

# 2018 ANNUAL BUDGET

Adopted December 11, 2017





## *Officials*

		<u>Term Expires</u>
Mayor:	Jeff Reinert	12/31/2017
Council Members:	William Kusterman	12/31/2017
	Rob Rafferty	12/31/2017
	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. 17-141**

**RESOLUTION ADOPTING THE FINAL 2017 TAX LEVY, COLLECTIBLE IN 2018**

**WHEREAS**, the City of Lino Lakes has budgeted to pay expenditures for General Fund operating costs anticipated in the year 2018, 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 2017 tax levy, collectible in 2018, 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 11, 2017.

**NOW, THEREFORE BE IT RESOLVED** that The City Council of The City of Lino Lakes, approves its final 2017 tax levy, collectible in 2018, upon taxable property within the City of Lino Lakes as follows:

1. Total amount levied in the year 2017 to be spread for taxes due and payable in the year 2018 is \$9,776,732.
2. The total amount levied above is for the following purposes:

<u>General Operating Levy</u>	\$8,165,859
<u>Bonded Indebtedness</u>	
G.O. Bond 2012A	176,390
G.O. Bond 2015A	274,378
EDA Lease/Revenue Bond 2015	319,397
G.O. Tax Abatement Refunding Bonds 2016C	276,176
Equipment Certificates 2015A	70,258
Equipment Certificates 2015B	214,090
Equipment Certificates 2016	167,097
Equipment Certificates 2017	<u>113,087</u>
Total Bonded Indebtedness:	<u>\$1,610,873</u>
<b>TOTAL LEVIES</b>	<u><b>\$9,776,732</b></u>

Adopted by the Council of the City of Lino Lakes this 11<sup>th</sup> day of December, 2017.

**CITY OF LINO LAKES  
RESOLUTION NO. 17-142**

**RESOLUTION ADOPTING THE FINAL 2018 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 2018:

2018 FINAL GENERAL FUND BUDGET

REVENUES:

Property Taxes	\$8,214,859
Intergovernmental Revenue	645,367
Licenses & Permits	687,047
Charges for Services	295,771
Fines & Forfeitures	134,132
Interest on Investments	30,000
Miscellaneous	938,855
TOTAL FINAL GENERAL FUND REVENUES	\$10,946,031

EXPENDITURES:

Administration	\$1,400,780
Community Development	806,421
Public Safety	4,719,642
Public Services	2,701,288
Other	1,317,900
TOTAL FINAL GENERAL FUND EXPENDITURES	\$10,946,031

Adopted by the Council of the City of Lino Lakes this 11<sup>th</sup> day of December, 2017.



**CITY OF LINO LAKES  
RESOLUTION NO. 17-143**

**RESOLUTION ADOPTING THE 2018 WATER AND SEWER OPERATING BUDGETS**

**WHEREAS**, the City Council has reviewed the proposed 2018 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 2018 are hereby adopted:

	<u>2018 Water Operating Budget</u>	<u>2018 Sewer Operating Budget</u>
Operating Revenues	\$1,104,500	\$1,697,500
Transfers	<u>-0-</u>	<u>-0-</u>
<b>Total Revenues &amp; Transfers</b>	<b>\$1,104,500</b>	<b>\$1,697,500</b>
Operating Expenses	\$1,116,717	\$1,962,532
Debt Service	<u>-0-</u>	<u>-0-</u>
<b>Total Expenses</b>	<b>\$1,116,717</b>	<b>\$1,962,532</b>
Revenues/Transfers over/ Under Expenses	<b><u>\$ (12,217)</u></b>	<b><u>\$ (265,032)</u></b>
Use of Fund Surplus	<u>\$ 12,217</u>	<u>\$ 265,032</u>

Adopted by the Council of the City of Lino Lakes this 11<sup>th</sup> day of December, 2017.

**CITY OF LINO LAKES  
RESOLUTION NO. 17-144**

**RESOLUTION ADOPTING THE 2018 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.

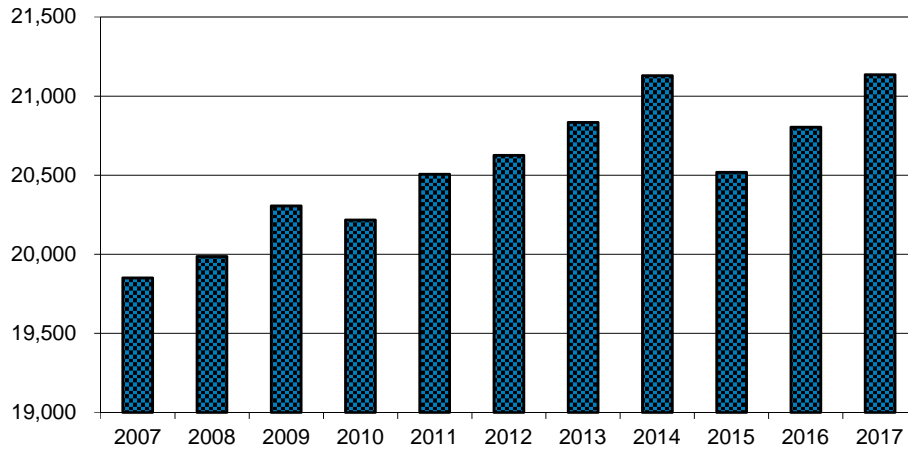
**NOW, THEREFORE BE IT RESOLVED** by The City Council of The City of Lino Lakes, that the following Recreation Fund Operating Budget for the year 2018 is hereby adopted:

2018 RECREATION FUND BUDGET

	<u>REVENUES</u>	<u>EXPENDITURES</u>
Adult Instructional	\$ 550	\$ 400
Adult Leagues	3,600	5,025
Youth Instructional	61,250	61,230
Youth Leagues	12,000	8,800
Special Events	8,010	13,450
Senior Programs	<u>15,200</u>	<u>13,100</u>
Program Totals	\$100,610	\$102,005
Operating Deficit	<u>0</u>	<u>(1,395)</u>
Transfer to General Fund	<u>0</u>	<u>0</u>
Recreation Fund Totals	<u>\$100,610</u>	<u>\$100,610</u>

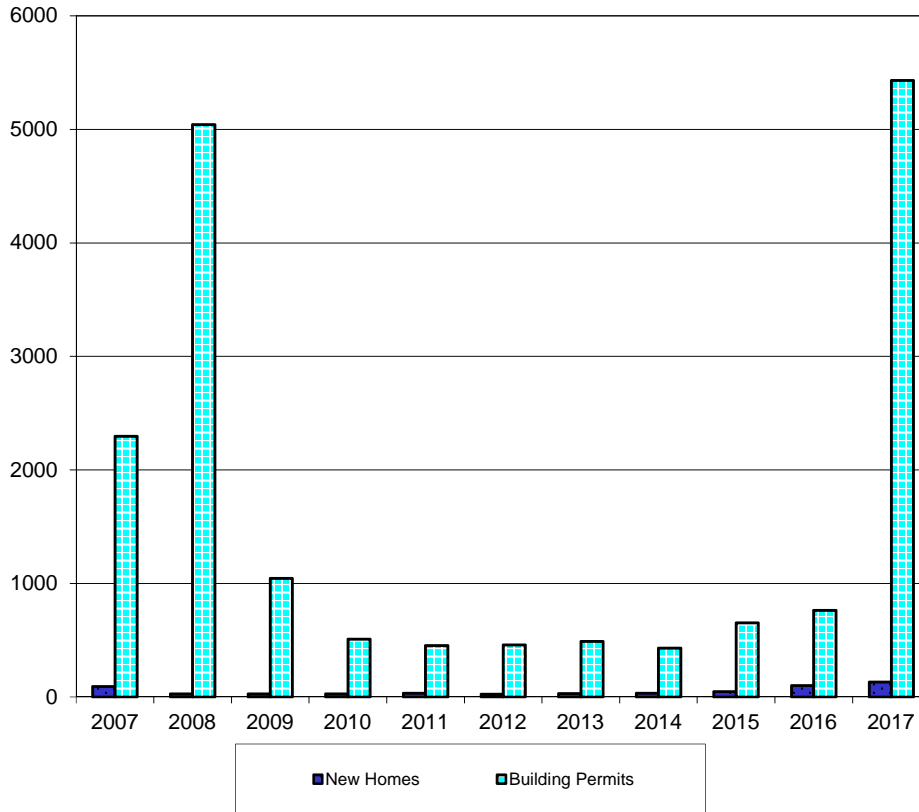
Adopted by the Council of the City of Lino Lakes this 11<sup>th</sup> day of December, 2017.

## City of Lino Lakes Population 2007 - 2017



<u>Year</u>	<u>Population</u>	<u>Source</u>
1990	8,807	US Census
2000	16,791	US Census
2007	19,851	Metropolitan Council Estimate
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	21,136	City Estimate

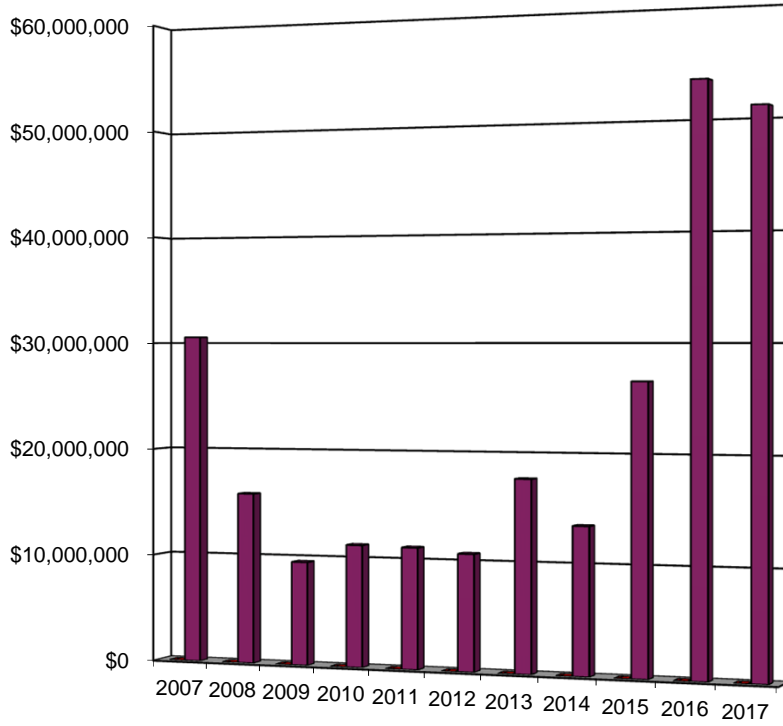
## City of Lino Lakes Building Permits 2007 - 2017



<u>Year</u>	<u>New Homes</u>	<u>Building Permits</u>	
2007	92	2,297	*
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	5,432	****

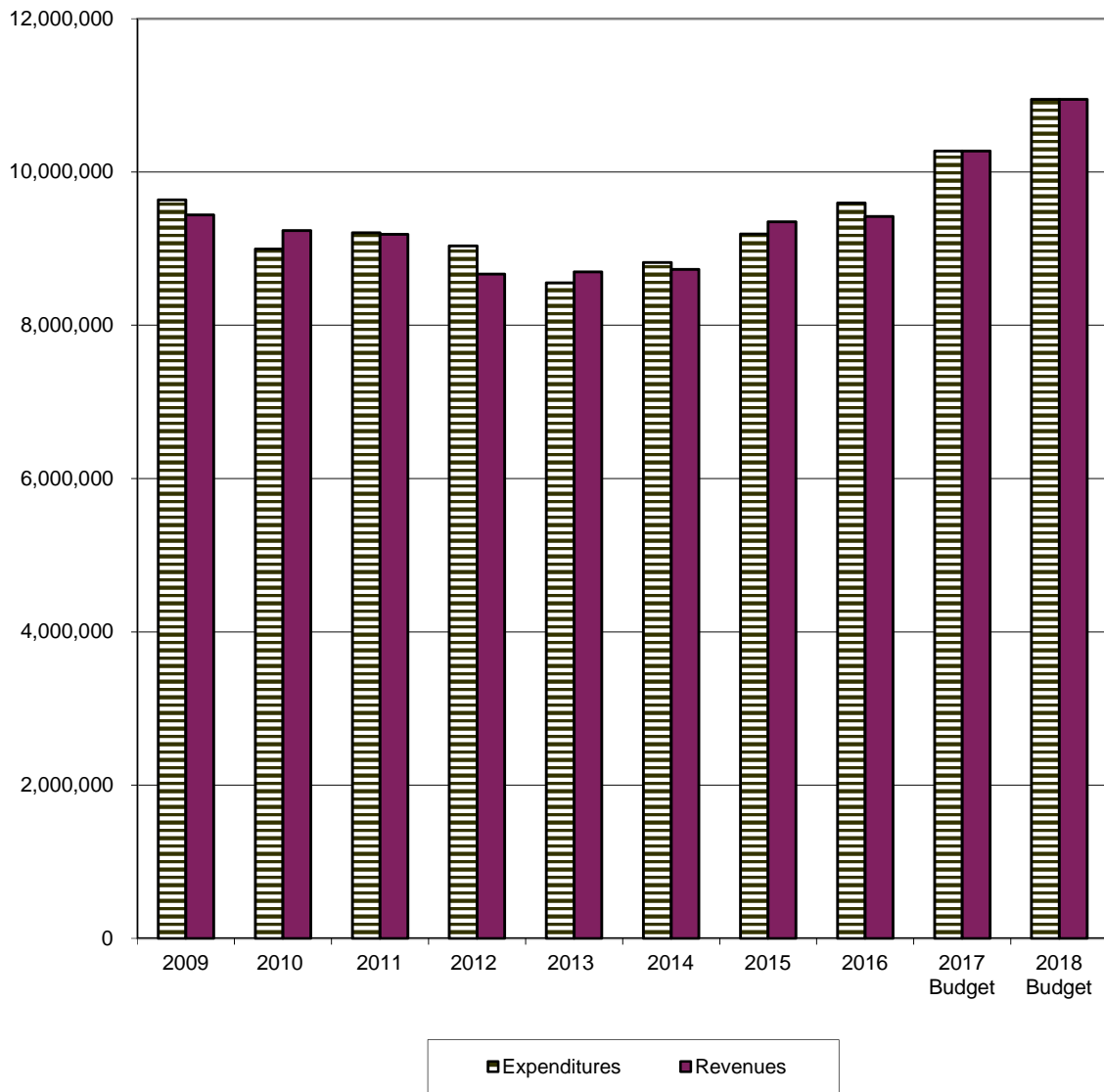
\* 1,565 Roofing Permits due to storm damage  
 \*\* 4,337 Roofing & Siding Permits due to storm damage  
 \*\*\* 581 Roofing & Siding Permits due to storm damage  
 \*\*\*\* 4,579 Roofing & Siding Permits due to storm damage

## City of Lino Lakes Building Permit Valuation 2007 - 2017



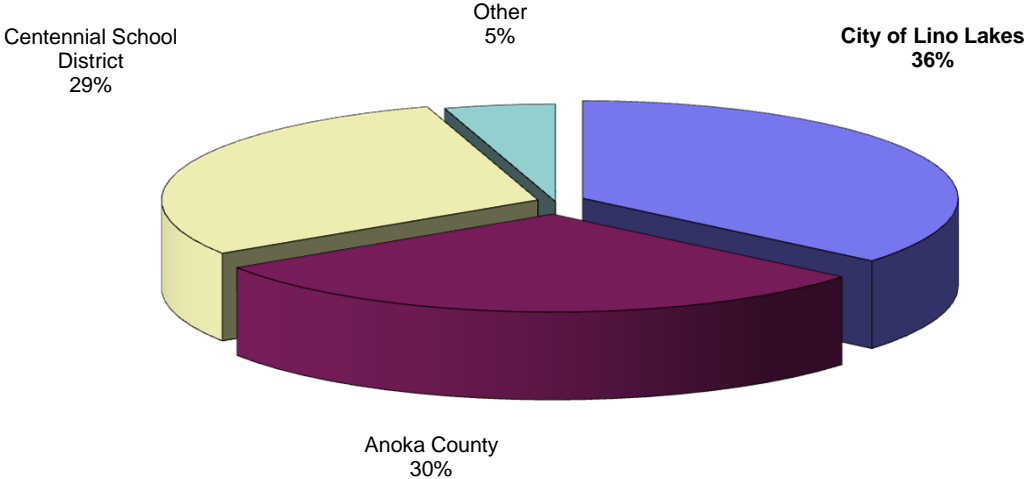
<u>Year</u>	<u>Bldg Permit Valuation</u>
2007	30,539,559
2008	15,852,780
2009	9,586,160
2010	11,295,493
2011	11,192,264
2012	10,751,626
2013	17,683,665
2014	13,535,514
2015	26,570,593
2016	53,394,030
2017	50,984,048

## City of Lino Lakes Expenditure and Revenue Comparison 2009 - 2018



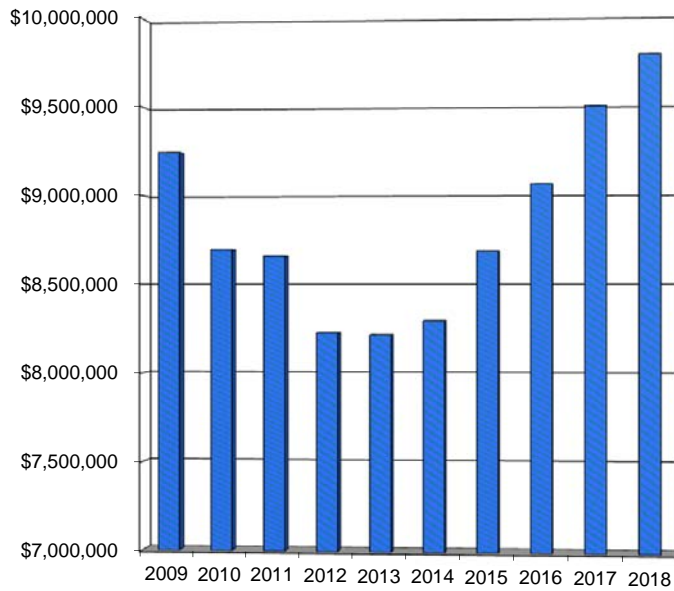
	<u>Expenditures</u>	<u>Revenues</u>
2009	9,635,187	9,439,010
2010	8,994,651	9,233,492
2011	9,208,035	9,186,410
2012	9,036,931	8,665,568
2013	8,554,264	8,696,530
2014	8,818,141	8,728,593
2015	9,191,170	9,350,154
2016	9,595,617	9,417,311
2017 Budget	10,271,558	10,271,558
2018 Budget	10,946,031	10,946,031

