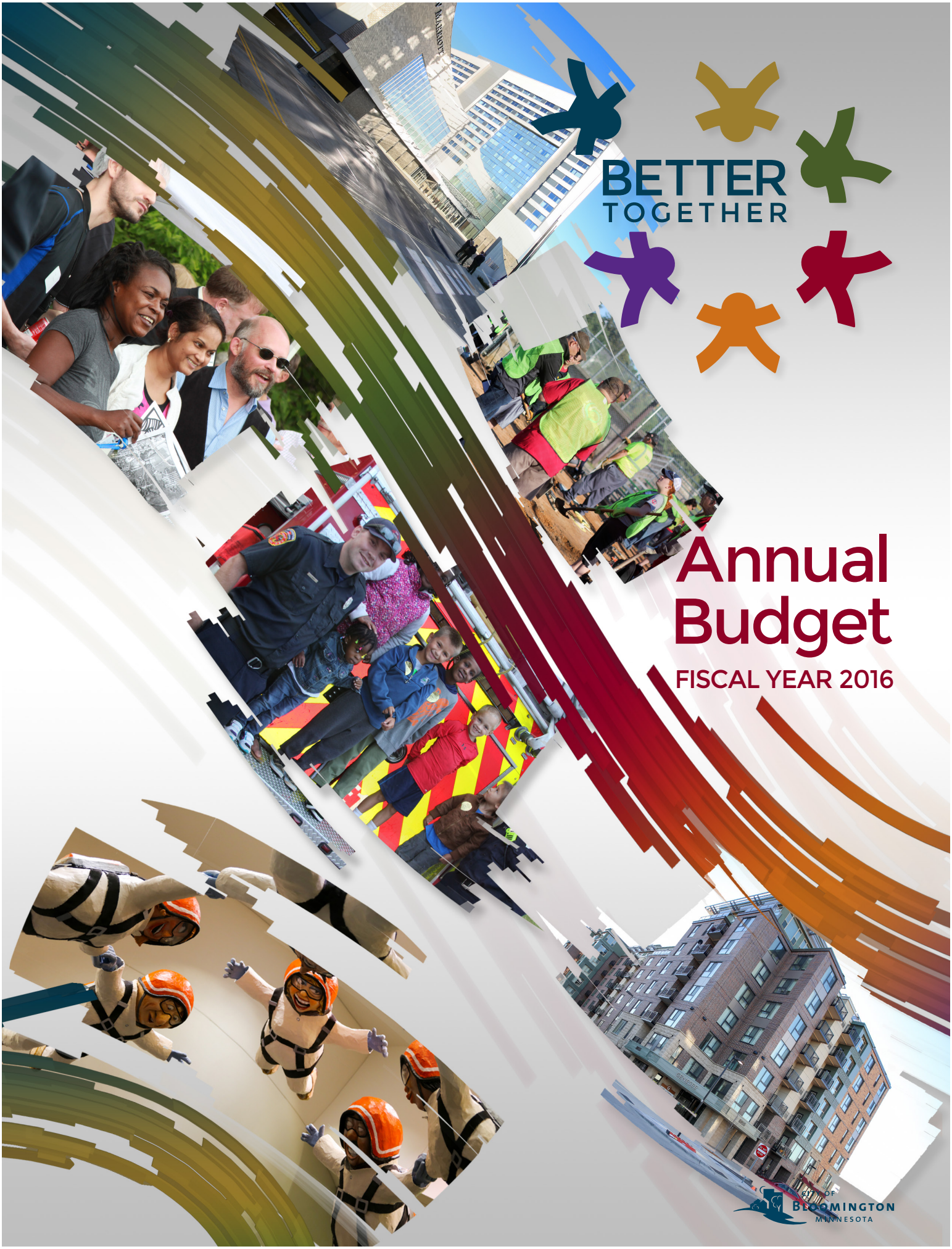
BETTER TOGETHER

Annual Budget

FISCAL YEAR 2016

CITY OF BLOOMINGTON MINNESOTA



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FISCAL YEAR 2016

CITY OF BLOOMINGTON MINNESOTA

Budget Presentation Award

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished
Budget Presentation
Award

PRESENTED TO

City of Bloomington

Minnesota

For the Fiscal Year Beginning

January 1, 2015

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Bloomington for its annual budget for the fiscal year beginning January 1, 2015.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

CITY OF
BLOOMINGTON
MINNESOTA

March 14, 2016

Dear Reader:

The 2016 budget theme, “Better Together,” describes how Bloomington is planning for the future by promoting community renewal and guiding growth in sustainable, fiscally sound ways. The City’s long-term vision is to make Bloomington a stronger and more sustainable community where people want to live, work and play. We realize this vision by providing quality services at an affordable price and supporting the long-term property investments that residents and businesses have made in Bloomington. We also place great value on community members’ input and rely on their feedback to help guide our planning with the goal of protecting and enhancing Bloomington’s assets for future generations.

We are on the right track for a bright future, as evidenced by the most recent resident survey conducted by the City. Resident satisfaction remains strong in Bloomington. Bloomington's drinking water, police, fire and snow removal are the City's most highly rated services, and residents continue to be highly satisfied with the quality of life in Bloomington.

This is the third year in a row that the National Citizen Survey™ was conducted in Bloomington. The survey makes it possible for cities to compare their results against up to 500 communities nationwide. At least four out of five residents gave “excellent” or “good” ratings to the overall image to Bloomington, their neighborhood as a place to live, the city as a place to raise children and the community’s overall appearance.

“I love Bloomington,” said one respondent. “It’s the center of everything for me.”

This document presents the City’s approved 2016 budget, and includes budget summaries for all funds, working capital goals, debt and capital overviews and operating program details. Background information used to develop the budget and to describe its impact and corresponding levies are included in the introduction to provide a more complete understanding of the 2016 budget. Five-year, 10-year and 15-year budget models were used to determine the current levy and to consider the City’s long-term financial stability. This budget can also be found on our website at www.BloomingtonMN.gov.For more detailed financial information, please refer to the prior year’s Comprehensive Annual Financial Report (CAFR) at www.BloomingtonMN.gov.

Lori Economy-Scholler
Chief Financial Officer

FINANCE DEPARTMENT
1800 W. OLD SHAKOPEE ROAD, BLOOMINGTON MN 55431-3027
PH 952-563-8790 FAX 952-563-8789 TTY 952-563-8740

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITIES EMPLOYER

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Introduction

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City of Bloomington

City Council

Mayor

Gene Winstead
Term Expires January 2020

Council Members

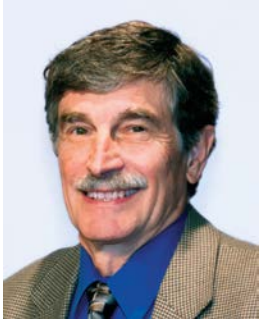
Jack Baloga – District III
Term Expires January 2018

Tim Busse – At Large
Term Expires January 2020

Andrew Carlson – District II
Term Expires January 2020

Cynthia Bemis Abrams – At Large
Term Expires January 2018

Dwayne Lowman – District I
Term Expires January 2020



Jon Oleson – District IV
Term Expires January 2018

Executive Management Team

Executive Management

James D. Verbrugge, City Manager

Community Development ----------Lawrence Lee, Director
Community Services ----------Diann Kirby, Director
Finance ----------Lori Economy-Scholler, Chief Financial Officer
Fire ----------Ulysses Seal, Fire Chief
Human Resources----------Kristine Wilson, Director
Legal ----------Sandra Johnson, City Attorney
Police ----------Jeff Potts, Police Chief
Public Works ----------Karl Keel, Director
Technical Services Group
- Assessing----------Matthew Gersemehl, City Assessor
- City Clerk's Office ----------Janet Lewis, City Clerk
- Information Systems ------Amy Cheney, Manager

Mission Statement

Community Vision

To build and renew the community by providing services promoting renewal and guiding growth in an even more sustainable, fiscally sound manner.

Council's Goals and Strategies

Bloomington's vision recognizes that the City needs to grow and operate in a healthy, sustainable manner that meets the needs of today without reducing the ability of future generations to meet their own needs.

The City's sustainable strategies address energy use, accessibility, green infrastructure, choice of housing and transportation options and emphasis on using local and regional resources.

Land Use - LU

- Focus commercial and residential growth in three mixed use districts (South Loop, Penn/American, and Normandale Lake) where it can be served by transit, encourage short-trip lengths, promote biking and walking and reduce vehicle miles traveled.

Safety and Security – S

- Create a community where residents and visitors are safe.
- Be a family friendly community.
- Enhance support for members of the community as they age.

Transportation - T

- Support transit improvements including additional transit service.
- Implement the *Alternative Transportation Plan* including the creation of bikeway and walkway networks and their interfaces with transit and commercial and recreational destinations.
- Operate a Pavement Management Plan to adequately renew the transportation infrastructure.
- Encourage shared parking among land uses and developments.

Housing - H

- Guide new high-density housing toward locations near transit, services, amenities and employment.
- Encourage higher densities where appropriate as redevelopment occurs.

Utilities - U

- Reduce energy and resource consumption by decreasing inflow and infiltration into the sanitary system and by encouraging water conservation.
- Protect water quality using best management practices for surface and subsurface water.
- Adopt an asset management program to preserve the excellent condition of Bloomington's utilities.

Organizational Strength - OS

- Maintain a strong, sustainable organization in terms of the quality and affordability of services, financial strength and the professionalism and productivity of its operations.

- Make community investments that in turn encourage private investments consistent with the City's sustainability objectives.

You will find these colored icons associated with appropriate departmental and divisional objectives later in this document.

Organization Mission

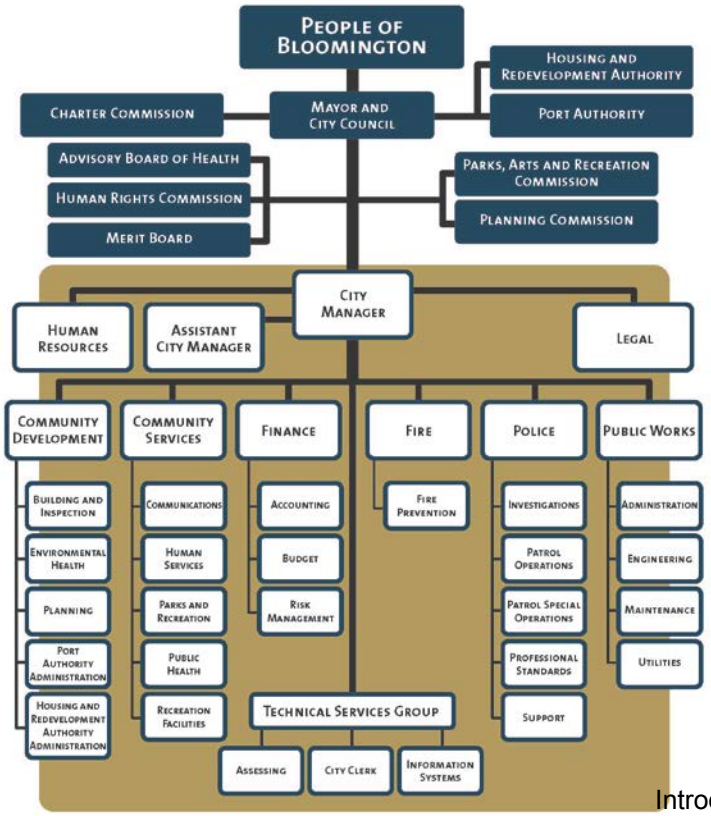
A professional, productive, learning organization that builds and renews the community by providing quality services at an affordable price.

Organization Structure and Chart

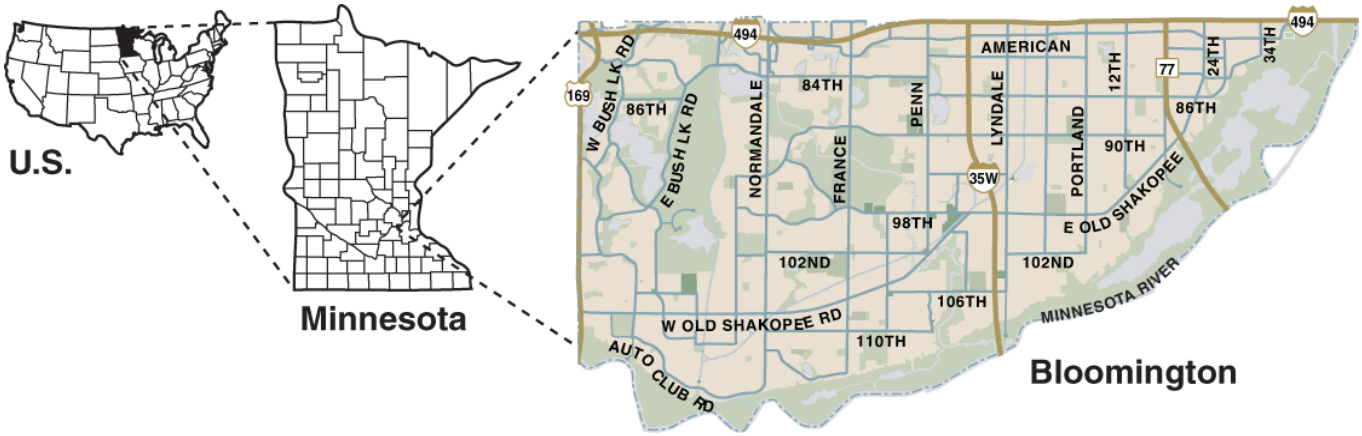
A home rule charter was adopted in November 1960. The City is a Council-Manager form of municipal government. The Council is comprised of the Mayor and six Council Members who serve four-year terms; the Mayor and two members are elected at large, the rest are elected by district. The City Manager, the chief administrative officer, is selected by the Council to serve an indefinite term. The City Manager controls and directs the operation of the City's affairs and supervises all departments and divisions.

Activities are managed through eight departments, each with a director appointed by and reporting to the City Manager. A description of the departments and their functions is included in this document. Within each department are several divisions managed by program managers who report to the directors. Descriptions of each program, its objectives and budget are also in this document.

Cross-functional teams study, prioritize and implement projects throughout the year. For example, the Steering Committee, comprised of the City Manager and Department Directors, meets on citywide information systems, assessing and licensing policy, and operational matters. Other teams focus on issues such as neighborhood cleanup compliance, capital planning, liquor code enforcement, transportation, emergency preparedness and facility needs, among others.



Community Profile



Bloomington, the fifth largest city in Minnesota, has an expansive hospitality industry, diverse manufacturers and major retailers. The Mall of America, the largest enclosed mall in the United States, employs approximately 10,000 people. The City has achieved 99 percent of its original development capacity. To provide visual and physical relief from continuous urban development, one-third of the city is designated for public parks and conservation. Bloomington is also home to award-winning schools and colleges. Significant redevelopment is occurring in the City including a mixed-use retail and residential development on the southeast corner of Penn Avenue and American Boulevard. Also, a major improvement project is occurring on Lindau Lane to leverage private retail, office, hotel, restaurant and residential developments in Bloomington's South Loop District, an urban center at the crossroads of the metro area's transportation network.

City Statistics –

Area – 38.3 sq. miles (24,540 acres)
City Bond Ratings
Aaa Moody's
AAA Standard & Poor's
AAA Fitch
One of only 27 cities out of more than 19,000 municipal governments in the U.S. that have achieved triple-A ratings from all three agencies.

