

# *City of Anoka*

## *2016 Adopted Budget*



**REAL. CLASSIC.<sup>TM</sup>**





This page intentionally left blank

**CITY OF ANOKA, MINNESOTA  
2016 ADOPTED BUDGET  
TABLE OF CONTENTS**

**INTRODUCTION**

Message from the City Manager	1
-------------------------------	---

**SUMMARY**

List of officials	10
Organizational charts	11
Transmittal statement	13
2015 Budget Award	14
Resolutions	15
City of Anoka geographical map	19
Community profile	20
Organizational structure & policies (including budget development calendar)	21
Budget summary	38
Revenue summary	39
Appropriation summary	43
Fund balance	46
Debt overview	48
Capital improvements	49
General fund overview	51
Fund and department charts	54
Summary of all funds	56
Schedule of tax levies	63

**MISCELLANEOUS TABLES**

Estimated cost of city services	65
Schedule of full-time equivalents	66
Schedule of principal taxpayers	67
Demographic and economic statistics	68

**General Fund**

General fund summary	70
-General government	73
-Public safety	84
-Public services	90
-Parks and recreation	93
-Community development	101
-Unallocated	102

**Special Revenue Funds**

Special Revenue funds summary	103
-Urban redevelopment	104
-Round Up	105
-Cemetery	106
-Walker ramp	107
-Parking	108
-Lodging	109

**Debt Service Funds**

**110**

**Capital Project Funds**

Capital project funds summary	112
-Building improvement	113
-State aid	114
-Street renewal	115
-Cemetery construction	116
-Park dedication	117
-Parks capital improvements	118
-Aquatic Center construction	119
-Commuter Rail District TIF	120
-Greens of Anoka District TIF	121
-Enterprise Park District TIF	122
-Historic Rum River District TIF	123
-South Ferry District TIF	124

**Internal Service Funds**

Internal service funds summary	125
-Garage	126
-Information technology	127
-Insurance	128

<b><i>Enterprise Funds</i></b>	
Enterprise funds summary	129
-Electric	130
-Water	131
-Sewer	132
-Storm sewer	133
-Liquor	134
-Golf	135
-Refuse collection	136
-Recycling	137
<b><i>Component Unit – Housing and Redevelopment Authority</i></b>	
HRA funds summary	138
-HRA	139
-HRA Redevelopment District TIF	140
-HRA Historic Business Core District TIF	141
<b><i>Capital Improvements Plan</i></b>	<b>143</b>
<b>GLOSSARY OF TERMS</b>	<b>154</b>



This page intentionally left blank

# ANOKA

REAL. CLASSIC.

## **INTRODUCTION**

It is my pleasure to present the 2016 Municipal Budget. The Municipal Budget is one of four financial documents prepared annually by the City of Anoka. The other documents include the Comprehensive Annual Financial Report, the Five Year Capital Improvement Plan and the Equipment Replacement Plan. The city also has a Financial Management Plan and Practice which will get updated every three to five years.

Anoka was first settled in 1850 and was incorporated as the City of Anoka in 1878. The city is the county seat of Anoka County. The territory of incorporation has doubled since 1950, with successive annexations. It has grown from 3.5 square miles to 7.13 square miles in size. In 1913, the residents of the area adopted a City Charter with a Council/Manager form of government. The governing council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees and hiring the City's manager and attorney.

The Municipal Budget is intended to reflect the goals, objectives and priorities established by the City Council with input from the residents and taxpayers of Anoka. It fairly represents the revenues and expenditures necessary to provide the services and programs desired by the community. The budget adoption is a significant way in which the City Council expresses their leadership. The established budget goals are accurately reflected in this budget.

## **ANOKA IN 2015**

In the year 2015 the nations' economy continues to rebound from the Great Recession. The City of Anoka had an employed labor force of approximately 14,259 which compares favorably to the 7,247 households. The median household income is \$47,408. All of these numbers are up slightly which could be a reflection of an improving economy.



The City of Anoka's primary funding sources are property taxes and utility fees. In 2015, the City of Anoka delinquency rate for utility payments has improved significantly over 2014. Anoka held the tax levy flat, or decreased, the levy, for 6 consecutive years through cost savings and restructuring during the economic downturn. The collection rate for taxes remains at about 98.9%. The City will increase the levy in 2016 by almost 13%. The levy is spread against net tax capacity values for collections. The net tax capacity for the City will increase in 2016 primarily as a result of decertification of Anoka's largest tax increment district but also increased property values. Even though the levy is increasing and property values increased in 2016, property owners in the City of Anoka will generally experience decreases in city property taxes in 2016 due to decertification of the tax increment district.

### **PLANNING FOR 2016 BUDGET**

For 2016, the council is focused on providing services at a reasonable cost to the taxpayers, while supporting funding for infrastructure projects. The budget includes the continued effort to manage wage and benefit costs. However, a new police position was added in 2016. The city also added two additional security personnel to assist with downtown security. In 2016, the City will complete two full street renewal projects. The 2016 total levy will increase by almost 13% over the 2015 levy. This is the 1<sup>st</sup> year the city has increased the levy since 2009. Reserves will be used to help pay for some debt and capital improvements. The electric fund will transfer \$385,000 to the general fund to pay for general fund operating costs and \$2 million to the street renewal fund to pay for street improvements.

The 2016 budgets are adjusted accordingly, to meet the objectives identified by the City Council, (see following page). There was a slight change in the State Aid formula in 2016. Some cities, including Anoka, saw slight increases in local government aid. State Aid assists the City in keeping overall property taxes steady. In 2016, there will continue to be a significant amount of budget for capital improvements and projects, over \$8 million, this is about \$1 million more than the budget for 2015. Specific projects are identified annually to achieve the overall long range objectives of the City Council.

### **BUDGET OBJECTIVES FOR 2016**

- Forecast funding needs and tax implications to assure strong long-term financial stability.
- Market and sell City-owned property, moving tax-exempt properties to the tax rolls and increasing tax capacity.
- Plan for walkways and trail expansions.
- South Ferry TIF district planning and development.
- Historic Rum River TIF district planning and development
- Coordinate with other government agencies for Highway 10 solution.



## **BUDGET CONSIDERATIONS**

There are areas to consider that may affect the budget during the next few years.

### State Tax Reform:

- Levy limits imposed – In 2016, levy limits are not imposed by the state. Future levy limits would impact the city's ability to increase the levy for increased operating and capital costs.
- Market Values – Continued increases in residential market values could further shift property taxes to residential properties from commercial/industrial.
- State Aids – The state is projecting a surplus in revenues and an increase in aid to local governments. Increases in aid help to reduce or hold property tax levy's steady.
- Property Classification Changes – Future changes in classification rates are unpredictable, but should not have the significant impact they had in the past.

### Tax Increment Districts:

- Tax Increment Finance – Any changes in property classifications impact property tax generated by TIF districts. Currently the tax generated in the various districts is projected to be sufficient to cover any debt or liabilities created in the districts.
- HRA Redevelopment Tax Increment District Decertification – The HRA tax increment district will be decertified on December 31, 2017. This will increase the city's "net" tax capacity value by approximately \$250,000. This could either allow an increase in the levy without increasing taxes or a flat levy would produce reduced taxes.

*Real Estate Values* –The housing market has seen an increase in sales activity in 2014 and continued strong sales in 2015. The increase in sales has contributed to an increase in property values which also increases the City's tax capacity, which in turn, decreases the overall city tax rate. Most properties in Anoka have seen a rebound in values in 2015.

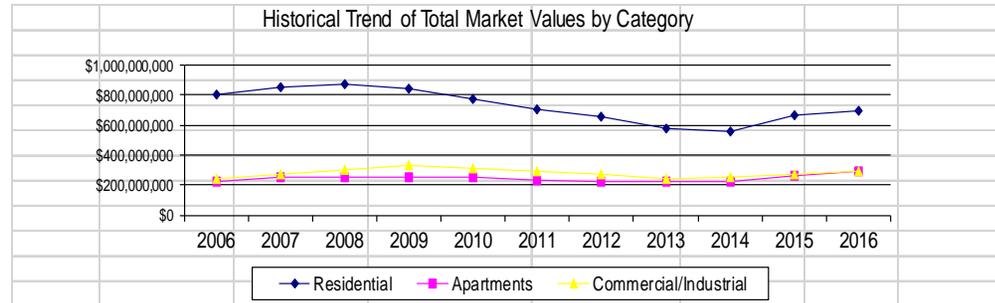
**CITY OF ANOKA**  
**2016 BUDGET SUMMARY - ALL FUNDS (EXCLUDING HRA)**

	<b>ADOPTED REVENUES</b>	<b>ADOPTED APPROPRIATIONS</b>
<b>GENERAL FUND</b>	\$ 13,205,895	\$ 13,205,895
<b>SPECIAL REVENUES</b>		
Urban Redevelopment	108,600	900
Round Up	41,000	41,000
Cemetery	98,190	98,190
Walker Leased Parking	8,185	8,185
City Parking	202,500	202,500
Lodging	12,800	12,780
<b>DEBT SERVICE FUNDS</b>	912,500	865,340
<b>CAPITAL FUNDS</b>		
Building Capital Projects	500,250	435,070
State Aid Construction	4,500	-
Street Renewal	2,941,100	1,839,655
Cemetery Construction	-	70,000
Park Capital Improvements	894,200	619,185
City Tax Increment Districts	2,996,625	7,674,495
<b>ENTERPRISE FUNDS</b>		
Electric	29,098,250	28,702,000
Water	2,024,250	1,559,550
Sanitary Sewer	2,199,800	2,182,385
Storm Sewer	527,750	228,440
Liquor	4,174,000	4,105,860
Golf	941,700	982,370
Refuse Collection	102,500	106,965
Recycling	277,750	290,430
<b>INTERNAL SERVICE FUNDS</b>		
Garage	1,305,665	734,625
Data Processing	378,290	380,545
Insurance	428,910	458,700
Benefit Liability	12,000	34,290
<b>TOTAL</b>	<u>\$ 63,397,210</u>	<u>\$ 64,839,355</u>



The graph below is an indicator of what changes have occurred in the tax distribution among various properties. The values of residential properties declined at a faster pace and at a greater value than apartments and commercial/industrial properties. This implies that residential properties were seeing larger decreases in their share of property taxes from 2009 through 2014. In 2015 and 2016 all property types in Anoka are seeing increased values with residential having a slightly faster increase than apartments and commercial/industrial.

*Redevelopment* – Significant redevelopment has occurred within the City of Anoka over the past several years. This redevelopment has contributed towards the property values, making Anoka a more attractive place to live and work. A few of the most recent developments are as follows: in 2014, Hanson Builders completed 42 single family homes in the city for the first time in decades.



The value of the new homes ranged from \$400,000 to \$800,000. The city completed an \$11 million parking ramp for the commuter rail redevelopment and the annual street renewal project. The city also completed construction of a trail in Mississippi Park to Kings Island. In 2015, Ryland builders began development north of the city, adding additional single family homes. This new development is expected to exceed \$20 million dollars. Volunteers of America began construction of the second phase of the Homestead of Anoka. This second phase, valued at approximately \$25 million dollars, includes 65 congregate/independent living and 24 memory care housing units. Walker Methodist Plaza Gardens began construction of a multifamily rental apartment development, valued at approximately \$15 million dollars, comprised of 26 memory care, 41 assisted living and 5 care suite housing units. The city completed two full street renewal projects valued at over \$8 million dollars. Looking into the future, the city is doing another street renewal projects in 2016 totaling over \$4 million. The city is also planning to redevelop its' main entry to the city and relocate a business to an existing property on the outskirts of town. The redevelopment and development of Anoka continues into the future to ensure that Anoka is considered a desirable community to live and work in.

City general fund operating and capital expenditures are budgeted to increase by 6.1% in 2015. General fund operating and capital expenditures are also projected to fluctuate in the future as a result of changes in staff and various capital needs. Part of the increase in current operating expenditures is a new police officer to assist with rental licensing and downtown patrol and security officers to assist in patrolling the downtown area. Other increases in operations include



maintenance costs for vehicles and equipment and an increase in the Joint Fire contract. Capital expenditures are increasing, with security system and HVAC system upgrades. Transfers to other funds are up over \$1.9 million with \$650,000 going to equipment, \$500,000 going to building capital, \$495,000 going to park capital and \$379,650 going to debt service. Future programs and services provided by the City of Anoka may change in relation to available revenue sources. Increases in the tax levy are anticipated in the near future as other sources of revenues remain flat. City Council adopted a Financial Management Plan and Practice that should assist in guiding Anoka in the future.

### **GAUGING THE CITY**

The City uses the following performance measures:

- Tax levy history in relation to consumer price index.
- Sample properties – cost per month
- Comparisons of comparable communities

### **IMPACT ON “AVERAGE” HOME**

The 2016 monthly tax cost for the average home is just over \$55. The average home value has increased from \$171,900 in 2014 to \$180,120 in 2015, a 4.8% increase. The Housing and Redevelopment Authority tax levy for 2016 is approximately \$219,900, slightly higher than the 2015 HRA levy. The City Council adopted a final levy of \$6,453,475 which is an increase of almost 13% compared to 2015. The total 2016 tax levy will result in about a (2%) decrease in city taxes for the average home. The decrease tax is primarily the result of the decertification of the Enterprise Park TIF District. For a home valued at \$180,120, property taxes will be approximately \$661 which is \$13 lower than 2015. Of this, nearly 78% is used for public safety, public works and parks.

### **LONG TERM OBJECTIVES**

The City Council and staff have established long term objectives for the community and the working environment

- Maintain the high quality of services.
- Increase tax base to spread share of tax burden.
- Ensure appropriate green space for city.
- Improve infrastructure.
- Maintain financial stability.

The long term objectives are consistently achieved through the annual budget process.



## **LONG TERM FINANCIAL PLANNING**

The plan should provide a clear and concise Financial Management Plan, identifying the City's current and projected financial condition, and proposing specific alternatives to address identified problems. The plan will outline the financial path for achieving the goals and objectives set forth by the City, matching potential revenues against competing demands for service, including personnel, reconstruction of streets, parks and other city functions. During the process of completing the plan, several trends and opportunities emerged. Some strategic goals and strategies for reaching long term objectives include:

- The City receives local government aid (LGA) from the state which supports operating costs in the general fund. LGA has become unpredictable and unreliable. The city would like to limit its reliance on LGA by eventually designating some LGA specifically for capital improvements throughout the city.
- The City will continue to support general fund operations with transfers from the Electric fund. Also, the Liquor stores will continue to support capital improvements.
- The City will continue to rely primarily on property taxes for general operations including police, fire, public services and administration.
- In 2015, the City's largest tax increment district was decertified. The decertification of this district increased the City's net tax capacity base by approximately 21%. The city has chosen to utilize this new tax capacity base to increase the levy for new and existing projects. A combination of increased levy's and reduced tax rates have been discussed for the future. In 2017, the HRA's largest tax increment district will be decertified adding back an additional 2% value to the City's net tax capacity base.

The City is actively seeking new developers to continue its redevelopment plans for the downtown Historic Rum River District (HRRD). A new development currently being planned is a 60 unit residential cooperative in the HRRD. Another area the city continues to plan and redevelop is the area north of downtown where the North Star Commuter Rail station is. The City owns several parcels around the train station enabling easier future development of the Commuter Rail Transit Village (CRTV). In 2016, Riverplace Counseling Center will relocate and build a new facility valued at over \$3.5 million dollars.



The City is working closely with state, federal and neighboring communities to improve the area's state and county transportation network, which includes commuter rail, upgraded highways and well-placed pathways. Funding for most of the transportation improvements will need to come from state, county and federal sources, with some portion supported by the local taxpayers. The City continues to work on local street improvement projects by reconstructing about seven-tenths of a mile of city streets every year. The annual cost of reconstruction is built into the City's capital improvement planning.

The City owns approximately 265 acres in its' northern region. A conservation easement designed to protect and preserve 200 wooded acres along the Rum River was approved by council in 2007. The City rezoned 25 acres for single family residential which is now being completed. The remaining 20 acres is now zoned commercial to allow for new retail, office, and restaurant uses. A 27.8 acre parcel of land on the east side of the city near 11<sup>th</sup> Avenue is being marketed for approximately 35-42 townhome units. The City will continue to evaluate when to purchase and sell land to ensure property is tax generating at the highest and best use. The City will also work with the Anoka Housing and Redevelopment Authority to analyze areas where redevelopment could occur. These future redevelopment areas could include South Ferry Street, Downtown, and property surrounding the Greenhaven Golf Course.

### **2016 BUDGET ADOPTION**

Overall the budget objective is to provide quality services at a reasonable cost, keeping city taxes fairly constant. This has been accomplished through cutting costs, reorganizations, delayed capital purchases and redeveloping properties throughout the city which have a positive impact on net tax capacity levels. The City continues to provide sufficient funding for quality services. The tax Capacity rate decreased in 2016 as a result of the decertification of the Enterprise Park TIF District.

The adopted General Fund expenditure budget of \$13,205,895 results in an increase of 12.98% to the levy from 2015 to 2016. The levy of \$6,453,475 includes funds designated for general fund operations and debt service payments.

Respectfully submitted,

Greg Lee  
City Manager



This page intentionally left blank

CITY OF ANOKA BUDGET  
 FISCAL YEAR BEGINNING JANUARY 1, 2016

CITY COUNCIL

Mayor Phil Rice

Councilmember Carl Anderson

Councilmember Mark Freeburg

Councilmember Steve Schmidt

Councilmember Jeff Weaver

Greg Lee..... City Manager

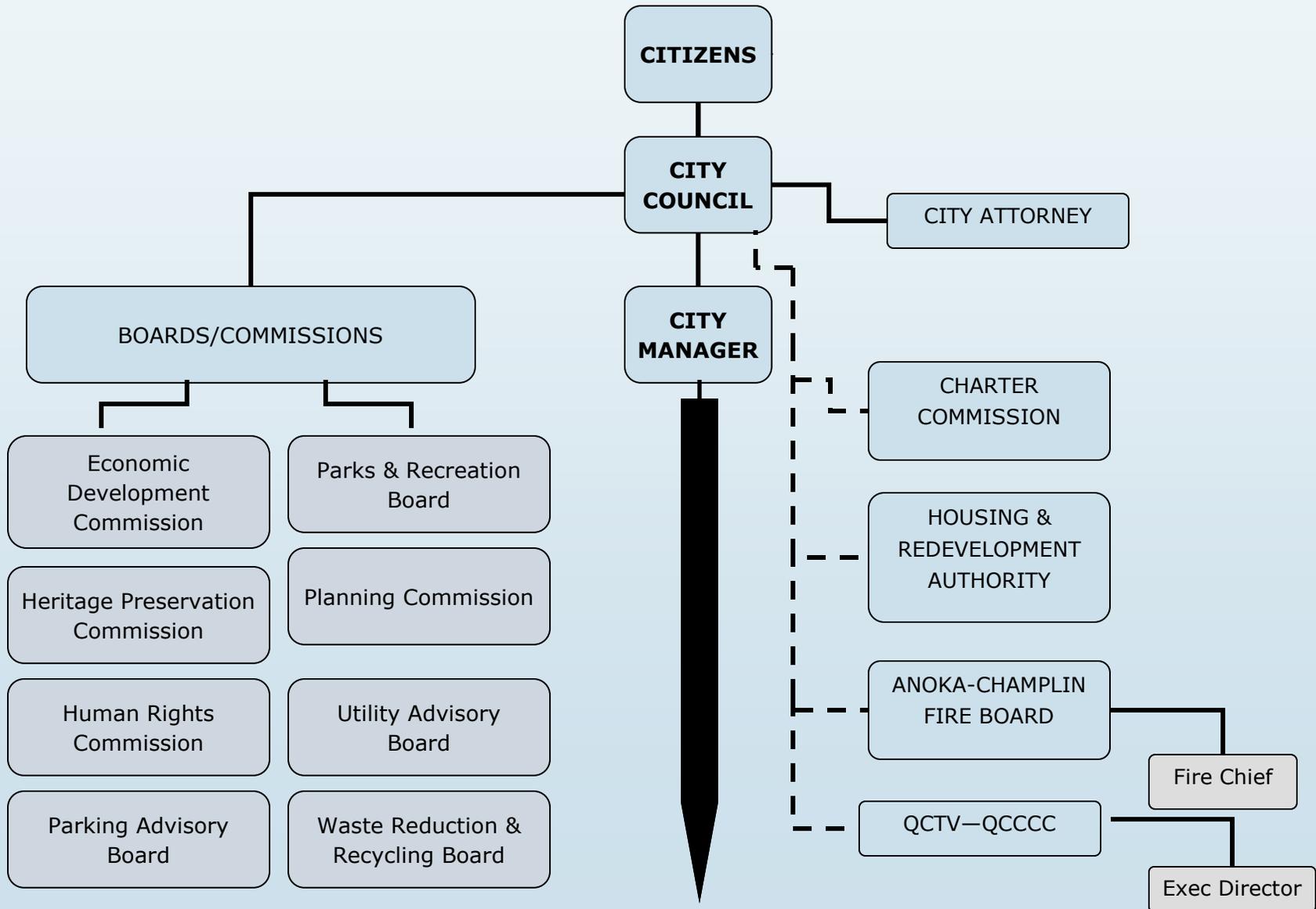
Department Directors

	Phil Johanson	Chief of Police	
Open	Community Development	Dan Voss	Electric
Lori Yager	Finance	Charlie Thompson	Fire
Larry Norland	Golf	Deb Erar	Human Resources
Dave Duwenhoegger	Liquor Stores	Carolyn Braun	Planning
Open	Public Services		

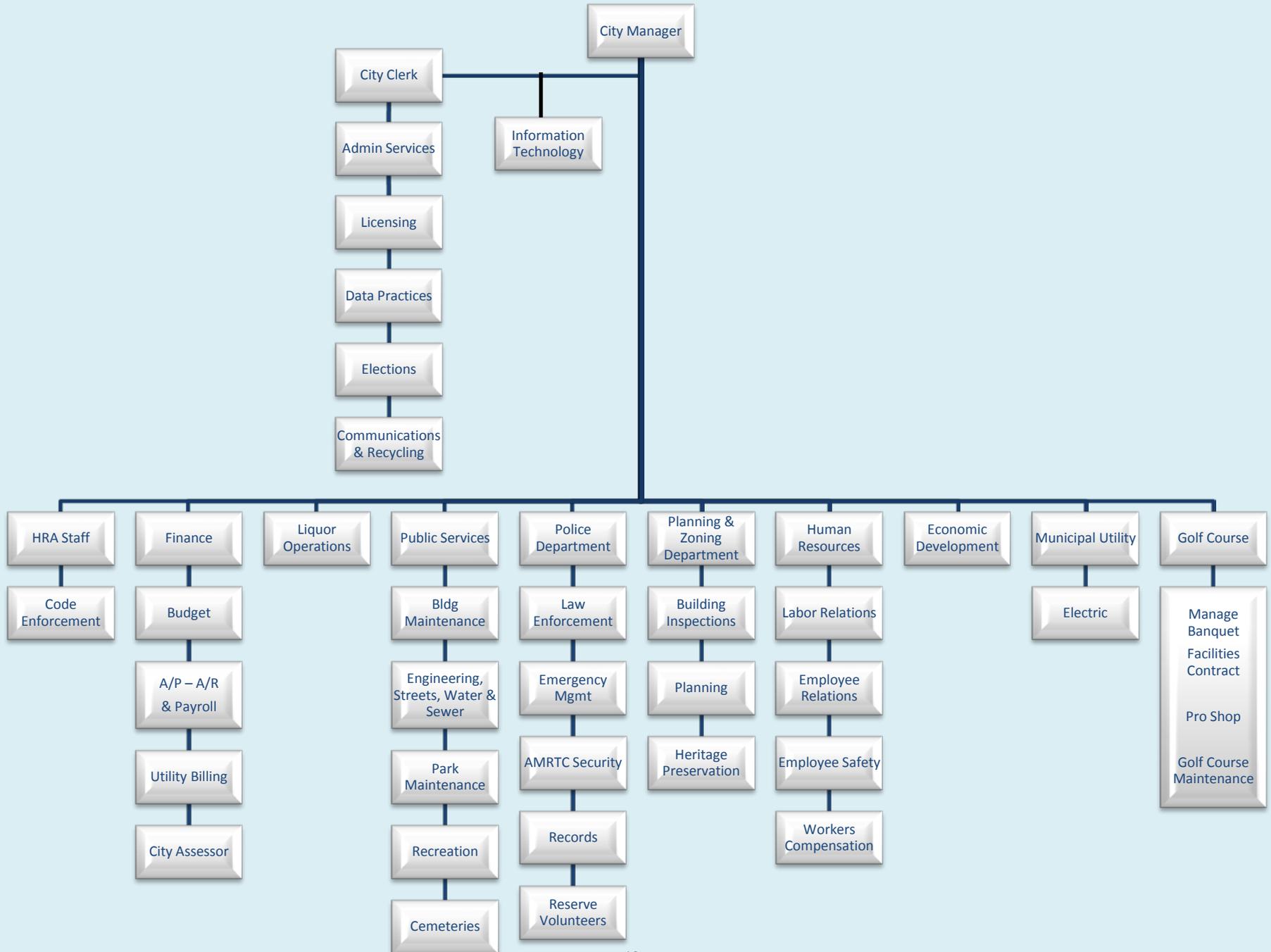
*This document was developed and compiled by the Finance Department, City of Anoka, with significant contributions from:*

*Brenda Springer, Senior Accountant  
 Liz Douglas, Accountant II*

# City of Anoka—Organizational Chart



# CITY OF ANOKA – ORGANIZATIONAL CHART



# ANOKA

REAL. CLASSIC.

Dear Reader:

This document presents the City's 2016 Budget with operating program detail.

This information has been compiled and presented in accordance with generally accepted budgeting practices as pronounced by the Government Finance Officers Association of the U.S. and Canada, and with generally accepted accounting principles for governmental accounting.



---

Lori K Yager  
Director of Finance



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Anoka**

**Minnesota**

For the Fiscal Year Beginning

**January 1, 2015**

Executive Director



2015 First Avenue, Anoka, MN 55303  
Phone: (763) 576-2700 Website: [www.ci.anoka.mn.us](http://www.ci.anoka.mn.us)

**CITY OF ANOKA, MINNESOTA  
RESOLUTION**

**RES-2015-120**

**A RESOLUTION ADOPTING A LEVY FOR THE YEAR 2015, COLLECTIBLE IN 2016**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ANOKA, MINNESOTA, that the following sums of money be levied for the current year collectible in 2016 upon the taxable property in said City of Anoka, for the following purposes.

<u>PURPOSE</u>	<u>AMOUNT</u>
General Fund .....	\$6,297,575
Debt Service .....	<u>155,900</u>
TOTAL .....	<u>\$6,453,475</u>

This levy is made based on current law and the 2016 General Fund Budget of \$13,205,895.

Provision has been made for the payment of the City's contributory share to the Public Employees Retirement Association.

Provision has also been made for the payment of principal and interest on the following bond issues:

G.O. Public Facility Refunding Bonds 12-27-2010, G.O. Public Facility Bonds 3-13-2008,  
G.O. Tax Increment bonds 8-14-2014, G.O. Water Revenue Refunding Bonds 3-13-09

1. A certified copy of this resolution shall be transmitted to the Anoka County Auditor.

Adopted by the City Council of the City of Anoka this 21<sup>st</sup> day of December 2015.

ATTEST:

Amy T. Oehlers, City Clerk

Phil Rice, Mayor



COMPONENT UNIT

HRA .....	\$ 267,225
HRA Tax Increment Districts .....	\$ 332,455
SUBTOTAL.....	<u>\$ 599,710</u>
 TOTAL .....	 <u>\$65,439,065</u>

2. Estimated 2016 gross revenues, as more fully detailed in the City Manager’s official copy of the 2016 budget, are hereby found to be equal to or in excess of appropriations as required by the Anoka City Charter.
3. A certified copy of this resolution shall be transmitted to the Anoka County Auditor.

Adopted by the City Council of the City of Anoka this 21<sup>st</sup> day of December 2015.

ATTEST:

  
\_\_\_\_\_  
Amy T. Oehlers, City Clerk

  
\_\_\_\_\_  
Phil Rice, Mayor



2015 First Avenue, Anoka, MN 55303  
Phone: (763) 576-2700 Website: [www.ci.anoka.mn.us](http://www.ci.anoka.mn.us)

**CITY OF ANOKA, MINNESOTA  
RESOLUTION**

**RES-2015-094**

**A RESOLUTION CONSENTING TO THE  
HOUSING & REDEVELOPMENT AUTHORITY  
IN AND FOR THE CITY OF ANOKA  
ADOPTING A 2015 TAX LEVY COLLECTIBLE IN 2016**

BE IT RESOLVED by the City Council of the City of Anoka, Minnesota:

Section 1. Recitals.

- 1.01 The Housing & Redevelopment Authority in and for the City of Anoka (the "Authority") at its regular meeting on August 10, 2015, adopted the attached HRA Resolution No. 2015-03: "*A Resolution Adopting a Tax Levy Collectible in 2016*", hereto attached as Exhibit A.
- 1.02 The Council must consent to any Authority levy prior to its becoming effective, as required by Minnesota Statutes Section 469.033.

Section 2. Consent.

- 2.01 The Council hereby consents to the HRA Resolution and to the levy described therein.

Adopted by the Anoka City Council this the 8<sup>th</sup> day of September 2015.

ATTEST:

Handwritten signature of Amy T. Oehlers in cursive script.

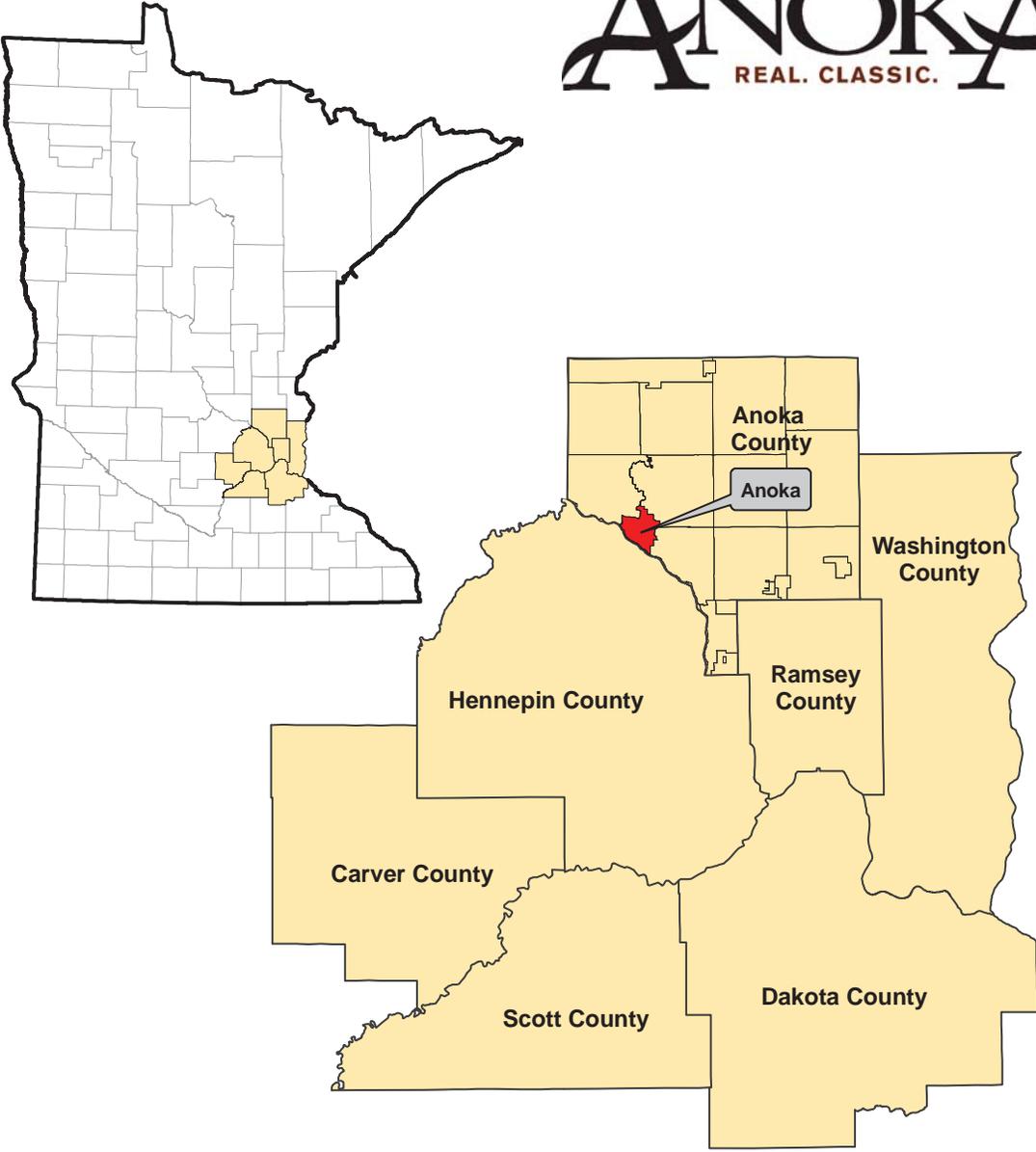
Amy T. Oehlers, City Clerk

Handwritten signature of Phil Rice in cursive script.

Phil Rice, Mayor

# *City of Anoka*

## *Geographical Location*



## **COMMUNITY PROFILE**

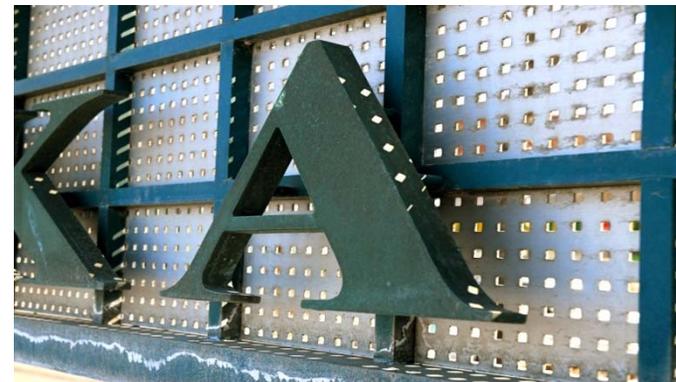
The City of Anoka, incorporated on March 2, 1878, is the county seat of Anoka County, Minnesota, and approximately 20 miles northwest of Minneapolis-St. Paul. The City is comprised of an area of 7.13 square miles and serves a population of 18,076. Anoka is 95% developed and over 17% is designated park, open space areas. The City is a unique blend of history and economic vitality. The City of Anoka is empowered to levy a property tax on both real and personal properties located within its boundaries. While it also is empowered by state statute to extend its corporate limits by annexation. The City of Anoka is bordered by other incorporated communities on all sides.

The City of Anoka has operated under the council-manager form of government since April 1, 1914. Policy-making and legislative authority are vested in a City council consisting of the mayor and four other members. The City council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, and hiring both the City manager and City attorney. The City manager is responsible for carrying out the policies and ordinances of the council, for overseeing the day-to-day operations of the city government, and for appointing the heads of the various departments. The council is elected on a non-partisan basis. The Mayor is elected every two years and council members serve four-year staggered terms and are elected at large.

The City of Anoka is the county seat for Anoka County. The City benefits from its location near major highways and employment areas. The City currently enjoys a stable economic environment. The region has a varied tax base that adds to the relative stability of the unemployment rate. Major industries with headquarters or divisions located within the government's boundaries or in close proximity include computer hardware and software manufacturers, electrical components and medical devices. The city continued to experience declining net tax capacity values through 2013. Tax capacity values increased in both 2014 and 2015. For the 2016 budget, net tax capacity values increased 31% with the majority of the increase resulting from decertification of the largest tax increment district in the city. Increased net tax capacity value helps control tax rates. The City of Anoka provides a full range of services, including police and fire protection; the construction and maintenance of highways, streets, and other infrastructure; electric, water and sewer services and recreational activities and cultural events.

The City of Anoka area has an employed labor force of approximately 14,259, this compares favorably to the 7,247 housing units located within the corporate boundaries.

Because of the mostly developed nature of the community, the emphasis continues to be on redevelopment of current properties and development of any vacant property. The historic river district has future potential projects including a senior cooperative facility with 59 living units and retail or office space. The commuter rail transit village is another area that the city has expended time and money to redevelop. The Homestead at Anoka completed an expansion of its facility with 89 memory and independent living units in 2015. As a result of planning and the upturn in the housing market, the city has a housing development occurring on a 55 acre parcel in the north quadrant of the city. There should be 70 new single family housing units by the end of 2016. The Housing and Redevelopment Authority is working with the Walker Senior Plaza for an expansion of additional senior rental units downtown. The city also continues its' focus on assisting homeowners in redevelopment and remodeling the current housing so that as the change-over from older residents occurs, younger families will continue to be attracted to the City of Anoka.





## COMMUNITY PROFILE

Dated of Incorporation	March 2, 1878
Date of Adoption of City Charter	October 28, 1913
Form of Government	council – manager
Fiscal Year Begins	January 1
Area of City	7.13 Square Miles
Local Streets maintained by City	68.54 Miles
Storm Sewers	34.03 Miles
Sanitary Sewers	67.15 Miles
Water Mains	86.17 Miles
City Bond Rating	Moody's Aa2
Registered Voters-2014 General Election	10,185
Median home market value (pay 2015)	\$154,000
Property Values (pay 2015)	\$1.092 billion
Population:	
2014	17,276
2016 (est.)	17,345
Number of Households (2014)	7,247
Persons per household (2014)	2.26

Median Income (2014)	\$47,408
Median Age (2014)	40.2 years
Households with children under 18 (2014)	27.9%
Unemployment Rates (Avg. 2014)	
Anoka County	4.0%
Minnesota	4.1%
United States	6.2%
Civil Defense Warning Sirens	2
Fire Protection:	
Number of Stations	2
Number of Full Time Fire Fighters	4
Police Protection:	
Number of Stations	1
Number of sworn officers	28
Recreation:	
City Parks (including school property)	42
Playgrounds	17
Acres of parks, recreation and preserves	595 acres

### ORGANIZATION STRUCTURE

The home rule charter of the City was adopted on October 28, 1913 and serves as the basis for the government operations of the City. The City utilizes the council-manager form of municipal government. The City Council is comprised of the mayor and four council members. The mayor and the council members are elected at large. The council members serve a four-year term and the mayor serves a two-year term. The city manager of the City is the chief administrative officer of the City. The city manager and the city attorney are selected by the City Council and serve an indefinite term. The city manager controls and directs the administration of the City's affairs and therefore, supervises all departments and divisions of the City. The city attorney provides legal and prosecution services for the City. City boards and commissions serve in an advisory capacity to the City Council.

The City is managed through ten departments, each with a department head who reports to the city manager. A description of each of the departments is included in this document. Within each department are several programs.



The City utilizes several commissions to advise, prioritize or implement various city issues or projects throughout the year. These commissions are comprised of volunteer citizens and an appointed staff member as a liaison. The Charter commission reviews the city charter for appropriateness and also recommends changes to the charter. They meet annually or more often as needed. The Human Rights commission meets monthly and they promote equality and fairness within the community. The Planning commission meets monthly and reviews and recommends zoning applications, changes to zoning ordinances and recommends possible future economic development for the City. The Park board meets monthly to review park and recreation programs use and recommends future programs and development for parks. The Fire board meets monthly or as needed. In addition to the boards previously named there is also the Economic Development commission, Heritage Preservation commission, Parking advisory board, Waste Reduction and Recycling board and the Utility advisory board.

There are also several internal committees comprised of department heads and employees to assist in the management of City operations. These include the Labor Management committee, Employee Management committee, Safety committee, Technology committee and Special Events committee.

### **MISSION STATEMENT**

The City of Anoka, in partnership with the community we serve, will foster a tradition dedicated to:

- Maintaining a safe, healthy atmosphere in which to live, work and play;
- Guiding development to ensure responsible growth while preserving and enhancing our city character, unique environment and natural amenities;
- Providing for the City's long term stability through promotion of economic vitality and diversity....
- Resulting in a balanced community committed to protection of what is valued today while meeting tomorrow's needs.

### **ORGANIZATION GOALS**

Long-range goals for the City are:

- Continually enhance partnerships with citizens
- Inspire citizen leadership
- Educate and involve residents
- Communicate openly and effectively
- Be responsive
- Be fiscally responsible
- Provide quality customer service that is:
  - ✓ Responsive to the needs of the community
  - ✓ Innovative
  - ✓ Accessible

The council, staff and committees all strive to achieve the long range organizational goals and objectives for the City of Anoka. At the beginning of every year Council meets with each department to review prior year objectives and accomplishments and set the upcoming year's goals and objectives. This information is used to determine overall short-term and long-term goals for the City. The discussion begins with the global environment and ends with prioritizing goals for the near future. Below are the short-term goals for the City and some strategies to implement them.



- Maintain core City services for residents and commercial/industrial users.
- Forecast funding needs and tax implications to assure strong long-term financial stability.
- Market and sell City-owned property, moving tax-exempt properties to the tax rolls and increasing tax capacity.
- Increase efficiency through technology, outsourcing and pooling of resources with other cities and agencies.
- Planning and redevelopment of the South Ferry district area.
- Continue to develop Historic Rum River District area with new developers.
- Planning for walkways and trails including expansion to Kings Island through downtown.
- Implement Greens of Anoka redevelopment project by purchasing existing properties that are available.
- Complete additional street improvement projects or street reclamation projects whenever feasible.
- Code enforcement program improvements

The goals established at the annual goals session are instrumental in the development of the 5 year Capital Improvements Plan (CIP). The approved CIP along with short-term goals established at the annual goal session are the backbone used to develop the next year's budget.

### **TAXATION AND FINANCE POLICY**

**Purpose:** The City of Anoka has a responsibility to its citizens to plan the adequate funding of services desired by the public. This includes managing municipal finances wisely to carefully account for public funds. The financial policies are used to achieve the fiscal stability required to accomplish the City's overall goals and objectives. The accounting standards conform to Generally Accepted Accounting Principles (GAAP) as outlined by the Governmental Accounting Standards Board (GASB).

**Objectives:** In order to achieve this purpose, the financial management policies have the following objectives:

1. Provide accurate information on the full costs of program service levels.
2. Provide accurate and timely information on financial condition.
3. Provide sound principles to guide City Council and management through important decisions, which may have fiscal impacts.
4. Set operational principles which minimize the cost of doing business to the extent of reaching the desired service objectives, while minimizing financial risk.
5. To protect and enhance the City's credit rating and prevent default on any municipal debt.
6. To ensure the legal use and protection of all City funds through a good system of financial and accounting controls.

### **Fiscal Year**

The fiscal year of the City shall commence on the first day of January of each year.

### **Control of Finances**

The Council shall have full authority over the financial affairs of the City and shall provide for the collection of all revenues and other assets, the auditing and settlement of accounts, and the safekeeping and disbursement of public moneys. The manager shall control and direct the administration of the City's affairs. The manager shall prepare the budget annually and submit it to the council and be responsible for its administration after adoption.



### **System of Taxation**

Subject to the State Constitution, and except as forbidden by it or by State legislation, the Council shall have full power to provide by ordinance for a system of local taxation. In the taxation of real and personal property, the City shall be governed by the provisions of State law applicable to statutory cities. The council shall levy the taxes necessary to meet the requirements of the budget for the ensuing fiscal year.

### **Board of Equalization**

The Council shall constitute the Board of Equalization and in its capacity as such Board shall review, amend and equalize the work of the City Assessor pursuant to the general statutes of the State. Provided, that the Council may by ordinance provide for a Board of Equalization consisting of one or more members of the Council and two or more residents of the City who shall perform all duties imposed upon a Board of Equalization by State law and for their services shall receive such compensation as the Council may determine.

### **Financial Controls**

- a. The City will maintain an investment policy that invests available funds to the maximum extent possible, at the highest rates obtainable at the time of investment, in conformance with the legal and administrative guidelines. Any money in any fund belonging to the City, or any branch thereof, may be invested by the city according to policies adopted by the City Council.
- b. The city will maintain a strong internal control function.
- c. The city will maintain a fixed asset system to identify and protect all major City assets.
- d. The Finance Department will prepare quarterly financial reports for the City Manager and City Council.
- e. At the end of each fiscal year, a Certified Public Accounting firm will conduct an audit of the City records and a management and compliance report on internal controls will be provided to the City.
- f. No later than June 30 of each year, the city manager shall submit to the council a comprehensive annual financial report for the past year in order to keep them fully informed of the financial condition of the City. This report shall also be made available to all other interested parties.
- g. The City will annually submit its comprehensive annual financial report to the Government Finance Officers Association (GFOA) to determine its eligibility to receive the GFOA's Certificate of Achievement for Excellence in Financial Reporting.
- h. The City will annually submit its' budget document to the GFOA to determine eligibility to receive the GFOA's Distinguished Budget Presentation Award.

### **LONG RANGE FINANCIAL PLANNING**

In 2012 the City of Anoka adopted the Financial Management Plan and Practice. The financial management plan and practice provides another tool for the City to use to reach their vision for the future. It looks at current financial issues facing the city and makes a plan to meet the needs of the community without sacrificing the City's financial future. It also helps move the city toward a strong financial future through debt management and predictable levy increases, which promotes stability. The plan is a tool which should provide the Council and the public insight to address issues impacting the City's financial condition. Because this plan provides long-term future guidance, it will be updated every 3 years.

Prior to the annual budget process, the Capital Improvement Plan (CIP) and the Equipment Replacement Plan (ERP) are reviewed and revised. The City annually adopts a 5 year plan for both Capital Improvements and Equipment needs. Departments also project beyond 5 years. Forecasting for the CIP is developed by departments for 10 years and 20 years of equipment needs. These plans are flexible tools used to help build the current year budget and forecast for future needs as they relate to long range goals and objectives of the Council. The CIP serves as a tool for implementing certain aspects of the City's comprehensive plan. Both the CIP and ERP are tools that allow for:



- a. An organized approach to planning and initiating projects
- b. Timing of financing and grant applications to fund public improvements
- c. Adequate time for design and engineering
- d. Keeping the Public informed of proposed future projects and expenditures
- e. Private investors to be made aware of City long range planning

The Capital Improvement Plan section of the budget document summarizes long range goals and details of each project.

### **BUDGET POLICY**

The municipal budget document is the result of months of work and planning and includes proposed revenues and expenditures for 24 separate funds. These funds are grouped into six major categories. They are:

- General Fund
- Capital Fund
- Internal Service Funds
- Special Revenue Funds
- Enterprise Funds
- General Debt Service Funds

Budgets are complete financial plans for the future by fund, showing all proposed expenditures and estimates of all anticipated revenues. Budgets for the general and special revenue funds will be shown in the manner prescribed by the city charter. Budgets for these funds must be balanced, which means sources must exceed or equal uses. All others funds are shown in a manner prescribed by the city manager.

The budget prepared closely reflects the expected level of spending. A review of estimated expenditures and revenues for the current year was part of the budget preparation procedure. Thus, revised current year expenditure estimates are as accurate as possible, based on actual history and anticipated needs calculated for the remainder of the year. These budget control procedures are important management tools, which we believe, allow us to make more effective use of the dollars spent in our total municipal program. As a necessary by-product, these procedures also insure compliance with charter finance requirements. The advantage is that current experience is used to refine expenditure estimates and develop the appropriation figures proposed in the next years' budget.

The budget shall be submitted to the council at a regular council meeting, in a manner prescribed by state statute and city charter, not less than 30 days prior to final approval. The budget is a public record open to public inspection. The council shall hold a public hearing on the budget and it shall make such changes therein as it deems necessary and adopt the budget by resolution.

Budgets are estimates and may be amended under the following guidelines:

#### **Preparation of the Annual Budget**

The city manager shall, by the first regular meeting in August, submit to the council a budget and an explanatory budget message in a form and manner as prescribed in Section 8.06. For such purpose and at such date as he/she shall determine, the city manager shall obtain from the head of each department, the character, object and details of proposed expenditures together with such other supporting data as he/she requests, including an estimate of all capital projects or capital expenditures which each department head considers should be undertaken in his/her department for the budget year and the next five years. In preparing the budget the city manager shall review the estimates, shall hold hearings thereon and may revise estimates as he/she may deem advisable.



### **Form of the Annual Budget**

The annual budget shall provide a complete financial plan of all funds for the budget year, which shall include: (a) A budget message, (b) all proposed expenditures. The General Fund budget must be balanced, meaning the proposed uses shall not exceed the proposed sources. The expenditures for general and special revenue funds shall be by organization unit or activity and shall be in parallel columns opposite the character and major or minor object of expenditure showing the amount of such expenditure for the last completed fiscal year, the amount estimated for the current budget year and the proposed expenditures for the ensuing budget year. In funds other than general and special revenue the proposed expenditures shall be presented in an understandable manner according to the discretion of the city manager. The city manager shall submit a detailed statement of revenues in columns for the general and special revenue funds for the last completed fiscal year, the amount estimated for the current budget year and the amount estimated for the next budget year. Such detail shall include the source of miscellaneous revenues, the amount of surplus of prior year revenues and the amount raised by property taxes. Revenues for self-supporting and other funds shall be presented in an understandable manner according to the discretion of the city manager. The explanatory budget message may be separate but still accompanying the budget, and be in the form and with contents as follows:

- **Budget Message – Current Operations:** The budget message submitted by the city manager to the council shall be explanatory of the budget, shall contain an outline of the proposed financial policies of the city for the budget year and shall describe in connection therewith the important features of the budget plan. It shall set forth the reasons for major changes from the previous year in cost and revenue items and shall explain any major changes in financial policy.
- **Budget Message – Capital Improvement:** As part of the budget message with relation to the proposed expenditures for capital projects stated in the budget, the city manager shall include a statement of pending capital projects and proposed new capital projects, relating the respective amounts proposed to be raised therefore by appropriations in the budget and the respective amounts, if any, proposed to be raised therefore by the issuance of bonds during the budget year.
- **Budget – Capital Program:** The city manager shall also include in the message, or attach thereto, a capital program of proposed capital projects for the five fiscal years next succeeding the budget year, together with his/her comments thereon and any estimates of costs prepared by the department of public works or other office or department. For the use of the planning commission, copies of the departmental estimates of capital projects filed with the city manager pursuant to Section 8.05 of this chapter shall be filed with the council.

Attached to the budget message shall be such supporting schedules, exhibits and other explanatory material, in respect to both current operations and capital improvements as the city manager shall believe useful to the council.

### **Passage of the Budget**

The council shall determine the place and time of the public hearing on the budget and shall cause to be published a notice of the time and place of the public hearing to be held not less than seven days nor more than fourteen days after publication. The budget shall be a public record in the office of the city clerk open to public inspection by anyone. The city manager shall cause sufficient copies to be prepared for distribution to interested persons and civic groups. The budget meeting as advertised shall be held and adjourned from time to time and conducted so as to give interested citizens a reasonable opportunity to be heard. The budget estimates shall be read in full and the city manager shall explain the various items thereof as fully as may be deemed necessary by the council. The council shall adopt the budget no later than the last date established by law for the county auditor to levy taxes. The budget resolution shall set forth the total for each budgeted fund and each department with such segregation as to objects and purposes of expenditures as the council deems necessary for the purposes of budget control. Such resolution shall also state the amount of taxes to be levied.



