 53,000	\$ 37,395
4802	Property Claims	24,690	-	-	-
4803	Worker's Comp Claims	5,229	-	-	-
4806	Premium Refunds	113,480	-	-	-
4807	Refunds & Reimbursements	28,511	-	-	-
4807.101	Refunds & Reimbursements Restitution	502	-	-	-
4900	Transfers In	-	-	-	45,414
4900.100	Transfers In General	461,133	467,664	467,664	467,664
4900.200	Transfers In Recreation	26,955	26,955	26,955	26,955
4900.220	Transfers In Transit System	4,275	4,361	4,361	4,361
4900.250	Transfers In Community Dev Block Grant (CDBG)	1,652	1,652	1,652	1,652
4900.254	Transfers In HRA Section 8	7,843	7,843	7,843	7,843
4900.258	Transfers In HRA General	3,206	3,206	3,206	3,206
4900.500	Transfers In Water	50,419	50,419	50,419	50,419
4900.510	Transfers In Water Resources	24,723	24,723	24,723	24,723
4900.520	Transfers In Sewer	37,571	37,571	37,571	37,571
4900.530	Transfers In Solid Waste Management	5,391	5,499	5,609	5,609
4900.540	Transfers In Ice Center	9,500	9,500	9,500	9,500
4900.550	Transfers In Field House	1,900	1,900	1,900	1,900
4900.600	Transfers In Central Equipment	10,450	10,450	10,450	10,450
4900.610	Transfers In Public Facilities	4,750	4,750	4,750	4,750
4900.650	Transfers In Design Engineering	6,531	-	-	-
<b>Revenues Total</b>		<b>\$ 876,798</b>	<b>\$ 709,493</b>	<b>\$ 709,603</b>	<b>\$ 739,412</b>

**City of Plymouth  
Risk Management Budget**

<b>Account Number</b>	<b>Description</b>	<b>2009 Actual</b>	<b>2010 Adopted</b>	<b>2011 Concept</b>	<b>2011 Amended</b>
Fund: 630 - Risk Management					
<u>Expenditures</u>					
6000.100	Salaries Regular	\$ 61,039	\$ 62,078	\$ 64,187	\$ 65,398
6050	Benefits	17,138	17,688	17,704	18,661
6100	Office Supplies	642	200	200	200
6140.102	Miscellaneous Supplies Safety Equipment	9,184	-	-	-
6500.100	Employee Development Employee Training	390	500	500	500
6500.104	Employee Development Conferences & Seminars	175	500	500	500
6550	Mileage & Parking Reimbursement	112	100	100	100
6700	Dues and Subscriptions	765	700	700	700
7000	Professional Services	41,730	40,000	40,000	40,000
7300.100	Insurance Property	47,172	140,000	144,200	160,000
7300.101	Insurance Inland Marine	148,331	18,900	19,467	19,467
7300.102	Insurance General Liability	(119,764)	129,000	133,000	140,000
7300.103	Insurance Auto Liability	(15,001)	14,205	14,600	14,600
7300.104	Insurance Auto Comprehensive	551	-	-	-
7300.105	Insurance Auto Collision	55,358	34,680	35,720	35,720
7300.107	Insurance Boiler and Machinery	20,914	20,914	21,541	21,541
7300.108	Insurance Information Technology	4,681	4,150	4,275	4,275
7300.110	Insurance Employee Dishonesty	2,785	2,785	2,900	2,900
7300.201	Insurance Workers Comp	287,389	170,000	170,000	200,000
9000.100	Allocations Photocopying	325	325	325	325
9000.101	Allocations Information Technology	3,683	3,683	3,683	3,683
9000.102	Allocations Facilities Management	4,208	3,334	3,043	3,043
9000.106	Allocations Telephone	373	373	373	373
9000.108	Allocations Internal Rental Charges	1,720	-	-	-
9500	Transfers Out	-	37,952	25,159	-
9500.640	Transfers Out Employee Benefits	7,426	7,426	7,426	7,426
9923	Claims	8,593	-	-	-
<b>Expenditures Total</b>		<b>\$ 589,921</b>	<b>\$ 709,493</b>	<b>\$ 709,603</b>	<b>\$ 739,412</b>