

2019 ANNUAL BUDGET

Adopted December 10, 2018



Officials

		<u>Term Expires</u>
Mayor:	Jeff Reinert	12/31/2019
Council Members:	Dale Stoesz	12/31/2021
	Rob Rafferty	12/31/2021
	Melissa Maher	12/31/2019
	Michael Manthey	12/31/2019
City Administrator:	Jeff Karlson	Appointed
Directors:		
Community Development	Michael Grochala	Appointed
Finance	Sarah Cotton	Appointed
Public Safety	John Swenson	Appointed
Public Services	Richard DeGardner	Appointed

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**CITY OF LINO LAKES
RESOLUTION NO. 18-174**

RESOLUTION ADOPTING THE FINAL 2018 TAX LEVY, COLLECTIBLE IN 2019

WHEREAS, the City of Lino Lakes has budgeted to pay expenditures for General Fund operating costs anticipated in the year 2019, and

WHEREAS, the City of Lino Lakes has budgeted to pay the annual debt service on outstanding indebtedness, and

WHEREAS, the City Council adopted its preliminary 2018 tax levy, collectible in 2019, in anticipation of the above expenses, and

WHEREAS, the City Council has published in the official newspaper all notices required by Minnesota State Statutes and the City Charter, and

WHEREAS, the City Council held its public hearing on December 10, 2018.

NOW, THEREFORE BE IT RESOLVED that The City Council of The City of Lino Lakes, approves its final 2018 tax levy, collectible in 2019, upon taxable property within the City of Lino Lakes as follows:

1. Total amount levied in the year 2018 to be spread for taxes due and payable in the year 2019 is \$10,055,416.
2. The total amount levied above is for the following purposes:

<u>General Operating Levy</u>	\$8,193,124
<u>Bonded Indebtedness</u>	
G.O. Bond 2012A	180,012
G.O. Bond 2015A	270,178
EDA Lease/Revenue Bond 2015	315,722
G.O. Tax Abatement Refunding Bonds 2016C	289,096
G.O. Bond 2018A	200,000
Equipment Certificates 2015B	213,119
Equipment Certificates 2016	167,559
Equipment Certificates 2017	111,395
Equipment Certificates 2018	115,211
 Total Bonded Indebtedness:	 <u>\$1,862,292</u>
 TOTAL LEVIES	 <u>\$10,055,416</u>

Adopted by the Council of the City of Lino Lakes this 10th day of December, 2018.

**CITY OF LINO LAKES
RESOLUTION NO. 18-175**

**RESOLUTION ADOPTING THE FINAL 2019 GENERAL FUND OPERATING
BUDGET**

WHEREAS, pursuant to Minnesota State Statute, the Lino Lakes City Council is required to adopt a resolution setting out final General Fund revenues and expenditures for the upcoming fiscal year.

NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes, that the following final General Fund operating budget be adopted for 2019:

2019 FINAL GENERAL FUND BUDGET

REVENUES:

Property Taxes	\$8,232,124
Intergovernmental Revenue	577,106
Licenses & Permits	902,459
Charges for Services	303,259
Fines & Forfeitures	119,132
Interest on Investments	30,000
Miscellaneous	810,236
TOTAL FINAL GENERAL FUND REVENUES	\$10,974,316

EXPENDITURES:

Administration	\$1,413,860
Community Development	822,423
Public Safety	4,998,131
Public Services	2,769,902
Other	970,000
TOTAL FINAL GENERAL FUND EXPENDITURES	\$10,974,316

BE IT FURTHER RESOLVED that \$455,000 of the 2019 General Fund Reserve Balance be committed as follows:

- \$375,000 – Recreation Complex Phase I
- \$50,000 – Veteran’s Memorial
- \$30,000 – Bldg Permit Automation & Integration Project

Adopted by the Council of the City of Lino Lakes this 10th day of December, 2018.

**CITY OF LINO LAKES
RESOLUTION NO. 18-176**

RESOLUTION ADOPTING THE 2019 WATER AND SEWER OPERATING BUDGETS

WHEREAS, the City Council has reviewed the proposed 2019 Water and Sewer Operating Budgets during their budget work sessions, and

WHEREAS, the City Council each year adopts the Water and Sewer Operating Budget by resolution.

NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes, that the following Water and Sewer Operating Budgets for the year 2019 are hereby adopted:

	<u>2019 Water Operating Budget</u>	<u>2019 Sewer Operating Budget</u>
Operating Revenues	\$1,115,500	\$1,757,000
Transfers	<u>-0-</u>	<u>-0-</u>
Total Revenues & Transfers	\$1,115,500	\$1,757,000
Operating Expenses	\$1,541,570	\$2,007,082
Debt Service	<u>-0-</u>	<u>-0-</u>
Total Expenses	\$1,541,570	\$2,007,082
Revenues/Transfers over/ Under Expenses	<u>\$ (426,070)</u>	<u>\$ (250,082)</u>
Use of Fund Surplus	<u>\$ 426,070</u>	<u>\$ 250,082</u>

Adopted by the Council of the City of Lino Lakes this 10th day of December, 2018.

**CITY OF LINO LAKES
RESOLUTION NO. 18-177**

RESOLUTION ADOPTING THE 2019 RECREATION FUND BUDGET

WHEREAS, the Recreation Fund is a Special Revenue Fund, funded through fees generated by recreation programming, and

WHEREAS, Special Revenue Funds are required to adopt a budget for the forthcoming year.

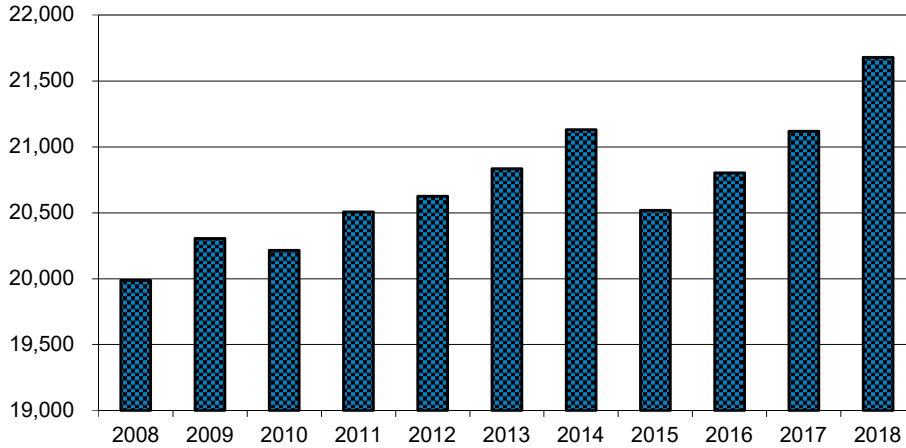
NOW, THEREFORE BE IT RESOLVED by The City Council of The City of Lino Lakes, that the following Recreation Fund Operating Budget for the year 2019 is hereby adopted:

2019 RECREATION FUND BUDGET

	<u>REVENUES</u>	<u>EXPENDITURES</u>
Adult Instructional	\$ 640	\$ 400
Youth Instructional	42,150	37,300
Youth Leagues	8,000	6,650
Special Events	10,420	13,900
Senior Programs	<u>14,800</u>	<u>14,300</u>
Program Totals	\$ 76,010	\$ 72,550
Operating Surplus (Deficit)	<u>0</u>	<u>3,460</u>
Transfer to General Fund	<u>0</u>	<u>0</u>
Recreation Fund Totals	<u>\$ 76,010</u>	<u>\$ 76,010</u>

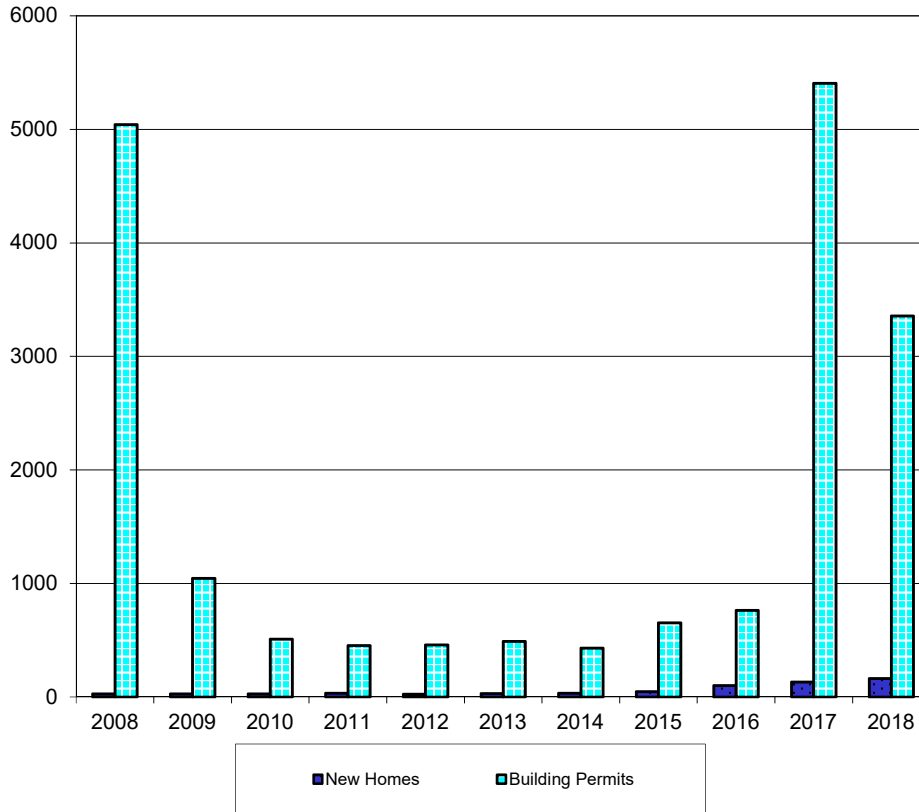
Adopted by the Council of the City of Lino Lakes this 10th day of December, 2018.

City of Lino Lakes Population 2008 - 2018



<u>Year</u>	<u>Population</u>	<u>Source</u>
1990	8,807	US Census
2000	16,791	US Census
2008	19,987	Metropolitan Council Estimate
2009	20,305	Metropolitan Council Estimate
2010	20,216	US Census
2011	20,505	Metropolitan Council Estimate
2012	20,625	Metropolitan Council Estimate
2013	20,833	Metropolitan Council Estimate
2014	21,129	Metropolitan Council Estimate
2015	20,519	Metropolitan Council Estimate
2016	20,803	Metropolitan Council Estimate
2017	21,117	Metropolitan Council Estimate
2018	21,678	City Estimate

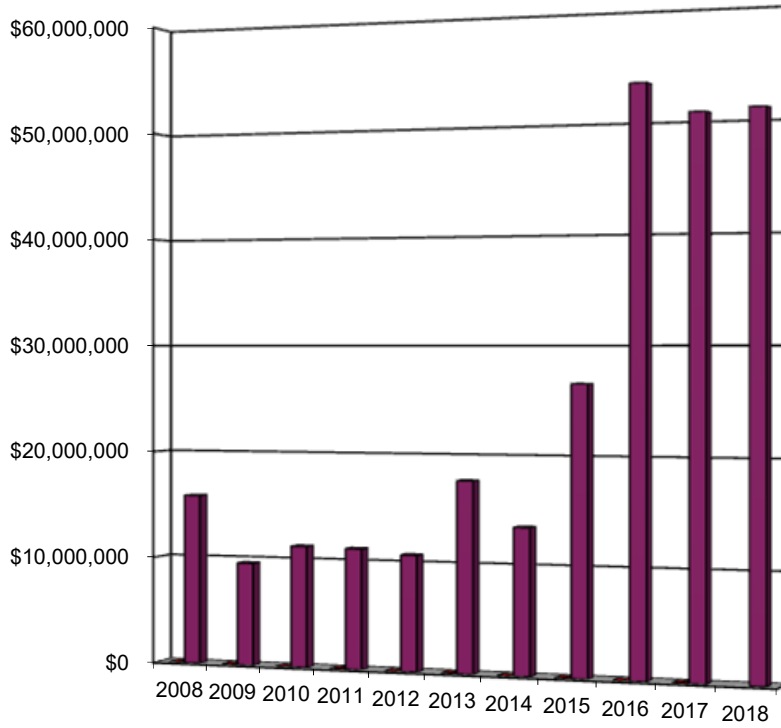
City of Lino Lakes Building Permits 2008 - 2018



<u>Year</u>	<u>New Homes</u>	<u>Building Permits</u>	
2008	29	5,041	**
2009	28	1,045	***
2010	28	509	
2011	34	452	
2012	25	459	
2013	30	490	
2014	33	431	
2015	47	654	
2016	100	762	
2017	133	5,405	****
2018	162	3,356	*****

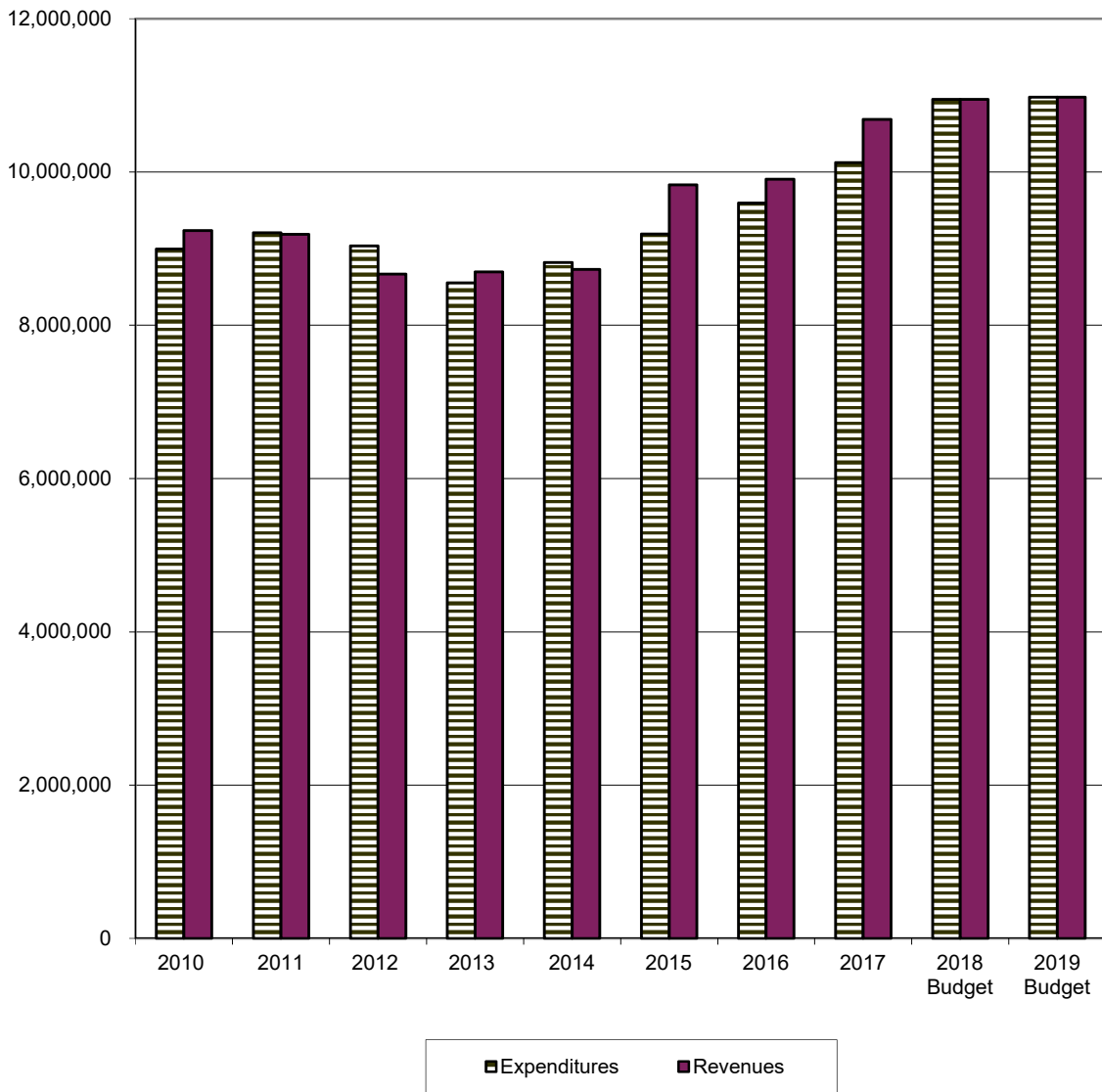
** 4,337 Roofing & Siding Permits due to storm damage
 *** 581 Roofing & Siding Permits due to storm damage
 **** 4,612 Roofing & Siding Permits due to storm damage
 *****2,453 Roofing & Siding Permits due to storm damage