Budgets are adopted on a basis consistent with generally accepted accounting principles and are defined on the same basis of accounting described further in this document (see Fund Accounting). Annually appropriated budgets are legally adopted for the general fund and certain special revenue funds. Budgeted amounts are reported as originally adopted, or as amended by the City Council. Budgeted expenditure appropriations lapse at year-end. Encumbrances represent purchase commitments. Encumbrances outstanding at year-end are reported as reservations of fund balances and the budgets associated with them are carried forward to the next year.

The City follows the procedures below in establishing the budget.

1. The city manager submits to the City Council a proposed operating budget for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the estimated revenues for the general fund, specified special revenue funds requested by City Council, enterprise funds, internal service funds, capital project funds and debt service funds. Capital projects are approved by the City Council on a per project basis.
2. Public hearings are conducted to obtain taxpayer comments.
3. The general fund budget is enacted through passage of a resolution.

#### **Enforcement of the Budget**

The city manager shall strictly enforce the provisions of the budget as specified in the budget resolution. He/she shall not authorize or approve any expenditure unless an appropriation has been made in the budget resolution and there is an available unencumbered balance of the appropriation sufficient to pay the liability to be incurred. No officer or employee of the City shall place any orders or make any purchases except for the purposes authorized in the budget. Any obligation incurred by any person in the employ of the City for any purposes not in the approved budget or for any amount in excess of the amount appropriated in the budget resolution or in excess of available moneys in any fund of the city may be considered a personal obligation upon the person incurring the expenditure.

#### **Altering or Adjusting the Budget**

After the budget shall have been duly adopted, the council shall have no power to increase the amounts fixed in the budget resolution, by the insertion of new items or otherwise, beyond the estimated revenues, unless the actual receipts exceed the estimates and not beyond such actual receipts. The council may at any time, by resolution approved by a four-fifths majority of its members, reduce the sums appropriated for any purpose of the budget resolution. At the request of the manager, within the last three months of the fiscal year, the council may transfer unencumbered appropriation balances from one office, department or agency to another. All appropriations shall lapse at the end of the budget year to the extent that they shall have not been expended or lawfully encumbered.

#### **Emergency Appropriation in the Budget**

The council may include an emergency appropriation as part of the budget but not to exceed three percent of the total operating appropriations made in the budget for that year. A transfer from the emergency appropriation to any other appropriation shall be made only upon the affirmative vote of four-fifths of all members of the council. The funds thus appropriated shall be used only for the purposes designated by the council.

**CITY OF ANOKA  
2016 BUDGET**

**DEVELOPMENT CALENDAR**

<b>DATE</b>	<b>DESCRIPTION</b>
February 9, 2015	Goals worksession - Council & departments review prior year's objectives & set departmental & overall goals for City
April 27, 2015	Capital Improvement Plan documents are updated by departments
May 11, 2015	City Manager meets with departments to review Capital Improvement five year plan
May 26, 2015	Council and staff meet at a worksession to discuss the Capital Improvement five year plan
May 27, 2015	Equipment Replacement Plan documents are updated by departments
June 15, 2015	Council adopts Five Year Capital Improvement Plan
June 19, 2015	Budget materials distributed to departments for preparing both revised 2015 estimates and 2016 requirements
June 22, 2015	City Manager meets with departments to review Equipment Replacement five year plan
June 29, 2015	Council and staff meet at a worksession to discuss the Equipment Replacement five year plan
July 10, 2015	Deadline for submitting budget requests
July 13 to July 24, 2015	Meetings with individual departments, the City Manager and Finance Director to review budget recommendations
July 20, 2015	Council adopts Five Year Equipment Replacement Plan
July 31, 2015	Performance measures instructions and forms distributed to departments
August 3, 2015	Present 2016 proposed budget to City Council
August 10, 2015	City Council worksession - General, Special Revenue, Debt, Capital & Internal Service budget reviews
August 17, 2015	City Council worksession - Enterprise and Housing & Redevelopment Authority budget reviews
September 8, 2015	Council meeting - Adopt preliminary levy and budget
September 15, 2015	Submit preliminary levy to the County
November 23, 2015	Final worksession - Amending 2016 budget for special projects
December 7, 2015	Council meeting - Public hearing for levy and budget
December 21, 2015	Council meeting - Adoption Final levy and budget
January 30, 2016	Deadline for submitting performance measures
March 18, 2016	Submit budget award application to GFOA (due 90 days after budget adoption)



## **DEBT POLICY**

### **City Indebtedness**

The City may borrow money and issue and sell bonds for any and all purposes authorized and subject only to the limitations provided by the general laws of the State of Minnesota applicable to cities of the same class as the City of Anoka. The issuance of bonds shall be authorized by an ordinance setting forth the purpose or purposes of the issue and the maximum amount thereof, adopted by the approving vote of four-fifths of all members of the Council; except that the Council may by resolution adopted by a similar vote, authorize the issuance of bonds to finance improvements which are to be paid for in whole or in part by special assessments, sewage disposal facilities and, without limitation, any other utility owned or to be owned and operated by the City, from which a revenue is or may be derived.

The form, maturities, interest rate or rates, redemption privileges and other terms of each issue of bonds, and the covenants to be made by the City for the security thereof, shall be established by the Council by resolution.

The full faith and credit of the City shall be pledged for the payment of all of its bonds save and except that when net revenues to be derived from the operation of any public utility or other revenue producing enterprise of the City are pledged for the payment of bonds issued for the acquisition or betterment of such utility or enterprise, such bonds may in the discretion of the Council be issued as general obligations of the City or may be made payable solely from said net revenues, without limitation of the generality of the foregoing, the Council is specifically authorized to issue general obligation bonds of the City for the purpose of financing improvements in respect of which special assessments are to be levied under the provisions of Chapter 9 of the City Charter or of any law of the State, in anticipation of levy and collection of such special assessments and payable from said special assessments and from ad valorem taxes which shall be levied for the payment of the City's share of the cost of such improvements and for the provision of the additional amounts required for the security of such bonds. Such bonds may be issued at any time after estimates of the cost of the improvements to be financed thereby have been submitted by the City Engineer and approved by the Council, in amount sufficient to pay any part or all of the cost as determined by said estimates. In the event that the cost exceeds the estimate, the Council shall have authority to issue additional bonds in amount sufficient to pay such excess cost. In the event that the estimate exceeds the cost, the Council shall have authority to appropriate the amount of such excess out of the proceeds of the bonds to the payment of the cost of any additional improvements for which estimates have been approved, or may appropriate such amount to the sinking fund account for the payment of such bonds. The City shall have authority to protect itself by acquiring title to any property subject to special assessments for local improvements and shall have authority, by ordinance or resolution, to sell, assign, and convey the same.

### **Tax Anticipation Certificates**

At any time after January 1 following the making of an annual tax levy, the Council may issue certificates of indebtedness in anticipation of the collection of taxes levied for any fund and not yet collected. The total amount of certificates issued against any fund for any year with interest thereon until maturity shall not exceed 90 percent of the total current taxes for the fund uncollected at the time of issuance. Such certificates shall be issued on such terms and conditions as the Council may determine but they shall become due and payable not later than the 1st day of April of the year following their issuance. The proceeds of the tax levied for the fund against which tax anticipation certificates are issued and the full faith and credit of the City shall be irrevocably pledged for the redemption of the certificates in the order of their issuance against the fund.

### **Emergency Debt Certificates**

If in any year the receipts from taxes or other sources should from some unforeseen cause become insufficient for the ordinary expenses of the City, or if any calamity or other public emergency should subject the City to the necessity of making extraordinary expenditures, the Council may by resolution issue and sell on such terms and in such manner as the Council determines emergency debt certificates to run not to exceed two years. A tax sufficient to pay principal and



interest on such certificates with the margin required by law shall be levied as required by law. The resolution authorizing an issue of such emergency debt certificates shall state the nature of the emergency and be approved by a majority of all members of the Council, and the full faith and credit of the City shall be irrevocably pledged for the redemption of the certificates in the order of their issuance.

## **INVESTMENT POLICY**

### **General Objectives**

- Safety of principal is the most important objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
- The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands.
- The investment portfolio shall be designed with the objective of attaining market rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above.

### **Standards of Care**

- The standard of prudence to be applied by the investment officer shall be “prudent investor rule”, which stated “Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.” The prudent investor rule shall be applied in the context of managing the overall portfolio.
- The investment officer, acting in accordance with this policy and exercising due diligence, shall not be held personally responsible for a specific security’s credit risk or market price changes.
- Authority to manage and operate the investment program is granted to the Finance Director. No person may engage in an investment transaction, except as provided under the terms of this policy and the procedures established by the Finance Director. The Finance Director shall be responsible for all transactions undertaken and shall establish a system of internal controls to regulate the activities of subordinate officials.

### **Safekeeping and Custody**

- A list will be maintained of financial institutions and security broker/dealers authorized to provide investment services. This list will be updated annually. Broker/Dealers may only hold city investments to the SIPC or additional insurance coverage amount, whichever is greater. Any excess securities shall be delivered to the city’s custodian.
- The Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to ensure that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of the costs and benefits requires estimates and judgments by management.



## **Suitable and Authorized Investments**

Investments by the City are restricted to the permissible investments under Minnesota Statutes 118A.04 and 118A.06. The City may diversify its investments by using the following instruments:

- a. U.S. Government obligations, U.S. government agency obligations, and U.S. government instrumentality obligations, which have a liquid market with a readily determinable market value;
- b. Canadian government obligations (payable in local currency), certificates of deposits and other evidences of deposit at financial institutions, bankers acceptances, and commercial paper, rated in the highest tier (e.g., A1, P1, F1 or D1 or higher) by a nationally recognized rating agency;
- c. Investment-grade obligations of state, provincial and local governments and public authorities;
- d. Repurchase agreements whose underlying purchased securities consist of the foregoing; and
- e. Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities.

In accordance with State law, full collateralization will be required on certificates of deposits (amounts not exceeding the FDIC level), funds on deposit and repurchase agreements.

## **Investment Parameters**

- The investments will be diversified by security type and institution. The City shall diversify its investments by using several financial institutions and brokers/dealers so that no more than 60% of the total portfolio is with any one financial institution or broker/dealer.
- To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than ten (10) years from the date of purchase.

## **Reporting**

The Finance Director shall prepare an investment report quarterly, including a management summary that provides a clear picture of the status of the current investment portfolio. This management summary will be prepared in a manner, which will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report should be provided to the City Manager and will include the following:

- a. A listing of individual securities held at the end of the reporting period including broker and issuer
- b. Unrealized gains or losses resulting from appreciation or depreciation by listing the cost and market value of the securities
- c. Listing of investments by maturity date
- d. Summary of investments by custodial risk credit risk.



## **PURCHASING PROCEDURE POLICY**

### **I. General Policy Statement.**

The purpose of this policy is to set forth a guide to be followed by the City of Anoka when purchasing city materials, supplies or equipment or the alteration, repair or maintenance of property. When “contracting” for the purchase of merchandise, materials or equipment or for any kind of construction work the city will follow Minnesota State Statute Section 471.345, according to the City Charter.

### **II. Purchases**

Purchases exceeding \$100,000

1. Must solicit sealed bids by public notice once in the official newspaper. Advertisement must be published ten days prior to bid opening. Contact the finance department for forms and scheduling the sealed bid process.
2. When purchasing from a state, county, or federal pre-approved contract, the bid process is not necessary. Attach the state, county, or federal information to the purchase order and send to finance for processing.
3. Before awarding the bid, complete the “Request for Purchase” form with department head approval. This form is submitted to council for approval. Complete the purchase order form and present it to finance with attached bids or summary of bids for approval.
4. After council approval, finance will process the purchase order for mailing.

Purchases exceeding \$25,000

1. Obtain a minimum of two written quotes from vendors.
2. Complete the purchase order form and have department head approve.
3. Attach the written quotes to the purchase order and present to finance for approval and mailing.

Purchases exceeding \$10,000

1. Obtain a minimum of two verbal quotes from vendors.
2. Complete the purchase requisition form noting the quotes and present to department head for approval.
3. Attach the purchase requisition form to the invoice and present to finance for payment.

Purchases under \$10,000

1. Submit the invoice with proper approvals to finance for payment.

## **FUND BALANCE POLICY**

The City understands it has a responsibility to maintain prudent financial operations to ensure stable city operations for the benefit of city residents and businesses. Fund balance reserves are an important component in ensuring the overall financial health of a community, by giving the City cushion to meet contingency or cash-flow timing needs. The Office of the State Auditor recommends that at year-end, local governments maintain an unassigned fund balance in their general fund and special revenue funds of approximately 35 to 50% of fund operating revenues, or no less than five months of operating expenditures. While the bond rating agencies do not have recommended fund balance levels, the agencies look favorably on larger fund balances, which protect against contingencies and cash flow needs.

In addition, this policy integrates and further defines the City of Anoka’s governmental fund balance classifications to be in compliance with Governmental Accounting Standards Board Statement 54: Fund Balance Reporting and Governmental Fund Type Definitions.



## Policy

- The City will maintain an unassigned General Fund balance of not less than 30% of budgeted operating expenditures; however, this need could fluctuate with each year's budget objectives.
- Annual proposed budgets shall include this benchmark policy. Council shall review the amounts in fund balance in conjunction with the annual budget approval, and make adjustments as necessary to meet expected cash-flow needs.
- In the event the unassigned General Fund balance will be calculated to be less than the minimum requirement at the completion of any fiscal year, the City shall plan to adjust budget resources in the subsequent fiscal years to bring the fund balance into compliance with this policy.
- The appropriated budget is prepared by fund, department and object. The City's department heads, with the approval of the City Manager, may make transfers of appropriations within or between departments. The legal level of budgetary control is at the fund level.
- The City Council may consider appropriating (for authorized purposes) year-end fund balance in excess of the policy level or increasing the minimum fund balance. An example of preferred use of excess fund balance would be for one-time expenditures, such as capital expenditures, which do not result in recurring operating costs.
- Appropriation from the minimum fund balance shall require the approval of the City Council and shall be used only for non-recurring expenditures, unforeseen emergencies or immediate capital needs that cannot be accommodated through current year savings. Replenishment recommendations will accompany the decision to utilize fund balance.
- At the discretion of the City Council, fund balance may be committed for specific purposes by resolution designating the specific use of fund balance and the amount. The resolution would need to be approved no later than the close of the reporting period and will remain binding unless removed in the same manner.
- The City Council authorizes the Finance Director and/or City Manager to assign fund balance that reflects the City's intended use of those funds.
- When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, then use unrestricted resources as they are needed. When committed, assigned or unassigned resources are available for use, it is the City's policy to use resources in the following order; 1. Committed 2. Assigned and 3. Unassigned.

## Definitions

Governmental Fund Balance classifications are defined as follows:

**Fund Balance** — the difference between assets and liabilities reported in a governmental fund.

**Nonspendable fund balance** — amounts that are not in a spendable form or are required to be maintained intact. Examples include prepaid items, inventory, land held for resale, and long-term receivables that are not otherwise restricted, committed, assigned, or offset by deferred revenue.

**Restricted fund balance** — amounts subject to externally enforceable legal restrictions. Examples include fund balance related to unspent bond proceeds, tax increments and debt service fund balances.

**Unrestricted fund balance** — the total of committed fund balance, assigned fund balance and unassigned fund balance.

**Committed fund balance** — amounts that are constrained by City Council resolution for a specific purpose. Fund balance commitment resolutions must be completed before December 31st to be effective for that fiscal year and remain in effect until the commitment is changed or eliminated by Council resolution.

**Assigned fund balance** — amounts a government intends to use for a specific purpose; intent can be expressed by the government body or by an official or body to which the governing body delegates the authority. This would include any remaining positive fund balance in all funds other than the general fund. The City Finance Director or his/her designee shall have the authority to assign fund balance. Examples include all special revenue



fund balances that are not restricted or committed.

**Unassigned fund balance** — residual amounts that are available for any purpose in the general fund. Unassigned fund balance will occur only in the General Fund or in other funds when there is a negative fund balance that can't be eliminated by reducing restricted, committed or assigned fund balances.

## **FUND ACCOUNTING**

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self balancing accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The various funds are grouped, in the financial statements, into seven generic fund types and three broad fund categories as follows:

### **Governmental Funds**

**General Fund** - The general fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

**Special Revenue Funds** - Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Definitions of each special revenue fund are included on the financial summary pages.

**Debt Service Funds** - Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

**Capital Project Funds** - Capital project funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities and infrastructure (including tax increment projects), other than those financed by proprietary funds or special revenue funds.



### Proprietary Funds

Enterprise Funds - Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis, be financed or recovered primarily through user charges.

Internal Service Funds – Internal service funds are used to account for the financing of goods and services provided by one department to other departments of the City on a cost-reimbursement basis.

### Agency Funds

Escrow Funds – Escrow funds are used to account for assets held by the City as an agent for individuals, private organizations, other governments, and /or other funds. Agency funds are custodial in nature and do not involve measurement of results of operations.

### Governmental Funds

- General fund – account for revenues and expenditures to carry out basic governmental activities of the city.
- Special Revenue funds (excluding Police Forfeiture Fund, which is not budgeted) :
  - Parking Fund – parking fines and fees for the operation of surface lots and ramps.
  - Walker Ramp fund – lease revenues for the operation of parking ramp located under Walker Plaza senior housing.
  - Lodging fund – hotel and motel fees used to support local tourism.
  - Cemetery – grave purchases and burial fees for the operation and maintenance of the cemetery's.
  - Urban Redevelopment – manage Metropolitan Council sewer credits to be used for urban redevelopment.
  - Round Up – account for voluntary “round up” contributions from utility customers, used to provide financial assistance to worthwhile activities, organizations and community projects that improve the lives of families, children and seniors in the community.
- Debt Service funds – sources of revenues include taxes, special assessments and investment earnings which all help pay the principal and interest on debt issued by the city.
- Capital Projects funds:
  - Park Improvement fund – grants and transfers from other funds which help pay for park improvements.
  - Park Dedication fund – park development fees help pay for new parks and improvements to existing parks.
  - Aquatic Construction funds – transfers from other funds and interest earnings help pay for improvements at the Aquatic Center.
  - Capital Improvement fund – transfers from other funds to cover future improvements or maintenance of city facilities and infrastructure.
  - Street Renewal Improvement fund – franchise fees and special assessments to fund reconstruction and maintenance of residential streets throughout the city.
  - State Aid Construction fund – State road improvement projects where part or all of the project is funded with state aid.
  - City Tax Increment fund – provides property tax revenues specifically for capital improvement projects within the city's tax increment districts.



### Proprietary Funds

- Enterprise funds:
  - Electric Utility fund – electric utility fees based on electric usage, which covers the expense of distributing electricity and maintaining the electric system infrastructure.
  - Water Utility fund – water utility fees based on water usage, which covers the expense of distributing water and maintaining the water system infrastructure.
  - Sewer Utility fund – sewer utility fees based on water usage, which covers the expense of disposing of sewer products and maintaining the sewer system infrastructure.
  - Refuse Utility fund – refuse fee based on size of refuse container, which covers the expense of contracting for disposal of refuse products.
  - Recycling Utility fund – recycling fee based on service, which covers the expense of contracting for the disposing of recyclable products.
  - Storm Sewer Utility fund – storm sewer utility fee based on non-permeable surface of property for commercial or a fixed rate for residential properties, which covers the expense of maintaining the storm sewer infrastructure throughout the city.
  - Golf fund – fees for golfing at the municipal Greenhaven golf course and fees for rent of space, which covers the operating costs of running the facility.
  - Liquor fund – sales of liquor, which covers the operating and maintenance of the municipal liquor stores.
- Internal Service funds:
  - Garage fund – lease of large equipment to all departments, covers the cost of repairing or replacing the equipment in the future.
  - Insurance fund – charges to all departments for insurance claims and premiums. Covers a larger deductible for the city.
  - Data processing – lease of computer equipment to all departments, covers the cost of the network administrator and computer hardware and software.

### Component Unit

- Housing and Redevelopment Authority – property tax supported activities emphasizing on housing and commercial improvement projects throughout the city utilizing low interest loans and grants.
- Minnesota HRA – Federal dollars provide for administration of the section eight housing program.
- Housing and Redevelopment Authority Tax Increment – provides property tax revenues specifically for capital improvement projects within the HRA's tax increment districts.

All of the above mentioned funds and component units are budgeted.



## **Basis of Accounting and Budgeting**

Governmental funds are budgeted and accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Reported fund balance is considered a measure of “available spendable resources.” Governmental fund operating statements represent increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

Proprietary funds are budgeted and accounted for on a flow of economic resources measurement focus. This means that all assets, including fixed assets, and all liabilities, including long-term liabilities, associated with their activity are included on their balance sheets. Their reported fund equity is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in net total assets.

Governmental and fiduciary funds are budgeted and accounted for using the modified accrual basis of accounting. Their revenues are recognized when susceptible to accrual (i.e., when they become measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means collectible with the current period or soon enough thereafter to be used to pay liabilities of the current period.

Major revenues that are susceptible to accrual include property taxes (excluding delinquent taxes received over sixty days after year-end), special assessments, intergovernmental revenues, charges for services, and interest on investments. Major revenues that are not susceptible to accrual include fees and miscellaneous revenues; such revenues are recorded only as received because they are not measurable until collected.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for principal and interest on general long-term debt which is recognized when due.

Proprietary funds are accounted for using the accrual basis of accounting. Revenues are recognized when earned, and expenses are recorded at the time the liabilities are incurred. Unbilled utility service receivables are recorded at year-end.



**BUDGET SUMMARY**

Overall budget objective is to replenish unassigned fund balance in governmental funds. Accomplishing this in 2016 included increasing the levy by almost 13%. The additional levy allows the city to transfer funds from the general fund to capital and equipment funds. This is the 1<sup>st</sup> year the city has increased the levy in six years. The City added one additional police officer position to improve downtown patrol and rental licensing. The city also hired additional security officers for patrolling downtown and throughout the city’s park system.

Total 2016 budgeted revenues for all funds is \$63,451,520 which is a 3.4% increase over 2015. This is primarily due to increases in transfers to other funds and also a grant for a street project. Overall budgeted expenditures are \$64,839,355 which is a 6.9% increase over 2015. The increase is a result of a projected increase in capital spending in 2016. Various tables included in the budget document summarize the budgets for all funds. A summary of each fund category is included prior to the tables for the funds within that category.

**City Property Tax Levy**

The 2016 General Fund tax levy is \$6,279,575 which is an 18% increase compared to 2015. There is a debt service levy in 2016 of \$155,900 which is a (59.5%) reduction compared to 2015. The combined levies result in an increase of 13.0% the tax levy when compared to 2015. A decrease in tax capacity from 2009 thru 2013 reflects overall decreases in market values of property in Anoka and throughout the nation. At the end of 2013 the city was beginning to see improvements in market values. That trend continued through 2015 with large market value increases for residential and significant increases in market value of commercial properties. The City’s levy is allocated against the tax capacity base along with the levies for the school district, county and miscellaneous government entities. An average home in Anoka in 2016 is valued at \$180,120. Market value is used in determining the amount of property taxes on a given property. The city portion of property taxes on an average home in Anoka is \$661, which helps pay for all city governmental services and is a decrease of (\$13) from 2015. As a result of market value increases of properties in Anoka, and the decertification of a TIF district, the net tax capacity value increased almost 32%. The City’s tax capacity rate was reduced by over (2.5%) as a result of the increase in net tax capacity value. The Housing and Redevelopment Authority also levies taxes. The levy in 2016 is the maximum levy allowed which is predicted to be \$219,900, an increase of 14.4% over 2015.

**City Levy – By Purpose (Net of Credits)**

	<u>2015</u>	<u>2016</u>	
GENERAL FUND	\$5,323,680	\$6,297,575	18.29%
DEBT	388,585	155,900	(59.88%)
TOTAL	<u>\$5,712,265</u>	<u>\$6,453,475</u>	12.98%
HRA	\$ 192,150	\$ 219,900	14.44%

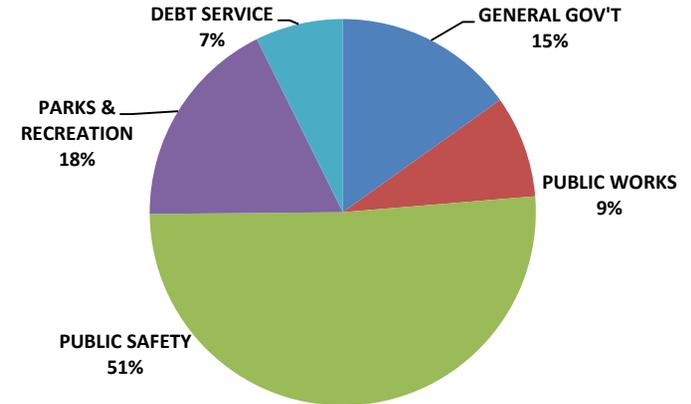
### Cost of City Services

City of Anoka Average Monthly Service Costs (average home):

	<u>2015</u>	<u>2016</u>
City Property Taxes	\$ 56/mo	\$ 55/mo
HRA Property Taxes	3/mo	3/mo
Water distribution & Sewer collection (based on average usage)	32/mo	33/mo
Storm Sewer	3/mo	3/mo
Recycling	3/mo	3/mo
Franchise Fee	<u>3/mo</u>	<u>3/mo</u>
Total	\$100/mo	\$100/mo

The graph to the right shows 78% of the \$55 per month in city property taxes fund public safety, public works and parks.

### 2016 Levy Estimated Cost of City Services



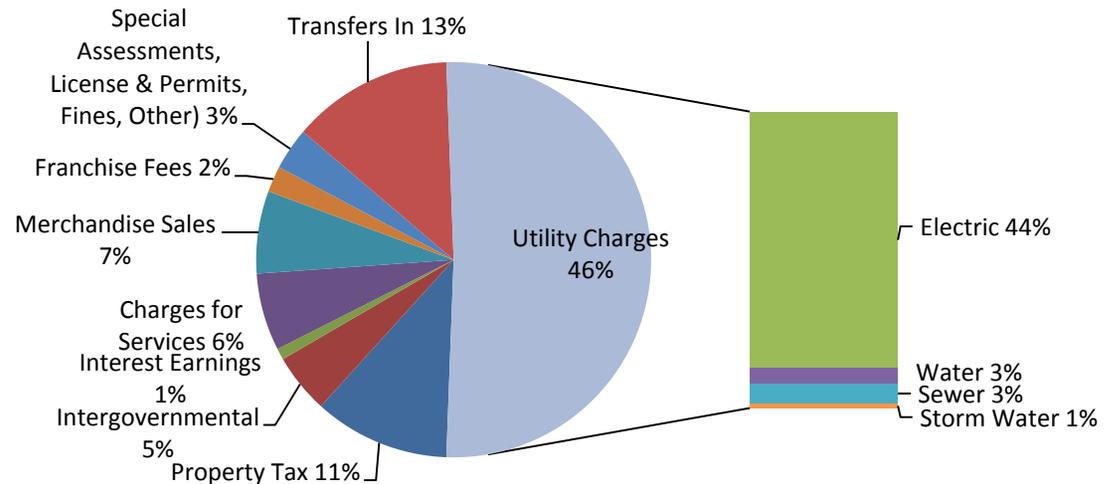
The City tax capacity rate of 42.4% results in payments of \$661 annually or approximately \$55 per month for the average resident. The combined 2016 General Fund and Debt gross levy increased 13% from 2015 to 2016.

### 2016 REVENUE SUMMARY

The total budget represents planned or anticipated revenues for all funds, excluding unbudgeted special revenue funds and escrow funds. The amount of the annual total anticipated revenues fluctuates up or down from year to year, depending on special projects and grants which may occur during the plan budget period. The budget provides guidelines to staff for City operations.

One purpose of the budget is to communicate the financial plans for the City and its allocation of resources. The budgeted revenues for all funds (excluding HRA) total \$63,451,520. This is an increase of \$2.0 million when compared to 2015. This is primarily due to increases in charges for services, use of fund balances for transfers and a grant for a street project.

### 2016 Budgeted Revenues by Type (excluding HRA)



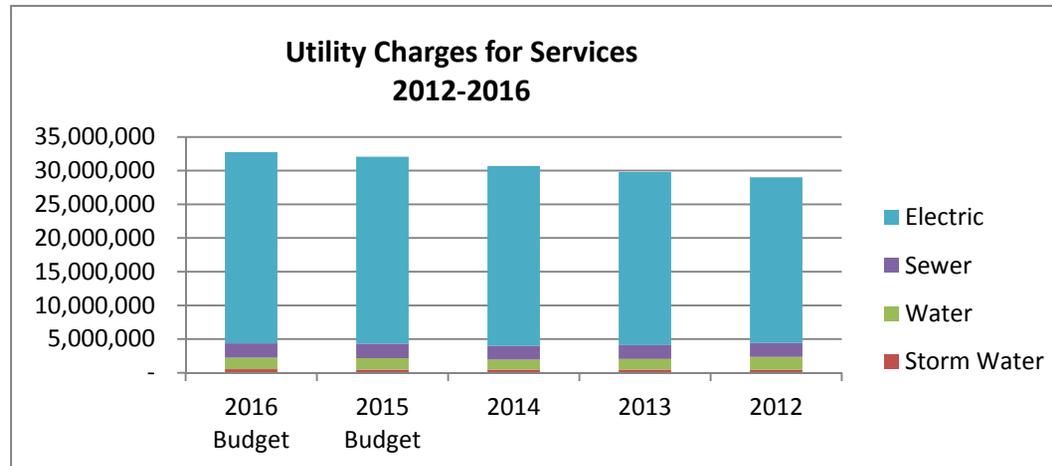


**All Funds Budget Revenue (excluding HRA funds)**

	2016 Adopted Budget
Property Tax	\$ 6,876,175
Special Assessments/Lodging	450,000
Intergovernmental	3,063,955
Licenses & Permits	485,150
Fines & Forfeitures	238,700
Interest Earnings	582,225
Charges for Services	3,973,615
Utility Charges	32,740,000
Merchandise Sales	4,231,000
Miscellaneous	988,025
Franchise Fees	1,331,000
Transfers In/Budgeted Reserves	8,491,675
	\$63,451,520

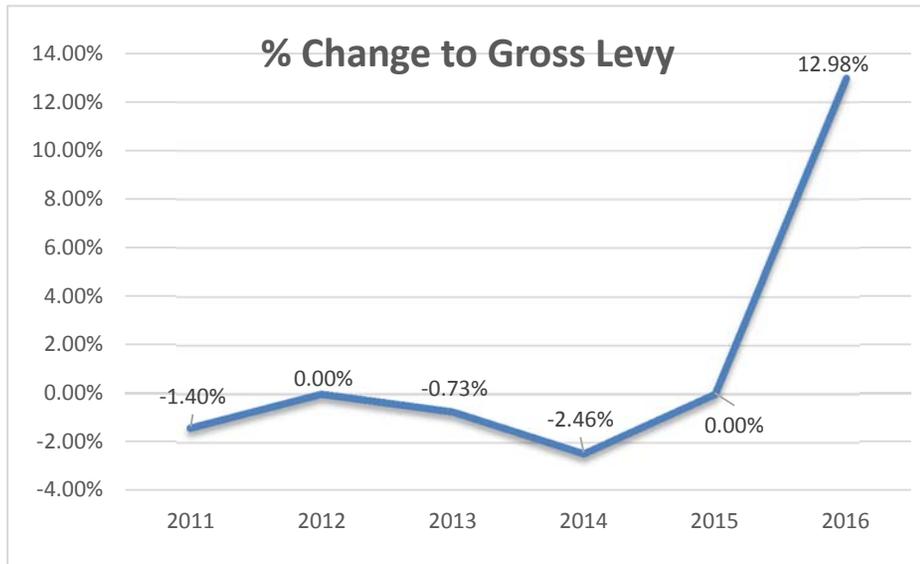
**Charges for Services**

The largest source of revenue by category is charges for services of \$36,713,615 comprising 58% of total revenues. Utility fees, which are part of charges for services category, account for \$32,740,000 of the City's revenue or 51.6%. There is about \$793,000 increase in the anticipated charges for services revenues for 2016 as compared to the 2015 budget. The increase is a result of a slight increase in the rate for the water and storm sewer utilities and higher anticipated electric use. Utility fees are determined by comparing the prior year's actual usage and any trends projected into the future such as changes in sewer disposal fees. Below is a graph that shows the historical trend for budgeted utility revenues from 2012 to 2016. Each year the utility fees are analyzed to determine the accuracy of the rates being charged based on projected usage, operating expenditures and construction projects anticipated in the future. The City is increasing the water utility and storm sewer rates in 2016. If the City experiences power cost increases for electricity, the rate stabilization fund could be used and the City also has the ability to adjust the power purchase adjustment rate.



### Property Taxes

Budgeted property taxes for the city are \$6,876,175 which makes up 10.8% of total revenues. Property taxes are levied to support general fund activities, help pay debt and support redevelopment activities throughout the city. Successful tax increment projects have helped create a larger tax base for the City. Currently the City is collecting tax increment revenues from four districts to pay off internal redevelopment loans, debt service and help in future redevelopment costs of properties within certain districts. Occasionally the state legislature will impose levy limits for local governments, no levy limits were in place for 2016. The City Council adopted an 18.29% increase in the General Fund levy for 2016. The Debt levy decreased by (59.88%) for 2016. When you combine the General Fund levy and the Debt levy, the result is an increase of 12.98% when compared to 2015. The Housing and Redevelopment authority (HRA) has its own levy authority. The HRA levy is \$219,900 which is 14.44% higher than 2015. Below is a graph that shows the percent change each year in the total general levy (including debt) for the past 5 years.



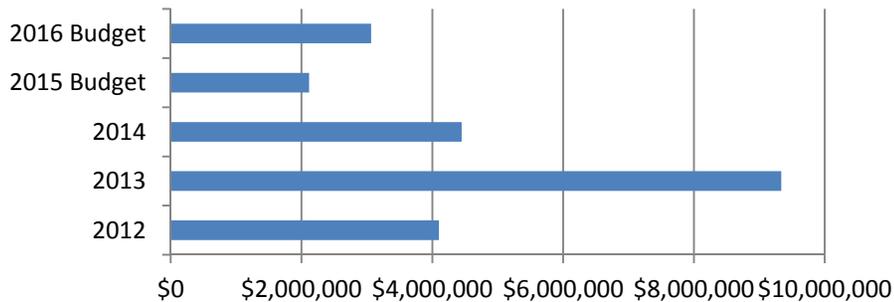
### Intergovernmental Revenues

Intergovernmental revenues total \$3,063,955 or 4.8% of the City's revenues. This is an increase of nearly 45% when compared to 2015. The increase is a grant to the City for Greenhaven Parkway work. State aid for 2016 increased slightly. The City has experienced a decrease in state governmental aids in the past. The City Council and staff are well aware of the fluctuations that can occur in regards to support from the state. Council and staff continue to work together to propose solutions for future state aid fluctuations.

### Franchise Fee

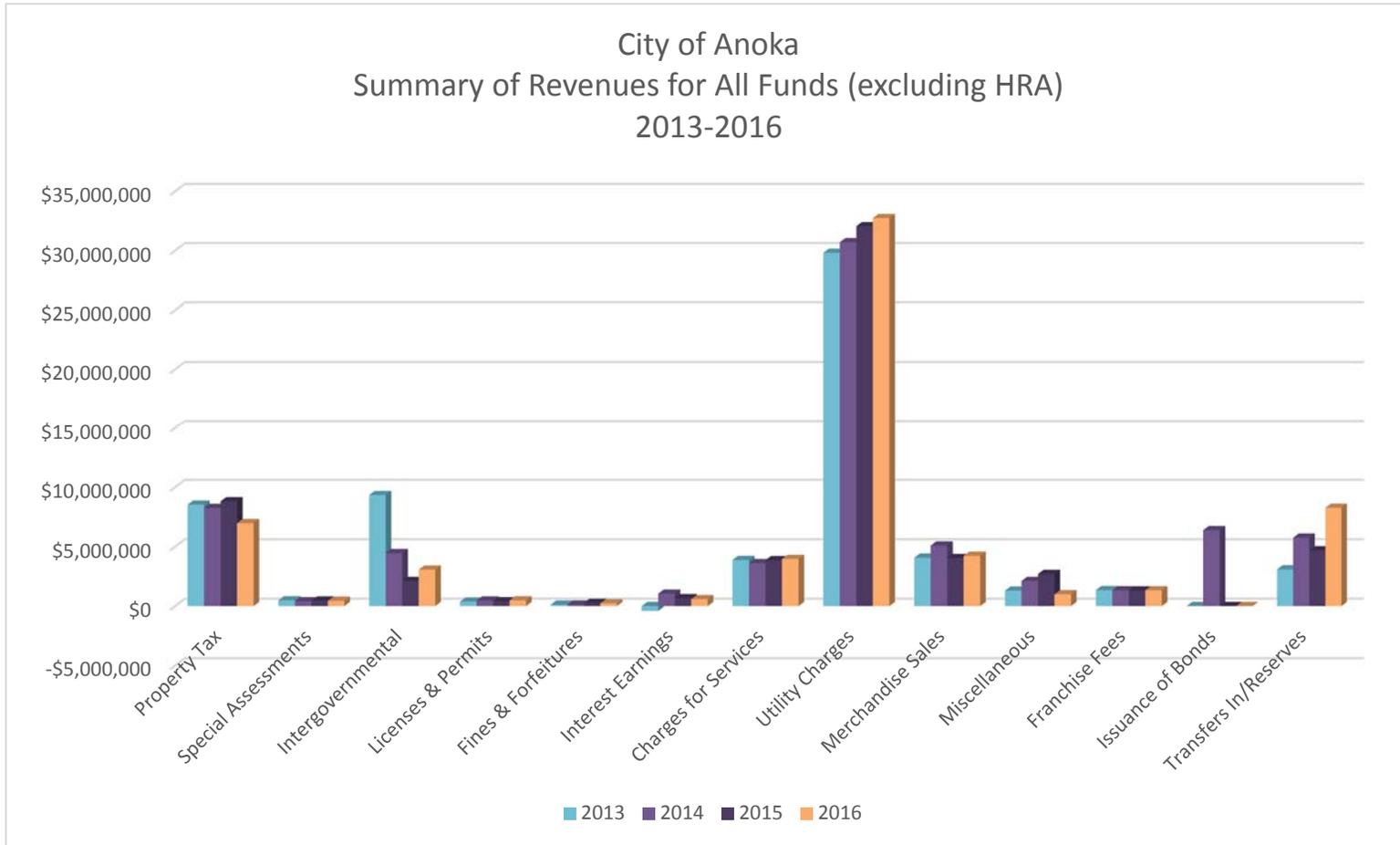
A franchise fee is continuing to help pay for street improvement costs in 2016. This fee makes up 2% of revenues. The natural gas franchise fee is a fixed amount per customer in Anoka. With Anoka being nearly fully developed, there is very little anticipated increase in the revenue collected for 2016. Franchise fees that were set to sunset at the end of 2015 were extended without rate increase. The City also has an electric franchise fee which supports street costs in the general fund. This fee is based on per kilowatt hour use of electricity for Anoka customers.

### Intergovernmental Revenue



### Permits, Licenses and Fines

Permits, licenses, fines and special assessments are \$1,173,850, less than 2% of revenues. Permit revenues are dependent on the economy and on future development of the City. In 2016, permit revenues are anticipated to increase slightly with a few development projects planned.



Overall, total revenues are anticipated to increase in 2016 by 3.4% when compared to 2015 and General Fund revenues are anticipated to increase by 24.4%, both primarily due to increased use of fund balance for transfers.



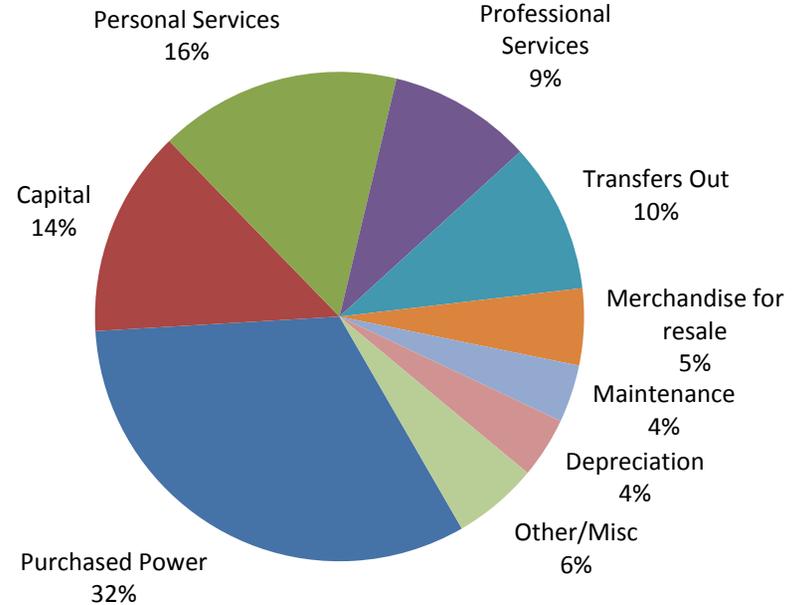
**APPROPRIATION SUMMARY**

Appropriations for all funds total \$64,839,355. This is \$1,387,835 less than anticipated revenues for 2016. The General Fund and Special Revenue Fund budgets are balanced with the budgeted use of reserves of \$1,713,025. There are many capital improvement projects planned for 2016. These projects make up nearly 14% of the total expenditure budget for 2016. The city plans to add to reserves in its capital improvement funds.

**All Funds Budget Appropriations (excluding HRA Funds)**

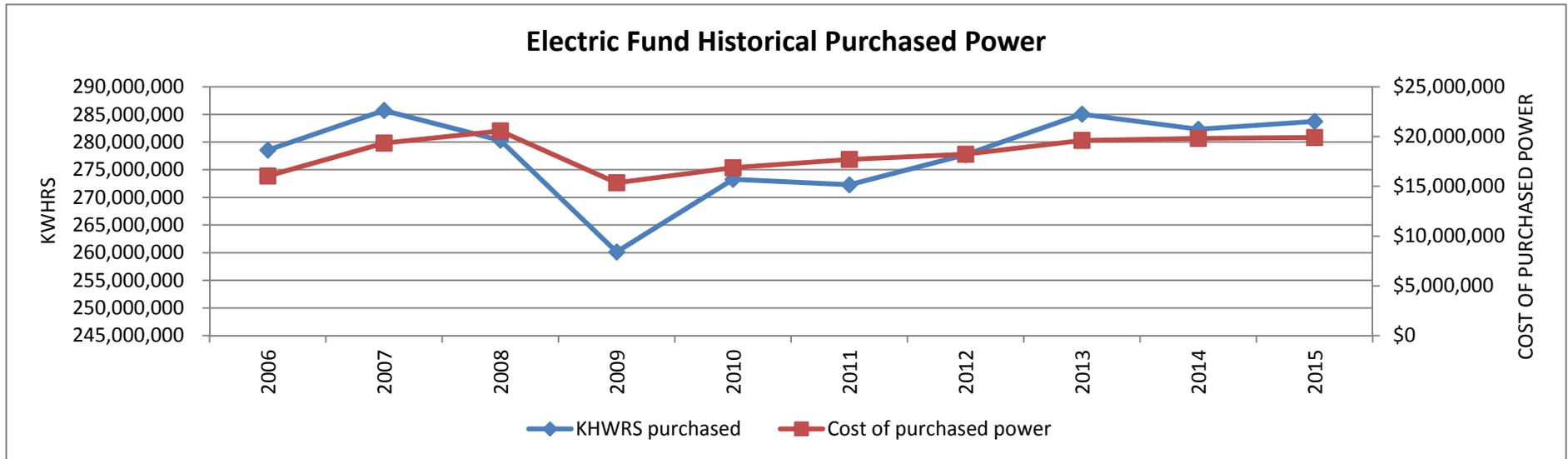
	2016 Adopted Budget
Personal Services	10,383,265
Supplies	1,688,800
Professional Services	6,150,630
Maintenance	2,465,400
Merchandise for resale	3,289,200
Purchased Power	21,000,000
Capital	8,870,910
Franchise Fees	950,000
Depreciation	2,605,500
Interest Expense	144,160
Debt	865,340
Transfers Out	6,426,150
	64,839,355

**2016 Proposed Expenditures by Type**



**Purchased Power**

The largest source of appropriations by category is purchased electric power. Purchased power makes up just over 32% of the City's annual appropriations at \$21,000,000. This amount represents no change compared to last year's budget. The 2016 budget is based on the prior year's demand for electricity. As the demand for electricity increases or decreases, the cost of purchasing that electricity usually adjusts accordingly. Over the past 2 years the cost of purchasing electricity has remained fairly flat. The City anticipates that 2016 will have an increase in demand but remain fairly constant in cost. The graph on the following page demonstrates how demand and the cost of electricity have changed over the years.



**Personal Services**

Employee salaries and benefits make up 6% of annual appropriations at \$10,383,265. This is an increase of less than 1% compared to 2015. Personal service expenditures are budgeted to be the same as they were five years ago. Reorganization and streamlining of city services has resulted in reductions in staff and improved efficiencies. Between 2007 and 2013, 15.5 positions have been eliminated. As a result of investing capital into parks and streets, the City Council found it necessary to add back a full-time maintenance position in 2014 and again in 2015. In 2016, the City Council approved a new full-time police officer along with additional security staff to patrol the parks and the downtown area. The City Council approved a 3% wage increase January 1<sup>st</sup> 2016. The salary budget for 2016 also includes increases for employees who have not reached the top of their pay steps.

**Professional Services, Supplies and Maintenance**

Supplies and services make up almost 16% of annual appropriations at \$10,304,830. This amount represents just over a 1% increase over last year's budget. The costs in this category are comprised with consulting, professional services, office and general supplies, maintenance, repairs and general operating costs. The maintenance budget includes \$1.2 million for sewer disposal fees.

**Capital**

Capital outlay and improvements can fluctuate substantially every year. Capital outlay expenditures are generally those items/improvements valued at \$10,000 or more. Both Capital Improvement Plan and Equipment Replacement Plan information are provided in the Capital Improvement Section located in the back of the book. In 2015 budgeted capital outlay appropriations were \$6,974,340. In 2016 the budgeted capital is \$8,870,910 which is an increase of 27.2% when compared to 2015. The increase is mainly due to costs associated with Greenhaven Parkway costs for Phase I of the Anoka Plan for Highway 10. Additionally, several projects are planned to update and improve municipal parks and buildings. The City of Anoka continues to focus on future infrastructure needs and improvements. A majority of the city's infrastructure including water, sewer, storm sewer and streets will need to be replaced or improved in the future. Funds available in water, sewer and storm sewer will need to be used for infrastructure replacement purposes. In 2016 the City plans to finish two street reconstruction projects.



**Transfers**

Transfers make up nearly 10% of the total expenditure budget for the City. Some of the proceeds from Electric and Liquor will continue to be distributed to the General Fund and Capital Funds which support operations, park and street improvement needs of the city. The Council approved the transfer of over \$2.3 million from the Electric Fund, primarily for road improvements, just over \$2 million from the General Fund for debt service and capital projects to parks and buildings, and \$30,000 from the Liquor Fund to help cover costs incurred for park improvements.

**Debt**

The Debt service tax levy in 2016 decreased by (59.88%). The debt budget is based on the debt service payment schedule for 2016. Total debt appropriations for 2016 are \$865,340 or about 1.3% of the total budgeted expenditures. Transfers from the tax increment financing district funds (TIF) and the general fund will be used to pay debt in addition to the levy.

**Franchise Fee**

The City of Anoka has continued its franchise fee for 2016. Electric and Gas utility companies that service residents within the city borders are required to pay the City of Anoka a franchise fee. Because the City owns and operates its own electric utility, the Electric Fund pays a franchise fee to the General Fund. This is a fee assessed to Anoka electric utility customers and passed on to the General Fund as Franchise Fee revenue. The franchise fee expenditure makes up 1.5% of the total budgeted expenditures for 2016.

**Merchandise for Resale and Depreciation**

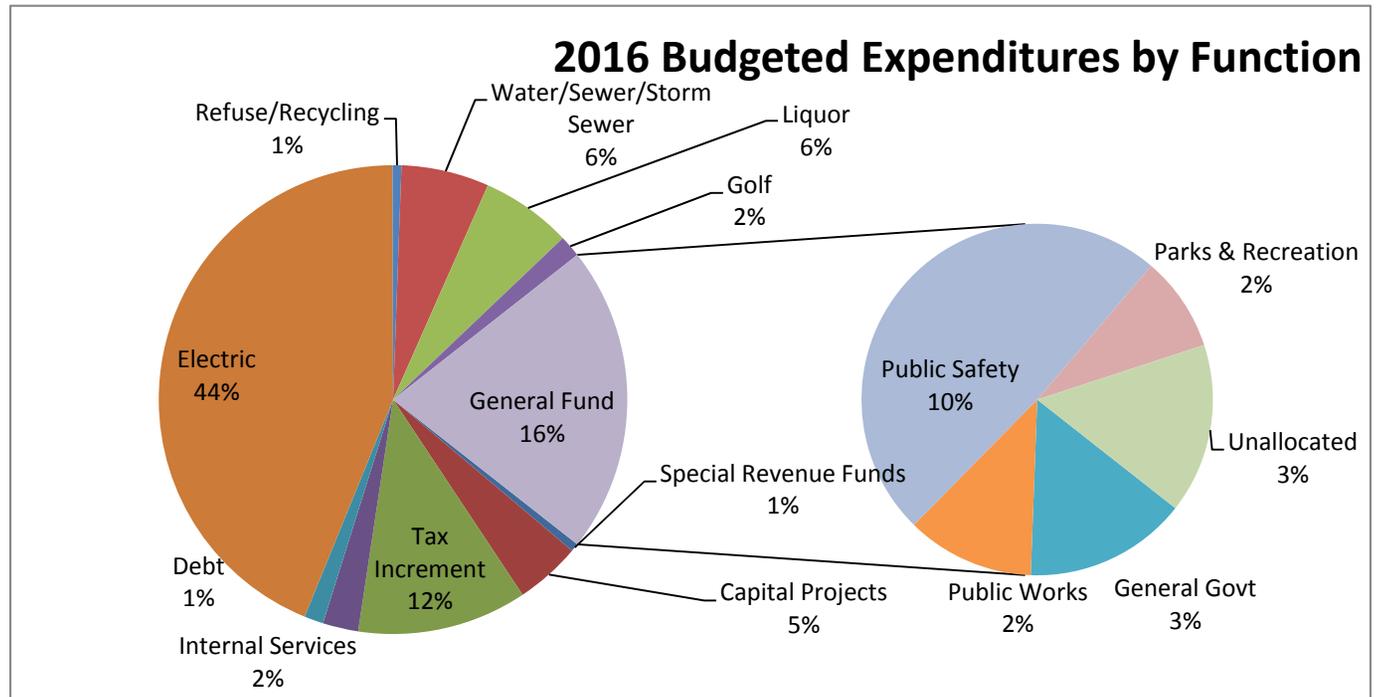
The balance of the City expenditure budget is made up of depreciation in the internal service and enterprise funds and merchandise for resale in the Golf and Liquor Funds. Depreciation budgets are determined based on prior year actual depreciation calculations. Merchandise for resale is determined by comparing prior year sales and projections for 2016.