# City of Lino Lakes 2018 Tax Dollar Distribution



	2018 <u>Tax Rate</u>
City of Lino Lakes	42.756
Anoka County	35.238
Centennial School District	34.899
Other	5.643
	<u>118.536</u>

## City of Lino Lakes Total Tax Levy 2009 - 2018



<u>Year</u>	<u>Total Tax Levy</u>
2009	9,244,338
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



**City of Lino Lakes  
2018 Adopted Tax Levy**

	Adopted 2016	Adopted 2017	Adopted 2018	Difference 2017-2018
General Fund Levy	7,018,572	7,360,431	8,165,859	805,428
Special Levy - PERA Contribution	-	-	-	-
Total Operating Levy	7,018,572	7,360,431	8,165,859	805,428
<u>Debt Levy</u>				
Certificate of Indebtedness 2013	68,933	-	-	-
Certificate of Indebtedness 2014	178,868	178,164	-	(178,164)
Certificate of Indebtedness 2015A	72,240	71,749	70,258	(1,491)
Certificate of Indebtedness 2015B	214,921	215,030	214,090	(940)
Certificate of Indebtedness 2016	-	172,189	167,097	(5,092)
Certificate of Indebtedness 2017	-	-	113,087	113,087
G.O. Tax Abatement Bond 2006C (2)	278,140	-	-	-
G.O. CIP Refunding Bond 2006E (3)	460,110	464,100	-	(464,100)
G.O. Bond 2012A (Signal Project) (1)	178,749	177,692	176,390	(1,303)
G.O. Bond 2015A (Street Reconstruction) (1)	214,922	217,127	219,227	2,100
G.O. Bond 2015A - Abatement Portion	57,041	56,096	55,151	(945)
EDA Lease/Revenue Bond 2015 (Fire Station #2)	315,932	317,717	319,397	1,680
G.O. Tax Abatement Refunding Bond 2016C (2)	-	261,560	276,176	14,616
Total Debt Levy	2,039,856	2,131,424	1,610,873	(520,551)
Total Levy	9,058,428	9,491,855	9,776,732	284,877

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

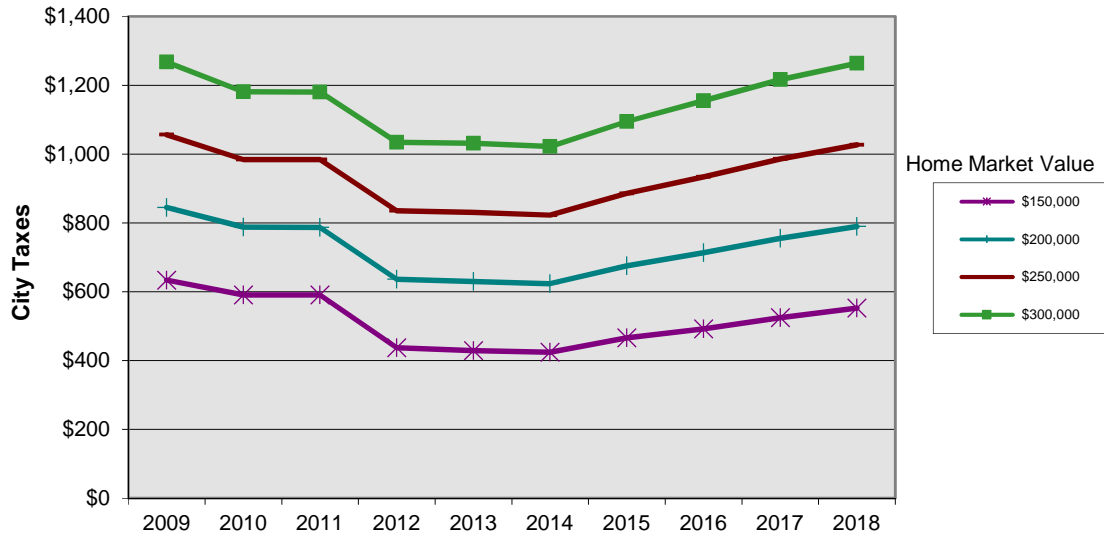
**CITY OF LINO LAKES**  
**2018 Adopted General Fund**  
**Net Tax Capacity Calculation**

	<b>Actual 2016</b>	<b>Adopted 2017</b>	<b>Adopted 2018</b>
Taxable Market Value	1,699,288,883	1,810,747,853	1,962,454,648
Annual % Change	0.29%	6.56%	8.52%
Total Net Tax Capacity Value	18,440,817	19,682,584	21,320,744
Less FD Contribution in Value	1,115,822	1,168,161	1,215,580
Less Captured Value for Tax Increment	261,525	294,599	421,342
<b>Total Net Tax Capacity Value</b>	<b>17,063,470</b>	<b>18,219,824</b>	<b>19,683,822</b>
Annual % Change	0.20%	6.78%	8.26%

**Net Tax Capacity Rate Calculation**

	<b>Actual 2016</b>	<b>Adopted 2017</b>	<b>Adopted 2018</b>
Total Levy	9,058,428	9,491,855	9,776,732
Less FD Distribution	1,206,188	1,284,902	1,360,639
Total Net Levy for Tax Rate	7,852,240	8,206,953	8,416,093
Annual % Change	5.34%	4.52%	2.55%
<b>Projected City Tax Capacity Rate</b>	<b>46.019%</b>	<b>45.044%</b>	<b>42.756%</b>

### City of Lino Lakes Property Taxes - City Portion 2009 - 2018

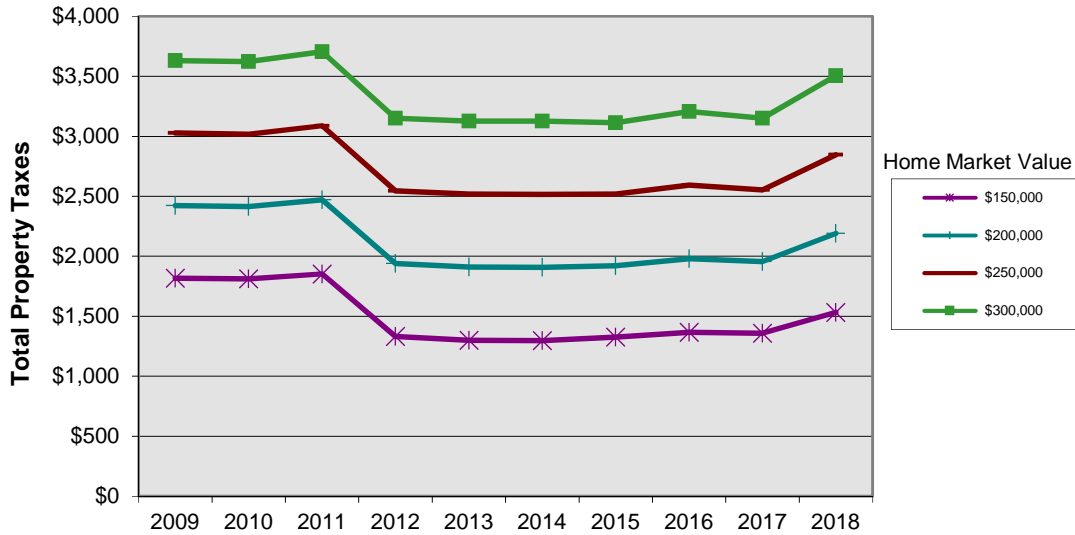


#### City Property Taxes on Various Home Values

Tax Capacity  
Rate

	<u>\$ 150,000</u>	<u>\$ 200,000</u>	<u>\$ 250,000</u>	<u>\$ 300,000</u>	<u>Rate</u>
2009	633.63	844.85	1,056.06	1,267.27	38.733
2010	590.42	787.23	984.04	1,180.85	37.905
2011	590.16	786.87	983.59	1,180.31	42.041
2012	437.04	635.97	834.90	1,033.83	42.894
2013	428.74	629.71	830.68	1,031.66	46.774
2014	423.97	623.24	822.51	1,021.78	46.683
2015	465.98	675.64	885.30	1,094.96	43.770
2016	491.85	712.92	933.99	1,155.07	46.019
2017	524.23	755.01	985.78	1,216.56	45.140
2018	552.40	789.61	1,026.82	1,264.03	42.756
2018 Adj Value	\$ 152,696	\$ 203,594	\$ 254,493	\$ 305,392	
10-yr Chg	\$ (81.23)	\$ (55.24)	\$ (29.24)	\$ (3.24)	
10-yr Avg	\$ (8.12)	\$ (5.52)	\$ (2.92)	\$ (0.32)	

### City of Lino Lakes Property Taxes - Total 2009- 2018



#### Total Property Taxes on Various Home Values

Total  
Tax Capacity  
Rate

	<u>\$ 150,000</u>	<u>\$ 200,000</u>	<u>\$ 250,000</u>	<u>\$ 300,000</u>	
2009	1,816.10	2,421.47	3,026.83	3,632.20	111.015
2010	1,810.88	2,414.51	3,018.14	3,621.77	116.258
2011	1,852.49	2,469.98	3,087.48	3,704.98	131.966
2012	1,332.11	1,938.44	2,544.77	3,151.10	130.741
2013	1,299.81	1,909.11	2,518.41	3,127.71	141.806
2014	1,297.07	1,906.71	2,516.36	3,126.00	142.820
2015	1,325.19	1,921.44	2,517.68	3,113.93	124.476
2016	1,365.32	1,978.99	2,592.67	3,206.35	127.744
2017	1,357.47	1,955.06	2,552.65	3,150.23	116.888
2018	1,531.47	2,189.10	2,846.73	3,504.36	118.536
2018 Adj Value	\$ 152,696	\$ 203,594	\$ 254,493	\$ 305,392	
10-yr Chg	\$ (284.63)	\$ (232.37)	\$ (180.10)	\$ (127.84)	
10-yr Avg	\$ (28.46)	\$ (23.24)	\$ (18.01)	\$ (12.78)	

# City of Lino Lakes

## 2018 Budget Preparation Calendar

- Jan-May – City Council provides direction on budget parameters.
- May 4 – Budget worksheets and calendars distributed to Directors.
- June 9 – Departmental budget requests are submitted.
- June-July – City Administrator and Finance Director review requests with Directors and develop proposed 2018 Budget.
- July 17 – Proposed budget distributed to the City Council.
- July 31 - City Council holds initial work session on 2018 Budget.
- July 31 – September 25 – City Council scheduled work sessions on 2018 Budget.
- September 25 – City Council approves proposed 2018 Budget and Tax Levy and sets Truth in Taxation hearing dates.
- **By September 29 - 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 11 – City Council holds Public Hearing. City Council adopts final 2018 Budget and Tax Levy.
- **By December 28 – City certifies final 2018 Budget and Tax Levy to Anoka County Auditor.**

**CITY OF LINO LAKES**

**PERSONNEL - TOTAL**

	<b>Adopted <u>2016</u></b>	<b>Adopted <u>2017</u></b>	<b>Adopted <u>2018</u></b>
ADMINISTRATION	4.500	4.000	4.000
FINANCE	2.750	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	30.550	31.050	30.550
FIRE	1.950	1.950	1.950
BUILDING INSPECTIONS	2.500	2.500	2.500
STREETS	6.500	6.650	6.650
FLEET	1.500	1.500	1.500
GOVERNMENT BUILDINGS	-	-	-
PARKS	5.200	5.200	5.200
RECREATION	2.200	2.350	2.350
<b>TOTAL GENERAL</b>	<b>61.650</b>	<b>62.450</b>	<b>61.950</b>
WATER	2.425	2.825	3.325
SEWER	2.425	2.825	3.325
<b>GRAND TOTAL</b>	<b>66.500</b>	<b>68.100</b>	<b>68.600</b>

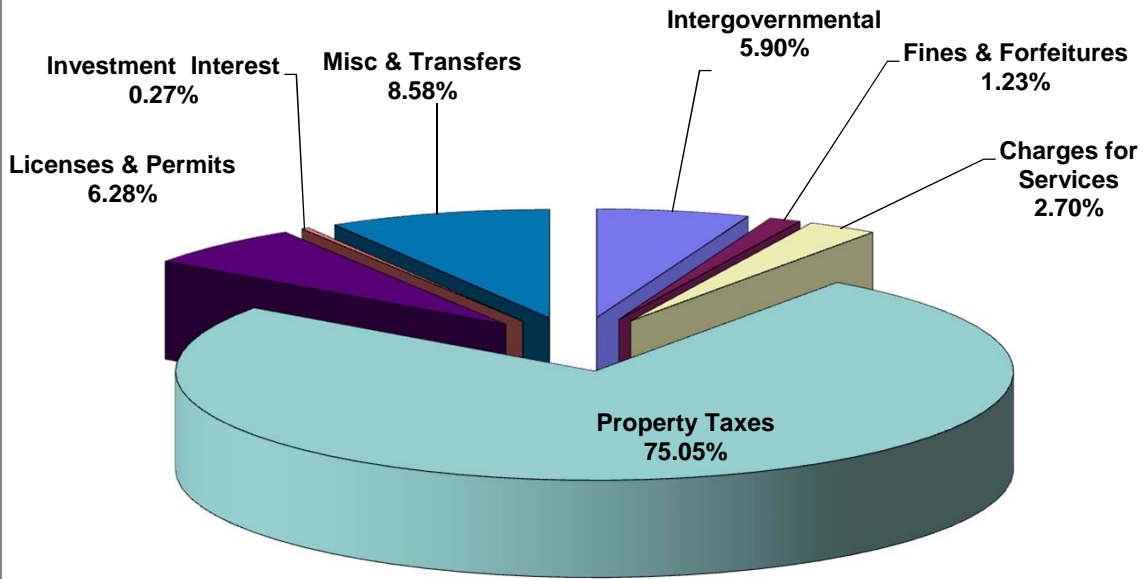
Personnel are shown as Full Time Equivalentents (FTE)

## CITY OF LINO LAKES

### 2018 ADOPTED GENERAL FUND REVENUE

	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Increase/ Decrease
Total Property Taxes	7,502,776	7,042,069	7,424,931	8,214,859	10.64%
Total Special Assessments	271	145	0	0	***
Total Intergovernmental Revenue	626,136	654,447	681,409	645,367	(5.29%)
Business Licenses and Permits	122,348	136,362	126,229	130,515	3.40%
Non-Business Licenses and Permits	425,673	759,218	486,524	556,532	14.39%
Charges for Services	34,427	38,956	34,600	29,571	(14.53%)
Public Safety	199,497	212,193	189,200	201,200	6.34%
Municipal Fines	127,804	220,905	175,600	134,132	(23.62%)
Investments	17,426	40,440	30,000	30,000	0.00%
Administrative Charges	62,722	85,933	65,000	65,000	0.00%
Miscellaneous	689,557	714,729	1,058,065	938,855	(11.27%)
<b>Total Revenues</b>	<b>9,808,638</b>	<b>9,905,396</b>	<b>10,271,558</b>	<b>10,946,031</b>	<b>6.57%</b>

## City of Lino Lakes 2018 Adopted General Fund Revenues



<u>Type</u>	<u>Amount</u>	<u>Percent</u>
Intergovernmental	\$645,367	5.90%
Fines & Forfeitures	134,132	1.23%
Charges for Services	295,771	2.70%
Property Taxes	8,214,859	75.05%
Licenses & Permits	687,047	6.28%
Investment Interest	30,000	0.27%
Misc & Transfers	938,855	8.58%
<b>Total</b>	<b>\$10,946,031</b>	<b>100.00%</b>



**CITY OF LINO LAKES**

**2018 ADOPTED GENERAL FUND REVENUE**

	<b>Account Number</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Adopted 2018</b>	<b>Budget Detail</b>
<b>Property Taxes</b>						
General Property Tax	101-3010-000	6,388,118	6,062,219	7,360,431	8,165,859	Levy for General Operations
Delinquent taxes	101-3020-000	44,165	38,079	50,000	40,000	Prior Year(s) Delinquencies
Delinquent taxes - Tax Abatements	101-3025-000	43	31	0	0	
Manufactured Home Tax	101-3030-000	0	0	0	0	
Fiscal Disparities	101-3040-000	1,053,732	928,588	0	0	
Fiscal Disparities - Tax Abatements	101-3045-000	0	0	0	0	
Excess Tax Increments	101-3050-000	2,982	8,548	0	0	
Tax Abatements	101-3055-000	0	0	0	0	
Tax Forfeits	101-3060-000	0	131	0	0	
Penalties & Interest	101-3150-000	13,737	4,473	14,500	9,000	
		<b>7,502,776</b>	<b>7,042,069</b>	<b>7,424,931</b>	<b>8,214,859</b>	
<b>Special Assessments</b>						
Current Assessments	101-3110-000	271	145	0	0	
		<b>271</b>	<b>145</b>	<b>0</b>	<b>0</b>	
<b>Intergovernmental Revenue</b>						
Police Grant	101-3315-000	0	85,385	110,000	74,545	Traffic Safety Grant Funded Officer - Grant Funding Ends Sept 30
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	5,363	2,606	4,500	4,000	
Municipal State Aid	101-3345-000	255,979	253,523	255,000	240,000	For Maintenance of City-Designated State-Aid Roads
Police State Aid	101-3346-000	191,767	208,848	195,000	224,660	Aid for Police Retirement Plan and POST Training
Other State Revenue	101-3348-000	73,709	11,481	9,500	15,000	PERA Aid, Other State Grants & Aids
Fire State Aid	101-3349-000	0	6,863	0	0	
Anoka County Solid Waste	101-3360-000	99,319	85,741	107,409	87,161	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	
		<b>626,136</b>	<b>654,447</b>	<b>681,409</b>	<b>645,367</b>	