Total Jobs in Bloomington – 88,421 (2nd Quarter 2015)
Housing – Total Units – 38,759
91.30 Percent Single-Family Homes Owner Occupied
53,517 Single-family Detached Units (June Met Council number)
21,464 Single-family Attached Units
12,434 Multiple-family Units
105 Mobile Homes and Trailers
19 Commercial/Industrial Living Units
Population (United States Census Bureau) – 86,314 (2010 US Census Bearue)
Median Age – 42.7 (2010 Census Bureau's American Community Survey)
National Unemployment Rate – 5.0% (December, 2015)
Minnesota Unemployment Rate – 3.5% (December, 2015)
City of Bloomington Unemployment Rate – 2.7% (December, 2015)

Public Safety –

Emergency Outdoor Warning Sirens – 22
Emergency Vehicle Pre-emption Systems – 121
Fire Protection – 6 Stations
117 Volunteer, paid on call,firefighters (175 authorized positions)
Chief and 2 Assistant Chiefs
ISO Class 3

Police Protection – 1 Central Station, 1 Satellite Station at Mall of America
123 Sworn Officers

Educational Institutions -

Colleges – 5
- Bethany Global University – 160 Full-Time Students
- National American University – 568 Full-Time Students
- Normandale Community College (part of Minnesota State Colleges and University System) offering Baccalaureate degree options through Metro State University and Mankato State University –14,197 Full-Time Students
- Northwestern Health Sciences University – 879 Full-Time Students
- Rasmussen College – 750 Full-Time Students

Independent School District #271 – 10,030 Students (2014/15 Enrollment)
- 10 Elementary Schools – 4,524 Students
- 3 Middle Schools – 2,331 Students
- 2 Senior High Schools – 3,175 Students

Parochial Schools – 4 with a total enrollment of 883 students

Elections -

54,006 Registered Voters – 2015 General Election
7,915 Ballots Cast – 2015 General Election
14.7 Percent Voting
53,611 Registered Voters – 2014 General Election
34,591 Ballots Cast – 2014 General Election
64.5 Percent Voting

Utilities -

Municipal Sewer System – Metropolitan Council Environmental Services
- 25,214 Connections
- 354 Miles of Sanitary Sewer Mains
- 8.1 Million Gallons Average Daily Flow
- 28 Sanitary Lift Stations

Municipal Water System – City of Bloomington Water Plant (6 wells) –
- 14 Million Gallons per Day Water Treatment Plant Capacity
- 411 Miles of Water Mains
- Augments production by purchasing City of Minneapolis treated water - up to 30 million gallons per day with 2 million gallons per day average minimum purchase required
- 25,267 Connections
- 12.5 Million Gallons Daily Average Consumption
- 44 Million Gallons System Capacity
- 4,592 Public and Private Fire Hydrants
- 6,975 Water Distribution Valves

Storm Sewer – 253 Miles
Sidewalks – 232 Miles on Street Right-of-Way
Streets – 369 Local Center Lane Miles
29.84 County Center Lane Miles
21.14 State Center Lane Miles
Street Lights – 4,339
Traffic Signal Installations – 144

Recreation -

925 Acres of City parks, playgrounds and playfields –
- 97 parks, 80 baseball/softball fields, 31 soccer fields, 7 football fields, 35 outdoor basketball courts, 53 tennis courts, 32 park buildings, 15 picnic shelters, 24.35 miles of park trails and sidewalks, 53 playgrounds

3,787 Acres of parks and open spaces including:
- 575 acres of playlots, neighborhood parks and playfields, 1,677 acres of conservation areas and ponds, 204 acres of special use areas, and 1,331 acres of large urban parks and regional parks

1,268 acres of regional park lands owned and operated by Three-Rivers Park District
4,211 acres in the Minnesota River Valley Wildlife Refuge owned and operated by the United States Fish & Wildlife Service and the Minnesota Department of Natural Resources
163 Acres golf courses (two courses) and ice arena (three indoor rinks)

2016 Budget Calendar

April 8 – May 15, 2015	Prepare payroll projections for 2016. Internal Service fund charges reviewed and loaded into budget. Schedules completed for space and occupancy charges, equipment replacement, Information Systems charges, postage, insurance and audit fee charges.
June 10	Budget Kickoff meeting with all departments and program managers
June 10 – July 1	Departments load requested budget into budget module in MUNIS. Budget lockout is July 1.
July 1 – July 31	Budget editing by Budget Team. Aquatics and Art Center submit budgets to determine levy required. Revenue producing programs evaluate fees.
July 6 – July 31	City Manager meets with General Fund department and budget staff to review requests. City Manager meets with other fund managers and budget staff to review requests.
August 17	Update City Council on preliminary budget work; get guidance on preliminary levy and General Fund budget. Discussion on budget and levy.
September 14	City Council adopts preliminary 2016 tax levy and General Fund budget for 2016.
September 30	Preliminary tax levy and budget certified to Hennepin County.
October/November/December	Utility budgets due. Public hearings on utility rate changes. Special Revenue, Enterprise Fund and Internal Service Fund budgets presented to the City Council for approval.
December 7	Property tax public hearing.
December 21	Final 2016 budget and tax levy approval by City Council.
December 23	Final 2016 levy and General Fund budget certified to Hennepin County.

City Manager's Budget Message

Better Together

A city's success depends on the combined efforts of many individuals. The theme we embraced for the 2016 State of the City address, "Better Together," was built around that idea.

Employees in all City departments and divisions, from Public Works to Parks and Recreation, work together toward one common goal—providing high-quality services at an affordable price and making Bloomington an even better place to live and work.

A strong and effective financial plan, such as the one outlined here for fiscal year 2016, is integral to achieving that goal.

Providing high-quality services is only one important piece of the puzzle. To build a truly vibrant and inviting community, residents, visitors and businesses must also engage in the process and work together.

Creative placemaking is a great example of this idea in action. It is an emerging field that aims to build vibrant, distinctive and sustainable communities. It engages artists and others to build the social fabric and distinct character of places where the projects are performed or installed.

Artist Erik Pearson, who painted a mural called "At the Confluence of Science and Nature" at Cypress Seminconductor in 2015, said it well: "People are always taking photos next to things, and that encourages other people to visit that location and see what it looks like, and hopefully explore the area around it."

This concept is what makes these public art projects so valuable.

The City of Bloomington's Annual Budget for the Fiscal Year 2016 brings together City Council priorities and financial planning with community needs and expectations. Doing this ensures that the City continues to meet the needs of residents while maintaining its healthy budget.

Strategic Direction

City of Bloomington employees, residents and businesses continue to work together to achieve the City's objectives in land use, housing, transportation, open space and public safety. The City's stakeholders enjoy high-quality, affordable services, a financially strong organization and productive City operations. This budget is built around these strategic goals:

Organizational Strength - OS

- A balance of commercial and residential property values, resulting in one of the lowest property tax rates in Hennepin County.
- One-third of the city is set aside for parks and open spaces, including several parks that have metropolitan significance.
- The City is partnering with Artistry, local businesses and area artists to bring public art such as murals, sculptures and live performances to Bloomington as part of creative placemaking.
- The City engaged with residents in new ways on social media by starting Nextdoor and Instagram accounts. The City's existing social media accounts have also grown.

Transportation – ***T***

- An efficient and cost-effective street system, providing easy access to regional highways and sewer and water systems.
- Funding for upgrades to the interchange of East Bush Lake Road and I-494 was secured.
- Construction on Lindau Link wrapped up in late 2015. Pedestrians will now enjoy complete streets and easy access to Mall of America and Bloomington Central Station.
- Construction is underway to restore Old Cedar Avenue Bridge over Meadow Lake.
- Funding for Phase 1 of the interchange update at I-35W/I-494 will be sought in 2016.
- Funding for Mall of America Transit Station upgrades will be sought in 2016.
- Franchise fees were adopted as a funding source for Pavement Management overlay and trails.

Utilities – ***U***

- Continued preservation of natural drainage systems and wetlands in the Nine Mile Creek and Minnesota River watersheds.
- Continue the "Green Streets for Blue Waters" program that includes development of rain gardens in conjunction with the City's Pavement Management Program to improve surface water quality.

Housing – ***H***

- A mix of owner-occupied and rental housing, which broadens the variety of housing options for growing families, as well as both younger and older adults.

Safety and Security – ***S***

- Continue proactive policing, targeting spots for crime deterrence.
- Explore the possibility of a new community center to bring the community together.

Land Use – ***LU***

- Implementation of the South Loop District Plan to advance the area's transformation beyond the Mall of America.
- Penn American and Normandale Lake District improvements.

Renewing Community

In 2015, the City continued to thrive with its second consecutive record-setting year for number of building permits issued. The City collected more than $4.1 million in permit fees for more than $485 million in new development and property renovations; a 30 percent increase from 2014. The City's budget dedicates resources to implement plans for three key growth districts to create higher density, mixed-use and transit-oriented housing, hotel and commercial development. The development district strategy also protects and enhances established single family neighborhoods.

The following projects, most directly meeting the City's strategic renewal objective, were approved and are currently under construction:

- A 148-room Alpha B hotel east of 24th Avenue with a restaurant, coffee shop and attached retail
- A 164-room Cambria Suites Hotel with hotel restaurant, banquet space, and separate attached 7,400 square foot restaurant
- Norman Pointe, a 179-unit apartment building in the Normandale Lake District
- HOM Furniture expansion
- Vertical Endeavors Health Club on James Avenue
- A 302-room Hyatt Regency Hotel at Bloomington Central Station
- Ziegler Cat expansion
- Park Place Phase II at France Avenue and Old Shakopee Road
- Lennar IndiGO apartments in the South Loop

Meeting Demands for Quality City Services

Bloomington continues to be rated favorably by residents and businesses as a place to live and work through citizen surveys conducted annually. The City is continuing to meet the needs of its residents while finding ways to improve the quality of its services and keep costs affordable.

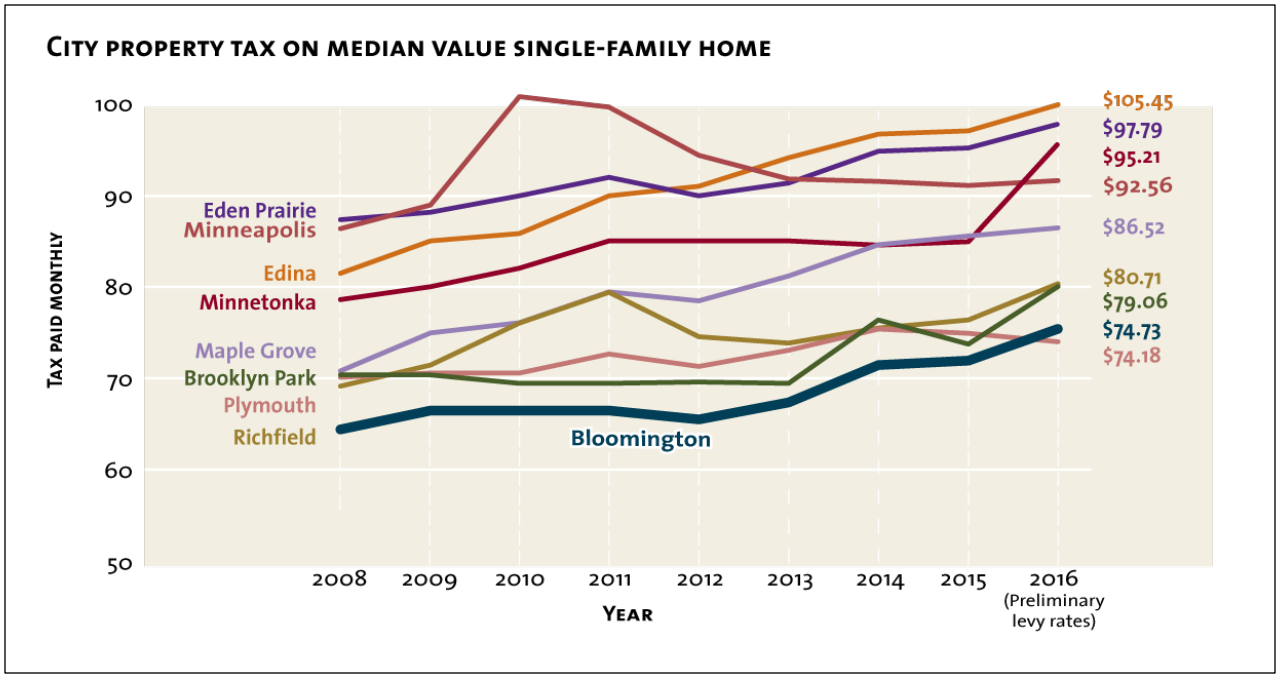
Eighty-six percent of residents rated City services as excellent or good overall, which puts Bloomington at the top 20 percent of jurisdictions polled nationwide. Citizen surveys have shown police, fire and snow removal as the highest rated services with strong ratings from approximately 9 out of 10 respondents.

With a 91 percent approval rating from residents, the City's drinking water was ranked first among peer cities for the fourth year in a row and ninth among all jurisdictions polled nationwide.

For the first time, the City also surveyed businesses in 2015. Eighty-five percent of business respondents gave Bloomington high marks as a place to do business; 93 percent plan to keep their business in Bloomington.

To ensure Bloomington remains an innovative community, the City Council reviews and prioritizes all property tax supported City services annually. The most critical services, such as public safety and infrastructure, entail 70 percent of the City's total expenditures. Community safety, planning and maintenance services as well as quality of life services, such as arts and recreation programs constitute approximately 15 percent each of homeowner's monthly City property tax dollar. Many arts and recreation services generate significant user revenue. In addition, these services help reduce public safety costs and add to the health and well-being of all Bloomington residents.

Bloomington has continued to strengthen itself as an employer of choice for top quality people. The City's financial strength and long-term strategy of staffing at levels it can carry through a normal economic downturn allows the City to continue to maintain its current quality service levels.



Retaining Excellent Financial Integrity

The City continues to make efforts to stabilize taxes through long-term budgeting, systematic replacement of assets and establishing strategic reserves that allow for refinements to temper unexpected circumstances, as necessary. Strong financial management through such planning has resulted in numerous acclamations from our external auditors and financial advisors. Bloomington is one of only 32 our of 19,492 cities nationwide to obtain three triple-A bond ratings. The City maintains triple-A ratings from Moody's, Standard & Poor's and Fitch Ratings, the highest bond ratings awarded by those agencies. According to the agencies, Bloomington's triple-A status reflects the City's healthy economic growth, conservative fiscal management and manageable debt burden.

Local Outlook

Current engagement, future outlook

The City began many new projects to make Bloomington even better in 2016.

The Bloomington City Council and Housing and Redevelopment Authority (HRA) authorized $1.8 million in 2016 to help revitalize Bloomington neighborhoods and housing through several new and expanded programs. One of the newly-funded options is the Fix Up My Home loan program. Fix Up My Home aims to help residents preserve and enhance their homes and maintain welcoming neighborhoods through exterior improvements and other eligible upgrades.

Creative Placemaking continues to be a priority for the City for 2016 as it has been in past years. Plenty of public art was installed, performed and enjoyed in 2015.

Among the Creative Placemaking projects completed in 2015 are the mural about the connection between science and nature painted by Erik Pearson at Cypress Semiconductor; a sculpture called Convergence installed in the

South Loop District made by Bloomington native James Brenner; and a skydiver sculpture created by Pulitzer Prize-winning Star Tribune Cartoonist Steve Sack, which is suspended in the air at Civic Plaza.

This year also saw many changes to the City's leadership team. I began as the City Manager in February 2015 after longtime City Manager Mark Bernhardson retired. A new Assistant City Manager position was redesigned and we welcomed a new Human Resources Director.

I place great importance on valuing and engaging City staff, residents and area businesses. I know the other new members of the leadership team share that philosophy. A Director of Creative Placemaking and Engagement is expected to join the City's leadership in 2016.

Even in the best of years, cities face budget challenges. One such challenge the City encountered in 2015 is determining the future of Hyland Greens Golf and Learning Center. A steady decline in use has led to continuing operating losses since 2005. These losses were forecast to continue through 2020. The overall golf facilities fund has been able to sustain Hyland Greens because of positive financial performance at Dwan Golf Club, but that is no longer the case.

To evaluate future options for the facility, the City Council formed the Hyland Greens Task Force. The task force included 14 individuals, with about two-thirds being community members and one-third City staff. They met seven times and recommended that the City do everything it can to continue operating Hyland Greens as a golf course.

The City Council approved a request for proposals process to hire a consultant to analyze golf course operations at Hyland Greens and Dwan Golf Course, which was recommended by the task force. The consultant will review areas such as maintenance, staffing, fees, hours of operation and marketing.

The consultant would likely be hired in spring of 2016 and report back to Council in summer of 2016.

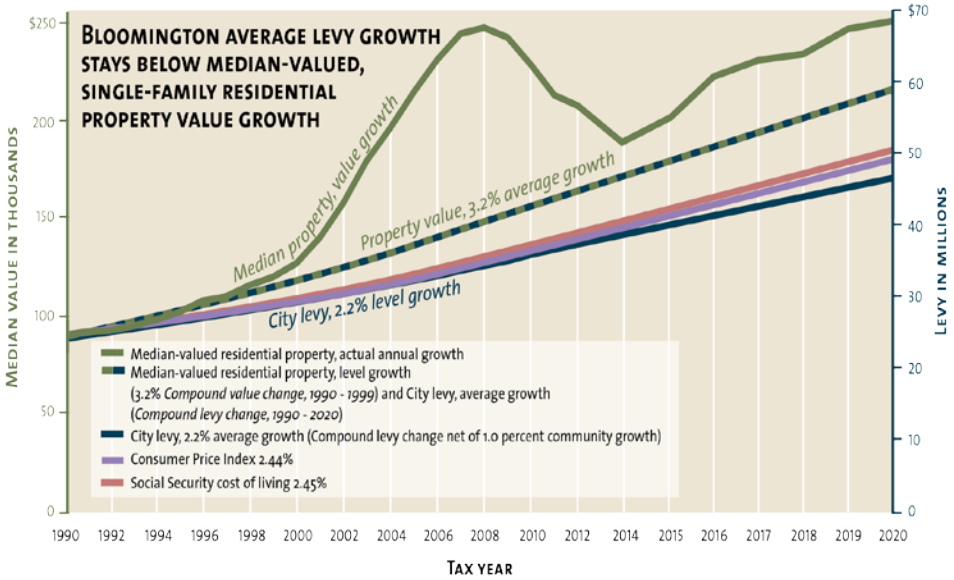
Bloomington Housing Market

The value of the median home rose 6.2 percent in 2015. In the past 15 years, the median home value has increased an average of 3.1 percent per year. A strong development cycle continues for office, hotel, retail and multi-family properties. In 2016, the City expects relatively balanced strength from all property types leading to continued tax base growth.

General Fund Support through Property Tax

The City Council approved a preliminary general operating fund budget of $68,087,385, a 6.4 percent increase from the 2015 budget. The City uses multiyear modeling to track revenue and expenditures to predict upcoming trends for 2016. City staff also uses a five-year planning model that considers both the short-term and future needs of the community to recommend a preliminary levy. The City continues to be cost effective in providing quality services that meet public demand.