City of Lino Lakes Building Permit Valuation 2008 - 2018



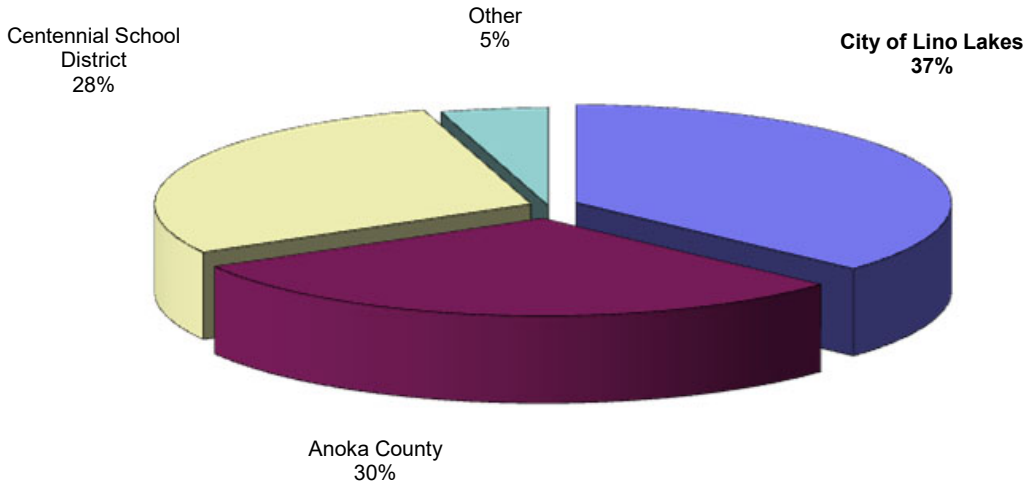
<u>Year</u>	<u>Bldg Permit Valuation</u>
2008	15,852,780
2009	9,586,160
2010	11,295,493
2011	11,192,264
2012	10,751,626
2013	17,683,665
2014	13,535,514
2015	26,570,593
2016	53,394,030
2017	50,690,269
2018	50,990,945

City of Lino Lakes Expenditure and Revenue Comparison 2010 - 2019



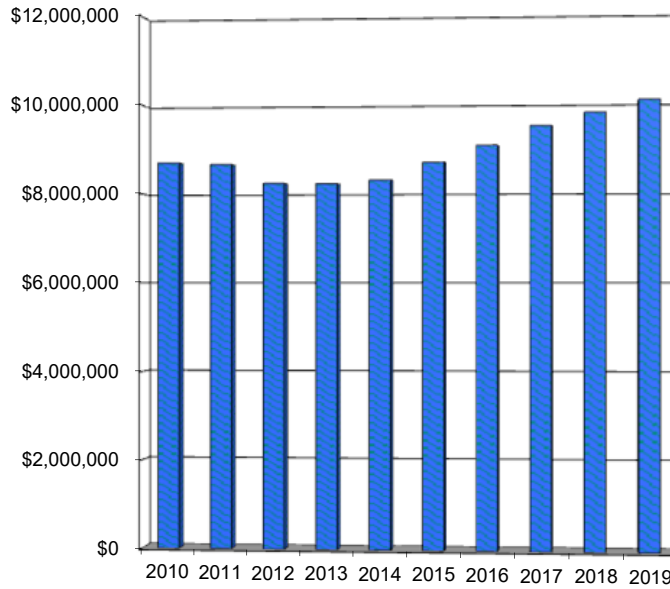
	<u>Expenditures</u>	<u>Revenues</u>
2010	8,994,651	9,233,492
2011	9,208,035	9,186,410
2012	9,036,931	8,665,568
2013	8,554,264	8,696,530
2014	8,818,141	8,728,593
2015	9,191,170	9,831,048
2016	9,595,617	9,905,395
2017	10,123,266	10,684,000
2018 Budget	10,946,031	10,946,031
2019 Budget	10,974,316	10,974,316

City of Lino Lakes 2019 Tax Dollar Distribution



	2019 <u>Tax Rate</u>
City of Lino Lakes	42.237
Anoka County	34.391
Centennial School District	32.806
Other	5.285
	114.719

City of Lino Lakes Total Tax Levy 2010 - 2019



<u>Year</u>	<u>Total Tax Levy</u>
2010	8,695,414
2011	8,660,000
2012	8,227,259
2013	8,215,628
2014	8,296,044
2015	8,686,072
2016	9,058,428
2017	9,491,855
2018	9,776,732
2019	10,055,416

**City of Lino Lakes
2019 Adopted Tax Levy**

	Adopted 2017	Adopted 2018	Adopted 2019	Difference 2018-2019	% Change
General Fund Levy	7,360,431	8,165,859	8,193,124	27,265	0.33%
Special Levy - PERA Contribution	-	-	-	-	***
Total Operating Levy	<u>7,360,431</u>	<u>8,165,859</u>	<u>8,193,124</u>	<u>27,265</u>	<u>0.33%</u>
<u>Debt Levy</u>					
Certificate of Indebtedness 2014	178,164	-	-	-	***
Certificate of Indebtedness 2015A	71,749	70,258	-	(70,258)	(100.00%)
Certificate of Indebtedness 2015B	215,030	214,090	213,119	(971)	(0.45%)
Certificate of Indebtedness 2016	172,189	167,097	167,559	462	0.28%
Certificate of Indebtedness 2017	-	113,087	111,395	(1,692)	(1.50%)
Certificate of Indebtedness 2018	-	-	115,211	115,211	***
G.O. Tax Abatement Bond 2006C (2)	-	-	-	-	***
G.O. CIP Refunding Bond 2006E (3)	464,100	-	-	-	***
G.O. Bond 2012A (Signal Project) (1)	177,692	176,390	180,012	3,623	2.05%
G.O. Bond 2015A (Street Reconstruction) (1)	217,127	219,227	215,972	(3,255)	(1.48%)
G.O. Bond 2015A - Abatement Portion	56,096	55,151	54,206	(945)	(1.71%)
EDA Lease/Revenue Bond 2015 (Fire Station #2)	317,717	319,397	315,722	(3,675)	(1.15%)
G.O. Tax Abatement Refunding Bond 2016C (2)	261,560	276,176	289,097	12,920	4.68%
G.O Bond 2018A (Street Reconstruction)	-	-	200,000	200,000	***
Total Debt Levy	<u>2,131,424</u>	<u>1,610,873</u>	<u>1,862,292</u>	<u>251,420</u>	<u>15.61%</u>
Total Levy	<u><u>9,491,855</u></u>	<u><u>9,776,732</u></u>	<u><u>10,055,416</u></u>	<u><u>278,685</u></u>	<u><u>2.85%</u></u>

- (1) Levy result of Voter-Approved Referendum
- (2) Levy result of participation in YMCA project
- (3) Levy result of Civic Complex Construction.

CITY OF LINO LAKES
2019 Adopted General Fund
Net Tax Capacity Calculation

	Actual 2017	Actual 2018	Adopted 2019
Taxable Market Value	1,808,417,118	1,959,826,108	2,085,956,381
Annual % Change	6.42%	8.37%	6.44%
Total Net Tax Capacity Value	19,643,805	21,289,294	22,733,455
Less FD Contribution in Value	1,168,180	1,215,584	1,322,820
Less Captured Value for Tax Increment	293,970	421,495	606,963
Total Net Tax Capacity Value	18,181,655	19,652,215	20,803,672
Annual % Change	6.55%	8.09%	5.86%

Net Tax Capacity Rate Calculation

	Actual 2017	Actual 2018	Adopted 2019
Total Levy	9,491,855	9,776,732	10,055,416
Less FD Distribution	1,284,902	1,360,639	1,375,292
Total Net Levy for Tax Rate	8,206,953	8,416,093	8,680,124
Annual % Change	4.52%	2.55%	3.14%
Projected City Tax Capacity Rate	45.140%	42.826%	41.724%

City of Lino Lakes

2019 Budget Preparation Calendar

- Jan-May – City Council provides direction on budget parameters.
- May 22 – Budget worksheets and calendars distributed to Directors.
- June 8 – Departmental budget requests are submitted.
- June-July – City Administrator and Finance Director review requests with Directors and develop proposed 2019 Budget.
- July 23 – Proposed budget distributed to the City Council.
- August 2 - City Council holds initial work session on 2019 Budget.
- August 2 – September 10 – City Council scheduled work sessions on 2019 Budget.
- September 24 – City Council approves proposed 2019 Budget and Tax Levy and sets Truth in Taxation hearing dates.
- **By September 30 - Preliminary Tax Levy and public hearing dates are certified to Anoka County Auditor.**
- October – December - Follow-up City Council budget work sessions.
- **Mid-November– County mails Truth in Taxation notices to taxpayers.**
- December 10 – City Council holds Public Hearing. City Council adopts final 2019 Budget and Tax Levy.
- **By December 28 – City certifies final 2019 Budget and Tax Levy to Anoka County Auditor.**

CITY OF LINO LAKES

PERSONNEL - TOTAL

	Adopted <u>2017</u>	Adopted <u>2018</u>	Adopted <u>2019</u>
ADMINISTRATION	4.000	4.000	4.000
FINANCE	3.250	3.250	3.250
ECONOMIC DEVELOPMENT	-	-	-
PLANNING & ZONING	1.000	1.000	1.000
COMMUNITY DEVELOPMENT	2.000	2.000	2.000
ENVIRONMENTAL	0.350	0.350	0.350
SOLID WASTE	0.300	0.300	0.300
FORESTRY	0.350	0.350	0.350
POLICE	31.050	30.550	30.550
FIRE	1.950	1.950	1.950
BUILDING INSPECTIONS	2.500	2.500	3.500
STREETS	6.650	6.650	6.650
FLEET	1.500	1.500	1.500
GOVERNMENT BUILDINGS	-	-	-
PARKS	5.200	5.200	5.200
RECREATION	2.350	2.350	1.350
TOTAL GENERAL	62.450	61.950	61.950
WATER	2.825	3.325	3.325
SEWER	2.825	3.325	3.325
GRAND TOTAL	68.100	68.600	68.600

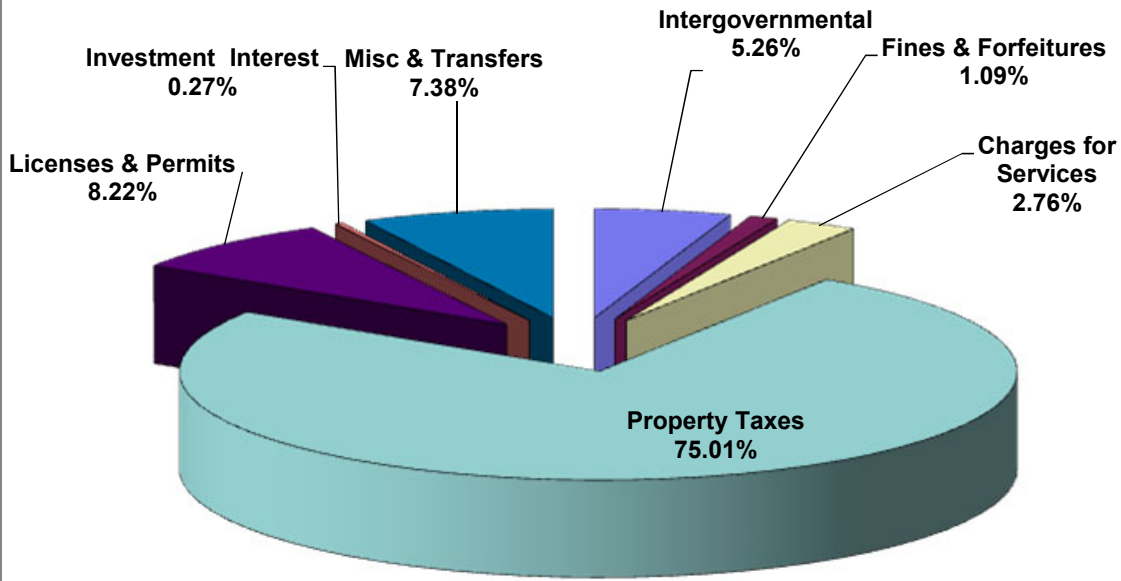
Personnel are shown as Full Time Equivalentents (FTE)

CITY OF LINO LAKES

2019 ADOPTED GENERAL FUND REVENUE

	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Increase/ Decrease
Total Property Taxes	7,042,069	7,343,169	8,214,859	8,232,124	0.21%
Total Special Assessments	145	0	0	0	***
Total Intergovernmental Revenue	654,447	667,520	645,367	577,105	(10.58%)
Business Licenses and Permits	136,362	146,708	130,515	137,600	5.43%
Non-Business Licenses and Permits	759,218	1,300,862	556,532	764,859	37.43%
Charges for Services	38,956	34,693	29,571	25,477	(13.84%)
Public Safety	212,193	187,988	201,200	200,800	(0.20%)
Municipal Fines	220,905	147,978	134,132	119,132	(11.18%)
Investments	40,440	40,913	30,000	30,000	0.00%
Administrative Charges	85,933	75,459	65,000	76,982	18.43%
Miscellaneous	714,729	738,710	938,855	810,236	(13.70%)
Total Revenues	9,905,396	10,683,999	10,946,031	10,974,316	0.26%

City of Lino Lakes 2019 Adopted General Fund Revenues



<u>Type</u>	<u>Amount</u>	<u>Percent</u>
Intergovernmental	\$577,105	5.26%
Fines & Forfeitures	119,132	1.09%
Charges for Services	303,259	2.76%
Property Taxes	8,232,124	75.01%
Licenses & Permits	902,459	8.22%
Investment Interest	30,000	0.27%
Misc & Transfers	810,236	7.38%
Total	\$10,974,316	100.00%

CITY OF LINO LAKES

2019 ADOPTED GENERAL FUND REVENUE

	Account Number	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
Property Taxes						
General Property Tax	101-3010-000	6,062,219	6,332,438	8,165,859	8,193,124	Levy for General Operations
Delinquent taxes	101-3020-000	38,079	26,031	40,000	35,000	Prior Year(s) Delinquencies
Delinquent taxes - Tax Abatements	101-3025-000	31	18	0	0	
Manufactured Home Tax	101-3030-000	0	0	0	0	
Fiscal Disparities	101-3040-000	928,588	975,939	0	0	
Fiscal Disparities - Tax Abatements	101-3045-000	0	0	0	0	
Excess Tax Increments	101-3050-000	8,548	3,354	0	0	
Tax Abatements	101-3055-000	0	0	0	0	
Tax Forfeits	101-3060-000	131	1,096	0	0	
Penalties & Interest	101-3150-000	4,473	4,293	9,000	4,000	
		7,042,069	7,343,169	8,214,859	8,232,124	
Special Assessments						
Current Assessments	101-3110-000	145	0	0	0	
		145	0	0	0	
Intergovernmental Revenue						
Police Grant	101-3315-000	85,385	84,385	74,545	0	Traffic Safety Grant Funded Officer - Grant Funding Ends 9-30-18
Other Federal Revenue	101-3319-000	0	0	0	0	
Local Government Aid	101-3340-000	0	0	0	0	
Market Value Homestead Credit	101-3341-000	2,606	5,278	4,000	4,000	
Municipal State Aid	101-3345-000	253,523	241,138	240,000	250,000	For Maintenance of City-Designated State-Aid Roads
Police State Aid	101-3346-000	208,848	229,395	224,660	224,660	Aid for Police Retirement Plan and POST Training
Other State Revenue	101-3348-000	11,481	9,481	15,000	10,000	PERA Aid, Other State Grants & Aids
Fire State Aid	101-3349-000	6,863	14,349	0	0	
Anoka County Solid Waste	101-3360-000	85,741	83,494	87,161	88,445	SCORE Grant for Recycling Efforts
Anoka County Special Detail	101-3364-000	0	0	0	0	
Liveable Communities Grant	101-3370-000	0	0	0	0	
Coop Agreement - Met Council	101-3371-000	0	0	0	0	
		654,447	667,520	645,367	577,105	