**CITY OF LINO LAKES**

**2018 ADOPTED GENERAL FUND REVENUE**

	<b>Account Number</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Adopted 2018</b>	<b>Budget Detail</b>
<b>Business Licenses and Permits</b>						
Liquor License - Bar	101-3201-000	20,003	24,653	27,000	24,000	License to Sell Liquor for On-Premises Consumption
Liquor License - Beer	101-3202-000	1,375	1,400	1,250	1,400	License to Sell Beer for On-Premises Consumption
Off-Sale Liquor	101-3203-000	2,325	5,296	2,100	2,800	License to Sell Packaged Liquor for Off-Premises Consumption
Sunday Liquor License	101-3204-000	1,808	2,052	1,500	2,000	License to Sell Liquor for On-Premises Consumption on Sunday
Club Liquor License	101-3205-000	300	0	300	300	
Beer Permit	101-3206-000	0	0	0	0	
Investigation Fee	101-3208-000	1,050	788	1,000	1,000	Fee to Perform Background Investigation for Liquor License Apps
Garbage Removal License	101-3209-000	1,200	1,470	1,200	1,200	Annual License to Collect Refuse in the City
Temporary Consumption Permit	101-3210-000	300	200	300	300	
Cigarette License	101-3211-000	750	650	750	750	Annual License to Sell Cigarettes in the City
Contractor's License	101-3213-000	10,412	12,205	11,000	12,000	
Rental Housing License	101-3215-000	6,335	5,480	5,300	5,500	
Kennel License	101-3218-000	0	0	0	0	
Dance	101-3219-000	235	235	250	250	
Fireworks License	101-3220-000	200	200	200	200	
Peddlers License	101-3223-000	1,250	1,750	1,500	1,500	License for Door-to-Door Sales
Gambling Tax	101-3224-000	934	1,154	1,000	1,000	
Lodging Tax	101-3225-000	73,872	78,830	71,579	76,315	
		<b>122,348</b>	<b>136,362</b>	<b>126,229</b>	<b>130,515</b>	
<b>Non-Business Licenses and Permits</b>						
Building Permits	101-3250-000	229,089	409,996	257,860	291,655	Value-Based Fee-Covers the Cost of Inspec. & Code Compl.
Plan Inspection Fees	101-3251-000	112,410	216,736	147,964	168,552	65% of Bldg Permit Fee to Cover Cost of Plan Review
Erosion Control Permits	101-3252-000	7,200	15,150	16,500	15,500	
Plumbing Permits	101-3253-000	17,209	25,027	15,000	17,306	
Mechanical Permits	101-3254-000	38,245	49,860	30,000	36,434	
Septic Plumbing Permit	101-3255-000	6,590	4,640	6,000	6,000	
Septic System Permit	101-3256-000	5,650	7,000	5,000	6,063	
Fence Permit	101-3259-000	2,359	4,810	2,000	3,011	
Dog License	101-3260-000	1,631	1,622	1,700	1,700	
Sign Permit	101-3262-000	1,495	1,320	1,500	1,500	
Road Overweight Permit	101-3263-000	0	0	0	0	
Underground Utility Permit	101-3264-000	650	18,782	1,000	6,811	
Miscellaneous Permits	101-3266-000	3,145	4,275	2,000	2,000	
		<b>425,673</b>	<b>759,218</b>	<b>486,524</b>	<b>556,532</b>	

**CITY OF LINO LAKES**

**2018 ADOPTED GENERAL FUND REVENUE**

	<b>Account Number</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Adopted 2018</b>	<b>Budget Detail</b>
<b>Charges for Services</b>						
Land Use Fee	101-3265-000	3,180	4,205	3,000	3,971	
Sale of Supplies	101-3404-000	42	73	100	100	
Assessment Searches	101-3405-000	1,320	1,750	1,000	1,500	
Election Filing Fees	101-3409-000	35	0	0	0	
Return Check Fee	101-3413-000	30	60	0	0	
Materials for Resale	101-3416-000	(0)	0	0	0	
Aerial Map Fee	101-3417-000	7,832	12,420	7,000	10,000	
Public Works Fees	101-3433-000	3,500	5,156	3,500	4,000	
Other Park Revenues	101-3470-000	8,487	15,291	10,000	10,000	
Other Recreation Fees	101-3472-000	10,000	0	10,000	0	7-5-2017 CCWS - Cease contrib from Recreation Spec Rev Fund
		<b>34,427</b>	<b>38,956</b>	<b>34,600</b>	<b>29,571</b>	
<b>Public Safety</b>						
Police Reports	101-3420-000	9,202	739	1,200	1,200	
Police Training Fees	101-3421-000	1,619	0	0	0	
Police Other Revenues	101-3422-000	188,677	211,453	188,000	200,000	
Common Space Revenues	101-3423-000	0	0	0	0	
		<b>199,497</b>	<b>212,193</b>	<b>189,200</b>	<b>201,200</b>	
<b>Municipal Fines</b>						
Fines & Forfeits	101-3510-000	78,606	127,542	85,000	133,532	
ACE Fees	101-3511-000	48,197	92,863	90,000	0	
Driving Diversion Program (DDP)	101-3512-000	1,000	500	600	600	
		<b>127,804</b>	<b>220,905</b>	<b>175,600</b>	<b>134,132</b>	
<b>Investments</b>						
Interest on Investments	101-3620-000	27,004	37,887	30,000	30,000	
Change in Fair Value of Investments	101-3621-000	(9,578)	2,553	0	0	
		<b>17,426</b>	<b>40,440</b>	<b>30,000</b>	<b>30,000</b>	
<b>Administrative Charges</b>						
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	12,722	35,933	15,000	15,000	
		<b>62,722</b>	<b>85,933</b>	<b>65,000</b>	<b>65,000</b>	

**CITY OF LINO LAKES**

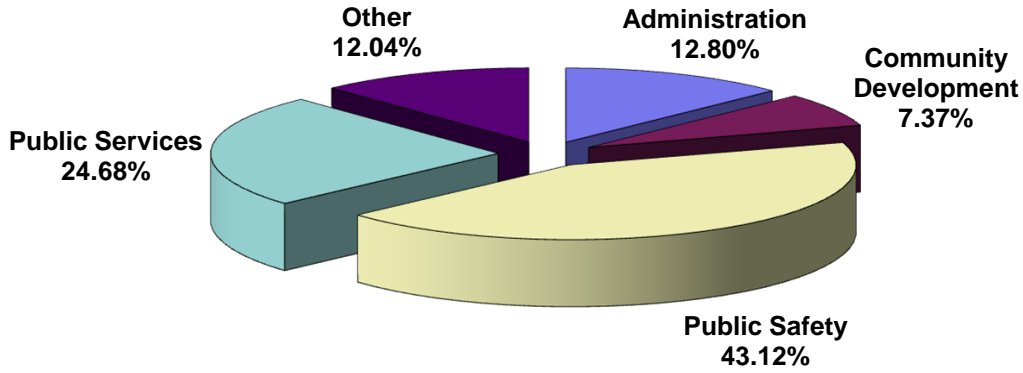
**2018 ADOPTED GENERAL FUND REVENUE**

	<b>Account Number</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Adopted 2018</b>	<b>Budget Detail</b>
<b>Miscellaneous</b>						
Use of Fund Reserves		0	0	518,000	725,000	
Transfer From Other Funds	101-3920-000	480,894	488,084	317,717	0	
Circle Pines Gas Franchise	101-3350-000	47,914	43,563	70,000	50,000	
Other Solid Waste	101-3361-000	1,065	2,212	1,500	1,500	
SAC/Surcharge Fee	101-3414-000	2,444	5,610	2,000	2,500	
Building Rentals	101-3640-000	0	0	0	0	
Gambling Ordinance Funding	101-3710-000	0	0	0	0	
Donations	101-3720-000	1,925	300	5,000	5,000	
Other Grants (Non-govt)	101-3725-000	0	0	0	0	
Refunds & Reimbursements	101-3730-000	53,747	73,278	40,000	50,000	
Bldg Lease Revenue	101-3740-000	82,597	97,873	102,848	102,848	
Tree Refunds - Escrows	101-3631-000	942	(1,293)	0	0	
Cable TV	101-3630-000	12,500	0	0	0	
Miscellaneous Revenue	101-3810-000	5,529	5,101	1,000	2,007	
Sale of Fixed Assets	101-3910-000	0	0	0	0	
		<b>689,557</b>	<b>714,729</b>	<b>1,058,065</b>	<b>938,855</b>	
<b>Total Revenues</b>		<b>9,808,638</b>	<b>9,905,396</b>	<b>10,271,558</b>	<b>10,946,031</b>	

**CITY OF LINO LAKES  
2018 GENERAL FUND BUDGET  
ADOPTED EXPENDITURES**

DEPT#	DESCRIPTION	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Increase/ Decrease
<b>ADMINISTRATION</b>						
401	MAYOR AND COUNCIL	77,414	69,287	79,233	79,311	0.10%
402	ADMINISTRATION	371,778	465,509	504,615	511,929	1.45%
403	ELECTIONS	15,968	28,512	16,730	27,240	62.82%
404	CABLE TV	1,905	2,363	2,840	2,500	(11.99%)
405	CHARTER ADMINISTRATION	649	1,076	2,500	2,500	0.00%
407	FINANCE	523,647	507,103	626,790	642,300	2.47%
414	LEGAL CONSULTANTS	130,277	121,608	140,000	135,000	(3.57%)
<b>TOTAL ADMINISTRATION</b>		<b>1,121,637</b>	<b>1,195,457</b>	<b>1,372,708</b>	<b>1,400,780</b>	<b>2.04%</b>
<b>COMMUNITY DEVELOPMENT</b>						
415	ECONOMIC DEVELOPMENT	90,428	102,816	112,117	112,827	0.63%
416	PLANNING AND ZONING	123,050	113,097	158,384	159,143	0.48%
417	ENGINEERING	100,952	117,744	105,706	111,583	5.56%
418	COMMUNITY DEVELOPMENT	209,457	204,382	219,419	212,761	(3.03%)
461	ENVIRONMENTAL	46,776	46,634	65,465	62,463	(4.59%)
462	SOLID WASTE ABATEMENT	98,384	81,401	107,400	87,161	(18.84%)
463	FORESTRY	46,437	54,175	64,887	60,483	(6.79%)
<b>TOTAL COMMUNITY DEVELOPMENT</b>		<b>715,485</b>	<b>720,249</b>	<b>833,378</b>	<b>806,421</b>	<b>(3.23%)</b>
<b>PUBLIC SAFETY</b>						
420	POLICE PROTECTION	3,184,965	3,584,903	3,787,670	3,834,275	1.23%
421	FIRE PROTECTION	1,019,886	570,156	606,000	628,802	3.76%
422	BUILDING INSPECTIONS	182,315	209,680	239,788	256,565	7.00%
<b>TOTAL PUBLIC SAFETY</b>		<b>4,387,166</b>	<b>4,364,738</b>	<b>4,633,458</b>	<b>4,719,642</b>	<b>1.86%</b>
<b>PUBLIC SERVICES</b>						
430	STREETS	869,497	874,622	1,019,024	910,169	(10.68%)
431	FLEET MANAGEMENT	265,522	414,392	431,742	438,676	1.61%
432	GOVERNMENT BUILDINGS	391,120	528,722	513,318	490,314	(4.48%)
450	PARKS DEPARTMENT	536,997	582,393	598,281	601,539	0.54%
451	RECREATION	291,087	223,609	253,849	260,591	2.66%
<b>TOTAL PUBLIC SERVICES</b>		<b>2,354,223</b>	<b>2,623,738</b>	<b>2,816,214</b>	<b>2,701,288</b>	<b>(4.08%)</b>
<b>OTHERS</b>						
499	CONTINGENCY/TRANSFERS/OTHERS	590,245	691,439	615,800	1,317,900	114.01%
<b>TOTAL OTHERS</b>		<b>590,245</b>	<b>691,439</b>	<b>615,800</b>	<b>1,317,900</b>	<b>114.01%</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>9,168,756</b>	<b>9,595,621</b>	<b>10,271,558</b>	<b>10,946,031</b>	<b>6.57%</b>

## City of Lino Lakes 2018 Adopted General Fund Expenditures



<u>Type</u>	<u>Amount</u>	<u>Percent</u>
Administration	\$1,400,780	12.80%
Community Development	806,421	7.37%
Public Safety	4,719,642	43.12%
Public Services	2,701,288	24.68%
Other	1,317,900	12.04%
<b>Total</b>	<b>\$10,946,031</b>	<b>100.00%</b>

## *General Fund Overview*

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	6,042,957	6,585,735	6,975,377	7,166,773
<b>Supplies</b>	381,970	477,206	488,700	472,025
<b>Other Services/Charges</b>	1,057,866	1,108,252	1,246,943	1,264,200
<b>Contracted Services</b>	1,048,896	676,719	822,723	672,087
<b>Capital Outlay</b>	46,822	56,270	122,014	53,045
<b>Other</b>	590,245	691,439	615,800	1,317,900
<b>Total</b>	<b>9,168,756</b>	<b>9,595,621</b>	<b>10,271,558</b>	<b>10,946,031</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Mayor &amp; Council</b>	5.00	5.00	5.00	5.00
<b>Administration</b>	6.50	7.25	7.25	7.25
<b>Community Development</b>	6.00	6.50	6.50	6.50
<b>Public Safety</b>	31.00	33.00	33.00	32.50
<b>Public Services</b>	15.90	15.40	15.70	15.70
<b>Total</b>	<b>64.40</b>	<b>67.15</b>	<b>67.45</b>	<b>66.95</b>

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	39,729	39,131	43,733	41,811
<b>Supplies</b>	19	0	0	0
<b>Other Services/Charges</b>	13,037	8,919	14,000	15,500
<b>Contractual Services</b>	24,629	21,237	21,500	22,000
<b>Total</b>	<b>77,414</b>	<b>69,287</b>	<b>79,233</b>	<b>79,311</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Mayor</b>	1.00	1.00	1.00	1.00
<b>Council Member</b>	4.00	4.00	4.00	4.00
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>



**CITY OF LINO LAKES**

**MAYOR AND COUNCIL (101-401)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	36,706	36,186	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	1,839	1,823	1,937	1,937	
SOCIAL SECURITY	4122-000	1,058	1,044	2,963	1,030	
LIFE INSURANCE	4133-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	125	78	97	108	
		<b>39,729</b>	<b>39,131</b>	<b>43,733</b>	<b>41,811</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	19	0	0	0	Signature stamps, name plates, special meeting expenses
		<b>19</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	1,710	110	2,500	4,000	Strategic Planning/Goal Setting Facilitator
TRAVEL & TUITION	4330-000	630	141	1,500	1,500	LMC Conference, Elected Officials Conference
PRINTING & PUBLISHING	4340-000	7,509	0	6,000	0	
NEWSLETTER	4343-000	3,189	8,668	4,000	10,000	
		<b>13,037</b>	<b>8,919</b>	<b>14,000</b>	<b>15,500</b>	
<b>CONTRACTUAL SERVICES</b>						
SUBSCRIPTIONS & DUES	4452-000	16,901	17,139	17,500	17,500	League of MN Cities
CITY MARKETING	4900-000	7,728	4,098	4,000	4,500	Community Celebration; Flowers, Plaques & Awards; Employee Appreciation; Lino Lakes Ambassadors; Lino Lakes Beyond the Yellow Ribbon
		<b>24,629</b>	<b>21,237</b>	<b>21,500</b>	<b>22,000</b>	
<b>TOTAL MAYOR AND COUNCIL</b>		<b>77,414</b>	<b>69,287</b>	<b>79,233</b>	<b>79,311</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	351,927	432,492	472,255	483,610
<b>Other Services/Charges</b>	10,035	11,960	21,860	20,360
<b>Contractual Services</b>	9,816	21,056	10,500	7,959
<b>Total</b>	<b>371,778</b>	<b>465,509</b>	<b>504,615</b>	<b>511,929</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>City Administrator</b>	1.00	1.00	1.00	1.00
<b>Human Resources Manager</b>	-	1.00	1.00	1.00
<b>City Clerk</b>	1.00	1.00	1.00	1.00
<b>Deputy City Clerk</b>	1.00	1.00	1.00	1.00
<b>Office Tech I</b>	0.50	0.50	-	-
<b>Total</b>	<b>3.50</b>	<b>4.50</b>	<b>4.00</b>	<b>4.00</b>

**CITY OF LINO LAKES**

**ADMINISTRATION (101-402)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	268,650	326,625	348,625	359,408	100% City Administrator 100% City Clerk
OVERTIME	4102-000	0	0	0	0	100% Deputy City Clerk
TEMPORARIES	4106-000	11,844	15,069	16,500	16,500	100% Human Resource Manager
WELLNESS PROGRAM	4108-000	1,128	1,024	1,440	1,440	
PERA	4121-000	20,553	25,627	27,384	28,193	Temporaries: Scanner Operator
SOCIAL SECURITY	4122-000	20,095	24,195	27,932	28,757	
ICMA EMPLOYER	4123-000	0	0	0	0	
HEALTH INSURANCE	4131-000	21,994	26,804	41,684	40,574	
LIFE & DISABILITY INSURANCE	4133-000	819	1,265	1,343	1,186	
DENTAL INSURANCE	4134-000	1,569	1,893	2,147	2,117	
VEHICLE ALLOWANCE	4135-000	3,600	3,600	3,600	3,600	
REEMPLOYMENT INSURANCE	4141-000	0	4,815	0	0	
WORKER'S COMPENSATION	4151-000	1,675	1,575	1,600	1,835	
		<b>351,927</b>	<b>432,492</b>	<b>472,255</b>	<b>483,610</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	3,771	5,528	8,500	8,500	Drug/alcohol testing, training, arbitration, web consulting
LABOR CONSULTANTS	4310-000	840	770	5,000	3,000	Labor relations, employment law, contract negotiations, arbitration
TELEPHONE	4321-000	360	360	360	360	Cellular Telephone Reimbursement
TRAVEL & TUITION	4330-000	3,750	4,045	6,000	6,500	LMC Conference, ICMA Conference, MAMA Meetings, MCMA Conference, MPELRA Conferences, TCHRA Conference, NPELRA Webinars, City Clerk Certification, MCFOA Conference, Mileage Reimbursement
PRINTING & PUBLISHING	4340-000	1,314	1,258	2,000	2,000	Legal publications, employment ads, etc.
		<b>10,035</b>	<b>11,960</b>	<b>21,860</b>	<b>20,360</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	9,025	19,940	9,000	6,459	Website Development & Maintenance; Code On-line; Shred-it
SUBSCRIPTIONS & DUES	4452-000	791	1,117	1,500	1,500	MAMA, ICMA, MCMA, MCFOA, MPELRA, ICMA-HR, IPMA-HR, SHRM
		<b>9,816</b>	<b>21,056</b>	<b>10,500</b>	<b>7,959</b>	
<b>TOTAL ADMINISTRATION</b>		<b>371,778</b>	<b>465,509</b>	<b>504,615</b>	<b>511,929</b>	