In a 2015 resident survey, 86 percent of respondents thought that the value of City services for taxes paid was excellent or good, putting Bloomington in the top 20 percent of cities surveyed nationwide.



Key Budget Opportunities

The 2016 Budget analysis of key organizational budget opportunities is as follows:

Health Insurance

The City's Insured Benefits Fund is modeled out 10 years. While the City did receive a zero percent lock in for its 2012-2014 health insurance contract, it has utilized modeling to budget for longer term rate increases. The City had a rate increase of 15 percent for 2015 and utilized plan design changes to keep costs low. Another rate increase of 15 percent is budgeted for 2016, however, the City is using funds built up while rates were lower to mitigate the extra cost in 2016. A Health Savings Plan has been introduced for 2016 to allow more flexibility for employees and to keep costs reasonable.

Pavement Management Program

The Pavement Management Program was established in 1992 and has been used to maximize efficiency in street repair and replacement of the City's roadways ever since. In 2016, the City will expand the program with the collection of franchise fees. With the new expansion through franchise fees, existing trails will be maintained and street overlay maintenance will be fully funded. Bloomington residents will pay $7.50 per household monthly on their utility bills in franchise fees. Eighty-six percent of Hennepin County taxpayers now pay franchise fees after City Council approval of the new funding source in Bloomington. After needs are identified, funding is provided through State aids, assessments, the City's annual levy and, now, franchise fees for PMP projects. As a result of adding another PMP funding source, the City's proposed 2016 tax levy was reduced by $550,000.

Staff Changes

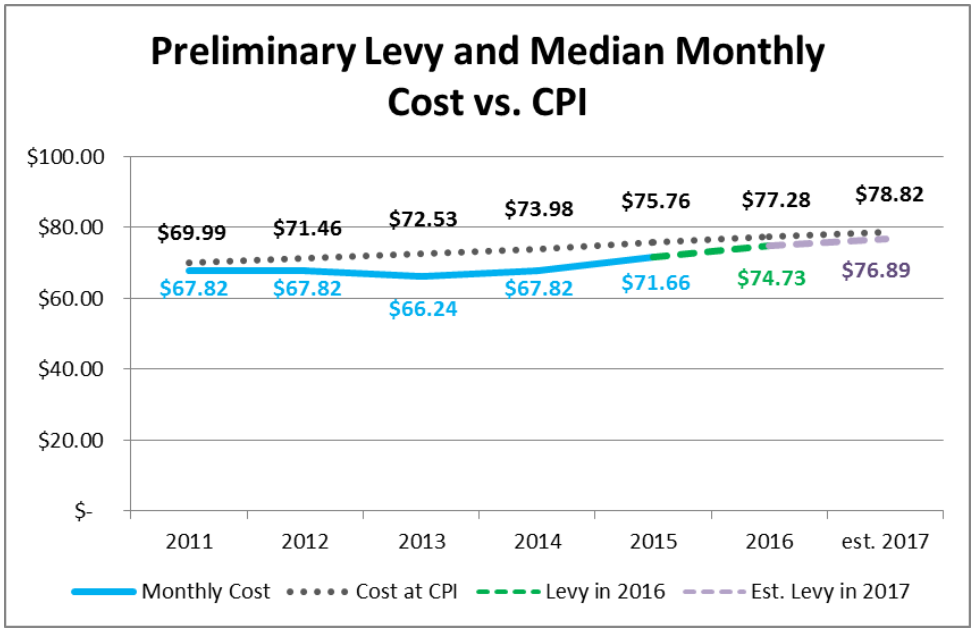
Nine new positions were added in 2016 including an Accounting Assistant, a Director of Creative Placemaking and Engagement, a Civil Engineer, a Senior Production Specialist and five Police officers. Two positions were

eliminated in the Public Health Special Revenue fund due to reduced grant opportunities.

Council 2016 Budget Policy Decision

2016 Property Tax Levy and Budget Recommendation

After months of budget meetings, the City Council adopted a property tax levy increase of 5.75 percent to $52,845,152. This means the monthly cost of tax-supported services for the owner of a $219,700 median value home is $74.73 for 2016. The increase of $3.09 per month from 2015 is the result of several initiatives and adding back the fire pension levy. From 2015 to 2016, the median valued home increased from $206,900 to $219,700, a growth of 6.2 percent. Since 1997, the City's annual base property tax levy increase has averaged 3.66 percent on existing properties. The Bloomington levy impact is the second lowest for median-value homes in Hennepin County communities with populations over 20,000.



Conclusion

As one of only 32 cities in the U.S. that has achieved triple-A ratings from all three credit rating agencies, Bloomington is at the top of its class for financial strength and stability. The budget for fiscal year 2016 is a strong financial plan that continues to move Bloomington toward its long-term goals. The City will be able to achieve this with our partners, neighbors and businesses. We're "Better Together" when we work as a team with the common goal of making Bloomington a stronger community.

BETTER TOGETHER

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Budget Overview

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2016 Budget Summary – All Funds (except Capital Funds)

REVENUES

	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
Property Taxes				
General Fund	$40,690,631	$42,258,742	$42,496,187	$45,131,723
Debt Service	4,983,999	4,041,425	4,983,999	3,983,999
Other Funds	1,773,951	1,371,955	1,984,889	1,945,874
Other Taxes	8,194,438	7,936,905	7,773,270	8,510,583
Special Assessments	3,181,841	3,056,950	3,262,020	3,070,095
Permit/Licenses	6,351,730	5,065,800	6,991,344	5,474,550
Fines	1,216,254	1,371,250	1,153,412	1,323,219
Intergovernmental	5,548,649	4,888,750	5,900,978	6,061,136
Program Income	41,366,277	43,898,787	44,408,879	46,106,671
Interest	584,242	444,569	551,808	433,623
Cable Franchise	1,166,756	1,416,000	1,042,403	1,446,000
Other Revenue	8,610,487	6,715,978	7,479,328	13,366,442
Utility Fees	25,478,143	28,927,550	25,653,380	33,547,836
Subtotal	$149,147,396	$151,394,661	$153,681,895	$170,401,751

2016 Does not include tax abatement levy of $813,535.
2015 Does not include Pavement Management Program Levy of $958,134 or tax abatement levy of $555,449.
2014 Does not include Pavement Management Program Levy of $871,031 or tax abatement levy of $501,050.

EXPENDITURES

	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
Staffing				
Salaries and Wages	$ 45,731,786	$ 48,259,489	$46,894,535	$ 50,590,577
Benefits	19,801,970	18,877,152	18,816,284	18,471,695
Operating Expenses				
Professional/Technical Services	3,429,243	3,220,701	3,561,731	3,850,973
Utilities/Maintenance	17,578,702	18,848,082	18,809,519	25,341,017
Operations	10,195,995	10,809,419	11,599,659	13,031,028
City Support Services	26,708,954	28,866,893	28,469,300	31,225,562
Materials/Supplies	10,994,992	11,468,906	11,765,789	12,611,152
Capital Outlay	8,513,691	11,434,858	8,415,406	16,016,081
Debt Service	19,978,568	9,075,473	9,630,949	9,904,195
Transfer Out	(3,390,787)	(2,250,404)	(2,233,528)	(1,924,675)
Estimated Unexpended		(2,259,649)		(1,946,240)
	$159,543,114	$156,350,920	$155,729,644	$177,171,364

2016 Budget Summary – All Funds

As noted in other sections of this document, the budget is a blueprint for City services and plans for fiscal year 2016.

The purpose of the budget is to communicate the financial plans of the City and its allocation of resources. This document expresses priorities, goals, plans and targets. The budget is an implementation plan to achieve the City's goals and objectives.

Two-Year Budget

Budgets are adopted for the General Fund, Special Revenue Funds, Enterprise Funds and Internal Service Funds. The City of Bloomington has a two-year budget cycle. The 2015 Budget and related property tax levies were approved by the City Council and certified to Hennepin County in December, 2014. The 2016 Budget and related levies were approved in concept by the City Council at that time. During 2015, the conceptual 2016 Budget was reviewed and refined, where necessary, before adoption by the City Council and certification to the County in December, 2015.

Adopted 2016 Budget

The 2016 Budget Summary schedule is shown on page 29. The budgeted revenues, including transfers in, for all funds total $170,401,751. Appropriations for all funds total $177,171,364. The $6,769,613 differential comes from existing fund balances or retained earnings used for planned capital expenditures and to bring balances in line with fund goals, as appropriate.

The General Fund is balanced, with revenues equaling expenditures. The expenditure budget includes a contingency of $1,709,789, 2.5 percent of the proposed budgeted expenditures as required by the City's Charter, that is available for emergencies or unanticipated costs or opportunities.

The Special Revenue Funds' revenue budget of $7,775,005 is $592,556 more than budgeted expenditures of $7,182,449. Most of this is due to levying $500,000 to start saving to cover pension obligations for volunteer firefighters in future years.

The Enterprise Funds' budgets with revenues of $48,356,063 and expenses of $51,127,117 result in a net decrease to fund balance of $2,771,114. Most of the decrease is due to capital spending in the Utility Funds, accrued for several prior years for improvements to the water, wastewater and storm water systems.

The $2,368,659 decrease in the Internal Service Funds results from revenues of $39,131,561, less than expenses of $41,500,220. As part of the City's downturn strategy internal service fund charges to departments were held flat for several years. Charges are slowly being returned to "normal" while using working capital above established goals for any operational increases. Most of these funds use a 10-year or 15-year model to manage fee increases and predict the health of each fund.

Revenues

Excluding Internal Service Funds and Capital Project Funds, the largest sources of revenue are described below. The largest five categories account for 87 percent of the revenue budget.

Property Taxes - The largest source of revenue is property taxes of $51,061,596 comprising 39 percent of total City revenues. Property taxes are levied for several different City purposes. The largest portion of property tax is used in the General Fund to support general taxpayer services such as public safety and infrastructure, community safety, planning, prevention and maintenance and quality of life programs. Property taxes are also levied to pay debt service and tax abatement and to support recreational facilities, the Fire Pension Fund and community strategic priorities initiatives supported by the City Council.

The City Council sets a total dollar levy. State law dictates the distribution over the tax base by property value. For 2016 this levy is allocated across the tax base according to market values set at the beginning of 2015 from sales data gathered from October 2013 to September 2014 and property classification rates. This process is set out in State Statute.

Utility Fees - Utility fees for water, sewer, storm water and solid waste account for $33,547,836 of the City's revenues or 26 percent. Fees are charged for purchase of water and sewer service, storm water management and the City-wide recycling and solid waste programs. Rates are determined by calculating the amount of funding needed to cover operations and future capital costs less any other operating revenue, grants or intergovernmental funds predicted to be received by each utility operation. Tier One water rates were increased by 7.0 percent for 2016 and Tier Two water rates were raised 13.0 percent for 2016. Utility funds are modeled out 15 year to keep rates in line with operating and capital needs.

This is the fourth year of state-mandated conservation fees in the Water and Wastewater funds which lower rates for low volume users and raise them for higher volume users. Most of the increase in water rates for 2016 is to fine tune the rates to match the cost of operation. This is still a work in progress, but the more data collected over time the better we can match revenues and expenditures. Changing to conservation rates shifted residential wastewater rates from a set rate to a volume rate based on winter usage with an established minimum. Wastewater rates increase by 9.5 percent in 2016 to cover an increase by the Metropolitan Council Environmental Services (MCES) which treats the City's wastewater and increased capital costs to replace worn out infrastructure.

Program Income – Program income for all budgeted funds is $7,628,347, or six percent of revenue. Program income includes funds received from fee-supported services such as green fees, pool admissions, sport team fees, and health examination fees. Fees are reviewed every year and usually increased to match the cost of service provision annually. The City Council reviewed justification for this increase which in most cases was to catch up to the cost of providing the service.

Lodging and Admission Taxes – These taxes account for $8,510,583 of City revenues, or six percent. Lodging taxes of seven percent are collected from the sale of hotel and motel lodging accommodations and related services of which three percent goes to the City General Fund, two percent to the Port Authority and two percent to the Bloomington Visitors and Convention Bureau. An admissions tax of three percent is collected on every entertainment event in the City including theater tickets and cover charges at entertainment venues.

Other Revenue/Transfers/Interest – This revenue of $13,171,827 includes cell tower rentals, donations, refunds, bond proceeds, interest and operating transfers from other funds and accounts for ten percent of revenue. A major contributor to this type of revenue is the City's Port Authority which collects liquor and lodging

fees in the area around the Mall of America and transfers in funding to reimburse the City for things such as infrastructure projects and police operations.

Permits and License Fees – Permits and license fees of $5,474,550 account for four percent of total revenues. Permits are required for most construction projects and major remodeling projects. Licenses are required for certain businesses such as taxi cabs and locations selling liquor or beer and for cats and dogs in the City.

Intergovernmental Revenue – Intergovernmental revenue of $6,036,136 includes state aid for Police and Fire retirement and grants for health and public safety programs.

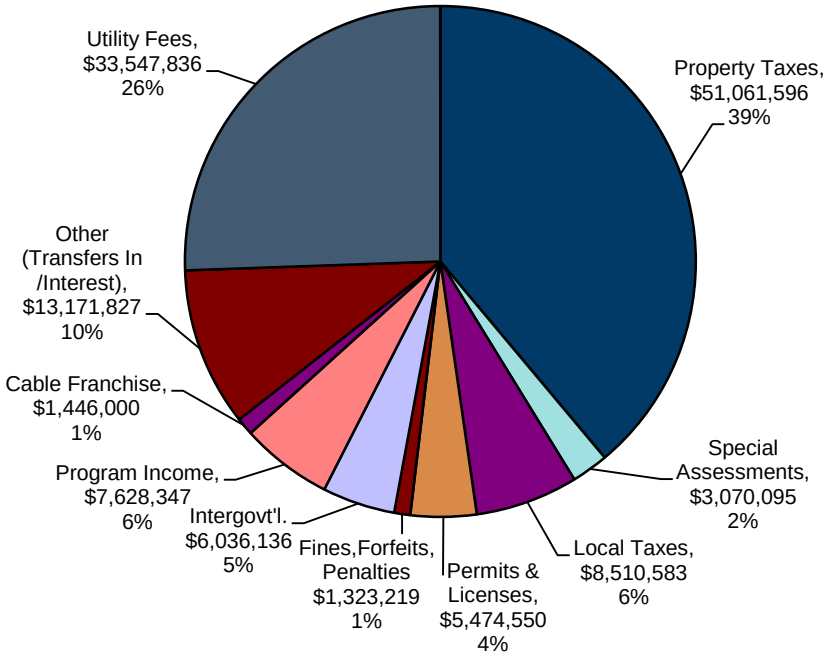
Special Assessments – These funds are collections from specific projects that require a payment from the affected taxpayer, such as street reconstruction, which is charged 25% to the homeowner on that street. This revenue is budgeted in 2016 at $3,070,095, two percent of total revenue.

Fines, Forfeitures, Penalties – These funds are the City's share of police patrol traffic citations and other funding coming from the court system. The 2016 budget for this revenue of $1,323,219 is one percent of total revenue.

Cable Franchise Fee – This funding is paid by the cable television franchise participants in the City of Bloomington based on gross receipts of Cable TV services (but no fee on internet service over same cable network). The budget of $1,446,000 is one percent of total revenue.

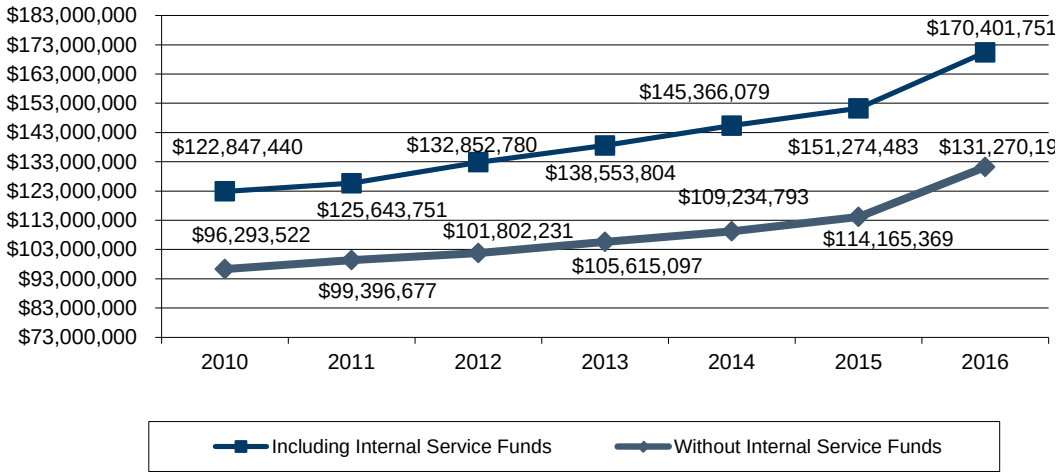
2016 Budgeted Revenues

All Budgeted Funds (Except Capital and Internal Service Funds)

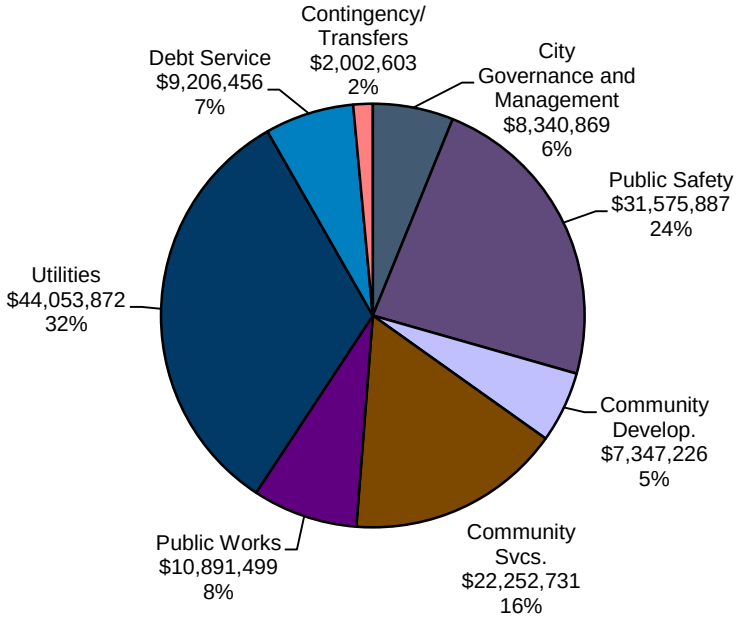


Total budgeted revenues for all funds equal $170,401,751. Excluding internal service funds and capital projects, total revenues equal $131,270,190 as shown in the chart by major source.