CITY OF LINO LAKES

2019 ADOPTED GENERAL FUND REVENUE

	Account Number	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
Business Licenses and Permits						
Liquor License - Bar	101-3201-000	24,653	28,050	24,000	32,000	License to Sell Liquor for On-Premises Consumption
Liquor License - Beer	101-3202-000	1,400	1,100	1,400	800	License to Sell Beer for On-Premises Consumption
Off-Sale Liquor	101-3203-000	5,296	2,150	2,800	2,000	License to Sell Packaged Liquor for Off-Premises Consumption
Sunday Liquor License	101-3204-000	2,052	2,000	2,000	1,800	License to Sell Liquor for On-Premises Consumption on Sunday
Club Liquor License	101-3205-000	0	300	300	300	
Beer Permit	101-3206-000	0	0	0	0	
Investigation Fee	101-3208-000	788	263	1,000	1,000	Fee to Perform Background Investigation for Liquor License Apps
Garbage Removal License	101-3209-000	1,470	1,695	1,200	1,700	Annual License to Collect Refuse in the City
Temporary Consumption Permit	101-3210-000	200	150	300	300	
Cigarette License	101-3211-000	650	650	750	600	Annual License to Sell Cigarettes in the City
Contractor's License	101-3213-000	12,205	26,685	12,000	12,500	
Rental Housing License	101-3215-000	5,480	5,378	5,500	5,500	
Kennel License	101-3218-000	0	0	0	0	
Dance	101-3219-000	235	35	250	35	
Fireworks License	101-3220-000	200	200	200	150	
Massage License	101-3222-000	0	0	0	1,100	
Peddlers License	101-3223-000	1,750	2,500	1,500	1,500	License for Door-to-Door Sales
Gambling Tax	101-3224-000	1,154	(989)	1,000	0	
Lodging Tax	101-3225-000	78,830	76,542	76,315	76,315	
		136,362	146,708	130,515	137,600	
Non-Business Licenses and Permits						
Building Permits	101-3250-000	409,996	896,362	291,655	449,543	Value-Based Fee-Covers the Cost of Inspec. & Code Compl.
Plan Inspection Fees	101-3251-000	216,736	206,299	168,552	177,100	65% of Bldg Permit Fee to Cover Cost of Plan Review
Erosion Control Permits	101-3252-000	15,150	20,435	15,500	26,000	
Plumbing Permits	101-3253-000	25,027	34,565	17,306	22,197	
Mechanical Permits	101-3254-000	49,860	101,154	36,434	54,222	
Septic Plumbing Permit	101-3255-000	4,640	5,920	6,000	5,938	
Septic System Permit	101-3256-000	7,000	5,600	6,063	6,213	
Fence Permit	101-3259-000	4,810	4,623	3,011	3,666	
Dog License	101-3260-000	1,622	1,468	1,700	1,500	
Sign Permit	101-3262-000	1,320	1,220	1,500	1,389	
Road Overweight Permit	101-3263-000	0	0	0	0	
Underground Utility Permit	101-3264-000	18,782	18,342	6,811	12,591	
Miscellaneous Permits	101-3266-000	4,275	4,874	2,000	4,500	
		759,218	1,300,862	556,532	764,859	

CITY OF LINO LAKES

2019 ADOPTED GENERAL FUND REVENUE

	Account Number	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
Charges for Services						
Land Use Fee	101-3265-000	4,205	8,422	3,971	4,577	
Sale of Supplies	101-3404-000	73	186	100	100	
Assessment Searches	101-3405-000	1,750	3,837	1,500	1,800	
Election Filing Fees	101-3409-000	0	35	0	0	
Return Check Fee	101-3413-000	60	60	0	0	
Materials for Resale	101-3416-000	0	0	0	0	
Aerial Map Fee	101-3417-000	12,420	14,490	10,000	12,000	
Public Works Fees	101-3433-000	5,156	6,563	4,000	6,000	
Other Park Revenues	101-3470-000	15,291	1,101	10,000	1,000	
Other Recreation Fees	101-3472-000	0	0	0	0	
		38,956	34,693	29,571	25,477	
Public Safety						
Police Reports	101-3420-000	739	1,025	1,200	800	
Police Training Fees	101-3421-000	0	0	0	0	
Police Other Revenues	101-3422-000	211,453	186,963	200,000	200,000	
Common Space Revenues	101-3423-000	0	0	0	0	
		212,193	187,988	201,200	200,800	
Municipal Fines						
Fines & Forfeits	101-3510-000	127,542	110,034	133,532	118,532	
ACE Fees	101-3511-000	92,863	37,343	0	0	
Driving Diversion Program (DDP)	101-3512-000	500	600	600	600	
		220,905	147,978	134,132	119,132	
Investments						
Interest on Investments	101-3620-000	37,887	31,948	30,000	30,000	
Change in Fair Value of Investments	101-3621-000	2,553	8,965	0	0	
		40,440	40,913	30,000	30,000	
Administrative Charges						
Administrative Charge - Bonds	101-3490-000	0	0	0	0	
Investment Management Charge	101-3494-000	50,000	50,000	50,000	50,000	
Administrative Charge - Escrows	101-3493-000	0	0	0	0	
Administrative Charge - TIF	101-3491-000	0	0	0	0	
Engineering/Planning Charges	101-3492-000	35,933	25,459	15,000	26,982	
		85,933	75,459	65,000	76,982	

CITY OF LINO LAKES

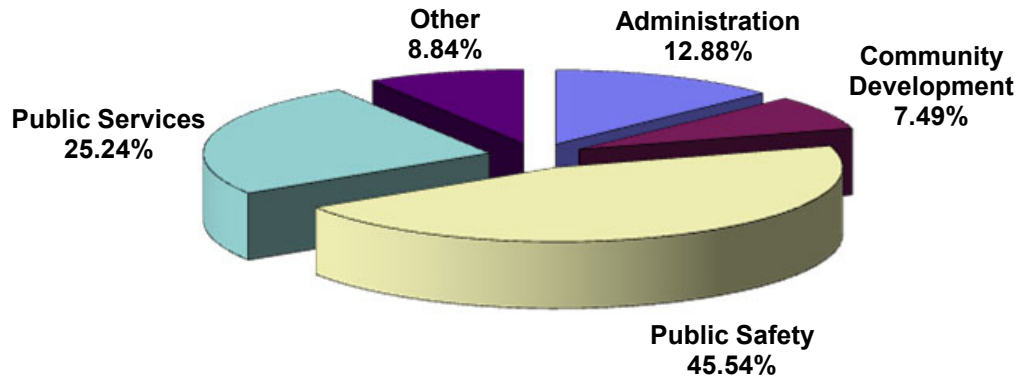
2019 ADOPTED GENERAL FUND REVENUE

	Account Number	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
Miscellaneous						
Use of Fund Reserves		0	0	725,000	594,773	
Transfer From Other Funds	101-3920-000	488,084	439,373	0	0	
Circle Pines Gas Franchise	101-3350-000	43,563	54,689	50,000	50,000	
Other Solid Waste	101-3361-000	2,212	1,618	1,500	1,500	
SAC/Surcharge Fee	101-3414-000	5,610	3,897	2,500	4,000	
Building Rentals	101-3640-000	0	0	0	0	
Gambling Ordinance Funding	101-3710-000	0	0	0	0	
Donations	101-3720-000	300	500	5,000	500	
Other Grants (Non-govt)	101-3725-000	0	0	0	0	
Refunds & Reimbursements	101-3730-000	73,278	27,132	50,000	50,000	
Bldg Lease Revenue	101-3740-000	97,873	102,848	102,848	107,463	
Tree Refunds - Escrows	101-3631-000	(1,293)	1,920	0	0	
Cable TV	101-3630-000	0	0	0	0	
Miscellaneous Revenue	101-3810-000	5,101	106,412	2,007	2,000	
Sale of Fixed Assets	101-3910-000	0	320	0	0	
		714,729	738,710	938,855	810,236	
Total Revenues		9,905,396	10,683,999	10,946,031	10,974,316	

**CITY OF LINO LAKES
2019 GENERAL FUND BUDGET
ADOPTED EXPENDITURES**

DEPT#	DESCRIPTION	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Increase/ Decrease
ADMINISTRATION						
401	MAYOR AND COUNCIL	69,287	75,772	79,311	82,541	4.07%
402	ADMINISTRATION	465,509	475,665	511,929	524,522	2.46%
403	ELECTIONS	28,512	15,932	27,240	18,182	(33.25%)
404	CABLE TV	2,363	2,476	2,500	2,643	5.73%
405	CHARTER ADMINISTRATION	1,076	624	2,500	2,500	0.00%
407	FINANCE	507,103	602,897	642,300	658,472	2.52%
414	LEGAL CONSULTANTS	121,608	111,902	135,000	125,000	(7.41%)
TOTAL ADMINISTRATION		1,195,457	1,285,269	1,400,780	1,413,860	0.93%
COMMUNITY DEVELOPMENT						
415	ECONOMIC DEVELOPMENT	102,816	103,804	112,827	110,977	(1.64%)
416	PLANNING AND ZONING	113,097	127,669	159,143	162,420	2.06%
417	ENGINEERING	117,744	111,441	111,583	112,760	1.05%
418	COMMUNITY DEVELOPMENT	204,382	195,177	212,761	221,889	4.29%
461	ENVIRONMENTAL	46,634	53,596	62,463	64,035	2.52%
462	SOLID WASTE ABATEMENT	81,401	78,924	87,161	88,445	1.47%
463	FORESTRY	54,175	59,119	60,483	61,897	2.34%
TOTAL COMMUNITY DEVELOPMENT		720,249	729,729	806,421	822,423	1.98%
PUBLIC SAFETY						
420	POLICE PROTECTION	3,584,903	3,647,178	3,834,275	3,976,112	3.70%
421	FIRE PROTECTION	570,156	536,560	628,802	674,272	7.23%
422	BUILDING INSPECTIONS	209,680	229,958	256,565	347,748	35.54%
TOTAL PUBLIC SAFETY		4,364,738	4,413,695	4,719,642	4,998,132	5.90%
PUBLIC SERVICES						
430	STREETS	874,622	909,937	910,169	963,849	5.90%
431	FLEET MANAGEMENT	414,392	356,018	438,676	447,957	2.12%
432	GOVERNMENT BUILDINGS	528,722	636,088	490,314	493,333	0.62%
450	PARKS DEPARTMENT	582,393	664,741	601,539	664,454	10.46%
451	RECREATION	223,609	248,030	260,591	200,309	(23.13%)
TOTAL PUBLIC SERVICES		2,623,738	2,814,815	2,701,288	2,769,902	2.54%
OTHERS						
499	CONTINGENCY/TRANSFERS/OTHERS	691,439	879,759	1,317,900	970,000	(26.40%)
TOTAL OTHERS		691,439	879,759	1,317,900	970,000	(26.40%)
TOTAL GENERAL FUND EXPENDITURES		9,595,621	10,123,266	10,946,031	10,974,316	0.26%

City of Lino Lakes 2019 Adopted General Fund Expenditures



<u>Type</u>	<u>Amount</u>	<u>Percent</u>
Administration	\$1,413,860	12.88%
Community Development	822,423	7.49%
Public Safety	4,998,132	45.54%
Public Services	2,769,902	25.24%
Other	970,000	8.84%
Total	\$10,974,316	100.00%

General Fund Overview

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	6,585,735	6,687,524	7,166,773	7,398,006
Supplies	477,206	386,090	472,025	472,775
Other Services/Charges	1,108,252	1,311,263	1,264,200	1,295,289
Contracted Services	676,719	696,692	672,087	743,794
Capital Outlay	56,270	161,939	53,045	94,452
Other	691,439	879,759	1,317,900	970,000
Total	9,595,621	10,123,266	10,946,031	10,974,316

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Mayor & Council	5.00	5.00	5.00	5.00
Administration	7.25	7.25	7.25	7.25
Community Development	6.50	6.50	6.50	7.50
Public Safety	33.00	33.00	32.50	32.50
Public Services	15.40	15.70	15.70	14.70
Total	67.15	67.45	66.95	66.95

Mayor and Council

The City Council is comprised of five elected officials. Twice monthly, this legislative body meets to consider the adoption of policy measures to improve services to the citizens. Meetings are telecast on local government access channel 16 to all residents that have cable available to them. The Council sets overall policy for community services and reviews administrative acts to ensure delivery of these services. The term of the Mayor is two years, with each council term being four years.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	39,131	38,967	41,811	41,841
Supplies	0	0	0	0
Other Services/Charges	8,919	16,219	15,500	18,700
Contractual Services	21,237	20,587	22,000	22,000
Total	69,287	75,772	79,311	82,541

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Mayor	1.00	1.00	1.00	1.00
Council Member	4.00	4.00	4.00	4.00
Total	5.00	5.00	5.00	5.00

CITY OF LINO LAKES

MAYOR AND COUNCIL (101-401)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	36,186	36,066	38,736	38,736	Mayor & Council Members - \$28,786 Additional Meetings - \$9,950 (48 Special Meetings @ \$40/mtg; 2 EDA Meetings @ \$35/mtg)
PERA	4121-000	1,823	1,810	1,937	1,937	
SOCIAL SECURITY	4122-000	1,044	1,042	1,030	1,030	
LIFE INSURANCE	4133-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	78	48	108	138	
		39,131	38,967	41,811	41,841	
SUPPLIES						
OFFICE SUPPLIES	4200-000	0	0	0	0	Signature stamps, name plates, special meeting expenses
		0	0	0	0	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	110	3,000	4,000	4,000	Strategic Planning/Goal Setting Facilitator
TRAVEL & TUITION	4330-000	141	411	1,500	1,500	LMC Conference, Elected Officials Conference
PRINTING & PUBLISHING	4340-000	0	89	0	200	Meeting Notices
NEWSLETTER	4343-000	8,668	12,719	10,000	13,000	Spring/Summer, Fall & Winter Newsletters
		8,919	16,219	15,500	18,700	
CONTRACTUAL SERVICES						
SUBSCRIPTIONS & DUES	4452-000	17,139	17,265	17,500	17,500	League of MN Cities
CITY MARKETING	4900-000	4,098	3,322	4,500	4,500	Community Celebration; Flowers, Plaques & Awards; Employee Appreciation; Lino Lakes Ambassadors
		21,237	20,587	22,000	22,000	
TOTAL MAYOR AND COUNCIL		69,287	75,772	79,311	82,541	

Administration

The Administration Department is responsible for the direction of enforcing the guidelines and policies set by the city council. This department includes human resource matters, city clerk responsibilities, administrative services, and supplying the flow of information and requests to the city council. The city administrator is appointed by the city council.

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Expenditures</u>				
Personal Services	432,492	447,735	483,610	493,703
Other Services/Charges	11,960	18,450	20,360	22,860
Contractual Services	21,056	9,481	7,959	7,959
Total	465,509	475,665	511,929	524,522

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Personnel Schedule</u>				
City Administrator	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Office Tech I	0.50	-	-	-
Total	4.50	4.00	4.00	4.00

CITY OF LINO LAKES

ADMINISTRATION (101-402)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	326,625	348,710	359,408	375,033	100% City Administrator
OVERTIME	4102-000	0	0	0	0	100% City Clerk
TEMPORARIES	4106-000	15,069	9,097	16,500	16,500	100% Deputy City Clerk
WELLNESS PROGRAM	4108-000	1,024	1,134	1,440	1,440	100% Human Resource Manager
PERA	4121-000	25,627	26,305	28,193	29,365	Temporaries: Scanner Operator
SOCIAL SECURITY	4122-000	24,195	25,978	28,757	29,952	
ICMA EMPLOYER	4123-000	0	0	0	261	
HEALTH INSURANCE	4131-000	26,804	27,898	40,574	31,768	
LIFE & DISABILITY INSURANCE	4133-000	1,265	1,198	1,186	1,233	
DENTAL INSURANCE	4134-000	1,893	2,117	2,117	2,117	
VEHICLE ALLOWANCE	4135-000	3,600	3,600	3,600	3,600	
REEMPLOYMENT INSURANCE	4141-000	4,815	0	0	0	
WORKER'S COMPENSATION	4151-000	1,575	1,698	1,835	2,434	
		432,492	447,735	483,610	493,703	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	5,528	9,698	8,500	9,000	Drug/alcohol testing, pre-employment assessments, training, web consulting
LABOR CONSULTANTS	4310-000	770	3,150	3,000	3,000	Labor relations, employment law, contract negotiations, arbitration
TELEPHONE	4321-000	360	360	360	360	Cellular Telephone Reimbursement
TRAVEL & TUITION	4330-000	4,045	4,383	6,500	8,500	LMC Conference, ICMA Conference, MAMA Meetings, MCMA Conference, MPELRA Conferences, TCHRA Conference, NPELRA Webinars, City Clerk Certification, MCFOA Conference, Tuition Reimbursement
PRINTING & PUBLISHING	4340-000	1,258	859	2,000	2,000	Legal publications, employment ads, etc.
		11,960	18,450	20,360	22,860	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	19,940	8,538	6,459	6,459	Website Development & Maintenance, Code Online, Document Destruction, TASC
SUBSCRIPTIONS & DUES	4452-000	1,117	943	1,500	1,500	MAMA, ICMA, MCMA, MCFOA, MPELRA, IPMA-HR, TCHRA
		21,056	9,481	7,959	7,959	
TOTAL ADMINISTRATION		465,509	475,665	511,929	524,522	

Elections

The Elections Department is responsible for conducting elections in accordance with Federal, State, and local laws under the guidance of the City Clerk. These responsibilities include establishment of polling places, hiring of election judges, tabulating ballots, and providing accurate and timely

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	21,738	8,685	20,640	10,082
Supplies	962	257	800	800
Other Services/Charges	502	1,923	1,200	2,000
Contractual Services	727	382	0	500
Capital Outlay	4,583	4,685	4,600	4,800
Total	28,512	15,932	27,240	18,182

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Election Judges	84.00	54.00	N/A	N/A
Total	84.00	54.00	-	-

The City currently has seven voting precincts. The City is working with Anoka County to provide new voting equipment for each precinct.