These two budget items make up 9% of the expenditure budget.

**Expenditure Budgets by Fund**

Electric	\$28.7 million
Capital Projects/TIF	\$10.6 million
Public Safety	\$6.78 million
Liquor	\$4.10 million
Sewer/Water/Storm	\$3.97 million

The City's 5 largest programs in 2016 account for nearly 84% of the appropriation budget and are as follows:



## FUND BALANCE

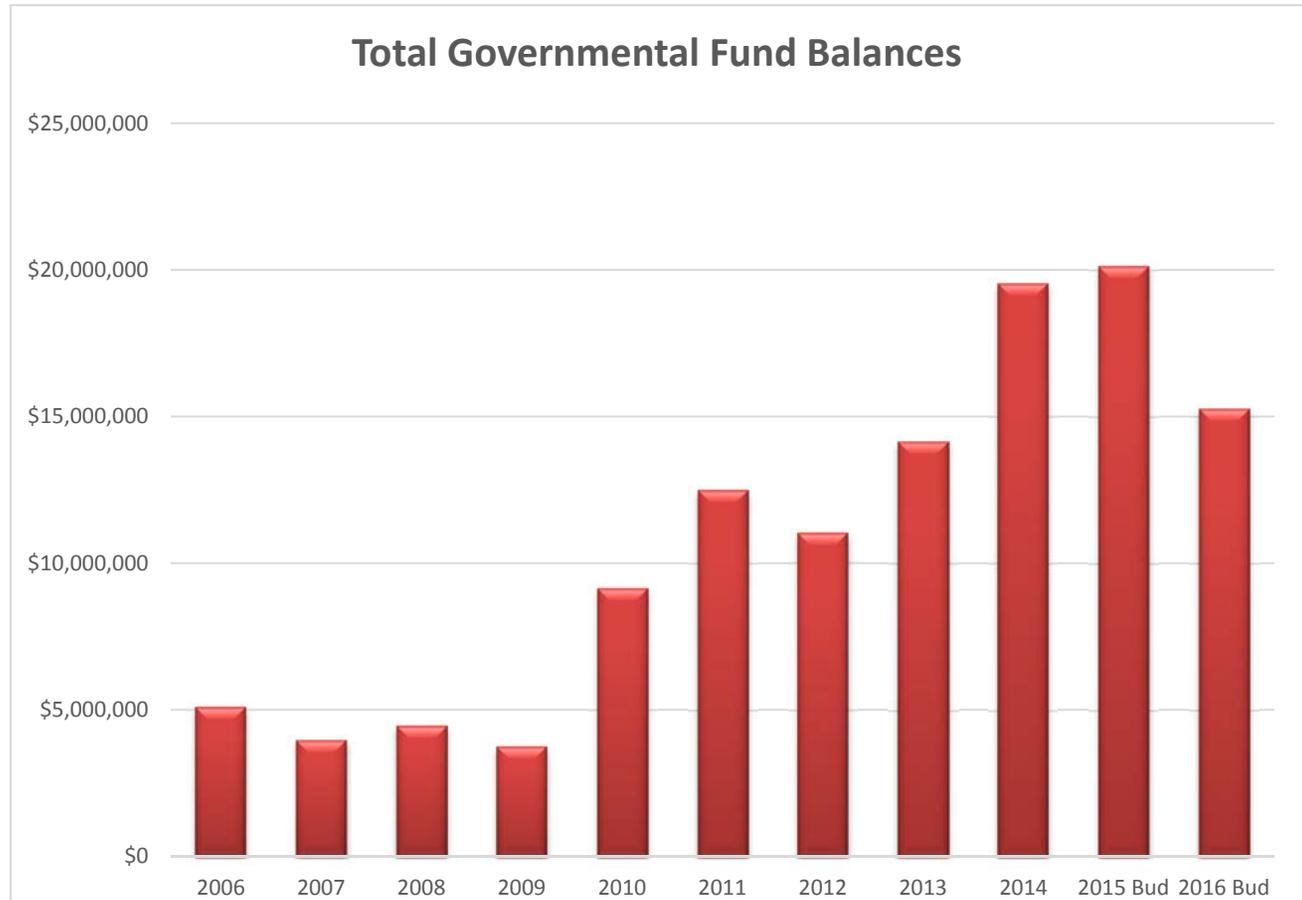
Fund Balance is the result of accumulated excess revenues over expenditures over past years. The City incorporates fund balance goals to meet its short and long-term needs. Fund balance goals are established by staff and council, to provide for cash flow needs, capital purchases, emergency contingency and other special needs identified. The city adopted a fund balance policy in 2011 (see finance policies). The city strives to maintain at least 30% of annual operating expenditures in fund balance reserves. Most funds are projected to exceed the fund balance goals.

The General Fund balance is budgeted to be at 28.7% of general fund expenditures by the end of 2016.

The overall governmental fund balances (excluding HRA) for 2016 are projected to decrease by (\$4,804,028). The General, Parking, Cemetery Improvements and TIF district funds are all anticipated to use fund balance. General Fund will use fund balance for capital expenditures and transfers for debt service. The Parking Fund will use fund balance for capital purchases and to continue covering some operating expenditures. The Cemetery Improvements Fund will be closing, and fund balance will be transferred to Cemetery Special Revenue Fund. The TIF district funds have budgeted improvement projects in 2016.

The overall enterprise net position is projected to increase by \$1,188,000 in 2016. The Golf, Refuse and Recycling Funds are all anticipated to use unrestricted net position. The Golf Fund is anticipated to use (\$105,000) for depreciation and Refuse and Recycling Funds are anticipated to use (\$17,145) for operations.

Internal services fund net position is projected to increase by \$516,705 in 2016. The HRA is projected to decrease fund balance by (\$67,675) for investment in redevelopment projects.







**DEBT OVERVIEW**

The City of Anoka has been very conservative in its debt issuance practices and holds Moody's Aa2 G.O. debt rating. The City's total outstanding debt on December 31, 2015, was \$10,685,000. After reducing the total principal and interest by the amount supported by utilities and tax increment, the per capita debt is estimated to be \$238 at the end of 2015.

The total debt principal and interest due in 2016 is \$1,088,886, of which \$155,900 is raised through a tax levy, \$346,290 from the TIF district and \$379,650 from general fund transfers. The remaining principal and interest is paid with water utility fees. As depicted in the table below, debt service requirements stay relatively flat until 2023 after the Public Facility Refunding bonds are paid. Minnesota State law limits the amount of G.O. debt for any municipality to 2% of market value, estimated to be \$1,265,990,400 in 2016. This limitation provides reasonable assurance of the municipality's ability to pay. The legal debt limit for Anoka is \$25,319,808; projected debt subject to the legal limit for Anoka is \$4,850,956, which is only about 19% of the legal debt limit. The responsible use of debt, limits the use of current and future sources which are needed to be used to pay for current financing.

Year	General Obligation Bonds		Revenue Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2016	\$ 440,000	\$ 261,216	\$ 315,000	\$ 72,670	\$ 755,000	\$ 333,886
2017	505,000	252,347	330,000	62,788	835,000	315,135
2018	555,000	239,410	110,000	55,810	665,000	295,220
2019	555,000	224,812	115,000	51,928	670,000	276,740
2020	575,000	208,603	115,000	47,845	690,000	256,448
2021	555,000	191,565	125,000	43,463	680,000	235,028
2022	630,000	172,040	130,000	38,680	760,000	210,720
2023	300,000	154,928	135,000	33,645	435,000	188,573
2024	325,000	142,428	140,000	28,280	465,000	170,708
2025	330,000	129,328	145,000	22,580	475,000	151,908
2026	350,000	117,477	155,000	16,503	505,000	133,980
2027	365,000	106,753	160,000	10,045	525,000	116,798
2028	480,000	94,077	165,000	3,383	645,000	97,460
2029	480,000	79,078			480,000	79,078
2030	490,000	63,009			490,000	63,009
2031	520,000	45,900			520,000	45,900
2032	535,000	27,965			535,000	27,965
2033	555,000	9,435			555,000	9,435
	<b>\$8,545,000</b>	<b>\$2,520,371</b>	<b>\$2,140,000</b>	<b>\$487,618</b>	<b>\$10,685,000</b>	<b>\$3,007,989</b>

General Obligation & Revenue Bonds - Debt Service - \$13,239,639  
 Revenue Bonds – Water Fund - \$453,350,



**CAPITAL IMPROVEMENTS**

The Capital Improvement Plan (CIP) process begins with departments editing and updating existing plans from previous years and adding or deleting projects. Once this is completed, Finance does an analysis of funding requirements and any related prioritization is done by the city manager. The analysis includes a review of projected working capital amounts available for the projects, any operating cost adjustments as a result of the improvement and the impact of future funding needs is determined. The mayor and council then use the compiled information in the CIP along with the results of public discussion, to determine which projects are to proceed and exactly how they will be funded.

<b>2016 CAPITAL IMPROVEMENT PROJECT TITLE</b>	<b>FUND</b>	<b>AMOUNT</b>	<b>PURPOSE</b>	<b>ANNUAL SAVINGS</b>	<b>ANNUAL COST</b>
Security systems city bldgs	General	\$100,000	Provide security of city buildings and surrounding areas.	\$50	\$0
Police ATV	General	\$25,000	Provides police access to park trails and nature areas.	\$0	\$100
HVAC in council worksession	General	\$25,000	Improve air circulation in area.	\$250	\$0
Sign replacement	General	\$117,000	Replace existing signs to higher standard requirement.	\$0	\$10,000
Sunny Acres park improvements	General	\$20,000	Foul lines and benches for player safety.	\$0	\$500
Aikin park boat slips	General	\$29,000	Provide six additional boat slips for demand.	\$10,800	\$1,500
Playground rehab	General	\$25,000	Enloe park pea rock replacement with wood fiber	\$0	\$0
Walker ramp masonry repair	Parking	\$65,000	Various areas are in need of masonry replacement & tuck pointing.	\$500	\$0
Precast Cap at parapet walls	Building Improvement	\$75,000	Parapet wall caps need to be replaced or reinstalled	\$0	\$0
Firebay floor repair	Building Improvement	\$100,000	Repair floor to prevent leakage to floors below.	\$500	\$0
Senior Center roof	Building Improvement	\$80,000	New roof to prevent ice dams and leaks.	\$1,000	\$0
Greenhaven bathrooms	Building Improvement	\$50,000	Bathrooms are not ADA compliant	\$1,000	\$0
Phone system	Building Improvement	\$125,000	Upgrade existing phones and move from county system	\$0	\$1,500
2016 additional SRP	Streets, Water, Sewer, Storm	\$1,661,395	Monroe street reconstruction	\$900	\$0
2016 SRP	Streets, Water, Sewer, Storm	\$1,714,495	Adams, Brisbin, Eighth street reconstruction	\$900	\$0



**2016 CAPITAL IMPROVEMENT PROJECT  
TITLE**

	<b>FUND</b>	<b>AMOUNT</b>	<b>PURPOSE</b>	<b>ANNUAL SAVINGS</b>	<b>ANNUAL COST</b>
Anoka Station Park	Park Dedication	\$50,000	Green space improvements	\$0	\$750
Riverbank stabilization	Park Capital	\$150,000	Grant to stabilize a sections of the Rum River	\$750	\$0
Dumpster & landscaping at Woodbury	Park Capital	\$30,000	Provide enclosure for leased property	\$0	\$0
Seventh Ave. entrance monument	Park Capital	\$50,000	Identify city entrance	\$0	\$0
Castle Field fence	Park Capital	\$50,000	Completion of project	\$0	\$500
<b>Bonnell park restoration</b>	<b>Park Capital</b>	<b>\$405,000</b>	<b>Storm water &amp; irrigation improvements</b>	<b>\$1,000</b>	<b>\$0</b>
Enloe tennis/basketball courts	Park Capital	\$25,000	Replace existing courts	\$500	\$250
Stone House restoration	Park Capital	\$25,000	Stabilize and fortify existing structure	\$0	\$250
Tile & walls of pool at Aquatic Center	Aquatic Center	\$40,000	Improvements	\$500	\$150
Repair diamond brite pool bottom	Aquatic Center	\$20,000	Improvement	\$750	\$150
Infrastructure & Improvements	TIF Districts	\$2,980,000	Streets, parking & other improvements in TIF districts	\$0	\$0
Land	TIF Districts	\$2,600,000	Purchase blighted properties for cleanup	\$0	\$0
Champlin Crossing	Electric	\$200,000	Bury electrical facilities	\$0	\$100
Rebuild circuit 2 <sup>nd</sup> Ave, construct Garfield	Electric	\$650,000	Construction and building electric circuits	\$500	\$0
Wellhouse repair	Water	\$50,000		\$1,000	\$0
Wellhouse 1 & 2 treatment plant upgrade	Water	\$1,000,000	Increase capacity to help meet water demands	\$0	\$2,000
Mississippi outfall repair	Storm Sewer	\$95,000	Storm water discharge into Mississippi	\$0	\$0
Remodel	Liquor Store	\$250,000	Remodel east store	\$0	\$200
Parking lot	Liquor Store	\$25,000	Blacktop parking area	\$500	\$0

**RED** represents same project, multiple funding sources

The projects described above and on the previous pages are planned for 2016. The Capital Improvement Plan (CIP) is five years. In addition to the CIP, the City also completes an equipment replacement plan (ERP) that is twenty years out. Both of these plans assist the City with budgeting.

**IMPACTS OF OPERATIONS**

The capital improvement projects in the budget for 2016 impact operations in a variety of ways as explained in the purpose column. Most replacements and improvements will reduce operating maintenance costs. Several new projects like those in Parks funds will enhance city services to residents with some direct impact on operations. In 2016, the city added additional police and security positions as a result of new parks and downtown demands. The additional positions added approximately \$120,000 to the general fund expenditures. The table on the following page depicts how these projects will be funded in 2016.



CAPITAL PROJECT FUNDING SOURCES

FUND	SOURCE	AMOUNT
General	Fund Balance reserve	\$1,596,040
Building Capital	Transfers from general fund	\$435,070
Park Capital	Transfers from general fund	\$486,980
TIF	Tax Increment revenues	\$407,500
TIF	Internal lending & bond issues	\$4,462,500
TIF	Grants	\$710,000
Park Dedication	Park Dedication fees	\$62,135
Aquatic Center	Fund balance reserve	\$68,100
Electric	Electric revenues	\$2,464,600
Street Renewal	Transfer in from Electric fund	\$1,100,000
	Special Assessments	\$450,000
	Franchise Fees	\$365,000
Water	Reserves	\$947,430
	Current revenues	\$464,700
Sewer	Reserves	\$851,415
	Current revenues	\$17,415
Storm Sewer	Reserves	\$300,690
	Current revenues	\$299,310

GENERAL FUND

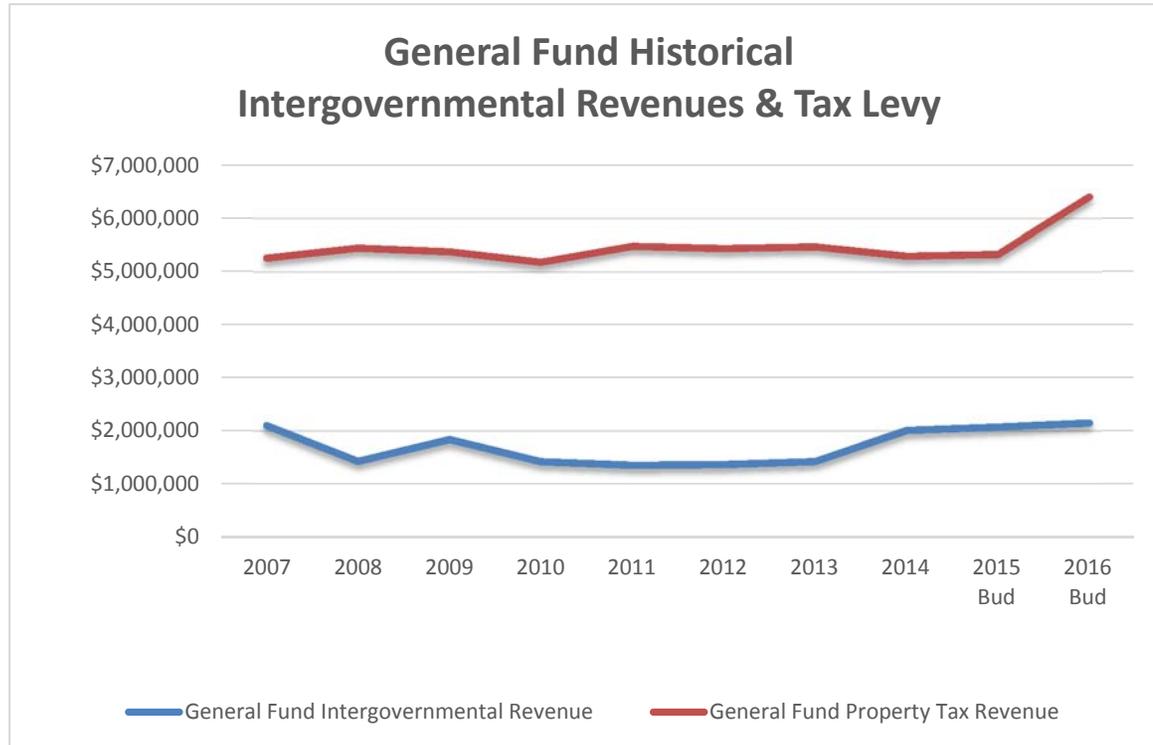
Property tax revenue is the amount needed to fill the gap between budgeted revenues and appropriations. The average increase in the levy for the general fund for years 2017 through 2019 is projected to be about 6.2%. This projection reflects a large increase in the levy in 2017. An increase in the levy that year is projected to increase the average property tax payer's annual liability by 9%. Average annual operating appropriations are projected to increase of 2.9% during that same period. The explanation for the larger than average increase in the levy is that for years the city has delayed equipment replacement and also used fund balance reserves in the capital project funds to pay for capital improvements. Those balances need to be replenished. The projected appropriation amounts may be reduced through cuts or increased as a result of unexpected costs. Property tax revenue sources may always change through reduced appropriations or changes in other revenue sources.

Tax base growth or decline is used as a guide in keeping property taxes at a reasonable level. In the current environment the tax base increased about 6.5% for budget year 2016. An increase in the tax base is also projected for 2017. Redevelopment projects help increase the tax base. The increase in tax base can sometimes translate into a decrease in the tax capacity rate unless other factors are adjusted by the state or the city increases the levy.

The City electric utility franchise fee has been in place for many years. Currently the fee helps offset the amount of tax levy needed to fund general fund street operations. The City Council reviews the impacts of this fee and continues to analyze its usefulness. General Fund intergovernmental revenues are anticipated to remain fairly flat in 2017. Prior to 2014, intergovernmental revenues had been running very low compared to 2006 and before. Local government aid is derived from sales tax revenues and is allocated by the state legislature. In 2013, State legislators voted to increase the amount funded for local government aid. As a result of City Council, staff prudence and state aid increases, property tax payers in Anoka saw a decrease in property taxes in 2014. In 2016, the city will again

see a decrease in property taxes. Although there was a large increase in the levy, the increase was absorbed by an increase in tax capacity. The city is always strategizing to cope with the fluctuation in state aids and property values.

The graph below reflects the relatively flat changes in the major revenues supporting the general fund, except in 2016 when the city increased the levy to replenish fund balances in governmental fund .



Licenses, permits and fines include building permits, which are volatile depending on new construction and remodeling projects. Based on projected construction projects, the current economy and historical information, revenue is projected to decrease slightly as the 2015 construction season was very strong year. Many projects are already underway in 2015 and there is a continued positive outlook for 2016. Permit activity is expected to flatten out at higher levels in 2016 and 2017. Various programs throughout the City generate charges for services. The volume of activity also fluctuates with construction. Charges for services are also forecast to decrease slightly as a result of the strong construction throughout the city in 2015, and flattening out in 2016 and 2017. Interest revenues are anticipated to increase into the near future with small increases in 2016 and 2017. This is based on the current economic environment gradually improving. Overall revenues are anticipated to increase by 2% each year for the next several years.

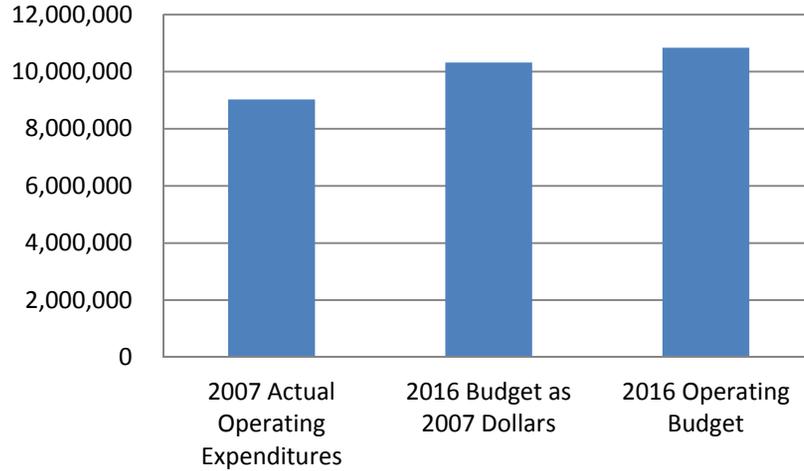
General fund expenditures account for 20% of the City's total expenses. The general fund revenue budget is \$13,205,895 which includes budgeted use of reserves for transfers of (\$1,596,040). The general fund appropriation budget is

\$13,205,895. There is an increase in appropriations compared to 2015 by \$2,587,445 or 24.4%. The increase is the result of an increase in transfers out of \$1,930,650 for infrastructure improvements, equipment purchases and debt service requirements. There is also an increase in capital spending of \$127,400, professional services \$100,000 and salary costs increased by \$300,00 with a new police officer and additional security staffing. The budget was specifically prepared to meet the budget goals, while assuring efficiency and effectiveness in all positions.

For 2016, the budget was prepared with the primary intention of maintaining core services and replenishing governmental fund balances without increasing the property taxes for the average tax payer. With all of the improved and additional infrastructure projects completed or in process, it was necessary to add one additional police position to enable staff to continue to provide the quality services the community desires. In 2016 the departments were requested to provide financial information by programs within a department. The City Council, through recommendations of city staff, is increasing the General Fund operating expenditures by 5.1% in 2016. The overall goal of preparing for our future and maintaining current services is attained. City Council and staff continue to focus on providing quality service to its citizens for the 2016 budget and beyond.

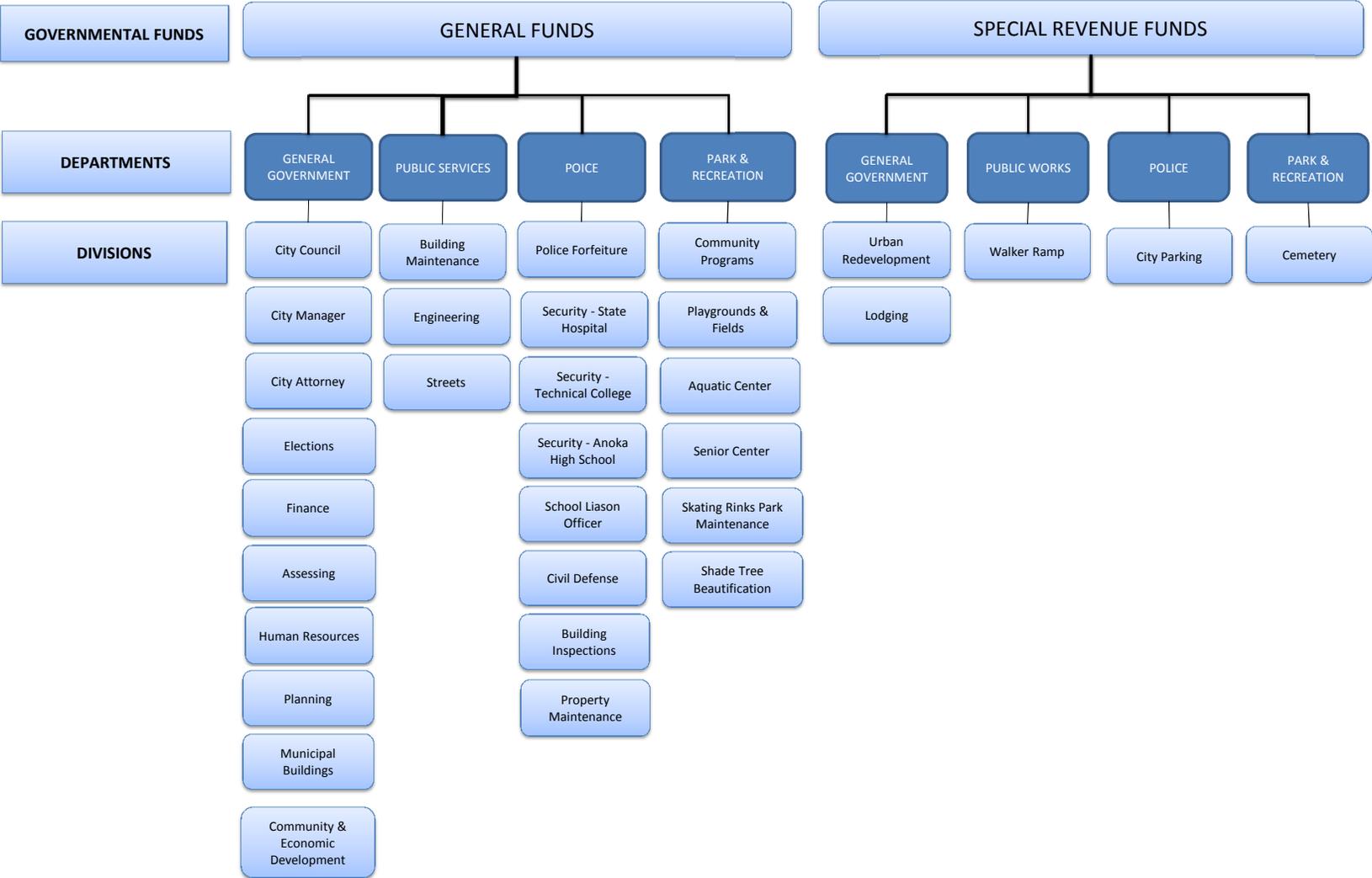


**2016 General Fund Operating Expenditure Budget  
when Compared to 2007 Dollars**

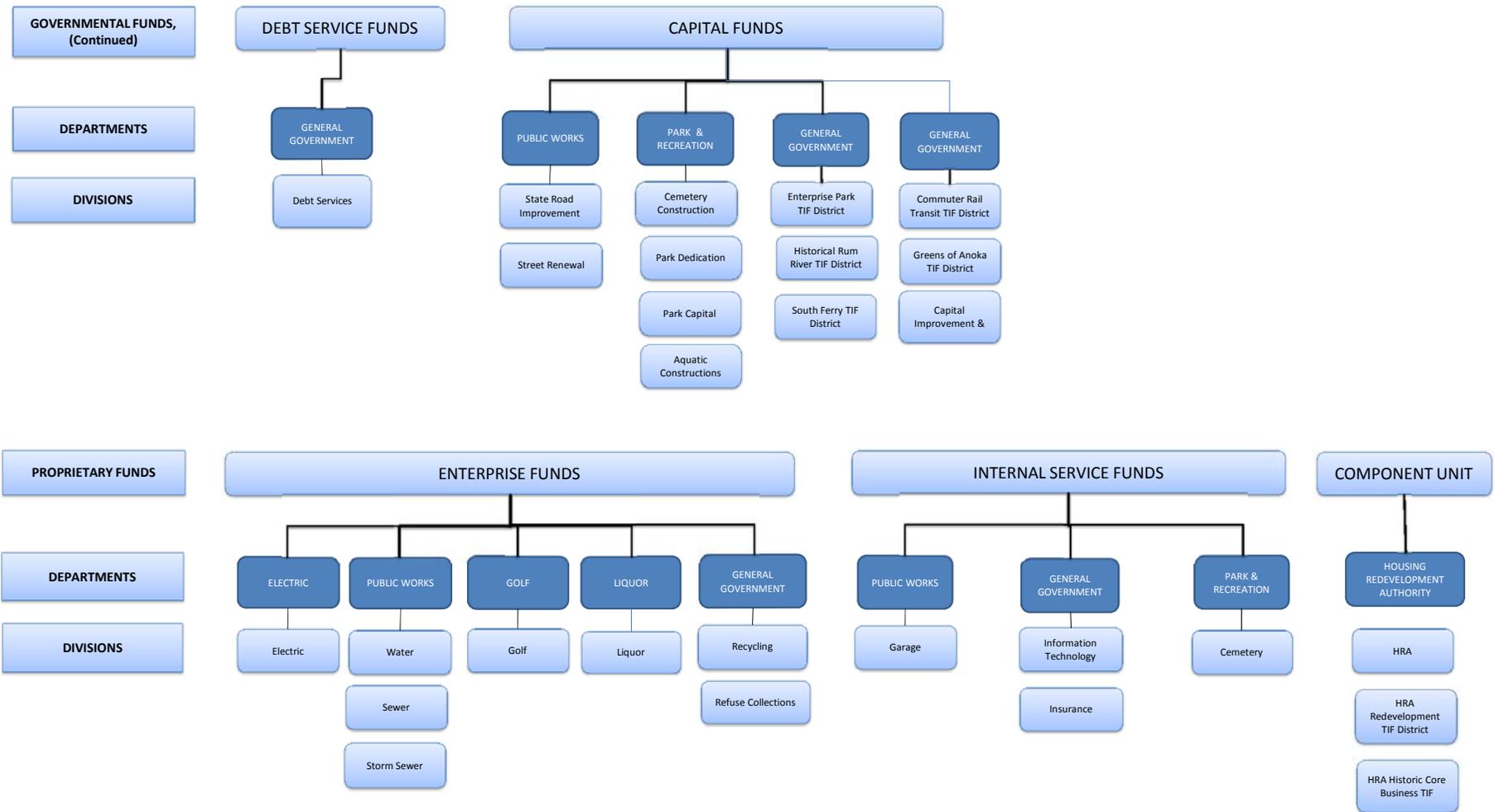


The graph above takes the 2007 operating budget for the General Fund and converts it to 2016 dollars. When comparing the current budget to actual expenditures from 2007, general fund expenditures are slightly higher. The increase is a result of increased costs in professional services and maintenance. Salary expenditures were higher in 2007 when converted to 2016 dollars.

# CITY OF ANOKA FUNDS AND DEPARTMENTS RELATIONSHIP



## CITY OF ANOKA FUNDS AND DEPARTMENTS RELATIONSHIP



**CITY OF ANOKA**  
**ALL FUNDS COMPARATIVE EXPENDITURES BY OBJECT CLASSIFICATION (EXCLUDING HRA)**

<b>REVENUES</b>	<b>ACTUAL 2011</b>	<b>ACTUAL 2012</b>	<b>ACTUAL 2013</b>	<b>ACTUAL 2014</b>	<b>ADOPTED 2015</b>	<b>ADOPTED 2016</b>	Difference	Percent change
Property Tax	8,342,495	8,383,973	8,528,515	8,252,307	8,810,615	6,876,175	(1,934,440)	-22.0%
Special Assessments	370,862	459,562	485,145	406,265	465,000	450,000	(15,000)	-3.2%
Intergovernmental	1,975,701	4,099,693	9,335,544	4,449,796	2,115,885	3,063,955	948,070	44.8%
Licenses & Permits	275,788	505,153	379,864	467,613	403,350	485,150	81,800	20.3%
Fines & Forfeitures	181,322	141,782	129,161	127,368	263,950	238,700	(25,250)	-9.6%
Interest Earnings	782,785	367,426	(408,443)	1,042,691	662,825	582,225	(80,600)	-12.2%
Charges for Services	3,464,804	3,567,023	3,878,975	3,605,782	3,866,515	3,973,615	107,100	2.8%
Utility Charges	28,987,818	28,809,201	29,807,796	30,704,897	32,054,300	32,740,000	685,700	2.1%
Merchandise Sales	3,956,908	3,970,832	4,067,548	5,088,484	4,041,450	4,231,000	189,550	4.7%
Miscellaneous	2,446,470	1,927,609	1,300,881	2,111,046	2,700,500	988,025	(1,712,475)	-63.4%
Franchise Fees	1,257,715	1,298,606	1,340,379	1,331,956	1,310,000	1,331,000	21,000	1.6%
Issuance of Bonds	-	-	-	6,383,638	-	-	-	0.0%
Transfers In/Reserves	2,672,376	3,749,996	3,090,000	5,751,000	4,683,485	8,491,675	3,808,190	81.3%
<b>TOTAL REVENUES</b>	<b><u>\$ 54,715,044</u></b>	<b><u>\$ 57,280,856</u></b>	<b><u>\$ 61,935,365</u></b>	<b><u>\$ 69,722,843</u></b>	<b><u>\$ 61,377,875</u></b>	<b><u>\$ 63,451,520</u></b>	<b><u>\$ 2,073,645</u></b>	<b><u>3.4%</u></b>
<b>EXPENDITURES</b>								
Personal Services	9,302,188	9,459,729	9,559,928	9,621,386	10,292,175	10,383,265	91,090	0.9%
Supplies	1,165,610	1,032,710	1,255,641	1,352,498	1,370,450	1,688,800	318,350	23.2%
Professional Services	3,247,269	3,291,559	3,782,901	3,805,154	6,451,920	6,150,630	(301,290)	-4.7%
Maintenance	3,656,169	3,341,012	3,686,186	4,060,146	2,359,865	2,465,400	105,535	4.5%
Merchandise for resale	3,015,846	3,135,518	3,221,142	3,332,975	3,250,100	3,289,200	39,100	1.2%
Purchased Power	17,701,349	18,238,698	19,622,946	19,814,739	21,000,000	21,000,000	-	0.0%
Capital	2,472,214	11,071,968	13,294,922	10,106,587	6,974,340	8,870,910	1,896,570	27.2%
Franchise Fees	906,683	920,609	960,276	946,125	920,000	950,000	30,000	3.3%
Depreciation	2,493,435	2,499,067	2,419,061	2,459,159	2,422,000	2,605,500	183,500	7.6%
Interest Expense	105,666	226,548	95,994	31,984	185,850	144,160	(41,690)	-22.4%
Debt	4,979,348	867,089	942,654	1,006,588	1,000,435	865,340	(135,095)	-13.5%
Contributed Capital	-	-	949,670	-	-	-	-	0.0%
Transfers Out	2,672,376	3,749,996	3,090,000	5,751,000	4,399,500	6,426,150	2,026,650	46.1%
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 51,718,153</u></b>	<b><u>\$ 57,834,503</u></b>	<b><u>\$ 62,881,321</u></b>	<b><u>\$ 62,288,341</u></b>	<b><u>\$ 60,626,635</u></b>	<b><u>\$ 64,839,355</u></b>	<b><u>\$ 4,212,720</u></b>	<b><u>6.9%</u></b>

**CITY OF ANOKA**  
**2016 BUDGET SUMMARY - ALL FUNDS (EXCLUDING HRA)**

REVENUES	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	ACTUAL 2014	ADOPTED 2015	ADOPTED 2016	Difference	Percent change
<b>GENERAL FUND</b>								
Property Taxes	\$ 5,207,674	\$ 5,441,866	\$ 5,475,539	\$ 5,298,101	\$ 5,329,680	\$ 6,303,575	\$ 973,895	18.3%
Intergovernmental	1,485,068	1,373,890	1,432,608	2,008,829	2,081,885	2,146,355	64,470	3.1%
Licenses & Permits	236,939	457,674	343,817	427,821	365,550	444,350	78,800	21.6%
Fines & Forfeitures	113,095	83,462	79,874	85,154	91,500	86,750	(4,750)	-5.2%
Interest Earnings	96,775	36,920	(74,207)	142,152	30,000	45,000	15,000	50.0%
Charges for Services	951,926	1,026,888	1,088,748	1,224,658	1,099,250	1,169,650	70,400	6.4%
Miscellaneous	259,682	14,931	85,086	71,237	137,000	54,175	(82,825)	-60.5%
Franchise Fees	926,617	939,728	977,721	967,141	945,000	966,000	21,000	2.2%
Transfers In/Reserves	275,000	385,000	700,000	360,000	538,585	1,990,040	1,451,455	269.5%
Total General Fund	\$ 9,552,776	\$ 9,760,359	\$ 10,109,186	\$ 10,585,093	\$ 10,618,450	\$ 13,205,895	\$ 2,587,445	24.4%
<b>SPECIAL REVENUES</b>								
Urban Redevelopment	\$ 222,680	\$ 61,928	\$ 62,010	\$ 219,704	\$ 175,550	\$ 108,600	\$ (66,950)	-38.1%
Round Up	-	-	-	41,607	40,000	41,000	1,000	2.5%
Cemetery	120,857	52,858	96,242	82,459	106,160	152,500	46,340	43.7%
Walker Leased Parking	4,544	5,051	4,395	5,307	9,255	8,185	(1,070)	-11.6%
City Parking	254,397	97,417	65,132	102,301	175,785	202,500	26,715	15.2%
Lodging	6,244	6,426	12,553	12,770	12,700	12,800	100	0.8%
Total Special Revenues	\$ 608,722	\$ 223,680	\$ 240,332	\$ 464,148	\$ 519,450	\$ 525,585	\$ 6,135	1.2%
<b>DEBT SERVICE FUNDS</b>								
Property Taxes	\$ 396,213	\$ 405,184	\$ 396,313	\$ 386,018	\$ 388,585	\$ 155,900	\$ (232,685)	-59.9%
Interest	241	1,904	(9,029)	10,101	550	1,950	1,400	254.5%
Issuance of Bonds	-	-	-	6,383,638	-	-	-	0.0%
Operating Transfer In	475,000	440,000	440,000	1,440,000	568,500	754,650	186,150	32.7%
Total Debt Service Funds	\$ 871,454	\$ 847,088	\$ 827,284	\$ 8,219,757	\$ 957,635	\$ 912,500	\$ (45,135)	-4.7%
<b>CAPITAL FUNDS</b>								
Building Capital Projects	\$ 1,169,562	\$ 132,976	\$ (3,975)	\$ 499,408	\$ 126,500	\$ 500,250	\$ 373,750	295.5%
State Aid Construction	5,644	2,209	(4,254)	1,147,401	2,000	4,500	2,500	125.0%
Street Renewal	2,211,856	5,354,936	1,282,929	3,496,255	3,643,000	2,941,100	(701,900)	-19.3%
Cemetery Construction	2,265	924	(474)	1,892	-	-	-	0.0%
Park Capital Improvements	280,349	1,884,339	752,790	2,360,758	981,010	894,200	(86,810)	-8.8%
City Tax Increment Districts	3,476,935	3,109,370	10,746,762	3,310,365	4,560,765	2,996,625	(1,564,140)	-34.3%
Total Capital Projects	\$ 7,146,611	\$ 10,484,754	\$ 12,773,778	\$ 10,816,079	\$ 9,313,275	\$ 7,336,675	\$ (1,976,600)	-21.2%

**CITY OF ANOKA**  
**2016 BUDGET SUMMARY - ALL FUNDS (EXCLUDING HRA)**

<b>REVENUES (continued)</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ADOPTED</b>		
	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>Difference</b>	<b>Percent change</b>
<b>ENTERPRISE FUNDS</b>								
Electric	\$ 25,400,364	\$ 24,880,426	\$ 25,873,794	\$ 28,173,981	\$ 28,558,500	\$ 29,098,250	\$ 539,750	1.9%
Water	1,998,933	1,936,514	1,767,775	1,806,786	1,996,750	2,024,250	27,500	1.4%
Sanitary Sewer	2,241,214	2,093,904	2,079,804	2,171,242	2,242,000	2,199,800	(42,200)	-1.9%
Storm Sewer	422,929	420,623	467,395	476,531	476,500	527,750	51,250	10.8%
Liquor	3,812,147	3,982,706	4,056,661	4,217,278	3,983,700	4,174,000	190,300	4.8%
Golf	1,096,764	1,094,589	2,101,425	924,354	909,750	941,700	31,950	3.5%
Refuse Collection	194,218	170,877	152,351	137,740	132,950	102,500	(30,450)	-22.9%
Recycling	265,717	239,203	300,270	260,070	283,300	277,750	(5,550)	-2.0%
Total Enterprise Funds	\$ 35,432,286	\$ 34,818,842	\$ 36,799,475	\$ 38,167,982	\$ 38,583,450	\$ 39,346,000	\$ 762,550	2.0%
<b>INTERNAL SERVICE FUNDS</b>								
Garage	\$ 502,963	\$ 513,737	\$ 504,948	\$ 574,658	\$ 602,565	\$ 1,305,665	\$ 703,100	116.7%
Information Systems	198,510	216,002	291,092	435,312	342,140	378,290	36,150	10.6%
Insurance	401,722	409,590	401,186	437,910	428,910	428,910	-	0.0%
Employee Benefits	-	6,804	(11,916)	21,904	12,000	12,000	-	0.0%
Total Internal Service Funds	\$ 1,103,195	\$ 1,146,133	\$ 1,185,310	\$ 1,469,784	\$ 1,385,615	\$ 2,124,865	\$ 739,250	53.4%
<b>Total Revenues (sources)</b>	\$ 54,715,044	\$ 57,280,856	\$ 61,935,365	\$ 69,722,843	\$ 61,377,875	\$ 63,451,520	\$ 2,073,645	3.4%
<b>TOTAL SOURCES</b>	\$ 54,715,044	\$ 57,280,856	\$ 61,935,365	\$ 69,722,843	\$ 61,377,875	\$ 63,451,520	\$ 2,073,645	3.4%

**CITY OF ANOKA**  
**2016 BUDGET SUMMARY - ALL FUNDS (EXCLUDING HRA)**

APPROPRIATIONS	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	ACTUAL 2014	ADOPTED 2015	ADOPTED 2016	Difference	Percent change
<b>GENERAL FUND</b>								
Council	\$ 90,805	\$ 88,000	\$ 83,479	\$ 94,762	\$ 96,675	\$ 96,665	(10)	0.0%
Administrative Services	326,247	357,629	362,800	377,573	379,930	453,655	73,725	19.4%
Finance	392,201	383,910	382,525	404,102	417,975	461,710	43,735	10.5%
Legal	195,996	184,317	180,450	174,179	208,500	201,500	(7,000)	-3.4%
Planning	172,977	168,291	188,102	184,632	166,985	274,995	108,010	64.7%
Municipal Buildings	89,150	244,757	345,414	328,751	365,700	485,875	120,175	32.9%
Police	3,695,424	3,886,213	3,968,492	4,215,403	4,337,810	4,552,855	215,045	5.0%
Fire	482,168	524,605	808,183	535,500	551,460	592,000	40,540	7.4%
Inspections/Property Maint.	242,053	268,041	269,131	272,507	303,525	243,030	(60,495)	-19.9%
Public Works	1,335,589	1,060,079	1,237,801	1,218,735	1,602,920	1,637,485	34,565	2.2%
Recreation	568,301	723,557	890,383	1,018,868	998,010	1,106,490	108,480	10.9%
Parks	871,019	755,132	763,732	739,188	870,885	826,510	(44,375)	-5.1%
Community Development	99,941	115,099	131,554	122,789	114,575	105,475	(9,100)	-7.9%
Unallocated	40,714	41,709	48,623	79,418	109,500	143,000	33,500	30.6%
Transfers Out	-	600,000	750,000	1,220,000	94,000	2,024,650	1,930,650	2053.9%
Total General Fund	\$ 8,602,585	\$ 9,401,339	\$ 10,410,669	\$ 10,986,407	\$ 10,618,450	\$ 13,205,895	\$ 2,587,445	24.4%
<b>SPECIAL REVENUES</b>								
Urban Redevelopment	4,218	5	2,240	3,553	1,740	900	(840)	-48.3%
Round Up	-	-	-	41,594	40,000	41,000	1,000	2.5%
Cemetery	85,262	64,755	89,541	99,184	106,160	98,190	(7,970)	-7.5%
Walker Leased Ramp	6,215	6,671	15,348	8,141	9,255	8,185	(1,070)	-11.6%
City Parking	254,454	363,342	210,663	165,774	175,785	202,500	26,715	15.2%
Lodging	5,180	6,661	11,972	12,039	12,035	12,780	745	6.2%
Total Special Revenues	\$ 355,329	\$ 441,434	\$ 329,764	\$ 330,285	\$ 344,975	\$ 363,555	\$ 18,580	5.4%
<b>DEBT SERVICE FUNDS</b>								
Bond Principal (refunding)	\$ 4,375,000	\$ 470,000	\$ 450,000	\$ 580,239	\$ 499,150	\$ 540,000	40,850	8.2%
Bond Interest	459,673	397,089	389,758	421,218	452,420	325,340	(127,080)	-28.1%
Transfers Out	-	-	-	-	-	-	-	0.0%
Total Debt Service Funds	\$ 4,834,673	\$ 867,089	\$ 839,758	\$ 1,001,457	\$ 951,570	\$ 865,340	\$ (86,230)	-9.1%

**CITY OF ANOKA**  
**2016 BUDGET SUMMARY - ALL FUNDS (EXCLUDING HRA)**

APPROPRIATIONS, (Continued)	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	ACTUAL 2014	ADOPTED 2015	ADOPTED 2016	Difference	Percent change
<b>CAPITAL FUNDS</b>								
Building Capital Projects	\$ 182,085	\$ 35,242	\$ 46,990	\$ 908,579	\$ 269,720	\$ 435,070	\$ 165,350	61.3%
State Aid Construction	5,616	-	1,094	776,050	-	-	-	0.0%
Street Renewal	1,868,293	7,454,430	1,930,980	4,470,190	3,832,575	1,839,655	(1,992,920)	-52.0%
Cemetery Construction	121	-	52,475	-	-	70,000	70,000	100.0%
Park Capital Improvements	533,921	2,690,406	1,418,529	2,210,491	250,385	619,185	368,800	147.3%
City Tax Increment Districts	1,141,313	1,891,193	10,503,213	4,087,060	4,260,405	7,674,495	3,414,090	80.1%
Total Capital Projects	\$ 3,731,349	\$ 12,071,271	\$ 13,953,281	\$ 12,452,370	\$ 8,613,085	\$ 10,638,405	\$ 2,025,320	23.5%
<b>ENTERPRISE FUNDS</b>								
Electric	\$ 23,755,476	\$ 24,827,030	\$ 25,633,255	\$ 26,742,329	\$ 29,287,995	\$ 28,702,000	\$ (585,995)	-2.0%
Water	1,338,250	1,291,808	1,430,439	1,444,995	1,485,465	1,559,550	74,085	5.0%
Sanitary Sewer	1,940,882	1,842,496	1,967,585	2,114,671	2,040,495	2,182,385	141,890	7.0%
Storm Sewer	162,570	166,886	198,447	185,703	212,090	228,440	16,350	7.7%
Liquor	3,916,828	3,953,217	4,157,645	4,316,772	4,176,780	4,105,860	(70,920)	-1.7%
Golf	1,386,361	1,319,486	2,038,573	957,105	1,011,445	982,370	(29,075)	-2.9%
Refuse Collection	200,494	177,847	161,493	137,319	137,905	106,965	(30,940)	-22.4%
Recycling	264,232	253,912	271,358	271,943	280,635	290,430	9,795	3.5%
Total Enterprise Funds	\$ 32,965,093	\$ 33,832,682	\$ 35,858,795	\$ 36,170,837	\$ 38,632,810	\$ 38,158,000	\$ (474,810)	-1.2%
<b>INTERNAL SERVICE FUNDS</b>								
Garage	\$ 614,265	\$ 604,334	\$ 599,563	\$ 665,199	\$ 690,010	\$ 734,625	\$ 44,615	6.5%
Information Systems	205,983	251,454	280,198	300,369	309,550	380,545	70,995	22.9%
Insurance	408,876	354,848	483,966	408,730	447,055	458,700	11,645	2.6%
Employee Benefits	-	10,052	125,327	(27,313)	19,130	34,290	15,160	79.2%
Total Internal Service Funds	\$ 1,229,124	\$ 1,220,688	\$ 1,489,054	\$ 1,346,985	\$ 1,465,745	\$ 1,608,160	\$ 142,415	9.7%
<b>Total Appropriations (uses)</b>	\$ 51,718,153	\$ 57,834,503	\$ 62,881,321	\$ 62,288,341	\$ 60,626,635	\$ 64,839,355	\$ 4,212,720	6.9%
<b>TOTAL SOURCES (USES)</b>	\$ 2,996,891	\$ (553,647)	\$ (945,956)	\$ 7,434,502	\$ 751,240	\$ (1,387,835)	\$ (2,139,075)	-284.7%
<b>Source or (Use) of Equity or Fund Balance</b>	\$ 2,996,891	\$ (553,647)	\$ (945,956)	\$ 7,434,502	\$ 751,240	\$ (1,387,835)	\$ (2,139,075)	-284.7%