Total Budgeted Revenues

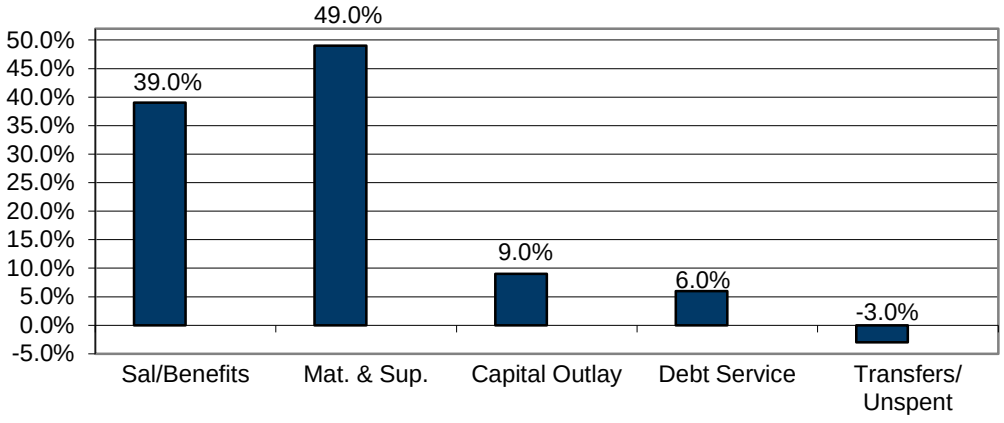


2016 Budgeted Appropriations



Total appropriations for all funds except capital projects equal $177,171,364. Not including Internal Service Funds, total appropriations equal $135,671,143. Major programs and funds, excluding Internal Service funds, are shown in the graph above.

All Funds – Appropriations by Categories



The City's expenditures are budgeted in five major spending categories: salaries and benefits, materials and supplies, capital, debt service and transfers. This chart shows the breakdown of expenditures by spending category for all funds. For the General Fund alone, Salaries and Benefits are 68 percent of the budget and Materials and Supplies are 41 percent of the budget before the Estimated Unspent amount is credited.

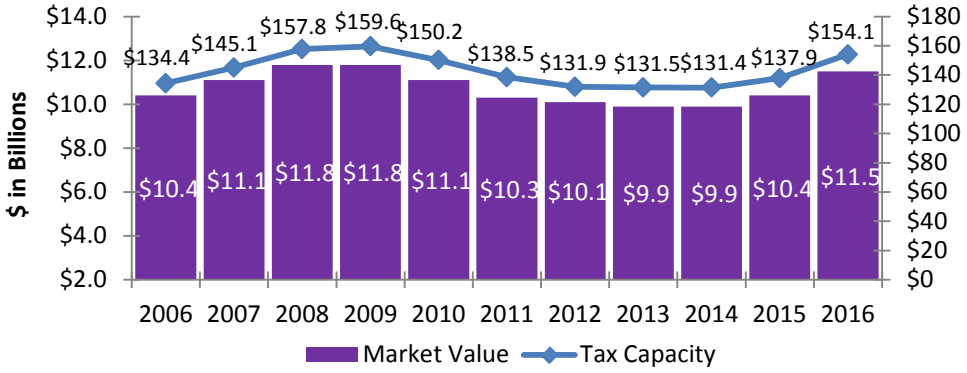
Tax Base

Market values used to calculate 2016 taxes increased by 10.0 percent from 2015. Market values are not used directly to calculate tax. Market values and state mandated classification rates are used only to distribute the dollar amount of levy requested.

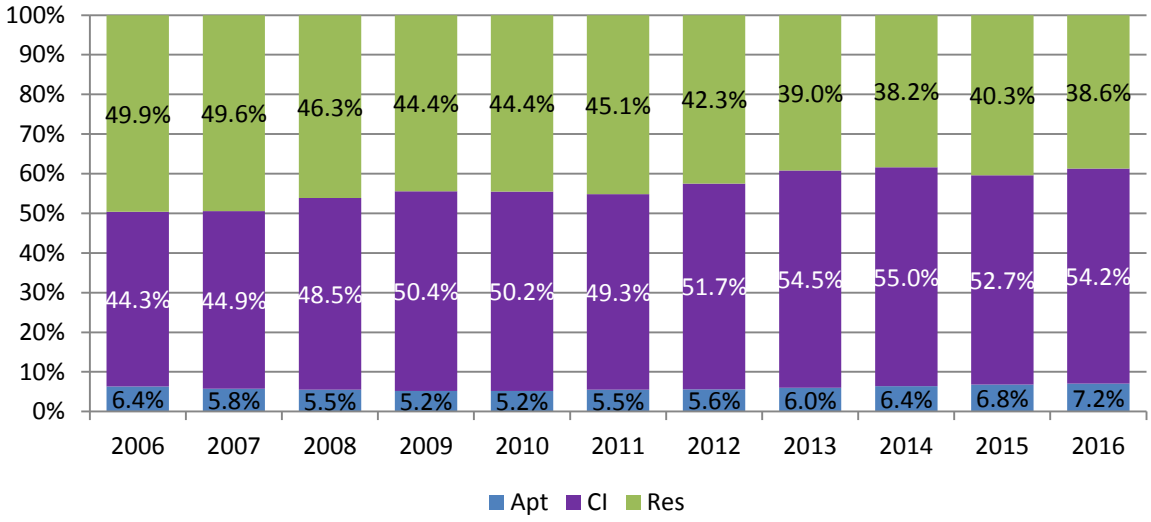
Tax capacity for the City increased by 11.9 percent from 2015 with residential tax capacity increasing by 7.7 percent and commercial and industrial tax capacity increasing by 14.7 percent.

The proportional share of tax burden borne by various property types is constantly changing based on relative changes in market value for each class of property.

Tax Capacity ($ in billions)



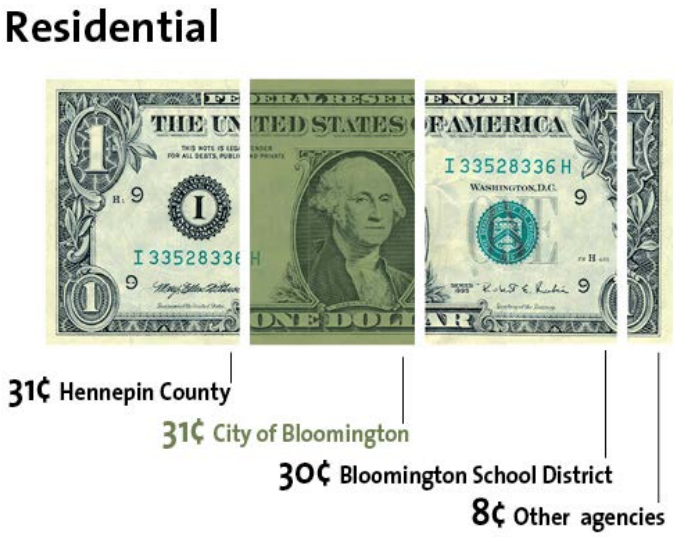
As a result of the 2001 property tax reform that became effective for 2002, a shift of tax base from commercial/industrial to residential property occurred as a result of changes in tax classification rates. The shift continued into 2006 with market value for residential property rising faster than commercial/industrial property. In 2007, the trend reversed and residential growth rates were lower than commercial growth. Total market value showed declines from 2009 to tax payable year 2014 dropping from $11.8 billion to $9.9 billion. For 2016 value increased to $11.5 billion. Market values are determined according to State statute. Property sales from October 2013 through September 2014 were used as the basis for valuation statements which were issued in early 2015 for property taxes paid in 2016. This process is set out in State statute.



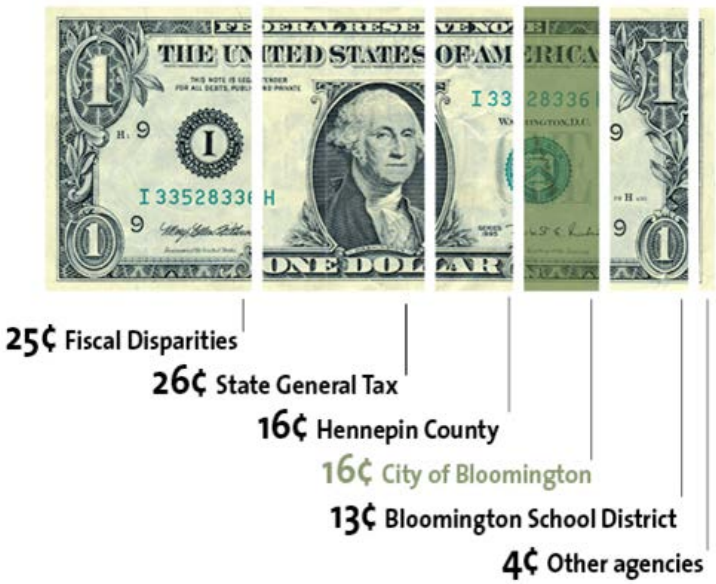
The City of Bloomington is fortunate to have a relatively large commercial and industrial (CI) tax base which illustrates its very competitive business climate. A healthy mixture of residential and commercial property helps to protect the local economy from shifts in tax base the way a well-diversified portfolio protects an investor from market fluctuations.

Taxes Payable 2016

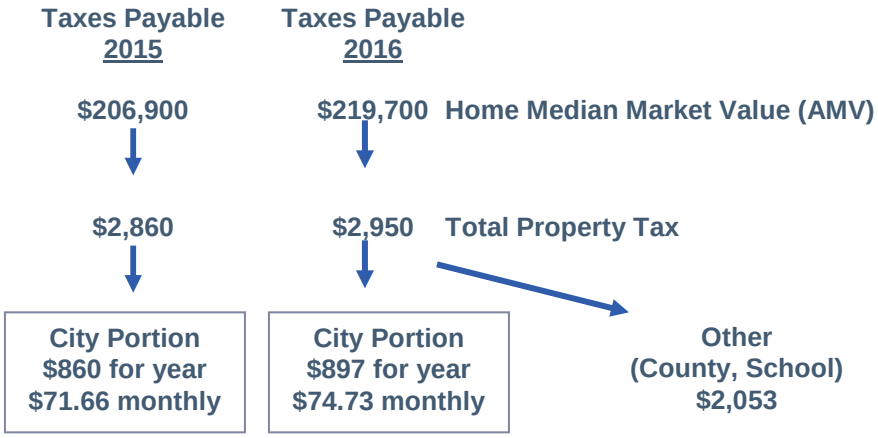
This graphic illustrates the total tax for a residential property as shared by the taxing jurisdictions. Only 31 percent of the total tax is levied for City activities.



This graphic illustrates the total tax for a commercial property. For every total tax dollar, 16 cents comes to the City.



City Services



The City's levy is allocated against the tax base along with the levies for the school district, county and other local governments. A median value home in Bloomington pays on an assessed market value determined in 2015 of $219,700. Homestead properties receive favorable tax treatment with a value exclusion applied before the tax levy is apportioned.

Total taxes of $2,950 are shared by local governmental agencies based on each taxing district's adopted levy.

The City's share of property taxes of $897 annually equals $74.73 per month on a median value home in Bloomington.

City Allocation of Property Tax Resources

The net tax cost by service expenditure amount was calculated by crediting related revenues against the appropriate expenditures and allocating the local taxes against the remaining balances. Net monthly property tax costs for budgeted years 2014, 2015 and 2016 are as follows:

City Service	2014	2015	2016
Police	$23.95	$24.67	$24.57
Public Works	14.02	15.38	14.65
Community Services	13.48	14.37	16.41
Debt and Capital	7.95	7.56	8.18
Fire	3.92	4.99	6.68
Strategic Priorities	0.00	0.60	0.91
Community Develop.	4.50	4.09	3.33
	$67.82	$71.66	$74.73

City Council Established General Fund Service Priorities

The City Council prioritized the tax supported programs of the City as shown below. The cost shown is the net property tax cost to the median value single family home.

Tier I services, the highest priority, include mostly public safety and City infrastructure programs. Tier II includes mostly community safety, planning, prevention and maintenance programs. Tier III is generally made up of quality of life programs.

Tier I Public Safety and Infrastructure		Tier II Community safety, planning, prevention and maintenance		Tier III Quality of life	
Police Patrol (including EMS)	$19.11	Engineering	$ 2.45	General Recreation	$ 3.54
Street Maintenance	8.86	Environmental Health	1.54	Public Health	1.06
Police Investigation	4.50	Community Planning	1.78	Aquatics	1.51
Capital/Debt	8.19	Emergency Preparedness	0.12	Cultural & Special Events	0.77
Fire Suppression	4.59	Crime Prevention	0.93	Center for Arts	0.96
PMP	.00	Parks Maintenance	5.66	Strategic Priorities	0.91
Bomb Squad	0.06				
Building and Inspections	0.00	Street and Traffic Lights	3.32		
		Human Services	2.90		
Fire Pension	0.85	Fire Marshall/Fire Prevention	1.12		
Total	**$46.16**		**$ 19.82**		**$8.75**

City Service and Community Investment and Renewal Costs

Taxes are allocated to taxpayers based on property value. However, the cost of most City services is often independent of the value of the property receiving the service.

- Police and Fire send the same emergency response and provide the same prevention service regardless of whether the property is a one-story ranch style or a three-story walkout.
- Public Works provides the same level of snow removal, street maintenance and street repair to a home valued at $200,000 on an 80-foot lot as to a home valued at $500,000 on an 80-foot lot.
- Parks Maintenance and Parks and Recreation programming are a function of the people who use the services, not the value of the property on which these people live.

Another factor related to City cost is community renewal and infrastructure replacement. Bloomington is an older community and older communities have larger renewal and infrastructure replacement costs than their faster growing suburban neighbors.

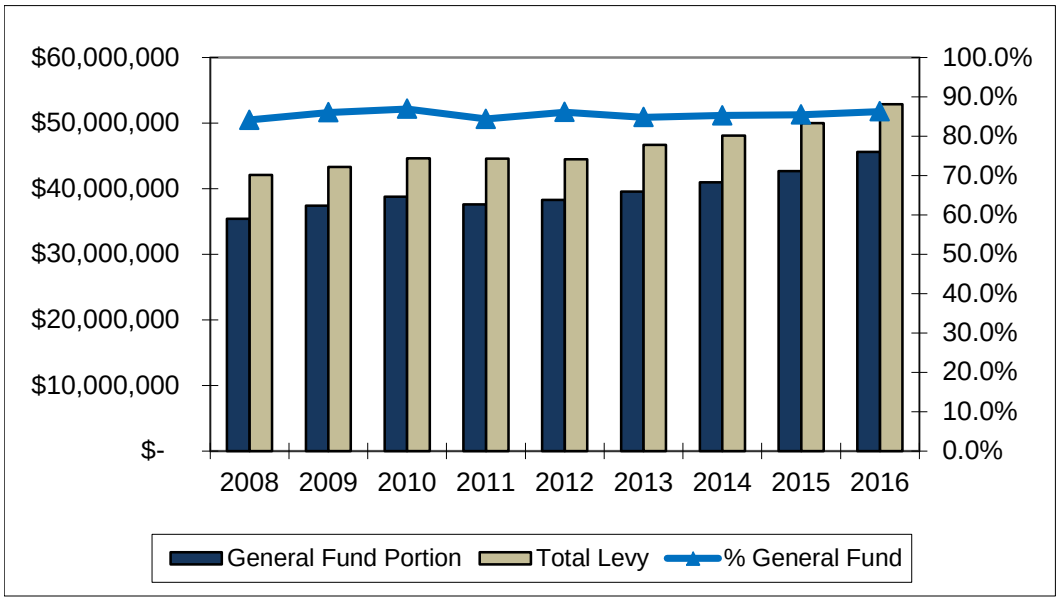
Levy Components

The dollars levied in 2016 by fund as compared to the 2015 levy are illustrated in the following table:

Fund	2015	2016	Current % Increase (Decrease) Over 2015
General	$42,681,276	$45,566,707	6.76%
Debt Service	4,041,425	3,983,999	(1.42)
Tax Abatement	555,449	813,535	46.46
Recreation Facilities	1,371,955	1,445,874	5.39
Fire Pension	0	500,000	--
Strategic Priorities	363,536	535,037	47.18
Pavement Management	958,134	0	--
Total	$49,971,775	$52,845,152	5.75%

The City's general fund levy increased from 2015 to 2016 by 6.76 percent or $2,885,431. The 2016 General Fund budget includes a 5.51 percent increase in spending from 2015.