CITY OF LINO LAKES

ELECTIONS AND VOTERS REGISTRATION (101-403)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	21,577	8,635	20,500	10,000	Primary and General Election Judges (Even Years) General Election Judges (Odd Years)
PERA	4121-000	0	0	0	0	
SOCIAL SECURITY	4122-000	64	18	65	32	
WORKER'S COMPENSATION	4151-000	97	32	75	50	
		21,738	8,685	20,640	10,082	
SUPPLIES						
OFFICE SUPPLIES	4200-000	962	257	800	800	Supplies for elections
		962	257	800	800	
OTHER SERVICES AND CHARGES						
POSTAGE	4322-000	95	124	200	200	Mail Election Judge Material
TRAVEL & TUITION	4330-000	17	96	0	0	
PRINTING & PUBLISHING	4340-000	390	1,703	1,000	1,800	Election Ballots (Odd years - City pays cost of municipal election ballots)
		502	1,923	1,200	2,000	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	727	382	0	500	Voting Equipment Transport
		727	382	0	500	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	4,583	4,685	4,600	4,800	Voting Equipment System per Anoka County Agreement
		4,583	4,685	4,600	4,800	
TOTAL ELECTIONS		28,512	15,932	27,240	18,182	

Cable TV

This budget records costs associated with the use of the city's government access channel 16. Channel 16 provides the community vital information through daily broadcasts to all residents that are cable accessible. Live broadcasts of city council, park board, and planning and zoning board meetings are also provided.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	2,363	2,476	2,500	2,643
Capital Outlay	0	0	0	0
Total	2,363	2,476	2,500	2,643

CITY OF LINO LAKES

CABLE TV (101-404)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
TEMPORARIES	4106-000	2,190	2,297	2,315	2,448	Temporaries: Cable TV Tech (Videotape Council, Park Board, and P&Z Meetings) \$17/hr x 3 hrs/mtg x 48 mtgs
PERA	4121-000	0	0	0	0	
SOCIAL SECURITY	4122-000	168	176	177	187	
WORKER'S COMPENSATION	4151-000	6	4	8	8	
		2,363	2,476	2,500	2,643	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	0	0	0	0	
		0	0	0	0	
TOTAL CABLE TV		2,363	2,476	2,500	2,643	

Charter Administration

The City of Lino Lakes is governed by home rule charter, city code, and state statutes. The Charter Commission is comprised of 15 resident members appointed by an Anoka County District Judge. The budget provides for the associated efforts of the commission and charter administration.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Other Services/Charges	1,076	624	2,500	2,500
Total	1,076	624	2,500	2,500

CITY OF LINO LAKES

CHARTER ADMINISTRATION (101-405)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
OTHER SERVICES AND SUPPLIES						
PROFESSIONAL SERVICES	4300-000	576	624	1,000	1,000	Time Savers - Minutes
PROF SERVICES - CHARTER COMM	4300-999	500	0	1,500	1,500	Charter Commission Directed Expenses
PRINTING & PUBLISHING	4340-000	0	0	0		
		1,076	624	2,500	2,500	
TOTAL CHARTER ADMINISTRATION		1,076	624	2,500	2,500	

Finance

Finance is responsible for the integrity of financial information and transactions generated by city operations, regulated by federal, state, and local laws. The Finance division prepares the annual budget, annual audit and financial report, manages the city's investments and cash flow, administers insurance coverage, coordinates the preparation of the five-year capital improvement plan, manages municipal debt service, administers payroll, accounts payable and receivable, utility billing and MIS functions.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	289,954	319,495	336,633	348,805
Supplies	856	252	1,000	1,000
Other Services/Charges	115,724	181,218	202,500	202,500
Contractual Services	100,570	101,932	102,167	106,167
Total	507,103	602,897	642,300	658,472

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Finance Director	1.00	1.00	1.00	1.00
Accountant III	1.00	1.00	1.00	1.00
Accounting Clerk	0.75	0.75	0.75	0.75
Accounting Clerk-PC Tech	-	-	-	-
Office Specialist	-	0.50	0.50	0.50
Total	2.75	3.25	3.25	3.25

CITY OF LINO LAKES

FINANCE (101-407)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	229,994	249,832	259,549	271,272	100% Finance Director
OVERTIME	4102-000	0	0	0	0	100% Accountant III
TEMPORARIES	4106-000	0	0	0	0	75% Accounts Payable/Payroll Tech
WELLNESS PROGRAM	4108-000	292	257	720	720	50% Office Specialist
PERA	4121-000	17,250	18,738	19,466	20,345	
SOCIAL SECURITY	4122-000	16,867	18,048	19,856	20,752	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	0	1,800	0	
HEALTH INSURANCE	4131-000	22,440	29,267	31,331	31,400	
LIFE & DISABILITY INSURANCE	4133-000	828	942	866	902	
DENTAL INSURANCE	4134-000	902	1,213	1,720	1,720	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	1,381	1,198	1,325	1,694	
		289,954	319,495	336,633	348,805	
SUPPLIES						
OFFICE SUPPLIES	4200-000	856	252	1,000	1,000	Payroll & Accounts Payable Checks, W-2 Forms, 1099 Forms, Other Financial Forms
		856	252	1,000	1,000	
OTHER SERVICES AND CHARGES						
AUDITOR	4308-000	14,372	12,160	13,600	13,600	General Fund portion of Independent Annual Audit
OTHER CONSULTANTS	4310-000	96,076	162,657	180,000	180,000	MIS Services & Support, Supplemental Programs & Services, Springbrook License Subscription, EZ Office Inventory
TRAVEL & TUITION	4330-000	2,598	3,865	6,000	6,000	MNGFOA Conference, Continuing Professional Education, Other Training, Tuition Reimbursement
PRINTING & PUBLISHING	4340-000	993	843	1,000	1,000	Publish Budget and Financial Reports
TRUTH IN TAXATION	4342-000	1,685	1,694	1,900	1,900	City Share of Property Specific Notices
		115,724	181,218	202,500	202,500	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	99,401	100,855	101,000	105,000	Assessing Services - Anoka County - Based on Number of Parcels, Classification, and (Un)/Improved
SUBSCRIPTIONS & DUES	4452-000	1,169	1,077	1,167	1,167	MNGFOA Membership, GFOA Membership, Certificate of Achievement Program, MN Board of Accountancy, MNCPA Membership
		100,570	101,932	102,167	106,167	
TOTAL FINANCE		507,103	602,897	642,300	658,472	

Legal Consultants

This area of the budget provides legal services for the city council and staff. Criminal prosecution costs are also included. Civil legal services are generally provided by contract with the law firm of Rupp, Anderson, Squires & Waldspurger, P.A. Criminal prosecution services are provided by contract with the law firm of GDO Law.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Other Services/Charges	121,608	111,902	135,000	125,000
Total	121,608	111,902	135,000	125,000

CITY OF LINO LAKES

LEGAL CONSULTANTS (101-414)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
OTHER SERVICES AND CHARGES						
MUNICIPAL ATTORNEY	4301-000	16,689	7,502	30,000	20,000	Consulting Attorney to City Council & Staff
CRIMINAL ATTORNEY	4303-000	104,919	104,400	105,000	105,000	Consulting Services for Criminal Prosecutions
		121,608	111,902	135,000	125,000	
TOTAL LEGAL CONSULTANTS		121,608	111,902	135,000	125,000	

Economic Development

The Economic Development Department is responsible for the encouragement of growth of new business and industry and offers support to existing businesses. The goal is to provide a balance of residential and business properties to enhance the tax base within the city. Long range planning is conducted through the updating of the Comprehensive Plan. This department provides information and processes applications for tax increment financing to encourage new businesses to locate in the community.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	16,193	17,782	21,627	21,652
Other Services/Charges	11,333	12,611	18,000	16,100
Contractual Services	75,289	73,411	73,200	73,225
Total	102,816	103,804	112,827	110,977

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Economic Dev Assistant	-	-	-	-
Total	-	-	-	-

CITY OF LINO LAKES

ECONOMIC DEVELOPMENT (101-415)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	0	0	0	0	Temporaries: Economic Development Intern (32 hrs/wk @ \$12/hr)
TEMPORARIES	4106-000	14,704	15,955	20,000	20,000	
WELLNESS PROGRAM	4108-000	0	0	0	0	
PERA	4121-000	292	522	0	0	
SOCIAL SECURITY	4122-000	1,125	1,221	1,530	1,530	
HEALTH INSURANCE	4131-000	0	0	0	0	
LIFE INSURANCE	4133-000	0	0	0	0	
DENTAL INSURANCE	4134-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	73	85	97	122	
		16,193	17,782	21,627	21,652	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	11,333	12,611	17,400	15,500	Marketing Materials /Proposal Assistance \$2,500 BRE Program Assistance 20 hrs @ \$175/hr Pre Application Assistance 50 hrs @ \$190/hr
TRAVEL & TUITION	4330-000	0	0	300	300	Econ Workshops/EDAM Annual Conference
PRINTING & PUBLISHING	4340-000	0	0	300	300	Marketing Brochure
		11,333	12,611	18,000	16,100	
CONTRACTUAL SERVICES						
SUBSCRIPTIONS & DUES	4452-000	400	695	700	725	EDAM, Sensible Land Use Coalition, Chamber of Commerce, Memberships
CITY MARKETING	4900-000	74,889	72,716	72,500	72,500	Lodging Tax Remittals - Pass through to Twin Cities Gateway Convention and Tourism Bureau
		75,289	73,411	73,200	73,225	
TOTAL ECONOMIC DEVELOPMENT		102,816	103,804	112,827	110,977	

Planning and Zoning

This board is comprised of seven members appointed by the city council. The term is three years. The board acts as an advisory body on land use issues to the city council. These issues may include: subdivisions, site plan reviews, conditional use permits, variances, and ordinance revisions.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	95,438	101,578	104,693	107,970
Supplies	0	34	200	200
Other Services/Charges	12,353	10,791	16,250	16,250
Contractual Services	5,307	15,265	38,000	38,000
Total	113,097	127,669	159,143	162,420

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
City Planner	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

CITY OF LINO LAKES

PLANNING AND ZONING (101-416)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	76,362	81,217	83,096	85,800	100% Planner
OVERTIME	4102-000	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	
PERA	4121-000	5,727	6,091	6,232	6,435	
SOCIAL SECURITY	4122-000	5,822	6,159	6,357	6,564	
HEALTH INSURANCE	4131-000	6,335	6,906	7,801	7,834	
LIFE INSURANCE	4133-000	296	315	276	284	
DENTAL INSURANCE	4134-000	516	529	529	529	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	380	362	402	524	
		95,438	101,578	104,693	107,970	
SUPPLIES						
OFFICE SUPPLIES	4200-000	0	34	200	200	Public/Advisory Meeting Supplies
		0	34	200	200	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	7,329	4,013	7,950	7,950	Legal Assistance - Ordinance Updates; GIS Mapping Updates - FEMA/Zoning/Other
						Sensible Land Use Coalition Membership and Other Programs/Wkshops - \$250 MnAPA Conference - \$500 P&Z Workshops (7 Members) - \$400 Misc Mileage - \$150 Computer Training - \$150
TRAVEL & TUITION	4330-000	1,024	758	1,450	1,450	Commissioners - 6 @ \$75 x 12 mtgs; Chair \$100 x 12 mtgs
STIPEND	4331-000	4,000	5,975	6,600	6,600	Maps
PRINTING & PUBLISHING	4340-000	0	46	250	250	
		12,353	10,791	16,250	16,250	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	4,722	14,680	37,300	37,300	Comprehensive Plan Update Year 4 - \$25,000 Permit Works Annual Maintenance - \$2,400 ArcView Annual Maintenance - \$500 Misc Deliveries/Other - \$400 Consultant Services - Small Area Plans - 60 hrs @ \$150/hr
SUBSCRIPTIONS & DUES	4452-000	585	585	700	700	APA Membership, Misc Reference Materials
		5,307	15,265	38,000	38,000	
TOTAL PLANNING AND ZONING		113,097	127,669	159,143	162,420	

Engineering

The main function of the Engineering Department is the overseeing of City public and private improvement projects. This department ensures quality infrastructure by maintaining local construction standards. Outside engineering consultants are utilized for assistance.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Other Services/Charges	58,668	49,062	49,500	49,500
Contractual Services	59,076	62,379	62,083	63,260
Total	117,744	111,441	111,583	112,760

CITY OF LINO LAKES

ENGINEERING (101-417)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	58,668	49,062	49,500	49,500	Traffic Counts - \$2,500 Engineering Consultant (Hourly) - \$47,000
		58,668	49,062	49,500	49,500	
CONTRACTUAL SERVICES						
ENGINEERING CONSULTANT	4410-000	59,076	62,379	60,983	62,160	Engineering Consultant (Retainer) - \$88,800 CD (70%) - \$62,160 Sewer Utility (15%) - \$13,320 Water Utility (15%) - \$13,320
CONTRACTED SERVICES	4410-000	0	0	1,100	1,100	Trimble GPS Software Maint Agreement - \$600 ArcView Annual Maintenance - \$500
		59,076	62,379	62,083	63,260	
TOTAL ENGINEERING		117,744	111,441	111,583	112,760	

Community Development

The Community Development Department is responsible for overseeing all community and economic development within the City of Lino Lakes. The goal is to provide a balance of residential and business properties to enhance the tax base within the city.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	194,772	182,500	203,861	212,964
Supplies	29	41	100	100
Other Services/Charges	8,706	11,732	7,900	7,900
Contractual Services	875	905	900	925
Total	204,382	195,177	212,761	221,889

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Community Dev Director	1.00	1.00	1.00	1.00
Community Dev Assistant	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

CITY OF LINO LAKES

COMMUNITY DEVELOPMENT (101-418)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	150,031	149,198	165,975	173,538	100% Community Development Director 100% Administrative Assistant
OVERTIME	4102-000	0	0	0	0	
WELLNESS PROGRAM	4108-000	720	720	720	720	
PERA	4121-000	11,252	11,190	12,448	13,015	
SOCIAL SECURITY	4122-000	11,296	11,799	12,697	13,276	
ICMA EMPLOYER CONTRIBUTION	4123-000	927	1,901	2,515	2,660	
HEALTH INSURANCE	4131-000	18,681	6,600	7,200	7,200	
LIFE INSURANCE	4133-000	571	534	552	575	
DENTAL INSURANCE	4134-000	516	0	1,058	1,058	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	779	558	696	922	
		194,772	182,500	203,861	212,964	
SUPPLIES						
OFFICE SUPPLIES	4200-000	29	41	100	100	
		29	41	100	100	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	7,943	10,732	7,000	7,000	DataLink (GIS) Annual Service and Maintenance - \$5,000 Mapping and Database Design - \$2,000
TRAVEL & TUITION	4330-000	764	885	900	900	Seminars, Conference, Training & Mileage
PRINTING & PUBLISHING	4340-000	0	115	0	0	
		8,706	11,732	7,900	7,900	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	300	300	300	300	Anoka County GIS
SUBSCRIPTIONS & DUES	4452-000	575	605	600	625	APA/AICP Membership
		875	905	900	925	
TOTAL COMMUNITY DEVELOPMENT		204,382	195,177	212,761	221,889	

Environmental

The Environmental Department is responsible for efforts aimed at development of a sustainable natural resource base. Protection and enhancement are issues that are addressed.