## *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

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	10,123	21,738	10,130	20,640
<b>Supplies</b>	457	962	800	800
<b>Other Services/Charges</b>	927	502	1,200	1,200
<b>Contractual Services</b>	0	727	0	0
<b>Capital Outlay</b>	4,461	4,583	4,600	4,600
<b>Total</b>	<b>15,968</b>	<b>28,512</b>	<b>16,730</b>	<b>27,240</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Election Judges</b>	60.00	84.00	N/A	N/A
<b>Total</b>	<b>60.00</b>	<b>84.00</b>	-	-

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 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	10,000	21,577	10,000	20,500	Primary and General Election Judges - 7 Precincts
SOCIAL SECURITY	4122-000	28	64	30	65	
WORKER'S COMPENSATION	4151-000	95	97	100	75	
		<b>10,123</b>	<b>21,738</b>	<b>10,130</b>	<b>20,640</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	457	962	800	800	Supplies for elections
		<b>457</b>	<b>962</b>	<b>800</b>	<b>800</b>	
<b>OTHER SERVICES AND CHARGES</b>						
POSTAGE	4322-000	0	95	200	200	Mail Notices
TRAVEL & TUITION	4330-000	0	17	0	0	
PRINTING & PUBLISHING	4340-000	927	390	1,000	1,000	Print election ballots
		<b>927</b>	<b>502</b>	<b>1,200</b>	<b>1,200</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	0	727	0	0	
		<b>0</b>	<b>727</b>	<b>0</b>	<b>0</b>	
<b>CAPITAL OUTLAY</b>						
EQUIPMENT	5000-000	4,461	4,583	4,600	4,600	Vote Scanners per Anoka County Agreement
		<b>4,461</b>	<b>4,583</b>	<b>4,600</b>	<b>4,600</b>	
<b>TOTAL ELECTIONS</b>		<b>15,968</b>	<b>28,512</b>	<b>16,730</b>	<b>27,240</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	1,905	2,363	2,340	2,500
<b>Capital Outlay</b>	0	0	500	0
<b>Total</b>	<b>1,905</b>	<b>2,363</b>	<b>2,840</b>	<b>2,500</b>

**CITY OF LINO LAKES**

**CABLE TV (101-404)**

<b>Description</b>	<b>Object Code</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Adopted 2018</b>	<b>Budget Detail</b>
<b>PERSONAL SERVICES</b>						
TEMPORARIES	4106-000	1,764	2,190	2,160	2,315	Temporaries: Cable TV Tech (Videotape Council, Park Board, and P&Z Meetings) \$16.19/hr x 3 hrs/mtg x 48 mtgs
SOCIAL SECURITY	4122-000	135	168	165	177	
WORKER'S COMPENSATION	4151-000	6	6	15	8	
		<b>1,905</b>	<b>2,363</b>	<b>2,340</b>	<b>2,500</b>	
<b>CAPITAL OUTLAY</b>						
EQUIPMENT	5000-000	0	0	500	0	
		<b>0</b>	<b>0</b>	<b>500</b>	<b>0</b>	
<b>TOTAL CABLE TV</b>		<b>1,905</b>	<b>2,363</b>	<b>2,840</b>	<b>2,500</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Other Services/Charges</b>	649	1,076	2,500	2,500
<b>Total</b>	<b>649</b>	<b>1,076</b>	<b>2,500</b>	<b>2,500</b>



**CITY OF LINO LAKES**

**CHARTER ADMINISTRATION (101-405)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>OTHER SERVICES AND SUPPLIES</b>						
PROFESSIONAL SERVICES	4300-000	465	576	1,000	1,000	Time Savers - Minutes
PROF SERVICES - CHARTER COMM	4300-999	184	500	1,500	1,500	Charter Commission Directed Expenses
		<b>649</b>	<b>1,076</b>	<b>2,500</b>	<b>2,500</b>	
<b>TOTAL CHARTER ADMINISTRATION</b>		<b>649</b>	<b>1,076</b>	<b>2,500</b>	<b>2,500</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	320,323	289,954	317,635	336,633
<b>Supplies</b>	1,025	856	1,000	1,000
<b>Other Services/Charges</b>	102,810	115,724	207,088	202,500
<b>Contractual Services</b>	99,489	100,570	101,067	102,167
<b>Total</b>	<b>523,647</b>	<b>507,103</b>	<b>626,790</b>	<b>642,300</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Finance Director</b>	1.00	1.00	1.00	1.00
<b>Accountant III</b>	1.00	1.00	1.00	1.00
<b>Accounting Clerk</b>	0.75	0.75	0.75	0.75
<b>Accounting Clerk-PC Tech</b>	0.25	-	-	-
<b>Office Specialist</b>	-	-	0.50	0.50
<b>Total</b>	<b>3.00</b>	<b>2.75</b>	<b>3.25</b>	<b>3.25</b>

**CITY OF LINO LAKES**

**FINANCE (101-407)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	256,665	229,994	249,787	259,549	100% Finance Director
OVERTIME	4102-000	56	0	0	0	100% Accountant III
TEMPORARIES	4106-000	0	0	0	0	75% Accounts Payable/Payroll Tech
WELLNESS PROGRAM	4108-000	778	292	720	720	50% Office Specialist
PERA	4121-000	17,330	17,250	18,734	19,466	
SOCIAL SECURITY	4122-000	16,817	16,867	19,109	19,856	
ICMA EMPLOYER CONTRIBUTION	4123-000	1,414	0	1,800	1,800	
HEALTH INSURANCE	4131-000	23,749	22,440	23,648	31,331	
LIFE & DISABILITY INSURANCE	4133-000	805	828	974	866	
DENTAL INSURANCE	4134-000	1,357	902	1,744	1,720	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	1,352	1,381	1,119	1,325	
		<b>320,323</b>	<b>289,954</b>	<b>317,635</b>	<b>336,633</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	1,025	856	1,000	1,000	Payroll & Accounts Payable Checks, W-2 Forms, 1099 Forms, Other Financial Forms
		<b>1,025</b>	<b>856</b>	<b>1,000</b>	<b>1,000</b>	
<b>OTHER SERVICES AND CHARGES</b>						
AUDITOR	4308-000	13,529	14,372	15,500	13,600	General Fund portion of Independent Annual Audit
OTHER CONSULTANTS	4310-000	83,519	96,076	185,188	180,000	MIS Services & Support, Supplemental Programs & Services, Springbrook License Subscription, Springbrook Hosted Web UB Maintenance, Metro I-net Laserfish Document Imaging Annual Licensing
TRAVEL & TUITION	4330-000	1,548	2,598	4,000	6,000	MNGFOA Conference, Continuing Professional Education, Other Training, Tuition Reimbursement
PRINTING & PUBLISHING	4340-000	485	993	500	1,000	Publish Budget and Financial Reports
TRUTH IN TAXATION	4342-000	3,728	1,685	1,900	1,900	City Share of Property Specific Notices
		<b>102,810</b>	<b>115,724</b>	<b>207,088</b>	<b>202,500</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	98,804	99,401	100,000	101,000	Assessing Services - Anoka County - Based on Number of Parcels
SUBSCRIPTIONS & DUES	4452-000	685	1,169	1,067	1,167	MNGFOA Membership, GFOA Membership, Certificate of Achievement Program, MN Board of Accountancy, MNCPA Membership
		<b>99,489</b>	<b>100,570</b>	<b>101,067</b>	<b>102,167</b>	
<b>TOTAL FINANCE</b>		<b>523,647</b>	<b>507,103</b>	<b>626,790</b>	<b>642,300</b>	

## *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 Ratwik, Roszak & Maloney, PA. Criminal prosecution services are provided by contract with the law firm of GDO Law.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Other Services/Charges</b>	130,277	121,608	140,000	135,000
<b>Total</b>	<b>130,277</b>	<b>121,608</b>	<b>140,000</b>	<b>135,000</b>

**CITY OF LINO LAKES**

**LEGAL CONSULTANTS (101-414)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>OTHER SERVICES AND CHARGES</b>						
MUNICIPAL ATTORNEY	4301-000	28,803	16,689	35,000	30,000	Consulting Attorney to City Council & Staff
CRIMINAL ATTORNEY	4303-000	101,474	104,919	105,000	105,000	Consulting Services for Criminal Prosecutions
		<b>130,277</b>	<b>121,608</b>	<b>140,000</b>	<b>135,000</b>	
<b>TOTAL LEGAL CONSULTANTS</b>		<b>130,277</b>	<b>121,608</b>	<b>140,000</b>	<b>135,000</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	13,702	16,193	21,617	21,627
<b>Other Services/Charges</b>	6,148	11,333	22,100	18,000
<b>Contractual Services</b>	70,579	75,289	68,400	73,200
<b>Total</b>	<b>90,428</b>	<b>102,816</b>	<b>112,117</b>	<b>112,827</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Economic Dev Assistant</b>	-	-	-	-
<b>Total</b>	-	-	-	-

**CITY OF LINO LAKES**

**ECONOMIC DEVELOPMENT (101-415)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	0	0	0	0	Temporaries: Economic Development Intern (32 hrs/wk @ \$12/hr)
TEMPORARIES	4106-000	12,506	14,704	20,000	20,000	
WELLNESS PROGRAM	4108-000	0	0	0	0	
PERA	4121-000	177	292	0	0	
SOCIAL SECURITY	4122-000	957	1,125	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	62	73	87	97	
		<b>13,702</b>	<b>16,193</b>	<b>21,617</b>	<b>21,627</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	6,148	11,333	21,500	17,400	Marketing Materials /Proposal Assistance \$2,500 BRE Program Assistance 20 hrs @ \$175/hr Pre Application Assistance 60 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
		<b>6,148</b>	<b>11,333</b>	<b>22,100</b>	<b>18,000</b>	
<b>CONTRACTUAL SERVICES</b>						
SUBSCRIPTIONS & DUES	4452-000	400	400	400	700	EDAM, Sensible Land Use Coalition, Chamber of Commerce, Memberships
CITY MARKETING	4900-000	70,179	74,889	68,000	72,500	Lodging Tax Remittals - Pass through to Twin Cities Gateway Convention and Tourism Bureau
		<b>70,579</b>	<b>75,289</b>	<b>68,400</b>	<b>73,200</b>	
<b>TOTAL ECONOMIC DEVELOPMENT</b>		<b>90,428</b>	<b>102,816</b>	<b>112,117</b>	<b>112,827</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	89,400	95,438	101,684	104,693
<b>Supplies</b>	65	0	200	200
<b>Other Services/Charges</b>	14,163	12,353	16,250	16,250
<b>Contractual Services</b>	19,422	5,307	40,250	38,000
<b>Total</b>	<b>123,050</b>	<b>113,097</b>	<b>158,384</b>	<b>159,143</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>City Planner</b>	1.00	1.00	1.00	1.00
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>



**CITY OF LINO LAKES**

**PLANNING AND ZONING (101-416)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	71,385	76,362	81,191	83,096	100% Planner
OVERTIME	4102-000	0	0	0	0	
WELLNESS PROGRAM	4108-000	0	0	0	0	
PERA	4121-000	5,354	5,727	6,089	6,232	
SOCIAL SECURITY	4122-000	5,413	5,822	6,211	6,357	
HEALTH INSURANCE	4131-000	6,081	6,335	6,989	7,801	
LIFE INSURANCE	4133-000	258	296	315	276	
DENTAL INSURANCE	4134-000	509	516	537	529	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	400	380	352	402	
		<b>89,400</b>	<b>95,438</b>	<b>101,684</b>	<b>104,693</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	65	0	200	200	Public/Advisory Meeting Supplies
		<b>65</b>	<b>0</b>	<b>200</b>	<b>200</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	9,465	7,329	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 Workships (7 Members) - \$400 Misc Mileage - \$150 Computer Training - \$150
TRAVEL & TUITION	4330-000	1,117	1,024	1,450	1,450	
STIPEND	4331-000	3,175	4,000	6,600	6,600	Commissioners - 6 @ \$75 x 12 mtgs; Chair \$100 x 12 mtgs
PRINTING & PUBLISHING	4340-000	405	0	250	250	Maps
		<b>14,163</b>	<b>12,353</b>	<b>16,250</b>	<b>16,250</b>	
<b>CONTRACTUAL SERVICES</b>						
						Comprehensive Plan Update 2018 (Year 3 of 3) - \$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
CONTRACTED SERVICES	4410-000	18,872	4,722	39,550	37,300	
SUBSCRIPTIONS & DUES	4452-000	550	585	700	700	APA Membership, Misc Reference Materials
		<b>19,422</b>	<b>5,307</b>	<b>40,250</b>	<b>38,000</b>	
<b>TOTAL PLANNING AND ZONING</b>		<b>123,050</b>	<b>113,097</b>	<b>158,384</b>	<b>159,143</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Other Services/Charges</b>	42,135	58,668	44,500	49,500
<b>Contractual Services</b>	58,817	59,076	61,206	62,083
<b>Total</b>	<b>100,952</b>	<b>117,744</b>	<b>105,706</b>	<b>111,583</b>

**CITY OF LINO LAKES**

**ENGINEERING (101-417)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	42,135	58,668	44,500	49,500	Traffic Counts - \$2,500 Engineering Consultant (Hourly) - \$47,000
		<b>42,135</b>	<b>58,668</b>	<b>44,500</b>	<b>49,500</b>	
<b>CONTRACTUAL SERVICES</b>						
ENGINEERING CONSULTANT	4410-000	58,817	59,076	59,206	60,983	Engineering Consultant (Retainer) - \$87,119 CD - \$60,983 Sewer Utility - \$13,068 Water Utility - \$13,068
CONTRACTED SERVICES	4410-000	0	0	2,000	1,100	Trimble GPS Software Maint Agreemnt - \$600 ArcView Annual Maintenance - \$500
		<b>58,817</b>	<b>59,076</b>	<b>61,206</b>	<b>62,083</b>	
<b>TOTAL ENGINEERING</b>		<b>100,952</b>	<b>117,744</b>	<b>105,706</b>	<b>111,583</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	190,186	194,772	210,269	203,861
<b>Supplies</b>	144	29	100	100
<b>Other Services/Charges</b>	18,191	8,706	8,150	7,900
<b>Contractual Services</b>	935	875	900	900
<b>Total</b>	<b>209,457</b>	<b>204,382</b>	<b>219,419</b>	<b>212,761</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Community Dev Director</b>	1.00	1.00	1.00	1.00
<b>Community Dev Assistant</b>	1.00	1.00	1.00	1.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

**CITY OF LINO LAKES**

**COMMUNITY DEVELOPMENT (101-418)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	147,390	150,031	161,667	165,975	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	11,054	11,252	12,125	12,448	
SOCIAL SECURITY	4122-000	11,109	11,296	12,368	12,697	
ICMA EMPLOYER CONTRIBUTION	4123-000	1,440	927	2,000	2,515	
HEALTH INSURANCE	4131-000	16,685	18,681	19,148	7,200	
LIFE INSURANCE	4133-000	498	571	627	552	
DENTAL INSURANCE	4134-000	466	516	1,073	1,058	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	824	779	541	696	
		<b>190,186</b>	<b>194,772</b>	<b>210,269</b>	<b>203,861</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	144	29	100	100	
		<b>144</b>	<b>29</b>	<b>100</b>	<b>100</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	17,557	7,943	7,000	7,000	DataLink (GIS) Annual Service and Maintenance - \$5,000 Mapping and Database Design - \$2,000
TRAVEL & TUITION	4330-000	634	764	900	900	Seminars, Conference, Training & Mileage
PRINTING & PUBLISHING	4340-000	0	0	250	0	
		<b>18,191</b>	<b>8,706</b>	<b>8,150</b>	<b>7,900</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	400	300	300	300	Anoka County GIS
SUBSCRIPTIONS & DUES	4452-000	535	575	600	600	APA/AICP Membership
		<b>935</b>	<b>875</b>	<b>900</b>	<b>900</b>	
<b>TOTAL COMMUNITY DEVELOPMENT</b>		<b>209,457</b>	<b>204,382</b>	<b>219,419</b>	<b>212,761</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	41,460	40,406	54,215	51,413
<b>Supplies</b>	250	130	1,000	1,000
<b>Other Services/Charges</b>	4,051	6,066	9,150	8,950
<b>Contractual Services</b>	1,015	33	1,100	1,100
<b>Total</b>	<b>46,776</b>	<b>46,634</b>	<b>65,465</b>	<b>62,463</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Environmental Coordinator</b>	0.35	0.35	0.35	0.35
<b>Total</b>	<b>0.35</b>	<b>0.35</b>	<b>0.35</b>	<b>0.35</b>