General Fund Portion of Levy



The average increase in the gross levy over the past fifteen years is 4.01 percent; the past ten years is 3.33 percent; and the past five years is 3.49 percent.

Changes in Fund Balance

Fund balance is defined as the difference between a fund's assets and liabilities. Adequate fund balance is necessary to have funds for emergency or unexpected events, to enhance the City's financial position and bond ratings, to provide cash for operations prior to receipt of tax revenues and to maximize investment earnings.

Fund Name	Est. YE 2015 Fund Balance	2016 Revenues	2016 Expenditures	Ending Balance	% Change in Fund Balance	$ Change in Fund Balance	Reason for Greater than 10 Percent Variance
Public Health Special Revenue	$ 119,184	$1,122,335	$1,129,301	$ 112,218	5.8 %	$ 6,966	
Police Special Revenue	1,592,185	2,565,929	1,708,720	2,254,894	41.6 %	662,709	Includes $500,000 levy to support fire pension obligations.
Communications	560,694	1,687,135	1,896,100	351,729	(37.3)%	208,965	Purchase of high definition equipment.
South Loop Development	404,305	401,900	180,000	626,205	54.9 %	221,900	Fee revenue increased due to development.
Water/ Wastewater	56,579,006	28,997,246	30,988,609	54,587,643	(3.5) %	1,991,363	
Storm Water	33,563,993	5,568,464	6,488,061	32,644,396	(2.7) %	(919,597)	
Solid Waste	776,752	7,119,667	6,577,197	1,319,222	(69.8) %	542,470	Loan/ revenue for implementation of organized waste coll.
Recreational Facilities	10,826,927	5,340,654	5,632,325	10,535,256	(2.7) %	(291,671)	
Police Contractual	0	600,000	600,000	0	0 %	0	
Motor Vehicle	412,106	730,030	840,919	301,217	(26.9) %	(110,889)	Repay General Fund for prior years' tax support
Information Systems	4,112,264	4,804,256	4,985,057			(180,801)	
Equipment	13,864,279	7,882,352	8,701,018	13,045,613	(5.9) %	(818,666)	
Support Services	189,652	478,671	508,208	160,115	(15.6) %	(29,537)	Decrease in revenues from print shop jobs.
Public Safety Radio	1,748,610	663,639	1,166,446	1,245,803	(28.8) %	(502,807)	Large capital purchase of radios and equipment
Self-Insurance	1,276,650	2,246,655	2,321,344	1,201,961	5.8 %	74,689	
Insured Benefits	2,681,688	9,661,889	9,984,413	2,359,164	(12.0) %	(322,524)	Planned draw down of fund balance for rate hike.
Accrued Benefits	(1,017,616)	1,411,800	1,815,284	(1,421,100)	(39.6) %	(403,484)	Reduced dept. charges to help General Fund.
Facilities & Parks	43,549,422	11,982,299	12,018,430	43,513,291	0.1 %	(36,131)	
General Fund	26,443,816	68,155,122	68,155,122	26,443,816	0 %	0	
Park Grants	460,337	64,000	100,000	425,337	(7.6) %	35,000	
Fire Grants	0	1,389,246	1,389,246	0	0.0%	0	
Placemaking	0	400,000	400,000	0	0.0 %	0	
Cemetery	806,501	143,460	454,582	495,379	(38.6)%	(311,122)	Capital purchase of columbarium, road construction.

Working Capital Balances

Fund Name	Basis	Justification	Formula (if any)	Current Recommended Balance	Estimated 12/31/15 Working Capital	Estimated 12/31/16 Working Capital
General Fund	35-40% of General Fund expenditures or revenues for the following year.	Cash flow – 1st half of property taxes are not received until June.	$63,990,682 x 37%	$25,217,395	$26,443,816	$26,443,816
Public Health Funds State Incentive Grant	Operates on a reimbursement basis – funds must be expended to receive grant revenue. At year-end current assets equal current liabilities. No working capital.	Generally Accepted Accounting Principles		$0	$117,959	$112,218
Police Special Revenue Funds	DWI Forfeiture –	Emergency Expenditures		$77,000	$214,377	$205,849
	Enhanced 911 –	Emerg. repairs,		$100,000	$12,149	$5,579
	Drug Forfeiture – Lump Sum	Emergency Repairs		$20,000	$212,416	$300,216
	Police Grants	Repair, replace		$0	$0	$0
	Police Pension Residual Asset Fund	Per 20-year plan		$150,834	$252,424	$150,834
	Fire Pension	Next year obligation		$1,500,000	$900,819	$1,862,416
				$1,847,834	$1,592,195	$2,524,894
Communications	Possible change in regulated services source of funds; a reserve kept to allow budget amendment if necessary.	Cash flow – Franchise fee is distributed quarterly and is subject to significant fluctuations. To avoid borrowing, a substantial balance is needed	3 month cash flow	$362,000	$566,176	$351,729
	Lump Sum	Capital replacement		$320,519		
				$682,519		
South Loop	Permit surcharges are collected to fund studies that take place prior to project approval. No working capital	Generally Accepted Accounting Principles		$0	$404,305	$626,205

Fund Name	Basis	Justification	Formula (if any)	Current Recommended Balance	Estimated 12/31/15 Working Capital	Estimated 12/31/16 Working Capital
Park Grants	Track grants for regional park maintenance from State of Minnesota via Met Council	GAAP	Lump Sum	$200,000	$293,496	$425,337
Water Utility	Two months of customer revenue Lump Sum Tower rehab Long-term capital needs: Lump Sum	Cash flow Emergency repairs Reinvestment for Asset Management	$11,886,000 x 2/12	$1,981,000 + $500,000 + 0 + $3,000,000 $5,481,000	$2,914,547	$3,516,750
Wastewater Utility	Two months of customer revenue Lump Sum Long-term capital needs: Lump Sum	Cash flow Emergency repairs Reinvestment for Asset Management	$11,058,000 x 2/12	$1,843,000 $500,000 + $4,507,056 $6,850,056	$3,989,445	$1,232,072
Storm Water Utility	Two months of customer revenue Lump Sum Lump Sum Lump Sum Lump Sum	Cash flow-maintain Emergency repairs Long-term capital needs: PMP & Maintenance projects Storm water system upgrades NPDES requirements	$5,466,000 x 2/12	$911,000 $1,000,000 + $2,255,000 + $1,190,000 0 $5,356,000	$5,337,236	$4,633,703
Solid Waste Management	60% of the Neighborhood Clean-up Program cost	City is concerned that funding from Hennepin County may be substantially reduced or eliminated.	$950,000 x 60%	$570,000		

Fund Name	Basis	Justification	Formula (if any)	Current Recommended Balance	Estimated 12/31/15 Working Capital	Estimated 12/31/16 Working Capital
Solid Waste Management (continued)	Reserve for tree disposal, storm clean-up and hazardous waste			$625,000		
	Tree Replacement	$800 Per Tree + take down	$0	$271,371		
	40% remaining budgeted operating expenses	Reserve for cash flow to draw from rather than raise rates if funding is cut.	$560,000 x 40%	$224,000		
				$1,690,371	$781,409	$1,317,418
Motor Vehicle	4/12 of budgeted operating expenses	Operating expenses	$840,000 x 4/12	$280,000 +		
	Lump sum	Emergency purchase		$20,000		
				$300,000	$385,343	$301,217
Information Systems	1 month operating expenses	Cash Flow		$293,000 +		
	Lump Sum	Equipment replacement (major components		$627,014		
				$920,014	$2,315,872	$1,359,892
Support Services	1 Month's budgeted operating revenues	Cash flow	$578,400 ÷ 12	$48,200 +		
	Lump Sum	Print Shop /Mailroom Equipment Replacement		$116,268		
				$164,468	$197,926	$178,788
Equipment	Operations & Maintenance One month of charges	Cash flow for operations and inventory replacement	$5,052,000 / 12	$371,000 +	$692,825	$637,301
	Lump Sum	Fuel contingency		200,000 +		
	Replacement – Two years of charges	Flexibility to reduce charges in economic downturn		$1,508,000 +	$1,845,993	$1,505,973
	Fire Equipment Replacement – 2 years of charges to Fire Dept. for replacement	Build funds for replacement	$450,000 x 2	$900,000 +	$918,380	$497,429
	Small Fire Equipment	Build funds for replacement		$651,077	$102,862	$93,939
	Small Police Equipment	Build funds for replacement		$47,046	$42,202	$48,954
				$3,677,123	$3,602,262	$2,783,597

Fund Name	Basis	Justification	Formula (if any)	Current Recommended Balance	Estimated 12/31/15 Working Capital	Estimated 12/31/16 Working Capital
Radio Fund	One month's budgeted operating revenue Lump sum Lump Sum	Cash flow – multi-year modeling need purchase additional MDT's/Radios Fiber Optic Network	$468,000 ÷ 12	$39,000 + $700,000 + $61,817 $800,817	$908,857	$387,551
Facility Replacement & Maintenance	Administration & Maintenance 1 months' budgeted operating expenditures Replacement	Cash flow – multi-year modeling need Minimize future debt of facility replacement cash flow	$3,758,000 ÷ 12	$313,000 + $7,126,866 $7,439,866	$681,398 $4,876,701 $5,558,099	$461,622 $5,060,346 $5,521,968
Insured Benefits Fund	One Month's Premiums Reserve for Premium Increases	Operating Expenses – multi-year modeling need	$8,117,000 ÷ 12	$676,000 $1,656,000 $2,332,000	$3,166,832	$2,844,309
Recreational Facilities Funds	Aquatics facilities (2) Ice Garden – Lump sum 2 Months Operating Expenses Art Center – 12 months of selected budgeted operating expenses Lump Sum Golf courses (2) – Lump Sum Capital	Operations Capital Improvements Cash Flow Cash Flow Furniture, fixtures, equipment Cash flow Emergency repairs		$741,780 + $245,000 $220,425 $324,700 + $50,000 + $424,000 + $480,000 + $54,000 $2,539,905	$589,522 $460,081 $104,363 $(532) $1,153,434	$346,867 $510,734 $3,351 $811 $861,763
Self-Insurance Fund	Amount cited in Actuarial Report as minimum to cover losses	Guard against significant impact of large claims		$2,264,000	$905,256	$827,466
Accrued Compensation Fund	Enough assets to offset liability	Generally Accepted Accounting Principles		$0	($1,329,682)	($1,772,499)

General Fund Five-Year Budget Projection

The City utilizes a five-year budget model for its General Fund to assist in long-term strategic planning and to detect any future structural funding and property tax levy problems as early as possible. This model is also used to provide financial context for significant policy decisions such as the impact of major increases in pavement management and the effect an increase in bonding will have on the levy. This section looks at these projections and the assumptions made in developing these projections.

Revenues

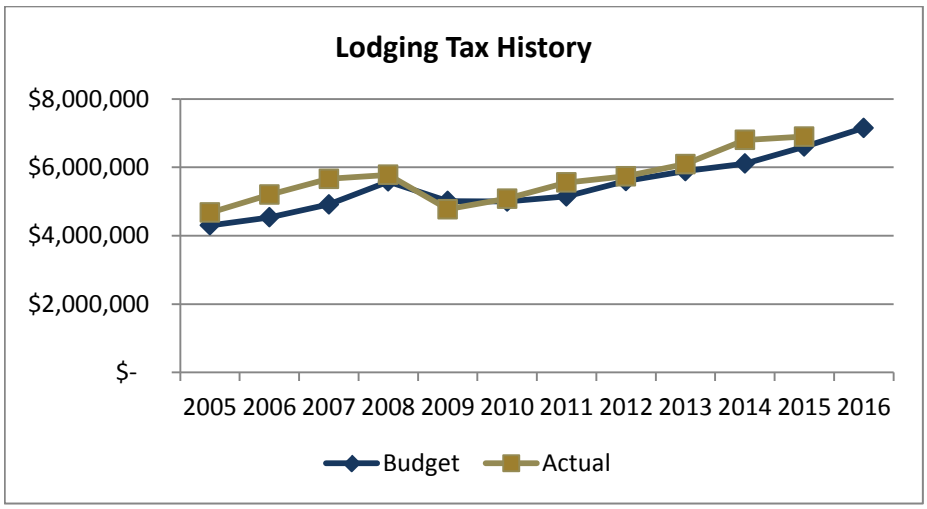
In 2016, revenues are budgeted to increase from the 2015 budget by 6.51 percent. In the five-year model shown on the fourth page of this section, revenues are projected to increase each year from 2017 to 2021 at rates ranging from 4.11 percent to 6.43 percent with an average increase of 4.62 percent.

Market Value Tax Base Growth - Projected market value tax base growth is used as a guide in keeping property tax increases to a reasonable level. Market values increased by an average of 3.3 percent over the past 15 years (since 2001) including declines in payable years 2010 through 2014 in tax base of 5.7, 7.2, 1.8, 2.1 and 0.7 percent respectively.

Property tax revenues are the primary source to fund a number of activities in the City including Public Safety, Public Works and Community Services. An annual property tax levy increase is modeled in the succeeding five years to cover reasonable downturn scenarios. This increase will likely be reduced as future budgets are refined through appropriation reductions or revenue increases.

Admission taxes of 3 percent are collected from businesses for amusement parks, movie and nightclub admissions. The budget model shows these revenues increase by 2.0 percent in 2016 and 2017 through 2021.

Lodging taxes are extremely sensitive to market downturns as shown in the chart below. The collection in 2013 surpassed the collection in 2008, prior to the economic downturn. 2013 was the first year of operation for the Radisson Blu hotel. Revenues have also increased for 35 of the other 37 hotels in the City. An 8.3 percent growth rate is expected for 2016 with two more hotels coming on line with 2 percent growth carried out to the later years of the model.



Business licenses and permits are fairly consistent in quantity each year. Fees for each license type are generally increased to reflect inflation. Permit and license fees increased by 4.9% from the 2015 budget. Even though fees are increased, the following categories have underperformed in revenue collection: animal licenses, food vendors, multiple and single family rentals. Business license revenue is modeled to increase by 2.0% in 2017 through 2021.

Non-business licenses and permits include building permits, which can fluctuate significantly depending on the reinvestments made by property owners to upgrade existing properties and invest in significant new projects. Some delay occurs between when permits are paid for in one year and the inspection activity for that permit which can occur in the succeeding year or a few years later for larger projects. Permit fee revenue is budgeted in 2016 to increase by 7.0% from the 2015 budget based on the strength of the building market. Permit revenue is budgeted to increase by 2.3% through 2021.

Court fines and forfeits are generated from traffic and other violations of the law. A 1.75 percent decrease from the 2015 budget is budgeted for 2016. Revenue for this category is budgeted to increase by 2.5 percent per year through 2021 which represents the historical growth rate for this revenue category.

Program income is generated by various programs throughout the City. The volume of activity may fluctuate depending on the weather (for seasonal operations) and the cost of services. The budget for 2016 shows a 9.8 percent decrease from the 2015 budget. Program revenue is expected to remain flat through 2021.

Intergovernmental revenues increase 3.8 percent in the 2016 budget from the 2015 budget. However, this is a 19.0 percent increase from the actual amount received in 2015 due mostly to increased funding for police and public health grants. Funding for 2017 through 2021 is flat because of the uncertainty of this funding source.

Interest is scheduled to increase by 2.5 percent from the 2015 budget. Interest earnings are expected to return to a growth rate of 2.5 percent starting in 2016 based on projections of interest rates and cash balances with a policy change to require more fund balance.

Appropriations

Appropriation needs are developed by the responsible program manager after certain fixed costs such as salaries, benefits and internal charges are forecast. On average, salaries and benefits make up approximately 70 percent of General Fund service costs.

Overall, appropriations in the model are projected to increase annually at a rate of 4.62 percent.

Salaries are projected, as well as most other expenses, to increase by an estimated cost of living plus incentives for merit and step increases. For 2010, 2011, 2012, 2013, 2014 and 2015, wage increases of 0.0, 2.0, 1.0, 2.5, 2.0 and 2.5 percent were given. In 2016 a 2.5 percent increase was budgeted. The later years of the model include wage increases for modeling purposes only.

Health and dental costs were kept flat for 2012 through 2014. A new carrier was contracted with rates held constant for those three years. A rate increase for 2015 was set at a maximum of 15 percent. The rate increase for 2016 is also 15 percent. Plan changes were implemented to decrease the effect of this rate increase. The City created the Insured Benefits Internal Service Fund in 2002 to help smooth out the variability of health and other benefit insurance costs. The long-term plan is for this Internal Service fund to help level out the effect of steep rate increases, especially to the General Fund. Departmental charges were set to build a reserve for the anticipated premiums increases in 2015 and beyond. That reserve was tapped in 2015 to cover part of the 15 percent premium increase and will be used again in 2016.