**CITY OF ANOKA**

**2016 BUDGET SUMMARY - MAJOR V.S. NON-MAJOR FUNDS (EXCLUDING HRA)**

<b>REVENUES</b>	<b>ACTUAL 2011</b>	<b>ACTUAL 2012</b>	<b>ACTUAL 2013</b>	<b>ACTUAL 2014</b>	<b>ADOPTED 2015</b>	<b>ADOPTED 2016</b>	<b>Difference</b>	<b>Percent change</b>
<b>MAJOR GOVERNMENTAL FUNDS</b>								
General Funds	\$ 9,552,776	\$ 9,760,359	\$ 10,109,186	\$ 10,585,093	\$ 10,618,450	\$ 13,205,895	\$ 2,587,445	24.4%
Debt Service Funds	871,454	847,088	827,284	8,219,757	957,635	912,500	(45,135)	-4.7%
Street Renewal	2,211,856	5,354,936	1,282,929	3,496,255	3,643,000	2,941,100	(701,900)	-19.3%
State Aid Construction	5,644	2,209	(4,254)	1,147,401	2,000	4,500	2,500	125.0%
City Tax Increment Districts	3,476,935	3,109,370	10,746,762	3,310,365	4,560,765	2,996,625	(1,564,140)	-34.3%
Total Major Governmental Funds	16,118,665	19,073,962	22,961,907	26,758,871	19,781,850	20,060,620	278,770	1.4%
<b>NON-MAJOR GOVERNMENTAL FUNDS</b>	2,060,898	2,241,919	988,673	3,326,206	1,626,960	1,920,035	293,075	18.0%
Total Governmental funds	\$ 18,179,563	\$ 21,315,881	\$ 23,950,580	\$ 30,085,077	21,408,810	\$ 21,980,655	\$ 571,845	2.7%
<b>MAJOR ENTERPRISE FUNDS</b>								
Electric	\$ 25,400,364	\$ 24,880,426	\$ 25,873,794	\$ 28,173,981	\$ 28,558,500	\$ 29,098,250	\$ 539,750	1.9%
Water	1,998,933	1,936,514	1,767,775	1,806,786	1,996,750	2,024,250	27,500	1.4%
Liquor	3,812,147	3,982,706	4,056,661	4,217,278	3,983,700	4,174,000	190,300	4.8%
Golf	1,096,764	1,094,589	2,101,425	924,354	909,750	941,700	31,950	3.5%
Sanitary Sewer	2,241,214	2,093,904	2,079,804	2,171,242	2,242,000	2,199,800	(42,200)	-1.9%
Total Major Enterprise funds	34,549,422	33,988,139	35,879,459	37,293,641	37,690,700	38,438,000	747,300	2.0%
<b>NON-MAJOR ENTERPRISE FUNDS</b>	882,864	830,703	920,016	874,341	892,750	908,000	15,250	1.7%
<b>INTERNAL SERVICE FUNDS</b>	1,103,195	1,146,133	1,185,310	1,469,784	1,385,615	2,124,865	739,250	53.4%
Total Proprietary funds	36,535,481	35,964,975	37,984,785	39,637,766	39,969,065	41,470,865	1,501,800	3.8%
<b>Total Revenues (sources)</b>	<u>\$ 54,715,044</u>	<u>\$ 57,280,856</u>	<u>\$ 61,935,365</u>	<u>\$ 69,722,843</u>	<u>\$ 61,377,875</u>	<u>\$ 63,451,520</u>	<u>\$ 2,073,645</u>	<u>3.4%</u>

**CITY OF ANOKA**

**2016 BUDGET SUMMARY - MAJOR V.S. NON-MAJOR FUNDS (EXCLUDING HRA)**

<b>APPROPRIATIONS</b>	<b>ACTUAL 2011</b>	<b>ACTUAL 2012</b>	<b>ACTUAL 2013</b>	<b>ACTUAL 2014</b>	<b>ADOPTED 2015</b>	<b>ADOPTED 2016</b>	<b>Difference</b>	<b>Percent change</b>
<b>MAJOR GOVERNMENTAL FUNDS</b>								
General Funds	\$ 8,602,585	\$ 9,401,339	\$ 10,410,669	\$ 10,986,407	\$ 10,618,450	\$ 13,205,895	\$ 2,587,445	24.4%
Debt Service Funds	4,834,673	867,089	839,758	1,001,457	951,570	865,340	(86,230)	-9.1%
Street Renewal	1,868,293	7,454,430	1,930,980	4,470,190	3,832,575	1,839,655	(1,992,920)	-52.0%
State Aid Construction	5,616	-	1,094	776,050	-	-	-	0.0%
City Tax Increment Districts	1,141,313	1,891,193	10,503,213	4,087,060	4,260,405	7,674,495	3,414,090	80.1%
Total Major Governmental Funds	16,452,480	19,614,051	\$ 23,685,714	21,321,164	19,663,000	23,585,385	3,922,385	19.9%
<b>NON-MAJOR GOVERNMENTAL FUNDS</b>								
Total Governmental Funds	1,071,456	3,167,082	\$ 1,847,758	3,449,355	865,080	1,487,810	622,730	72.0%
Total Governmental Funds	17,523,936	22,781,133	\$ 25,533,472	24,770,519	20,528,080	25,073,195	4,545,115	22.1%
<b>MAJOR ENTERPRISE FUNDS</b>								
Electric	23,755,476	24,827,030	\$ 25,633,255	26,742,329	29,287,995	28,702,000	(585,995)	-2.0%
Water	1,338,250	1,291,808	1,430,439	1,444,995	1,485,465	1,559,550	74,085	5.0%
Liquor	3,916,828	3,953,217	4,157,645	4,316,772	4,176,780	4,105,860	(70,920)	-1.7%
Golf	1,386,361	1,319,486	2,038,573	957,105	1,011,445	982,370	(29,075)	-2.9%
Sanitary Sewer	-	-	1,967,585	2,114,671	2,040,495	2,182,385	141,890	7.0%
Total Major Enterprise funds	30,396,915	31,391,541	35,227,497	35,575,872	38,002,180	37,532,165	(470,015)	-1.2%
<b>NON MAJOR ENTERPRISE FUNDS</b>								
Total Proprietary funds	2,568,178	2,441,141	\$ 631,298	594,965	630,630	625,835	(4,795)	-0.8%
<b>INTERNAL SERVICE FUNDS</b>								
Total Proprietary funds	1,229,124	1,220,688	\$ 1,489,054	1,346,985	1,465,745	1,608,160	142,415	9.7%
Total Proprietary funds	34,194,217	35,053,370	37,347,849	37,517,822	40,098,555	39,766,160	(332,395)	-0.8%
<b>Total Appropriations (uses)</b>	<b>\$ 51,718,153</b>	<b>\$ 57,834,503</b>	<b>\$ 62,881,321</b>	<b>\$ 62,288,341</b>	<b>\$ 60,626,635</b>	<b>64,839,355</b>	<b>4,212,720</b>	<b>6.9%</b>
<b>TOTAL USES</b>	<b>\$ 51,718,153</b>	<b>\$ 57,834,503</b>	<b>\$ 62,881,321</b>	<b>\$ 62,288,341</b>	<b>\$ 60,626,635</b>	<b>64,839,355</b>	<b>4,212,720</b>	<b>6.9%</b>
<b>Source or (Use) of Equity or Fund Balance</b>	<b>\$ 2,996,891</b>	<b>\$ (553,647)</b>	<b>\$ (945,956)</b>	<b>\$ 7,434,502</b>	<b>\$ 751,240</b>	<b>(1,387,835)</b>	<b>(2,139,075)</b>	<b>-284.7%</b>

## Schedule of Tax Levies

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	
General Fund Levy	\$5,479,105	\$5,489,105	\$5,459,105	\$5,323,265	\$5,323,680	\$6,297,575	18.29%
Debt Service Levy	<u>420,000</u>	<u>410,000</u>	<u>397,000</u>	<u>389,000</u>	<u>388,585</u>	<u>155,900</u>	-59.88%
Total Levy	<u><u>5,899,105</u></u>	<u><u>5,899,105</u></u>	<u><u>5,856,105</u></u>	<u><u>5,712,265</u></u>	<u><u>5,712,265</u></u>	<u><u>6,453,475</u></u>	12.98%
Housing & Redevelopment Authority:	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	
HRA Levy	<u><u>\$198,500</u></u>	<u><u>\$198,500</u></u>	<u><u>\$194,000</u></u>	<u><u>\$192,150</u></u>	<u><u>\$192,150</u></u>	<u><u>\$219,900</u></u>	14.44%



This page intentionally left blank

**CITY OF ANOKA  
2016 BUDGET  
Estimated Cost of City Services**

	ADOPTED 2016	
	% of Levy	Amount of Levy
City Council	1.20%	7.91
City Manager	3.64%	24.09
City Attorney	1.19%	7.89
Finance	5.63%	37.19
Human Resources	1.68%	11.12
Planning	0.00%	-
Unallocated	1.80%	11.87
<b>GENERAL GOVERNMENT</b>	<b>15.13%</b>	<b>\$ 100.06</b>
Public Works	2.54%	16.78
Building Maint	6.01%	39.74
Infrastructure	0.00%	-
<b>PUBLIC WORKS</b>	<b>8.55%</b>	<b>\$ 56.53</b>
Police		
Police	42.20%	278.99
Police Security	0.31%	2.03
Police Total	42.51%	281.01
Fire	7.32%	48.43
Inspections/Property Maintenance	-3.28%	(21.69)
Planning & Community Development	4.62%	30.54
<b>PUBLIC SAFETY</b>	<b>51.17%</b>	<b>\$ 338.28</b>
Recreation	5.70%	37.67
Senior Ctr	1.97%	13.03
Aquatic Ctr	0.01%	0.03
Park Maint	10.13%	66.94
<b>PARKS &amp; RECREATION</b>	<b>17.80%</b>	<b>\$ 117.67</b>
<b>DEBT SERVICE</b>	<b>7.34%</b>	<b>\$ 48.54</b>
<b>Average Cost of City Services</b>	<b>100%</b>	<b>\$ 661.09</b>

2016 Levy based on a home with a 1/2/15 market value of \$180,120

**CITY OF ANOKA  
FULL-TIME EQUIVALENTS**

	2011 AUTHORIZED	2012 AUTHORIZED	2013 AUTHORIZED	2014 AUTHORIZED	2015 AUTHORIZED	2016 AUTHORIZED
CITY MANAGER	2.63	2.63	2.32	2.63	2.63	3.13
ASSESSING	1.00	1.00	1.00	1.00	1.00	1.00
HUMAN RESOURCES	2.00	2.00	2.00	2.00	2.00	2.00
FINANCE	5.00	5.00	4.58	4.60	4.60	4.70
COMMUNITY DEVELOPMENT	1.49	1.50	1.32	1.00	1.00	1.00
<b>GENERAL GOVERNMENT</b>	<b>12.12</b>	<b>12.13</b>	<b>11.22</b>	<b>11.23</b>	<b>11.23</b>	<b>11.83</b>
BUILDING MAINTENANCE	0.95	0.95	0.88	0.95	0.75	0.85
MUNICIPAL BUILDINGS	0.48	0.48	0.55	0.48	0.35	0.25
ENGINEERING	1.80	1.75	1.75	1.75	1.75	1.75
STREETS	5.68	5.68	5.68	6.68	7.18	7.21
<b>PUBLIC WORKS</b>	<b>8.91</b>	<b>8.86</b>	<b>8.86</b>	<b>9.86</b>	<b>10.03</b>	<b>10.06</b>
PLANNING	1.55	1.55	2.30	2.05	1.65	2.80
INSPECTIONS	1.85	1.85	1.60	1.60	1.60	1.35
PROPERTY MAINTENANCE	1.10	1.10	1.35	1.35	1.50	0.60
<i>PLANNING &amp; INSPECTIONS</i>	<i>4.50</i>	<i>4.50</i>	<i>5.25</i>	<i>5.00</i>	<i>4.75</i>	<i>4.75</i>
POLICE	28.45	30.08	30.08	30.08	30.28	32.15
SECURITY - REGIONAL TREATMENT CENTER	0.45	0.45	0.45	0.45	0.50	1.50
SECURITY - TECHNICAL COLLEGE	0.05	0.05	0.05	0.05	0.10	0.10
SECURITY - HIGH SCHOOL	0.05	0.05	0.05	0.05	0.10	0.10
SCHOOL LIASON OFFICER	1.80	1.85	1.85	1.85	1.85	1.85
<i>POLICE</i>	<i>30.80</i>	<i>32.48</i>	<i>32.48</i>	<i>32.48</i>	<i>32.83</i>	<i>35.70</i>
<i>FIRE</i>	<i>4.60</i>	<i>4.60</i>	<i>4.60</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<b>PUBLIC SAFETY</b>	<b>39.90</b>	<b>41.58</b>	<b>42.33</b>	<b>37.48</b>	<b>37.58</b>	<b>40.45</b>
SENIOR CENTER	0.33	0.33	0.33	0.33	0.33	0.33
PLAYGROUNDS & FIELDS	1.38	1.38	1.38	1.38	1.38	1.38
SWIMMING POOL	0.28	0.28	0.28	0.28	0.28	0.28
SKATING RINKS/SIDEWALK SNOW REMOVAL	0.38	0.20	0.20	0.25	0.25	0.50
MUNICIPAL PARKS	4.03	4.08	4.08	4.08	4.08	3.68
SHADE TREE BEAUTIFICATION	0.28	0.28	0.28	0.18	0.18	0.70
EVENT CENTER		0.00	0.00	0.00	0.40	0.38
CEMETERY	0.00	0.00	0.00	0.00	0.00	0.00
<b>PARKS &amp; RECREATION</b>	<b>6.66</b>	<b>6.53</b>	<b>6.55</b>	<b>6.50</b>	<b>6.90</b>	<b>7.23</b>
<b>TOTAL GENERAL FUND</b>	<b>67.58</b>	<b>69.09</b>	<b>68.96</b>	<b>65.07</b>	<b>65.74</b>	<b>69.57</b>
HRA	1.11	1.50	1.50	1.00	0.75	1.00
PARKING	2.15	1.15	1.15	0.85	0.80	0.75
CEMETERY	1.03	0.93	0.93	0.88	0.88	0.63
CENTRAL EQUIPMENT (GARAGE)	2.05	2.05	2.05	1.05	1.45	1.45
INFORMATION SYSTEMS	0.60	0.48	0.00	0.00	0.00	0.00
ELECTRIC	17.90	17.90	18.00	18.40	17.40	17.80
WATER	3.76	3.26	3.26	3.26	3.56	3.56
SEWER	3.76	3.26	3.26	3.26	2.96	2.96
LIQUOR STORES	4.00	4.00	4.00	4.00	4.00	4.00
GOLF COURSE	3.17	3.17	3.17	3.12	3.25	3.25
RECYCLING	0.51	0.38	0.38	0.38	0.37	0.37
<b>TOTAL OTHER FUNDS</b>	<b>40.03</b>	<b>38.07</b>	<b>37.70</b>	<b>36.20</b>	<b>35.42</b>	<b>35.77</b>
	<b>107.62</b>	<b>107.16</b>	<b>106.65</b>	<b>101.27</b>	<b>101.16</b>	<b>105.33</b>

**City of Anoka**  
**Principal Taxpayers**

<b>TAXPAYER</b>	<b>TYPE OF BUSINESS</b>	<b>PAY 2016</b>	
		<b>INDIVIDUAL TAX CAPACITY</b>	<b>% OF TOTAL TAX CAPACITY</b>
FEDERAL CARTRIDGE	AMMUNITION MANUFACTURING	294,576	2.0%
HOFFMAN ENCLOSURES	ELECTRICAL ENCLOSURES	280,985	1.9%
CUTTERS GROVE LTD	APARTMENTS	247,431	1.7%
ANOKA INDUSTRIAL LLC	DECOPAC	221,162	1.5%
HEALTH PARTNERS	HEALTH CARE	210,536	1.4%
SUNDQUIST PROPERTIES II LLC	PRECISION MACHINING	178,366	1.2%
PAUL & ELEANOR SADE TRUST	SHEET STEEL FABRICATION	175,556	1.2%
AD CENTER LLC	AMMUNITION WAREHOUSING	172,064	1.2%
CRV ANOKA	FURNITURE WAREHOUSE	166,488	1.1%
GRACO	FLUID HANDLING	150,656	1.0%
		2,097,820	14.2%

**2014 Per Capita Governmental Fund Expenditures for Metro Area Cities with Population 14,000-21,000**

Ham Lake	15,666	247
Otsego	14,968	280
Hugo	14,201	298
New Hope	20,812	545
<b>Anoka</b>	<b>17,586</b>	<b>590</b>
Robbinsdale	14,512	653
West Saint Paul	19,800	656
Columbia Heights	19,709	663
Stillwater	18,892	719
Golden Valley	20,790	744
Hopkins	18,971	890
Forest Lake	19,484	1012
South St. Paul	20,146	1026
<b>Average</b>		<b>640</b>

Source: Minnesota State Auditor

# CITY OF ANOKA, MINNESOTA

## DEMOGRAPHIC AND ECONOMIC STATISTICS LAST TEN YEARS

<u>Year</u>	<u>Population<sup>1</sup></u>	<u>Median Age<sup>1</sup></u>	<u>City Average # of Employees<sup>2</sup></u>	<u>City Annual Income Per Employee<sup>2</sup></u>	<u>County Annual Income Per Employee<sup>2</sup></u>	<u>7-County Metro Area Annual Income Per Employee<sup>2</sup></u>	<u>Total City Personal Income (amounts in thousands)<sup>3</sup></u>	<u>County Unemployment Rate<sup>2</sup></u>	<u>7-County Metro Area Unemployment Rate<sup>2</sup></u>
2006	18,076		13,377	41,496	40,560	48,100	555,092	5.0	3.6
2007	18,038		13,433	45,084	43,264	49,660	605,613	4.7	4.2
2008	17,849		13,684	44,512	42,120	52,364	609,102	6.7	6.0
2009	17,966		12,686	44,304	42,172	51,376	562,041	8.0	7.1
2010	17,142	37.2	12,579	48,256	43,108	52,988	607,012	7.4	6.6
2011	17,155		12,802	47,866	43,784	54,496	612,781	5.9	5.3
2012	17,233		13,093	51,480	45,240	59,280	674,028	5.4	4.9
2013	17,248		13,767	50,648	45,604	59,852	697,271	4.4	4.0
2014	17,276		13,957	50,336	47,736	57,772	702,540	3.4	3.1
2015	17,345		14,259	52,364	47,762	60,788	746,658	3.3	2.9

Sources:

<sup>1</sup> U.S. Census Bureau

<sup>2</sup> Minnesota Department of Employment and Economic Development

<sup>3</sup> City average employees times annual income



This page intentionally left blank

CITY OF ANOKA, MINNESOTA  
2016 BUDGET

**GENERAL FUND SUMMARY BUDGET**

<u>SOURCES</u>	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 ADOPTED	2016 ADOPTED	PERCENT CHANGE
Property Taxes	\$ 5,207,674	\$ 5,441,866	\$ 5,475,539	\$ 5,298,101	\$ 5,329,680	\$ 6,303,575	18.27%
Intergovernmental	1,485,068	1,373,890	1,432,608	2,008,829	2,071,885	2,146,355	3.59%
Licenses & Permits	236,939	457,674	343,817	427,821	365,550	444,350	21.56%
Fines & Forfeitures	113,095	83,462	79,874	85,154	90,000	86,750	-3.61%
Interest Earnings	96,775	36,920	78,844	37,396	30,000	45,000	50.00%
Gain(loss) fair value of inv	-	-	(153,051)	104,756	-	-	0.00%
Charges for Services	951,926	1,026,888	1,088,748	1,224,658	1,084,850	1,169,650	7.82%
Miscellaneous	259,682	14,931	85,086	71,237	165,500	54,175	-67.27%
Franchise Fees	926,617	939,728	977,721	967,141	945,000	966,000	2.22%
Transfers In/Reserves	275,000	385,000	700,000	360,000	535,985	1,990,040	271.29%
<b>Total Revenue and Transfers In</b>	<b>\$ 9,552,776</b>	<b>\$ 9,760,359</b>	<b>\$ 10,109,186</b>	<b>\$ 10,585,093</b>	<b>\$ 10,618,450</b>	<b>\$ 13,205,895</b>	<b>24.37%</b>
<u>USES</u>							
Council	\$ 90,805	\$ 88,000	\$ 83,479	\$ 94,762	96,675	\$ 96,665	-0.01%
Administrative Services	326,247	357,629	362,800	377,573	379,930	453,655	19.40%
Finance	392,201	383,910	382,525	404,102	417,975	461,710	10.46%
Legal	195,996	184,317	180,450	174,179	208,500	201,500	-3.36%
Planning	172,977	168,291	188,102	184,632	166,985	274,995	64.68%
Municipal Buildings	89,150	244,757	345,414	328,751	365,700	485,875	32.86%
Police	3,695,424	3,886,213	3,968,492	4,215,403	4,337,810	4,552,855	4.96%
Fire	482,168	524,605	808,183	535,500	551,460	592,000	7.35%
Inspections/Property Maint.	242,053	268,041	269,131	272,507	303,525	243,030	-19.93%
Public Works	1,335,589	1,060,079	1,237,801	1,218,735	1,602,920	1,637,485	2.16%
Recreation	568,301	723,556	890,383	1,018,868	998,010	1,106,490	10.87%
Parks	871,019	755,132	763,732	739,188	870,885	826,510	-5.10%
Community Development	99,941	115,099	131,554	122,789	114,575	105,475	-7.94%
Unallocated	40,714	41,709	48,623	79,418	109,500	143,000	30.59%
Transfers Out	-	600,000	750,000	1,220,000	94,000	2,024,650	2053.88%
<b>Total Expenditures and Transfers Out</b>	<b>\$ 8,602,585</b>	<b>\$ 9,401,338</b>	<b>\$ 10,410,669</b>	<b>\$ 10,986,407</b>	<b>\$ 10,618,450</b>	<b>\$ 13,205,895</b>	<b>24.37%</b>
<b>Net Change in Fund Balance</b>	<b>\$ 950,191</b>	<b>\$ 359,021</b>	<b>\$ (301,483)</b>	<b>\$ (401,314)</b>	<b>\$ -</b>	<b>\$ -</b>	
Transfer of Operations	\$ -	\$ -	\$ -	\$ (589,849)	\$ -	\$ -	0.00%
<b>GENERAL FUND BALANCE</b>	<b>\$ 5,814,459</b>	<b>\$ 6,173,480</b>	<b>\$ 5,871,997</b>	<b>\$ 4,880,834</b>	<b>\$ 4,709,849</b>	<b>\$ 3,113,809</b>	<b>-33.89%</b>

CITY OF ANOKA, MINNESOTA  
2016 BUDGET

GENERAL FUND COMPARATIVE EXPENDITURES BY OBJECT CLASSIFICATION

	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 ADOPTED	2016 ADOPTED	PERCENT CHANGE
<b>General Government:</b>							
Employee Services	\$ 926,736	\$ 993,713	\$ 1,024,787	\$ 1,117,852	\$ 1,085,420	\$ 1,370,280	26.24%
Supplies	18,430	17,820	18,245	11,174	36,100	35,100	-2.77%
Professional Services	395,338	465,818	451,096	453,168	490,815	605,855	23.44%
Maintenance	26,813	106,361	109,107	169,805	118,005	125,790	6.60%
Capital Outlay	-	-	71,089	14,207	20,000	150,000	650.00%
Total General Government	<u>1,367,317</u>	<u>1,583,712</u>	<u>1,674,324</u>	<u>1,766,206</u>	<u>1,750,340</u>	<u>2,287,025</u>	30.66%
<b>Public Safety:</b>							
Employee Services	3,755,478	3,949,061	3,994,213	3,761,341	3,855,520	3,848,450	-0.18%
Supplies	80,993	88,170	71,413	69,786	80,950	78,550	-2.96%
Professional Services	269,376	331,572	374,062	364,154	385,210	356,290	-7.51%
Maintenance	313,798	281,612	323,005	292,629	319,655	328,445	2.75%
Contractual Fire	-	-	-	535,500	551,460	592,000	7.35%
Capital Outlay	-	28,446	283,113	-	-	-	0.00%
Total Public Safety	<u>4,419,645</u>	<u>4,678,861</u>	<u>5,045,806</u>	<u>5,023,410</u>	<u>5,192,795</u>	<u>5,203,735</u>	0.21%
<b>Public Works:</b>							
Employee Services	560,253	499,830	570,119	657,903	687,450	695,915	1.23%
Supplies	15,585	23,781	19,014	24,341	33,900	33,900	0.00%
Professional Services	132,358	90,598	72,136	99,009	117,955	109,895	-6.83%
Maintenance	627,393	445,870	576,532	434,247	653,615	680,775	4.16%
Capital Outlay	-	-	-	3,235	110,000	117,000	6.36%
Total Public Works	<u>1,335,589</u>	<u>1,060,079</u>	<u>1,237,801</u>	<u>1,218,735</u>	<u>1,602,920</u>	<u>1,637,485</u>	2.16%
<b>Park &amp; Recreation:</b>							
Employee Services	788,644	813,845	795,866	857,948	912,100	933,260	2.32%
Supplies	69,714	90,454	106,931	109,610	144,950	148,850	2.69%
Professional Services	145,275	143,158	259,989	265,490	217,855	239,130	9.77%
Maintenance	435,687	403,521	500,205	457,902	510,390	537,760	5.36%
Capital Outlay	-	27,709	39,747	67,106	83,600	74,000	-11.48%
Total Park & Recreation	<u>1,439,320</u>	<u>1,478,687</u>	<u>1,702,738</u>	<u>1,758,056</u>	<u>1,868,895</u>	<u>1,933,000</u>	3.43%
<b>Unallocated:</b>							
Transfers	-	600,000	750,000	1,220,000	94,000	2,024,650	2053.88%
Maintenance/contingency	40,714	-	-	-	109,500	120,000	9.59%
Total Unallocated	<u>40,714</u>	<u>600,000</u>	<u>750,000</u>	<u>1,220,000</u>	<u>203,500</u>	<u>2,144,650</u>	953.88%
<b>TOTALS</b>	<u>\$ 8,602,585</u>	<u>\$ 9,401,339</u>	<u>\$ 10,410,669</u>	<u>\$ 10,986,407</u>	<u>\$ 10,618,450</u>	<u>\$ 13,205,895</u>	24.37%

CITY OF ANOKA, MINNESOTA  
2016 BUDGET

**GENERAL FUND SUMMARY BUDGET**

GENERAL FUND COMPARATIVE EXPENDITURES BY OBJECT CLASSIFICATION

<b>TOTAL GENERAL FUND:</b>	2011 <u>ACTUAL</u>	2012 <u>ACTUAL</u>	2013 <u>ACTUAL</u>	2014 <u>ACTUAL</u>	2015 <u>ADOPTED</u>	2016 <u>ADOPTED</u>	<u>PERCENT CHANGE</u>
Employee Services	\$ 6,031,111	\$ 6,256,449	\$ 6,384,985	\$ 6,395,044	\$ 6,540,490	\$ 6,847,905	4.70%
Supplies	184,722	220,225	215,603	214,911	295,900	296,400	0.17%
Professional Services	942,347	1,031,146	1,157,283	1,181,821	1,211,835	1,311,170	8.20%
Maintenance	1,403,691	1,237,364	1,508,849	1,354,583	1,601,665	1,672,770	4.44%
Contractual Fire	-	-	-	535,500	551,460	592,000	7.35%
Capital Outlay	-	56,155	393,949	84,548	213,600	341,000	59.64%
Contingency	40,714	-	-	-	109,500	120,000	9.59%
Transfers	-	600,000	750,000	1,220,000	94,000	2,024,650	2053.88%
TOTAL	<u>\$ 8,602,585</u>	<u>\$ 9,401,339</u>	<u>\$ 10,410,669</u>	<u>\$ 10,986,407</u>	<u>\$ 10,618,450</u>	<u>\$ 13,205,895</u>	<u>24.37%</u>

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** CITY COUNCIL

**DIVISION DESCRIPTION:**

The legislative body of city government is the City Council. Comprised of four council members and the mayor, the City Council is responsible for enacting ordinances, adopting the yearly budget and establishing basic policies of the city. They are also responsible for appointing the city manager, city attorney, and members of the city advisory commissions. The mayor and council members are elected at large. The mayoral term is for two years, while council members are elected for overlapping four-year terms.

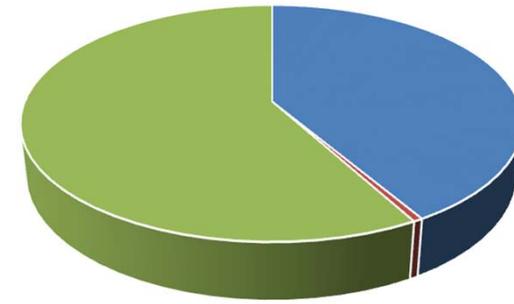
**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Development/Redevelopment
  - A. South Ferry Street/Treatment Centers
  - B. State Hospital Cottages
  - C. Sale of land-former HealthPartners and surface lot north of Anoka Station
  - D. Market and develop commercial site at Bunker and 7th
  - E. Continue projects on non-tax generating property (HRRD/CRTV)
2. Finance/Organization
  - A. Zero levy increases through increased revenues or reduced spending
  - B. 2016 levy includes taxpayer benefit and general fund increased support
3. Parks/Trails/River
  - A. River boat and river recreation
  - B. Rum River Dam modification project
  - C. Amphitheater preservation
  - D. Trail system from damn to Woodbury House and beyond
4. Transportation & Other
  - A. Hwy 10 and impact of Hwy 10 to liquor store
  - B. Street Renewal program assessment for 2016+ covers 25% 3yr cost
  - C. Buses on Washington Street
  - D. Work though pros/cons of organized garbage hauling-vote up or down

**PERFORMANCE MEASURES:**

	2014	2015	2016
1. % Levy change	-2.46%	0.00%	12.98%
2. # of special work sessions	20	20	20

2016 EXPENDITURES BY CATEGORY

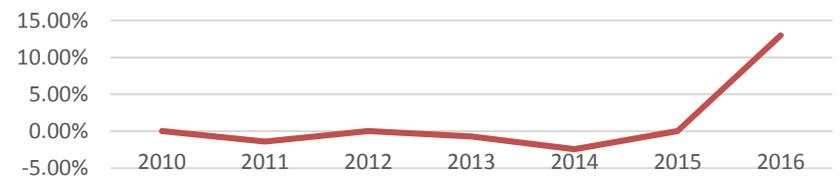


■ PERSONAL SERVICES      ■ SUPPLIES  
 ■ PROFESSIONAL SERVICE      ■ MAINTENANCE

EXPENDITURES:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
PERSONAL SERVICES	\$ 41,134	\$ 40,135	\$ 40,135
SUPPLIES	400	500	500
PROFESSIONAL SERVICE	53,228	56,040	56,030
MAINTENANCE	-	-	-
<b>TOTAL</b>	<b>\$ 94,762</b>	<b>\$ 96,675</b>	<b>\$ 96,665</b>

PER CAPITA EXPENSE:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
MONTHLY	\$ 0.46	\$ 0.46	\$ 0.46
ANNUAL	\$ 5.49	\$ 5.57	\$ 5.57

Percent Change in Gross Levy

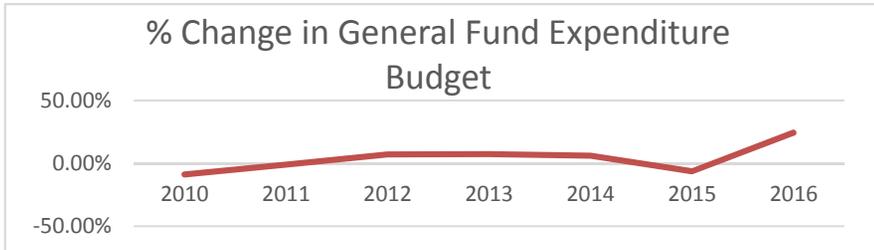


# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** CITY MANAGER

**DIVISION DESCRIPTION:**

The city manager department is the general administrative unit of the city government. As such, it supervises and coordinates activities of the city departments, handles citizen inquiries and service requests and implements policies of the city. This activity also prepares the agenda and materials for council meetings, prepares regular and special management reports, advises the council on policy matters and prepares the annual budget for consideration by the city council.



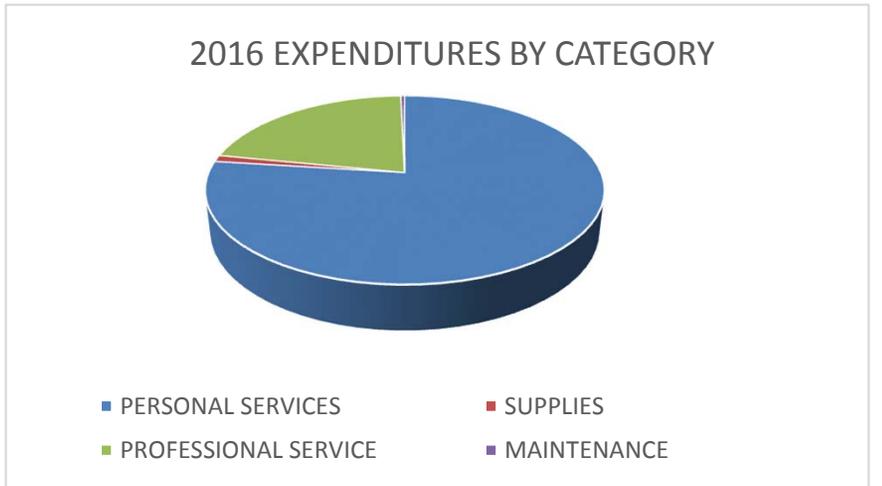
**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue to deliver quality and cost-effective core services while improving operations and increasing efficiencies through the use of technology, outsourcing and streamlining.
2. Through development and redevelopment, continue to reposition the community for a strong sustainable future.
3. Be wise financially to assure a strong future.
4. Continue to invest in, develop, and acknowledge City staff.
5. Begin City Code Codification process

	2014	2015 Projected	2016 Projected
1. Levy change	-2.46%	0.00%	12.98%
2. Change General Fund Exp	5.98%	-6.35%	24.39%

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	2.63	2.63	3.13



<b>EXPENDITURES:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 174,381	\$ 178,410	\$ 205,850
SUPPLIES	850	3,000	3,000
PROFESSIONAL SERVICE	50,562	53,440	57,520
MAINTENANCE	75	1,000	1,000
<b>TOTAL</b>	<b>\$ 225,868</b>	<b>\$ 235,850</b>	<b>\$ 267,370</b>

<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 1.09	\$ 1.13	\$ 1.28
ANNUAL	\$ 13.07	\$ 13.60	\$ 15.41

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** ELECTIONS

**DIVISION DESCRIPTION:**

This division provides for the registration of voters and also conducts all elections according to local ordinances and state law. This includes administration of precincts, filing of local offices, proofing ballots, publishing all required legal notices, coordination of election judge staff, provide residents with important voting information and ensure all elections are fair and accurate.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

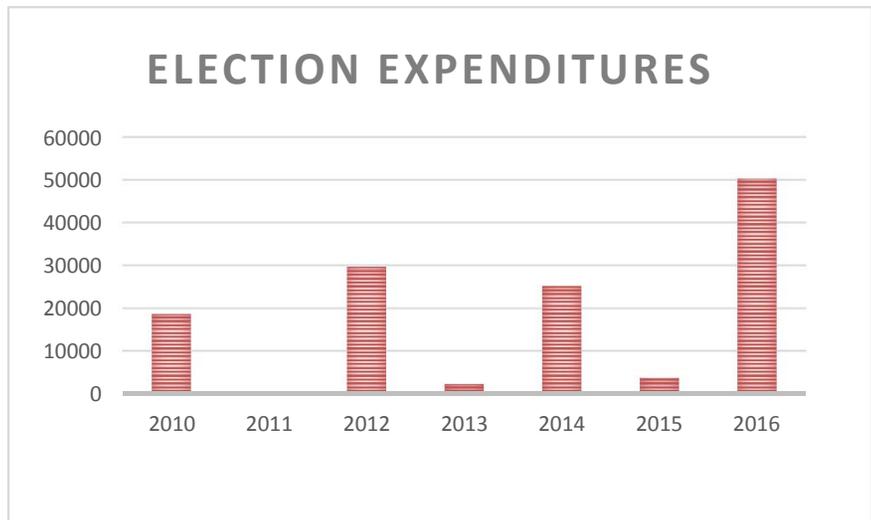
1. Successfully conduct Special Election for Senate District 35
2. Successfully conduct State Primary & State General Elections
3. Recruitment of new Election Judges
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. Annual equipment lease
2. Additional costs related to Special Election
3. Increase in pay for Election Judges
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015 Projected	2016 Projected
1. # of registered voters	10,751	10,185	11,800
2. # of precincts	8	8	8



EXPENDITURES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
PERSONAL SERVICES	\$ 21,455	\$ -	\$ 46,050
SUPPLIES	184	-	200
PROFESSIONAL SERVICE	296	-	300
MAINTENANCE	3,413	3,850	3,850
<b>TOTAL</b>	<b>\$ 25,348</b>	<b>\$ 3,850</b>	<b>\$ 50,400</b>

PER CAPITA EXPENSE:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
MONTHLY	\$ 0.12	\$ 0.02	\$ 0.24
ANNUAL	\$ 1.47	\$ 0.22	\$ 2.91

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** FINANCE

**DIVISION DESCRIPTION:**

This division is responsible for administration of the city's financial affairs. This includes maintaining accounting records for all operations, custody and investment of funds, supervision of revenue collection and disbursement of city monies, administration of debt, payroll function, purchasing function, special assessments, the receptionist area, and budget preparation.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Implement new financial system software
2. Document processes for training future staff turnover
3. Implement single monthly billing system
4. Update City Financial Management Plan

**EXPENDITURE HIGHLIGHTS:**

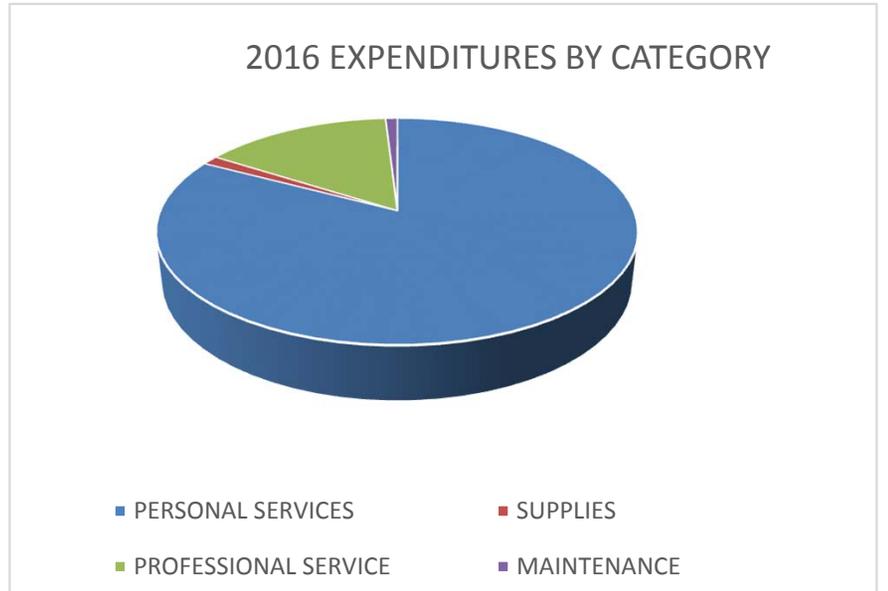
1. Reduced allocation of expense to other funds
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**PERFORMANCE MEASURES FOR UTILITY BILLING:**

	2014	2015	2016 Projected
1. # of Deposits annually	909	842	875
2. # of Ebilling customers	586	504	510
3. # of autobank pay cust	3,309	4,163	4,300
4. Total Utility Billing Calls	18,655	20,532	19,000
5. Average Time Per Call	3:10	3:15	3:00

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	4.60	4.60	4.70



<b>EXPENDITURES:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 218,729	\$ 235,070	\$ 261,035
SUPPLIES	2,265	4,300	4,100
PROFESSIONAL SERVICE	52,731	42,160	47,390
MAINTENANCE	2,035	3,000	3,000
<b>TOTAL</b>	<b>\$ 275,760</b>	<b>\$ 284,530</b>	<b>\$ 315,525</b>

<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 1.33	\$ 1.37	\$ 1.52
ANNUAL	\$ 15.96	\$ 16.40	\$ 18.19

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** ASSESSING

**DIVISION DESCRIPTION:**

This division is responsible for assessment for all real and personal property for valuation purposes and the administration of all special assessments. Special assessments increase each year by about 100 new accounts as a result of new development, annual street renewal projects and redevelopment.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Complete quintile.
2. Resolve outstanding Tax Court petitions.
3. Search for competent seasonal appraiser.
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

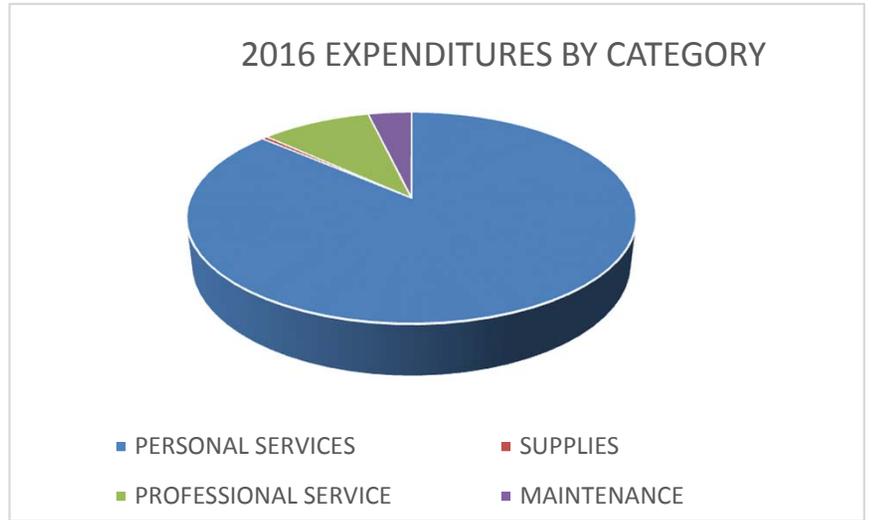
1. Reflects lower costs of part-time employees

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. NUMBER OF RESIDENTIAL PARCELS ASSESSED	950	950	962
2. COMMERCIAL/APARTMENT EXEMPT PARCELS	240	240	231
3. TAX COURT PETITIONS	7	10	10
4. TAX COURT PARCELS	13	16	20

**STAFFING LEVELS:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
FTE	1.00	1.00	1.00



<b>EXPENDITURES:</b>	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PERSONAL SERVICES	\$ 115,629	\$ 115,950	\$ 126,200
SUPPLIES	50	700	700
PROFESSIONAL SERVICE	9,408	11,815	13,845
MAINTENANCE	3,255	4,980	5,440
<b>TOTAL</b>	<b>\$ 128,342</b>	<b>\$ 133,445</b>	<b>\$ 146,185</b>

<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL 2014</u>	<u>ACTUAL 2015</u>	<u>ACTUAL 2016</u>
MONTHLY	\$ 0.62	\$ 0.64	\$ 0.70
ANNUAL	\$ 7.43	\$ 7.69	\$ 8.43

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** CITY ATTORNEY

**DIVISION DESCRIPTION:**

The city attorney provides legal services required by the city. The city attorney advises the city council and city departments in all legal matters relating to the operations of city government, and prepares all contracts, ordinances, legal opinions and other legal documents required by the city staff or council. In addition, the attorney appears on the city's behalf before any court or administrative body in the prosecution or defense of all proceedings in which the city is a party.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue to monitor and minimize legal costs.
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. Reduced to reflect actual costs
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Criminal	\$ 137,458	\$ 137,132	\$ 155,000
2. Civil	\$ 36,721	\$ 50,669	\$ 46,000



EXPENDITURES:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
PERSONAL SERVICES	\$ -	\$ -	\$ -
SUPPLIES	-	500	500
PROFESSIONAL SERVICE	174,179	208,000	201,000
MAINTENANCE	-	-	-
<b>TOTAL</b>	<b>\$ 174,179</b>	<b>\$ 208,500</b>	<b>\$ 201,500</b>

PER CAPITA EXPENSE:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
MONTHLY	\$ 0.84	\$ 1.00	\$ 0.97
ANNUAL	\$ 10.08	\$ 12.02	\$ 11.62

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** HUMAN RESOURCES

**DIVISION DESCRIPTION:**

The Human Resources Department is responsible for administering the 1) personnel program, 2) labor relations issues, 3) safety program, and 4) insurance program for all City departments. The personnel duties include keeping current with and updating when appropriate benefits, pay plan, personnel policy, affirmative action, job classification, recruitment, testing, interviewing, final hiring selection, new laws and regulations affecting personnel, job descriptions current to insure they meet ADA requirements, and administering wage and salary programs. Labor relations duties include negotiating new contracts with 5 bargaining units, handling grievances, interpreting union contracts, and settling disputes. The safety duties include keeping City personnel updated on issues affecting the safety of their work and work environment and investigating accidents. Insurance program duties include administering the municipal workers' comp, and employee group insurance programs.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Maintain cost and level of benefits.
2. Lower number of lost time injuries.
3. Maintain staffing levels during turnover and retirements

**EXPENDITURE HIGHLIGHTS:**

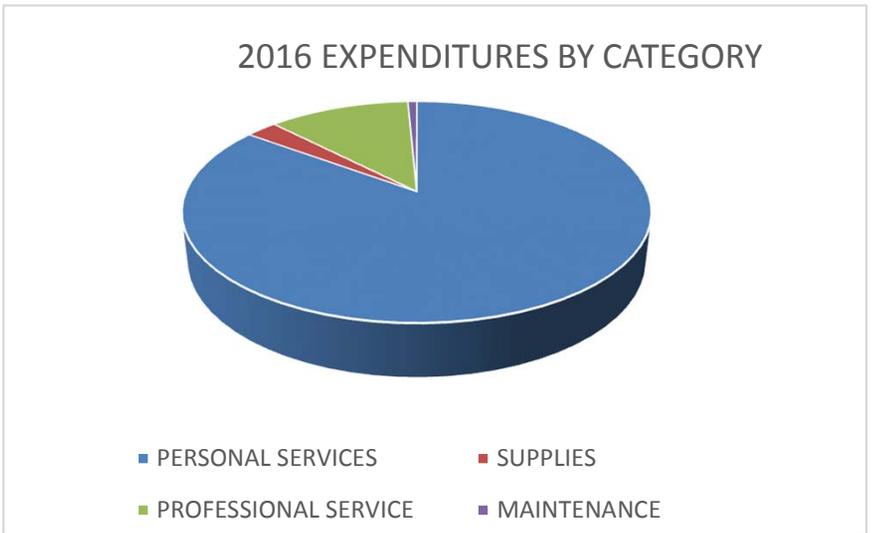
1. Employee Wellness Training
2. Financial/Retirement Planning Training
3. Safety Training

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Employee injuries	11	15	13
2. Vehicle accidents	11	7	9
3. New hires	66	117	92

**STAFFING LEVELS:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
FTE	2.00	2.00	2.00



<b>EXPENDITURES:</b>	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PERSONAL SERVICES	\$ 115,065	\$ 117,925	\$ 115,600
SUPPLIES	660	5,000	3,500
PROFESSIONAL SERVICE	10,632	16,305	15,785
MAINTENANCE	-	1,000	1,000
<b>TOTAL</b>	<b>\$ 126,357</b>	<b>\$ 140,230</b>	<b>\$ 135,885</b>

<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
MONTHLY	\$ 0.61	\$ 0.67	\$ 0.65
ANNUAL	\$ 7.31	\$ 8.08	\$ 7.83

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** PLANNING

**DIVISION DESCRIPTION:**

The Planning division has responsibility for preparing and implementing the comprehensive plan and coordinating the overall development of the City. This includes developing proposals for public improvements, drafting zoning ordinances and processing applications such as rezoning, variances, and conditional use permits. This department provides regular staff support to the Heritage Preservation Commission and Planning Commission.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Update the rental licensing code and the code provisions for signs.
2. Work on redevelopment projects including the Cottages at the old state hospital.
3. Complete HPC interpretive markers, historic vignette panels and story boards.
4. Develop plans for the Riverwalk in the So Ferry Street Corridor and the SCBD.

**EXPENDITURE HIGHLIGHTS:**

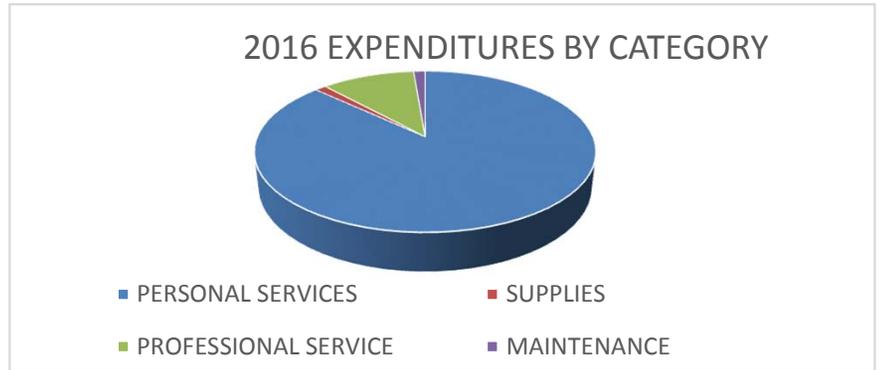
1. Key full-time position to part-time.
- 2.
- 3.
- 4.