**CITY OF LINO LAKES**

**ENVIRONMENTAL (101-461)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	27,428	28,114	28,706	29,280	35% Environmental Coordinator
OVERTIME	4102-000	0	0	500	500	
TEMPORARIES	4106-000	6,181	4,848	15,666	13,520	Temporaries: Summer Staff (2 staff @ 13 wks @ 40 hrs/wk @ \$13/hr)
WELLNESS PROGRAM	4108-000	193	223	252	252	
PERA	4121-000	2,057	2,109	2,228	2,234	
SOCIAL SECURITY	4122-000	2,571	2,459	3,471	3,312	
ICMA EMPLOYER CONTRIBUTION	4123-000	428	0	500	614	
HEALTH INSURANCE	4131-000	2,128	2,217	2,446	1,260	
LIFE INSURANCE	4133-000	98	109	111	97	
DENTAL INSURANCE	4134-000	178	180	188	185	
WORKER'S COMPENSATION	4151-000	198	147	147	159	
		<b>41,460</b>	<b>40,406</b>	<b>54,215</b>	<b>51,413</b>	
<b>SUPPLIES</b>						
MAINTENANCE SUPPLIES	4211-000	250	81	700	700	Chemicals, Seed, etc.
SMALL TOOLS	4240-000	0	49	300	300	Sprayers, Soil Probes, etc.
		<b>250</b>	<b>130</b>	<b>1,000</b>	<b>1,000</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	50	774	1,000	1,000	Ecologist, Hydrologist - Environmental Reviews/Research & Development Resource Management Planning
TELEPHONE	4321-000	238	768	250	250	Staff Cellular Telephone
TRAVEL & TUITION	4330-000	813	899	1,300	1,100	Various Training Seminars, Conferences, Mileage - 1 Staff & Environmental Board, Erosion Control Cert State
STIPEND	4331-000	2,950	3,625	6,600	6,600	Commissioners - 6 @ \$75 x 12 mtgs; Chair \$100 x 12 mtgs
UNIFORMS	4370-000	0	0	0	0	
		<b>4,051</b>	<b>6,066</b>	<b>9,150</b>	<b>8,950</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	1,000	0	1,000	1,000	ArcGIS Annual Maintenance
SUBSCRIPTIONS & DUES	4452-000	15	33	100	100	Professional Memberships - MECA & MSA
		<b>1,015</b>	<b>33</b>	<b>1,100</b>	<b>1,100</b>	
<b>TOTAL ENVIRONMENTAL</b>		<b>46,776</b>	<b>46,634</b>	<b>65,465</b>	<b>62,463</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	49,701	49,407	54,900	54,561
<b>Supplies</b>	0	153	0	1,400
<b>Other Services/Charges</b>	8,113	13,025	11,500	14,700
<b>Contractual Services</b>	40,795	18,816	41,000	16,500
<b>Capital Outlay</b>	(225)	0	0	0
<b>Total</b>	<b>98,384</b>	<b>81,401</b>	<b>107,400</b>	<b>87,161</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Environmental Coordinator</b>	0.30	0.30	0.30	0.30
<b>Total</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>



**CITY OF LINO LAKES**

**SOLID WASTE ABATEMENT (101-462)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	23,510	24,227	24,605	25,097	30% Environmental Coordinator
OVERTIME	4102-000	1,322	1,041	1,600	1,600	Overtime: Recycle Days Equipment Operators & Staff Assistance
TEMPORARIES	4106-000	16,414	16,836	20,000	20,000	
WELLNESS PROGRAM	4108-000	166	191	216	216	Temporaries: Solid Waste Intern (32hrs/wk @ \$12/hr)
PERA	4121-000	2,533	2,411	1,965	2,002	
SOCIAL SECURITY	4122-000	3,152	2,353	3,535	3,572	
ICMA EMPLOYER	4123-000	367	0	425	526	
HEALTH INSURANCE	4131-000	1,824	1,901	2,097	1,080	
LIFE & DISABILITY INSURANCE	4133-000	84	93	95	83	
DENTAL INSURANCE	4134-000	153	155	161	159	
WORKER'S COMPENSATION	4151-000	177	200	201	226	
		<b>49,701</b>	<b>49,407</b>	<b>54,900</b>	<b>54,561</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	0	153	0	1,400	Recycling Day Supplies, Corn Roast Trash Bags
		<b>0</b>	<b>153</b>	<b>0</b>	<b>1,400</b>	
<b>OTHER SERVICES AND CHARGES</b>						
TRAVEL & TUITION	4330-000	113	295	200	200	Association of Recycling Managers Workshops
PRINTING & PUBLISHING	4340-000	8,000	12,730	11,300	14,500	Notices for Recycling Days, Earth Day, Etc.
UNIFORMS	4370-000	0	0	0	0	
		<b>8,113</b>	<b>13,025</b>	<b>11,500</b>	<b>14,700</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	40,795	18,816	41,000	16,500	Recycling & Earth Day Vendors & Organics Service
		<b>40,795</b>	<b>18,816</b>	<b>41,000</b>	<b>16,500</b>	
<b>CAPITAL OUTLAY</b>						
EQUIPMENT	5000-000	(225)	0	0	0	
		<b>(225)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL SOLID WASTE ABATEMENT</b>		<b>98,384</b>	<b>81,401</b>	<b>107,400</b>	<b>87,161</b>	

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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	35,519	36,032	37,457	37,153
<b>Supplies</b>	82	750	4,350	2,950
<b>Other Services/Charges</b>	338	380	380	380
<b>Contractual Services</b>	5,561	11,986	15,000	20,000
<b>Capital Outlay</b>	4,936	5,028	7,700	0
<b>Total</b>	<b>46,437</b>	<b>54,175</b>	<b>64,887</b>	<b>60,483</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Environmental Coordinator</b>	0.35	0.35	0.35	0.35
<b>Total</b>	<b>0.35</b>	<b>0.35</b>	<b>0.35</b>	<b>0.35</b>

**CITY OF LINO LAKES**

**FORESTRY (101-463)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	27,428	28,114	28,706	29,280	35% Environmental Coordinator
OVERTIME	4102-000	0	0	0	0	
TEMPORARIES	4106-000	0	0	0	0	
WELLNESS PROGRAM	4108-000	193	223	252	252	
PERA	4121-000	2,057	2,109	2,153	2,196	
SOCIAL SECURITY	4122-000	2,124	2,226	2,196	2,240	
ICMA EMPLOYER	4123-000	428	0	500	614	
HEALTH INSURANCE	4131-000	2,128	2,217	2,446	1,260	
LIFE INSURANCE	4133-000	98	109	111	97	
DENTAL INSURANCE	4134-000	178	180	188	185	
WORKER'S COMPENSATION	4151-000	885	854	905	1,029	
		<b>35,519</b>	<b>36,032</b>	<b>37,457</b>	<b>37,153</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	0	282	0	0	
MAINTENANCE SUPPLIES	4211-000	82	443	4,100	2,700	Fertilizers, Staking Material, EAB Chemicals - Treat 300 Ash Annually - 3 Yr Cycle
SMALL TOOLS	4240-000	0	25	250	250	
		<b>82</b>	<b>750</b>	<b>4,350</b>	<b>2,950</b>	
<b>OTHER SERVICES AND CHARGES</b>						
UNIFORMS	4370-000	338	380	380	380	
		<b>338</b>	<b>380</b>	<b>380</b>	<b>380</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	5,561	11,986	15,000	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)
		<b>5,561</b>	<b>11,986</b>	<b>15,000</b>	<b>20,000</b>	
<b>CAPITAL OUTLAY</b>						
EQUIPMENT	5000-000	4,936	5,028	7,700	0	
		<b>4,936</b>	<b>5,028</b>	<b>7,700</b>	<b>0</b>	
<b>TOTAL FORESTRY</b>		<b>46,437</b>	<b>54,175</b>	<b>64,887</b>	<b>60,483</b>	

## *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.

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	2,994,003	3,387,001	3,562,824	3,622,030
<b>Supplies</b>	25,640	28,811	33,150	35,825
<b>Other Services/Charges</b>	89,686	95,418	100,176	116,716
<b>Contractual Services</b>	38,792	47,459	56,520	42,102
<b>Capital Outlay</b>	36,844	26,214	35,000	17,602
<b>Total</b>	<b>3,184,965</b>	<b>3,584,903</b>	<b>3,787,670</b>	<b>3,834,275</b>

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Director of Public Safety</b>	0.50	0.85	0.85	0.85
<b>Deputy Director - Police</b>	1.00	1.00	1.00	1.00
<b>Captain</b>	0.50	0.85	0.85	0.85
<b>Sergeant</b>	5.00	5.00	5.00	5.00
<b>Patrol</b>	18.00	19.00	19.00	19.00
<b>Police Records Clerk</b>	2.00	2.00	2.00	2.00
<b>Community Service Officer</b>	1.00	1.50	1.50	1.00
<b>Administrative Assistant</b>	0.50	0.85	0.85	0.85
<b>Total</b>	<b>28.50</b>	<b>31.05</b>	<b>31.05</b>	<b>30.55</b>

**CITY OF LINO LAKES**

**POLICE (101-420)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	2,141,432	2,421,589	2,561,993	2,593,313	85% Public Safety Director
OVERTIME	4102-000	84,214	123,486	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	2,496	3,730	4,932	4,824	5 - 100% Sergeants
PERA	4121-000	348,407	389,724	411,771	417,791	19 - 100% Patrol Officers
SOCIAL SECURITY	4122-000	39,800	46,567	51,176	50,956	2 - 100% Records Clerks
ICMA EMPLOYER	4123-000	4,224	7,675	4,500	9,101	3 - .5 FTE Community Service Officers
HEALTH INSURANCE	4131-000	293,297	309,856	344,021	354,616	Overtime: Patrol, Court, Training, Special Events, Safe & Sober, Night Cap, DWI Enforcement
LIFE & DISABILITY INSURANCE	4133-000	7,140	8,782	9,381	8,384	
DENTAL INSURANCE	4134-000	12,381	13,305	16,663	16,167	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	60,612	62,287	68,387	76,878	
		<b>2,994,003</b>	<b>3,387,001</b>	<b>3,562,824</b>	<b>3,622,030</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	5,157	7,423	8,100	8,100	Business Cards, Letterhead and Envelopes, Toner/Printer Cartridges, Paper, DVD Discs, Misc Supplies, Ticketwriter Paper Rolls
MAINTENANCE SUPPLIES	4211-000	8,781	9,728	10,600	13,100	Ammo, Taser Supplies, Range Supplies, Simunition, DMT Gas, Property Evidence Supplies
YOUTH PROGRAMS	4213-000	0	1,923	3,050	3,100	Supplies, Youth Safety Camp, Firearms Camp, Snowmobile Safety, Explorers, Junior Citizen's Academy
CRIME PREVENTION/SAFETY	4214-000	5,293	5,952	7,000	7,200	Night to Unite, Volunteer Appreciation, Open House, Promotional Materials, Volunteer Clothing, Citizens Academy Supplies and Shirts, CERT
SMALL TOOLS	4240-000	6,410	3,784	4,400	4,325	Batteries, Tasers (3), Tint Meters (2), PBT
		<b>25,640</b>	<b>28,811</b>	<b>33,150</b>	<b>35,825</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	3,441	1,965	1,630	3,260	Critical Incident Debriefing, POST License Renewal, Psych Assessments
TELEPHONE	4321-000	9,099	8,343	10,021	18,320	Cell Phones, Mobile Hot Spot, Cell Stipend
POSTAGE	4322-000	988	920	1,950	1,000	
TRAVEL & TUITION	4330-000	12,296	18,556	19,680	25,170	Anoka Chief, Century Slot Program, Tuition Reimbursement, POST Mandate, Range Fees, Conference, IACP, Instructor Training, K-9, Conference, EMR Training
INSURANCE	4360-000	36,583	34,105	34,515	36,586	
UNIFORMS	4370-000	24,814	30,164	30,020	30,020	Officers, Sergeants, Admin., Unused Uniform Allowance, Ballistic Vests, Replacement Uniforms, CSO
ELECTRICITY	4381-000	292	365	360	360	
RESERVES	4386-000	673	999	2,000	2,000	Uniforms, Equipment, Training, Supplies
EXPLORERS	4387-000	1,500	0	0	0	
		<b>89,686</b>	<b>95,418</b>	<b>100,176</b>	<b>116,716</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	37,162	45,881	54,970	40,552	RMS - JLEC, 800 MHz Contract, State of MN DJDN, Emergency Sirens, LEXIPOL, TargetSolutions, Shredding, Otter Lake Animal Hospital, Car Washer, DETOX Dakota County, Metro Sales, Schedule Anywhere, Emergency Sirens, 3SI Security, Midwest Radar, TLO
SUBSCRIPTIONS & DUES	4452-000	1,630	1,578	1,550	1,550	Professional Memberships & Subscriptions: IACP, MCPA, AMEM, Col Rotary, Press Publications, MACIA, PLEAA, Tri-County, FBI NA, PERF
		<b>38,792</b>	<b>47,459</b>	<b>56,520</b>	<b>42,102</b>	
<b>CAPITAL OUTLAY</b>						
EQUIPMENT	5000-000	36,844	26,214	35,000	17,602	Mobile Patrol Computers (3); Patrol Radar Unit (1)
		<b>36,844</b>	<b>26,214</b>	<b>35,000</b>	<b>17,602</b>	
<b>TOTAL POLICE DEPARTMENT</b>		<b>3,184,965</b>	<b>3,584,903</b>	<b>3,787,670</b>	<b>3,834,275</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	391,844	456,706	474,411	500,003
<b>Supplies</b>	12,215	9,281	16,050	24,700
<b>Other Services/Charges</b>	96,204	26,188	50,545	47,405
<b>Contracted Services</b>	518,817	57,795	28,380	30,851
<b>Capital Outlay</b>	807	20,185	36,614	25,843
<b>Total</b>	<b>1,019,886</b>	<b>570,156</b>	<b>606,000</b>	<b>628,802</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Director of Public Safety</b>	0.50	0.15	0.15	0.15
<b>Deputy Director - Fire</b>	1.00	1.00	1.00	1.00
<b>Captain</b>	0.50	0.15	0.15	0.15
<b>Administrative Assistant</b>	0.50	0.15	0.15	0.15
<b>Bldg/Fire Inspector I</b>	-	0.50	0.50	0.50
<b>Total</b>	<b>2.50</b>	<b>1.95</b>	<b>1.95</b>	<b>1.95</b>
<b>Paid On Call Firefighters</b>	-	42.00	43.00	43.00

**CITY OF LINO LAKES**

**FIRE (101-421)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	254,828	242,751	306,082	315,281	15% Public Safety Director
OVERTIME	4102-000	0	4,794	0	0	100% Deputy Director Fire
FIRE STIPEND	4109-000	42,260	65,296	62,192	62,192	15% Public Safety Captain
WELLNESS PROGRAM	4108-000	388	108	108	216	15% Administrative Assistant
PERA	4121-000	37,411	79,269	39,525	47,307	50% Building/Fire Inspector
SOCIAL SECURITY	4122-000	8,141	11,591	14,158	14,444	Paid-On-Call Firefighters - Calls/Training Drills/Command Stipends
ICMA EMPLOYER	4123-000	0	0	0	0	Stipend: Cross-trained Fire/Rescue - 23 Officers @ \$1.30/hr
HEALTH INSURANCE	4131-000	32,564	22,443	20,760	22,070	
LIFE & DISABILITY INSURANCE	4133-000	658	652	504	455	
DENTAL INSURANCE	4134-000	1,272	747	1,046	1,032	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	14,321	29,055	30,036	37,006	
		<b>391,844</b>	<b>456,706</b>	<b>474,411</b>	<b>500,003</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	1,674	1,288	2,000	1,500	Paper, Toner/Printer Cartridges, Business Cards, Pens
MAINTENANCE SUPPLIES	4211-000	933	3,687	7,500	6,500	Foam, Saw Blades, Floor Dry, Batteries
YOUTH PROGRAM	4213-000	0	442	750	1,200	Safety Camp
FIRE PREVENTION	4214-000	0	1,930	3,000	3,000	Citizen Academy, Marketing Materials
SMALL TOOLS	4240-000	9,609	1,934	2,800	12,500	Rescue Tool Replacement, Ropes, Grass Truck Equipment, Station 1 Gear Grid
		<b>12,215</b>	<b>9,281</b>	<b>16,050</b>	<b>24,700</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	14,804	1,581	6,045	3,525	FF Certification, FF Licensure, Hepatitis Vaccination Series, Medical/Drug Exam
OTHER CONSULTANTS	4310-000	2,006	0	0	0	
TELEPHONE	4321-000	360	568	3,000	2,880	Cell Phones, Mobile Hot Spot, Cell Stipend
POSTAGE	4322-000	0	153	500	500	
TRAVEL & TUITION	4330-000	62,451	14,053	20,000	20,000	Century CEU, Training Supplies, Medical Training, AWAIR/OSHA Training Staff Development, Conference, FF1, FF2, HazMat Initial Trng
PRINTING & PUBLISHING	4340-000	3,708	0	1,000	500	Marketing Materials
UNIFORMS	4370-000	12,875	9,833	20,000	20,000	Turn-out & Wildland Fire Gear, Misc Uniform Items
		<b>96,204</b>	<b>26,188</b>	<b>50,545</b>	<b>47,405</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	518,360	56,894	27,000	29,471	Ladder Testing, SCBA Flow Testing, PSDS, Dispatch Application, Foam System Service, Pump Testing, Pump 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	457	901	1,380	1,380	MN IAAI, Metro Fire Chiefs, Anoka Co. Fire Protection Assn, MSFCA, International Assn
		<b>518,817</b>	<b>57,795</b>	<b>28,380</b>	<b>30,851</b>	
<b>CAPITAL OUTLAY</b>						
EQUIPMENT	5000-000	807	20,185	36,614	25,843	Turn Out Gear Dryer, MSA Rit for A11, 800 Mhz Mobile Radios (2 - 2018 and 2 - 2019)
		<b>807</b>	<b>20,185</b>	<b>36,614</b>	<b>25,843</b>	
<b>TOTAL FIRE DEPARTMENT</b>		<b>1,019,886</b>	<b>570,156</b>	<b>606,000</b>	<b>628,802</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	172,097	199,092	227,428	242,670
<b>Supplies</b>	1,322	1,363	1,650	1,650
<b>Other Services/Charges</b>	5,158	6,337	9,110	8,920
<b>Contractual Services</b>	3,738	2,888	1,000	3,325
<b>Capital Outlay</b>	0	0	600	0
<b>Total</b>	<b>182,315</b>	<b>209,680</b>	<b>239,788</b>	<b>256,565</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Building Official</b>	1.00	1.00	1.00	1.00
<b>Building Inspector II</b>	-	-	-	-
<b>Building Permit Tech</b>	1.00	1.00	1.00	1.00
<b>Bldg/Fire Inspector I</b>	-	0.50	0.50	0.50
<b>Total</b>	<b>2.00</b>	<b>2.50</b>	<b>2.50</b>	<b>2.50</b>