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Expenditures</u>				
Personal Services	40,406	44,784	51,413	52,505
Supplies	130	802	1,000	1,000
Other Services/Charges	6,066	6,877	8,950	9,430
Contractual Services	33	1,133	1,100	1,100
Total	46,634	53,596	62,463	64,035

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Personnel Schedule</u>				
Environmental Coordinator	0.35	0.35	0.35	0.35
Total	0.35	0.35	0.35	0.35

CITY OF LINO LAKES

ENVIRONMENTAL (101-461)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	28,114	28,706	29,280	30,233	35% Environmental Coordinator
OVERTIME	4102-000	0	0	500	500	
TEMPORARIES	4106-000	4,848	8,356	13,520	13,520	Temporaries: Summer Staff (2 staff @ 13 wks @ 40 hrs/wk @ \$13/hr)
WELLNESS PROGRAM	4108-000	223	223	252	252	
PERA	4121-000	2,109	2,153	2,234	2,305	
SOCIAL SECURITY	4122-000	2,459	2,839	3,312	3,385	
ICMA EMPLOYER CONTRIBUTION	4123-000	0	50	614	553	
HEALTH INSURANCE	4131-000	2,217	2,035	1,260	1,260	
LIFE INSURANCE	4133-000	109	110	97	100	
DENTAL INSURANCE	4134-000	180	185	185	185	
WORKER'S COMPENSATION	4151-000	147	128	159	212	
		40,406	44,784	51,413	52,505	
SUPPLIES						
MAINTENANCE SUPPLIES	4211-000	81	663	700	700	Chemicals, Seed, etc.
SMALL TOOLS	4240-000	49	139	300	300	Sprayers, Soil Probes, etc.
		130	802	1,000	1,000	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	774	460	1,000	1,000	Ecologist, Hydrologist - Environmental Reviews/Research & Development Resource Management Planning
TELEPHONE	4321-000	768	729	250	730	Staff Cellular Telephone
TRAVEL & TUITION	4330-000	899	812	1,100	1,100	Various Training Seminars, Conferences, Mileage - 1 Staff & Environmental Board, Erosion Control Cert State Conference
STIPEND	4331-000	3,625	4,875	6,600	6,600	Commissioners - 6 @ \$75 x 12 mtgs; Chair \$100 x 12 mtgs
UNIFORMS	4370-000	0	0	0	0	
		6,066	6,877	8,950	9,430	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	0	1,133	1,000	1,000	ArcGIS Annual Maintenance
SUBSCRIPTIONS & DUES	4452-000	33	0	100	100	Professional Memberships - MECA & MSA
		33	1,133	1,100	1,100	
TOTAL ENVIRONMENTAL		46,634	53,596	62,463	64,035	

Solid Waste Abatement

The City receives a grant from Anoka County to fund solid waste abatement programs. In accordance with the County's goals, this department establishes, promotes, and monitors waste programs, including curbside recycling and drop-off events for bulky items. The City holds monthly recycling days, a Spring clean-up event and an Earth Day celebration. It also utilizes waste reduction strategies at City events and assists the County in promoting correct disposal of yard waste and hazardous materials.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	49,407	47,074	54,561	55,525
Supplies	153	0	1,400	3,000
Other Services/Charges	13,025	11,298	14,700	7,220
Contractual Services	18,816	20,552	16,500	22,700
Capital Outlay	0	0	0	0
Total	81,401	78,924	87,161	88,445

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Environmental Coordinator	0.30	0.30	0.30	0.30
Total	0.30	0.30	0.30	0.30

CITY OF LINO LAKES

SOLID WASTE ABATEMENT (101-462)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	24,227	24,605	25,097	25,914	30% Environmental Coordinator
OVERTIME	4102-000	1,041	1,236	1,600	1,600	Overtime: Recycle Days Equipment Operators & Staff Assistance
TEMPORARIES	4106-000	16,836	14,490	20,000	20,000	
WELLNESS PROGRAM	4108-000	191	191	216	216	Temporaries: Solid Waste Intern (32hrs/wk @ \$12/hr)
PERA	4121-000	2,411	1,938	2,002	2,064	
SOCIAL SECURITY	4122-000	2,353	2,461	3,572	3,635	
ICMA EMPLOYER	4123-000	0	43	526	474	
HEALTH INSURANCE	4131-000	1,901	1,673	1,080	1,080	
LIFE & DISABILITY INSURANCE	4133-000	93	94	83	86	
DENTAL INSURANCE	4134-000	155	159	159	159	
WORKER'S COMPENSATION	4151-000	200	184	226	297	
		49,407	47,074	54,561	55,525	
SUPPLIES						
OFFICE SUPPLIES	4200-000	153	0	1,400	1,100	Recycling Day Supplies, Corn Roast Trash Bags
MAINTENANCE SUPPLIES	4211-000	0	0	0	1,900	Fencing and Signage - Organics Drop-off Sites
		153	0	1,400	3,000	
OTHER SERVICES AND CHARGES						
TRAVEL & TUITION	4330-000	295	0	200	220	Association of Recycling Managers Workshops
PRINTING & PUBLISHING	4340-000	12,730	11,298	14,500	7,000	Notices for Recycling Days, Earth Day, Etc.
UNIFORMS	4370-000	0	0	0	0	
		13,025	11,298	14,700	7,220	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	18,816	20,552	16,500	22,700	Recycling & Earth Day Vendors & Organics Service
		18,816	20,552	16,500	22,700	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	0	0	0	0	
		0	0	0	0	
TOTAL SOLID WASTE ABATEMENT		81,401	78,924	87,161	88,445	

Note: Solid Waste Expenditures are reimbursed from Anoka County through the Solid Waste Management Coordinating Board (SCORE)

Forestry

The Forestry Department is responsible for providing for the health, vigor and planning of the urban forest in the City. The planting of boulevard trees in new subdivisions is budgeted here. The costs for these trees are reimbursed from developers. Balled and burlaped trees are now City standard. Oak Wilt suppression and tree preservation programs will continue, as well as response to many plant health and care calls.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	36,032	36,539	37,153	38,567
Supplies	750	5,276	2,950	2,950
Other Services/Charges	380	352	380	380
Contractual Services	11,986	8,704	20,000	20,000
Capital Outlay	5,028	8,247	0	0
Total	54,175	59,119	60,483	61,897

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Environmental Coordinator	0.35	0.35	0.35	0.35
Total	0.35	0.35	0.35	0.35

CITY OF LINO LAKES

FORESTRY (101-463)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	28,114	28,706	29,280	30,233	35% Environmental Coordinator
OVERTIME	4102-000	0	0	0	0	
TEMPORARIES	4106-000	0	0	0	0	
WELLNESS PROGRAM	4108-000	223	223	252	252	
PERA	4121-000	2,109	2,153	2,196	2,267	
SOCIAL SECURITY	4122-000	2,226	2,210	2,240	2,313	
ICMA EMPLOYER	4123-000	0	50	614	553	
HEALTH INSURANCE	4131-000	2,217	1,952	1,260	1,260	
LIFE INSURANCE	4133-000	109	110	97	100	
DENTAL INSURANCE	4134-000	180	185	185	185	
WORKER'S COMPENSATION	4151-000	854	951	1,029	1,404	
		36,032	36,539	37,153	38,567	
SUPPLIES						
OFFICE SUPPLIES	4200-000	282	0	0	0	Fertilizers, Staking Material, EAB Chemicals - Treat 300 Ash Annually - 3 Yr Cycle
MAINTENANCE SUPPLIES	4211-000	443	4,969	2,700	2,700	
SMALL TOOLS	4240-000	25	307	250	250	
		750	5,276	2,950	2,950	
OTHER SERVICES AND CHARGES						
UNIFORMS	4370-000	380	352	380	380	
		380	352	380	380	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	11,986	8,704	20,000	20,000	Damaged/Diseased Tree Removal/Oakwilt Control \$5,000 Emerald Ash Borer Tree Replacement Program \$10,000 Blvd Tree Replacement \$5,000 (Previously under Acct. 5000-000)
		11,986	8,704	20,000	20,000	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	5,028	8,247	0	0	
		5,028	8,247	0	0	
TOTAL FORESTRY		54,175	59,119	60,483	61,897	

Police

The Police Department is a division of the Lino Lakes Public Safety Department. The main objective of this department is to develop and promote a safe and secure community. The police serve the community by protecting life and property, preserving peace and order, preventing crime and enforcing all laws and ordinances. The Department is actively pursuing the Community Oriented Policing Philosophy that emphasizes partnerships and community involvement to ensure the successful implementation of the City's vision for public safety services.

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Expenditures</u>				
Personal Services	3,387,001	3,436,882	3,622,030	3,747,049
Supplies	28,811	27,185	35,825	36,025
Other Services/Charges	95,418	107,373	116,716	126,786
Contractual Services	47,459	41,702	42,102	41,450
Capital Outlay	26,214	34,036	17,602	24,802
Total	3,584,903	3,647,178	3,834,275	3,976,112

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Personnel Schedule</u>				
Director of Public Safety	0.85	0.85	0.85	0.85
Deputy Director - Police	1.00	1.00	1.00	1.00
Captain	0.85	0.85	0.85	0.85
Sergeant	5.00	5.00	5.00	5.00
Patrol	19.00	19.00	19.00	19.00
Police Records Clerk	2.00	2.00	2.00	2.00
Community Service Officer	1.50	1.50	1.00	1.00
Administrative Assistant	0.85	0.85	0.85	0.85
Total	31.05	31.05	30.55	30.55

CITY OF LINO LAKES

POLICE (101-420)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	2,421,589	2,475,844	2,593,313	2,653,084	85% Public Safety Director
OVERTIME	4102-000	123,486	88,850	90,000	90,000	100% Deputy Director Police
TEMPORARIES	4106-000	0	0	0	0	85% Public Safety Captain
TRAFFIC PROJECTS SALARIES	4107-000	0	0	0	0	85% Administrative Assistant
WELLNESS PROGRAM	4108-000	3,730	2,370	4,824	4,824	5 - 100% Sergeants
PERA	4121-000	389,724	395,795	417,791	446,401	19 - 100% Patrol Officers
SOCIAL SECURITY	4122-000	46,567	47,810	50,956	51,946	2 - 100% Records Clerks
ICMA EMPLOYER	4123-000	7,675	7,148	9,101	11,424	2 - .5 FTE Community Service Officers
HEALTH INSURANCE	4131-000	309,856	326,112	354,616	364,519	Overtime: Patrol, Court, Training, Special Events, DWI Enforcement
LIFE & DISABILITY INSURANCE	4133-000	8,782	9,125	8,384	8,555	
DENTAL INSURANCE	4134-000	13,305	13,919	16,167	16,167	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	62,287	69,909	76,878	100,129	
		3,387,001	3,436,882	3,622,030	3,747,049	
SUPPLIES						
OFFICE SUPPLIES	4200-000	7,423	5,711	8,100	8,100	Business Cards, Letterhead and Envelopes, Toner/Printer Cartridges, Paper, DVD Discs, Misc Supplies, Ticketwriter Paper Rolls
MAINTENANCE SUPPLIES	4211-000	9,728	10,161	13,100	13,100	Ammo, Taser Supplies, Range Supplies, Simunition, DMT Gas, Property Evidence Supplies
YOUTH PROGRAMS	4213-000	1,923	1,642	3,100	3,100	Supplies, Youth Safety Camp, Firearms Safety Camp, Snowmobile Safety, Explorers, Junior Citizen's Academy
CRIME PREVENTION/SAFETY	4214-000	5,952	6,238	7,200	7,400	Night to Unite, Volunteer Appreciation, Open House, Promotional Materials, Volunteer Clothing, Citizens Academy Supplies and Shirts, CERT
SMALL TOOLS	4240-000	3,784	3,431	4,325	4,325	Batteries, Tasers, Tint Meters, PBT, Shelving for Evidence Room
		28,811	27,185	35,825	36,025	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	1,965	2,436	3,260	2,340	Critical Incident Debriefing, POST License Renewal, Psych Assessments
TELEPHONE	4321-000	8,343	18,313	18,320	18,320	Cell Phones, Mobile Hot Spot, Cell Stipend
POSTAGE	4322-000	920	769	1,000	1,000	
TRAVEL & TUITION	4330-000	18,556	21,842	25,170	30,165	Anoka Chief, Century Slot Program, Tuition Reimbursement, POST Mandate, Range Fees, Conference, IACP, Instructor Training, K-9, Conference, EMR Training
INSURANCE	4360-000	34,105	34,878	36,586	41,581	
UNIFORMS	4370-000	30,164	26,793	30,020	30,960	Officers, Sergeants, Admin., Unused Uniform Allowance, Ballistic Vests, Replacement Uniforms, CSO
ELECTRICITY	4381-000	365	411	360	420	Emergency Siren Electricity
RESERVES	4386-000	999	1,931	2,000	2,000	Uniforms, Equipment, Training, Supplies
EXPLORERS	4387-000	0	0	0	0	
		95,418	107,373	116,716	126,786	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	45,881	40,163	40,552	39,900	RMS - JLEC, 800 MHz Contract, State of MN DJDN, Emergency Sirens, LEXIPOL, Target Solutions, Shredding, Otter Lake Animal Hospital, Car Washer, DETOX Dakota County, Metro Sales, Schedule Anywhere, Emergency Sirens, 3SI Security, Midwest Radar
SUBSCRIPTIONS & DUES	4452-000	1,578	1,539	1,550	1,550	Professional Memberships & Subscriptions: IACP, MCPA, AMEM, Col Rotary, Press Publications, MACIA, PLEAA, Tri-County, FBI NA, PERF
		47,459	41,702	42,102	41,450	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	26,214	34,036	17,602	24,802	Patrol Mobile Computers (3), Admin/Investigation Computers (3), Radar Unit (1), Lydar Unit (1)
		26,214	34,036	17,602	24,802	
TOTAL POLICE DEPARTMENT		3,584,903	3,647,178	3,834,275	3,976,112	

Fire

The Fire Department is a division of the Lino Lakes Public Safety Department. In January 2014, the City Council voted to withdraw from the Centennial Fire District and to operate a Lino Lakes Fire Department. The Department was operational in January 2016.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	456,706	425,695	500,003	529,734
Supplies	9,281	8,135	24,700	25,650
Other Services/Charges	26,188	47,647	47,405	46,355
Contracted Services	57,795	22,532	30,851	42,783
Capital Outlay	20,185	32,551	25,843	29,750
Total	570,156	536,560	628,802	674,272

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Director of Public Safety	0.15	0.15	0.15	0.15
Deputy Director - Fire	1.00	1.00	1.00	1.00
Captain	0.15	0.15	0.15	0.15
Administrative Assistant	0.15	0.15	0.15	0.15
Bldg/Fire Inspector I	0.50	0.50	0.50	0.50
Total	1.95	1.95	1.95	1.95
Paid On Call Firefighters	42.00	43.00	43.00	43.00

CITY OF LINO LAKES

FIRE (101-421)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	242,751	261,137	315,281	323,622	15% Public Safety Director
OVERTIME	4102-000	4,794	2,846	0	0	100% Deputy Director Fire
FIRE STIPEND	4109-000	65,296	61,254	62,192	68,890	15% Public Safety Captain
WELLNESS PROGRAM	4108-000	108	108	216	216	15% Administrative Assistant
PERA	4121-000	79,269	35,839	47,307	50,470	50% Building/Fire Inspector
SOCIAL SECURITY	4122-000	11,591	12,257	14,444	14,863	Paid-On-Call Firefighters - Calls/Training Drills/Command Stipends
ICMA EMPLOYER	4123-000	0	230	0	0	Stipend: Cross-trained Fire/Rescue - 23 Employees @ \$1.44/hr
HEALTH INSURANCE	4131-000	22,443	19,945	22,070	22,124	
LIFE & DISABILITY INSURANCE	4133-000	652	666	455	470	
DENTAL INSURANCE	4134-000	747	767	1,032	1,032	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	29,055	30,646	37,006	48,047	
		456,706	425,695	500,003	529,734	
SUPPLIES						
OFFICE SUPPLIES	4200-000	1,288	482	1,500	1,500	Paper, Toner/Printer Cartridges, Business Cards, Pens
MAINTENANCE SUPPLIES	4211-000	3,687	2,740	6,500	6,700	Foam, Saw Blades, Floor Dry, Batteries
YOUTH PROGRAM	4213-000	442	0	1,200	1,950	Safety Camp
FIRE PREVENTION	4214-000	1,930	2,818	3,000	3,000	Citizen Academy, Marketing Materials
SMALL TOOLS	4240-000	1,934	2,095	12,500	12,500	Rescue Tool Replacement, Ropes, 4 Gas Monitor, Station 1 Gear Grid -Turnout
		9,281	8,135	24,700	25,650	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	1,581	4,632	3,525	1,725	FF Certification, FF Licensure, Hepatitis Vaccination Series, Medical/Drug Exam
OTHER CONSULTANTS	4310-000	0	0	0	0	
TELEPHONE	4321-000	568	2,374	2,880	2,880	Cell Phones, Mobile Hot Spot, Cell Stipend
POSTAGE	4322-000	153	238	500	500	
TRAVEL & TUITION	4330-000	14,053	14,784	20,000	20,750	Century CEU, Training Supplies, Medical Training, AWAIR/OSHA Training Staff Development, Conference, FF1, FF2, HazMat Initial Trng
PRINTING & PUBLISHING	4340-000	0	0	500	500	Marketing Materials
UNIFORMS	4370-000	9,833	25,620	20,000	20,000	Turn-out & Wildland Fire Gear, Misc Uniform Items
		26,188	47,647	47,405	46,355	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	56,894	21,213	29,471	41,403	Ladder Testing, SCBA Flow Testing, PSDS, Dispatch Application, Foam System Service, Pump Testing, Pump Service, Aerial Service, LEXIPOL, Target Solutions, Accessory Svc for Fans, Generators, Extraction, and Saws, Alex Air Compressor Annual Maintenance & Test, AED Recert, Transunion Backgrounds, Motorola 800 MHz Contract
SUBSCRIPTIONS & DUES	4452-000	901	1,319	1,380	1,380	MN IAAI, Metro Fire Chiefs, Anoka Co. Fire Protection Assn, MSFCA, International Assn
		57,795	22,532	30,851	42,783	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	20,185	32,551	25,843	29,750	800 MHz Mobile Radio (3), Stn 1 Pressure Washing System for Apparatus & Equipment
		20,185	32,551	25,843	29,750	
TOTAL FIRE DEPARTMENT		570,156	536,560	628,802	674,272	