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. PC Applications	27	22	25
2. Ordinance Amendments	8	7	5
3. Major Studies Completed	2	1	1
4. Site Plan Reviews	12	4	5

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	2.05	1.65	2.80



<b>EXPENDITURES:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 159,921	\$ 132,000	\$ 238,950
SUPPLIES	1,263	4,000	3,500
PROFESSIONAL SERVICE	20,579	27,385	28,945
MAINTENANCE	2,869	3,600	3,600
<b>TOTAL</b>	<b>\$ 184,632</b>	<b>\$ 166,985</b>	<b>\$ 274,995</b>

<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 0.89	\$ 0.80	\$ 1.32
ANNUAL	\$ 10.69	\$ 9.63	\$ 15.85



# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** MUNICIPAL BUILDINGS

**DIVISION DESCRIPTION:**

The Municipal Buildings division ensures the City Hall complex is safe and efficient while projecting a positive public image and work environment. The facility and its equipment is maintained by in-house maintenance personnel.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. With a reduction in staff hours, continue to perform preventative maintenance checks through researching and developing programs to increase efficiency.
2. Manage janitorial contract
3. Monitor and maintain HVAC system

**EXPENDITURE HIGHLIGHTS:**

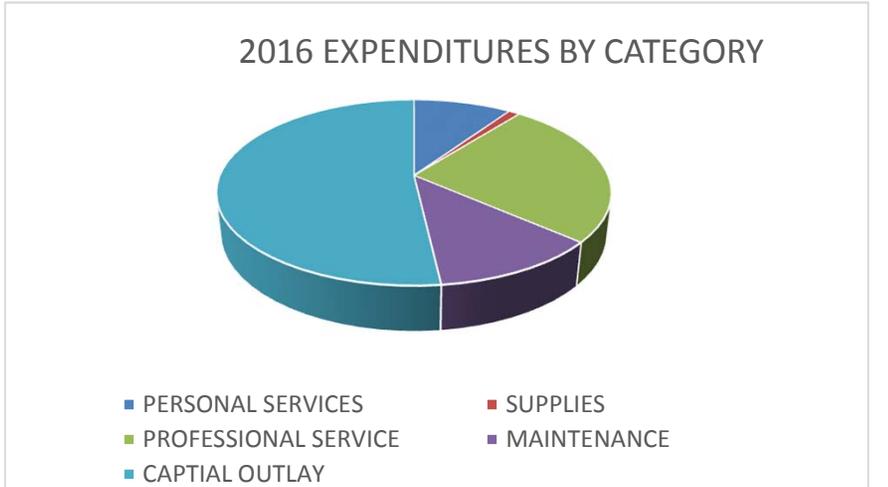
1. New phone service for City Hall, Police, and Fire
2. New security system
3. HVAC in council meeting room

**PERFORMANCE MEASURES:**

	2014	2015 Projected	2016 Projected
1. Preventative Tasks	150	140	140
2. Unscheduled Repairs	\$ 61,994	\$ 60,000	\$ 60,000

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	0.48	0.35	0.25



**EXPENDITURES:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 22,573	\$ 59,400	\$ 27,600
SUPPLIES	800	3,200	3,200
PROFESSIONAL SERVICE	50,011	42,900	74,540
MAINTENANCE	37,104	37,760	34,090
CAPTIAL OUTLAY	-	20,000	150,000
<b>TOTAL</b>	<b>\$ 110,488</b>	<b>\$ 163,260</b>	<b>\$ 289,430</b>

**PER CAPITA EXPENSE:**

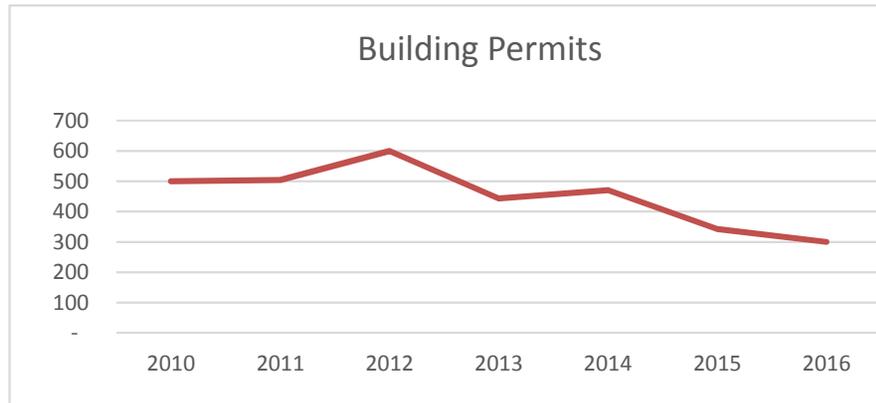
	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 0.53	\$ 0.78	\$ 1.39
ANNUAL	\$ 6.40	\$ 9.41	\$ 16.69

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** INSPECTIONS

**DIVISION DESCRIPTION:**

This division administers and enforces city ordinances relating to the building code. Building plans are reviewed prior to construction, and building in the process of construction are inspected for compliance with applicable codes.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue updating computer and paper file records.
2. Automate the administrative citation process

**EXPENDITURE HIGHLIGHTS:**

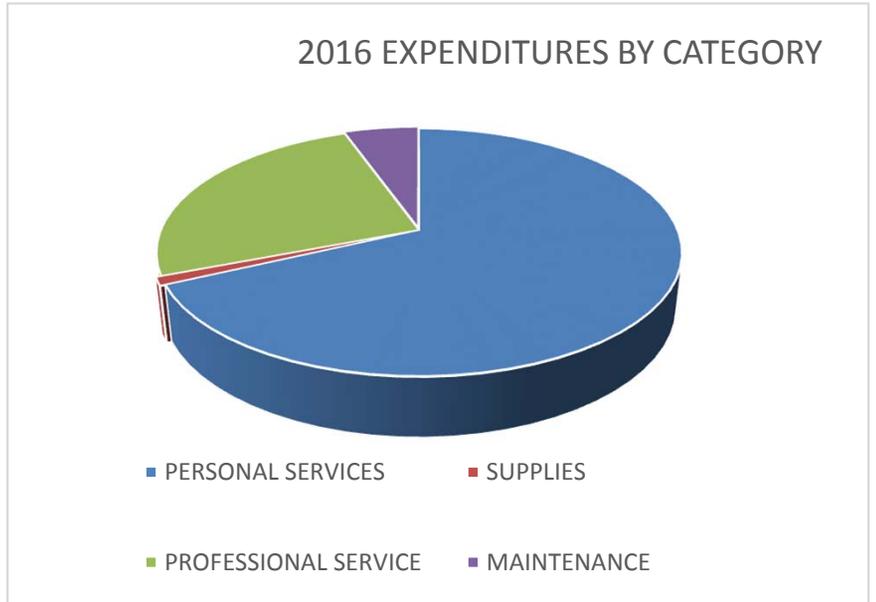
1. \_\_\_\_\_
2. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Building Permits	471	343	300
2. Mechanical Permits	276	251	250
3. Plumbing Permits	288	333	300
4. Electric Permits	379	343	350
5. Investigation Fees	\$ -	\$ -	\$ -

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	1.60	1.60	1.35



<b>EXPENDITURES:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 138,674	\$ 135,450	\$ 125,350
SUPPLIES	135	2,000	2,000
PROFESSIONAL SERVICE	39,187	46,740	46,720
MAINTENANCE	7,720	9,165	10,080
<b>TOTAL</b>	<b>\$ 185,716</b>	<b>\$ 193,355</b>	<b>\$ 184,150</b>

<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 0.90	\$ 0.93	\$ 0.88
ANNUAL	\$ 10.75	\$ 11.15	\$ 10.62

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** PROPERTY MAINTENANCE

**DIVISION DESCRIPTION:**

This division is responsible for enforcing City Code in regards to property maintenance, nuisance/blight and other violations of City Code. It coordinates the PACE (Pro Active Community Enhancement) program and responds to citizens reports of potential Code violations. Property owners are contacted regarding Code violations and the properties are tracked to ensure compliance. Citations are issued to individual property owners in the event they do not attempt to comply with City Code. This division is also responsible for rental property licensing and inspections of rental property as required by City Code. The division responds to tenants reports regarding potential Code violations to determine if there is a violation of City Code or a contractual matter between their tenant and landlord. If a violation of City Code exists the property owner is contacted to address the matter.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Implement Handheld Code Compliance Technology
2. Continue to enforce compliance using newly adopted admin citation process
3. Become more pro-active than reactive when it comes to code violations

**EXPENDITURE HIGHLIGHTS:**

1. Purchase Handheld Code Compliance Technology
2. \_\_\_\_\_
3. \_\_\_\_\_

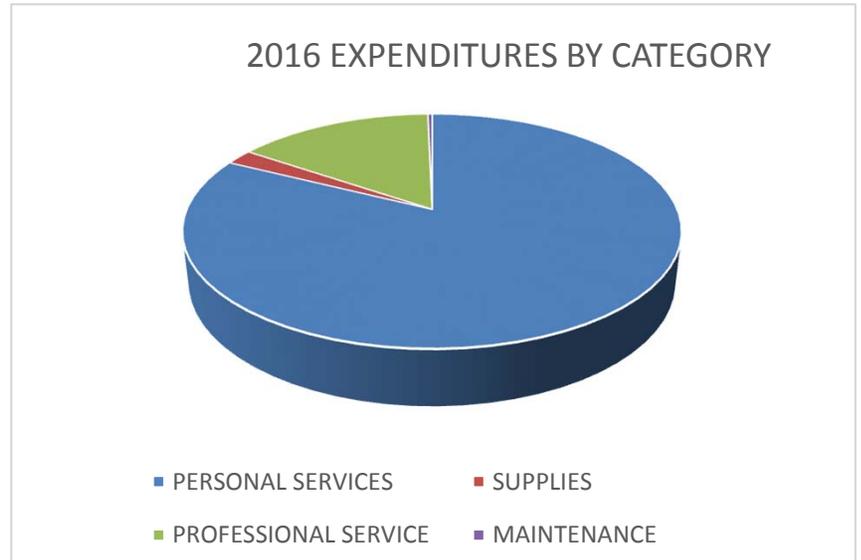
**PERFORMANCE MEASURES:**

	2014	2015 Projected	2016 Projected
1. New rental licenses	25	35	30
2. Rental inspections	75	100	100
3. Rental reinspections*	20	0	25
4. Site visits (PACE)	400	400	400
5. Citations issued	15	20	50
6. Admin notices issued	64	150	200

\* rental reinspections are required if a rental property is considered non-compliant with City Code during the initial inspection

**STAFFING LEVELS:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
FTE	1.35	1.50	0.60



**EXPENDITURES:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PERSONAL SERVICES	\$ 82,107	\$ 99,680	\$ 48,500
SUPPLIES	41	1,250	1,250
PROFESSIONAL SERVICE	4,643	9,040	8,930
MAINTENANCE	-	200	200
<b>TOTAL</b>	<b>\$ 86,791</b>	<b>\$ 110,170</b>	<b>\$ 58,880</b>

**PER CAPITA EXPENSE:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
MONTHLY	\$ 0.42	\$ 0.53	\$ 0.28
ANNUAL	\$ 5.02	\$ 6.35	\$ 3.39

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PUBLIC SAFETY  
**DIVISION:** POLICE

**DIVISION DESCRIPTION:**

The mission of the Anoka Police Department is to maintain the peace and the protection of the community through diligent enforcement of laws and effective response to calls for service.

The goals of the Anoka Police Department are to (1) effectively respond to the commission of crime by maintaining a proactive patrol and investigative unit and by vigorous prosecution of criminals, (2) educate and communicate with our citizens concerning public safety issues in order to harden potential targets of crime and to draw the citizens and police into a closer working relationship, (3) instill public confidence in the police department by exercising sound management practices that provide firm direction, commitment to excellence, and a professional working environment whereby officers can deliver police services in an efficient and expedient manner.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue police training that is mandated by the State of MN P.O.S.T. Board.
2. Explore & Implement a Crime Mapping Software Program.
3. Continue to review organization looking for efficiencies and cost savings.
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

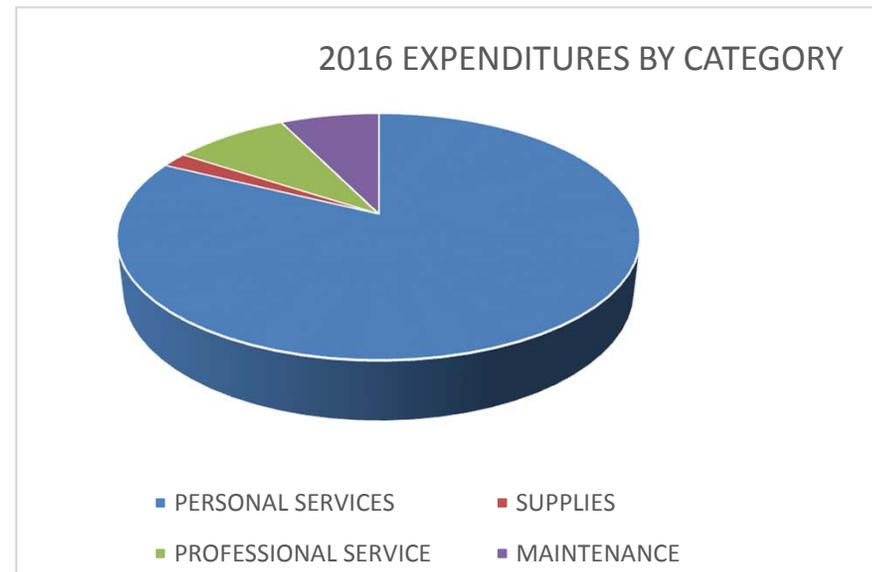
1. Increase annual maintenance of new PSDS county-wide software
2. 3 - 800 mgz radio's
3. 3 - Tasers
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Assaults 5th Degree	128	124	120
2. Property Damage Crash	852	647	625
3. Residential Burglary	34	34	28
4. Nat'l Night Out Participant	24	27	29

**STAFFING LEVELS:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
FTE	30.08	30.28	32.15



<b>EXPENDITURES:</b>	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PERSONAL SERVICES	\$ 3,037,391	\$ 3,070,100	\$ 3,221,100
SUPPLIES	69,610	75,500	75,500
PROFESSIONAL SERVICE	309,480	320,040	333,110
MAINTENANCE	246,885	272,200	285,405
<b>TOTAL</b>	<b>\$ 3,663,366</b>	<b>\$ 3,737,840</b>	<b>\$ 3,915,115</b>

<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
MONTHLY	\$ 17.67	\$ 17.96	\$ 18.81
ANNUAL	\$ 212.05	\$ 215.50	\$ 225.72

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PUBLIC SAFETY  
**DIVISION:** SECURITY - REGIONAL TREATMENT CENTER

**DIVISION DESCRIPTION:**

The Anoka Metro Regional Treatment Center Security Unit is a contractual law enforcement security service provided to the State of Minnesota at its Regional Treatment Center Hospital in the City of Anoka. The primary mission of the AMRTC Unit is to provide protection for patients and staff and to preserve the peace on the campus through vigorous visible foot and vehicle patrol and through follow up investigations. This service is completely paid for by the MN Regional Treatment Center



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Renegotiate security contract with the State of MN for services in 2015-2016.
2. Continue to cross train security officers to be prepared to work all 3 contracts
3. Continue training for security officers in areas of therapeutic intervention & first-aid

**EXPENDITURE HIGHLIGHTS:**

1. Uniforms and equipment maintenance
2. Squad maintenance
3. Training of new part-time security officers
4. Add two full-time security officers for Park Patrol and Downtown Foot Patrol

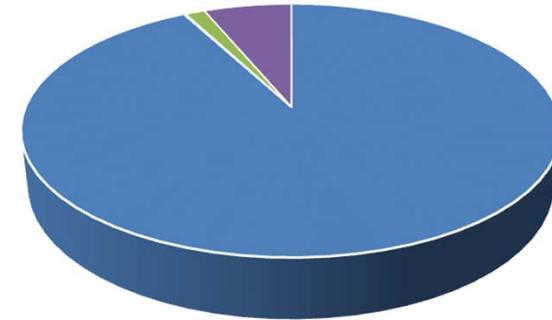
**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Patient Unit foot patrols	0	60	300
2. Neighborhood patrols	16	16	20

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	0.45	0.50	1.50

2016 EXPENDITURES BY CATEGORY



■ PERSONAL SERVICES      ■ SUPPLIES  
 ■ PROFESSIONAL SERVICE      ■ MAINTENANCE

<b>EXPENDITURES:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 248,278	\$ 256,890	\$ 288,400
SUPPLIES	-	400	400
PROFESSIONAL SERVICE	6,654	4,590	4,410
MAINTENANCE	18,936	16,455	19,600
<b>TOTAL</b>	<b>\$ 273,868</b>	<b>\$ 278,335</b>	<b>\$ 312,810</b>

<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 1.32	\$ 1.34	\$ 1.50
ANNUAL	\$ 15.85	\$ 16.05	\$ 18.03

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PUBLIC SAFETY  
**DIVISION:** SECURITY - ANOKA TECHNICAL COLLEGE

**DIVISION DESCRIPTION:**

This division provides contractual part-time security service to the Anoka Technical College. The primary focus is to present a visible preventive patrol as well as security escort services to students and faculty. This service is completely paid for by the Anoka Technical College.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Renegotiate security contract with tech college to continue services in 2015-16.
2. Continue to cross train security officers to be prepared to work all 3 contracts
3. Continue in-service training for Security Officers

**EXPENDITURE HIGHLIGHTS:**

1. Uniforms and equipment maintenance
2. Squad maintenance
3. Training of new part-time security officers

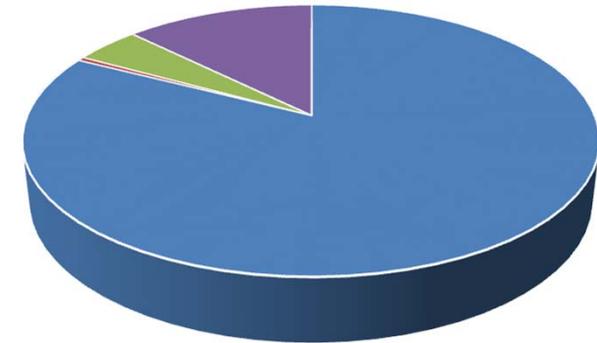
**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Parking lot patrols	12	13	14
2. Foot patrols in hallways	12	13	14

**STAFFING LEVELS:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
FTE	0.05	0.10	0.10

2016 EXPENDITURES BY CATEGORY



■ PERSONAL SERVICES    ■ SUPPLIES  
 ■ PROFESSIONAL SERVICE    ■ MAINTENANCE

**EXPENDITURES:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PERSONAL SERVICES	\$ 50,226	\$ 62,850	\$ 53,950
SUPPLIES	-	300	300
PROFESSIONAL SERVICE	1,127	1,090	2,850
MAINTENANCE	7,300	7,575	8,260
<b>TOTAL</b>	<b>\$ 58,653</b>	<b>\$ 71,815</b>	<b>\$ 65,360</b>

**PER CAPITA EXPENSE:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
MONTHLY	\$ 0.28	\$ 0.35	\$ 0.31
ANNUAL	\$ 3.40	\$ 4.14	\$ 3.77

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PUBLIC SAFETY  
**DIVISION:** SECURITY - ANOKA HIGH SCHOOL

**DIVISION DESCRIPTION:**

The Anoka Senior High School Security Unit is a contractual law enforcement security service provided to the Senior High School in the City of Anoka. The primary mission of the Unit is to provide protection for students and staff and to preserve the peace on the campus through vigorous visible foot and vehicle patrol and through follow up investigations. This service is completely paid for by the School District.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Renegotiate security contract with District #11 to continue services in 2015-16.
2. Continue to cross train security officers to be prepared to work all 3 contracts.
3. Continue to work cooperatively with school staff and students to keep school safe

**EXPENDITURE HIGHLIGHTS:**

1. Uniforms and equipment maintenance
2. Squad maintenance
3. Training of new part-time security officers

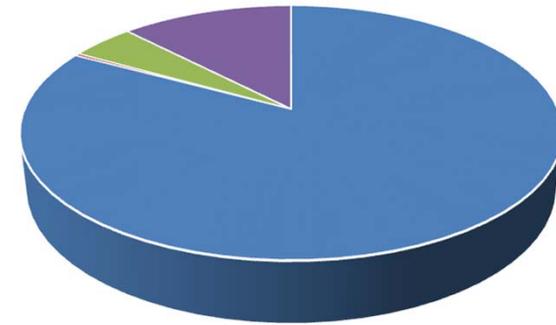
**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Parking lot patrols	12	13	14
2. Foot patrols in school	12	13	14

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	0.05	0.10	0.10

2016 EXPENDITURES BY CATEGORY



■ PERSONAL SERVICES      ■ SUPPLIES  
 ■ PROFESSIONAL SERVICE      ■ MAINTENANCE

**EXPENDITURES:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 48,586	\$ 51,300	\$ 51,600
SUPPLIES	-	200	200
PROFESSIONAL SERVICE	-	1,070	2,830
MAINTENANCE	4,865	7,180	7,640
<b>TOTAL</b>	<b>\$ 53,451</b>	<b>\$ 59,750</b>	<b>\$ 62,270</b>

**PER CAPITA EXPENSE:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 0.26	\$ 0.29	\$ 0.30
ANNUAL	\$ 3.09	\$ 3.44	\$ 3.59

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PUBLIC SAFETY  
**DIVISION:** SCHOOL LIAISON OFFICER

**DIVISION DESCRIPTION:**

Anoka Hennepin School Districts has contracted with the City of Anoka to provide a licensed police officer to service as a liaison between the school and its students. The primary mission of the School Liaison Officer is to provide education, crime prevention and protection for students and staff.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue teaching the DARE Program at all four elementary schools in Anoka.
2. Continue to make crime prevention presentations at all ten schools in Anoka.
3. Continue to work collaboratively with school staff, parents & students.

**EXPENDITURE HIGHLIGHTS:**

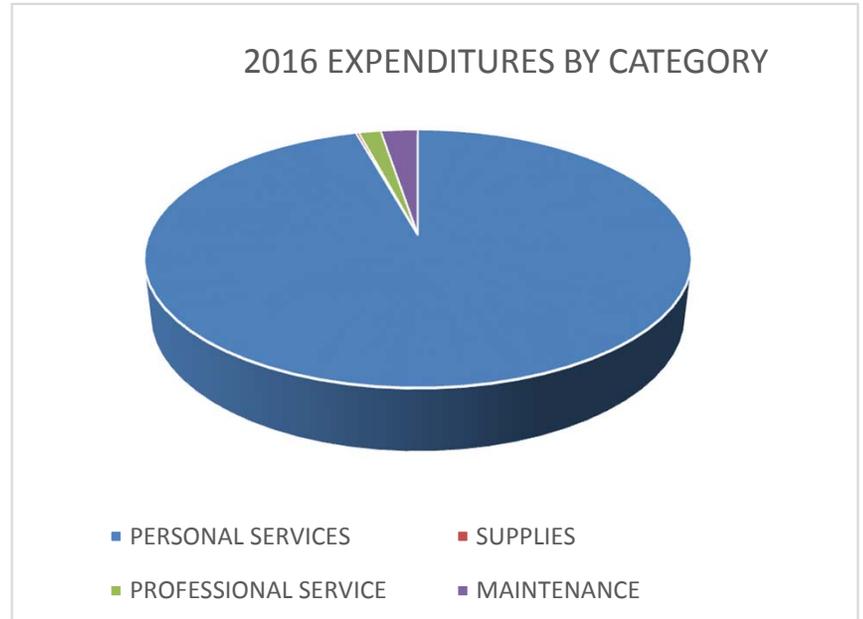
1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. DARE Program Graduates	252	280	285
2. Juvenile Conferences	15	17	25

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	1.85	1.85	1.85



<b>EXPENDITURES:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 156,080	\$ 178,950	\$ 184,900
SUPPLIES	-	400	400
PROFESSIONAL SERVICE	2,113	2,040	3,010
MAINTENANCE	4,865	4,580	5,040
<b>TOTAL</b>	<b>\$ 163,058</b>	<b>\$ 185,970</b>	<b>\$ 193,350</b>

<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 0.79	\$ 0.89	\$ 0.93
ANNUAL	\$ 9.44	\$ 10.72	\$ 11.15

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PUBLIC SAFETY  
**DIVISION:** CIVIL DEFENSE

**DIVISION DESCRIPTION:**

This activity maintains a state of emergency preparedness in case of natural disaster, unusual occurrences, or all out war. It's primary purpose is to coordinate other city departments or governmental units in the safeguarding of life and property during and following such emergencies.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Renew and maintain outdoor early warning siren maintenance/testing contracts.
2. Renew outdoor earling warning siren computer board contract.
3. Continue to work cooperatively with State and area EM's in planning & training.

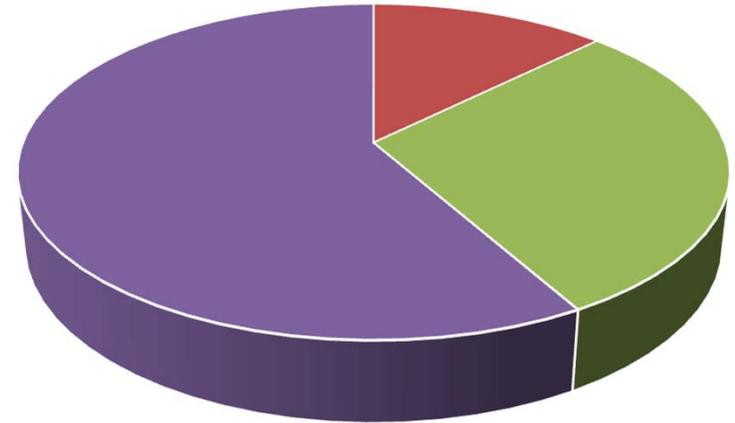
**EXPENDITURE HIGHLIGHTS:**

1. Maintenance/testing contract for outdoor early warning sirens
2. Membership dues for Assoc. of MN Emergency Managers (AMEM)
3. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Certified Emergency Mgrs	3	3	3
2. Attend Gov's conf training	2	2	2
3. Continued AMEM Member	2	3	3

2016 EXPENDITURES BY CATEGORY



■ PERSONAL SERVICES      ■ SUPPLIES  
 ■ PROFESSIONAL SERVICE      ■ MAINTENANCE

EXPENDITURES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
PERSONAL SERVICES	\$ -	\$ 300	\$ -
SUPPLIES	-	900	500
PROFESSIONAL SERVICE	950	600	1,150
MAINTENANCE	2,058	2,300	2,300
<b>TOTAL</b>	<b>\$ 3,008</b>	<b>\$ 4,100</b>	<b>\$ 3,950</b>

PER CAPITA EXPENSE:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
MONTHLY	\$ 0.01	\$ 0.02	\$ 0.02
ANNUAL	\$ 0.17	\$ 0.24	\$ 0.23

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PUBLIC SERVICES  
**DIVISION:** BUILDING MAINTENANCE

**DIVISION DESCRIPTION:**

The Building Maintenance division ensures that all city buildings are safe and efficient while projecting a positive public image and work environment. The facilities and equipment is maintained by in-house maintenance personnel. This division is not responsible for the City Hall complex or the utility building.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. With a significant reduction in staff hours, continue to perform preventative maintenance checks
2. Project management of City building projects
3. Manage janitorial contract

**EXPENDITURE HIGHLIGHTS:**

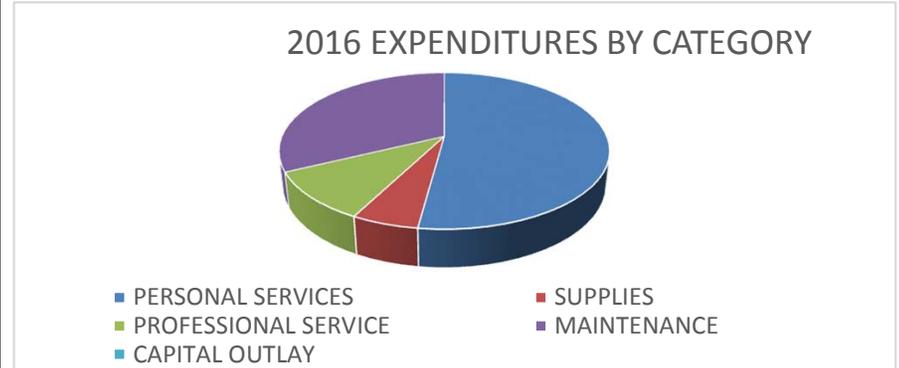
1. Seasonal staff addition
- 2.
- 3.
- 4.

**PERFORMANCE MEASURES:**

	2014	2015 Projected	2016 Projected
1. Preventative maint tasks completed	200	600	160
2. Contractual maint costs	\$ 83,524	\$ 65,000	\$ 55,000
3. After hours call outs	34	50	45

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	0.95	0.75	0.85



**EXPENDITURES:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 140,973	\$ 116,700	\$ 102,400
SUPPLIES	3,469	10,900	10,900
PROFESSIONAL SERVICE	14,360	12,525	19,915
MAINTENANCE	59,461	62,315	63,230
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	<b>\$ 218,263</b>	<b>\$ 202,440</b>	<b>\$ 196,445</b>

**PER CAPITA EXPENSE:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 1.05	\$ 0.97	\$ 0.94
ANNUAL	\$ 12.63	\$ 11.67	\$ 11.33



# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PUBLIC SERVICES  
**DIVISION:** ENGINEERING

**DIVISION DESCRIPTION:**

The engineering division is responsible for the design, construction, maintenance and operation of the physical facilities and infrastructure of the city. This includes preparation of plans (or supervision of plan preparation if consulting engineers are used) and construction management of contracts awarded by the council for public improvements such as paving, storm sewers, sidewalks, etc. Engineering ensures that all projects are designed and built to City standards.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Planning for Green Haven Parkway backage roadway
2. Update City's erosion control & wetland ordinances for the local water plan
3. Reconstruction of City Hall North Parking Lot
4. Planning for Street Renewal Projects & Street Surface Improvement Projects

**EXPENDITURE HIGHLIGHTS:**

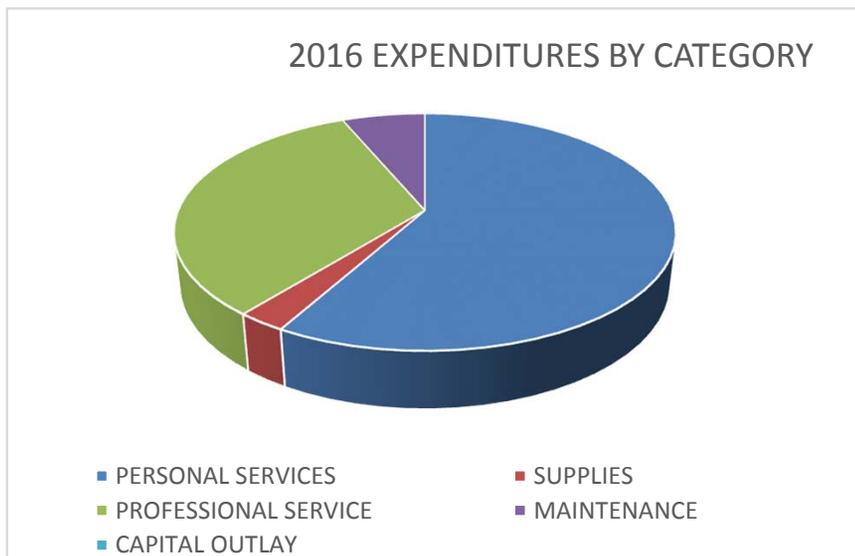
1. Carl Bonnell Field storm sewer improvements
2. Professional services for increased construction projects
3. Traffic sign replacement for retro-reflectivity requirements
4. Begin SRP construction in the area north of South St & East of 7th Av

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. # of projects constructed	10	6	8
2. Construction projects value	\$ 20,000	\$ 9,000	\$ 6,000
3. # of site plan reviews	9	10	6
4. Inspection/review hours	1,180	800	920

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	1.75	1.75	1.75



<b>EXPENDITURES:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 122,473	\$ 93,450	\$ 96,565
SUPPLIES	3,628	4,500	4,500
PROFESSIONAL SERVICE	41,780	52,015	54,445
MAINTENANCE	8,520	9,665	10,580
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	<b>\$ 176,401</b>	<b>\$ 159,630</b>	<b>\$ 166,090</b>

<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 0.85	\$ 0.77	\$ 0.80
ANNUAL	\$ 10.21	\$ 9.20	\$ 9.58

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PUBLIC SERVICES  
**DIVISION:** STREETS

**DIVISION DESCRIPTION:**

The street division maintains streets and roadways within the city, including street surfacing and repairs, street cleaning, snow and ice removal, storm sewers and traffic regulating device installation and maintenance. Dam maintenance is also in the division.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue improving joint power agreement with other cities for buying power
2. Snow and ice removal within 24 hours of snow event
3. Reconstruct Bonnel Field storm sewer and infiltration
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. 2016 Seal Coating
2. Sign Replacement
3. Sidewalk Project
4. \_\_\_\_\_

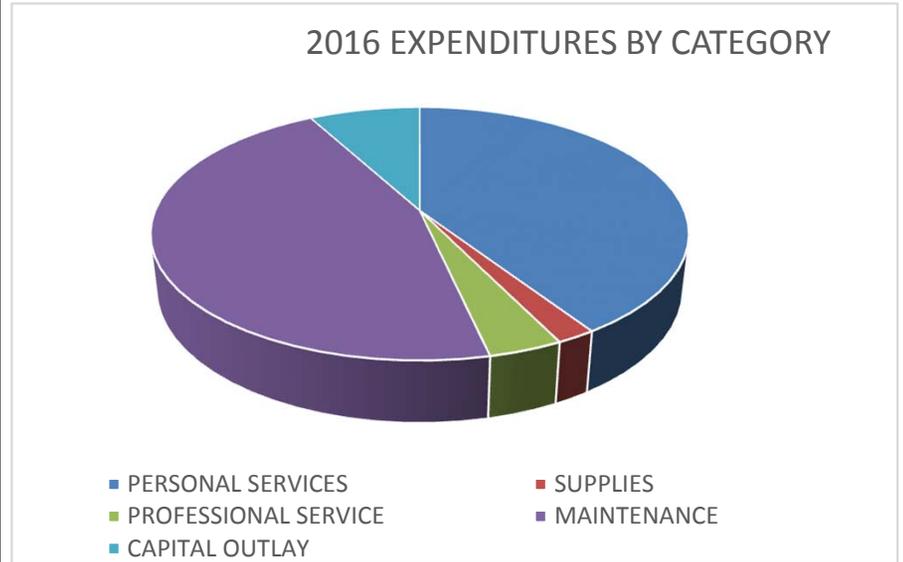
**PERFORMANCE MEASURES:**

	2014	2015 Projected	2016 Projected
1. Lane miles swept	1,500	1,500	1,500
2. Overtime hours	668	1,100	1,000
3. Sidewalk repair costs	\$ 55,000	\$ 95,000	\$ 70,000

**STAFFING LEVELS:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
FTE	6.68	7.18	7.21

2016 EXPENDITURES BY CATEGORY



**EXPENDITURES:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PERSONAL SERVICES	\$ 535,430	\$ 594,000	\$ 599,350
SUPPLIES	20,713	29,400	29,400
PROFESSIONAL SERVICE	57,229	65,940	55,450
MAINTENANCE	425,727	643,950	670,195
CAPITAL OUTLAY	3,235	110,000	117,000
<b>TOTAL</b>	<b>\$ 1,042,334</b>	<b>\$ 1,443,290</b>	<b>\$ 1,471,395</b>

**PER CAPITA EXPENSE:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
MONTHLY	\$ 5.03	\$ 6.93	\$ 7.07
ANNUAL	\$ 60.33	\$ 83.21	\$ 84.83

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** COMMUNITY RECREATION

**DIVISION DESCRIPTION:**

This division is responsible for the cost of the performing arts program; specifically, Concerts in the Park and Mayor's Ice Cream Social held in George Green Park. This division also includes the city's share of the Community Schools Program. A new program in this division is the community event center. The clubhouse at the golf course will be the location for various community events and meetings. This facility will be made available for cross country skiing in the winter.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Grow Winterfest, both in community participation and revenue
2. Expand and improve cross country skiing program.
3. Draw community to event center through community programs at facility
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

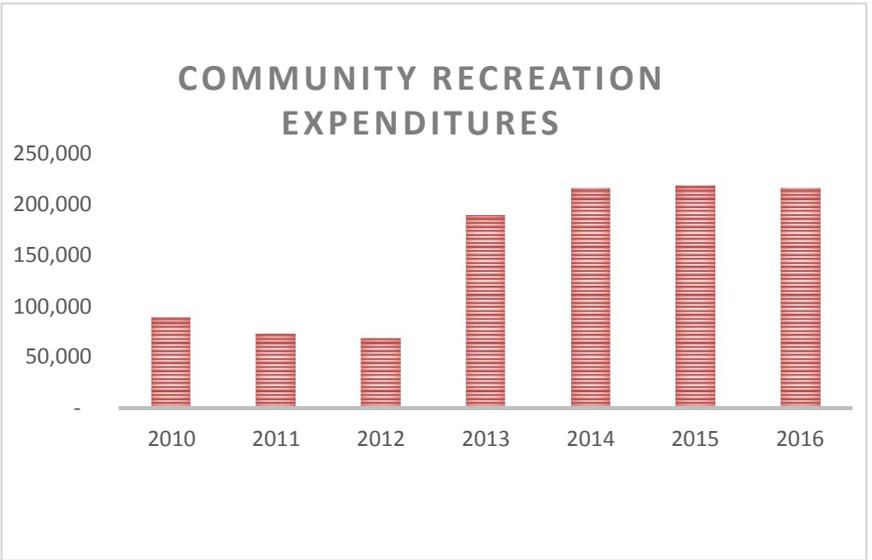
1. Funding helps provide 350+ after school & 15 - 20 summer activities for youth
2. Utilities and mainenance associated with event center
3. \_\_\_\_\_
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. 10 - 12 Concerts per year	12	12	11
2. Winterfest participants	225	350	500
3. # of programs offered	400	425	400

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	0.05	0.40	0.38



**EXPENDITURES:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 10,310	\$ 47,800	\$ 37,550
SUPPLIES	2,404	5,000	5,000
PROFESSIONAL SERVICE	78,120	47,000	55,260
MAINTENANCE	125,037	118,300	117,600
<b>TOTAL</b>	<b>\$ 215,871</b>	<b>\$ 218,100</b>	<b>\$ 215,410</b>

**PER CAPITA EXPENSE:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 1.04	\$ 1.05	\$ 1.03
ANNUAL	\$ 12.50	\$ 12.57	\$ 12.42

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** PLAYGROUNDS & FIELDS

**DIVISION DESCRIPTION:**

This division is responsible for the maintenance and improvements of the city's playgrounds, playfields and tennis courts.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Maintain quality play surfaces for safety and for federal code requirements
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

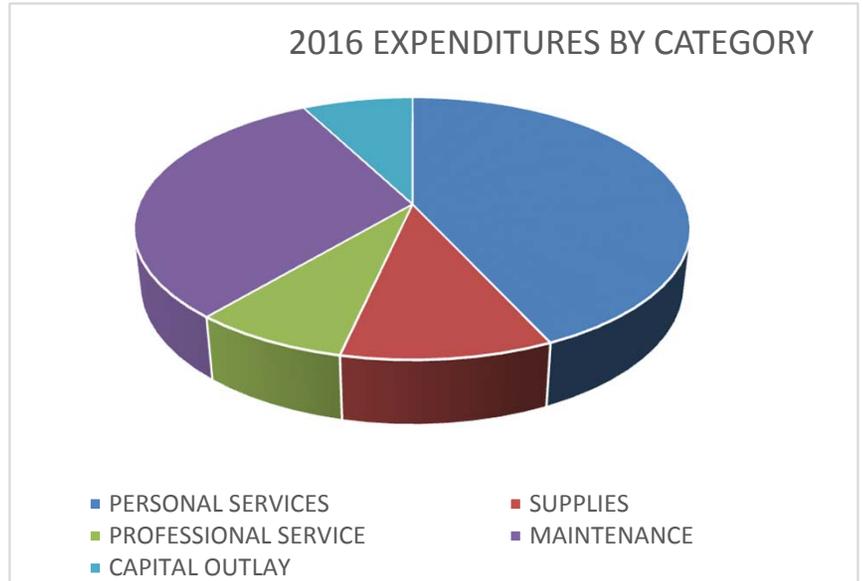
1. Fencing and benches at Sunny Acres fields 1-4
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Mowing hours	1980	2270	2200
2. Parks with playgrounds	15	16	16

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	1.38	1.38	1.38



**EXPENDITURES:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	121,372	102,600	112,500
SUPPLIES	17,282	27,000	27,000
PROFESSIONAL SERVICE	4,604	6,790	20,000
MAINTENANCE	62,729	77,655	81,320
CAPITAL OUTLAY	52,716	-	20,000
<b>TOTAL</b>	<b>\$ 258,703</b>	<b>\$ 214,045</b>	<b>\$ 260,820</b>

**PER CAPITA EXPENSE:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 1.25	\$ 1.03	\$ 1.25
ANNUAL	\$ 14.97	\$ 12.34	\$ 15.04

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** SWIMMING POOL

**DIVISION DESCRIPTION:**

This division is responsible for the operation, staffing and maintenance of the Anoka Aquatic Center.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Offer additional evening swim classes
2. \_\_\_\_\_
3. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

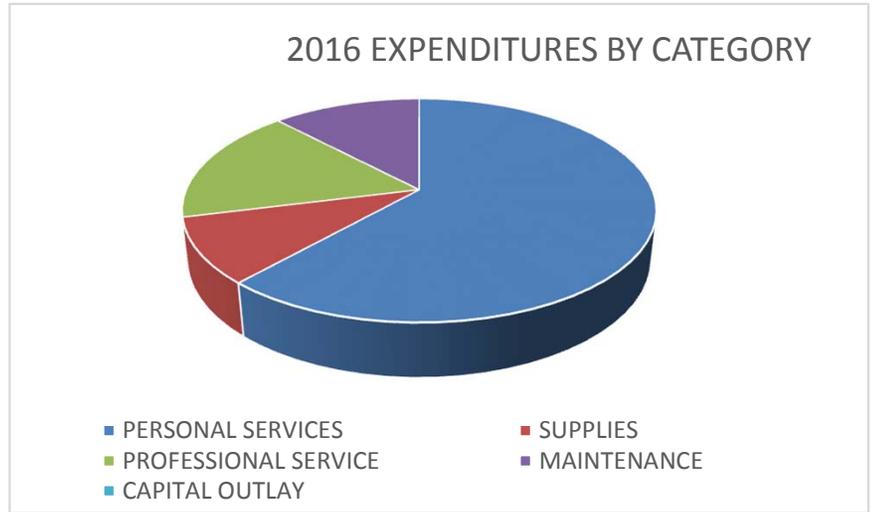
1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Swim lesson participants	1106	1083	1200
2. Open swim attendance	34,804	42,140	40,000

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	0.28	0.28	0.28



<b>EXPENDITURES:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 181,869	\$ 199,800	\$ 192,350
SUPPLIES	16,060	29,500	29,500
PROFESSIONAL SERVICE	51,287	60,050	52,550
MAINTENANCE	25,931	30,765	37,680
CAPITAL OUTLAY	6,442	-	-
<b>TOTAL</b>	<b>\$ 281,589</b>	<b>\$ 320,115</b>	<b>\$ 312,080</b>

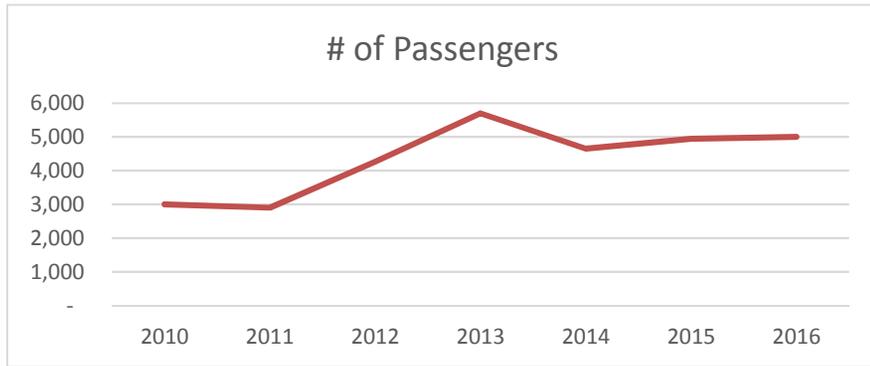
<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 1.36	\$ 1.54	\$ 1.50
ANNUAL	\$ 16.30	\$ 18.46	\$ 17.99

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** SENIOR CENTER

**DIVISION DESCRIPTION:**

This division is responsible for operation, staffing, and maintenance costs of the Senior Center facility and program delivery.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue to improve and expand senior trip offerings
2. Increase use of facility by adding more onsite activities
3. Provide driver safety education

**EXPENDITURE HIGHLIGHTS:**

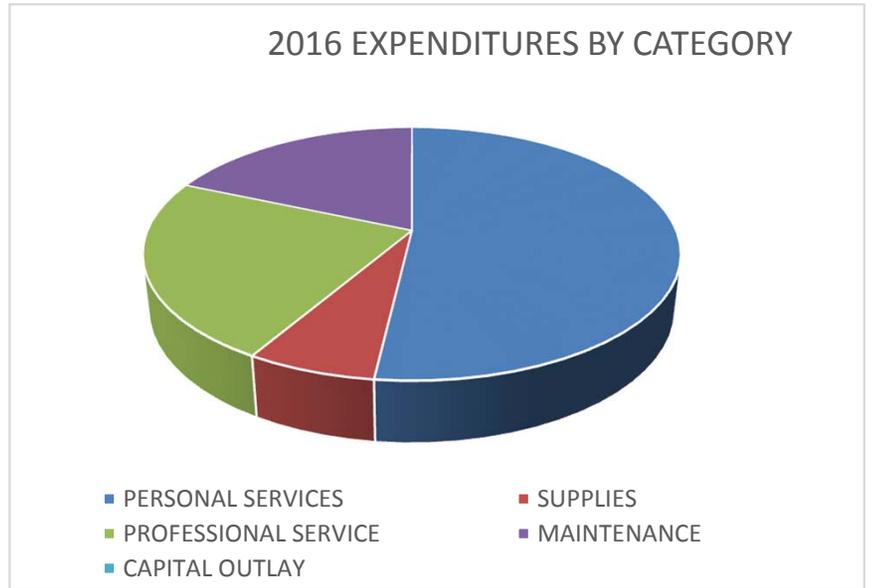
1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Special trips & activities	128	136	140
2. Meals served per year	3,009	3,174	3,100
3. Passengers per year	4,651	4,943	5,000

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	0.33	0.33	0.33



**EXPENDITURES:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	93,236	100,350	98,550
SUPPLIES	2,631	9,500	12,550
PROFESSIONAL SERVICE	46,682	38,590	43,750
MAINTENANCE	31,141	31,830	35,160
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	<b>173,690</b>	<b>180,270</b>	<b>190,010</b>

**PER CAPITA EXPENSE:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 0.84	\$ 0.87	\$ 0.91
ANNUAL	\$ 10.05	\$ 10.39	\$ 10.95

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** RIVER RECREATION

**DIVISION DESCRIPTION:**

This division is responsible for the rental boat slips provided by the City on the Rum River. There are currently 3 rental slip locations, 1 on the lower Rum and 2 locations above the dam. Akin Riverside Park provides boaters access to the Mississippi River. Riverfront Park and Rum River North provide boaters access to the upper recreational pool of the Rum River.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Expand slips at Akin Riverside Park from 12 up to 18 based on need.
2. \_\_\_\_\_
3. \_\_\_\_\_

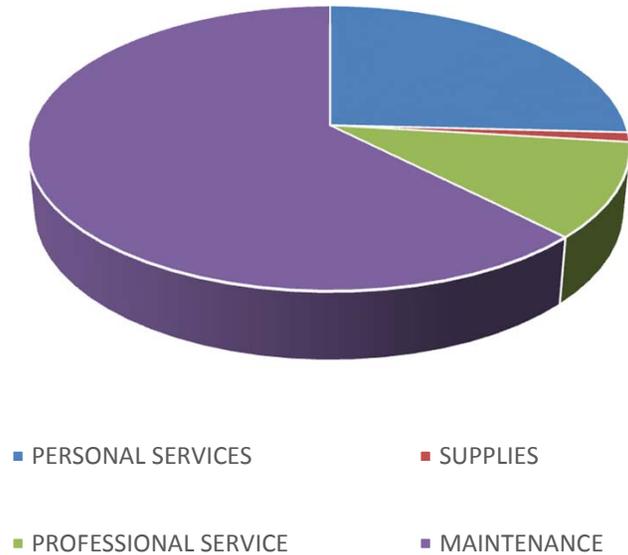
**EXPENDITURE HIGHLIGHTS:**

1. Added 3rd slip location - Rum River North
2. \_\_\_\_\_
3. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Akin Riverside Park Slips	10	12	15
2. Riverfront Park Slips	1	1	0
3. Rum River North Slips	0	3	4

2016 EXPENDITURES BY CATEGORY



EXPENDITURES:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
PERSONAL SERVICES	\$ -	\$ -	\$ 12,000
SUPPLIES	-	-	500
PROFESSIONAL SERVICE	-	-	5,000
MAINTENANCE	-	-	29,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 46,500</b>

PER CAPITA EXPENSE:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
MONTHLY	\$ -	\$ -	\$ 0.22
ANNUAL	\$ -	\$ -	\$ 2.68

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** SKATING RINKS/SIDEWALK SNOW REMOVAL

**DIVISION DESCRIPTION:**

This division is responsible for the maintenance of the city's sidewalk snow removal and skating rink operations as well as providing attendants at the skating rinks during the season.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Open primary rinks & warming houses by Dec 20th & maintain through Feb each (weather permitting)
2. Provide safe & friendly environment for participants at rinks & sledding hill
3. Provide 50+ miles of sidewalk snow removal

**EXPENDITURE HIGHLIGHTS:**

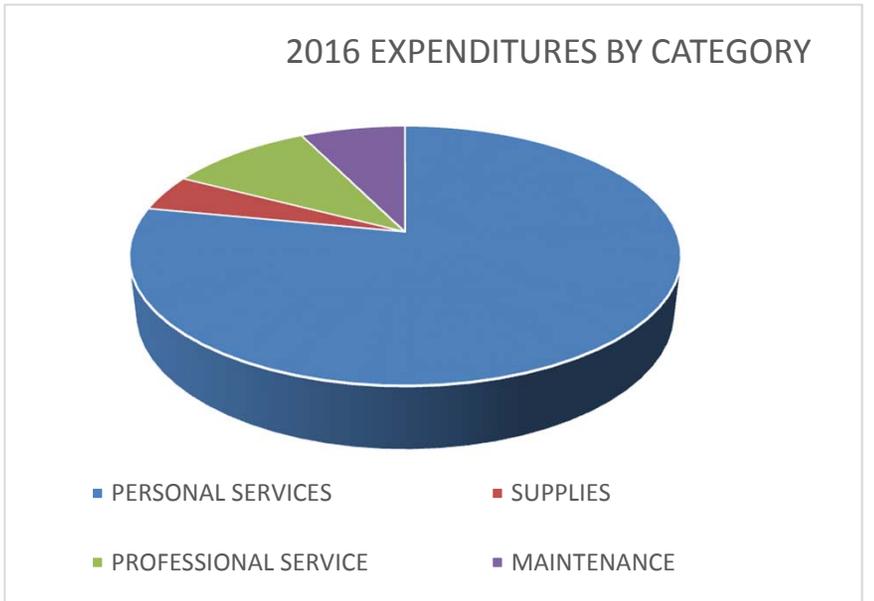
1. Clear primary sidewalk & Central Business District snow removal on 2" snow falls
2. Establish new grades on existing sledding hill.
3. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Hours grooming rinks	1248	1175	1200
2. Number of participants	8516	5058	7500

**STAFFING LEVELS:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
FTE	0.25	0.25	0.50



**EXPENDITURES:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PERSONAL SERVICES	\$ 78,449	\$ 40,500	\$ 63,760
SUPPLIES	1,402	4,550	3,700
PROFESSIONAL SERVICE	9,164	7,430	8,210
MAINTENANCE	-	13,000	6,000
<b>TOTAL</b>	<b>\$ 89,015</b>	<b>\$ 65,480</b>	<b>\$ 81,670</b>

**PER CAPITA EXPENSE:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
MONTHLY	\$ 0.43	\$ 0.31	\$ 0.39
ANNUAL	\$ 5.15	\$ 3.78	\$ 4.71

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** MUNICIPAL PARKS

**DIVISION DESCRIPTION:**

This division is responsible for the general administration of the Park and Recreation Department, maintenance of all city parks, and financing some park improvements.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Security Improvements to multiple park locations
2. Improvements to Mississippi Park shelter, canoe launch & trail
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

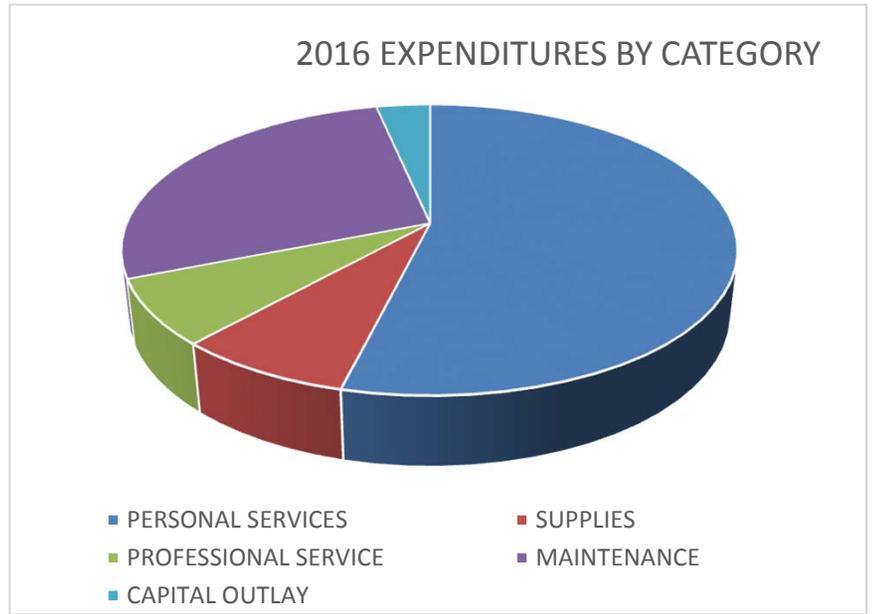
1. Park entrance sign replacements
2. Playground rehab
3. Mississippi Community Park trail repair
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Picnic shelter reservations	174	183	170

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	4.08	4.08	3.68



<b>EXPENDITURES:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 368,771	\$ 403,100	\$ 400,400
SUPPLIES	69,783	58,400	58,400
PROFESSIONAL SERVICE	65,610	52,530	53,770
MAINTENANCE	188,602	191,340	205,500
CAPITAL OUTLAY	7,948	83,600	25,000
<b>TOTAL</b>	<b>\$ 700,714</b>	<b>\$ 788,970</b>	<b>\$ 743,070</b>

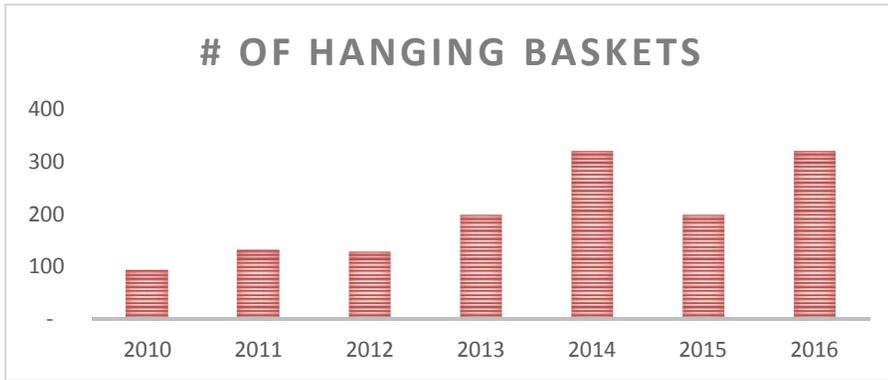
<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 3.38	\$ 3.79	\$ 3.57
ANNUAL	\$ 40.56	\$ 45.49	\$ 42.84

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** SHADE TREE BEAUTIFICATION

**DIVISION DESCRIPTION:**

This division is responsible for the shade tree disease control activities and some reforestation as well as beautification of parks, downtown Central Business District and planter beds



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Riverbank restoration along Kings Island Channel (500 seedlings)
2. \_\_\_\_\_
3. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

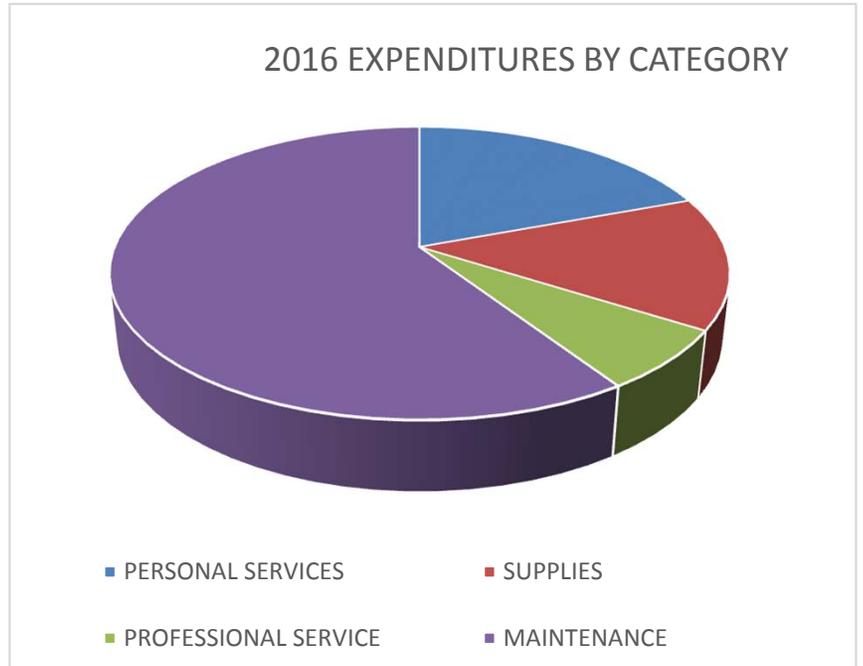
1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Trees planted	100	400	550
2. Hanging baskets	320	200	320
3. Pots	26	26	26
4. Planted area	75	75	75

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	0.18	0.18	0.70



**EXPENDITURES:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 3,941	\$ 17,950	\$ 16,150
SUPPLIES	48	11,000	12,200
PROFESSIONAL SERVICE	10,023	5,465	5,590
MAINTENANCE	24,462	47,500	49,500
<b>TOTAL</b>	<b>\$ 38,474</b>	<b>\$ 81,915</b>	<b>\$ 83,440</b>

**PER CAPITA EXPENSE:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 0.19	\$ 0.39	\$ 0.40
ANNUAL	\$ 2.23	\$ 4.72	\$ 4.81

# CITY OF ANOKA 2016 BUDGET

**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** COMMUNITY DEVELOPMENT

**DIVISION DESCRIPTION:**

This department is responsible for preparing and implementing the Five Year Economic Development Plan. This department provides regular staff support to the Economic Development Commission and City Council. It also provides staff support and serves as a staff liaison to other boards and citizen organization. The major programs operated by the department include the Business Call Program, economic development incentive programs including tax increment financing and tax abatement, and real estate marketing and transactions. The department administers four Tax Increment Financing Districts and prepares proposals and works with prospects for all major development projects. In addition, the department provides general administrative services including public information.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Break ground on Gladstone Cooperative
2. Break ground on land west of 4th Avenue near the Rum River.
3. Break ground on Phase III of the Homestead at Anoka.
4. Break ground for Minnesota Street Works.
5. Sell a property in the CRTV for apartment and/or commercial development.
6. Sell property at the corner of County Road 116 and 7th Avenue.
7. Market private and publicly owned sites for development.