**CITY OF LINO LAKES**

**BUILDING INSPECTIONS (101-422)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	125,645	153,963	165,879	170,644	100% Building Official
OVERTIME SALARIES	4102-000	112	0	500	500	50% Building/Fire Inspector
TEMPORARIES	4106-000	6,776	0	10,750	18,720	100% Building Permit Technician
WELLNESS PROGRAM	4108-000	552	294	720	720	Temporaries: Inspector 624 hrs (26 wks @ 24 hr/wks) @ \$30/hr
PERA	4121-000	9,432	11,547	12,478	12,836	
SOCIAL SECURITY	4122-000	9,677	11,274	13,550	14,525	
ICMA EMPLOYER	4123-000	0	0	0	0	
HEALTH INSURANCE	4131-000	17,654	19,656	20,948	22,087	
LIFE & DISABILITY INSURANCE	4133-000	472	557	603	530	
DENTAL INSURANCE	4134-000	1,018	1,031	1,342	1,323	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	760	770	658	785	
		<b>172,097</b>	<b>199,092</b>	<b>227,428</b>	<b>242,670</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	1,230	1,215	1,500	1,500	Card Stock for Building Permits, Correction Notice Forms, Septic System Pumping Forms, Code Books
SMALL TOOLS	4240-000	92	147	150	150	
		<b>1,322</b>	<b>1,363</b>	<b>1,650</b>	<b>1,650</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	4,175	4,175	5,000	5,000	Permit Works Annual Maintenance & Assistance
TELEPHONE	4321-000	238	613	550	550	Building Official & Inspector
TRAVEL & TUITION	4330-000	365	1,067	2,800	2,800	Staff Training & Mileage, SSTS Cert
UNIFORMS	4370-000	380	482	760	570	Building Official & 50% Bldg/Fire Inspector
		<b>5,158</b>	<b>6,337</b>	<b>9,110</b>	<b>8,920</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	3,738	2,808	500	3,000	Large Format Scanning \$500 Back-Up Inspection Services \$2,500
SUBSCRIPTIONS & DUES	4452-000	0	80	500	325	AMBO \$200, 10K Lakes Chapter \$125
		<b>3,738</b>	<b>2,888</b>	<b>1,000</b>	<b>3,325</b>	
<b>CAPITAL OUTLAY</b>						
EQUIPMENT	5000-000	0	0	600	0	
		<b>0</b>	<b>0</b>	<b>600</b>	<b>0</b>	
<b>TOTAL BUILDING INSPECTIONS</b>		<b>182,315</b>	<b>209,680</b>	<b>239,788</b>	<b>256,565</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	552,109	534,748	552,424	585,569
<b>Supplies</b>	130,886	173,462	159,000	159,000
<b>Other Services/Charges</b>	116,141	110,553	109,600	102,600
<b>Contractual Services</b>	70,360	55,859	198,000	63,000
<b>Total</b>	<b>869,497</b>	<b>874,622</b>	<b>1,019,024</b>	<b>910,169</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Supervisor</b>	1.00	1.00	1.00	1.00
<b>Lead</b>	1.00	1.00	1.00	1.00
<b>General Maintenance</b>	5.00	4.50	4.50	4.50
<b>PT Office Specialist</b>	-	-	0.15	0.15
<b>Total</b>	<b>7.00</b>	<b>6.50</b>	<b>6.65</b>	<b>6.65</b>

**CITY OF LINO LAKES**

**STREETS (101-430)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	386,247	366,752	390,282	401,972	100% Streets Supervisor
OVERTIME	4102-000	7,667	6,820	8,000	8,000	5 - 100% General Maintenance Workers
ON CALL/PAGER	4105-000	1,595	2,060	2,000	2,000	50% General Maintenance Worker/Mechanic
TEMPORARIES	4106-000	23,262	26,998	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	29,663	28,172	30,021	30,898	
SOCIAL SECURITY	4122-000	30,937	29,750	32,381	33,275	Temporaries: Seasonal Summer Maintenance Workers
ICMA EMPLOYER CONTRIBUTION	4123-000	1,477	1,489	1,500	1,746	
HEALTH INSURANCE	4131-000	37,356	43,271	35,095	52,117	
LIFE & DISABILITY INSURANCE	4133-000	1,480	1,491	1,581	1,382	
DENTAL INSURANCE	4134-000	3,053	2,836	3,569	3,519	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	29,374	25,110	24,995	27,660	
		<b>552,109</b>	<b>534,748</b>	<b>552,424</b>	<b>585,569</b>	
<b>SUPPLIES</b>						
						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	12,520	7,380	8,000	8,000	
SHOP PARTS	4221-000	494	13	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	16,318	9,972	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	45,192	97,520	65,000	65,000	
						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	42,577	44,114	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	9,052	11,178	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	4,734	3,285	4,000	4,000	
		<b>130,886</b>	<b>173,462</b>	<b>159,000</b>	<b>159,000</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	20,293	2,896	4,000	4,000	
TELEPHONE	4321-000	487	768	1,000	1,000	
TRAVEL & TUITION	4330-000	1,650	1,645	2,000	2,000	Staff Training & Mileage
UNIFORMS	4370-000	2,467	2,432	2,600	2,600	
STREET LIGHTS	4385-000	91,243	102,812	100,000	93,000	Electricity & Repair of City-Owned Street Lights
		<b>116,141</b>	<b>110,553</b>	<b>109,600</b>	<b>102,600</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	44,967	23,063	65,000	55,000	Patching/spray patching, catch basin repairs, curb repairs & replacements, dead deer removal, signal maintenance, etc.
RENTED EQUIPMENT	4415-000	3,390	2,522	1,000	1,000	Traffic control sign rental, crack fill kettle, rented skidsteer/toolcat attachments, tools, vehicles, equipment.
CONTRACTED STORM SYSTEM MAINT	4421-000	16,123	24,275	125,000	0	Storm Drainage System Maintenance, Ditch/Pond Cleaning, etc. - Transfer Out to Surface Water Maint Fund (424) in 2018 Budget
SUBSCRIPTIONS & DUES	4452-000	5,880	6,000	7,000	7,000	Professional Memberships & Journals (incl State/County Contract) Purchasing Membership, Cartegraph Subscription
		<b>70,360</b>	<b>55,859</b>	<b>198,000</b>	<b>63,000</b>	
<b>TOTAL STREETS</b>		<b>869,497</b>	<b>874,622</b>	<b>1,019,024</b>	<b>910,169</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	74,380	114,930	118,315	123,552
<b>Supplies</b>	136,866	156,888	194,000	168,000
<b>Other Services/Charges</b>	52,052	44,902	62,427	66,124
<b>Contractual Services</b>	2,225	97,413	57,000	76,000
<b>Capital Outlay</b>	0	259	0	5,000
<b>Total</b>	<b>265,522</b>	<b>414,392</b>	<b>431,742</b>	<b>438,676</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Mechanic</b>	1.00	1.00	1.00	1.00
<b>General Maintenance</b>	-	0.50	0.50	0.50
<b>Total</b>	<b>1.00</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

**CITY OF LINO LAKES**

**FLEET MANAGEMENT (101-431)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	56,800	86,548	88,968	89,298	100% Mechanic
OVERTIME	4102-000	193	2,435	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	4,275	6,674	6,748	6,772	
SOCIAL SECURITY	4122-000	4,139	6,331	6,883	6,908	
HEALTH INSURANCE	4131-000	6,331	9,545	11,374	16,144	
LIFE & DISABILITY INSURANCE	4133-000	211	347	373	308	
DENTAL INSURANCE	4134-000	509	773	805	794	
REEMPLOYMENT INSURANCE	4141-000	0	0	0	0	
WORKER'S COMPENSATION	4151-000	1,921	2,277	2,164	2,328	
		<b>74,380</b>	<b>114,930</b>	<b>118,315</b>	<b>123,552</b>	
<b>SUPPLIES</b>						
MAINTENANCE SUPPLIES	4211-000	735	1,365	20,000	1,000	Shop Supplies (Brake Clean, Windex, Paper Towels, Spray Bottles, Penetrating Oils, WD40)
FUELS	4212-000	71,446	80,187	85,000	85,000	Gasoline & Diesel for all City Vehicles (Includes Police/Fire & Equipment)
SHOP PARTS	4221-000	59,987	71,063	85,000	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	4,697	4,274	4,000	7,000	New and/or Replacement Tools for the Shop (Hand tools, battery powered tools, speciality tools, etc)
		<b>136,866</b>	<b>156,888</b>	<b>194,000</b>	<b>168,000</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	25,516	17,365	38,000	38,000	Annual DOT Inspections, Annual Boom/Hoist Inspections, Alignments, Repairs
TRAVEL & TUITION	4330-000	219	332	500	500	Training & Testing to Maintain Required Licenses and Certificates (ASE Certification & Testing, Automotive Training Classes or Seminars)
PRINTING & PUBLISHING	4340-000	0	61	0	0	
INSURANCE	4360-000	(899)	0	0	0	
AUTO INSURANCE	4363-000	26,873	26,575	23,357	27,054	Insurance for Entire Fleet, Including Police & Fire
UNIFORMS	4370-000	344	570	570	570	
		<b>52,052</b>	<b>44,902</b>	<b>62,427</b>	<b>66,124</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	0	89,788	45,000	64,000	Maintain, Repair, and Certify Fire Equipment
SUBSCRIPTIONS AND DUES	4452-000	2,225	7,625	12,000	12,000	Fleet Mngmt Update, ALLData Online Repair Manual Subscription, Cartegraph Subscription
		<b>2,225</b>	<b>97,413</b>	<b>57,000</b>	<b>76,000</b>	
<b>CAPITAL OUTLAY</b>						
EQUIPMENT	5000-000	0	259	0	5,000	
		<b>0</b>	<b>259</b>	<b>0</b>	<b>5,000</b>	
<b>TOTAL FLEET MANAGEMENT</b>		<b>265,522</b>	<b>414,392</b>	<b>431,742</b>	<b>438,676</b>	

## *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

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	2,141	2,374	2,460	2,468
<b>Supplies</b>	38,909	72,740	48,400	46,400
<b>Other Services/Charges</b>	295,850	382,049	361,258	373,246
<b>Contractual Services</b>	54,220	71,558	64,200	68,200
<b>Capital Outlay</b>	0	0	37,000	0
<b>Total</b>	<b>391,120</b>	<b>528,722</b>	<b>513,318</b>	<b>490,314</b>

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

**CITY OF LINO LAKES**

**GOVERNMENT BUILDINGS (101-432)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	1,820	2,010	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	126	151	156	156	
SOCIAL SECURITY	4122-000	119	143	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	76	70	65	73	
		<b>2,141</b>	<b>2,374</b>	<b>2,460</b>	<b>2,468</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	14,084	9,376	16,000	14,000	Supplies for Office Operations
MAINTENANCE SUPPLIES	4211-000	24,825	62,282	30,000	30,000	Replacement Parts, Janitorial Supplies, etc.
SMALL TOOLS	4240-000	0	1,083	2,400	2,400	
		<b>38,909</b>	<b>72,740</b>	<b>48,400</b>	<b>46,400</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	29,332	74,612	51,000	59,000	Repair/Calibration of HVAC System, Repairs in City Buildings, Safety Systems Monitoring, Internet Access, Computer Maintenance
TELEPHONE	4321-000	17,646	20,383	25,000	22,500	Telephone Service Charges to include Metro I-net of \$18,143
POSTAGE	4322-000	3,355	837	8,000	3,500	
TRAVEL & TUITION	4330-000	0	20	0	0	
PRINTING & PUBLISHING	4340-000	0	234	0	0	
INSURANCE	4361-000	114,582	118,302	116,258	119,745	General Liability, Property, Excess Liability
ELECTRICITY	4381-000	73,219	96,001	82,000	93,500	For all City Facilities
UTILITIES	4382-000	17,210	19,267	22,000	21,000	Water & Sewer Service
HEAT	4383-000	33,269	43,192	48,000	45,000	Civic Complex & Other City Facilities
SANITATION	4384-000	7,237	9,202	9,000	9,000	Refuse Collection for City Complex & Other City Facilities
		<b>295,850</b>	<b>382,049</b>	<b>361,258</b>	<b>373,246</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	53,967	71,389	64,000	68,000	Pest Control, Copier Maintenance, Fire Extinguisher Maintenance, Postage Machine Rental, Shredder, Roof Inspections, Read/Calibrate Scales, Garage Door Maintenance, Jani-King Cleaning Services
SUBSCRIPTIONS & DUES	4452-000	254	169	200	200	Newspaper
		<b>54,220</b>	<b>71,558</b>	<b>64,200</b>	<b>68,200</b>	
<b>CAPITAL OUTLAY</b>						
EQUIPMENT	5000-000	0	0	37,000	0	
		<b>0</b>	<b>0</b>	<b>37,000</b>	<b>0</b>	
<b>TOTAL GOVERNMENT BUILDINGS</b>		<b>391,120</b>	<b>528,722</b>	<b>513,318</b>	<b>490,314</b>	

## *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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	439,617	468,934	477,081	490,689
<b>Supplies</b>	31,781	31,126	26,500	26,500
<b>Other Services/Charges</b>	37,062	54,417	39,000	40,650
<b>Contractual Services</b>	28,537	27,917	55,700	43,700
<b>Total</b>	<b>536,997</b>	<b>582,393</b>	<b>598,281</b>	<b>601,539</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Public Services Director</b>	0.50	0.50	0.50	0.50
<b>Parks Supervisor</b>	1.00	1.00	1.00	1.00
<b>General Maintenance</b>	3.00	3.00	3.00	3.00
<b>Administrative Assistant</b>	0.70	0.70	0.70	0.70
<b>Total</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>



**CITY OF LINO LAKES**

**PARKS (101-450)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	322,263	331,907	338,421	347,201	50% Public Services Director
OVERTIME	4102-000	878	1,767	3,000	2,000	100% Parks Supervisor
TEMPORARIES	4106-000	14,510	30,390	26,000	26,000	70% Administrative Assistant
WELLNESS PROGRAM	4108-000	0	0	0	0	3 - 100% General Maintenance Workers
PERA	4121-000	24,236	25,026	25,607	26,190	Temporaries: Seasonal Park Staff
SOCIAL SECURITY	4122-000	24,669	26,837	28,108	28,703	
ICMA EMPLOYER	4123-000	0	559	1,800	1,086	
HEALTH INSURANCE	4131-000	40,566	40,207	39,031	45,169	
LIFE & DISABILITY INSURANCE	4133-000	1,183	1,291	1,344	1,182	
DENTAL INSURANCE	4134-000	2,179	2,165	2,791	2,752	
REEMPLOYMENT INSURANCE	4141-000	795	0	0	0	
WORKER'S COMPENSATION	4151-000	8,338	8,784	10,979	10,406	
		<b>439,617</b>	<b>468,934</b>	<b>477,081</b>	<b>490,689</b>	
<b>SUPPLIES</b>						
MAINTENANCE SUPPLIES	4211-000	29,117	27,678	25,000	25,000	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	2,664	3,448	1,500	1,500	Maint/Repair/Upgrade, Paint, Lumber
		<b>31,781</b>	<b>31,126</b>	<b>26,500</b>	<b>26,500</b>	Hand Tools, Small Power Tools, Mowers, Chain Saws, Weed Whips
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	8,341	19,578	2,000	2,000	Drug/Alcohol Testing, Consulting, Engineering
TELEPHONE	4321-000	2,902	3,222	3,000	3,000	Service to Park Buildings, Cellular & Pagers
TRAVEL & TUITION	4330-000	1,978	1,746	2,000	2,000	Certification Training, Seminars, Computer Training, Mileage
STIPEND - PARK COMM	4331-000	1,000	925	1,100	2,750	Board members - 6 @ \$75 x 5 mtgs; Chair \$100 x 5 mtgs
UNIFORMS	4370-000	1,363	1,520	1,500	1,500	
ELECTRICITY	4381-000	3,091	3,284	3,500	3,500	Park Buildings, Hockey Rink Lights
UTILITIES (WATER/SEWER)	4382-000	14,973	21,235	20,000	20,000	Sewer, Water, Irrigation
HEAT	4383-000	3,257	2,908	5,000	5,000	
SANITATION	4384-000	156	0	900	900	
		<b>37,062</b>	<b>54,417</b>	<b>39,000</b>	<b>40,650</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	28,377	27,495	55,000	43,000	Portable Restrooms, Weed Control, Tree/Stump Removal, Trail Construction/Repair/Maint, Court Resurfacing, Dataview User Fee
RENTED EQUIPMENT	4415-000	0	371	500	500	
SUBSCRIPTIONS & DUES	4452-000	160	51	200	200	Professional Memberships & Subscriptions
		<b>28,537</b>	<b>27,917</b>	<b>55,700</b>	<b>43,700</b>	
<b>TOTAL PARKS</b>		<b>536,997</b>	<b>582,393</b>	<b>598,281</b>	<b>601,539</b>	

## *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

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	272,790	204,023	234,199	241,291
<b>Supplies</b>	2,309	656	2,500	2,500
<b>Other Services/Charges</b>	14,839	18,070	16,150	15,800
<b>Contractal Services</b>	1,149	860	1,000	1,000
<b>Total</b>	<b>291,087</b>	<b>223,609</b>	<b>253,849</b>	<b>260,591</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Public Services Director</b>	0.20	0.20	0.20	0.20
<b>Recreation Supervisor I</b>	2.00	2.00	2.00	2.00
<b>Office Tech I</b>	0.50	-	-	-
<b>PT Office Specialist</b>	-	-	0.15	0.15
<b>Total</b>	<b>2.70</b>	<b>2.20</b>	<b>2.35</b>	<b>2.35</b>