Building Inspections

This department provides minimum standards to safeguard the public by regulating and controlling the design, construction, use and occupancy, and maintenance of buildings constructed within the City. City Code and Ordinance compliance is enforced and controlled. The department reviews building plans and permits for compliance with state and local building codes. Electrical permits are issued and administered by the State of Minnesota.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	199,092	221,714	242,670	331,033
Supplies	1,363	591	1,650	2,150
Other Services/Charges	6,337	6,502	8,920	11,240
Contractual Services	2,888	1,151	3,325	3,325
Capital Outlay	0	0	0	0
Total	209,680	229,958	256,565	347,748

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Building Official	1.00	1.00	1.00	1.00
Building Inspector I	-	-	-	1.00
Building Permit Tech	1.00	1.00	1.00	1.00
Bldg/Fire Inspector I	0.50	0.50	0.50	0.50
Total	2.50	2.50	2.50	3.50

CITY OF LINO LAKES

BUILDING INSPECTIONS (101-422)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	153,963	158,775	170,644	240,470	100% Building Official
OVERTIME SALARIES	4102-000	0	528	500	500	50% Building/Fire Inspector
TEMPORARIES	4106-000	0	14,381	18,720	9,360	100% Building Permit Technician
WELLNESS PROGRAM	4108-000	294	396	720	720	Add: 100% Building Inspector
PERA	4121-000	11,547	11,948	12,836	18,072	Temporaries: 1 - Inspector 312 hrs (13 wks @ 24 hr/wks) @ \$30/hr
SOCIAL SECURITY	4122-000	11,274	12,869	14,525	19,151	
ICMA EMPLOYER	4123-000	0	0	0	0	
HEALTH INSURANCE	4131-000	19,656	20,498	22,087	38,868	
LIFE & DISABILITY INSURANCE	4133-000	557	642	530	762	
DENTAL INSURANCE	4134-000	1,031	1,058	1,323	1,852	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	770	620	785	1,278	
		199,092	221,714	242,670	331,033	
SUPPLIES						
OFFICE SUPPLIES	4200-000	1,215	580	1,500	2,000	Card Stock for Building Permits, Correction Notice Forms, Septic System Pumping Forms, Code Books
SMALL TOOLS	4240-000	147	11	150	150	
		1,363	591	1,650	2,150	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	4,175	4,175	5,000	5,000	Permit Works Annual Maintenance & Assistance
TELEPHONE	4321-000	613	671	550	1,800	Inspections Phone & Wi-Fi
TRAVEL & TUITION	4330-000	1,067	940	2,800	3,300	Staff Training & Mileage, SSTS Cert
UNIFORMS	4370-000	482	716	570	1,140	Building Inspections Staff
		6,337	6,502	8,920	11,240	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	2,808	1,116	3,000	3,000	Large Format Scanning \$500 Back-Up Inspection Services \$2,500 (33hrs @ \$75/hr)
SUBSCRIPTIONS & DUES	4452-000	80	35	325	325	AMBO \$200, 10K Lakes Chapter \$125
		2,888	1,151	3,325	3,325	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	0	0	0	0	
		0	0	0	0	
TOTAL BUILDING INSPECTIONS		209,680	229,958	256,565	347,748	

Streets

The Streets Department maintains and improves all City streets for safety and mobility especially in the winter months. The City has approximately 101 miles of roads. Annual maintenance programs for sealcoating and crackfilling designated streets increases their expected lifespan, and are the most costly projects performed by this department.

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Expenditures</u>				
Personal Services	534,748	539,861	585,569	611,149
Supplies	173,462	124,256	159,000	144,000
Other Services/Charges	110,553	149,998	102,600	110,600
Contractual Services	55,859	95,822	63,000	88,000
Total	874,622	909,937	910,169	953,749

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Personnel Schedule</u>				
Supervisor	1.00	1.00	1.00	1.00
General Maintenance	5.50	5.50	5.50	5.50
PT Office Specialist	-	0.15	0.15	0.15
Total	6.50	6.65	6.65	6.65

CITY OF LINO LAKES

STREETS (101-430)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	366,752	365,422	401,972	415,378	100% Streets Supervisor
OVERTIME	4102-000	6,820	5,974	8,000	8,000	5 - 100% General Maintenance Workers
ON CALL/PAGER	4105-000	2,060	2,825	2,000	2,000	50% General Maintenance Worker/Mechanic
TEMPORARIES	4106-000	26,998	30,247	23,000	23,000	.15 FTE PT Office Specialist
WELLNESS PROGRAM	4108-000	0	0	0	0	Overtime: Snowplowing, Street Repairs, Unforeseen Emergencies
PERA	4121-000	28,172	28,049	30,898	31,901	
SOCIAL SECURITY	4122-000	29,750	29,425	33,275	34,301	Temporaries: Seasonal Summer Maintenance Workers
ICMA EMPLOYER CONTRIBUTION	4123-000	1,489	1,769	1,746	1,794	
HEALTH INSURANCE	4131-000	43,271	46,795	52,117	53,646	
LIFE & DISABILITY INSURANCE	4133-000	1,491	1,568	1,382	1,423	
DENTAL INSURANCE	4134-000	2,836	2,977	3,519	3,519	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	25,110	24,811	27,660	36,187	
		534,748	539,861	585,569	611,149	
SUPPLIES						
						Boulevard & median maintenance materials: geo-fabric, fertilizers, pesticides, irrigation components, erosion prevention and sediment control products, grass seed/sod. Construction materials: lumber, plywood, screws, nails, nuts/bolts/washers, bagged concrete, grout, bentonite, stakes/lathe. Equipment wear items: street sweeper center brooms and gutter brooms, plow blades/cutting edges, ditch mower blades, saw blades. Safety items: high visibility vests, shirts, eye protection, ear protection, insect repellent, sunscreen, hardhats, chainsaw PPE. Any products or parts intended for streets maintenance and equipment electrical cords, batteries, rope, tape, cable, glue, paints & solvents, plumbing supplies, fittings.
MAINTENANCE SUPPLIES	4211-000	7,380	11,537	8,000	8,000	
SHOP PARTS	4221-000	13	401	0	0	
						Traffic regulatory signs, parking signs, warning signs, construction signs, work zone signs, public awareness signs, school signs, trail signs, reflective tape/sheeting, barricades, traffic cones, sign posts, hardware, any materials and supplies purchased specifically for the construction or maintenance of signs & barricades.
STREET SIGNS	4223-000	9,972	17,010	12,000	12,000	
						Hot asphalt, cold asphalt (i.e. UPM bagged and bulk), asphalt emulsion (tack), crackfill material, detackifier (for crackfill operations).
PATCHING MATERIALS	4224-000	97,520	32,298	65,000	50,000	
						Regular road salt, treated road salt, bagged sidewalk salt, sand used for snow and ice management, any materials and supplies purchased specifically to facilitate the use of salt (brine or solid) for snow and ice management.
SALT/SAND	4228-000	44,114	55,871	55,000	55,000	
						Class V, sand (not for winter operations), rock, chip rock, rip-rap, topsoil, compost, mulch, and woodchips. Plastic, metal, or concrete pipes and culverts.
GRAVEL AND MISCELLANEOUS	4229-000	11,178	3,908	15,000	15,000	
						Rakes, snow shovels, flat shovels, spades, loots, sprayers, pitch forks, push brooms, hand tools, power tools, tool boxes & containers, jacks, trailer jacks, winches, chains/binders, ratchet straps, ladders, chainsaws, chainsaw sharpeners, weed whips, manual/electric/gas engine pumps, locks.
SMALL TOOLS	4240-000	3,285	3,231	4,000	4,000	
		173,462	124,256	159,000	144,000	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	2,896	0	4,000	12,000	
TELEPHONE	4321-000	768	675	1,000	1,000	
TRAVEL & TUITION	4330-000	1,645	1,527	2,000	2,000	Staff Training & Mileage
UNIFORMS	4370-000	2,432	2,460	2,600	2,600	
STREET LIGHTS	4385-000	102,812	145,335	93,000	93,000	Electricity & Repair of City-Owned Street Lights
		110,553	149,998	102,600	110,600	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	23,063	81,086	55,000	80,000	Patching/spray patching, catch basin repairs, curb repairs & replacements, dead deer removal, signal maintenance, etc.
RENTED EQUIPMENT	4415-000	2,522	5,210	1,000	1,000	Traffic control sign rental, crack fill kettle, rented skidsteer/toolcat attachments, tools, vehicles, equipment.
CONTRACTED STORM SYSTEM MAINT	4421-000	24,275	0	0	0	Storm Drainage System Maintenance, Ditch/Pond Cleaning, etc. - Transfer Out to Surface Water Maint Fund (424) in 2018 Budget
SUBSCRIPTIONS & DUES	4452-000	6,000	9,526	7,000	7,000	Professional Memberships & Journals (incl State/County Contract) Purchasing Membership, Cartegraph Subscription
		55,859	95,822	63,000	88,000	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	0	0	0	10,100	Traffic Control Devices-Median Maintenance \$10,100
		0	0	0	10,100	
TOTAL STREETS		874,622	909,937	910,169	963,849	

Fleet Management

This department provides the maintenance for all City vehicles and equipment. Routine service and major repairs are performed in house by the City's mechanic. All stock and inventory parts are budgeted in this department. The mechanic's salary and benefits are paid from this budget.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	114,930	121,627	123,552	127,684
Supplies	156,888	139,794	168,000	168,000
Other Services/Charges	44,902	59,779	66,124	82,273
Contractual Services	97,413	34,817	76,000	70,000
Capital Outlay	259	0	5,000	0
Total	414,392	356,018	438,676	447,957

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Mechanic	1.00	1.00	1.00	1.00
General Maintenance	0.50	0.50	0.50	0.50
Total	1.50	1.50	1.50	1.50

CITY OF LINO LAKES

FLEET MANAGEMENT (101-431)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	86,548	88,318	89,298	92,198	100% Mechanic
OVERTIME	4102-000	2,435	2,394	1,000	1,000	50% General Maintenance Worker/Mechanic
TEMPORARIES	4106-000	0	0	0	0	Overtime: Emergency Repairs, Snowplowing
WELLNESS PROGRAM	4108-000	0	0	0	0	
PERA	4121-000	6,674	6,803	6,772	6,990	
SOCIAL SECURITY	4122-000	6,331	6,385	6,908	7,130	
HEALTH INSURANCE	4131-000	9,545	14,408	16,144	16,201	
LIFE & DISABILITY INSURANCE	4133-000	347	355	308	317	
DENTAL INSURANCE	4134-000	773	794	794	794	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	2,277	2,170	2,328	3,054	
		114,930	121,627	123,552	127,684	
SUPPLIES						
MAINTENANCE SUPPLIES	4211-000	1,365	530	1,000	1,000	Shop Supplies (Brake Clean, Windex, Paper Towels, Spray Bottles, Penetrating Oils, WD40)
FUELS	4212-000	80,187	85,951	85,000	85,000	Gasoline & Diesel for all City Vehicles (Includes Police/Fire & Equipment)
SHOP PARTS	4221-000	71,063	47,580	75,000	75,000	All Replacement Parts to Repair Vehicles, All Maintenance Parts (including filters, bulk lubricants, engine oils, ATF's, Gear Lubes, Coolants, etc.)
SMALL TOOLS	4240-000	4,274	5,733	7,000	7,000	New and/or Replacement Tools for the Shop (Hand tools, battery powered tools, specialty tools, etc)
		156,888	139,794	168,000	168,000	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	17,365	30,790	38,000	44,000	Annual DOT Inspections, Annual Boom/Hoist Inspections, Alignments, Repairs, Cartegraph Subscription
TRAVEL & TUITION	4330-000	332	153	500	500	Training & Testing to Maintain Required Licenses and Certificates (ASE Certification & Testing, Automotive Training Classes or Seminars)
PRINTING & PUBLISHING	4340-000	61	0	0	0	
INSURANCE	4360-000	0	0	0	0	
AUTO INSURANCE	4363-000	26,575	28,266	27,054	37,203	Insurance for Entire Fleet, Including Police & Fire
UNIFORMS	4370-000	570	570	570	570	
		44,902	59,779	66,124	82,273	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	89,788	27,917	64,000	64,000	Maintain, Repair, and Certify Fire Equipment
SUBSCRIPTIONS AND DUES	4452-000	7,625	6,900	12,000	6,000	Fleet Mngmt Update, ALLData Online Repair Manual Subscription, Cartegraph Subscription
		97,413	34,817	76,000	70,000	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	259	0	5,000	0	
		259	0	5,000	0	
TOTAL FLEET MANAGEMENT		414,392	356,018	438,676	447,957	

Government Buildings

This department is responsible for the costs associated with the repair and maintenance of the Civic Complex and other public buildings. All electrical, heating, telephone, office supply and postage costs are included in this

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Expenditures</u>				
Personal Services	2,374	2,452	2,468	2,487
Supplies	72,740	47,138	46,400	42,400
Other Services/Charges	382,049	426,294	373,246	380,246
Contractual Services	71,558	77,786	68,200	68,200
Capital Outlay	0	82,419	0	0
Total	528,722	636,088	490,314	493,333

As a cost saving measure, the custodian and temporary positions were eliminated in 2011. The City has entered into a contract for janitorial services for all municipal buildings.

CITY OF LINO LAKES

GOVERNMENT BUILDINGS (101-432)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	2,010	2,080	2,080	2,080	Boiler Tech Endorsement
OVERTIME SALARIES	4102-000	0	0	0	0	
TEMPORARIES	4106-000	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	
PERA	4121-000	151	156	156	156	
SOCIAL SECURITY	4122-000	143	149	159	159	
HEALTH INSURANCE	4131-000	0	0	0	0	
LIFE AND DISABILITY INSURANCE	4133-000	0	0	0	0	
DENTAL INSURANCE	4134-000	0	0	0	0	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	70	67	73	92	
		2,374	2,452	2,468	2,487	
SUPPLIES						
OFFICE SUPPLIES	4200-000	9,376	9,037	14,000	10,000	Supplies for Office Operations
MAINTENANCE SUPPLIES	4211-000	62,282	35,671	30,000	30,000	Replacement Parts, Janitorial Supplies, etc.
SMALL TOOLS	4240-000	1,083	2,430	2,400	2,400	
		72,740	47,138	46,400	42,400	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	74,612	111,055	59,000	59,000	Repair/Calibration of HVAC System, Repairs in City Buildings, Safety Systems Monitoring, Internet Access, Computer Maintenance
TELEPHONE	4321-000	20,383	22,817	22,500	25,500	Telephone Service Charges to include Metro I-net of \$18,636
POSTAGE	4322-000	837	5,591	3,500	3,500	
TRAVEL & TUITION	4330-000	20	10	0	0	
PRINTING & PUBLISHING	4340-000	234	0	0	0	
INSURANCE	4361-000	118,302	111,799	119,745	117,745	General Liability, Property, Excess Liability
ELECTRICITY	4381-000	96,001	96,071	93,500	96,500	For all City Facilities
UTILITIES	4382-000	19,267	15,145	21,000	21,000	Water & Sewer Service
HEAT	4383-000	43,192	52,263	45,000	48,000	Civic Complex & Other City Facilities
SANITATION	4384-000	9,202	11,543	9,000	9,000	Refuse Collection for City Complex & Other City Facilities
		382,049	426,294	373,246	380,246	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	71,389	77,727	68,000	68,000	Pest Control, Copier Maintenance, Fire Extinguisher Maintenance, Postage Machine Rental, Shredder, Roof Inspections, Read/Calibrate Scales, Garage Door Maintenance, Cleaning Services
SUBSCRIPTIONS & DUES	4452-000	169	59	200	200	Newspaper
		71,558	77,786	68,200	68,200	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	0	82,419	0	0	
		0	82,419	0	0	
TOTAL GOVERNMENT BUILDINGS		528,722	636,088	490,314	493,333	

Parks

The Parks Department is responsible for the acquisition and planning of land areas, maintenance and inspection of current parks, and development of future park land. The goal is to provide high quality recreation experiences within a limited budget. Currently, the City maintains 18 parks and approximately 30 miles of trails.