**EXPENDITURE HIGHLIGHTS:**

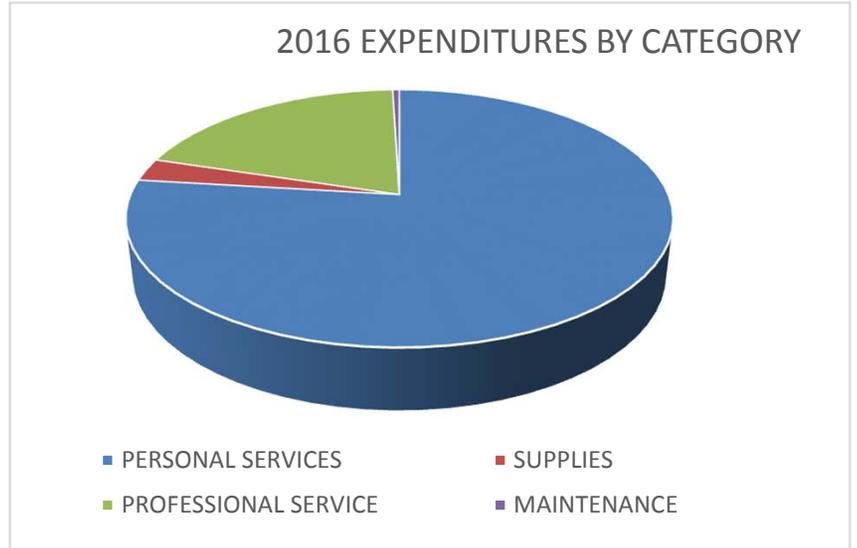
1. Professional services for various projects.

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Business site visits	50	19	35
Development/Business projects	5	3	4
3. Reduce CBD vacancies	3.50%	2.00%	2.00%

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	1.00	1.00	1.00



<b>EXPENDITURES:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 107,992	\$ 89,830	\$ 81,110
SUPPLIES	655	4,000	3,000
PROFESSIONAL SERVICE	14,142	20,245	20,865
MAINTENANCE	-	500	500
<b>TOTAL</b>	<b>\$ 122,789</b>	<b>\$ 114,575</b>	<b>\$ 105,475</b>

<b>PER CAPITA EXPENSE:</b>	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
MONTHLY	\$ 0.59	\$ 0.55	\$ 0.51
ANNUAL	\$ 7.11	\$ 6.61	\$ 6.08

# CITY OF ANOKA 2016 BUDGET

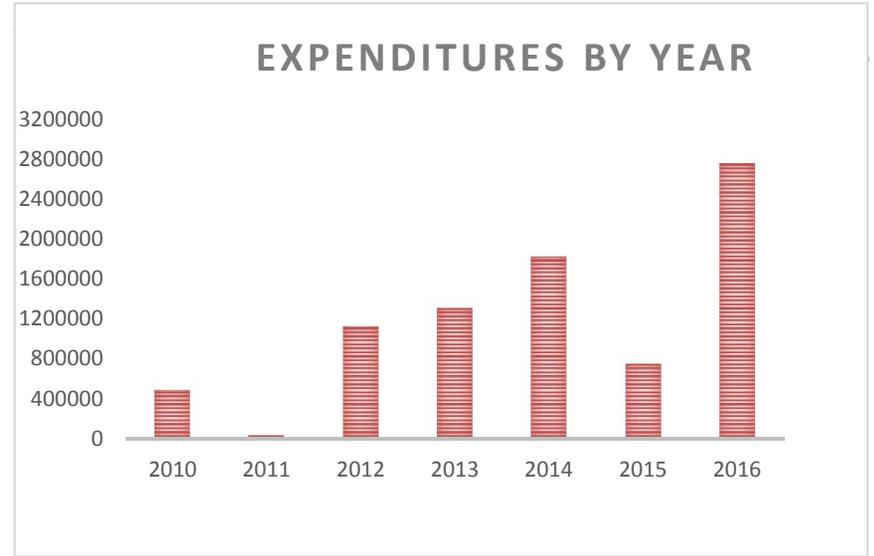
**FUND:** GENERAL  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** UNALLOCATED

**DIVISION DESCRIPTION:**

This account is a contingency fund to cover unexpected or emergency needs. It also finances miscellaneous items not directly chargeable to a specific function or activity including transfers to fire and debt service.

**EXPENDITURE HIGHLIGHTS**

1. Annual transfer to fire fund - \$592,000
2. Transfer to Debt Service - \$379,650
3. Contingency - \$70,000
4. \_\_\_\_\_



EXPENDITURES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
TRANSFER - FIRE	\$ 535,500	\$ 551,460	\$ 592,000
TRANSFER - DEBT SVC	-	94,000	379,650
TRANSFER - PARK CAP	550,000	-	495,000
TRANSFER - GARAGE	-	-	650,000
TRANSFER - BLDG CAP	-	-	500,000
TRANSFER - PARK DED	520,000	-	-
TRANSFER - STREETS	100,000	-	-
TRANSFER - INFO SVCS	50,000	-	-
CONTRACTUAL SERVICES	-	-	23,000
CONTINGENCY & MISC	79,418	109,500	120,000
<b>TOTAL</b>	<b>\$ 1,834,918</b>	<b>\$ 754,960</b>	<b>\$ 2,759,650</b>

PER CAPITA EXPENSE:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
MONTHLY	\$ 8.85	\$ 3.63	\$ 13.26
ANNUAL	\$ 106.21	\$ 43.53	\$ 159.10

## SPECIAL REVENUE FUNDS SUMMARY BUDGET

<b>SOURCES</b>	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 ADOPTED	2016 ADOPTED	PERCENT CHANGE
Taxes	\$ 6,004	\$ 6,337	\$ 9,339	\$ 8,886	\$ 9,100	\$ 9,200	1.10%
Licenses & Permits	27,599	28,639	32,243	32,147	37,800	40,800	7.94%
Fines & Forfeitures	77,562	63,983	59,679	58,153	47,000	39,000	-17.02%
Interest Earnings	37,742	15,538	29,615	12,679	27,500	34,500	25.45%
Gain(loss) fair value of inv	-	-	(56,521)	39,308	-	-	0.00%
Charges for Services	300,805	114,780	172,115	282,051	241,550	170,600	-29.37%
Miscellaneous	-	49,327	48,400	46,913	43,500	44,500	2.30%
Transfers In/Reserves	168,500	-	-	-	113,000	186,985	65.47%
<b>Total Revenue and Transfers In</b>	<b>\$ 618,212</b>	<b>\$ 278,604</b>	<b>\$ 294,870</b>	<b>\$ 480,137</b>	<b>\$ 519,450</b>	<b>\$ 525,585</b>	<b>1.18%</b>
<b>USES</b>							
General Government	\$ 9,398	\$ 6,666	\$ 14,212	\$ 15,592	13,775	\$ 13,680	-0.69%
Public Safety	179,053	235,691	140,018	119,030	115,950	86,620	-25.30%
Public Works	87,561	26,843	105,646	94,342	101,090	100,065	-1.01%
Parks	85,262	64,755	89,541	90,596	106,160	98,190	-7.51%
Capital Outlay	-	170,345	25,560	12,352	8,000	65,000	712.50%
<b>Total Expenditures and Transfers Out</b>	<b>\$ 361,274</b>	<b>\$ 504,300</b>	<b>\$ 374,977</b>	<b>\$ 331,912</b>	<b>\$ 344,975</b>	<b>\$ 363,555</b>	<b>5.39%</b>
<b>Net Change in Fund Balance</b>	<b>\$ 256,938</b>	<b>\$ (225,696)</b>	<b>\$ (80,107)</b>	<b>\$ 148,225</b>	<b>\$ 174,475</b>	<b>\$ 162,030</b>	
<b>FUND BALANCES</b>	<b>\$ 2,119,138</b>	<b>\$ 1,893,442</b>	<b>\$ 1,813,335</b>	<b>\$ 1,961,560</b>	<b>\$ 2,136,035</b>	<b>\$ 2,298,065</b>	<b>7.59%</b>

# CITY OF ANOKA 2016 BUDGET

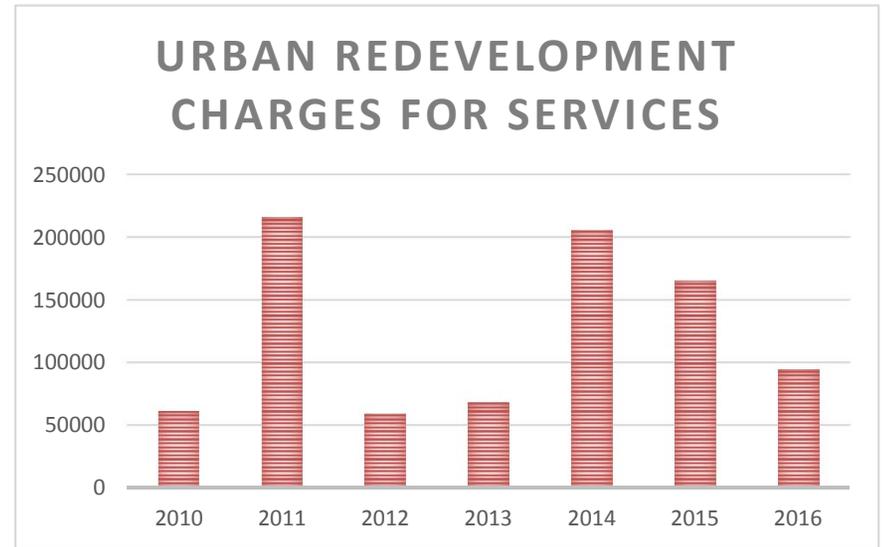
**FUND:** SPECIAL REVENUE  
**DEPARTMENT:** COMMUNITY DEVELOPMENT  
**DIVISION:** URBAN REDEVELOPMENT

**DIVISION DESCRIPTION:**

This fund was set up to manage the Metropolitan Council sewer credits. Fund will be used to promote redevelopment in the City.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue to utilize the SAC loan program as development incentive.
2. Analyze whether a revolving loan fund should be established.
3. Continually analyze the SAC loan policy as development trends change.
4. \_\_\_\_\_



REVENUES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
CHARGES FOR SERVICES	\$ 206,255	\$ 165,550	\$ 94,600
INTEREST EARNINGS	13,449	10,000	14,000
<b>TOTAL</b>	<b>\$ 219,704</b>	<b>\$ 175,550</b>	<b>\$ 108,600</b>
<b>EXPENDITURES:</b>			
	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
PERSONAL SERVICES	\$ 2,255	\$ 860	\$ 20
SUPPLIES	-	-	-
PROFESSIONAL SERVICES	488	70	70
MAINTENANCE	810	810	810
<b>TOTAL</b>	<b>\$ 3,553</b>	<b>\$ 1,740</b>	<b>\$ 900</b>
Net change	\$ 216,151	\$ 173,810	\$ 107,700
FUND BALANCE	\$ 635,507	\$ 809,317	\$ 917,017

# CITY OF ANOKA 2016 BUDGET

**FUND:** SPECIAL REVENUE  
**DEPARTMENT:** COMMUNITY DEVELOPMENT  
**DIVISION:** ROUND UP

**DIVISION DESCRIPTION:**

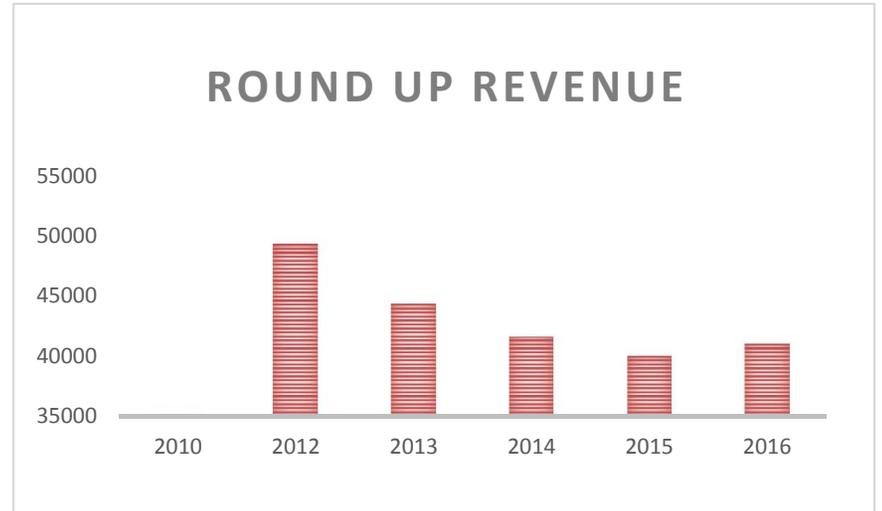
Round Up for Change is a program that rounds utility customers' bills to the nearest dollar. These voluntary "round up" contributions are used to provide financial assistance to worth-while activities, organizations and community projects that improve the lives of families, children and seniors in our community. The City must spend the funds in accordance with these guidelines and in compliance with laws governing public purpose expenditures of municipal governments.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Increase participation by 1%
2. Providing funding to organizations that meet criteria
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. Youth First designation - \$17,000
2. Alexandra House designation - \$8,000
3. Anoka, Champlin and Dayton Food Shelf contributions
4. \_\_\_\_\_



REVENUES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
OTHER REVENUE	\$ 41,432	\$ 40,000	\$ 41,000
INTEREST EARNINGS	175	-	-
<b>TOTAL</b>	<b>\$ 41,607</b>	<b>\$ 40,000</b>	<b>\$ 41,000</b>
<b>EXPENDITURES:</b>			
	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
CONTRACTUAL	\$ 41,518	\$ 40,000	\$ 41,000
MAINTENANCE	76	-	-
<b>TOTAL</b>	<b>\$ 41,594</b>	<b>\$ 40,000</b>	<b>\$ 41,000</b>
Net change	\$ 13	\$ -	\$ -
FUND BALANCE	\$ 5,814	\$ 5,814	\$ 5,814

# CITY OF ANOKA 2016 BUDGET

**FUND:** SPECIAL REVENUE  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** CEMETERY

**DIVISION DESCRIPTION:**

This division is responsible for the maintenance of the Forest Hill and Oakwood cemeteries.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Installation of new Columbarium (48 niches)
2. \_\_\_\_\_
3. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

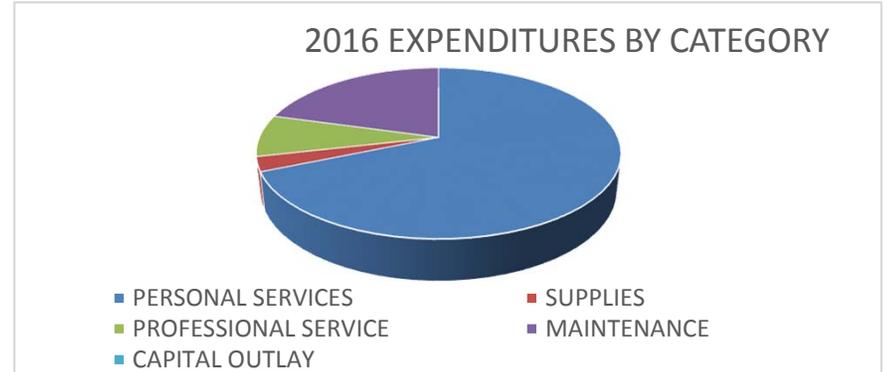
1. Installation of decorative fence for baby burial area
2. Landscaping improvement for Section 5 Block 1 Cremation area
3. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Interments	63	78	70
2. Grave sales	57	41	0
3. Cremation Grave sales	n/a	12	12
4. Columbarium sales	2	4	4

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	0.88	0.88	0.63



**REVENUES:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
INTERMENTS	\$ 25,599	\$ 28,000	\$ 28,000
MARKING SETTING FEES	4,600	6,000	6,000
GRAVES	23,048	25,000	25,000
PERPETUAL CARE	15,782	17,000	17,000
INTEREST EARNINGS	13,285	6,500	6,500
MISCELLANEOUS	145	-	-
TRANSFERS/RESERVES	-	23,660	70,000
<b>TOTAL</b>	<b>\$ 82,459</b>	<b>\$ 106,160</b>	<b>\$ 152,500</b>

**EXPENDITURES:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 69,650	\$ 76,235	\$ 67,420
SUPPLIES	1,670	2,700	2,700
PROFESSIONAL SERVICE	8,526	7,850	7,780
MAINTENANCE	10,750	19,375	20,290
CAPITAL OUTLAY	8,588	-	-
<b>TOTAL</b>	<b>\$ 99,184</b>	<b>\$ 106,160</b>	<b>\$ 98,190</b>

Net change \$ (16,725) \$ - \$ 54,310

**FUND BALANCE** \$ 441,899 \$ 418,239 \$ 402,549



# CITY OF ANOKA 2016 BUDGET

**FUND:** SPECIAL REVENUE  
**DEPARTMENT:** POLICE  
**DIVISION:** PARKING

**DIVISION DESCRIPTION:**

The Parking division maintains and improves the city's parking lots and 1 parking ramp. Included is providing a clean, safe, well lit area as well as managing the permit system and it's fees.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Maintain and improve public parking lots and ramps as needed
2. Continue to evaluate the customer parking needs in the downtown business area
3. Work with parking board and ABLA regarding parking study results
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

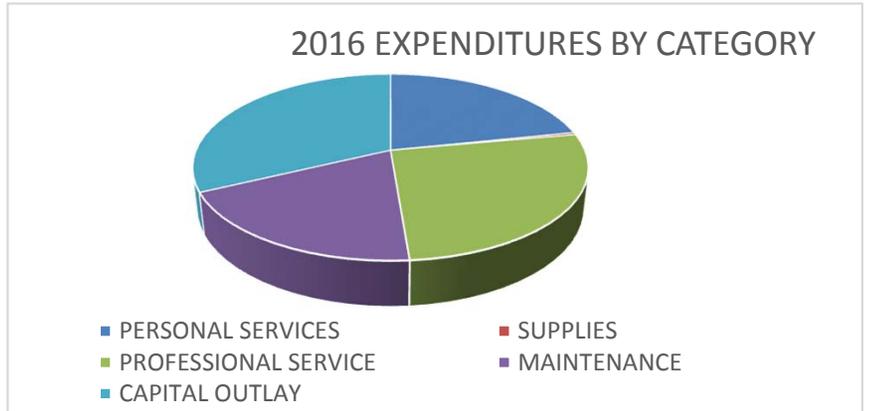
1. Maintenance costs to sweep, seal coat & paint lines in city owned surface lots.
2. Maintenance costs to sweep, clean and seal concrete in city owned ramps.
3. Masonry repair at Walker Ramp
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Surface permit stalls	264	264	264
2. Surface 3 hr or less stalls	142	142	142
3. Ramp 3 hr or less stalls	298	298	298

**STAFFING LEVELS:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
FTE	0.85	0.80	0.75



**REVENUES:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PARKING PERMITS	\$ 27,515	\$ 33,000	\$ 36,000
PARKING FEES	42,214	47,000	39,000
INTEREST EARNINGS	25,806	10,500	13,500
RENT	6,767	-	-
USE OF RESERVES	-	85,285	114,000
<b>TOTAL</b>	<b>\$ 102,302</b>	<b>\$ 175,785</b>	<b>\$ 202,500</b>

**EXPENDITURES:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PERSONAL SERVICES	\$ 75,736	\$ 74,375	\$ 44,045
SUPPLIES	743	750	750
PROFESSIONAL SERVICE	56,004	54,735	53,865
MAINTENANCE	29,527	37,925	38,840
CAPITAL OUTLAY	3,764	8,000	65,000
<b>TOTAL</b>	<b>\$ 165,774</b>	<b>\$ 175,785</b>	<b>\$ 202,500</b>

Net change	\$ (63,472)	\$ -	\$ -
FUND BALANCE	\$ 827,928	\$ 742,643	\$ 628,643

# CITY OF ANOKA 2016 BUDGET

**FUND:** SPECIAL REVENUE  
**DEPARTMENT:** COMMUNITY DEVELOPMENT  
**DIVISION:** LODGING

**DIVISION DESCRIPTION:**

The Lodging Division collects lodging taxes from hotels or motels in the City and uses a majority of the revenue to pay membership dues to the Minnesota Metro North Convention and Visitors Bureau.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Collect lodging taxes
2. Identify use for retained amount
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. Tax to Minnesota Metro North Convention and Visitors Bureau
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_



REVENUES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
LODGING TAX	\$ 8,886	\$ 9,100	\$ 9,200
INTEREST EARNINGS	356	100	100
MISCELLANEOUS	3,528	3,500	3,500
<b>TOTAL</b>	<b>\$ 12,770</b>	<b>\$ 12,700</b>	<b>\$ 12,800</b>
<b>EXPENDITURES:</b>			
	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
PERSONAL SERVICES	\$ 64	\$ 60	\$ 60
PROFESSIONAL	11,975	11,975	12,720
<b>TOTAL</b>	<b>\$ 12,039</b>	<b>\$ 12,035</b>	<b>\$ 12,780</b>
Net change	\$ 731	\$ 665	\$ 20
FUND BALANCE	\$ 13,029	\$ 13,694	\$ 13,714

## DEBT SERVICE FUNDS SUMMARY BUDGET

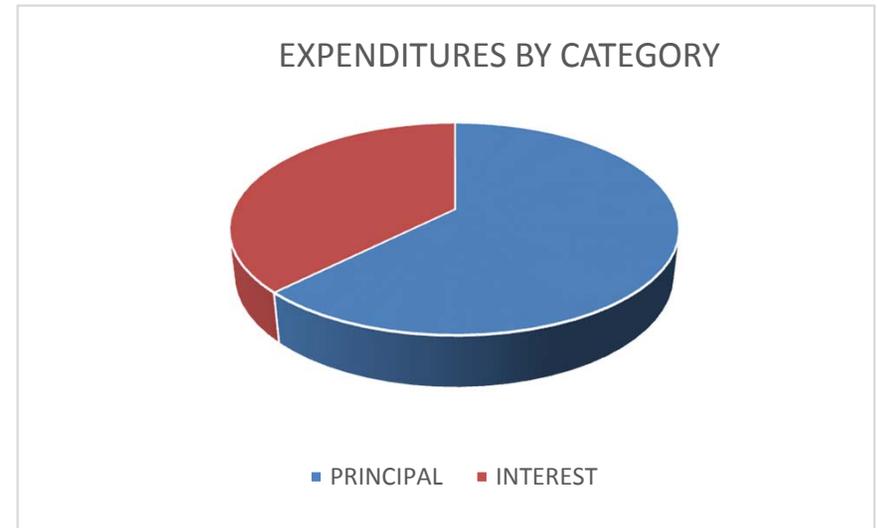
<u>SOURCES</u>	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 ADOPTED	2016 ADOPTED	PERCENT CHANGE
Taxes	\$ 396,213	\$ 405,184	\$ 396,313	\$ 386,018	\$ 388,585	\$ 155,900	-59.88%
Interest Earnings	241	1,904	4,709	583	550	1,950	254.55%
Gain(loss) fair value of inv	-	-	(13,738)	9,518	-	-	0.00%
Issuance of bonds	-	-	-	6,383,638	-	-	0.00%
Transfers In/Reserves	475,000	440,000	440,000	1,440,000	568,500	754,650	32.74%
Total Revenue and Transfers In	<u>\$ 871,454</u>	<u>\$ 847,088</u>	<u>\$ 827,284</u>	<u>\$ 8,219,757</u>	<u>\$ 957,635</u>	<u>\$ 912,500</u>	<u>-4.71%</u>
<u>USES</u>							
Principal Retirement	380,000	470,000	450,000	580,239	499,150	540,000	8.18%
Interest and fiscal charges	459,672	397,089	389,758	421,218	452,420	325,340	-28.09%
Refunding of bonds	3,995,000	-	-	-	-	-	0.00%
Total Expenditures	<u>\$ 4,834,672</u>	<u>\$ 867,089</u>	<u>\$ 839,758</u>	<u>\$ 1,001,457</u>	<u>\$ 951,570</u>	<u>\$ 865,340</u>	<u>-9.06%</u>
Net Change in Fund Balance	\$ (3,963,218)	\$ (20,001)	\$ (12,474)	\$ 7,218,300	\$ 6,065	\$ 47,160	
FUND BALANCES	\$ 475,643	\$ 455,642	\$ 443,168	\$ 7,661,468	\$ 7,667,533	\$ 7,714,693	0.62%

# CITY OF ANOKA 2016 BUDGET

**FUND:** DEBT SERVICE  
**DEPARTMENT:** FINANCE  
**DIVISION:** DEBT SERVICE

**DIVISION DESCRIPTION:**

Debt Service funds finance and account for the payment of interest and principal on all general obligation debt other than debt issued for an enterprise fund. 2010A Public Safety Bonds, 2006A Tax Increment Bonds, 2008A Public Improvement Bonds and 2014A Crossover Refunding Bond.



- 
1. 2006A Tax Increment Bonds - refunded 2-1-2015

---

  2. 2010A Public Safety Building Bonds - maturity 2-1-2022

---

  3. 2008A Public Improvement Bonds - maturity 2-1-2028

---

  3. 2014A TIF Crossover Refunding Bonds - maturity 2-1-2033

---

<b>REVENUE SOURCES:</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>BUDGETED</b>
	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
DEBT SERVICE LEVY	386,018	388,585	155,900
INTEREST EARNINGS	10,101	550	1,950
TRANSFER	1,440,000	568,500	754,650
ISSUANCE OF BONDS	6,383,638	-	-
<b>TOTAL</b>	<b>\$ 8,219,757</b>	<b>\$ 957,635</b>	<b>\$ 912,500</b>
<b>EXPENDITURES:</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>BUDGETED</b>
	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>
PRINCIPAL	\$ 499,150	\$ 499,150	\$ 540,000
BOND ISSUE COSTS	82,220	1,010	1,425
INTEREST	420,087	451,410	323,915
<b>TOTAL</b>	<b>\$ 1,001,457</b>	<b>\$ 951,570</b>	<b>\$ 865,340</b>
Net change	\$ 7,218,300	\$ 6,065	\$ 47,160
FUND BALANCE	\$ 7,661,468	\$ 7,667,533	\$ 7,714,693

## CAPITAL PROJECTS FUNDS SUMMARY BUDGET

<u>SOURCES</u>	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 ADOPTED	2016 ADOPTED	PERCENT CHANGE
Taxes	\$ 2,738,608	\$ 2,530,586	\$ 2,647,324	\$ 2,559,302	\$ 3,083,250	\$ 407,500	-86.78%
Special assessments	370,862	459,562	485,145	406,265	465,000	450,000	-3.23%
Licenses and permits	11,250	18,840	3,804	7,645	-	-	0.00%
Intergovernmental	443,535	2,725,803	7,902,936	2,420,418	-	879,000	0.00%
Investment Income	143,827	34,740	72,575	43,163	145,775	102,075	-29.98%
Gain(loss) fair value of inv	-	-	(172,810)	136,426	-	-	0.00%
Miscellaneous	1,562,935	1,516,349	772,146	977,045	1,788,250	223,100	-87.52%
Franchise fees	331,098	358,878	362,658	364,815	365,000	365,000	0.00%
Transfer in	1,544,496	2,839,996	700,000	3,901,000	3,466,000	4,910,000	41.66%
<b>Total Revenue and Transfers In</b>	<b>\$ 7,146,611</b>	<b>\$ 10,484,754</b>	<b>\$ 12,773,778</b>	<b>\$ 10,816,079</b>	<b>\$ 9,313,275</b>	<b>\$ 7,336,675</b>	<b>-21.22%</b>
<u>USES</u>							
General government	\$ 104,797	\$ 82,560	\$ 121,939	\$ 101,930	\$ 176,995	\$ 212,500	20.06%
Public works	5,616	-	-	8,533	-	-	0.00%
Parks and recreation	-	2,384	13,033	-	-	-	0.00%
Capital outlay	2,472,214	10,873,914	12,875,413	10,009,687	6,752,740	8,308,195	23.03%
Interest and fiscal charges	144,675	122,413	102,896	86,220	185,850	131,210	-29.40%
Transfers out	1,004,047	990,000	840,000	2,246,000	1,497,500	1,986,500	32.65%
<b>Total Expenditures</b>	<b>\$ 3,731,349</b>	<b>\$ 12,071,271</b>	<b>\$ 13,953,281</b>	<b>\$ 12,452,370</b>	<b>\$ 8,613,085</b>	<b>\$ 10,638,405</b>	<b>23.51%</b>
<b>Net Change in Fund Balance</b>	<b>\$ 3,415,262</b>	<b>\$ (1,586,517)</b>	<b>\$ (1,179,503)</b>	<b>\$ (1,636,291)</b>	<b>\$ 700,190</b>	<b>\$ (3,301,730)</b>	
Prior period adjustmentn	\$ -	\$ -	\$ 4,709,369	\$ 647,091	\$ -	\$ -	
<b>FUND BALANCES</b>	<b>\$ 4,090,294</b>	<b>\$ 2,503,777</b>	<b>\$ 6,033,643</b>	<b>\$ 5,044,443</b>	<b>\$ 5,744,633</b>	<b>\$ 2,442,903</b>	<b>-57.48%</b>

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL  
**DEPARTMENT:** FINANCE  
**DIVISION:** CAPITAL IMPROVEMENT AND INFRASTRUCTURE

**DIVISION DESCRIPTION:**

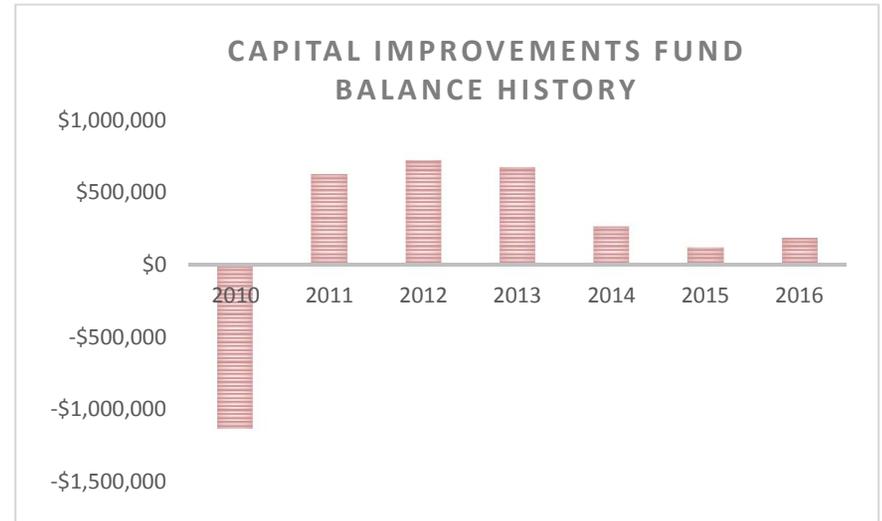
The Capital Improvement and Infrastructure program was designed to plan and fund major improvements throughout the city. It is intended for long-term funding of improvements to city buildings and equipment.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Evaluate and prioritize future building projects
2. \_\_\_\_\_
3. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. New Phone System
2. Fire bay floor repairs
3. Senior Center roof
4. \_\_\_\_\_



REVENUES	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
TRANSFER IN	\$ 125,000	\$ 125,000	\$ 500,000
SALE OF FIXED ASSET	365,539	-	-
INTEREST EARNINGS	8,869	1,500	250
<b>TOTAL</b>	<b>\$ 499,408</b>	<b>\$ 126,500</b>	<b>\$ 500,250</b>
<b>EXPENDITURES:</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>BUDGETED</b>
	<b>2014</b>	<b>2015</b>	<b>2016</b>
GREENHAVEN	\$ -	\$ 62,000	\$ 50,000
PRECAST PARAPET WALLS	-	-	75,000
FIRE BAY FLOOR REPAIR	-	-	100,000
SENIOR CENTER ROOF	-	-	80,000
NEW PHONE SYSTEM	-	-	125,000
MAINTENANCE AND KENNEL	7,039	200,000	-
CAPITAL PROJECTS	235,540	-	-
TRANSFER OUT	666,000	-	-
MISCELLANEOUS	-	7,720	5,070
<b>TOTAL</b>	<b>\$ 908,579</b>	<b>\$ 269,720</b>	<b>\$ 435,070</b>
Net change	\$ (409,171)	\$ (143,220)	\$ 65,180
FUND BALANCE	\$ 264,488	\$ 121,268	\$ 186,448

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL  
**DEPARTMENT:** PUBLIC WORKS  
**DIVISION:** STATE ROAD IMPROVEMENTS

**DIVISION DESCRIPTION:**

Fund established for State road improvement projects where part or all of the project is funded with state aid.

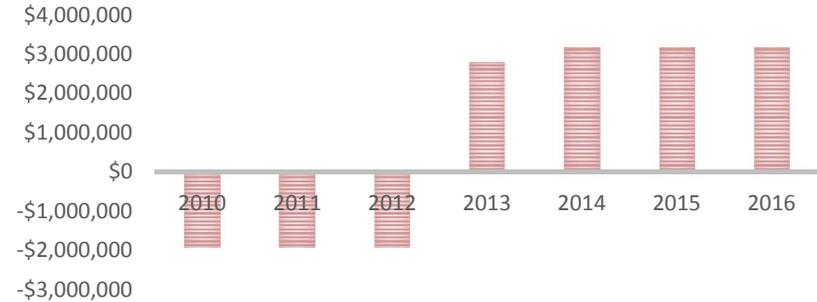
**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Evaluate and prioritize future state road projects
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. No planned projects until 2019
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**STATE AID CONSTRUCTION FUND  
BALANCE HISTORY**



<b>REVENUES</b>	<b>ACTUAL 2014</b>	<b>BUDGETED 2015</b>	<b>BUDGETED 2016</b>
STATE AID	1,142,000	-	-
INTEREST	5,401	2,000	4,500
TRANSFER	-	-	-
<b>TOTAL</b>	<b>\$ 1,147,401</b>	<b>\$ 2,000</b>	<b>\$ 4,500</b>
<b>EXPENDITURES:</b>			
	<b>ACTUAL 2014</b>	<b>BUDGETED 2015</b>	<b>BUDGETED 2016</b>
<b>CAPITAL OUTLAY</b>	<b>\$ 776,050</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL</b>	<b>\$ 776,050</b>	<b>\$ -</b>	<b>\$ -</b>
Net chnage	\$ 371,351	\$ 2,000	\$ 4,500
FUND BALANCE	\$ 3,177,027	\$ 3,179,027	\$ 3,183,527

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL  
**DEPARTMENT:** PUBLIC WORKS  
**DIVISION:** STREET RENEWAL PROGRAM

**DIVISION DESCRIPTION:**

The Street Renewal Program was established for long-term planning and funding of street rehabilitations. Each year approximately 1 mile of city's roads, sewer mains, water mains and storm sewer are reconstructed to meet new standards and requirements and re-establish a new life for future use. Balancing the revenues and expenditures allow for a consistent and reoccurring program.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. 2016 SRP - Adams, Brisbin, Eighth, Madison, Teyer Alley, First and Second
2. Carl Bonnell Field utility improvements
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. 100,360 lineal feet watermain and sanitary sewer been replaced
2. 1,180 homes have new services installed to them
3. 16.4 miles of city streets reconstructed
4. 7.2 miles of city sidewalks been replaced

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Miles reconstructed	0.8	2.4	1.3
2. Impacted SF Homes	68	122	121



REVENUES	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
GAS FRANCHISE FEE	\$ 364,815	\$ 365,000	\$ 365,000
ASSESSMENTS	406,265	465,000	450,000
INTEREST EARNINGS	24,871	-	1,100
PERMITS/MISC.	428,732	-	-
STATE AID	5,572	-	-
SALE OF FIXED ASSET	-	645,000	-
TRANSFER-ELECTRIC	2,266,000	2,168,000	2,125,000
<b>TOTAL</b>	<b>\$ 3,496,255</b>	<b>\$ 3,643,000</b>	<b>\$ 2,941,100</b>

EXPENDITURES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
STREET RENEWAL PRJS	\$ 2,635,962	\$ 1,637,000	\$ 2,783,075
SLABTOWN	313,274	3,627,000	-
RUM RIVER HEIGHTS	134,675	-	-
40TH LANE EXT	2,085,892	-	-
EAST MAIN IMPROVEMENT	25,807	-	-
GREENHAVEN ROAD PRJ	122,964	-	-
MISC	8,533	76,350	136,460
FIXED ASSET TRANSFER	(856,917)	(1,507,775)	(1,079,880)
<b>TOTAL</b>	<b>\$ 4,470,190</b>	<b>\$ 3,832,575</b>	<b>\$ 1,839,655</b>

Net change	\$ (973,935)	\$ (189,575)	\$ 1,101,445
FUND BALANCE	\$ (791,125)	\$ (980,700)	\$ 120,745

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** CEMETERY CONSTRUCTION

**DIVISION DESCRIPTION:**

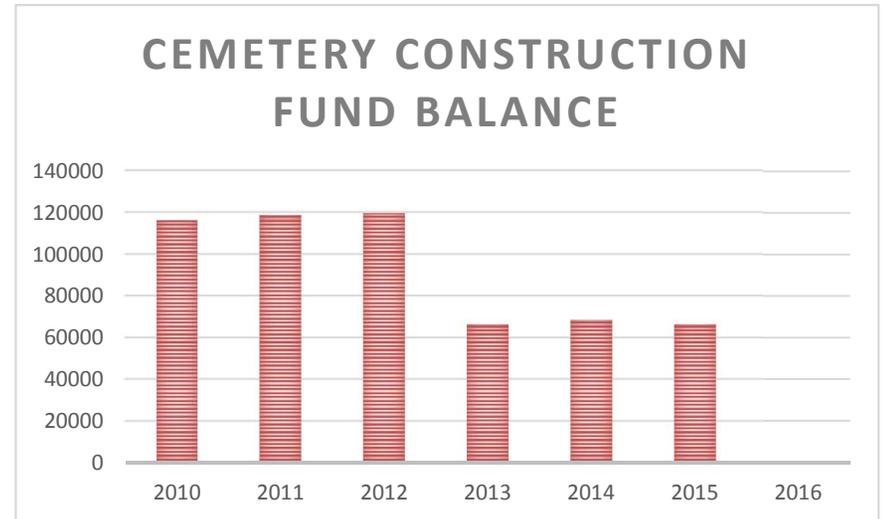
This division is responsible for cemetery capital improvements including professional services and improvements to existing grounds and equipment.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Close fund in 2016 and transfer fund balance to Cemetery special revenue fund
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_



REVENUES	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
INTEREST EARNINGS	\$ 1,892	\$ -	\$ -
MISC REVENUE	-	-	-
<b>TOTAL</b>	<b>\$ 1,892</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EXPENDITURES:</b>	<b>ACTUAL 2014</b>	<b>BUDGETED 2015</b>	<b>BUDGETED 2016</b>
MISC	-	-	-
TRANSFER OUT	-	-	70,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,000</b>
Net change	\$ 1,892	\$ -	\$ (70,000)
FUND BALANCE	\$ 68,464	\$ 68,464	\$ (1,536)

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** PARK DEDICATION

**DIVISION DESCRIPTION:**

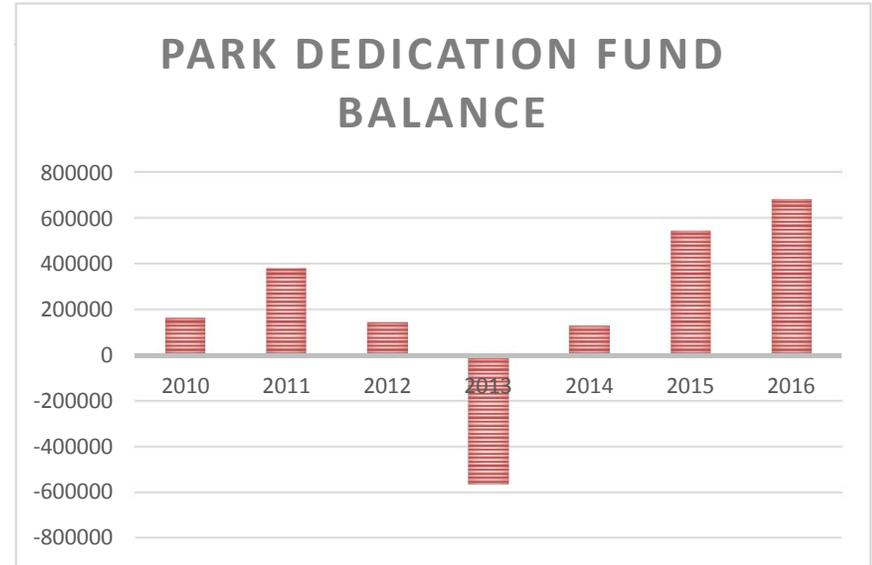
This division is responsible for park capital improvements including professional services for the development of new facilities and improvements to existing facilities.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue work on Rum River trail
2. Anoka Station green spaces
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_



REVENUES	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
GRANTS/INTERGOVNV	\$ 336,928	\$ -	\$ -
INTEREST EARNINGS	570	1,000	2,200
DONATIONS	185,619	523,860	195,800
TRANSFER IN	520,000	-	-
<b>TOTAL</b>	<b>\$ 1,043,117</b>	<b>\$ 524,860</b>	<b>\$ 198,000</b>
EXPENDITURES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
RUM RIVER TRAIL	\$ 46,588	\$ 74,940	\$ 12,135
ANOKA STATION GREEN	\$ -	\$ -	\$ 50,000
MAIN ST TUNNEL LIGHTS	-	20,000	-
RUM RIVER/POLK PARK	629,301	15,000	-
DOCKS/RECEPTACLES	42,590	-	-
NATURE PRESERVE	3,620	-	-
<b>TOTAL</b>	<b>\$ 722,099</b>	<b>\$ 109,940</b>	<b>\$ 62,135</b>
Net change	\$ 321,018	\$ 414,920	\$ 135,865
FUND BALANCE	\$ 131,694	\$ 546,614	\$ 682,478

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** PARK CAPITAL IMPROVEMENTS

**DIVISION DESCRIPTION:**

The Park Capital Improvement program was designed to plan and fund major park improvements throughout the city. It is intended for long-term funding of improvements to parks, trails, park buildings, ball fields and equipment.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

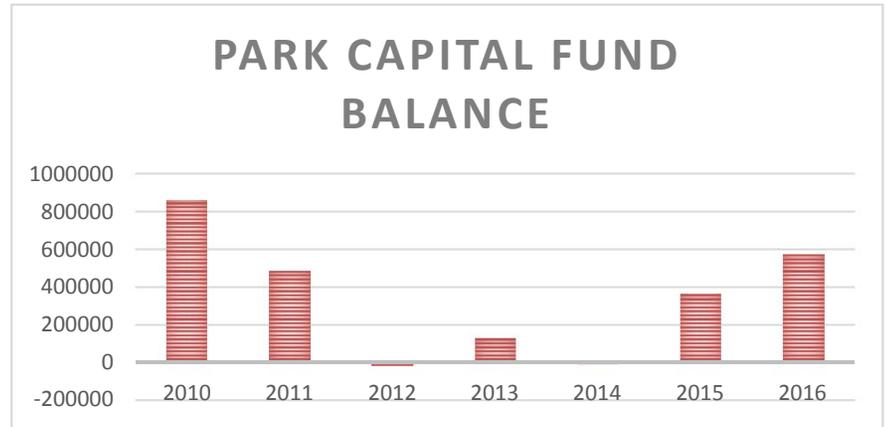
1. Phase III of Castle Field construction
2. Complete work at Woodbury House
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. Restore Bonnell Park and add irrigation
2. Riverbank stabilization project
3. Monument at 7th Ave
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. CAPITAL PROJECTS	5	5	8



REVENUES	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
TRANSFER -LIQ/GENERAL	\$ 850,000	\$ 150,000	\$ 525,000
INTERGOVT GRANT	-	-	-
GRANTS	451,044	-	169,000
INTEREST EARNINGS	11,781	-	1,000
SALE OF FIXED ASSET	-	300,000	-
<b>TOTAL</b>	<b>\$ 1,312,825</b>	<b>\$ 450,000</b>	<b>\$ 695,000</b>

EXPENDITURES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
BONNELL PARK & IRRIGATE	-	-	155,000
RIVERBANK STABILIZATION	-	-	150,000
CASTLE FIELD	440,704	15,350	50,000
7TH AVE MONUMENT	-	-	50,000
WOODBURY LANDSCAPING	-	-	30,000
STONEHOUSE GRANTWORK	\$ -	\$ 10,825	\$ 25,000
ENLOE TENNIS/BALL	-	-	25,000
CAPITAL PROJECTS	1,011,507	35,000	-
MISCELLANEOUS	-	10,450	1,980
<b>TOTAL</b>	<b>\$ 1,452,211</b>	<b>\$ 71,625</b>	<b>\$ 486,980</b>

Net change	\$ (139,386)	\$ 378,375	\$ 208,020
FUND BALANCE	\$ (9,516)	\$ 368,859	\$ 576,879

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** AQUATIC CONSTRUCTION

**DIVISION DESCRIPTION:**

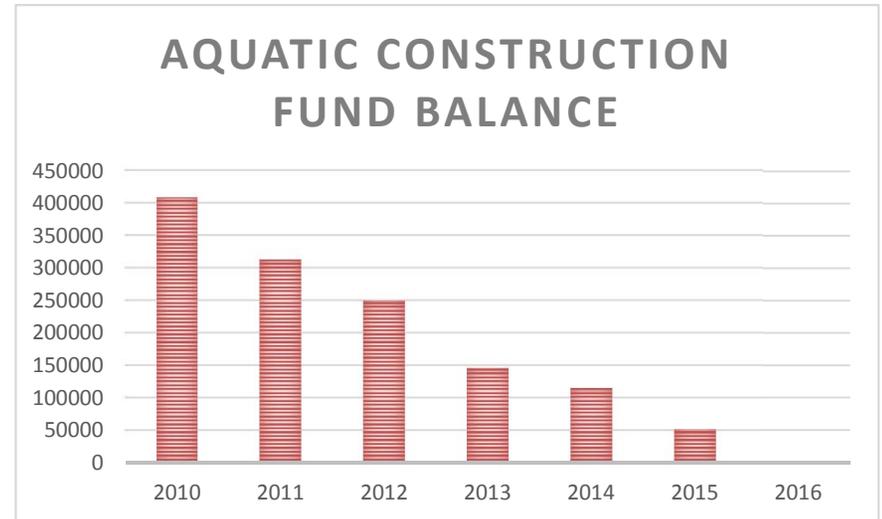
This division is responsible for aquatic center capital improvements including professional services for the development of new features and improvements to existing equipment.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Close out fund at the end of 2016 and transfer balance to the General Fund that handles Aquatic Center operations
2. \_\_\_\_\_
3. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

1. Replace tile on pool walls
2. Purchase new deck charis
3. New water heater
4. \_\_\_\_\_



REVENUES	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
INTEREST EARNINGS	\$ 4,816	\$ 1,500	\$ 1,200
MISC REVENUE	-	4,650	-
<b>TOTAL</b>	<b>\$ 4,816</b>	<b>\$ 6,150</b>	<b>\$ 1,200</b>
<b>EXPENDITURES:</b>			
	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
WALL AND DECK TILE	-	-	40,000
DIAMOND BRITE	-	-	20,000
VALVE REPLACEMENT	-	20,000	-
WATER HEATER	-	18,000	-
UMBRELLA/CHAIRS	-	10,100	-
FILTER ELEMENTS	-	20,720	-
CLIMBING WALL	36,181	-	-
MISC	-	-	1,070
TRANSFER OUT	-	-	9,000
<b>TOTAL</b>	<b>\$ 36,181</b>	<b>\$ 68,820</b>	<b>\$ 70,070</b>
Net change	\$ (31,365)	\$ (62,670)	\$ (68,870)
FUND BALANCE	\$ 115,071	\$ 52,401	\$ (16,469)

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL/TIF  
**DEPARTMENT:** COMMUNITY DEVELOPMENT  
**DIVISION:** COMMUTER RAIL TRANSIT TIF DISTRICT

**DIVISION DESCRIPTION:**

The commuter rail transit TIF district was created to develop and redevelop its business districts to provide employment opportunities, improve the tax base, help keep tax rates low or level and to improve the general economy of the State.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Start development of Phase III of the Homestead at Anoka.
2. Continue to acquire blighted property for redevelopment.
3. Continue to market current city-owned property for development.
4. Develop land west of 4th Avenue on the Rum River.