Downturn Strategy Recovery – Part of the City's strategy for dealing with the loss of revenue during economic downturns is to reduce expenditures to the Internal Service Funds. One example is the Fire Department Equipment Fund. Appropriations for fire equipment replacement were reduced in 2010 after reprioritizing the fire capital replacement schedule to assist in offsetting fire pension contribution increases. Funding to the Fire Department Equipment Fund was increased by $100,000 every year, starting in 2011, to reach the original amount of $550,000. In 2015 Fire Equipment replacement costs were again decreased to help the General Fund, the source of funding for this equipment, to remain at a reasonable and prudent increase. Another strategy implemented in prior years was to keep open positions vacant longer than normal.

Contingency - A contingency of at least 2.5 percent of the current year's budgeted expenditures, as required by the City's Charter, is included in the model. An estimated unspent estimate is included to offset the budget by an amount historically under spent in the general fund as a whole.

Structural Balance

The General Fund long-term model is a reflection of conservative estimates of revenue and expenditures (keeping non-property taxes slightly less than spending and expenditures at assumed inflation levels) and shows a balanced budget for all years. Each year the model is adapted to include changes in inflation, community growth, program choices and levels of service. The subsequent modeling provides a financial context to understand funding requirements to maintain quality services. In reality, the out-years will be tempered with possible levy limits, program choices and policy influenced levels of service.

During the past 21 years that this model has been used, budget gaps identified have always been closed at least a year or two before budget adoption through the employment of cost reduction and/or revenue enhancement methods.

This General Fund model is part of a larger model the City developed in 1998 to deal with cyclical downturns. As explained in several sections of this document, there are a number of alternatives for increasing revenues or decreasing expenditures that the City will continue to consider. The City has demonstrated successfully how to apply these to work through downturns and to phase out their usage in the upturn restoring fund balances where appropriate. One of the main principles used is conservative budget management to keep expenditure increases in line with inflation plus community growth.

General Fund Model

REVENUES	2016	2017	2018	2019	2020	2021
Property Tax	$45,566,707	$48,567,827	$51,530,175	$54,504,098	$57,591,925	$60,544,815
Less Delinq. & Abatements	(634,984)	(647,684)	(660,638)	(673,850)	(687,327)	(701,074)
Delinquent Collections	200,000	200,000	200,000	200,000	200,000	200,001
Admissions Tax	1,360,583	1,387,795	1,415,551	1,443,862	1,472,739	1,502,194
Hotel-Motel Tax	7,150,000	7,293,000	7,438,860	7,587,637	7,739,390	7,894,178
Business Lic. & Permits	1,926,550	1,965,081	2,004,383	2,044,470	2,085,360	2,127,067
Non-Bus. Lic. & Permits	2,882,000	2,948,286	3,016,097	3,085,467	3,156,433	3,229,030
Court Fines	1,158,219	1,187,174	1,216,854	1,247,275	1,278,457	1,310,418
Program Income	2,165,458	2,165,458	2,165,458	2,165,458	2,165,458	2,165,458
Intergovernmental Rev.	2,313,816	2,313,816	2,313,816	2,313,816	2,313,816	2,313,816
Interest Earnings	78,797	80,767	82,786	84,856	86,977	89,151
Transf. from Other Funds	1,210,000	880,000	580,000	280,000	0	0
Police Pension	73,000	38,000	28,000	24,256	0	0
South Loop Revenue	1,870,630	1,917,396	1,965,331	2,014,464	2,064,825	2,116,446
All Other	834,346	863,548	893,772	925,054	957,431	990,941
Total Revenues	$68,155,122	$71,160,463	$74,190,444	$77,246,862	$80,425,483	$83,782,442

APPROPRIATIONS	2016	2017	2018	2019	2020	2021
City Council/Com.	$569,503	$593,308	$617,812	$642,524	$668,225	$694,954
City Manager	622,222	648,231			730,083	759,286
Legal	1,391,135	1,449,284	1,509,140	1,569,505	1,632,286	1,697,577
Human Resources	657,548	685,034	713,325	741,858	771,533	802,394
Finance	1,072,845	1,117,690	1,163,851	1,210,405	1,258,821	1,309,174
Police	24,212,064	25,224,128	26,265,885	27,316,520	28,409,181	29,545,548
Fire	4,539,596	4,729,351	4,924,673	5,121,660	5,326,527	5,539,588
Community Develop.	6,960,471	7,251,419	7,550,902	7,852,938	8,167,056	8,493,738
Community Services	13,880,368	14,460,567	15,057,789	15,660,100	16,286,504	16,937,965
Public Works	11,202,517	11,670,782	12,152,786	12,638,897	13,144,453	13,670,231
Technical Service Group	2,933,303	3,055,915	3,182,124	3,309,409	3,441,786	3,579,457
Offset for Est. Unspent	(1,946,240)	(1,907,389)	(1,878,178)	(1,848,105)	(1,816,863)	(1,784,468)
Contingency	1,709,789	1,782,143	1,855,332	1,929,146	2,005,891	2,086,998
Transfers to Other Funds	350,000	400,000	400,000	400,000	400,000	450,000
Total Expenditures	$68,155,122	$71,160,463	$74,190,444	$77,246,862	$80,425,483	$83,782,442

Note: Years 2017-2021 are estimates.

Operating Fund Crosswalk

This matrix shows the relationship between functional units and funds. For example, the Police Department has some authorized appropriations in the General Fund, in the Police Contractual Enterprise Fund and in several Special Revenue Funds.

	Administration of Fund							
Operating Fund	**Police**	**Fire**	**Public Works**	**Community Development**	**Community Services**	**Parks & Recreation**	**Finance**	**General Government**
General Fund	X	X	X	X	X	X	X	X
Enterprise Funds								
Water			X					
Wastewater			X					
Storm Water			X					
Solid Waste			X					
Golf Course						X		
Ice Garden						X		
Art Center						X		
Aquatics						X		
Police Contractual	X							
Motor Vehicle								X
Special Revenue Funds								
Other Health Grants					X			
Drug Forfeiture	X							
Enhanced 911	X							
DUI Forfeiture	X							
Other Police Grants	X							X
Pension Residual	X	X						
Fire Grants		X						
South Loop Revolving Development				X				
Communications					X			
Parks Grants					X			
Cemetery								X
Placemaking				X				

Staffing

	2011 Authorized Full-Time	2012 Authorized Full-Time	2013 Authorized Full-Time	2014 Authorized Full-Time	2015 Authorized Full-Time	2016 Authorized Full-Time
City Manager	3	3	3	3	3	4
Community Development	54	54	54	56	51*	51
Community Services	44	44	44	44	44	44
Finance	22	22	22	22	22	23
Fire Protection	3	3	4	4	9*	9
General Government/ City Council	1	1	1	1	1	1
Human Resources	6	6	6	6	6	6
Legal	12	12	12	12	12	12
Police	148	148	150	150	150	155
Public Works	93	66**	63	63	63	64
Technical Services Group	20	20	20	20	20	20
GENERAL FUND TOTAL	**406**	**379**	**379**	**381**	**381**	**389**
Communications	8	8	8	8	8	9
Public Health	8	10	9	8	8	6
South Loop Revolving Development Svcs.	5	5	5	5	5	5
Special Revenue	**21**	**23**	**22**	**21**	**21**	**20**
Motor Vehicle	5	5	5	5	6	6
Rec Facilities Fund	16	16	17	18	18	18
Solid Waste Mgt.	1	1	1	1	1	1
Storm Water Utility	11	11	12	12	12	12
Water & Wastewater Utilities	54	54	54	54	54	54
Enterprise	**87**	**87**	**89**	**90**	**91**	**91**
Equipment Pool	15	15	15	15	15	15
Facilities and ParksMaintenance	10	37**	39	39	39	39
Information Systems	13	13	13	13	13	13
Radio Operations	1	1	1	1	1	1
Support Services	3	3	3	3	3	3
Internal Service	**42**	**69**	**71**	**71**	**71**	**71**
TOTAL OTHER FUNDS	**150**	**179**	**183**	**183**	**183**	**182**
Housing and Redevelopment	10	10	10	10	10	10
Port Authority	3	3	3	3	3	3
TOTAL ALL	**569**	**571**	**574**	**576**	**577**	**584**

**Fire Inspections moved from Community Development to Fire which accounts for the change in FTE.*
***Public Works moved from the General Fund to Facilities in the Enterprise Fund.*

General Fund – Fund 1001

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TOTAL GENERAL FUND
BUDGET SUMMARY

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Property Taxes	$ 40,701,077	$ 42,258,742	$ 42,258,742	$ 42,515,803	$ 45,131,723
Lodging/Admission Taxes	8,194,438	7,936,905	7,936,905	7,761,531	8,510,583
Licenses/Permits	5,864,807	4,589,800	4,589,800	5,989,432	4,808,550
Fines/Forfeitures	1,061,974	1,178,750	1,178,750	884,154	1,158,219
Intergovernmental	2,320,676	2,197,967	2,227,367	2,155,202	2,313,816
Program Income	2,217,576	2,301,131	2,404,211	1,990,153	2,165,458
Interest	174,361	76,875	76,875	115,273	78,797
Transfers In	2,869,273	2,554,897	2,554,897	2,595,987	3,153,630
Other	1,195,337	848,615	888,186	869,904	834,346
TOTAL REVENUES	64,599,519	63,943,682	64,115,733	64,877,440	68,155,122
Expenditures					
Staffing					
Salaries and Wages	32,031,585	33,456,132	33,615,144	31,082,419	35,151,906
Benefits	11,834,531	12,259,196	12,259,196	11,730,063	12,382,292
Operating Expenditures					
Professional and Technical Services	1,624,485	1,386,331	1,634,074	1,112,108	1,469,657
Utilities and Maintenance	2,683,721	3,063,896	3,335,324	2,931,355	3,443,836
Operations	1,067,315	1,155,816	1,236,905	1,107,496	1,370,061
City Support Services	16,064,889	17,614,568	17,618,968	17,493,809	19,253,684
Materials and Supplies	2,468,305	2,737,972	3,250,108	3,094,928	2,855,237
Capital Outlay					
Equipment	154,166	79,000	109,189	85,522	112,000
Transfers Out & Contingency	494,940	1,980,862	2,505,862	842,808	2,059,789
TOTAL EXPENDITURES	68,423,937	73,733,773	75,564,770	69,480,508	78,098,462
Less Expenses Charged to Others	(7,552,424)	(7,503,205)	(7,503,205)	(5,960,080)	(7,997,100)
Less Budgeted Estimated Unspent	-	(2,259,649)	(2,259,649)	-	(1,946,240)
NET TOTAL EXPENDITURES	60,871,513	63,970,919	65,801,916	63,520,428	68,155,122
FUND BALANCE SOURCES (USES)	3,728,006	(27,237)	(1,686,183)	1,357,012	-
Fund Balance Beginning of Year	20,915,301	24,643,307	24,643,307	24,643,307	26,000,319
Fund Balance at Year-End	$ 24,643,307	$ 24,616,070	$ 22,957,124	$ 26,000,319	$ 26,000,319
Fund Balance goal	$ 20,479,512	$ 21,340,638	$ 21,340,638	$ 21,340,638	$ 21,256,872

Public Safety - Police

Divisions

Police Administration

Police Operations

Police Support Division

87 percent of residents say they feel safe in Bloomington.

95 percent of residents surveyed said they feel safe in their neighborhood.

The Police Department employs 155 people, of which 123 are sworn officers. The Police Department provides safety within our community, prevents crime through an easily recognizable presence, enforces state and local laws fairly and aggressively and provides educational programs. Patrol provides 24-hour-a-day service to the community by responding to crimes, traffic accidents, medical emergencies, fires, public safety hazards, domestic disputes and other community needs. Approximately 156,900 emergency and non-emergency phone calls are logged into the dispatch center a year. Of these, approximately 47,7100 emergency (911) calls each year come in to the Communications Unit (Dispatching). Not all these calls result in a request for police services. Other units include the Mall Unit, Bomb Squad, Hostage Negotiators, Traffic Unit, Community Policing, K-9 Unit, Emergency Management, Police Reserves and Animal Control. The specialty units use already authorized staff as needed. This department oversees the Police Special Revenue, Contractual Police and Public Radio funds which are proprietary funds. The Mall Unit is paid for through liquor and lodging tax dedicated to South Loop expenses.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$18,003,064	$19,049,091	5.8%
Materials/Supplies/Services	5,201,325	5,454,549	4.9%
Capital	0	0	0.0
Expenses Charged to Others	(284,466)	(291,577)	(2.0)
	$22,919,923	**$24,212,063**	**2.5%**

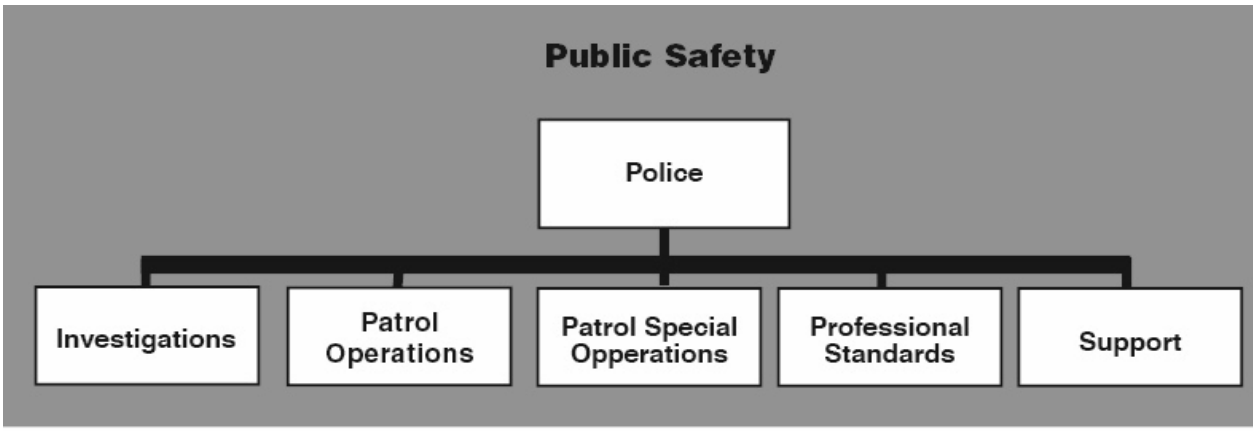
Authorized Full-Time

	FY2014	FY2015	FY2016
Police	**150**	**150**	**155**

POLICE
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 330,221	$ 381,800	$ 386,580	$ 305,869	$ 321,800
Intergovernmental	149,796	80,000	107,000	51,595	80,000
TOTAL REVENUES	480,017	461,800	493,580	357,464	401,800
Expenditures					
Staffing					
Salaries and Wages	12,836,650	13,082,580	13,199,580	12,817,522	13,980,148
Benefits	4,785,009	4,920,484	4,920,484	4,940,078	5,068,943
Operating Expenditures					
Professional and Technical Services	94,174	109,653	109,653	71,620	109,653
Utilities and Maintenance	315,664	358,501	415,507	319,485	350,396
Operations	212,978	242,250	242,450	232,452	239,146
City Support Services	3,683,507	4,048,342	4,048,342	4,026,739	4,294,207
Materials and Supplies	485,609	442,579	503,963	512,077	461,147
Capital Outlay					
Equipment	144,996	-	-	-	-
TOTAL EXPENDITURES	22,558,587	23,204,389	23,439,979	22,919,973	24,503,640
Less Expenses Charged to Other Funds	(278,880)	(284,466)	(284,466)	(284,472)	(291,577)
NET TOTAL EXPENDITURES	22,279,707	22,919,923	23,155,513	22,635,501	24,212,063

	2014	2015	2016
Property tax cost of service for median value home per month:			
Police	**$23.95**	**$24.67**	**$24.67**



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Police - Administration

Police Administration provides overall administrative support to the Police Department and comprehensive emergency management support for the City.

2016 Objectives

- S Plan and coordinate the provision of high quality public safety services to the community at an affordable price.
- S Seek grant opportunities to assist with traffic safety issues such as seat belt use, speeding and impaired driving to increase enforcement efforts, enhance public safety, deter crime and reduce crashes.
- S Identify problem addresses through the PROTECT program and utilize collaborative efforts with other City departments to resolve issues associated with these properties.
- S Work on Strategic planning
- S Hire staff for South Loop Unit expansion
- S Crisis Intervention Team (C.I.T.) / De-escalation strategy training
- S Community engagement
- OS Develop staff by providing leadership, management and emergency management training to supervisors and mid-managers within the Police Department with at least one-tenth of those people participating in a major training class.
- OS Assist in planning the County Courthouse facility expansion at Civic Plaza.