**CITY OF LINO LAKES**

**RECREATION (101-451)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	177,378	136,839	155,820	162,171	20% Public Services Director 2 - 100% Recreation Supervisors .15 FTE PT Office Specialist  Temporaries: Warming House Attendants, Summer Playground Program
OVERTIME	4102-000	0	0	0	0	
TEMPORARIES	4106-000	34,364	30,127	34,000	34,000	
WELLNESS PROGRAM	4108-000	0	0	0	0	
PERA	4121-000	12,688	10,263	12,737	13,213	
SOCIAL SECURITY	4122-000	15,302	12,913	14,521	15,007	
HEALTH INSURANCE	4131-000	28,700	10,583	13,641	13,291	
LIFE & DISABILITY INSURANCE	4133-000	640	551	617	550	
DENTAL INSURANCE	4134-000	1,459	1,134	1,261	1,244	
REEMPLOYMENT INSURANCE	4141-000	29	0	0	0	
WORKER'S COMPENSATION	4151-000	2,231	1,612	1,602	1,815	
		<b>272,790</b>	<b>204,023</b>	<b>234,199</b>	<b>241,291</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	9	0	0	0	
MAINTENANCE SUPPLIES	4211-000	2,300	656	2,500	2,500	Supplies for Playground Program, Warming Houses
		<b>2,309</b>	<b>656</b>	<b>2,500</b>	<b>2,500</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	360	0	0	0	
TELEPHONE	4321-000	428	415	450	450	
TRAVEL & TUITION	4330-000	649	926	2,000	2,000	MRPA Conference (2), Seminars, Classes, Mileage
PRINTING & PUBLISHING	4340-000	660	117	700	350	Quad Bulletin, Job Notices
NEWSLETTER - PROGRAM SCHEDULE	4343-000	12,742	16,612	13,000	13,000	Printing & Mailing Cost - 3 times/yr
		<b>14,839</b>	<b>18,070</b>	<b>16,150</b>	<b>15,800</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	145	0	0	0	
SUBSCRIPTIONS & DUES	4452-000	1,004	860	1,000	1,000	MRPA Memberships (2)
		<b>1,149</b>	<b>860</b>	<b>1,000</b>	<b>1,000</b>	
<b>TOTAL RECREATION</b>		<b>291,087</b>	<b>223,609</b>	<b>253,849</b>	<b>260,591</b>	

**CITY OF LINO LAKES**

**OTHERS (101-499)**

<b>Description</b>	<b>Object Code</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Adopted 2018</b>	<b>Budget Detail</b>
CONTINGENCY	4905-000	0	0	50,000	100,000	Operating Contingency
						Street Maintenance - Sealcoating & Overlay (per PMP) - \$567,900
						Office Equipment Replacement - \$25,000
						Surface Water Maintenance - \$125,000 (Previously Streets Exp)
OPERATING TRANSFERS	4910-000	590,245	691,439	565,800	1,217,900	Parks & Trails - \$500,000
<b>TOTAL OTHERS</b>		<b>590,245</b>	<b>691,439</b>	<b>615,800</b>	<b>1,317,900</b>	

**SUMMARY BY CATEGORY**

PERSONAL SERVICES	6,042,957	6,585,735	6,975,377	7,166,773
SUPPLIES	381,970	477,206	488,700	472,025
OTHER SERVICES AND CHARGES	1,057,866	1,108,252	1,246,943	1,264,200
CONTRACTUAL SERVICES	1,048,896	676,719	822,723	672,087
CAPITAL OUTLAY	46,822	56,270	122,014	53,045
OTHERS	590,245	691,439	615,800	1,317,900
<b>TOTAL EXPENDITURES</b>	<b>9,168,756</b>	<b>9,595,621</b>	<b>10,271,558</b>	<b>10,946,031</b>



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**City of Lino Lakes  
Recreation Special Revenue Fund (201)  
2018 Adopted Budget**

**Expenditures**

<b>Program</b>	<b>Revenue</b>	<b>Personal Services</b>	<b>Supplies</b>	<b>Facility Rental</b>	<b>Contract Services</b>	<b>Capital Outlay</b>	<b>Total</b>	<b>Net +/-</b>
<b>Adult Instructional (201-201)</b>								
801 Aerobics/Fitness							-	-
813 Other - Adult Inst.							-	-
830 Adult Golf Lessons	550	400					400	150
<b>Total Adult Instructional</b>	<b>550</b>	<b>400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>400</b>	<b>150</b>

<b>Adult Leagues (201-202)</b>								
839 Adult Softball Summer	2,400		200		1,250		1,450	950
840 Adult Softball Fall							-	-
842 Adult Open Volleyball	1,200	775		2,800			3,575	(2,375)
<b>Total Adult Leagues</b>	<b>3,600</b>	<b>775</b>	<b>200</b>	<b>2,800</b>	<b>1,250</b>	<b>-</b>	<b>5,025</b>	<b>(1,425)</b>

<b>Youth Instructional (201-207)</b>								
802 Dodgeball Camp	550	350	50				400	150
806 Youth T-Ball	6,000	3,100	400				3,500	2,500
810 Youth Playground	24,000	14,000	9,000		2,000		25,000	(1,000)
811 Youth Safety Camp		800	1,000				1,800	(1,800)
812 Youth Day Camp	3,200	1,900	900				2,800	400
821 Youth Dance Classes	2,700			1,200	2,200		3,400	(700)
823 Day Trips	2,400	400	600		1,600		2,600	(200)
832 Youth Hockey Skills	225	150	50				200	25
835 Youth Skating Class	575	425	75				500	75
836 Basket Have a Ball	600	400		240			640	(40)
851 Youth Golf Lessons	1,900	1,200	600				1,800	100
852 Youth Martial Arts	2,400	1,750		1,400			3,150	(750)
854 Tennis Lessons	3,400	2,600	200				2,800	600
857 Soccer Fundamentals	3,250	2,450	600				3,050	200
861 Sports Camps	6,500	5,900	400				6,300	200
862 Family Performances	400	50			350		400	-
864 Preschool Playtime	1,700	850	400				1,250	450
866 Toss, Kick & Catch							-	-
870 Soccer Mini-Camp	1,000	650		400			1,050	(50)
872 Floor Hockey	450	350		240			590	(140)
<b>Total Youth Instructional</b>	<b>61,250</b>	<b>37,325</b>	<b>14,275</b>	<b>3,480</b>	<b>6,150</b>	<b>-</b>	<b>61,230</b>	<b>20</b>

<b>Youth Leagues (201-208)</b>								
856 Youth Soccer	12,000	2,300	6,500				8,800	3,200
<b>Total Youth Leagues</b>	<b>12,000</b>	<b>2,300</b>	<b>6,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,800</b>	<b>3,200</b>

<b>Special Events</b>								
816 Puppet Shows		425	400		600		1,425	(1,425)
817 Spring Fling	550	400	800				1,200	(650)
822 Family Corn Roast	2,800	1,000	2,400		1,600		5,000	(2,200)
825 Breakfast w/Santa	400	100	500		200		800	(400)
826 Sweetheart Dance	250		200				200	50
827 Gobbler Games		250	405	450			1,105	(1,105)
847 Sports Sampler	525	275		270			545	(20)
859 Letters from Santa	175		100				100	75
860 Secret Shop	1,600		1,200				1,200	400
868 Little Goblins Party	360		300				300	60

**City of Lino Lakes  
Recreation Special Revenue Fund (201)  
2018 Adopted Budget**

**Expenditures**

<b>Program</b>	<b>Revenue</b>	<b>Personal Services</b>	<b>Supplies</b>	<b>Facility Rental</b>	<b>Contract Services</b>	<b>Capital Outlay</b>	<b>Total</b>	<b>Net +/-</b>
895 Royal Princess Ball	900	200	700				900	-
875 Snow Day		200					200	(200)
876 Kite Day		75	150				225	(225)
891 Super Hero Carnival	450		250				250	200
<b>Total Special Events</b>	<b>8,010</b>	<b>2,925</b>	<b>7,405</b>	<b>720</b>	<b>2,400</b>	<b>-</b>	<b>13,450</b>	<b>(5,440)</b>

**Senior Programs**

814 Senior Programs	1,800		1,800			500	2,300	(500)
890 Senior Trips	13,400		10,800				10,800	2,600
<b>Total Senior Programs</b>	<b>15,200</b>	<b>-</b>	<b>12,600</b>	<b>-</b>	<b>-</b>	<b>500</b>	<b>13,100</b>	<b>2,100</b>

<b>GRAND TOTALS</b>	<b>100,610</b>	<b>43,725</b>	<b>40,980</b>	<b>7,000</b>	<b>9,800</b>	<b>500</b>	<b>102,005</b>	<b>(1,395)</b>
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Transfer to General Fund

2018 Program Deficit

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(1,395)







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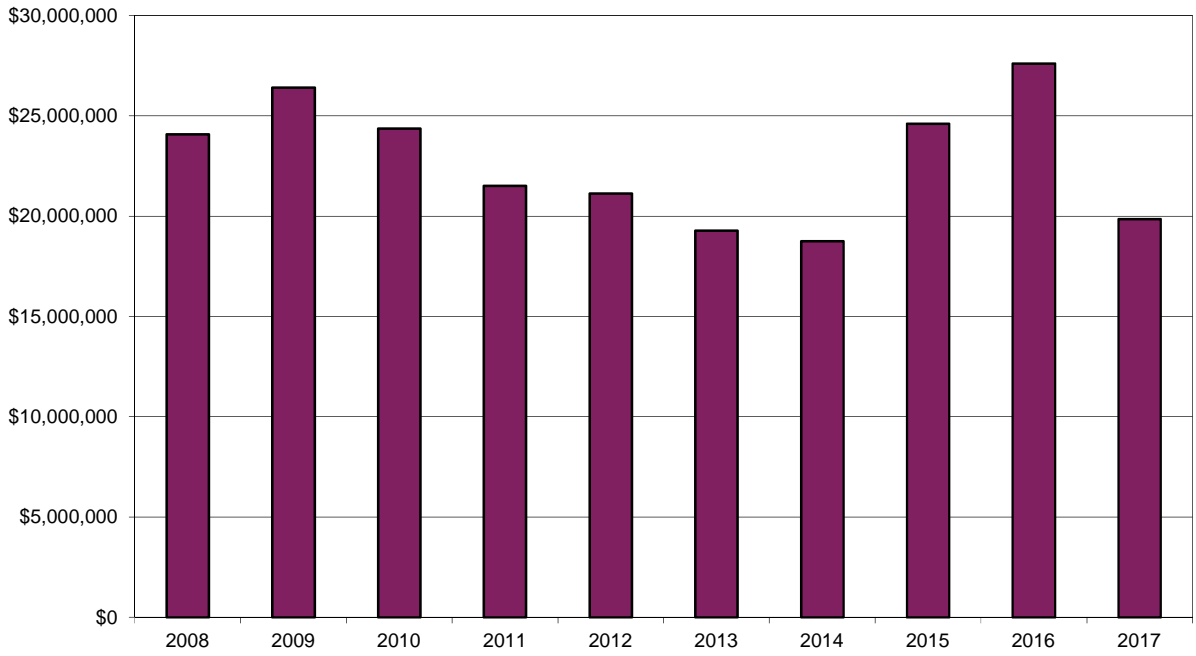
**City of Lino Lakes  
Schedule of  
Bonded Indebtedness**

	<b>Interest Rates</b>	<b>Dated</b>	<b>Maturity Date</b>	<b>Issue Amount</b>	<b>Principal Outstanding 12/31/17</b>	<b>Principal Due 2018</b>	<b>Interest Due 2018</b>
<b>General Obligation Bonds:</b>							
2015A Equipment Certificates	1.00%	2/1/15	12/31/18	198,250	66,250	66,250	663
2015B Equipment Certificates	1.50%	8/25/215	12/31/20	963,000	593,000	195,000	8,895
2016 Equipment Certificates	1.00%	1/11/16	12/31/19	469,000	314,000	156,000	3,140
2017 Equipment Certificates	1.00%	2/27/17	12/31/20	311,000	311,000	102,000	5,702
G.O. Capital Imp Plan Refunding Bonds 2006E	4.03%	11/1/06	2/1/18	2,990,000	425,000	425,000	8,500
G.O. Tax Increment Bonds 2007A	4.11%	7/15/07	2/1/24	4,215,000	1,625,000	190,000	62,126
G.O. Bonds 2012A	1.26%	11/15/12	2/1/24	2,015,000	1,270,000	230,000	14,660
G.O. Bond 2015A	2.09%	5/28/15	2/1/31	3,095,000	2,905,000	195,000	63,263
2015 Lease Revenue Bonds	3.24%	6/18/15	4/1/36	4,350,000	4,185,000	170,000	130,888
G.O. Capital Note 2016A	2.00%	4/14/16	2/1/26	294,525	233,475	31,350	4,670
G.O. Tax Abatement Refunding Bonds 2016C	1.46%	11/23/16	2/1/23	1,600,000	1,600,000	225,000	19,150
<b>Total General Obligation Bonds</b>				<u>20,500,775</u>	<u>13,527,725</u>	<u>1,985,600</u>	<u>321,656</u>
<b>Special Assessment Bonds:</b>							
G.O. Imp & Utility Revenue Refunding Bonds 2010A	2.61%	6/1/10	2/1/20	1,000,000	325,000	105,000	8,175
Taxable G.O. Improvement Bonds 2013A	3.55%	7/15/13	2/1/24	615,000	435,000	60,000	14,460
G.O. Improvement Bonds 2014A	1.62%	11/20/14	2/1/26	2,645,000	2,170,000	370,000	29,633
Taxable G.O. Improvement Refunding Bonds 2016B	1.41%	11/23/16	2/1/21	1,975,000	1,975,000	480,000	21,575
<b>Total Special Assessment Bonds</b>				<u>6,235,000</u>	<u>4,905,000</u>	<u>1,015,000</u>	<u>73,843</u>
<b>Revenue Bonds:</b>							
G.O. Utility Revenue Bonds 2016A	1.52%	11/23/16	2/1/27	1,420,000	1,420,000	130,000	27,100
<b>Total Revenue Bonds</b>				<u>1,420,000</u>	<u>1,420,000</u>	<u>130,000</u>	<u>27,100</u>
<b>Total Bonded Indebtedness</b>				<u>28,155,775</u>	<u>19,852,725</u>	<u>3,130,600</u>	<u>422,598</u>

**Tax Support Information**

	<b>2017 Pay 2018 Tax Levy</b>
<b>General Obligation Bonds:</b>	
2015A Equipment Certificates	70,258
2015B Equipment Certificates	214,090
2016 Equipment Certificates	167,097
2017 Equipment Certificates	113,087
G.O. Bonds 2012A	176,390
G.O. Bond 2015A	219,227
G.O. Bond 2015A - Abatement Portion	55,151
2015 EDA Lease Revenue Bond	319,397
G.O. Tax Abatement Refunding Bond 2016C	276,176
<b>Total General Obligation Bonds</b>	<u>1,610,873</u>

## City of Lino Lakes Bonded Indebtedness 2008 - 2017



<u>Year</u>	<u>Amount</u>
2008	24,079,000
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





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**City of Lino Lakes  
2018 Capital Equipment Replacement**

<u>Department</u>	<u>Description</u>	<u>Amount</u>
Police	CSO Vehicle	41,445
	Investigations Vehicle	30,967
	<b>Investigations Vehicle (Vehicle will be re-evaluated)</b>	<b>30,967</b>
	Total Police	\$ 103,379
Fleet	Flusher Truck	213,000
	1/2 Ton Pickup	31,950
	3/4 Ton Pickup w/ Plow	42,600
	Total Fleet	\$ 287,550
	Grand Total	\$ 390,929
	Equipment Levy	\$ -
	Capital Equipment Fund	\$ -
	Certificates to be Issued	\$ 390,929

**City of Lino Lakes**  
**2018 Capital Equipment Replacement**

Future Levy Impact: 2018 Certificates

	<u>Principal</u>	1% <u>Interest</u>	<u>Total</u>	Total w/ 5% <u>Overlevy</u>	<u>Balance</u>
2018	Certificates Issued				390,929
2019	129,000	7,493	136,493	143,317	261,929
2020	130,000	2,619	132,619	139,250	131,929
2021	131,929	1,319	133,248	139,911	0
Totals	<u>390,929</u>	<u>11,432</u>	<u>402,361</u>	<u>422,478</u>	





## City of Lino Lakes Enterprise Fund Summary

Account Description	Actual 2015	Actual 2016	Adopted 2017	Adopted 2018	Increase/ Decrease
<b><u>Revenue</u></b>					
Water Fund Revenue	1,036,227	1,134,571	1,099,500	1,104,500	0.45%
Sewer Fund Revenue	1,652,350	1,726,127	1,667,500	1,697,500	1.80%
<b>Total</b>	<b>2,688,576</b>	<b>2,860,698</b>	<b>2,767,000</b>	<b>2,802,000</b>	<b>1.26%</b>
<b><u>Expenditures</u></b>					
<b><u>Personal Services</u></b>					
Water Fund	204,983	236,408	247,286	301,617	21.97%
Sewer Fund	209,346	239,696	250,794	306,256	22.11%
	<b>414,328</b>	<b>476,104</b>	<b>498,080</b>	<b>607,874</b>	<b>22.04%</b>
<b><u>Supplies</u></b>					
Water Fund	136,269	452,100	188,000	143,000	(23.94%)
Sewer Fund	29,145	26,127	58,000	33,000	(43.10%)
	<b>165,414</b>	<b>478,227</b>	<b>246,000</b>	<b>176,000</b>	<b>(28.46%)</b>
<b><u>Other Services and Charges</u></b>					
Water Fund	212,834	189,935	236,600	226,600	(4.23%)
Sewer Fund	174,753	112,369	168,100	190,100	13.09%
	<b>387,586</b>	<b>302,304</b>	<b>404,700</b>	<b>416,700</b>	<b>2.97%</b>
<b><u>Contractual Services</u></b>					
Water Fund	4,731	14,789	21,000	10,500	(50.00%)
Sewer Fund	772,270	882,977	973,472	957,176	(1.67%)
	<b>777,002</b>	<b>897,766</b>	<b>994,472</b>	<b>967,676</b>	<b>(2.69%)</b>
<b><u>Depreciation</u></b>					
Water Fund	836,772	436,384	425,000	435,000	2.35%
Sewer Fund	892,427	456,421	446,000	456,000	2.24%
	<b>1,729,199</b>	<b>892,804</b>	<b>871,000</b>	<b>891,000</b>	<b>2.30%</b>
<b><u>Other</u></b>					
Water Fund	33,417	34,627	35,727	0	(100.00%)
Sewer Fund	33,417	244,594	35,727	0	(100.00%)
	<b>66,834</b>	<b>279,221</b>	<b>71,454</b>	<b>0</b>	<b>(100.00%)</b>
<b><u>Capital Outlay</u></b>					
Water Fund	0	970	0	0	***
Sewer Fund	0	970	0	20,000	***
	<b>0</b>	<b>1,940</b>	<b>0</b>	<b>20,000</b>	<b>***</b>
<b><u>Debt Service</u></b>					
Water Fund	0	0	0	0	***
Sewer Fund	0	0	0	0	***
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>***</b>
Total Water Expenditures	1,429,006	1,365,212	1,153,613	1,116,717	(3.20%)
Total Sewer Expenditures	2,111,358	1,963,154	1,932,093	1,962,532	1.58%
<b>Total Expenditures</b>	<b>3,540,364</b>	<b>3,328,366</b>	<b>3,085,706</b>	<b>3,079,249</b>	<b>(0.21%)</b>
<b>Revenues over/(under) Expenditures</b>	<b>(851,787)</b>	<b>(467,668)</b>	<b>(318,706)</b>	<b>(277,249)</b>	