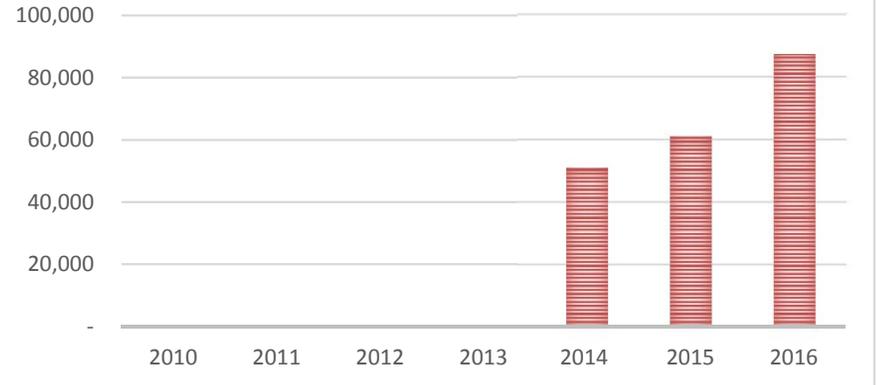
**EXPENDITURE HIGHLIGHTS:**

1. Acquisition of Dehn Oil
2. Acquisition of City-wide Window Cleaning
3. Other misc. acquisition
- 4.

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Current Tax Increment	51,009	61,129	87,500

## CRTV CURRENT TAX INCREMENT COLLECTIONS



REVENUES	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
FEDERAL GRANTS	\$ 84,873	\$ -	\$ -
INTERGOVERNMENTAL	400,000	-	-
LEVY TAXES	51,009	87,500	87,500
INTEREST EARNINGS	-	500	500
MISC REVENUE	-	297,940	-
<b>TOTAL</b>	<b>\$ 535,882</b>	<b>\$ 385,940</b>	<b>\$ 88,000</b>

EXPENDITURES:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
ADMINISTRATIVE	\$ 28,599	\$ 10,685	\$ 15,065
INTEREST EXPENSE	-	69,900	104,260
LAND PURCHASES	-	-	1,000,000
NORTHVIEW LANE	-	691,065	-
CRTV RAMP	1,652,126	400,000	-
GARFIELD STREET	48,317	-	-
TRANSFER OUT	-	-	1,300,000
<b>TOTAL</b>	<b>\$ 1,729,042</b>	<b>\$ 1,171,650</b>	<b>\$ 2,419,325</b>

Net change	\$ (1,193,160)	\$ (785,710)	\$ (2,331,325)
FUND BALANCE	\$ (1,166,627)	\$ (1,952,337)	\$ (4,283,662)

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL/TIF  
**DEPARTMENT:** COMMUNITY DEVELOPMENT  
**DIVISION:** GREENS OF ANOKA TIF DISTRICT

**DIVISION DESCRIPTION:**

The Greens Of Anoka TIF district was created to:  
 -Explore opportunities for new development around Greens of Anoka area.  
 -Enhance existing Greens of Anoka properties via development and identification.  
 -Identify opportunities to convert City-owned land to private development.  
 -Establish site development and architectural guidelines for future development in the area.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue to analyze development of the old Park's building site.
2. Construction of Phase I of Green Haven Parkway
2. Acquire land for Phase II of Green Haven Parkway
3. Development land for residential housing on the golf course.

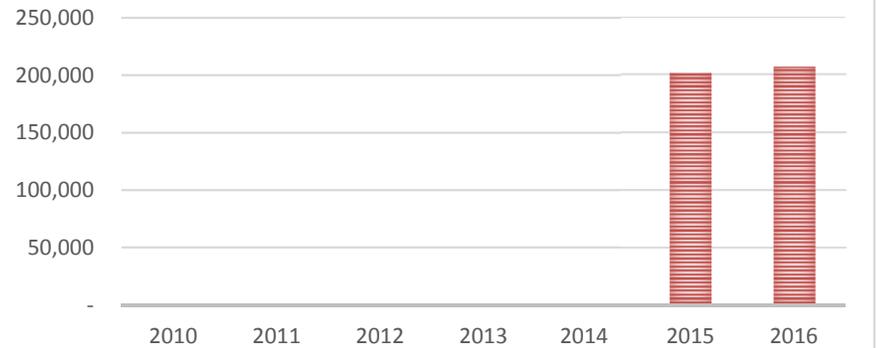
**EXPENDITURE HIGHLIGHTS:**

1. Demolition of old Park's building.
2. Public improvements for Green Haven Parkway.
3. Property acquisition for Phase II of Green Haven Parkway.
- 4.

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Current Tax Increment	-	202,092	207,000

## GREENS OF ANOKA CURRENT TAX INCREMENT COLLECTIONS



REVENUES	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
PROPERTY TAXES	\$ -	\$ 262,500	\$ 207,000
GRANT	\$ -	\$ -	\$ 710,000
INTEREST EARNINGS	-	200	4,200
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 262,700</b>	<b>\$ 921,200</b>

EXPENDITURES:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
ADMINISTRATIVE	\$ 28,995	\$ 500	\$ 10,995
INTEREST EXPENSE	-	57,450	26,600
INFRASTRUCTURE	-	1,000,000	2,550,000
TO SOUTH FERRY TIF	-	613,000	-
<b>TOTAL</b>	<b>\$ 28,995</b>	<b>\$ 1,670,950</b>	<b>\$ 2,586,695</b>

Net change	\$ (28,995)	\$ (1,408,250)	\$ (1,665,495)
FUND BALANCE	\$ (812,290)	\$ (2,220,540)	\$ (3,886,035)

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL/TIF  
**DEPARTMENT:** COMMUNITY DEVELOPMENT  
**DIVISION:** ENTERPRISE PARK TIF DISTRICT

**DIVISION DESCRIPTION:**

The Enterprise Park TIF district was created to develop and redevelop its business districts to provide employment opportunities, improve the tax base and to improve the general economy of the State.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Sell land assets that were purchased with funds from this district.
2. Acquire property outside of existing TIF districts as needed.
2. Improve infrastructure where needed, city-wide.
- 3.

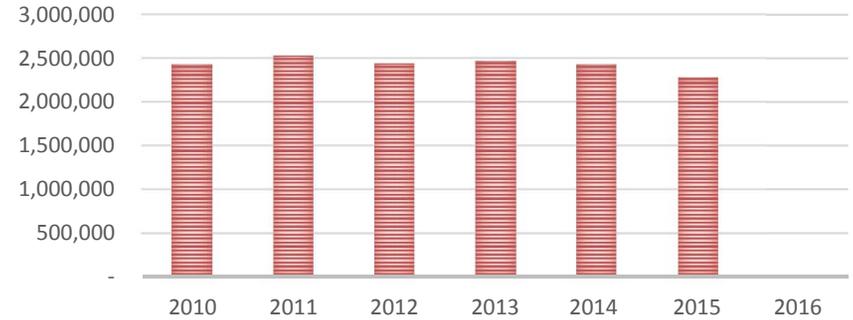
**EXPENDITURE HIGHLIGHTS:**

1. Utility upgrades for Minnesota Street Works
2. Utility upgrades for development site near Ramsey/Anoka boundary on HWY 10.
3. Transfers for HRRD ramp.
4. Parking lot in Historic Rum River District.

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Current Tax Increment	2,430,174	2,283,753	-
2. Reduce AEP vacancy rate	1.40	1.20	1.20

## ENTERPRISE PARK CURRENT TAX INCREMENT COLLECTIONS



REVENUES	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
PROPERTY TAXES	\$ 2,434,201	\$ 2,650,000	\$ -
INTEREST EARNINGS	112,891	137,450	82,550
RENTAL INCOME	4,800	16,800	27,300
SALE OF ASSET	-	-	-
<b>TOTAL</b>	<b>\$ 2,551,892</b>	<b>\$ 2,804,250</b>	<b>\$ 109,850</b>

EXPENDITURES:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
ADMINISTRATIVE	\$ 39,456	\$ 27,865	\$ 16,390
INTEREST EXPENSE	86,220	58,500	-
UTILITY UPGRADE	-	300,000	100,000
PARKING LOT	-	-	300,000
WOODBURY HOUSE	618,467	130,000	-
TRANSFER TO DEBT SVC	1,000,000	-	260,000
TRANSFER TO HRRD TIF	140,000	410,000	-
<b>TOTAL</b>	<b>\$ 1,884,143</b>	<b>\$ 926,365</b>	<b>\$ 676,390</b>

Net change	\$ 667,749	\$ 1,877,885	\$ (566,540)
<b>FUND BALANCE</b>	<b>\$ 3,783,203</b>	<b>\$ 5,661,088</b>	<b>\$ 5,094,548</b>

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL/TIF  
**DEPARTMENT:** COMMUNITY DEVELOPMENT  
**DIVISION:** HISTORIC RUM RIVER TIF DISTRICT

**DIVISION DESCRIPTION:**

The Historic Rum River TIF district was created to redevelop the city's downtown business districts to provide housing, adequate parking, employment opportunities, improve the tax base and to improve the general economy of the State.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Groundbreaking of Gladstone Cooperative in 2016
2. Market/develop Site 2 north of the HRRD ramp
3. Market/develop restaurant site north of City Hall.
4. \_\_\_\_\_

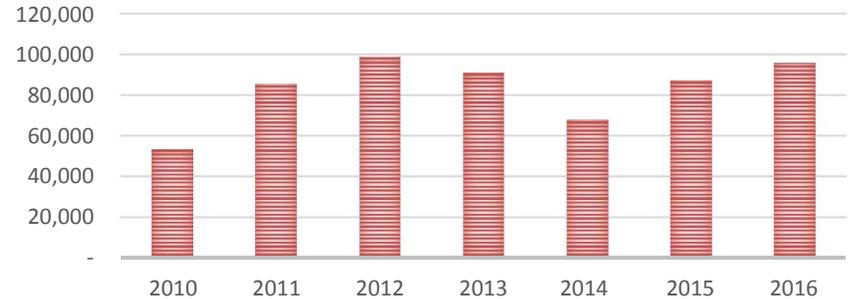
**EXPENDITURE HIGHLIGHTS:**

1. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Current Tax Increment	68,150	87,658	96,000

## HISTORIC RUM RIVER CURRENT TAX INCREMENT COLLECTIONS



REVENUES	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
	PROPERTY TAXES	\$ 68,150	\$ 77,000
INTEREST EARNINGS	8,499	1,600	4,500
TRANSFER FROM ENT TIF	140,000	410,000	260,000
<b>TOTAL</b>	<b>\$ 216,649</b>	<b>\$ 488,600</b>	<b>\$ 360,500</b>
<b>EXPENDITURES:</b>			
	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
ADMINISTRATIVE	\$ 4,709	\$ 8,350	\$ 10,150
TRANSFER TO DEBT	440,000	474,500	347,500
<b>TOTAL</b>	<b>\$ 444,709</b>	<b>\$ 482,850</b>	<b>\$ 357,650</b>
Net change	\$ (228,060)	\$ 5,750	\$ 2,850
FUND BALANCE	\$ 304,087	\$ 309,837	\$ 312,687

# CITY OF ANOKA 2016 BUDGET

**FUND:** CAPITAL/TIF  
**DEPARTMENT:** COMMUNITY DEVELOPMENT  
**DIVISION:** SOUTH FERRY DISTRICT

**DIVISION DESCRIPTION:**

The South Ferry Street TIF district was created to improve access to properties, improve police and fire protection, upgrade public infrastructure, enhance south via development and identification, redefine land use for high traffic street, facilitate building rehabilitation and take advance of riverfront development.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue relocation discussions with Riverplace Counseling Centers.
2. \_\_\_\_\_

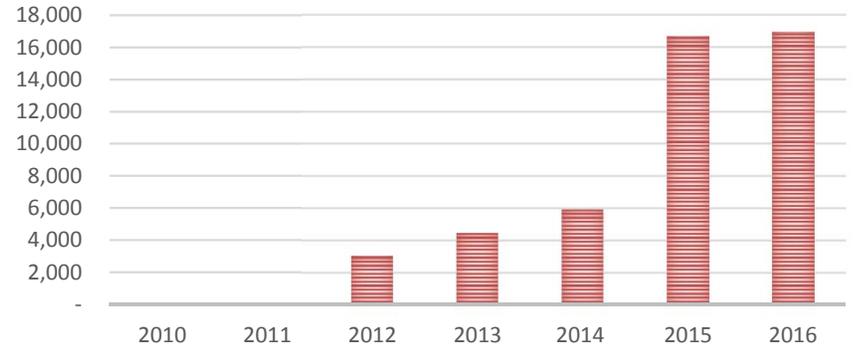
**EXPENDITURE HIGHLIGHTS:**

1. Purchase of Riverplace properties.
2. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015 Projected	2016 Projected
1. Current Tax Increment	5,951	16,686	17,000

## SOUTH FERRY CURRENT TAX INCREMENT COLLECTIONS



REVENUES	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
PROPERTY TAXES	\$ 5,941	\$ 6,250	\$ 17,000
INTEREST EARNINGS	-	25	75
TRANSFERS IN	-	613,000	1,500,000
<b>TOTAL</b>	<b>\$ 5,941</b>	<b>\$ 619,275</b>	<b>\$ 1,517,075</b>
EXPENDITURES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
ADMINISTRATIVE	\$ 170	\$ 4,090	\$ 4,085
INTEREST EXPENSE	-	-	350
CAPITAL EXPENSE	-	-	1,630,000
<b>TOTAL</b>	<b>\$ 170</b>	<b>\$ 4,090</b>	<b>\$ 1,634,435</b>
Net change	\$ 5,771	\$ 615,185	\$ (117,360)
FUND BALANCE	\$ (20,032)	\$ 595,153	\$ 477,793

## INTERNAL SERVICE FUNDS SUMMARY BUDGET

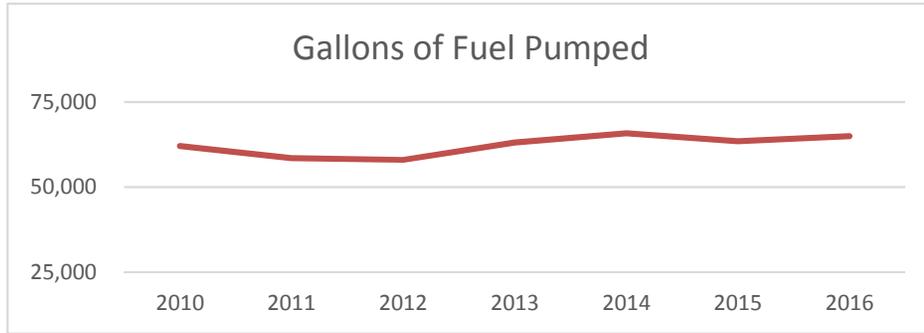
<u>SOURCES</u>	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 ADOPTED	2016 ADOPTED	PERCENT CHANGE
Operating Revenues	\$ 1,081,129	\$ 1,118,082	\$ 1,221,728	\$ 1,286,809	\$ 1,345,615	\$ 1,439,365	6.97%
Investment Income	52,960	20,562	39,978	15,222	35,000	30,500	-12.86%
Gain(loss) fair value of inv	-	-	(76,396)	55,057	-	-	0.00%
Miscellaneous	(14,052)	7,489	-	62,696	5,000	5,000	0.00%
Transfer in	-	-	-	50,000	-	650,000	0.00%
<b>Total Revenue and Transfers In</b>	<b>\$ 1,120,037</b>	<b>\$ 1,146,133</b>	<b>\$ 1,185,310</b>	<b>\$ 1,469,784</b>	<b>\$ 1,385,615</b>	<b>\$ 2,124,865</b>	<b>53.35%</b>
<u>USES</u>							
Personal services	\$ 165,258	\$ 148,504	\$ 129,220	\$ 75,382	\$ 156,365	\$ 190,075	21.56%
Supplies	340,923	302,971	334,930	403,288	381,500	411,500	0.00%
Professional services	433,581	427,483	639,039	563,689	612,580	685,785	0.00%
Contractual services	70,474	89,328	76,115	86,434	80,300	90,800	13.08%
Depreciation	242,789	252,402	209,750	218,192	235,000	230,000	-2.13%
Transfers out	-	-	100,000	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 1,253,025</b>	<b>\$ 1,220,688</b>	<b>\$ 1,489,054</b>	<b>\$ 1,346,985</b>	<b>\$ 1,465,745</b>	<b>\$ 1,608,160</b>	<b>9.72%</b>
<b>Net Change in Fund Balance</b>	<b>\$ (132,988)</b>	<b>\$ (74,555)</b>	<b>\$ (303,744)</b>	<b>\$ 122,799</b>	<b>\$ (80,130)</b>	<b>\$ 516,705</b>	
<b>FUND BALANCES</b>	<b>\$ 2,925,880</b>	<b>\$ 2,851,325</b>	<b>\$ 2,547,581</b>	<b>\$ 2,670,380</b>	<b>\$ 2,590,250</b>	<b>\$ 3,106,955</b>	<b>19.95%</b>

# CITY OF ANOKA 2016 BUDGET

**FUND:** INTERNAL SERVICE  
**DEPARTMENT:** PUBLIC WORKS  
**DIVISION:** CENTRAL EQUIPMENT (GARAGE)

**DIVISION DESCRIPTION:**

The Central Equipment division provides maintenance and repairs of all City vehicles and heavy equipment. This fund/division also is responsible for the management and replacement of vehicle inventory.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue to maintain vehicles, slightly increasing staff hours
2. Monitor fuel usage and look for ways to improve vehicle efficiency
3. Continue improvements to preventative maintenance
- 4.

**EXPENDITURE HIGHLIGHTS:**

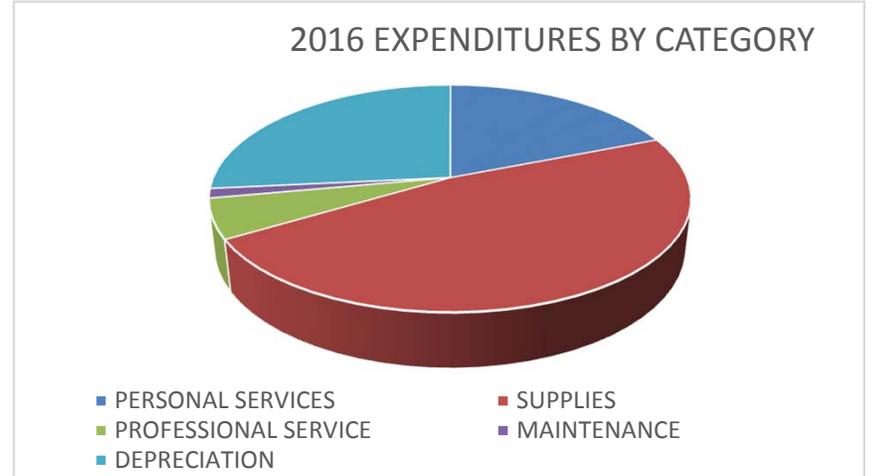
1. Two dump trucks - \$112,000
2. Three squad cars - \$109,500
3. Blower and plow - \$141,500
- 4.

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Gallons of fuel dispensed	65,825	62,930	65,000
2. # of work orders	243	257	255
3. Staff Car Maintenance	\$ 125,863	\$ 121,060	\$ 150,000

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	1.05	1.45	1.45



**REVENUES:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
VEHICLE RENTAL	\$ 538,295	\$ 591,065	\$ 650,165
INTEREST EARNINGS	17,128	6,500	500
TRANSER	-	-	650,000
SALE OF FIXED ASSET	19,235	5,000	5,000
<b>TOTAL</b>	<b>\$ 574,658</b>	<b>\$ 602,565</b>	<b>\$ 1,305,665</b>

**EXPENDITURES:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
PERSONAL SERVICES	\$ 93,564	\$ 128,545	\$ 139,710
SUPPLIES	341,514	318,500	348,500
PROFESSIONAL SERVICE	30,610	33,465	41,415
MAINTENANCE	10,070	9,500	10,000
DEPRECIATION	189,441	200,000	195,000
<b>TOTAL</b>	<b>\$ 665,199</b>	<b>\$ 690,010</b>	<b>\$ 734,625</b>

Net change	\$ (90,541)	\$ (87,445)	\$ 571,040
FUND BALANCE	\$ 1,270,911	\$ 1,183,466	\$ 1,754,506

# CITY OF ANOKA 2016 BUDGET

**FUND:** INTERNAL SERVICE  
**DEPARTMENT:** GENERAL GOVERNMENT  
**DIVISION:** INFORMATION SYSTEMS

**DIVISION DESCRIPTION:**

Information systems is responsible for the continued operations of the city's computer network, software and hardware. Information systems ensures integrity, security and retention of the city's electronic data.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

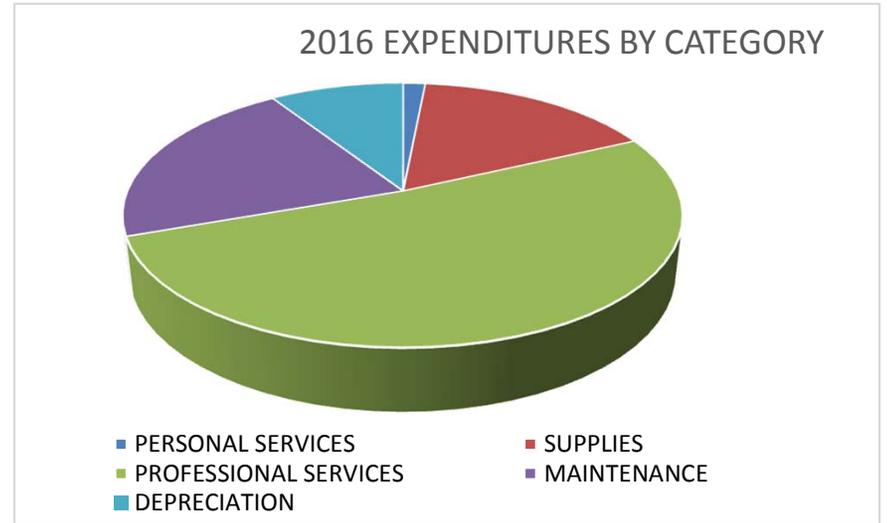
1. City website updated and assist users daily
2. Increase efficiency through technology, outsourcing and pooling of resources
3. Server and network switches upgrade
- 4.

**EXPENDITURE HIGHLIGHTS:**

1. Incode X with HR
2. Asset management software
3. Squad cameras
4. Codification

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Support	1070	913	900
2. Outsourced service \$	\$ 116,429	\$ 131,202	\$ 140,000



REVENUES:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
OPERATING REV	\$ 339,810	\$ 340,640	\$ 375,290
INTEREST EARNINGS	2,041	1,500	3,000
MISC INCOME	43,461	-	-
TRANSFER IN	50,000	-	-
<b>TOTAL</b>	<b>\$ 435,312</b>	<b>\$ 342,140</b>	<b>\$ 378,290</b>

EXPENDITURES:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
PERSONAL SERVICES	\$ 3,850	\$ 3,090	\$ 5,775
SUPPLIES	61,774	63,000	63,000
PROFESSIONAL	129,630	137,660	195,970
MAINTENANCE	76,364	70,800	80,800
DEPRECIATION	28,751	35,000	35,000
<b>TOTAL</b>	<b>\$ 300,369</b>	<b>\$ 309,550</b>	<b>\$ 380,545</b>

Net change	\$ 134,943	\$ 32,590	\$ (2,255)
FUND BALANCE	\$ 276,801	\$ 309,391	\$ 307,136

# CITY OF ANOKA 2016 BUDGET

**FUND:** INTERNAL SERVICE  
**DEPARTMENT:** FINANCE  
**DIVISION:** INSURANCE

**DIVISION DESCRIPTION:**

The insurance fund was established to pool all property, liability and workers compensation insurance premiums and claims.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

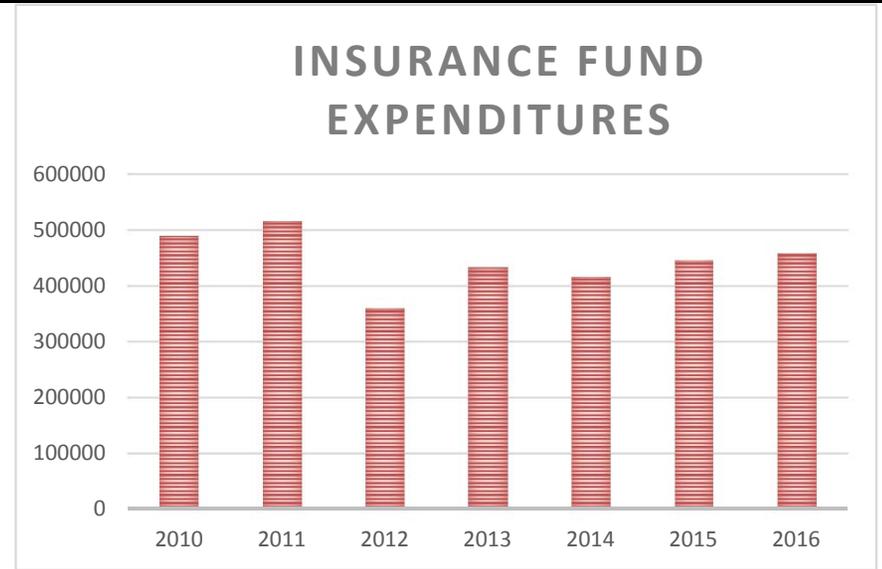
1. Continue to monitor fund balance and adjust departmental allocations as necessary
2. Continue to find ways to reduce number of claims submitted annually
3. Adjust workers compensation deductible to reduce premium

**EXPENDITURE HIGHLIGHTS:**

1. Increase in claims budget to reflect trend
- 2.
- 3.

**PERFORMANCE MEASURES:**

	2014	2015 Projected	2016 Projected
1. Auto insurance claims	\$ 9,305	\$ 10,000	\$ 5,000
2. Property insurance claims	\$ -	\$ -	\$ 20,000
3. General liability claims	\$ 51,273	\$ 75,000	\$ 1,000
4. # of claims submitted	38	30	25



REVENUES:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
OPERATING REV	\$ 408,704	\$ 413,910	\$ 413,910
INTEREST EARNINGS	29,206	15,000	15,000
<b>TOTAL</b>	<b>\$ 437,910</b>	<b>\$ 428,910</b>	<b>\$ 428,910</b>

EXPENDITURES:	ACTUAL 2014	BUDGETED 2015	BUDGETED 2016
PERSONAL SERVICES	\$ 6,832	\$ 5,615	\$ 10,315
PROFESSIONAL SERVICE	401,898	441,440	448,385
<b>TOTAL</b>	<b>\$ 408,730</b>	<b>\$ 447,055</b>	<b>\$ 458,700</b>

Net change \$ 29,180 \$ (18,145) \$ (29,790)

FUND BALANCE \$ 1,072,422 \$ 1,054,277 \$ 1,024,487

## ENTERPRISE FUNDS SUMMARY BUDGET

<b>SOURCES</b>	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 ADOPTED	2016 ADOPTED	PERCENT CHANGE
Operating Revenues	\$ 34,128,527	\$ 34,087,306	\$ 35,271,728	\$ 36,904,398	\$ 37,877,200	\$ 38,722,550	2.23%
Investment Income	468,237	257,696	378,030	181,860	424,000	368,200	-13.16%
Gain(loss) fair value of inv	-	-	(539,707)	406,772	-	-	0.00%
Miscellaneous	626,142	388,840	439,424	674,952	282,250	255,250	-9.57%
Transfer in	209,380	85,000	1,250,000	-	-	-	0.00%
<b>Total Revenue and Transfers In</b>	<b>\$ 35,432,286</b>	<b>\$ 34,818,842</b>	<b>\$ 36,799,475</b>	<b>\$ 38,167,982</b>	<b>\$ 38,583,450</b>	<b>\$ 39,346,000</b>	<b>1.98%</b>
<b>USES</b>							
Personal services	\$ 2,900,175	\$ 2,874,475	\$ 2,883,516	\$ 2,977,363	\$ 3,342,125	\$ 3,199,910	-4.26%
Supplies	629,099	507,666	703,979	731,886	691,950	977,300	41.24%
Professional services	1,700,007	1,677,611	1,771,223	1,773,228	2,305,680	1,852,550	-19.65%
Contractual services	2,087,293	1,967,309	2,040,738	2,034,473	2,081,590	2,085,590	0.19%
Purchased power	17,701,349	18,238,698	19,622,946	19,814,739	21,000,000	21,000,000	0.00%
Cost of sales	3,015,846	3,135,518	3,221,142	3,332,975	3,247,600	3,289,200	1.28%
Franchise fee	906,683	920,609	960,276	946,125	920,000	950,000	3.26%
Interest expense	105,666	104,135	95,994	34,081	48,615	12,950	0.00%
Depreciation	2,250,646	2,246,665	2,209,311	2,240,967	2,187,250	2,375,500	8.61%
Transfers out	1,668,329	2,159,996	1,400,000	2,285,000	2,808,000	2,415,000	-14.00%
Contributed capital	-	-	949,670	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 32,965,093</b>	<b>\$ 33,832,682</b>	<b>\$ 35,858,795</b>	<b>\$ 36,170,837</b>	<b>\$ 38,632,810</b>	<b>\$ 38,158,000</b>	<b>-1.23%</b>
<b>Net Change in Fund Balance</b>	<b>\$ 2,467,193</b>	<b>\$ 986,160</b>	<b>\$ 940,680</b>	<b>\$ 1,997,145</b>	<b>\$ (49,360)</b>	<b>\$ 1,188,000</b>	
<b>FUND BALANCES</b>	<b>\$ 54,913,080</b>	<b>\$ 55,899,240</b>	<b>\$ 56,839,920</b>	<b>\$ 58,837,065</b>	<b>\$ 58,787,705</b>	<b>\$ 59,975,705</b>	<b>2.02%</b>

# CITY OF ANOKA 2015 BUDGET

**FUND:** ENTERPRISE  
**DEPARTMENT:** ELECTRIC  
**DIVISION:** ELECTRIC

**DIVISION DESCRIPTION:**

Operate and maintain the City's electric system including substations, poles, wires and transformers. Provide the community's vital electric needs in the most cost effective and reliable manner through innovation, efficiently and professional operations. Conform to all Federal and State electrical codes and environmental, safety regulations.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Build new circuits from Garfield substation
2. Rebuild Slab town area
3. Expand system to serve 50 homes in Dayton

**EXPENDITURE HIGHLIGHTS:**

1. Purchase 16,500 ft of 500 mcm copper cable
2. Hire contractor to rebuild a portion of existing underground system
3. Bury portion of crkt. 351 in Champlin along Hwy 169 from W Rv Rd to Hayden Lk

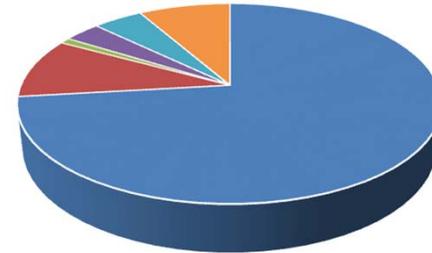
**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. # of residential meters	10,481	10,509	10,600
2. # of commercial meters	1,311	1,320	1,320
3. # of industrial meters	17	17	17
4. Miles of primary undergrd	123	126	129
5. Miles of primary overhead	62	60	55
6. Miles of secondary undergr	64	66	70
7. Miles of secondary overhd	90	88	85
8. # of 1 phase transformers	1,590	1,600	1,610
9. # of 3 phase transformers	265	270	272
10. # of poles	4,130	4,100	4,050

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	18.40	17.40	17.80

2016 EXPENDITURES BY CATEGORY



- Purchased power
- Operations
- General Administration
- Franchise Fee
- Depreciation
- Transfers

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
OPERATING REVENUE	\$ 27,406,129	\$ 27,970,000	\$ 28,596,000
OPERATING EXPENSE	24,755,232	26,629,995	26,317,000
<b>OPERATING INCOME</b>	<b>\$ 2,650,897</b>	<b>\$ 1,340,005</b>	<b>\$ 2,279,000</b>
OTHER INCOME(EXPENSE)	765,755	588,500	502,250

**INCOME BEFORE**

<b>OPERATING TRANSFERS</b>	<b>\$ 3,416,652</b>	<b>\$ 1,928,505</b>	<b>\$ 2,781,250</b>
----------------------------	---------------------	---------------------	---------------------

TRANSFERS	(1,985,000)	(2,658,000)	(2,385,000)
-----------	-------------	-------------	-------------

<b>NET INCOME(LOSS)</b>	<b>\$ 1,431,652</b>	<b>\$ (729,495)</b>	<b>\$ 396,250</b>
-------------------------	---------------------	---------------------	-------------------

NET ASSETS	\$ 35,905,486	\$ 35,175,991	\$ 35,572,241
------------	---------------	---------------	---------------

UNRESTRICTED NET ASSETS	\$ 14,582,321	\$ 12,352,826	\$ 11,249,076
-------------------------	---------------	---------------	---------------

# CITY OF ANOKA 2016 BUDGET

**FUND:** ENTERPRISE  
**DEPARTMENT:** PUBLIC WORKS  
**DIVISION:** WATER

**DIVISION DESCRIPTION:**

The Water fund provides maintenance and monitoring of the City's water system so that a continued supply of clean, healthy water is available to meet the needs of over 18,000 residents and over 600 commercial and industrial businesses. The City's water system includes treatment plants, wells, towers, mains and hydrants.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Work on completing commercial/industrial water meter installs
2. Water plants 3 and 1-2 bldg exterior repairs
3. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

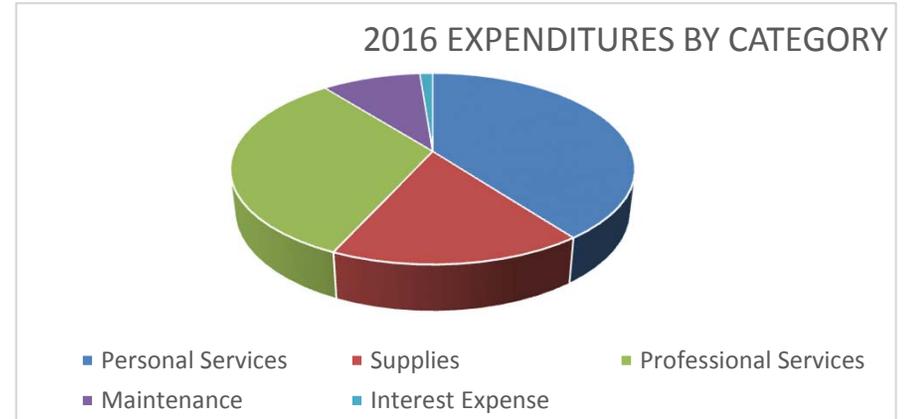
1. Wellhouse repair - \$50,000
2. 2016 Street Renewal - \$299,630
3. Rehab water treatment plant #1, maybe #9 - \$1 million
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
# of customers	5,099	5,134	5,150
1. # of overtime/call hours	684	1,021	400
2. Water Main Replaced	.02 Miles	1.4 Miles	.75 Miles
3. _____			

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	3.26	3.56	3.56



	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
OPERATING REVENUE	\$ 1,489,934	\$ 1,706,750	\$ 1,744,250
OPERATING EXPENSE	1,425,666	1,466,765	1,546,600
<b>OPERATING INCOME</b>	<b>\$ 64,268</b>	<b>\$ 239,985</b>	<b>\$ 197,650</b>
OTHER INCOME(EXPENSE)	297,523	271,300	267,050

**INCOME BEFORE**

<b>OPERATING TRANSFERS</b>	<b>\$ 361,791</b>	<b>\$ 511,285</b>	<b>\$ 464,700</b>
----------------------------	-------------------	-------------------	-------------------

TRANSFERS	-	-	-
-----------	---	---	---

<b>NET INCOME</b>	<b>\$ 361,791</b>	<b>\$ 511,285</b>	<b>\$ 464,700</b>
-------------------	-------------------	-------------------	-------------------

NET ASSETS	\$ 9,644,122	\$ 10,155,407	\$ 10,620,107
------------	--------------	---------------	---------------

UNRESTRICTED NET ASSETS	\$ 1,625,079	\$ 1,636,364	\$ 1,601,064
-------------------------	--------------	--------------	--------------

# CITY OF ANOKA 2016 BUDGET

**FUND:** ENTERPRISE  
**DEPARTMENT:** PUBLIC WORKS  
**DIVISION:** SEWER

**DIVISION DESCRIPTION:**

The Sewer fund is responsible for the collection and disposal of sewage so that it may be transported to the Metro Treatment Plant for processing. The Sewer division inspects, cleans and maintains, manholes, pipes and lift stations to prevent blockages.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Continue jetting of 1/3 of the city. Approximately 30% remain
2. Install mapping system to existing Ipads
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

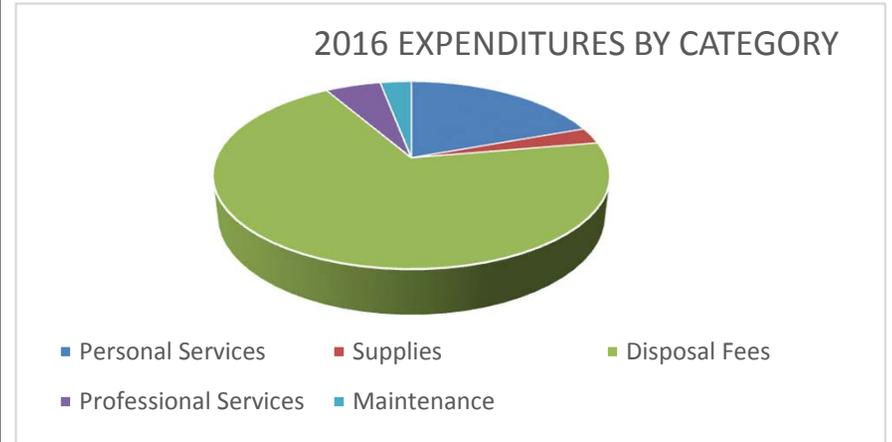
1. Sewer disposal charges - \$1,270,000
2. 2016 Street Renewal - \$459,700
3. Vactor truck - \$400,000
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. # of customers	5,053	5,077	5,100
2. Miles of sewermain replcd	0.03	1.10	0.75
3. # of overtime hrs	636	268	400

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	3.26	2.96	2.96



	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
OPERATING REVENUE	\$ 2,052,380	\$ 2,159,000	\$ 2,113,800
OPERATING EXPENSE	2,114,671	2,040,495	2,182,385
<b>OPERATING INCOME</b>	<b>\$ (62,291)</b>	<b>\$ 118,505</b>	<b>\$ (68,585)</b>
OTHER INCOME(EXPENSE)	118,862	83,000	86,000
<b>INCOME BEFORE</b>			
<b>OPERATING TRANSFERS</b>	<b>\$ 56,571</b>	<b>\$ 201,505</b>	<b>\$ 17,415</b>

TRANSFERS	-	-	-
<b>NET INCOME</b>	<b>\$ 56,571</b>	<b>\$ 201,505</b>	<b>\$ 17,415</b>
NET ASSETS	\$ 5,482,294	\$ 5,683,799	\$ 5,701,214
UNRESTRICTED NET ASSETS	\$ 1,275,548	\$ 1,527,053	\$ 1,544,468

# CITY OF ANOKA 2016 BUDGET

**FUND:** ENTERPRISE  
**DEPARTMENT:** PUBLIC WORKS  
**DIVISION:** STORM SEWER

**DIVISION DESCRIPTION:**

The Storm Sewer fund maintains all the storm sewer lines and storm inlets to ensure adequate run off and to monitor water catch basins, ditches, sediment ponds, rivers and inlets for weed, debris and pollution control. Storm sewer fees are included with customers monthly utility bills. Residential customers are charged a fixed charge and commercial properties (including apartments) are charged per acre.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Carl Bonnell Field storm sewer & basin
2. Trunk storm sewer on Brishin & 8th Av

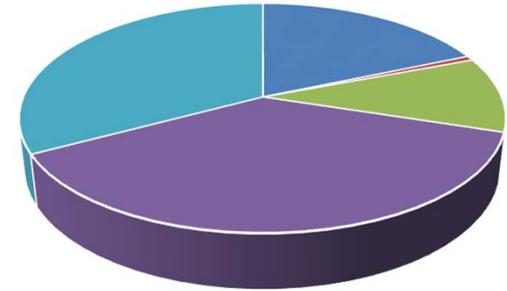
**EXPENDITURE HIGHLIGHTS:**

1. 2016 street renewal project
2. Mississippi outfall repair
3. Carl Bonnell Field storm sewer & basin
- 4.

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. # of catch basins repaired	41	40	50
2. Feet of new storm sewer	4,382	5,670	5,500
3. Catch basins cleaned and inspected	40	50	50
4. Emergency storm repairs	15	15	15

2016 EXPENDITURES BY CATEGORY



■ PERSONAL SERVICES     ■ SUPPLIES  
■ PROFESSIONAL SERVICE     ■ MAINTENANCE  
■ DEPRECIATION

REVENUES:	ACTUAL	BUDGETED	BUDGETED
	<u>2014</u>	<u>2015</u>	<u>2016</u>
STORM SEWER FEES	\$ 471,678	\$ 475,000	\$ 527,750
INTEREST EARNINGS	4,853	1,500	-
<b>TOTAL</b>	<b>\$ 476,531</b>	<b>\$ 476,500</b>	<b>\$ 527,750</b>

EXPENDITURES:	ACTUAL	BUDGETED	BUDGETED
	<u>2014</u>	<u>2015</u>	<u>2016</u>
PERSONAL SERVICES	\$ 43,870	\$ 42,570	\$ 42,410
SUPPLIES	-	1,500	1,500
PROFESSIONAL SERVICE	38,036	24,820	24,330
MAINTENANCE	31,380	85,200	85,200
DEPRECIATION	72,417	58,000	75,000
<b>TOTAL</b>	<b>\$ 185,703</b>	<b>\$ 212,090</b>	<b>\$ 228,440</b>
<b>NET INCOME</b>	<b>\$ 290,828</b>	<b>\$ 264,410</b>	<b>\$ 299,310</b>

NET ASSETS	\$ 2,727,338	\$ 2,991,748	\$ 3,291,058
UNRESTRICTED NET ASSETS	\$ 181,460	\$ 145,870	\$ 145,180

# CITY OF ANOKA 2016 BUDGET

**FUND:** ENTERPRISE  
**DEPARTMENT:** LIQUOR STORES  
**DIVISION:** LIQUOR STORES

**DIVISION DESCRIPTION:**

The City of Anoka owns and operates two municipal off-sale liquor stores. These stores were established to control the sale of off sale liquor in the City of Anoka and to provide additional revenue to support other city services such as park improvements and capital projects.



**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Remodel East Store
2. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

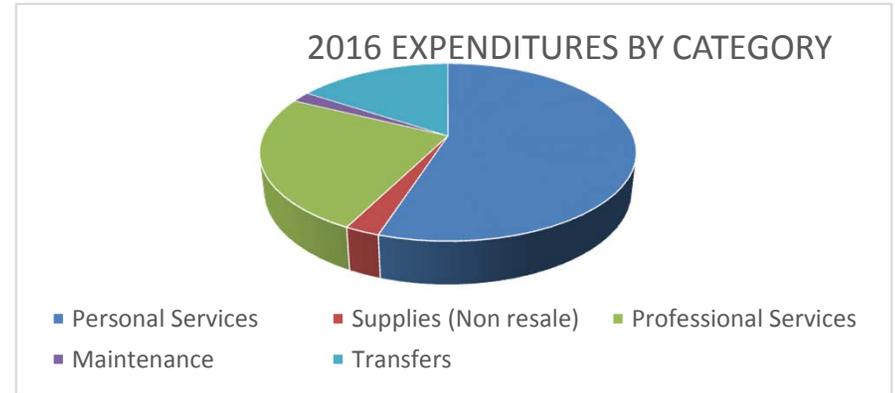
1. Blacktop parking lot West Store
2. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Number of customers	220,000	154,951	270,000
2. Number of new hires	4	5	4
3. Number of injuries	3	1	1

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	4.00	4.00	4.00



	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
SALES	\$ 4,179,462	\$ 3,968,700	\$ 4,155,000
COST OF SALES	3,253,385	3,183,700	3,217,800
<b>GROSS PROFIT</b>	<b>\$ 926,077</b>	<b>\$ 785,000</b>	<b>\$ 937,200</b>
OPERATING EXPENSES	763,387	843,080	858,060
<b>OPERATING INCOME (LOSS)</b>	<b>\$ 162,690</b>	<b>\$ (58,080)</b>	<b>\$ 79,140</b>
OTHER INCOME (EXPENSE)	37,816	15,000	19,000
<b>INCOME (LOSS) BEFORE OPERATING TRANSFERS</b>	<b>\$ 200,506</b>	<b>\$ (43,080)</b>	<b>\$ 98,140</b>
TRANSFERS	(300,000)	(150,000)	(30,000)
<b>NET (LOSS)</b>	<b>\$ (99,494)</b>	<b>\$ (193,080)</b>	<b>\$ 68,140</b>
NET ASSETS	\$ 1,706,674	\$ 1,513,594	\$ 1,581,734
UNRESTRICTED NET ASSETS	\$ 1,441,722	\$ 1,248,642	\$ 1,316,782

# CITY OF ANOKA 2016 BUDGET

**FUND:** ENTERPRISE  
**DEPARTMENT:** PARK & RECREATION  
**DIVISION:** GOLF COURSE

**DIVISION DESCRIPTION:**

Operate and maintain Greenhaven Golf Course. Manage and administer all day-to-day activities, prepare long term budgets and plans and assist City staff in setting direction and priorities of facility.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Purchase new carts
2. Continue small projects around the course
3. Finish #2 & #4 fairway project
4. Repair and expand several cart paths

**EXPENDITURE HIGHLIGHTS:**

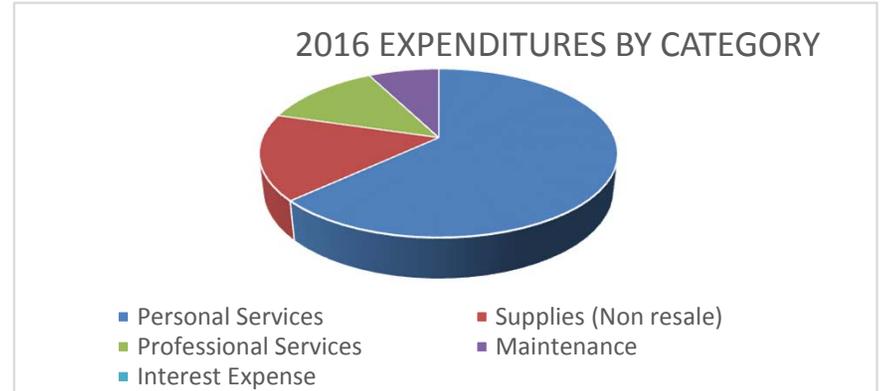
1. New carts
2. Cart path improvements
- 3.
- 4.