2015 Results

- Developed, planned and implemented the Police Department budget.
- Continued to monitor measurable goals and objectives for the Police Department using Police Department's Strategic Plan that focuses in areas of youth, community outreach, training and technology. These objectives include directing patrols based on statistics showing problems areas; conducting traffic enforcement in known crash areas; and using technology to deter crime and apprehend criminals in areas of increased criminal activity.
- Participation of supervisors and Police Department senior staff in leadership and management training.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 753,895	$ 759,443	0.7%
Materials/Supplies/Services	120,528	126,940	5.0
Expenses Charged to Others	(2,687)	(2,754)	2.0
	$ 871,736	**$ 883,629**	**1.0%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	5	**5**	**4**
Administrative Assistant	1	1	1
Chief of Police	1	1	1
Deputy Chief of Police	2	2	2
Police Officer	1	1	0

POLICE ADMINISTRATION
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Intergovernmental	$ 35,399	$ 40,000	$ 40,000	$ 37,649	$ 40,000
TOTAL REVENUES	35,399	40,000	40,000	37,649	40,000
Expenditures					
Staffing					
Salaries and Wages	492,831	560,787	560,787	541,943	569,588
Benefits	170,306	193,108	193,108	193,313	189,855
Operating Expenditures					
Professional and Technical Services	-	-	-	-	-
Utilities and Maintenance	-	202	202	-	202
Operations	6,511	9,991	9,991	9,043	9,991
City Support Services	103,599	106,683	106,683	107,766	113,095
Materials and Supplies	14,990	3,652	27,356	6,258	3,652
TOTAL EXPENDITURES	788,237	874,423	898,127	858,323	886,383
Less Expenses Charged to Other Funds	(2,628)	(2,687)	(2,687)	(2,688)	(2,754)
NET TOTAL EXPENDITURES	785,609	871,736	895,440	855,635	883,629

Police - Operations

Activities

Patrol
Investigations
Special Operations

2015 Police Operations:

- **362 DWI Arrests**
- **10,600 Traffic Citations**
- **15,486 Traffic Stops**
- **5,559 Directed Patrols**

Over 90 Percent of Police Officers serve in Operations.

122 Commercial Vehicle Inspections conducted in 2015.

350 National Night Out Parties held in 2015.

The Patrol activity provides twenty-four hour, seven-day a week response to 47,000 requests for officer assistance each year, including crimes, traffic accidents, medical emergencies and neighborhood problems. The Investigative activity provides follow-up investigation to all reported crimes and proactively investigates narcotics, vice, liquor and tobacco violations. Special Operations provides support for high-risk operations with highly trained and specially equipped tactical, hostage negotiation and bomb squad units. Four K-9 teams and Crime Scene Technicians are also part of the Patrol response resources.

2016 Objectives

- S Work with neighborhoods and businesses to identify and solve problems such as repeat calls for service.
- S Reduce number of stolen vehicles by 10 percent in 2016.
- S Maintain the number of recovered stolen vehicles at or above 70 percent in 2016.
- S Decrease the number of traffic fatalities by ten percent in 2016 by operating speed patrols and DUI enforcement.
- S Continue to provide the public with scheduled Investigative Division personnel on duty 73 hours per week including Saturdays.
- S Focus ten percent of directed patrols to identified problem properties.
- S Increase traffic enforcement, focusing on an increase in traffic stops by 10 percent in 2016.

2015 Results

- Used technology to increase stolen vehicle recovery in 2015, resulting in 59 recoveries.
- Currently 14,586 homes, 398 watch groups, 701 Block Captains in the Neighborhood Watch group.
- Received 156,900 calls to the dispatch center in 2015; 47,710 of these were 911 calls.
- Responded to 70,758 requests for Police services in 2015.
- Worked 4,713 traffic enforcement details that resulted from citizen complaints and traffic crash data.
- Cited 155 drivers for School Stop Arm Violations.
- Conducted 315 Hit and Run Investigations.
- Maintained a proactive mall unit, reducing the assignment of regular patrol units to that site.
- Conducted alcohol and tobacco compliance checks of licensed establishments, done twice each year.
- Continued to work with Mall of America staff to enhance a Critical Incident Lockdown Procedure.
- Continued the PROTECT (Proactive Objectives Targeting Emerging Crime Trends) Program to respond efficiently to problem addresses in the City.
- Bomb Squad responded to 36 calls for service and conducted 14 training sessions for citizens, students and other agencies that improved safety awareness.
- SWAT Team responded to 14 high-risk warrants and callouts..
- Investigations was assigned 4,597 cases to follow-up on in 2015, many that involved detailed work with computer forensics, financial records, interviews and evidence processing.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 13,576,967	$ 14,394,247	6.0%
Materials/Supplies/Services	3,404,700	3,617,774	6.3
Capital	0	0	0.0
Expenses Charged to Others	0	0	(0.0)
	$ 16,981,667	**$ 18,012,021**	**6.1%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	108	**108**	**115**
Police Lieutenant	3	3	4
Police Officer	89	89	95
Police Sergeant	16	16	16

Part I Crimes

	2012	2013	2014	2015	5 Year Average
Homicide	0	1	1	0	1
Rape	25	19	26	43	25
Robbery	59	54	77	61	56
Aggravated Assault	62	60	59	58	60
Burglary	234	197	207	199	225
Theft	2,957	3,059	2,919	2,643	2,935
Vehicle Theft	86	119	128	104	108
Arson	20	16	6	10	15

POLICE OPERATIONS
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 230,551	$ 281,200	$ 281,200	$ 221,403	$ 246,200
Intergovernmental	74,394	40,000	67,000	11,729	40,000
TOTAL REVENUES	304,945	321,200	348,200	233,132	286,200
Expenditures					
Staffing					
Salaries and Wages	9,954,540	9,874,191	9,901,191	9,760,015	10,509,990
Benefits	3,650,713	3,702,776	3,702,776	3,750,175	3,884,257
Operating Expenditures					
Professional and Technical Services	84,067	96,167	96,167	65,653	96,167
Utilities and Maintenance	83,414	112,936	129,442	99,778	99,754
Operations	68,039	77,864	77,864	70,103	74,760
City Support Services	2,494,270	2,810,796	2,810,796	2,809,109	3,021,588
Materials and Supplies	353,889	306,937	326,037	349,301	325,505
Capital Outlay					
Equipment	144,996	-	-	-	-
TOTAL EXPENDITURES	16,833,928	16,981,667	17,044,273	16,904,134	18,012,021
Less Expenses Charged to Other Funds	-	-	-	-	-
NET TOTAL EXPENDITURES	16,833,928	16,981,667	17,044,273	16,904,134	18,012,021

	2014	2015	2016
Property tax cost of service for median value home per month:			
Police Investigations	**$5.02**	**$5.17**	**$5.17**
Police Patrol	**$17.86**	**$18.47**	**$18.47**
Bomb Squad	**$0.06**	**$0.06**	**$0.06**

Police – Support Division

Activities

Communications
Records
Animal Control
Property Control
Detention
Technology
Training and Development
Professional Standards
Crime Prevention

- **369 employee training requests for classes were approved;**
- **445 audio statements transcribed;**
- **Responded to 930 requests for video evidence for Prosecutors.**
- **Processed 804 requests for permits to purchase a firearm.**
- **Processed 10,820 police reports in E-Forms.**
- **Expanded active shooter response training and equipment for department personnel.**

The Police Support Division consists of the professional standards unit, the police records unit, police and fire dispatch operations, property and evidence control and animal control functions. These activities support the operational units of the Police Department and the Fire Department, as well as providing comprehensive animal control for the community.

2016 Objectives

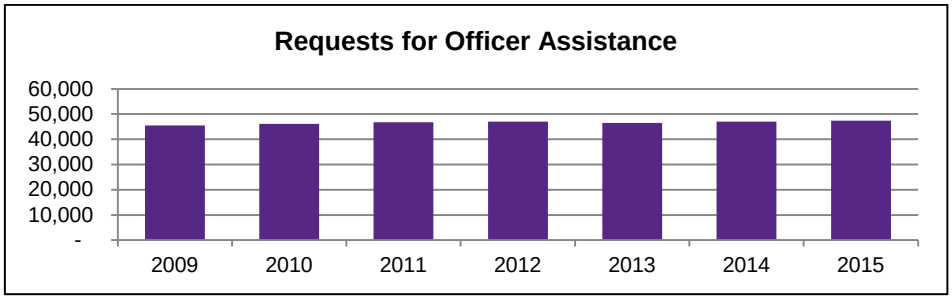
OS Partner with Bloomington Chamber of Commerce to enhance the Police Business Academy in 2016.
S Encourage predictive policing and directed patrols by providing daily information to department personnel and advising of high priority areas.
S Continue to support Business Watch initiatives and increase participants, currently at 900, by five percent.
S Continue to support Neighborhood Watch and National Night Out as a way to communicate with residents and improve their safety and quality of life.
OS Continue to work on creating an on-line version of updated Policy Manual.
OS Continue to enhance the Police Citizens Academy which takes place annually.
S Coffee with a Cop outreach program.
S Additional Safe Summer Nights events.

2015 Results

- Completed 492 Animal Impounds for lost and stray animals in 2015.
- Entered 12,493 police reports into the record management system (RMS) in 2016.
- Met state-mandated training objectives for all personnel:
  - 48 continuing law enforcement credits every three years.
  - Other mandated training, such as Use of Force, Pursuit Driving and Community Policing
- Implemented information systems which support the department's problem solving approach to police services.
- Completed Physical Fitness Assessments on all sworn personnel.
- Continued to review and update Department Policy Manual.
- Participated in a New Americans Academy and a Multi-Cultural Advisory Board for multi-cutural residents.
- Property and Evidence room received 9,828 property items that were held as evidence. This room currently holds over 20,000 pieces of evidence and averages 35 pieces received each day.
- Participated in Safe Summer Nights and Voices Heard as part of our community outreach initiative.
- Utilized Twitter to better connect with the community.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 3,672.202	$ 3,895,401	6.1%
Materials/Supplies/Services	1,676,097	1,709,835	2.0
Capital	0	0	0.0
Expenses Charged to Others	(281,779)	(288,823)	2.5
	$ 5,066,520	**$ 5,316,413**	**4.9%**

Authorized Full-Time	FY2014	FY2015	FY2016
	38	**38**	**36**
Accounting Assistant	1	1	1
Animal Control Officer	2	2	2
Civilian Police Dispatcher	14	14	14
Civilian Services Manager	0	0	1
Crime Analyst	1	1	1
Crime Prevention Coordinator	1	1	1
Lead Records Assistant	1	1	0
Police Lieutenant	3	3	1
Police Officer	2	2	2
Police Records Assistant	10	10	10
Police Sergeant	2	2	2
Property Control Assistant	1	1	1



POLICE SUPPORT
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 99,670	$ 100,600	$ 105,380	$ 84,466	$ 75,600
Intergovernmental	40,003	-	-	2,217	-
TOTAL REVENUES	139,673	100,600	105,380	86,683	75,600
Expenditures					
Staffing					
Salaries and Wages	2,389,279	2,647,602	2,737,602	2,515,564	2,900,570
Benefits	963,990	1,024,600	1,024,600	996,590	994,831
Operating Expenditures					
Professional and Technical Services	10,107	13,486	13,486	5,967	13,486
Utilities and Maintenance	232,250	245,363	285,863	219,707	250,440
Operations	138,428	154,395	154,595	153,306	154,395
City Support Services	1,085,638	1,130,863	1,130,863	1,109,864	1,159,524
Materials and Supplies	116,730	131,990	150,570	156,518	131,990
Capital Outlay					
Equipment	-	-	-	-	-
TOTAL EXPENDITURES	4,936,422	5,348,299	5,497,579	5,157,516	5,605,236
Less Expenses Charged to Other Funds	(276,252)	(281,779)	(281,779)	(281,784)	(288,823)
NET TOTAL EXPENDITURES	4,660,170	5,066,520	5,215,800	4,875,732	5,316,413

	2014	2015	2016
Property tax cost of service for median value home per month:			
Crime Prevention	**$0.68**	**$0.73**	**$0.93**

Activities

Operations and Training

Fire Prevention

Emergency Management

95 percent of residents surveyed rated fire service in Bloomington excellent or good, much above others in a national comparison.

Public Safety - Fire

The Fire Department responds to an average of 1,200 calls per year. These range from water rescues and vehicle extrications to structural fires and hazardous materials emergencies. The average response time, from the dispatch of the fire call until the first fire unit reaches the scene, is approximately 4.5 minutes. To accomplish this, volunteers located near the City's fire stations are actively recruited. All firefighters are required to meet training standards throughout the year.

The volunteer/paid on call Fire Department operates out of six fire stations and utilizes the latest in firefighting equipment including engines, ladders, and other specialty units. The Fire Prevention activity is moved here from Community Development. Firefighters will install battery operated smoke detectors for homes that need them or replace batteries upon request.

2016 Objectives

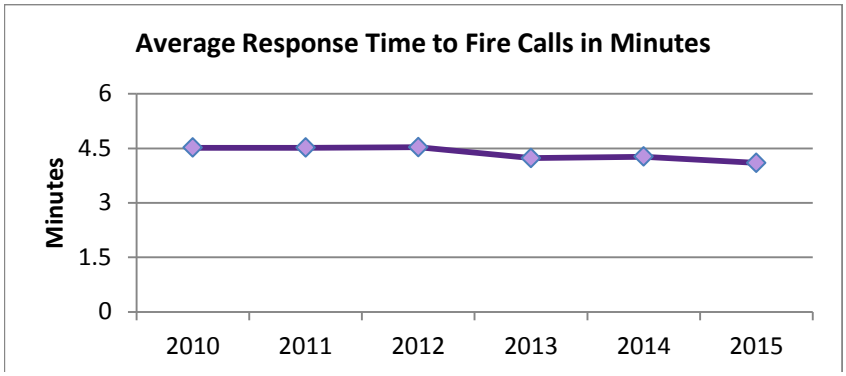
- Provide fire prevention and education.
- Respond to fires, hazardous materials incidents, and rescues.
- Preservation and protection of life, property, and the environment against injury and damage from fires, hazardous materials incidents, natural and manmade disasters, and other incidents occurring within the City of Bloomington
- Respond on average within 4 minutes 30 seconds of the dispatched call.

2015 Results

- Averaged a 4 minute 6 second response time in 2015 from the time the call was dispatched until the first fire department unit (ladder or engine company or Chief Officer) was on scene.
- Averaged a 5 minute 18 second response time in 2015 from the time the call is received at 911 until the first fire department unit arrived on scene.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$1,155,959	$ 1,150,371	(.4)%
Materials/Supplies/Services	2,937,972	3,369,225	15.7
Capital Outlay	20,000	20,000	0.0
	$ 4,113,931	**$ 4,539,596**	**10.4%**

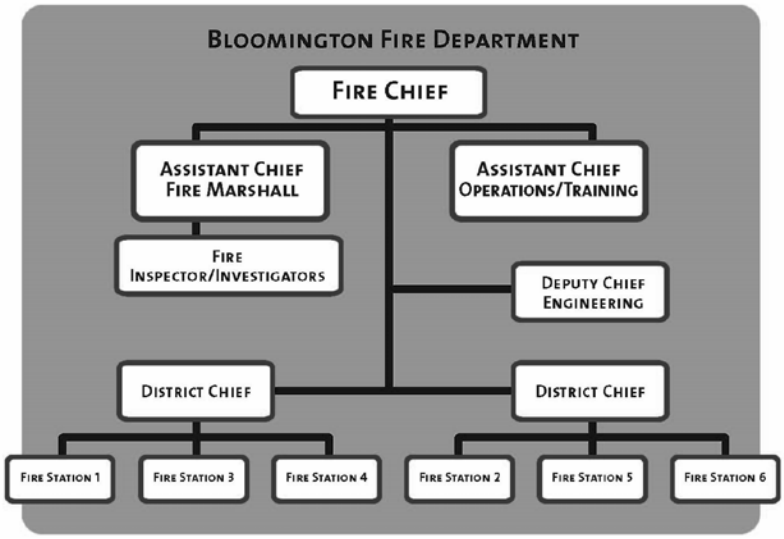
Authorized Full-Time	FY2014	FY2015	FY2016
	4	**9**	**9**
Administrative Assistant	2	2	2
Assistant Fire Chief	2	2	2
Fire Chief	1	1	1
Fire Inspector I	1	1	1
Fire Inspector II	3	3	3
Volunteers	124	125	125



This graph shows average response time from dispatch sending out the call to the Fire Department to the first fire unit arriving at the scene.

FIRE
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 570	$ -	$ -	$ 1,050	$ -
Intergovernmental	25,800	-	-	24,599	20,000
TOTAL REVENUES	26,370	-	-	25,649	20,000
Expenditures					
Staffing					
Salaries and Wages	745,092	787,766	787,766	771,885	803,110
Benefits	338,707	368,193	368,193	352,956	347,261
Operating Expenditures					
Professional and Technical Services	802,750	785,500	785,500	696,783	832,600
Utilities and Maintenance	247,627	269,350	269,350	296,048	313,100
Operations	106,900	97,804	97,804	95,825	123,110
City Support Services	1,378,843	1,621,773	1,621,773	1,651,391	1,905,215
Materials and Supplies	159,354	163,545	163,545	134,331	195,200
Capital Outlay					
Buildings and Improvements	-	-	-	-	-
Equipment	21,400	20,000	20,000	4,329	20,000
TOTAL EXPENDITURES	3,800,673	4,113,931	4,113,931	4,003,548	4,539,596
Less Expenses Charged to Other Funds	-	-	-	-	-
NET TOTAL EXPENDITURES	3,800,673	4,113,931	4,113,931	4,003,548	4,539,596



Public Safety - Operations and Training

Activities

Emergency Response
Training
Exercises
Special Events
Maintenance and Repair
Specifications and Research and Development
Dispatching and response planning

Fire operations and training are led by Assistant Chief Forster. Fire Operations encompasses fire response, dispatching, and building and equipment maintenance and repair. Fire operations also includes new equipment research and development of new methods and technology to improve emergency response and performance.

Dispatching of emergency calls is handled by Bloomington Police Dispatch. Assistant Chief Forster is the liaison for the Fire Department to dispatch for response assignments and protocols.