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Expenditures</u>				
Personal Services	468,934	464,842	490,689	493,104
Supplies	31,126	29,575	26,500	43,000
Other Services/Charges	54,417	62,612	40,650	39,650
Contractual Services	27,917	107,714	43,700	73,700
Capital Outlay	0	0	0	15,000
Total	582,393	664,741	601,539	664,454

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Personnel Schedule</u>				
Public Services Director	0.50	0.50	0.50	0.50
Parks Supervisor	1.00	1.00	1.00	1.00
General Maintenance	3.00	3.00	3.00	3.00
Administrative Assistant	0.70	0.70	0.70	0.70
Total	5.20	5.20	5.20	5.20

CITY OF LINO LAKES

PARKS (101-450)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	331,907	337,180	347,201	346,375	50% Public Services Director
OVERTIME	4102-000	1,767	55	2,000	2,000	100% Parks Supervisor
TEMPORARIES	4106-000	30,390	27,157	26,000	34,600	70% Administrative Assistant
WELLNESS PROGRAM	4108-000	0	0	0	0	3 - 100% General Maintenance Workers
PERA	4121-000	25,026	23,988	26,190	26,128	Temporaries: Seasonal Park Staff
SOCIAL SECURITY	4122-000	26,837	27,063	28,703	29,298	
ICMA EMPLOYER	4123-000	559	645	1,086	434	
HEALTH INSURANCE	4131-000	40,207	35,978	45,169	36,718	
LIFE & DISABILITY INSURANCE	4133-000	1,291	1,228	1,182	1,180	
DENTAL INSURANCE	4134-000	2,165	2,090	2,752	2,752	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	8,784	9,457	10,406	13,619	
		468,934	464,842	490,689	493,104	
SUPPLIES						
MAINTENANCE SUPPLIES	4211-000	27,678	26,239	25,000	40,000	Fencing & Netting, Plantings, Rock, Ag-Lime, Pea Rock, Class V, Fertilizer, Seed, Herbicides, Line Chalk, Field Marking Paint, Clay, Sod, Irrigation System
SMALL TOOLS	4240-000	3,448	3,335	1,500	3,000	Maint/Repair/Upgrade, Paint, Lumber
		31,126	29,575	26,500	43,000	Hand Tools, Small Power Tools, Mowers, Chain Saws, Weed Whips
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	19,578	22,294	2,000	2,000	Drug/Alcohol Testing, Consulting, Engineering, Cartograph
TELEPHONE	4321-000	3,222	3,190	3,000	2,000	Cell Phones, Ipads
TRAVEL & TUITION	4330-000	1,746	876	2,000	2,000	Certification Training, Seminars, Computer Training, Mileage
STIPEND - PARK COMM	4331-000	925	3,375	2,750	2,750	Board members - 6 @ \$75 x 5 mtgs; Chair \$100 x 5 mtgs
UNIFORMS	4370-000	1,520	1,293	1,500	1,500	
ELECTRICITY	4381-000	3,284	2,882	3,500	3,500	Park Buildings and Shelters, Security Lighting, Hockey Rink Lights
UTILITIES (WATER/SEWER)	4382-000	21,235	24,863	20,000	20,000	Sewer, Water, Irrigation
HEAT	4383-000	2,908	3,839	5,000	5,000	
SANITATION	4384-000	0	0	900	900	
		54,417	62,612	40,650	39,650	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	27,495	105,787	43,000	73,000	Portable Restrooms, Weed Control, Tree/Stump Removal, Trail Construction/Repair/Maint, Court Resurfacing, Dataview User Fee, EAB Removal at Country Lakes Park, Electrical Upgrades at Community Green
RENTED EQUIPMENT	4415-000	371	0	500	500	
SUBSCRIPTIONS & DUES	4452-000	51	1,926	200	200	Professional Memberships & Subscriptions
		27,917	107,714	43,700	73,700	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	0	0	0	15,000	Birch Park Bldg - Siding Replacement
		0	0	0	15,000	
TOTAL PARKS		582,393	664,741	601,539	664,454	

Recreation

The Recreation Department provides for the community both fee-based and non-fee based programs. This budget includes dollars for the general operation of the department and provides funding to supervise warming

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	204,023	226,836	241,291	169,509
Supplies	656	2,756	2,500	2,500
Other Services/Charges	18,070	18,001	15,800	17,800
Contractal Services	860	438	1,000	500
Capital Outlay	0	0	0	10,000
Total	223,609	248,030	260,591	200,309

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Public Services Director	0.20	0.20	0.20	0.20
Recreation Supervisor I	2.00	2.00	2.00	1.00
Office Tech I	-	-	-	-
PT Office Specialist	-	0.15	0.15	0.15
Total	2.20	2.35	2.35	1.35

CITY OF LINO LAKES

RECREATION (101-451)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	136,839	148,732	162,171	99,978	20% Public Services Director
OVERTIME	4102-000	0	36	0	0	1 - 100% Recreation Supervisors
TEMPORARIES	4106-000	30,127	37,355	34,000	34,000	.15 FTE PT Office Specialist
WELLNESS PROGRAM	4108-000	0	0	0	0	Temporaries: Warming House Attendants, Summer Playground Program
PERA	4121-000	10,263	11,155	13,213	8,548	
SOCIAL SECURITY	4122-000	12,913	14,347	15,007	10,249	
HEALTH INSURANCE	4131-000	10,583	11,840	13,291	13,691	
LIFE & DISABILITY INSURANCE	4133-000	551	605	550	336	
DENTAL INSURANCE	4134-000	1,134	1,230	1,244	714	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	1,612	1,536	1,815	1,993	
		204,023	226,836	241,291	169,509	
SUPPLIES						
OFFICE SUPPLIES	4200-000	0	55	0	0	
MAINTENANCE SUPPLIES	4211-000	656	2,701	2,500	2,500	Supplies for Playground Program, Warming Houses
		656	2,756	2,500	2,500	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	0	0	0	0	
TELEPHONE	4321-000	415	415	450	450	
TRAVEL & TUITION	4330-000	926	739	2,000	1,000	MRPA Conference, Seminars, Classes, Mileage
PRINTING & PUBLISHING	4340-000	117	0	350	350	Quad Bulletin, Job Notices
NEWSLETTER - PROGRAM SCHEDULE	4343-000	16,612	16,847	13,000	16,000	Printing & Mailing Cost - 3 times/yr
		18,070	18,001	15,800	17,800	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	860	438	1,000	500	MRPA Membership
		860	438	1,000	500	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	0	0	0	10,000	Summer Event Staging & Tents
		0	0	0	10,000	
TOTAL RECREATION		223,609	248,030	260,591	200,309	

CITY OF LINO LAKES

OTHERS (101-499)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
CONTINGENCY	4905-000	0	0	100,000	75,000	Operating Contingency
						Street Maintenance - Sealcoating & Overlay (per PMP) - \$630,000
						Office Equipment Replacement - \$25,000
						Surface Water Maintenance - \$140,000 (Previously Streets Exp)
						Park & Trail Improv - \$90,000
OPERATING TRANSFERS	4910-000	691,439	879,759	1,217,900	895,000	Special Events/BHD - \$10,000
TOTAL OTHERS		691,439	879,759	1,317,900	970,000	

SUMMARY BY CATEGORY

PERSONAL SERVICES	6,585,735	6,687,524	7,166,773	7,398,006
SUPPLIES	477,206	386,090	472,025	472,775
OTHER SERVICES AND CHARGES	1,108,252	1,311,263	1,264,200	1,295,289
CONTRACTUAL SERVICES	676,719	696,692	672,087	743,794
CAPITAL OUTLAY	56,270	161,939	53,045	94,452
OTHERS	691,439	879,759	1,317,900	970,000
TOTAL EXPENDITURES	9,595,621	10,123,266	10,946,031	10,974,316



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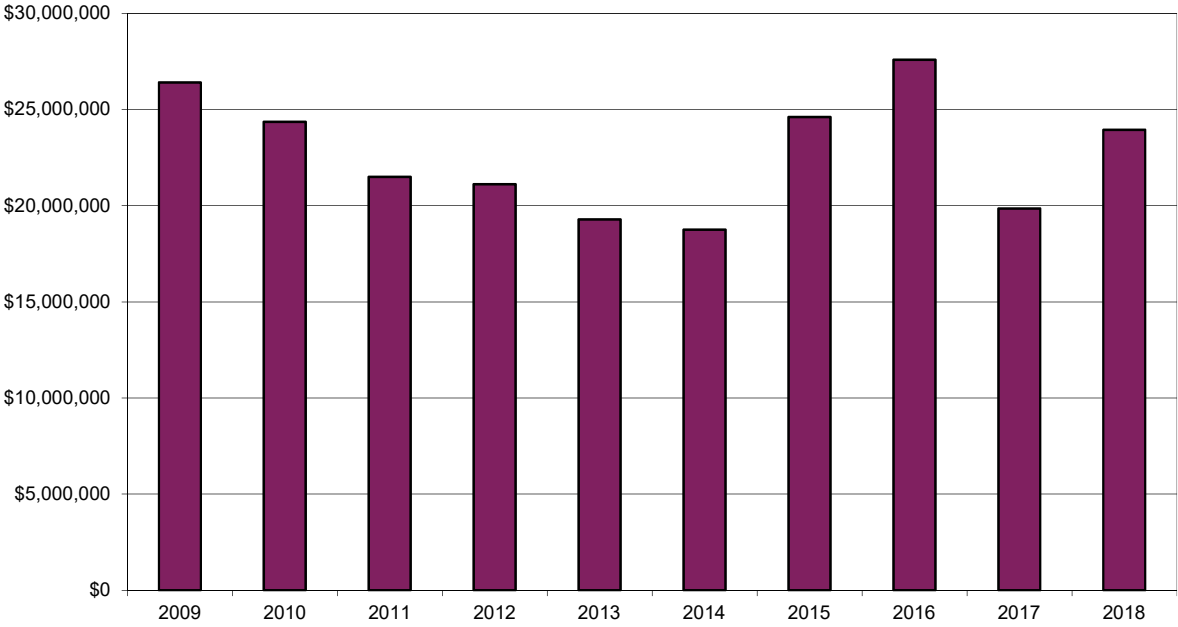
**City of Lino Lakes
Schedule of
Bonded Indebtedness**

	Interest Rates	Dated	Maturity Date	Issue Amount	Principal Outstanding 12/31/18	Principal Due 2019	Interest Due 2019
General Obligation Bonds:							
2015B Equipment Certificates	1.50%	8/25/215	12/31/20	963,000	398,000	197,000	5,970
2016 Equipment Certificates	1.00%	2/1/16	12/31/19	469,000	158,000	158,000	1,580
2017 Equipment Certificates	1.00%	3/1/17	12/31/20	311,000	209,000	104,000	2,090
2018 Equipment Certificates	1.00%	2/1/18	12/31/21	303,900	303,900	103,900	5,825
G.O. Tax Increment Bonds 2007A	4.11%	7/15/07	2/1/24	4,215,000	1,435,000	200,000	54,326
G.O. Bonds 2012A	1.26%	11/15/12	2/1/24	2,015,000	1,040,000	230,000	12,590
G.O. Bonds 2015A	2.09%	5/28/15	2/1/31	3,095,000	2,710,000	200,000	59,313
2015 Lease Revenue Bonds	3.24%	6/18/15	4/1/36	4,350,000	4,015,000	175,000	127,438
G.O. Capital Note 2016A	2.00%	4/14/16	2/1/26	294,525	202,125	32,175	4,043
G.O. Tax Abatement Refunding Bonds 2016C	1.46%	11/23/16	2/1/23	1,600,000	1,375,000	245,000	16,678
G.O. Bonds 2018A	3.15%	12/19/18	2/1/34	4,950,000	4,950,000	0	122,628
Total General Obligation Bonds				<u>22,566,425</u>	<u>16,796,025</u>	<u>1,645,075</u>	<u>412,479</u>
Special Assessment Bonds:							
G.O. Imp & Utility Revenue Refunding Bonds 2010A	2.61%	6/1/10	2/1/20	1,000,000	220,000	105,000	5,025
Taxable G.O. Improvement Bonds 2013A	3.55%	7/15/13	2/1/24	615,000	375,000	60,000	12,900
G.O. Improvement Bonds 2014A	1.62%	11/20/14	2/1/26	2,645,000	1,800,000	380,000	26,158
Taxable G.O. Improvement Refunding Bonds 2016B	1.41%	11/23/16	2/1/21	1,975,000	1,495,000	490,000	16,780
Total Special Assessment Bonds				<u>6,235,000</u>	<u>3,890,000</u>	<u>1,035,000</u>	<u>60,863</u>
Revenue Bonds:							
G.O. Utility Revenue Bonds 2016A	1.52%	11/23/16	2/1/27	1,420,000	1,290,000	135,000	24,450
G.O. Bonds 2018A	3.15%	12/19/18	2/1/34	1,965,000	1,965,000	0	50,062
Total Revenue Bonds				<u>3,385,000</u>	<u>3,255,000</u>	<u>135,000</u>	<u>74,512</u>
Total Bonded Indebtedness				<u>32,186,425</u>	<u>23,941,025</u>	<u>2,815,075</u>	<u>547,853</u>

Tax Support Information

	2018 Pay 2019 Tax Levy
General Obligation Bonds:	
2015B Equipment Certificates	213,119
2016 Equipment Certificates	167,559
2017 Equipment Certificates	111,395
2018 Equipment Certificates	115,211
G.O. Bond 2012A	180,012
G.O. Bond 2015A	215,972
G.O. Bond 2015A - Abatement Portion	54,206
2015 EDA Lease Revenue Bond	315,722
G.O. Tax Abatement Refunding Bond 2016C	289,097
G.O. Bond 2018A	200,000
Total General Obligation Bonds	<u>1,862,292</u>

**City of Lino Lakes Bonded Indebtedness
2009 - 2018**



<u>Year</u>	<u>Amount</u>
2009	26,407,000
2010	24,371,000
2011	21,506,000
2012	21,121,000
2013	19,280,000
2014	18,756,000
2015	24,611,250
2016	27,600,250
2017	19,852,725
2018	23,941,025



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**City of Lino Lakes
2019 Capital Equipment Replacement**

<u>Department</u>	<u>Description</u>	<u>Amount</u>
Police	Marked Patrol Vehicle	34,185
	Patrol K9 Vehicle	41,700
	Total Police	<u>\$ 75,885</u>
Fleet	Asphalt Roller	55,000
	3/4 Ton Pickup w/ Plow	40,000
	Zero-Turn Mower	15,000
	Bobcat Toolcat	35,000
	1 Ton Pickup w/ Dumpbox & Plow	61,000
	3/4 Ton Pickup w/ Plow	55,000
	Ford Escape - Bldg Inspections	26,000
	Asphalt Hot Box	25,650
	Total Fleet	<u>\$ 312,650</u>
	Grand Total	\$ 388,535
	Equipment Levy	\$ -
	Capital Equipment Fund	\$ -
	Certificates to be Issued	<u><u>\$ 388,535</u></u>

**City of Lino Lakes
2019 Capital Equipment Replacement**

Future Levy Impact: 2019 Certificates

	Principal	1% Interest	Total	Total w/ 5% Overlevy	Balance
2019	Certificates Issued				388,535
2020	126,000	7,447	133,447	140,119	262,535
2021	131,000	2,625	133,625	140,307	131,535
2022	131,535	1,315	132,850	139,493	0
Totals	388,535	11,389	399,924	419,919	

City of Lino Lakes Enterprise Fund Summary

Account Description	Actual 2016	Actual 2017	Adopted 2018	Adopted 2019	Increase/ Decrease
<u>Revenue</u>					
Water Fund Revenue	1,134,571	1,295,414	1,104,500	1,115,500	1.00%
Sewer Fund Revenue	1,726,127	1,870,809	1,697,500	1,757,000	3.51%
Total	2,860,698	3,166,223	2,802,000	2,872,500	2.52%
<u>Expenditures</u>					
<u>Personal Services</u>					
Water Fund	236,408	264,673	301,617	305,070	1.14%
Sewer Fund	239,696	268,133	306,256	309,770	1.15%
	476,104	532,806	607,874	614,840	1.15%
<u>Supplies</u>					
Water Fund	452,100	172,864	143,000	189,500	32.52%
Sewer Fund	26,127	51,044	33,000	44,500	34.85%
	478,227	223,908	176,000	234,000	32.95%
<u>Other Services and Charges</u>					
Water Fund	189,935	214,885	226,600	232,400	2.56%
Sewer Fund	112,369	151,493	190,100	193,700	1.89%
	302,304	366,378	416,700	426,100	2.26%
<u>Contractual Services</u>					
Water Fund	14,789	11,535	10,500	9,600	(8.57%)
Sewer Fund	882,977	953,569	957,176	984,112	2.81%
	897,766	965,104	967,676	993,712	2.69%
<u>Depreciation</u>					
Water Fund	436,384	580,804	435,000	580,000	33.33%
Sewer Fund	456,421	477,094	456,000	475,000	4.17%
	892,804	1,057,898	891,000	1,055,000	18.41%
<u>Other</u>					
Water Fund	34,627	35,727	0	0	***
Sewer Fund	244,594	35,727	0	0	***
	279,221	71,454	0	0	***
<u>Capital Outlay</u>					
Water Fund	970	491	0	225,000	***
Sewer Fund	970	491	20,000	0	***
	1,940	982	20,000	225,000	***
<u>Debt Service</u>					
Water Fund	0	0	0	0	***
Sewer Fund	0	0	0	0	***
	0	0	0	0	***
Total Water Expenditures	1,365,212	1,280,979	1,116,717	1,541,570	38.04%
Total Sewer Expenditures	1,963,154	1,937,551	1,962,532	2,007,082	2.27%
Total Expenditures	3,328,366	3,218,530	3,079,249	3,548,652	15.24%
Revenues over/(under) Expenditures	(467,668)	(52,307)	(277,249)	(676,152)	

Water Operating

Water Operating is responsible for providing a low cost, safe, efficient supply of municipal water. The City operates six wells and two water towers. There are approximately 4,738 connections. All costs are paid for with user fees. The City has joint powers agreements with the cities of Shoreview, Blaine, and Circle Pines for water availability to areas in the city that are not watered.