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Total green fee revenues	\$ 501,062	\$ 525,462	\$ 520,000
2. Total rounds	32,745	32,764	32,500
3. Average green fee	\$ 15.30	\$ 16.04	\$ 16.00
4. Season Pass Revenue	\$ 129,275	\$ 134,733	\$ 145,000

**STAFFING LEVELS:**

	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
FTE	3.12	3.25	3.25



	<u>ACTUAL</u> <u>2014</u>	<u>BUDGETED</u> <u>2015</u>	<u>BUDGETED</u> <u>2016</u>
OPERATING REVENUE	\$ 913,354	\$ 901,250	\$ 934,500
OPERATING EXPENSE	944,450	981,980	982,370
<b>OPERATING (LOSS)</b>	<b>\$ (31,096)</b>	<b>\$ (80,730)</b>	<b>\$ (47,870)</b>
OTHER (EXPENSE)	(1,655)	(20,965)	7,200
<b>(LOSS) BEFORE OPERATING TRANSFERS</b>	<b>\$ (32,751)</b>	<b>\$ (101,695)</b>	<b>\$ (40,670)</b>
TRANSFERS IN	-	-	-
<b>NET INCOME (LOSS)</b>	<b>\$ (32,751)</b>	<b>\$ (101,695)</b>	<b>\$ (40,670)</b>

NET ASSETS	\$ 1,100,270	\$ 998,575	\$ 957,905
UNRESTRICTED NET ASSETS	\$ 357,069	\$ 255,374	\$ 214,704

# CITY OF ANOKA 2016 BUDGET

**FUND:** ENTERPRISE  
**DEPARTMENT:** PUBLIC WORKS  
**DIVISION:** REFUSE COLLECTIONS

**DIVISION DESCRIPTION:**

Although Anoka residents can chose any waste hauler, the City of Anoka contracts with two garbage haulers to provide service to our residents with the convenience of these charges being included on monthly utility bills.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Provide billing to utility customers who have signed up with service haulers
2. Audit customers to ensure we are billing correctly as directed by hauler

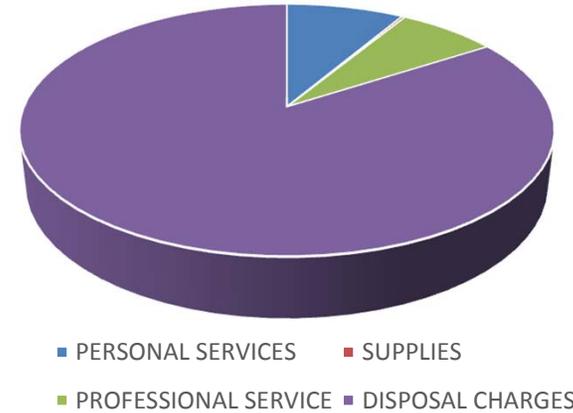
**EXPENDITURE HIGHLIGHTS:**

1. Fewer customers being billed through city.
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. # of Customers	685	637	600

2016 EXPENDITURES BY CATEGORY



REVENUES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
HAULING CONTRACTS	\$ 133,959	\$ 130,000	\$ 100,000
INTEREST EARNINGS	3,781	2,950	2,500
<b>TOTAL</b>	<b>\$ 137,740</b>	<b>\$ 132,950</b>	<b>\$ 102,500</b>
EXPENDITURES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
PERSONAL SERVICES	\$ 9,599	\$ 9,530	\$ 9,060
SUPPLIES	0	250	250
PROFESSIONAL SERVICE	7,825	8,125	7,655
DISPOSAL CHARGES	119,895	120,000	90,000
<b>TOTAL</b>	<b>\$ 137,319</b>	<b>\$ 137,905</b>	<b>\$ 106,965</b>
<b>NET (LOSS)</b>	<b>\$ 421</b>	<b>\$ (4,955)</b>	<b>\$ (4,465)</b>
<b>NET ASSETS</b>	<b>\$ 141,869</b>	<b>\$ 136,914</b>	<b>\$ 132,449</b>

# CITY OF ANOKA 2016 BUDGET

**FUND:** ENTERPRISE  
**DEPARTMENT:** COMMUNITY DEVELOPMENT  
**DIVISION:** RECYCLING

**DIVISION DESCRIPTION:**

The Recycling Division manages the curbside residential recycling collection by arranging for the most convenient and cost effective service for all single-family and multi-family households under a contract with one licensed hauler. The division also organizes annual recycling events and city parks recycling, prepares marketing materials, and educates residents on recycling. The division works with the Waste Reduction & Recycling Board.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Host spring and fall recycling events
2. Develop senior buildings marketing & educational program
3. Implement organics recycling into special events
4. Host special electronics collections at MF properties

**EXPENDITURE HIGHLIGHTS:**

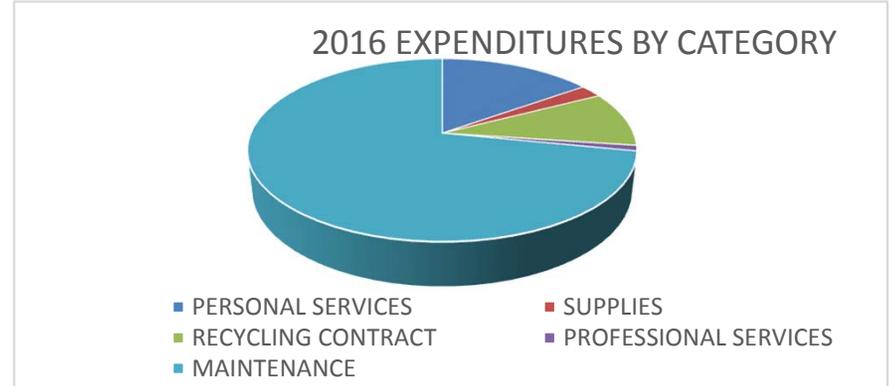
1. Printing, postage, advertising, promotional products
2. Spring & fall recycling events; MF electronics events
3. Elementary school recycling-related performances
4. Recycling supplies (bags, containers, etc.)

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. Residential Recycling	1214 tons	1229 tons	1200 tons
2. Drop Off Events	48 tons	47 tons	50 tons
3. City Parks	6.68 tons	4.25 tons	6 tons

**STAFFING LEVELS:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
FTE	0.38	0.38	0.37



**REVENUES:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
CURBSIDE FEES	\$ 236,453	\$ 236,000	\$ 235,500
SCORE REIMBURSEMENT	21,049	44,000	38,600
INTEREST INCOME	2,568	3,300	3,650
<b>TOTAL</b>	<b>\$ 260,070</b>	<b>\$ 283,300</b>	<b>\$ 277,750</b>

**EXPENDITURES:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PERSONAL SERVICES	\$ 41,214	\$ 30,890	\$ 44,005
SUPPLIES	2,742	6,500	6,500
RECYCLING CONTRACT	199,708	208,500	28,405
PROFESSIONAL SERVICES	25,895	20,725	2,820
MAINTENANCE	2,384	14,020	208,700
<b>TOTAL</b>	<b>\$ 271,943</b>	<b>\$ 280,635</b>	<b>\$ 290,430</b>
<b>NET INCOME</b>	<b>\$ (11,873)</b>	<b>\$ 2,665</b>	<b>\$ (12,680)</b>

NET ASSETS	\$ 129,012	\$ 131,677	\$ 118,997
------------	------------	------------	------------

### HRA FUNDS SUMMARY BUDGET

<u>SOURCES</u>	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015 ADOPTED	2016 ADOPTED	PERCENT CHANGE
Taxes	\$ 482,575	\$ 500,661	\$ 498,041	\$ 474,284	\$ 498,000	\$ 522,940	5.01%
Intergovernmental	\$ 180,710	\$ 14,185	\$ -	\$ -	\$ -	\$ -	0.00%
Charges for services	8,494	18,406	34,491	26,204	13,840	8,975	-35.15%
Investment Income	25,646	3,465	12,789	6,798	-	-	0.00%
Gain(loss) fair value of inv	-	-	(34,778)	27,408	-	-	0.00%
Miscellaneous	101,150	-	5,094	-	-	-	0.00%
<b>Total Revenue and Transfers In</b>	<b>\$ 798,575</b>	<b>\$ 536,717</b>	<b>\$ 515,637</b>	<b>\$ 534,694</b>	<b>\$ 511,840</b>	<b>\$ 531,915</b>	<b>3.92%</b>
<u>USES</u>							
Urban redevelopment/housing	\$ 420,786	\$ 259,058	\$ 208,702	\$ 183,564	\$ 226,215	\$ 299,680	32.48%
Miscellaneous	\$ -	\$ -	\$ 201,281				
Capital	210,657	26,402	-	-	700,000	300,000	0.00%
<b>Total Expenditures</b>	<b>\$ 631,443</b>	<b>\$ 285,460</b>	<b>\$ 409,983</b>	<b>\$ 183,564</b>	<b>\$ 926,215</b>	<b>\$ 599,680</b>	<b>-35.25%</b>
<b>Net Change in Fund Balance</b>	<b>\$ 167,132</b>	<b>\$ 251,257</b>	<b>\$ 105,654</b>	<b>\$ 351,130</b>	<b>\$ (414,375)</b>	<b>\$ (67,765)</b>	
<b>FUND BALANCES</b>	<b>\$ 1,811,062</b>	<b>\$ 2,062,319</b>	<b>\$ 2,167,973</b>	<b>\$ 2,519,103</b>	<b>\$ 2,104,728</b>	<b>\$ 2,036,963</b>	<b>-3.22%</b>

# CITY OF ANOKA 2016 BUDGET

**FUND:** COMPONENT UNIT  
**DEPARTMENT:** HRA  
**DIVISION:** HRA

**DIVISION DESCRIPTION:**

The HRA division designs, markets and funds housing and commercial rehab programs and redevelopment projects to improve housing conditions and create new housing and commercial opportunities in the City. Housing programs include loans and grants from HRA and MHFA funds. The HRA also provides down payment assistance for foreclosed properties and markets First Time Homebuyer financing. Commercial programs include loans for exterior and interior renovation and grants for fire protection in designated areas of the City. The HRA also administers one tax increment financing redevelopment district.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Increase number of loans to commercial, rental and single-family properties
2. Sell any HRA properties available for redevelopment
3. \_\_\_\_\_
4. \_\_\_\_\_

**EXPENDITURE HIGHLIGHTS:**

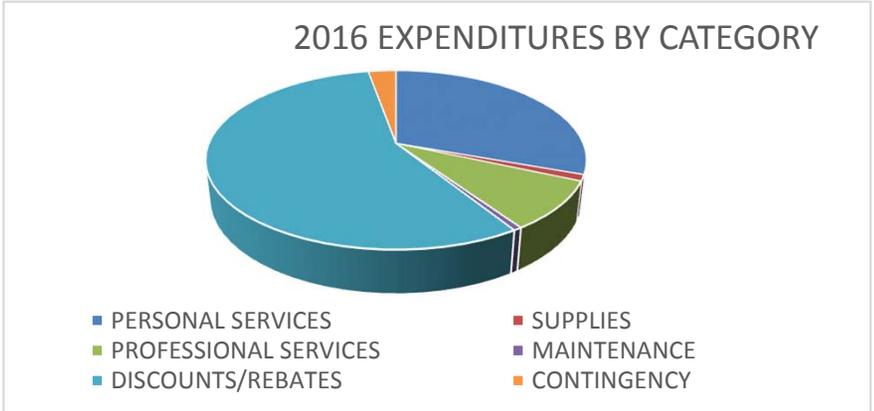
1. Increase lending through Housing Programs
2. Administer at least one commercial loan
3. \_\_\_\_\_
4. \_\_\_\_\_

**PERFORMANCE MEASURES:**

	2014	2015	2016 Projected
1. # of housing rehab. cases	25	20	20
2. # of commercial rehab	1	1	1
3. Housing programs	\$ 100,000	\$ 100,000	\$ 50,000
4. # of scattered site acquis	0	1	0

**STAFFING LEVELS:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
FTE	1.00	0.75	1.00



**REVENUES:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PROPERTY TAXES	\$ 193,005	\$ 200,500	\$ 221,400
INTEREST EARNINGS	13,037	4,000	4,000
CHARGES FOR SERVICES	26,204	-	-
<b>TOTAL</b>	<b>\$ 232,246</b>	<b>\$ 204,500</b>	<b>\$ 225,400</b>

**EXPENDITURES:**

	<u>ACTUAL 2014</u>	<u>BUDGETED 2015</u>	<u>BUDGETED 2016</u>
PERSONAL SERVICES	\$ 77,554	\$ 61,075	\$ 81,540
SUPPLIES	222	3,000	3,000
PROFESSIONAL SERVICES	17,245	23,955	23,565
MAINTENANCE	9,869	1,620	1,620
DISCOUNTS/REBATES	62,797	100,000	150,000
CONTINGENCY	-	7,500	7,500
<b>TOTAL</b>	<b>\$ 167,687</b>	<b>\$ 197,150</b>	<b>\$ 267,225</b>
FUND BALANCE	\$ 1,150,933	\$ 1,158,283	\$ 1,116,458

# CITY OF ANOKA 2016 BUDGET

**FUND:** COMPONENT UNIT  
**DEPARTMENT:** HRA  
**DIVISION:** HRA REDEVELOPMENT TIF DISTRICT

**DIVISION DESCRIPTION:**

The Housing and Redevelopment Authority Redevelopment TIF district was created to redevelop deteriorating, flood prone or blighted areas in the city. The objectives include acquiring vacant or inappropriately used property for new or expanding uses as well as supporting parking. Redevelop and rehabilitate the historic area of city and provide public improvements and fire protection in the historic downtown area.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. Sell properties held for resale
2. Promote rehabilitation on 2nd stories in downtown
3. Redevelopment along 2nd Avenue between Monroe and Madison Streets
- 4.

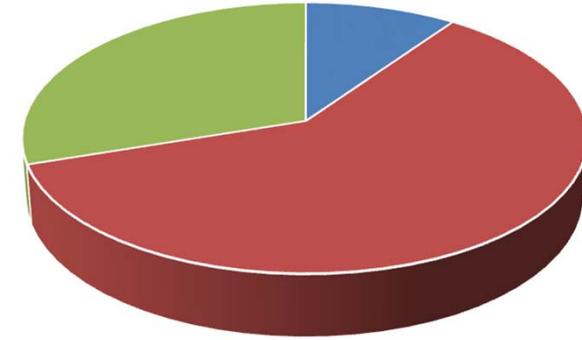
**EXPENDITURE HIGHLIGHTS:**

1. Decrease property purchases
- 2.
- 3.

**PERFORMANCE MEASURES:**

	2014	2015 Projected	2016 Projected
1. Scattered Site Program	2/\$455,451	1/\$100,000	1/\$200,000
2. Blight Projects/Redev	2/\$181,545	3/\$600,000	2/\$100,000

2016 EXPENDITURES BY CATEGORY



■ ADMINISTRATIVE ■ SCATTERED SITE HOUSING ■ BLIGHTED PROJECTS

REVENUES	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
PROPERTY TAXES	\$ 281,279	\$ 290,000	\$ 301,500
INTEREST EARNINGS	21,029	9,830	4,965
<b>TOTAL</b>	<b>\$ 302,308</b>	<b>\$ 299,830</b>	<b>\$ 306,465</b>
EXPENDITURES:	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
ADMINISTRATIVE	\$ 15,850	\$ 22,710	\$ 32,385
SCATTERED SITE HOUSING	-	600,000	200,000
BLIGHTED PROJECTS	-	100,000	100,000
<b>TOTAL</b>	<b>\$ 15,850</b>	<b>\$ 722,710</b>	<b>\$ 332,385</b>
FUND BALANCE	\$ 1,502,641	\$ 1,079,761	\$ 1,053,841

# CITY OF ANOKA 2016 BUDGET

**FUND:** COMPONENT UNIT  
**DEPARTMENT:** HRA  
**DIVISION:** HRA HISTORIC BUSINESS CORE TIF DISTRICT

**DIVISION DESCRIPTION:**

Redevelop and rehabilitate the historic area of city and provide public improvements and fire protection in the historic downtown area.

**MAJOR OBJECTIVES TO BE ACCOMPLISHED IN 2016:**

1. PROJECTS IN THIS FUND HAVE BEEN COMPLETED - PAY OFF DEBT WITH FUTURE TAX INCREMENT
2. \_\_\_\_\_
3. \_\_\_\_\_



REVENUES	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
PROPERTY TAXES	\$ -	\$ 7,500	\$ 40
INTEREST EARNINGS	140	10	10
<b>TOTAL</b>	<b>\$ 140</b>	<b>\$ 7,510</b>	<b>\$ 50</b>
<b>EXPENDITURES:</b>			
	ACTUAL	BUDGETED	BUDGETED
	2014	2015	2016
ADMINISTRATIVE	\$ 27	\$ 1,525	\$ 70
INTEREST ON DEBT	-	4,830	-
<b>TOTAL</b>	<b>\$ 27</b>	<b>\$ 6,355</b>	<b>\$ 70</b>
FUND BALANCE	\$ (134,471)	\$ (133,316)	\$ (133,336)



This page intentionally left blank

## CAPITAL IMPROVEMENT PLAN

### *2016 Capital Improvement Projects*

*Introduction and Purpose* - The Capital Improvement Plan (CIP) is a flexible plan based upon long-range planning and financial projections, which schedules the major public improvements that may be incurred by the City over the next five years. Flexibility of the CIP is established through annual review and revision, if necessary. The annual review assures that the program will become a continuing part of the budgetary process and that it will be consistent with changing demands as well as changing patterns in cost and financial resources. Funds are appropriated only for the first year of the program, it is then included in the annual budget. Because the CIP process occurs prior to the budget process, the actual budgeted amounts may vary.

The CIP serves as a tool for implementing certain aspects of the City's comprehensive plan, therefore, the program describes the overall objectives of City development, the relationship between projects with respect to timing and need, and the City's fiscal capabilities.

The CIP can help assure:

A systematic approach to planning and initiating capital projects affording the opportunity to plan the location, timing and financing of needed public improvements;

The development of a realistic program of capital spending within the City's projected fiscal capability to finance such projects, avoiding sharp change in the tax levy or bonded indebtedness;

The coordination of public and private improvement projects permitting adequate time for design and engineering to eliminate duplication of effort and expense;

The expenditure of public funds that are compatible with the City's adopted Comprehensive Plan;

That the public is kept informed of the proposed future projects and expenditures;

That private investors are aware of the City's long-range development program so that they may guide their development in a way that is compatible with the City's program;

Aid in achieving federal, state and/or county participation by providing the necessary planning and lead time for successful application for grants.

Following are detailed strategies for programs and funds to enable the city to accomplish the long range goals for the City of Anoka.

*Program Descriptions* - In order to effectively plan for and manage the projects contained in a CIP, it is necessary to group similar activities in "Program Categories". The City of Anoka's activities are divided into five program categories which are: 1) Utilities, 2) Transportation, 3) Parks, Cemetery and Aquatics, 4) General Public Buildings, 5) Community Development. The City also includes an outline of proposed expenditures for unscheduled projects. Program categories are explained as follows:

*Utilities* –The utilities program includes municipal water, sanitary sewer, storm water and electric systems. The city will replace water lines and sewer and storm sewer pipes during the street reconstruction projects in 2016. These street projects include over two miles of underground improvements. The city's utility infrastructure costs are as follows:

- Water - \$299,630
- Sewer - \$393,015
- Storm Water - \$600,000

The city is increasing the water rate in 2016 by 9.7%. This increase will impact residential properties by about \$1.50 per month on average. The Water fund has higher infrastructure replacement costs into the near future, including 2016. The increased revenues will be used for infrastructure replacement of the water system. The city also increased the storm water rate in 2016. Storm water costs continue to increase as the state regulations for water runoff continue to change. The city is anticipating increasing the sewer rate in 2016 to help offset continued infrastructure replacement costs and needs. Anoka Municipal Electric is anticipating rates to remain fairly constant through 2016. The city continues to invest in an electric infrastructure needs into the future within the service area. The city will also continue to replace traffic signals and some existing street lights with LED's.

*Transportation* – The transportation program includes streets, sidewalks, traffic signs and signals, vehicular parking facilities and street lighting. A funding and implementation plan for repair and maintenance of Anoka roadways exists. Needs are identified and funded through State Aids, special assessments and annual franchise fees. This program identifies the most opportune time to repair streets. In 2016 the City anticipates spending almost \$3 million on street improvements. In addition to the utilities share of costs mentioned earlier, the City contributes approximately \$365,000 from franchise fees and \$450,000 in special assessments. State aid revenues may also assist in funding street improvements. However, in 2016 no state aid revenues are anticipated. The Electric fund will transfer \$2,125,000 to help pay for road improvements in 2016 and 2017.

*Parks, Cemetery, Aquatics and Golf* – The parks program includes community parks, neighborhood parks, open spaces, recreational structures and facilities and cemetery infrastructure. The City will make improvements to the Aquatic Center at a cost of about \$60,000. Upgrades to park trails, nature preserve, playgrounds and river bank stabilization will occur in 2016 at a cost of about \$549,000. The city will receive park dedication fees from developers to help pay for park improvements. Transfers from the General fund of \$495,000, round out the funding for the park projects.

*General Public Buildings* – The general public buildings include city hall, public safety, public works, park, and community buildings. There is a need to repair the fire bay floor to prevent leaking & to replace the senior center building roof to also prevent leaking. The city is replacing the current phone system with an updated digital phone system for \$125,000.

*Community Development* – The community development program includes development and redevelopment throughout the city. The city has five Tax Increment Financing (TIF) districts established to assist with redevelopment within the city. In 2016, the Commuter Rail Transit Village TIF district has budget available for road reconstruction or purchase and cleanup of property (\$1,000,000) within the district. The Greens of Anoka TIF district has funding appropriated for possible land purchases and property cleanup (\$400,000). The Enterprise Park TIF district will construct a new parking lot in the Historic Rum River district, (400,000). The South Ferry TIF district will purchase and cleanup blighted property within the district, (\$1,600,000).

## *SUMMARY OF IMPACTS ON MAJOR FUNDING SOURCES*

### **AQUATIC CAPITAL FUND**

The aquatic capital fund had a 2015 beginning fund balance of \$115,000. The funds are to be used to make improvements to the Anoka Aquatic Center. Over the last five years the city has invested \$320,000 in equipment and improvements to the aquatic center. The 2016 capital improvement plan calls for another \$60,000 of equipment and improvements at the aquatic center. This will bring the balance of available funds down to about \$10,000. The only sources of revenues for this fund are interest earnings and a parking lease.

Finance will recommend eliminating this fund in the near future. Improvements for the Aquatic Center will need to be funded with other sources. Customer fees do not cover operating costs at the aquatic center, so the costs of operations are supported by general fund revenues.

### **BUILDING CAPITAL IMPROVEMENT FUND**

The capital improvement fund had a positive fund balance at the beginning of 2015 as a result of unsold property purchased in 2004. A majority of this property has now been sold leaving a negative fund balance at the end of the year. When the last remaining parcels are sold, funds will be available for paying back internal loans from electric. The General fund is transferring \$500,000 into the building fund in 2016 to help pay for immediate needs and will continue to support future building improvements.

### **ELECTRIC FUND**

The electric fund has unrestricted net assets of \$14,600,000 at the end of 2014. About \$4.9 million of this is borrowed internally to other city funds to pay for redevelopment and land acquisitions. Another \$3,100,000 is current outstanding receivables. The electric fund transferred \$2,168,000 in 2015 to the Street Renewal fund for necessary street improvements throughout the city. Electric also transfers \$365,000 to the general fund to support general fund operations. In 2016 Electric will transfer \$2 million to Street Renewal to assist in paying for additional street improvement projects. It is anticipated that approximately \$2.5 million will be spent on electric infrastructure improvements in 2016. Another \$7 million is expected to be needed in the near future for additional infrastructure needs. The city may consider building a new electric/public service facility within the next ten years.

Strategic rate adjustments will help pay for necessary infrastructure improvements along with covering operating costs and transfers. With the existing cash balance in electric, the city may lend funds internally to pay for infrastructure or other improvements. These internal loans are beneficial for the entire city as they allow financing without the high cost of debt issuance. Internal financing may also benefit the electric fund because the earnings on an internal loan are at a higher rate of return than is currently achievable thru investments. The loans are typically 15 to 20 years in length.

### **GENERAL FUND RESERVES**

General fund reserves continue to be at a healthy balance of 59% of current operating expenditures. This is above the recommended level of reserves in the general fund of about 30%. The council has budgeted to use (\$1,596,000) of its' fund balance in 2016, bringing the reserve balance down to about 38% of current operating expenditures. General fund capital project items are included in the overall budget process and levy decisions.

### **PARK CAPITAL IMPROVEMENT FUND**

The park capital improvement fund sources are derived from a multitude of sources. The primary source is from transfers from other funds including liquor store and general fund. Grants and other outside sources may be considered necessary in the future to provide funding sources for desired park projects. Over the last 5 years the city has invested over \$5.1 million in a variety of park improvement projects including the new Castle Field. That is equivalent to \$1 million a year on park improvements.

In 2015, improvements included the completion Kings Island channel restoration and Mississippi Park trail way system. By the end of 2015, park capital fund balance is expected to be \$129,000. There is a county grant for \$340,000 that is receivable in 2016 for funding of the Mississippi park trail. Planned park capital improvement projects for the near future will be minimal or have outside funding sources to pay for the majority of the costs. In 2016, there is \$486,000 appropriated for park capital improvement projects with funding from the general fund.

#### PARK DEDICATION FUND

At the end of 2014 this fund had a fund balance of \$132,000. In 2015, the city will received \$170,000 from park dedication fees. Funding for Park dedication improvement projects in 2016 will come from dedication fees from development or redevelopment projects throughout the city.

#### SANITARY SEWER FUND

The sanitary sewer fund has not changed much in one year. In 2016, infrastructure improvements total \$395,000. In addition there are equipment replacement needs of \$395,000. In 2018, staff is anticipating a need to expand the sewer capacity in the northwest quadrant of the city. The lift station is projected to cost about \$2,500,000. It will be necessary to issue revenue bonds to help pay for the additional capacity. Staff is recommending that the sanitary sewer rate be adjusted in 2017 to meet the rising costs of disposal and operations and also the future infrastructure costs.

#### STORM WATER FUND

Maintenance and infrastructure costs of the city's storm water systems continue to increase into the future. The city will need to increase the storm water utility fee every year going forward from 2016 to cover infrastructure costs.

#### STREET RENEWAL FUND

The city's Street Renewal fund has been put to good use over the past several years. Investments in street projects alone total almost \$18.9 million in the last 5 years alone. The city continues to invest in its' street renewal program with an anticipated additional \$8.7 million invested over the next 5 years in streets excluding the water, sewer and storm water infrastructure investments.

The City Council is committed to improving street conditions throughout the city at an aggressive pace. To accomplish this task over \$1.2 million a year was being transferred from the electric fund to offset the costs of additional street improvement projects. Electric will transfer \$2 million in 2016 for the street reconstruction projects. The street renewal fund continues to generate revenues from a franchise fee and property assessments. Staff recommended that the City Council consider an increase for the property assessment rate in 2016 to keep up with the increased costs of infrastructure replacement.

Due to the large volume of street renewal projects occurring over the next few years, fund balance in the street renewal fund will remain below \$350,000. It is projected to have this low fund balance going forward even with support from other funds for the infrastructure improvements. The city's street renewal plan includes reconstruction of about ¼ of a mile of road each year. In 2016 in addition to the annual road improvement the city is reconstructing an additional section of the downtown which has a senior housing development on it. The current renewal plan is about a 80 year replacement plan. It is a goal of the public services director to reconstruct roads at least once every 70 years or 1 mile of road each year.

## TAX INCREMENT FUNDS

The city currently has four active tax increment districts established for redevelopment. The HRA has three tax increment districts established for redevelopment.

The city's oldest district is the Enterprise Park TIF district. This district will be decertified on December 31, 2015 and will no longer receive tax revenues as a source of income. Some of the remaining funds will be used to support extinguishment of the existing debt in the Historic Rum River District (HRRD) which was issued to build the ramp on 2<sup>nd</sup> Avenue North. The funds will also payback Electric entirely for internal financing of redevelopment throughout the city. The Enterprise Park TIF district may also lend other TIF districts funding for redevelopment purposes. The Enterprise Park TIF district may continue to provide redevelopment funding sources for many years into the future.

The HRRD will exist for the next 17 years and the funds will be used to pay for a portion of the existing debt for the parking ramp.

The Commuter Rail Transit Village (CRTV) will utilize TIF revenues to pay for the internal financing from the Enterprise Park TIF district for the new Anoka Station ramp, located at the Northstar Commuter Rail Station. With further development in the CRTV, there will be funds available to purchase blighted properties, provide for cleanup of properties or improve infrastructure. This district could exist until 2038.

The South Ferry District will utilize TIF revenues to redevelop that district. Future development commitments will enable this district to accomplish goals of the City Council and its' constituents to beautify the gateway to the city. This district could exist until 2034.

The Greens of Anoka District will utilize TIF revenues to implement the Greens of Anoka plan. There are existing future revenues available for a commitment of redevelopment in this area. This district could exist until 2039.

The HRA TIF districts funds can be utilized city wide on scattered site redevelopment or to assist in a particular redevelopment project area. The oldest HRA TIF district will be decertified on December 31, 2017, however the Central Business TIF district will continue to payback a loan for fire suppression improvements, thereby extending the district existence. The new HRA South Business district will utilize TIF revenues to redevelop that area of town.

## WATER FUND

The water fund has some major capital improvement projects within the next five years to improve water distribution and storage. Water utility rates are increasing in 2016. In 2016, Well #1 is anticipated to need rehabilitation. This is projected to cost about \$1.5 million. If this well cannot be upgraded the city will need to build a new well by 2018 at a cost projected to be \$4 million. The city will issue debt for a new well. In 2001 a revenue bond was issued to cover water infrastructure costs. This bond was refunded in 2009 to reduce costs. The refunded debt will be paid off in 2017.

City of Anoka, Minnesota  
**CAPITAL IMPROVEMENT PLAN**

2016 thru 2020

**PROJECTS BY YEAR**

<b>Project Name</b>	<b>Department</b>	<b>Project #</b>	<b>Priority</b>	<b>Project Cost</b>
<b>2016</b>				
Pool Tile Replacement	Aquatic Center	AC16 - 02	n/a	40,000
Aquatic Center Replaster Pool Bottom	Aquatic Center	PR06-43	2	20,000
7th Avenue City Entrance Monument	Buildings	BM-002	3	60,000
New Phone System	Buildings	BM-003	n/a	125,000
Repair Pre-Cast Cap @ Parapet Walls	Buildings	BM-CH-017	2	55,000
Fire Apparatus Bay Floor	Buildings	BM-FD-016	n/a	100,000
GRACO/ Nallick Redevelopment	Community Development	CD-08-1	3	100,000
South Ferry Street	Community Development	CD-09-06	2	1,500,000
Commuter Rail Transit Village	Community Development	CD-10-01	3	1,000,000
Greens of Anoka property acquisitions	Community Development	CD13-01	2	400,000
2nd Avenue - Rebuild Circuit 341	Electric Utility	EU14-01	n/a	400,000
Rebuild Distribution Lines	Electric Utility	EU14-03	n/a	500,000
Construct circuits from Garfield Substation	Electric Utility	EU15-03	n/a	550,000
Champlin Mississippi Crossing	Electric Utility	EU15-04	n/a	1,000,000
Green Haven Parkway - Thurston to West Main	Engineering	EN-15-02	2	2,640,000
2016 Street Renewal	Engineering	EN-16-01	3	1,357,900
Rum River Dam Modification Project	Engineering	EN-16-02	2	250,000
Sandberg School Retaining Wall	Engineering	EN-17-04	3	60,000
Remodel Main Floor Bathrooms	Greenhaven Golf Course	GC14-03	5	89,000
Cart Path	Greenhaven Golf Course	GC14-21	4	17,800
Blacktop Parking Lot	Liquor Stores	LQ04-01	n/a	25,000
Blacktop west store	Liquor Stores	LQ08-01	n/a	25,000
East River Road Liquor Store - Roof	Liquor Stores	LQ10-01	2	80,000
Remodel East Side Store	Liquor Stores	LQ16-01	2	250,000
City Hall North Parking Lots	Parking	BM-010	3	300,000
Walker Parking Ramp - Masonry Repair	Parking	BM-MB-011	3	65,000
Trunk Highway 10 Trail Connection to West Main St	Parks and Recreation	PR05-03	n/a	220,000
Anoka Station Parks and Greenspaces	Parks and Recreation	PR06-48	4	50,000
Castle Field Relocation Project	Parks and Recreation	PR09-21	2	50,000

<b>Project Name</b>	<b>Department</b>	<b>Project #</b>	<b>Priority</b>	<b>Project Cost</b>
Rum River Trail Connection-4th Ave. & Pleasant St.	Parks and Recreation	PR10-01	3	10,000
Playground Rehab/Repair	Parks and Recreation	PR15-01	3	25,000
Bonnell Irrigation System Replacement	Parks and Recreation	PR15-03	4	30,000
Rum River Trail - Riverbank Stabilization	Parks and Recreation	PR16 - 01	3	150,000
Stone House Restoration Project	Parks and Recreation	PR16-01	4	25,000
Enloe Tennis / Bball Court Overlay	Parks and Recreation	PR16-05	n/a	25,000
Bonnell Park Restoration	Parks and Recreation	PR16-07	2	125,000
Mississippi River Oufall Repair	Storm Utility	SW-15-01	n/a	95,000
Bonnell Park Storm Sewer	Storm Utility	SW-15-02	3	250,000
Sign Blanket Replacement	Streets	ST 15-05	3	117,000
Well Inspection and Repair	Water Utility	WU-008	3	50,000
Wellhouse 1 & 2 Treatment Plant Upgrade Project	Water Utility	WU-024	3	1,000,000
<b>Total for 2016</b>				<b>13,231,700</b>

**2017**

Aquatic Center Replaster Pool Bottom	Aquatic Center	PR06-43	2	10,000
Upgrade Elevators	Buildings	BM-001	3	25,000
City Hall - Exterior Reseal	Buildings	BM-CH-001	3	40,000
City Hall - Tuck point exterior walls	Buildings	BM-CH-011	3	75,000
Green Haven Golf Maintenance Building	Buildings	BM-GH-011	2	2,250,000
Walker Parking Ramp - Piping Replacement	Buildings	BM-MB-013	2	60,000
Safety Center - Masonry Cleaning	Buildings	BM-PD-001	2	25,000
Public Works - Fire Alarms	Buildings	BM-PW-004	4	35,000
Senior Center - Cold Roof	Buildings	BM-SC-001	3	80,000
South Ferry Street	Community Development	CD-09-06	2	500,000
Commuter Rail Transit Village	Community Development	CD-10-01	3	500,000
Greens of Anoka property acquisitions	Community Development	CD13-01	2	300,000
Rebuild Distribution Lines	Electric Utility	EU14-03	n/a	500,000
Construct circuits from Garfield Substation	Electric Utility	EU15-03	n/a	550,000
CRTV Development	Engineering	EN-09-02	3	200,000
2017 Street Renewal	Engineering	EN-15-01	3	1,578,100
Green Haven Parkway - Thurston to West Main	Engineering	EN-15-02	2	2,800,000
Rum River Dam Modification Project	Engineering	EN-16-02	2	200,000
New Partitions in Banquet Rooms	Greenhaven Golf Course	GC14-02	5	98,000
Replace Carpet on Main Floor	Greenhaven Golf Course	GC14-05	5	65,000
Cart Path	Greenhaven Golf Course	GC14-21	4	19,800
Remodel East Side Store	Liquor Stores	LQ16-01	2	1,000,000
Anoka Station Parks and Greenspaces	Parks and Recreation	PR06-48	4	150,000
Castle Field Relocation Project	Parks and Recreation	PR09-21	2	147,000
Rum River Trail Connection-4th Ave. & Pleasant St.	Parks and Recreation	PR10-01	3	191,300

<b>Project Name</b>	<b>Department</b>	<b>Project #</b>	<b>Priority</b>	<b>Project Cost</b>
John Ward Park Drainage Enhancement Project	Parks and Recreation	PR12-01	4	67,500
Playground Rehab/Repair	Parks and Recreation	PR15-01	3	25,000
Stone House Restoration Project	Parks and Recreation	PR16-01	4	40,000
Pen Point Park Riverboat Improvements	Parks and Recreation	PR16-02	3	140,000
Brisbin Irrigation System	Parks and Recreation	PR17-02	4	60,000
Irrigation System Rehab	Parks and Recreation	PR17-03	3	50,000
Trail System Repairs	Parks and Recreation	PR17-04	n/a	40,000
7th Av / STH47 Trunk Sanitary Sewer Capacity Proj	Sanitary Utility	SW-009	3	2,500,000
Goodrich Field Storm Sewer Improvements	Storm Utility	SW-15-03	3	150,000
Main Street Bridge Repair	Streets	ST 15-04	n/a	54,000
Sign Blanket Replacement	Streets	ST 15-05	3	117,000
CSAH 7 & Grant Signal	Streets	ST 16-01	n/a	160,000
Wellhouse 1 & 2 Treatment Plant Upgrade Project	Water Utility	WU-024	3	3,300,000
7th Av Watermain Lining	Water Utility	WU-027	3	365,000
WTP #7 Radium Removal Improvements	Water Utility	WU-028	2	300,000
<b>Total for 2017</b>				<b>18,767,700</b>

**2018**

Aquatic Center Replaster Pool Bottom	Aquatic Center	PR06-43	2	10,000
Walker Parking Ramp - Joint Caulking	Buildings	BM-MB-012	3	25,000
Public Services - Exterior Painting	Buildings	BM-PW-002	2	55,000
Commuter Rail Transit Village	Community Development	CD-10-01	3	500,000
Rebuild Distribution Lines	Electric Utility	EU14-03	n/a	500,000
Construct circuits from Garfield Substation	Electric Utility	EU15-03	n/a	550,000
Rum River Dam Gate Maintenance	Engineering	EN 09-02	n/a	150,000
CRTV Development	Engineering	EN-09-02	3	150,000
Rum River Dam Modification Project	Engineering	EN-16-02	2	6,120,000
2018 Street Renewal	Engineering	EN-17-03	3	1,794,000
ADA Compliant Door Openers-Greenhaven	Greenhaven Golf Course	BM-004	3	72,000
Greenhaven - Repaint Clubhouse Exterior	Greenhaven Golf Course	BM-GH-004	5	70,000
Extend & Improve Deck Overlooking 9th Green	Greenhaven Golf Course	GC14-08	4	71,500
Cart Path	Greenhaven Golf Course	GC14-21	4	23,400
Emerald Ash Borer, Removal of Trees	Parks and Recreation	PR09-23	1	100,000
Playground Rehab/Repair	Parks and Recreation	PR15-01	3	25,000
RRSN Trailway Connections	Parks and Recreation	PR15-04	3	40,000
Irrigation System Rehab	Parks and Recreation	PR17-03	3	50,000
Trail System Repairs	Parks and Recreation	PR17-04	n/a	40,000
Main Street Bridge Repair	Streets	ST 15-04	n/a	154,000
Sign Blanket Replacement	Streets	ST 15-05	3	117,000
Evaluation of Water Treatment Plants 3 and 5	Water Utility	WU-007	3	30,000

<b>Project Name</b>	<b>Department</b>	<b>Project #</b>	<b>Priority</b>	<b>Project Cost</b>
Well Inspection and Repair	Water Utility	WU-008	3	50,000
<b>Total for 2018</b>				10,696,900

**2019**

Re-Roof Public Services Building	Buildings	BM-PW-012	2	190,000
City Hall-Main Building Reroofing	Buildings	PWBM-CH-011	3	270,000
Rebuild Distribution Lines	Electric Utility	EU14-03	n/a	800,000
Construct circuits from Garfield Substation	Electric Utility	EU15-03	n/a	550,000
CRTV Development	Engineering	EN-09-02	3	150,000
2019 Street Renewal	Engineering	EN-15-03	3	1,578,100
East River Road Improvement Project	Engineering	EN-15-04	4	600,000
Reed Av Utility Improvements	Engineering	EN-15-05	n/a	115,000
CSAH 7 / 43rd Avenue Intersection	Engineering	EN-17-02	5	550,000
Anoka Nature Preserve Park Development	Parks and Recreation	PR06-41	3	200,000
Reconstruction of Park Buildings	Parks and Recreation	PR06-44	5	250,000
Emerald Ash Borer, Removal of Trees	Parks and Recreation	PR09-23	1	100,000
Trail System Repairs	Parks and Recreation	PR17-04	n/a	40,000
John Ward Bathroom Reconstruction	Parks and Recreation	PR20 - 01	3	250,000
Industrial Blvd Sewer Extension	Sanitary Utility	SW-014	3	60,000
Sign Blanket Replacement	Streets	ST 15-05	3	117,000
7th Avenue Sidewalk - Garfield to Johnson	Streets	ST 20-01	3	5,000
Automate Wellhouse #5	Water Utility	WU-018	2	450,000
<b>Total for 2019</b>				6,275,100

**2020**

Bunker/Thurston Redevelopment	Community Development	CD-08-2	4	25,000
NCBD phase III	Community Development	CD-08-3	3	25,000
3rd and Jackson redevelopment	Community Development	CD-08-5	3	25,000
Rebuild Distribution Lines	Electric Utility	EU14-03	n/a	400,000
Reed Av Utility Improvements	Engineering	EN-15-05	n/a	573,000
2020 Street Renewal	Engineering	EN-15-06	3	1,578,100
CSAH 14 / 9th Avenue Project	Engineering	EN-17-01	4	440,000
2nd Avenue - Building Site #2 parking Lot	Parking	BM-009	4	54,000
Riverfront Park - HRRD Construction	Parks and Recreation	PR06-26	5	1,706,000
Anoka Nature Preserve Park Development	Parks and Recreation	PR06-41	3	45,000
Emerald Ash Borer, Removal of Trees	Parks and Recreation	PR09-23	1	100,000
Sunny Acres Park Improvement Project	Parks and Recreation	PR12-03	3	50,000
7th Avenue Trailway	Parks and Recreation	PR15-05	4	15,000
West Rum River Trail	Parks and Recreation	PR15-06	3	20,000
Sign Blanket Replacement	Streets	ST 15-05	3	40,000

<b>Project Name</b>	<b>Department</b>	<b>Project #</b>	<b>Priority</b>	<b>Project Cost</b>
7th Avenue Sidewalk - Garfield to Johnson	Streets	ST 20-01	3	31,400
Install backwash wells 3, 4, 5, 6, 8	Water Utility	WU-020	5	600,000
Automatic Backwash Well House #3	Water Utility	WU-023	n/a	400,000
<b>Total for 2020</b>				6,127,500
<b>GRAND TOTAL</b>				55,098,900



This page intentionally left blank

---

**CITY OF ANOKA**  
**GLOSSARY OF TERMS**

---

**A**

**Accrual Basis** The basis of accounting under which revenues are recorded when earned and expenditures are recorded as soon as they result in liabilities for benefits received, notwithstanding that the receipt of cash or the payment of cash may take place, in whole or in part, in another accounting period.

**ABLA** Anoka Business and Landowners Association

**Appropriation** Authorization by the City Council to spend a specific amount of money for a stated purpose.

**Authorized Position** Positions associated with the authorized budget.

---

**B**

**Bond** A written promise to pay a specified sum of money at a specified future date along with interest. Bonds are typically used for long-term debt.

**Budget** A plan for allocating financial resources.

**Budget Amendment** A proposal to change the dollar amount or scope of an activity or project after the budget has already been submitted to the Council.

---

**C**

**Capital Improvement Projects (CIP)** A plan for proposed major capital improvements of significant value and the means to finance them.

**Capital Outlay** Assets of significant value and having a useful life of several years, also referred to as fixed assets.

**Charter City** (home rule charter city) Obtain their powers from a home rule charter. Charter cities can exercise any powers in their locally adopted charters as long as they do not conflict with state laws. Conversely, charter provisions can specifically restrict the powers of a city. Consequently, voters in home rule cities have more control over their city's powers. Anoka is a charter city.

**Component Unit** A legally separate entity associated with the primary government

**Contingency** Budget for expenditures which cannot be placed in departmental budgets, primarily due to uncertainty about level or timing of expenditures when the budget is adopted.

**CRTV** Commuter Rail Transit Village

---

**CITY OF ANOKA**  
**GLOSSARY OF TERMS**

---

**D**

**Department** Basic organizational unit of City government, responsible for carrying out a specific function.

**Division** An organizational unit of a department for purposes of administration and cost accounting.

---

**E**

**Estimated Market Value** Represents the selling price of a property if it were on the market. Estimated market value is converted to tax capacity before property taxes are levied.

**Expenditure** Cash paid or to be paid for the purchase of an item or for a service performed.

---

**F**

**Fiscal Disparities** The Metropolitan Fiscal Disparities Act of 1971 shares growth in the commercial and industrial properties tax base with-in the seven-county metropolitan area. Forty percent of the value of new commercial and industrial development since 1971 is pooled and redistributed among all the taxing districts to address uneven business development throughout the state.

**Fiscal Year** The 12 month period of time over which the annual operating budget applies and at the end of which the government determines its financial position and the results of its operations.

**Full Time Equivalents** The number of full-time employees that could have been employed if the reported number of hours worked by part-time employees had been worked by full-time employees.

**Fund** A separate accounting entity, maintained for a particular purpose or achieving certain objectives. This term is distinguished from "funding" or "funds," which usually refer to the amount of dollars contained in a fund.

**Fund Balance** Difference between fund assets and fund liabilities (the equity) in governmental funds. Fund balances will be classified as reserved or unreserved. A negative fund balance is sometimes referred to as a deficit.

- **Reserved Funds** Legally segregated for specific use. They are not available for discretionally appropriations due to a third party claim or due to the nature of the asset.
- **Unreserved funds**
  - **Designated** To establish tentative plans for or restrictions on the future use of financial resources
  - **Undesignated** Funds remaining after reductions for reserved and designated balances.

---

**CITY OF ANOKA**  
**GLOSSARY OF TERMS**

---

**G**

**General Fund** The general fund is the city's primary operating fund. It is used to account for all financial resources except those required to be accounted for in another fund.

**General Obligation Bonds** Bonds that are to be repaid from taxes and other general revenues.

**General Obligation Revenue Bonds** Bonds that are first to be paid from the revenues of an enterprise fund and they are backed by the taxing power of the City.

**Generally Accepted Accounting Principles (GAAP)** Uniform minimum standards and guidelines for financial accounting and reporting.

**Governmental Accounting Standards Board (GASB)** The primary authoritative body on the application of GAAP to state and local governments.

**Governmental Funds** Funds used to account for the acquisition, use and balance of expendable financial resources and the related current liabilities-except for those accounted for in proprietary and fiduciary funds. GAAP governmental funds include general, special revenue, debt service and capital projects.

---

**H**

**Housing and Redevelopment Authority (HRA)** Separate taxing authority created to provide housing redevelopment programs within the city.

---

**I**

**Infrastructure** The basic facilities, equipment, services and installations needed for the growth and functioning of a community. Infrastructure includes roads, bridges, curbs and gutters, storm sewer, lighting systems etc.

**Intergovernmental Revenues** Revenues from other governments- primarily in the form of grants, aid and shared projects reimbursements

---

**CITY OF ANOKA**  
**GLOSSARY OF TERMS**

---

**L**

**Legal Debt Limit** The maximum amount of outstanding gross or net debt legally permitted.

**Levy** To impose taxes, special assessment or service charges for the support of government activities.

**Local Government Aid (LGA)** A state government revenue sharing program for cities and townships that is intended to provide an alternative to the property tax.

**LTD** Long Term Disability.

---

**M**

**Market Value** Assessment estimate of what a property would be worth if sold on the open market. Market values are set every January 2<sup>nd</sup> of the year before taxes are payable.

**MMPA** Minnesota Municipal Power Association

**Modified accrual basis** The basis of accounting where expenditures are recorded when goods and services are received (whether cash is dispersed at the time or not). Revenues are recorded when they are earned (whether or not if cash is received at the time).

**Municipal State Aid (MSA)** Money received from State of Minnesota for maintenance of certain streets that are considered State Aid Streets.

---

**N**

**New Positions** A new position is one that increases the total number of positions.

**Net Assets** The excess of a fund's assets over liabilities. The term net assets is used in proprietary funds. The term fund balance is used in governmental funds.

---

**O**

**Operating Budget** A plan for the yearly distribution of resources for the ongoing operations of programs.

**CITY OF ANOKA**  
**GLOSSARY OF TERMS**

---

**P**

**PACE** Proactive Community Enhancement.

**Per Capita** Measure based on a population.

**PERA** Public Employees Retirement Association.

**Performance Measure** A quantitative or qualitative measure of how well a particular result is being achieved.

**Position** An authorized job slot. Since a position may or may not be filled, a position is not equivalent to an employee.

**Project** An activity with a specific purpose to be accomplished or built within a specific time period. There are projects in both the operating and capital budgets.

**Proprietary Funds** Account for government's ongoing organizations and activities that are similar to those often found in the private sector. GAAP proprietary funds include enterprise and internal service funds.

**Purchased Power** The electricity purchased wholesale to be distributed to consumers within the municipal utility service area.

---

**R**

**Reserves** Funds set aside for future purposes (sometimes referred to as fund balance).

**Resolution** Agreed to by vote of the council.

**Revenue** Cash received or to be received that increased a fund's assets.

**RFP** Request for proposals

**S**

**Special Assessment** A one-time levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

**Statutory City** Statutory cities derive their powers from Chapter 412 of Minnesota Statutes. Anoka is not a Statutory city.

**SRP** Street renewal program. The planned replacement of infrastructure including streets, curbs, sidewalks, sewer, storm sewer, water, and electric power lines.

**CITY OF ANOKA**  
**GLOSSARY OF TERMS**

---

---

**T**

**Tax Capacity** Basis for levying property taxes. Market value of property is converted to tax capacity by a formula specified in state law.

**Tax Capacity Rate** Tax rate applied to tax capacity to generate property tax revenue. The rate is obtained by dividing the property tax levy by the available tax capacity.

**Tax Increment Financing (TIF)** That portion of all real and personal property taxes assessed by a municipality in excess of any state, county or special district tax upon the captured assessed value of property in the development district.

---

**V**

**VOA** Volunteers of America.

---

**W**

**WC** Workers Compensation.

---