## *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 4,649 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.

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	204,983	236,408	247,286	301,617
<b>Supplies</b>	136,269	452,100	188,000	143,000
<b>Other Services/Charges</b>	212,834	189,935	236,600	226,600
<b>Contractual Services</b>	4,731	14,789	21,000	10,500
<b>Depreciation</b>	836,772	436,384	425,000	435,000
<b>Operating Transfers</b>	33,417	34,627	35,727	0
<b>Capital Outlay</b>	0	970	0	0
<b>Total</b>	<b>1,429,006</b>	<b>1,365,212</b>	<b>1,153,613</b>	<b>1,116,717</b>

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Public Services Director</b>	0.15	0.15	0.15	0.15
<b>Utility Supervisor</b>	0.50	0.50	0.50	0.50
<b>General Maintenance</b>	1.00	1.00	1.00	1.50
<b>Administrative Assistant</b>	0.15	0.15	0.15	0.15
<b>Accounting Clerk/PC Tech</b>	0.38	0.50	0.50	0.50
<b>Accounting Clerk</b>	0.13	0.13	0.13	0.13
<b>Office Specialist</b>	-	-	0.25	0.25
<b>PT Office Specialist</b>	-	-	0.15	0.15
<b>Total</b>	<b>2.30</b>	<b>2.43</b>	<b>2.83</b>	<b>3.33</b>

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)  
2018 ADOPTED REVENUE BUDGET**

	<b>Account Number</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Adopted 2018</b>	<b>Budget Detail</b>
<b>Operating Revenue</b>						
Current Assessments	3110-000	0	0	0	0	
Delinquent Assessments	3120-000	174	973	0	0	
Penalties & Interest	3150-000	297	260	0	0	
Water Hook-Up Charge	3248-000	13,260	26,010	25,000	25,000	
Water Meter Sales	3406-000	15,128	30,687	27,000	27,000	
Interest on Investments	3620-000	33,166	37,560	35,000	35,000	
Change in Fair Value of Investments	3621-000	(12,245)	2,754	0	0	
Miscellaneous Revenue	3714-000	1,769	12,981	2,500	7,500	
Refunds and Reimbursements	3730-000	12,583	0	0	0	
Water Sales	3855-000	955,353	1,000,652	990,000	990,000	
Water Penalties	3858-000	16,743	23,384	20,000	20,000	
Sale of Capital Assets	3910-000	0	(689)	0	0	
		<b>1,036,227</b>	<b>1,134,571</b>	<b>1,099,500</b>	<b>1,104,500</b>	
<b>Other Sources</b>						
Use of Reserves		0	0	54,113	12,217	
		<b>0</b>	<b>0</b>	<b>54,113</b>	<b>12,217</b>	
<b>Total Operating Revenue &amp; Other Sources</b>		<b>1,036,227</b>	<b>1,134,571</b>	<b>1,153,613</b>	<b>1,116,717</b>	

**CITY OF LINO LAKES**

**WATER (601-494)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	149,521	154,944	174,282	201,831	15% Public Service Director
OVERTIME	4102-000	1,900	3,963	4,000	4,000	15% Administrative Assisstant
ON CALL	4105-000	1,594	2,060	2,600	2,600	50% Utility Supervisor
TEMPORARIES	4106-000	6,044	9,002	6,000	6,000	25% Office Specialist
WELLNESS PROGRAM	4108-000	0	0	0	0	2 - 50% General Maintenance Workers
PERA	4121-000	11,059	24,865	13,566	15,633	50% Utility Billing Clerk
FICA/MEDICARE	4122-000	11,512	12,273	14,296	16,404	12.5% Accts Pay/Payroll Tech
ICMA EMPLOYER	4123-000	658	719	750	786	.15 FTE PT Office Specialist
PENSION EXPENSE	4125-000	1,494	0	1,500	12,500	<b>Add: 50% General Maintenance Worker</b>
HEALTH INSURANCE	4131-000	15,734	20,003	24,811	35,123	
LIFE & DISABILITY INSURANCE	4133-000	492	597	696	696	
DENTAL INSURANCE	4134-000	1,128	1,250	1,516	1,760	
REEMPLOYMENT INSURANCE	4141-000	0	3,228	0	0	
WORKER'S COMPENSATION	4151-000	3,847	3,505	3,269	4,284	
		<b>204,983</b>	<b>236,408</b>	<b>247,286</b>	<b>301,617</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	1,605	1,576	1,500	1,500	Utility Billing Forms, Etc.
MAINTENANCE SUPPLIES	4211-000	40,419	47,613	40,000	35,000	Fire Hydrants, Gate Valves, Hardware for Repairs
FUELS	4212-000	10,000	10,000	10,000	10,000	
METERS	4215-000	26,757	340,350	60,000	35,000	New/Replacement Meters
SHOP PARTS	4221-000	0	0	0	0	
CHEMICALS	4222-000	56,588	50,625	75,000	60,000	
SMALL TOOLS	4240-000	901	1,936	1,500	1,500	
		<b>136,269</b>	<b>452,100</b>	<b>188,000</b>	<b>143,000</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	77,501	61,363	90,000	80,000	Vac-Jetting, Annual RPZ Testing, Watermain/Well Houses Maintenance and Repairs
MUNICIPAL ENGINEER	4304-000	34,972	21,911	25,000	25,000	
OTHER CONSULTANT	4310-000	0	0	0	0	
TELEPHONE	4321-000	2,706	3,968	3,300	3,300	Cellular Phones, Well Houses Monitoring
POSTAGE	4322-000	4,514	5,327	5,000	5,000	Utility Billing Postage
TRAVEL & TUITION	4330-000	1,112	929	2,000	2,000	Boiler Licence, Water Operators Licenses (2)
PRINTING & PUBLISHING	4340-000	0	2,179	3,000	3,500	Consumer Confidence Reports
INSURANCE	4360-000	6,246	6,177	7,000	6,500	
AUTO INSURANCE	4363-000	612	606	700	700	
UNIFORMS	4370-000	526	585	600	600	
ELECTRICITY	4381-000	65,663	68,484	80,000	80,000	
UTILITIES (WATER/SEWER)	4382-000	16,462	15,822	15,000	15,000	Blaine & Shoreview Utility Connections
HEAT	4383-000	2,520	2,583	5,000	5,000	
		<b>212,834</b>	<b>189,935</b>	<b>236,600</b>	<b>226,600</b>	
<b>CONTRACTUAL SERVICES</b>						
CONTRACTED SERVICES	4410-000	2,733	13,889	18,000	7,500	Gopher One-Call, SCADA, Monthly Lab testing, Accela
SUBSCRIPTIONS & DUES	4452-000	1,998	900	3,000	3,000	Cartegraph Subscription
		<b>4,731</b>	<b>14,789</b>	<b>21,000</b>	<b>10,500</b>	
<b>DEPRECIATION</b>						
ASSET DEPRECIATION	4510-000	836,772	436,384	425,000	435,000	Annual Depreciation Expense - Water Infrastructure & Equip
		<b>836,772</b>	<b>436,384</b>	<b>425,000</b>	<b>435,000</b>	
<b>OTHER</b>						
OPERATING TRANSFERS	4910-000	33,417	34,627	35,727	0	
		<b>33,417</b>	<b>34,627</b>	<b>35,727</b>	<b>0</b>	
<b>CAPITAL OUTLAY</b>						
EQUIPMENT	5000-000	0	970	0	0	
		<b>0</b>	<b>970</b>	<b>0</b>	<b>0</b>	
<b>TOTAL WATER FUND</b>		<b>1,429,006</b>	<b>1,365,212</b>	<b>1,153,613</b>	<b>1,116,717</b>	



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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 eight lift stations operated by the City. There are approximately 4,817 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.

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Expenditures</u></b>				
<b>Personal Services</b>	209,346	239,696	250,794	306,256
<b>Supplies</b>	29,145	26,127	58,000	33,000
<b>Other Services/Charges</b>	174,753	112,369	168,100	190,100
<b>Contractual Services</b>	772,270	882,977	973,472	957,176
<b>Depreciation</b>	892,427	456,421	446,000	456,000
<b>Operating Transfers</b>	33,417	244,594	35,727	0
<b>Capital Outlay</b>	0	970	0	20,000
<b>Total</b>	<b>2,111,358</b>	<b>1,963,154</b>	<b>1,932,093</b>	<b>1,962,532</b>

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>2018 Adopted</b>
<b><u>Personnel Schedule</u></b>				
<b>Public Services Director</b>	0.15	0.15	0.15	0.15
<b>Utility Supervisor</b>	0.50	0.50	0.50	0.50
<b>General Maintenance</b>	1.00	1.00	1.00	1.50
<b>Administrative Assistant</b>	0.15	0.15	0.15	0.15
<b>Accounting Clerk/PC Tech</b>	0.38	0.50	0.50	0.50
<b>Accounting Clerk</b>	0.13	0.13	0.13	0.13
<b>Office Specialist</b>	-	-	0.25	0.25
<b>PT Office Specialist</b>	-	-	0.15	0.15
<b>Total</b>	<b>2.30</b>	<b>2.43</b>	<b>2.83</b>	<b>3.33</b>

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)  
2018 ADOPTED REVENUE BUDGET**

	<b>Account Number</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Budget 2017</b>	<b>Adopted 2018</b>	<b>Budget Detail</b>
<b>Operating Revenue</b>						
Current Assessments	3110-000	0	0	0	0	
Delinquent Assessments	3120-000	174	973	0	0	
Penalties & Interest	3150-000	297	260	0	0	
Sewer Hook-Up Charge	3249-000	10,580	21,050	20,000	20,000	
Interest on Investments	3620-000	47,918	62,404	60,000	55,000	
Change in Fair Value of Investments	3621-000	(17,672)	4,401	0	0	
Refunds and Reimbursements	3730-000	0	0	0	0	
Sewer Sales	3856-000	1,593,097	1,612,724	1,565,000	1,600,000	
Sewer Penalties	3858-000	17,956	24,266	22,500	22,500	
Sale of Capital Assets	3910-000	0	50	0	0	
		<b>1,652,350</b>	<b>1,726,127</b>	<b>1,667,500</b>	<b>1,697,500</b>	
<b>Other Sources</b>						
Use of Reserves		0	0	264,593	265,032	
		<b>0</b>	<b>0</b>	<b>264,593</b>	<b>265,032</b>	
<b>Total Operating Revenue &amp; Other Sources</b>		<b>1,652,350</b>	<b>1,726,127</b>	<b>1,932,093</b>	<b>1,962,532</b>	

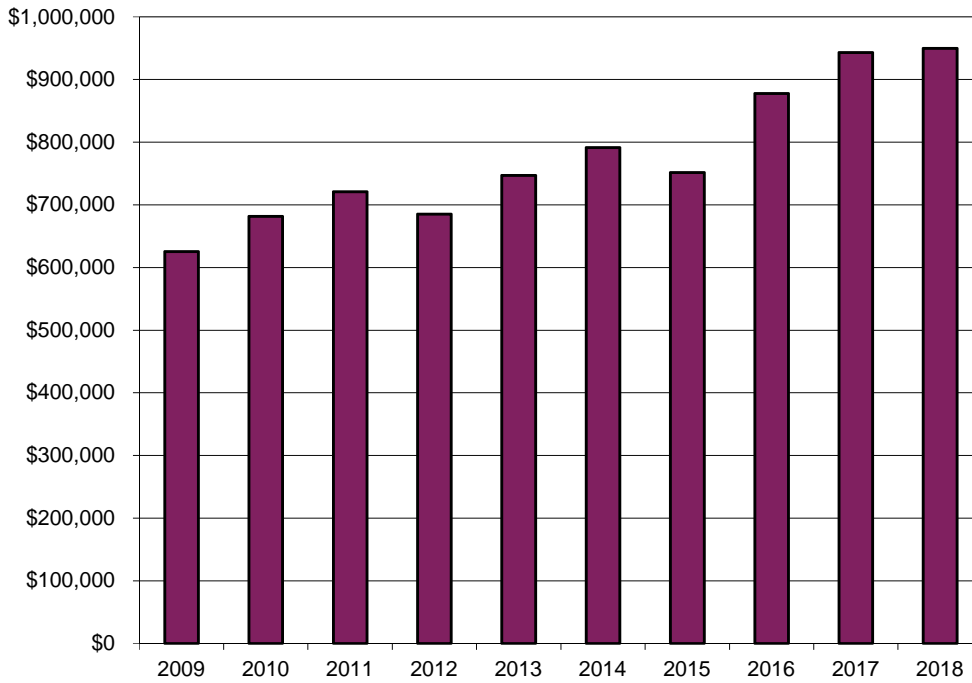
**CITY OF LINO LAKES**

**SEWER (602-495)**

Description	Object Code	Actual 2015	Actual 2016	Budget 2017	Adopted 2018	Budget Detail
<b>PERSONAL SERVICES</b>						
SALARIES	4101-000	149,521	154,944	174,282	201,831	15% Public Service Director
OVERTIME	4102-000	1,900	3,963	4,000	4,000	15% Administrative Assisstant
ON CALL	4105-000	1,594	2,060	2,600	2,600	50% Utility Supervisor
TEMPORARIES	4106-000	6,044	9,002	6,000	6,000	25% Office Specialist
WELLNESS PROGRAM	4108-000	0	0	0	0	2 - 50% General Maintenance Workers
PERA	4121-000	11,048	24,865	13,566	15,632	50% Utility Billing Clerk
FICA/MEDICARE	4122-000	11,502	12,273	14,296	16,404	12.5% Accts Pay/Payroll Tech
ICMA EMPLOYER	4123-000	658	719	750	786	.15 FTE PT Office Specialist
PENSION EXPENSE	4125-000	1,493	0	1,500	12,500	<b>Add: 50% General Maintenance Worker</b>
HEALTH INSURANCE	4131-000	15,733	20,003	24,811	35,123	
LIFE & DISABILITY INSURANCE	4133-000	491	598	696	696	
DENTAL INSURANCE	4134-000	1,128	1,250	1,516	1,760	
REEMPLOYMENT INSURANCE	4141-000	0	3,228	0	0	
WORKER'S COMPENSATION	4151-000	8,234	6,793	6,777	8,924	
		<b>209,346</b>	<b>239,696</b>	<b>250,794</b>	<b>306,256</b>	
<b>SUPPLIES</b>						
OFFICE SUPPLIES	4200-000	1,605	1,576	1,500	1,500	Utility Billing Forms, Etc.
MAINTENANCE SUPPLIES	4211-000	16,286	13,336	45,000	20,000	Impellers, Screens, Fuses, UPS, Heaters, Batteries
FUELS	4212-000	10,000	10,000	10,000	10,000	
SMALL TOOLS	4240-000	1,254	1,214	1,500	1,500	
		<b>29,145</b>	<b>26,127</b>	<b>58,000</b>	<b>33,000</b>	
<b>OTHER SERVICES AND CHARGES</b>						
PROFESSIONAL SERVICES	4300-000	73,660	26,932	70,000	90,000	Sewermain/Lift Station/Manhole Maintenance and Repairs
MUNICIPAL ENGINEER	4304-000	33,516	19,243	25,000	25,000	
OTHER CONSULTANTS	4310-000	0	0	0	0	
TELEPHONE	4321-000	1,711	1,252	1,500	1,500	Cellular Phones, Lift Stations
POSTAGE	4322-000	4,483	5,306	5,000	5,000	Utility Billing Postage
TRAVEL & TUITION	4330-000	278	831	2,000	2,000	
PRINTING & PUBLISHING	4340-000	0	0	500	500	
INSURANCE	4360-000	18,706	17,387	16,000	18,000	
AUTO INSURANCE	4363-000	610	604	700	700	
UNIFORMS	4370-000	526	585	600	600	
ELECTRICITY	4381-000	28,155	27,381	30,000	30,000	
UTILITIES (WATER/SEWER)	4382-000	11,777	11,686	15,000	15,000	Blaine and Shoreview Connections
HEAT	4383-000	1,331	1,162	1,800	1,800	
		<b>174,753</b>	<b>112,369</b>	<b>168,100</b>	<b>190,100</b>	
<b>CONTRACTUAL SERVICES</b>						
MCES TREATMENT CHARGES	4405-000	751,648	877,565	942,972	949,776	MCES Sewer Treatment Costs
CONTRACTED SERVICES	4410-000	19,207	5,389	27,000	4,400	Gopher One-Call, Accela
RENTED EQUIPMENT	4415-000	0	0	500	0	
SUBSCRIPTIONS & DUES	4452-000	1,415	23	3,000	3,000	Cartegraph Subscription
		<b>772,270</b>	<b>882,977</b>	<b>973,472</b>	<b>957,176</b>	
<b>DEPRECIATION</b>						
ASSET DEPRECIATION	4510-000	892,427	456,421	446,000	456,000	Annual Depreciation Expense - Sewer Infrastructure & Equip
		<b>892,427</b>	<b>456,421</b>	<b>446,000</b>	<b>456,000</b>	
<b>OTHER</b>						
OPERATING TRANSFERS	4910-000	33,417	244,594	35,727	0	
		<b>33,417</b>	<b>244,594</b>	<b>35,727</b>	<b>0</b>	
<b>CAPITAL OUTLAY</b>						
EQUIPMENT	5000-000	0	970	0	20,000	Replace Chopper Pump - Lift Station #4
		<b>0</b>	<b>970</b>	<b>0</b>	<b>20,000</b>	
<b>TOTAL SEWER FUND</b>		<b>2,111,358</b>	<b>1,963,154</b>	<b>1,932,093</b>	<b>1,962,532</b>	



# City of Lino Lakes Metropolitan Council Wastewater Service Charges



<u>Year</u>	<u>Amount</u>
2009	625,354
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