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Expenditures</u>				
Personal Services	236,408	264,673	301,617	305,070
Supplies	452,100	172,864	143,000	189,500
Other Services/Charges	189,935	214,885	226,600	232,400
Contractual Services	14,789	11,535	10,500	9,600
Depreciation	436,384	580,804	435,000	580,000
Operating Transfers	34,627	35,727	0	0
Capital Outlay	970	491	0	225,000
Total	1,365,212	1,280,979	1,116,717	1,541,570

	2016	2017	2018	2019
	Actual	Actual	Adopted	Adopted
<u>Personnel Schedule</u>				
Public Services Director	0.15	0.15	0.15	0.15
Utility Supervisor	0.50	0.50	0.50	0.50
General Maintenance	1.00	1.00	1.50	1.50
Administrative Assistant	0.15	0.15	0.15	0.15
Accounting Clerk/PC Tech	0.50	0.50	0.50	0.50
Accounting Clerk	0.13	0.13	0.13	0.13
Office Specialist	-	0.25	0.25	0.25
PT Office Specialist	-	0.15	0.15	0.15
Total	2.43	2.83	3.33	3.33

Depreciation expense for system infrastructure has been budgeted. The non-cash expense has a major impact on water system operations and must be considered in adequately funding these operations.

**CITY OF LINO LAKES
WATER OPERATING FUND (601)
2019 ADOPTED REVENUE BUDGET**

	Account Number	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
Operating Revenue						
Current Assessments	3110-000	0	0	0	0	
Delinquent Assessments	3120-000	973	382	0	0	
Penalties & Interest	3150-000	260	119	0	0	
Water Hook-Up Charge	3248-000	26,010	33,010	25,000	28,000	
Other State Revenue	3348-000	0	0	0	0	
Water Meter Sales	3406-000	30,687	37,606	27,000	30,000	
Interest on Investments	3620-000	37,560	30,827	35,000	35,000	
Change in Fair Value of Investments	3621-000	2,754	8,785	0	0	
Miscellaneous Revenue	3714-000	12,981	12,579	7,500	7,500	
Refunds and Reimbursements	3730-000	0	2,260	0	0	
Water Sales	3855-000	1,000,652	1,041,301	990,000	995,000	
Water Penalties	3858-000	23,384	23,577	20,000	20,000	
Sale of Capital Assets	3910-000	(689)	0	0	0	
Operating Transfers	3920-000	0	104,969	0	0	
		1,134,571	1,295,414	1,104,500	1,115,500	
Other Sources						
Use of Reserves		0	0	12,217	426,070	
		0	0	12,217	426,070	
Total Operating Revenue & Other Sources		1,134,571	1,295,414	1,116,717	1,541,570	

CITY OF LINO LAKES

WATER (601-494)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	154,944	175,070	201,831	207,295	15% Public Service Director
OVERTIME	4102-000	3,963	3,553	4,000	4,000	15% Administrative Assistant
ON CALL	4105-000	2,060	2,825	2,600	2,600	50% Utility Supervisor
TEMPORARIES	4106-000	9,002	7,653	6,000	6,000	25% Office Specialist
WELLNESS PROGRAM	4108-000	0	0	0	0	3 - 50% General Maintenance Workers
PERA	4121-000	24,865	25,605	15,633	16,042	50% Utility Billing Clerk
FICA/MEDICARE	4122-000	12,273	13,572	16,404	16,822	12.5% Accts Pay/Payroll Tech
ICMA EMPLOYER	4123-000	719	885	786	850	.15 FTE PT Office Specialist
PENSION EXPENSE	4125-000	0	0	12,500	12,500	
HEALTH INSURANCE	4131-000	20,003	30,078	35,123	30,629	
LIFE & DISABILITY INSURANCE	4133-000	597	687	696	712	
DENTAL INSURANCE	4134-000	1,250	1,482	1,760	1,760	
REEMPLOYMENT INSURANCE	4141-000	3,228	0	0	0	
WORKER'S COMPENSATION	4151-000	3,505	3,263	4,284	5,860	
		236,408	264,673	301,617	305,070	
SUPPLIES						
OFFICE SUPPLIES	4200-000	1,576	1,818	1,500	2,000	Utility Billing Forms, Etc.
MAINTENANCE SUPPLIES	4211-000	47,613	32,523	35,000	40,000	Fire Hydrants, Gate Valves, Hardware for Repairs
FUELS	4212-000	10,000	10,000	10,000	10,000	
METERS	4215-000	340,350	68,640	35,000	60,000	New/Replacement Meters
SHOP PARTS	4221-000	0	0	0	0	
CHEMICALS	4222-000	50,625	57,976	60,000	75,000	
SMALL TOOLS	4240-000	1,936	1,907	1,500	2,500	
		452,100	172,864	143,000	189,500	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	61,363	69,057	80,000	80,000	Vac-Jetting, Annual RPZ Testing, Watermain/Well Houses Maintenance and Repairs, Cartegraph
MUNICIPAL ENGINEER	4304-000	21,911	16,254	25,000	25,000	
OTHER CONSULTANT	4310-000	0	5,319	0	2,600	Springbrook License Subscription - UB Module
TELEPHONE	4321-000	3,968	4,331	3,300	4,000	Cellular Phones, Well Houses Monitoring
POSTAGE	4322-000	5,327	4,934	5,000	5,000	Utility Billing Postage
TRAVEL & TUITION	4330-000	929	436	2,000	3,000	
PRINTING & PUBLISHING	4340-000	2,179	0	3,500	3,500	Consumer Confidence Reports
INSURANCE	4360-000	6,177	9,506	6,500	8,000	
AUTO INSURANCE	4363-000	606	1,601	700	700	
UNIFORMS	4370-000	585	569	600	600	
ELECTRICITY	4381-000	68,484	82,112	80,000	80,000	
UTILITIES (WATER/SEWER)	4382-000	15,822	16,959	15,000	15,000	Blaine, Shoreview, and Centennial Utilities - Utility Connector
HEAT	4383-000	2,583	3,806	5,000	5,000	
		189,935	214,885	226,600	232,400	
CONTRACTUAL SERVICES						
CONTRACTED SERVICES	4410-000	13,889	7,097	7,500	9,100	Gopher One-Call, SCADA, Monthly Lab Testing, Accela Web Payments
SUBSCRIPTIONS & DUES	4452-000	900	4,438	3,000	500	AWWA, Water Operators Licenses
		14,789	11,535	10,500	9,600	
DEPRECIATION						
ASSET DEPRECIATION	4510-000	436,384	580,804	435,000	580,000	Annual Depreciation Expense - Water Infrastructure & Equip
		436,384	580,804	435,000	580,000	
OTHER						
OPERATING TRANSFERS	4910-000	34,627	35,727	0	0	
		34,627	35,727	0	0	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	970	491	0	225,000	Well House #1 Improvements
		970	491	0	225,000	
TOTAL WATER FUND		1,365,212	1,280,979	1,116,717	1,541,570	



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Sewer Operating

Sewer Operating is responsible for providing the City's residents with safe and efficient disposal of waste. Collection is accomplished through a series of trunk lines that empty into one of fourteen lift stations operated by the City. There are approximately 4,976 connections. All costs are paid for with user fees. The major expenditure for this department is the charge paid to Metropolitan Council Environmental Services for sewage treatment.

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Expenditures</u>				
Personal Services	239,696	268,133	306,256	309,770
Supplies	26,127	51,044	33,000	44,500
Other Services/Charges	112,369	151,493	190,100	193,700
Contractual Services	882,977	953,569	957,176	984,112
Depreciation	456,421	477,094	456,000	475,000
Operating Transfers	244,594	35,727	0	0
Capital Outlay	970	491	20,000	0
Total	1,963,154	1,937,551	1,962,532	2,007,082

	2016 Actual	2017 Actual	2018 Adopted	2019 Adopted
<u>Personnel Schedule</u>				
Public Services Director	0.15	0.15	0.15	0.15
Utility Supervisor	0.50	0.50	0.50	0.50
General Maintenance	1.00	1.00	1.50	1.50
Administrative Assistant	0.15	0.15	0.15	0.15
Accounting Clerk/PC Tech	0.50	0.50	0.50	0.50
Accounting Clerk	0.13	0.13	0.13	0.13
Office Specialist	-	0.25	0.25	0.25
PT Office Specialist	-	0.15	0.15	0.15
Total	2.43	2.83	3.33	3.33

Depreciation expense for system infrastructure has been budgeted. The non-cash expense has a major impact on sewer system operations and must be considered in adequately funding these operations.

**CITY OF LINO LAKES
SEWER OPERATING FUND (602)
2019 ADOPTED REVENUE BUDGET**

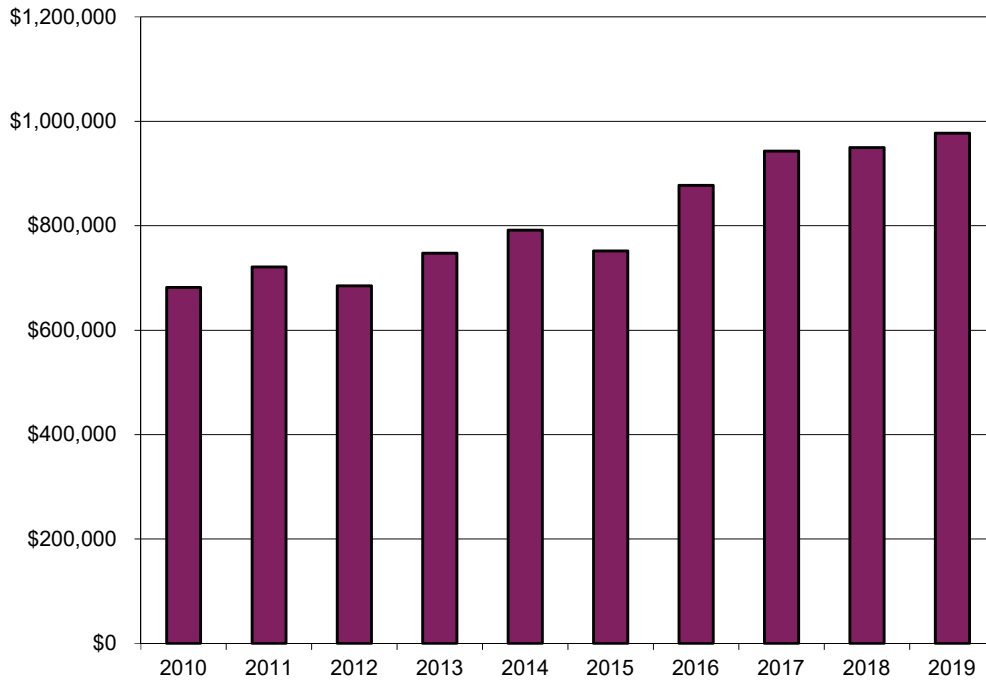
	Account Number	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
Operating Revenue						
Current Assessments	3110-000	0	772	0	0	
Delinquent Assessments	3120-000	973	382	0	0	
Penalties & Interest	3150-000	260	119	0	0	
Sewer Hook-Up Charge	3249-000	21,050	26,497	20,000	23,000	
Interest on Investments	3620-000	62,404	52,085	55,000	60,000	
Change in Fair Value of Investments	3621-000	4,401	14,791	0	0	
Refunds and Reimbursements	3730-000	0	10	0	0	
Sewer Sales	3856-000	1,612,724	1,641,396	1,600,000	1,650,000	
Sewer Penalties	3858-000	24,266	29,787	22,500	24,000	
Sale of Capital Assets	3910-000	50	0	0	0	
Operating Transfers	3920-000	0	104,969	0	0	
		1,726,127	1,870,809	1,697,500	1,757,000	
Other Sources						
Use of Reserves		0	0	265,032	250,082	
		0	0	265,032	250,082	
Total Operating Revenue & Other Sources		1,726,127	1,870,809	1,962,532	2,007,082	

CITY OF LINO LAKES

SEWER (602-495)

Description	Object Code	Actual 2016	Actual 2017	Budget 2018	Adopted 2019	Budget Detail
PERSONAL SERVICES						
SALARIES	4101-000	154,944	175,070	201,831	207,295	15% Public Service Director
OVERTIME	4102-000	3,963	3,553	4,000	4,000	15% Administrative Assistant
ON CALL	4105-000	2,060	2,825	2,600	2,600	50% Utility Supervisor
TEMPORARIES	4106-000	9,002	7,653	6,000	6,000	25% Office Specialist
WELLNESS PROGRAM	4108-000	0	0	0	0	3 - 50% General Maintenance Workers
PERA	4121-000	24,865	25,605	15,632	16,042	50% Utility Billing Clerk
FICA/MEDICARE	4122-000	12,273	13,572	16,404	16,822	12.5% Accts Pay/Payroll Tech
ICMA EMPLOYER	4123-000	719	885	786	850	.15 FTE PT Office Specialist
PENSION EXPENSE	4125-000	0	0	12,500	12,500	
HEALTH INSURANCE	4131-000	20,003	30,078	35,123	30,629	
LIFE & DISABILITY INSURANCE	4133-000	598	687	696	712	
DENTAL INSURANCE	4134-000	1,250	1,482	1,760	1,760	
REEMPLOYMENT INSURANCE	4141-000	3,228	0	0	0	
WORKER'S COMPENSATION	4151-000	6,793	6,724	8,924	10,560	
		239,696	268,133	306,256	309,770	
SUPPLIES						
OFFICE SUPPLIES	4200-000	1,576	1,764	1,500	2,000	Utility Billing Forms, Etc.
MAINTENANCE SUPPLIES	4211-000	13,336	37,768	20,000	30,000	Impellers, Screens, Fuses, UPS, Heaters, Batteries
FUELS	4212-000	10,000	10,000	10,000	10,000	
SMALL TOOLS	4240-000	1,214	1,512	1,500	2,500	
		26,127	51,044	33,000	44,500	
OTHER SERVICES AND CHARGES						
PROFESSIONAL SERVICES	4300-000	26,932	63,631	90,000	90,000	Sewermain/Lift Station/Manhole Maintenance and Repairs
MUNICIPAL ENGINEER	4304-000	19,243	18,045	25,000	25,000	
OTHER CONSULTANTS	4310-000	0	5,319	0	2,600	Springbrook License Subscription - UB Module
TELEPHONE	4321-000	1,252	865	1,500	1,500	Cellular Phones, Lift Stations
POSTAGE	4322-000	5,306	4,837	5,000	5,000	Utility Billing Postage
TRAVEL & TUITION	4330-000	831	156	2,000	3,000	
PRINTING & PUBLISHING	4340-000	0	0	500	500	
INSURANCE	4360-000	17,387	16,175	18,000	18,000	
AUTO INSURANCE	4363-000	604	601	700	700	
UNIFORMS	4370-000	585	569	600	600	
ELECTRICITY	4381-000	27,381	28,192	30,000	30,000	
UTILITIES (WATER/SEWER)	4382-000	11,686	11,933	15,000	15,000	Blaine, Shoreview, and Centennial Utilities - Utility Connections
HEAT	4383-000	1,162	1,172	1,800	1,800	
		112,369	151,493	190,100	193,700	
CONTRACTUAL SERVICES						
MCES TREATMENT CHARGES	4405-000	877,565	942,972	949,776	977,612	MCES Sewer Treatment Costs
CONTRACTED SERVICES	4410-000	5,389	6,997	4,400	6,000	Gopher One-Call, Accela Web Payments
RENTED EQUIPMENT	4415-000	0	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	23	3,600	3,000	500	Sewer Operators Licenses
		882,977	953,569	957,176	984,112	
DEPRECIATION						
ASSET DEPRECIATION	4510-000	456,421	477,094	456,000	475,000	Annual Depreciation Expense - Sewer Infrastructure & Equip
		456,421	477,094	456,000	475,000	
OTHER						
OPERATING TRANSFERS	4910-000	244,594	35,727	0	0	
		244,594	35,727	0	0	
CAPITAL OUTLAY						
EQUIPMENT	5000-000	970	491	20,000	0	
		970	491	20,000	0	
TOTAL SEWER FUND		1,963,154	1,937,551	1,962,532	2,007,082	

City of Lino Lakes Metropolitan Council Wastewater Service Charges



<u>Year</u>	<u>Amount</u>
2010	681,592
2011	720,986
2012	684,933
2013	747,200
2014	791,580
2015	751,648
2016	877,565
2017	942,972
2018	949,776
2019	977,612