Fire training includes all aspects of training and exercising the fire suppression forces to include maintaining certifications, maintaining and improving existing response skills, and training and implementing new tactics and procedures as they are identified and validated.

2016 Objectives

- Respond to all emergency calls for service in 4 minutes 30 seconds or less.
- Respond with 15 firefighters within 9 minutes to structure fires where attack lines are deployed.
- Provide quality training to firefighters to meet or exceed Federal and State training requirements
- Continue to work with dispatch to maintain call processing time of less than 1 minute from receipt of 911 call to dispatch of resources.
- Continue to maintain and improve, when necessary, equipment for fire response.

2015 Results

- Responded to 1109 emergency calls for service in an average of 4 minutes, 6 seconds
- Responded with 15 or more firefighters within 9 minutes 53.3% of the time to all structure fires where attack lines were deployed
- Responded to 324 non-emergency calls for service.
- Provided 9300 hours of training for current firefighters to meet Federal and State requirements
- Provided 1300 hours of live fire training to meet Federal and State requirements.
- Coordinated and trained with auto-aid and mutual aid partners to maintain competency and capability for large incident response
- Maintained and updated the fire box alarm assignments to ensure the appropriate rapid response to calls for service.
- Represented the Fire Department in implementing the new Computer Aided Dispatch (CAD) system.
- Developed pumper specifications for three new pumpers to be delivered in 2016.

Expenses	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 573,404	$ 723,994	26.3%
Materials/Supplies/Services	2,976,172	3,195,152	7.6%
	$ 3,350,686	**$ 3,919,146**	**17.0%**

	FY2014	FY2015	FY2016
Authorized Full-Time	**4**	**4**	**4**
Administrative Assistant	2	2	2
Assistant Fire Chief	1	1	1
Fire Chief	1	1	1
Authorized Paid on Call			
Deputy Chief	2	2	2
District Chief	2	2	2
Captains	19	21	21
Firefighters	101	100	100
Total	124	125	125

FIRE OPERATIONS AND TRAINING
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 570	$ -	$ -	$ 1,050	$ -
Intergovernmental	25,800	-	-	24,599	20,000
TOTAL REVENUES	26,370	-	-	25,649	20,000
Expenditures					
Staffing					
Salaries and Wages	361,008	374,514	374,514	473,549	493,373
Benefits	195,538	198,890	198,890	221,922	230,621
Operating Expenditures					
Professional and Technical Services	791,428	765,500	765,500	679,761	810,000
Utilities and Maintenance	239,377	261,000	261,000	291,569	304,500
Operations	95,068	81,744	81,744	82,246	106,600
City Support Services	1,286,425	1,524,638	1,524,638	1,555,162	1,803,552
Materials and Supplies	139,016	144,400	144,400	121,599	170,500
Capital Outlay					
Buildings and Improvements					
Equipment	-	-	-	-	-
TOTAL EXPENDITURES	3,107,860	3,350,686	3,350,686	3,425,808	3,919,146
Less Expenses Charged to Other Funds					
NET TOTAL EXPENDITURES	3,107,860	3,350,686	3,350,686	3,425,808	3,919,146

	2014	2015	2016
Property tax cost of service for median value home per month:			
Fire Suppression	**$3.76**	**$4.18**	**$4.59**

Public Safety – Fire Prevention

Activities

Fire Prevention

Determine Fire Cause and Origin

Arson Investigation

Fire Safety Education

Sprinkler, Fire Alarm Inspections and Plan Review

Fire prevention is led by Assistant Chief McCarthy. Fire Prevention staff inspects all new construction and renovation of commercial, industrial and multi-family residential structures to ensure fire code compliance. Five inspectors inspect all properties, except single-family dwellings, to verify continued compliance with the fire code. Fire Prevention collects annual data on storage and use of hazardous material within the city and verifies annual maintenance of all fire alarm and fire sprinkler systems. Inspectors investigate all fires in Bloomington to determine cause and origin and work with the Police Department to investigate arson cases. The division promotes fire prevention education and training and oversees the school fire education programs and Fire Department open house. The Fire Marshal chairs the City's multi-department Development Review Committee.

2016 Objectives

- OS Issue the majority of the fire sprinkler and fire alarm permits within three business days.
- S Inspect a majority of designated high-risk occupancies each year.
- S Inspect half of existing commercial, industrial and multi-family residential properties.
- S Ensure annual maintenance of all life safety systems, fire sprinkler systems and fire alarm systems in schools, businesses and apartment buildings.
- S Maintain an inventory of hazardous materials stored/used in commercial properties.
- S Resolve the majority of known fire code violations within 30 days.
- S Investigate complaints within one business day.
- S Respond to a majority of fire scenes within 24 hours of a report by the Police Department or Fire Operations.
- S Follow up on requests by Fire Operations as a result of a fire call response
- S Clear one half of the incendiary and suspicious fire cases.
- S Minimize the number of incendiary and suspicious fires through education and effective investigations.
- S Conduct fire education programs for business and resident groups upon request:
  - Assist and monitor fire education and fire drills at all schools.
  - Expand fire education program to include persons over age 55.
  - Develop fire education programs and materials in multiple languages.
  - Assist and monitor the Fire Department open house.

83 percent of residents surveyed rated fire prevention and education services excellent or good.

2015 Results

- Performed 2,851 inspections (annual, building final, fire alarm testing, rough-in, tanks)
- Annual inspections done at 504 buildings out of approximately 1,225 properties, 41%.
- Reviewed 320 plans
- Conducted 105 cause and origin fire investigations including follow-ups with a 61% clearance rate (not including cases pending). 13% of these investigations were a result of arson.
- Made 422 follow-ups on orders written, inspections, and non-fire calls
- Followed up on requests by Fire Operations as a result of fire call responses.

Expenses	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 579,555	$ 423,377	(26.9)%
Materials/Supplies/Services	129,190	142,323	10.2%
	$ 708,745	**$ 565,700**	**(20.2)%**

	FY2014	FY2015	FY2016
Authorized Full-Time	**5**	**5**	**5**
Assistant Chief/Fire Marshal	1	1	1
Fire Inspectors	4	4	4

FIRE PREVENTION
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ -	$ -	$ -	$ -	$ -
Intergovernmental					
TOTAL REVENUES	-	-	-	-	-
Expenditures					
Staffing					
Salaries and Wages	383,371	410,252	410,252	298,227	306,737
Benefits	142,748	169,303	169,303	131,012	116,640
Operating Expenditures					
Professional and Technical Services				1,300	2,600
Utilities and Maintenance	-	350	350	354	350
Operations	11,350	15,560	15,560	13,217	16,010
City Support Services	92,418	97,135	97,135	96,229	101,663
Materials and Supplies	18,124	16,145	16,145	11,574	21,700
Capital Outlay					
Buildings and Improvements					
Equipment					
TOTAL EXPENDITURES	648,011	708,745	708,745	551,913	565,700
Less Expenses Charged to Other Funds					
NET TOTAL EXPENDITURES	648,011	708,745	708,745	551,913	565,700

Fire Prevention Division moved here from Community Development.
Org 150102

	2014	2015	2016
Property tax cost of service for median value home per month:			
Fire Prevention	**$0.03**	**$0.66**	**$1.12**

Activities

Maintain and Update the City's Emergency Operations Plan (EOP)

Maintain and Update the City's Continuity of Operations Plan (COOP)

Maintain and Update the City's Emergency Early Warning Systems

Maintain the City's Emergency Operations Center capability

The City's Continuity of Operations Plan (COOP) is designed to ensure the continued performance of essential functions during potential emergencies. The COOP provides the structure for a rapid response to a significant business interruption lasting more than 48 hours.

Public Safety – Emergency Management

Fire and Police and Public Health staff work together to provide a multi-layered emergency management capability for the City. Fire, Police, and Public Health Command Staff have emergency management training and there are several certified emergency managers.

The EOP and COOP are both plans that have had extensive review by all City Departments in past years and both are due to be updated and revised as needed.

The City's emergency early warning capability is also a multi-department effort with Fire, Police, Public Works and Information Systems all working to implement the Everbridge notification system. The implementation of the Everbridge alerting system was introduced in 2014.

2016 Objectives

- Review and revise as needed the City's Emergency Operations Plan.
- Review and revise as needed the City's Continuity of Operations Plan.
- Maintain the operational readiness capabilities of the City's Emergency Operations Center.
- Conduct inter-departmental training for EOC operations
- Increase awareness and participation of the public in the City's Everbridge notification system.
- Maintain and continue to update the emergency early warning siren system.
- Maintain alternative redundant or resilient communications capability for use during disasters impacting the City's normal communications channels.

2015 Results

- Performed monthly checks on the City's 22 emergency warning sirens
- Replaced one of the existing warning sirens that was beyond its useful life.
- Maintained the Everbridge emergency notification system for residents to sign up for alerts.
- Maintained and updated senior staff alert notifications as part of the Everbridge implementation
- Maintained and exercised communication capabilities for use during disasters

Expenditures	FY2015 Approved Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 3,000	$ 3,000	0%
Materials/Supplies/Services	$ 31,500	$ 31,750	0%
Capital Outlay	$ 20,000	$ 20,000	0%
	$ 54,500	**$ 54,750**	**0%**

EMERGENCY MANAGEMENT
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income					
Intergovernmental					
TOTAL REVENUES	-	-	-	-	-
Expenditures					
Staffing					
Salaries and Wages	713	3,000	3,000	109	3,000
Benefits	421	-	-	22	-
Operating Expenditures					
Professional and Technical Services	11,322	20,000	20,000	15,722	20,000
Utilities and Maintenance	8,250	8,000	8,000	4,125	8,250
Operations	482	500	500	362	500
City Support Services	-	-	-	-	-
Materials and Supplies	2,214	3,000	3,000	1,158	3,000
Capital Outlay					
Buildings and Improvements					
Equipment	21,400	20,000	20,000	4,329	20,000
TOTAL EXPENDITURES	44,802	54,500	54,500	25,827	54,750
Less Expenses Charged to Other Funds					
NET TOTAL EXPENDITURES	44,802	54,500	54,500	25,827	54,750

	2014	2015	2016
Property tax cost of service for median value home per month:			
Emergency Management	**$0.22**	**$0.19**	**$0.12**

Community Development

Divisions

Administration

Planning & Economic Development

Building & Inspection

Environmental Health

66 percent of residents surveyed ranked land use, planning and zoning services excellent or good.

62 percent of residents ranked code enforcement excellent or good.

71 percent of residents say the City's overall direction is excellent or good.

2016 Objectives

Our role is to assist in the successful operation and development of the City. We will:

LU, T, H Define future City directions through long-range planning and zoning requirements.

LU, T, H Review development proposals for compliance with City standards.

S Protect public health and safety by ensuring compliance with State and City codes.

LU, T, H Prepare and implement housing and redevelopment plans.

OS Educate customers and encourage voluntary compliance with codes.

OS Coordinate services with other government units.

OS Offer user-friendly documents, processes and customer contacts.

LU, T, H Define and implement the City's economic development strategy.

Expenditures

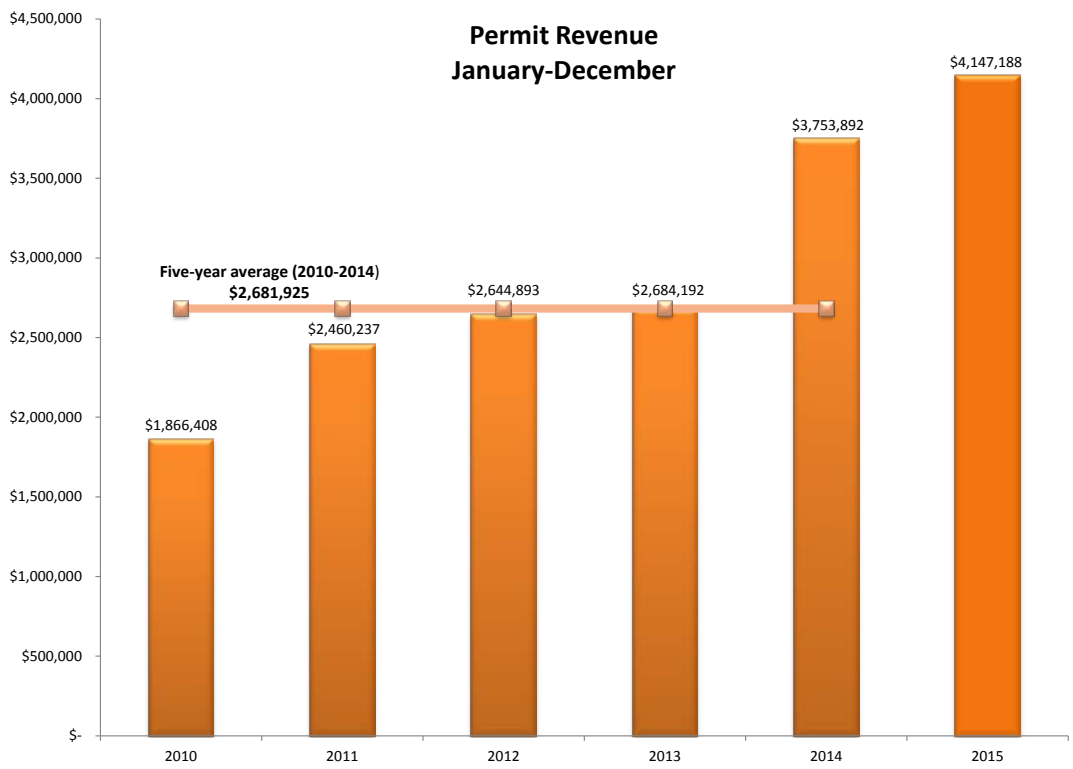
	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$5,539,958	$5,720,490	3.3%
Materials/Supplies/Services	1,172,984	1,239,980	5.7
Expense Charge to Others	0	0	-
	$6,712,942	**$6,960,470**	**3.7%**

Authorized Full-Time

FY2014	FY2015	FY2016
56*	**51**	**51**

**includes Fire Prevention*

ANNUAL PERMIT REVENUE



COMMUNITY DEVELOPMENT
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 231,418	$ 287,950	$ 287,950	$ 243,883	$ 285,550
Intergovernmental	11,223	10,000	10,000	11,211	11,000
TOTAL REVENUES	242,641	297,950	297,950	255,094	296,550
Expenditures					
Staffing					
Salaries and Wages	3,651,075	4,048,693	4,048,693	3,807,314	4,260,978
Benefits	1,397,304	1,491,265	1,491,265	1,435,233	1,459,512
Operating Expenditures					
Professional and Technical Services	7,856	7,500	7,500	2,586	7,000
Utilities and Maintenance	7,298	7,200	7,200	4,801	7,200
Operations	83,982	98,140	98,140	85,061	98,140
City Support Services	867,845	1,010,239	1,010,239	1,005,379	1,072,735
Materials and Supplies	45,404	49,905	49,905	54,364	54,905
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	6,060,763	6,712,942	6,712,942	6,394,738	6,960,470

	2014	2015	2015
Property tax cost of service for median value home per month:			
Community Development	**$4.50**	**$4.09**	**$3.33**

Community Development – Management & Services

The Community Development Director provides direction to the Community Development Department's divisions.

The Office Supervisor and a seven person staff handle customer-contacts, maintain records, issue permits and schedule inspections for the Building Inspection, Environmental Health and Fire Prevention Divisions.

2016 Objectives

- OS Provide department staff with resources they need to achieve their objectives.
- OS Facilitate communication between department staff, the public, the City Council and the City Manager.
- OS Assure that resources are used to provide high quality work products and effective customer service.
- OS Implement new permitting and inspection software; improve processes.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$915,588	$917,338	0.2%
Materials/Supplies/Services	369,270	347,660	(5.6)
	$1,284,858	**$1,264,998**	**(1.5)%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	9	**9**	**9**
Administrative Assistant	1	1	1
Director-Community Development	1	1	1
Office Assistant	3	1	1
Office Supervisor	1	1	1
Office Support Specialist	3	5	5

COMMUNITY DEVELOPMENT - MANAGEMENT & SERVICES
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 6,455	$ 9,000	$ 9,000	$ 9,628	$ 8,000
TOTAL REVENUES	6,455	9,000	9,000	9,628	8,000
Expenditures					
Staffing					
Salaries and Wages	577,812	661,880	661,880	616,896	690,123
Benefits	247,829	253,708	253,708	244,147	227,215
Operating Expenditures					
Professional and Technical Services	6,954	5,000	5,000	1,005	5,000
Utilities and Maintenance	7,114	7,100	7,100	4,801	7,100
Operations	10,765	14,015	14,015	13,306	14,015
City Support Services	215,784	323,605	323,605	322,334	302,995
Materials and Supplies	14,242	19,550	19,550	15,236	18,550
TOTAL EXPENDITURES	1,080,500	1,284,858	1,284,858	1,217,725	1,264,998

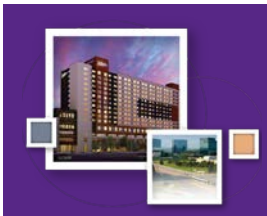
Community Development - Planning

Activities

Development Review

Long Range Planning

Customer Services



2015 was an all time record year for development in Bloomington, with close to $500 million in building valuation permitted.

75% of residents say the City's new development is excellent or good.

The Planning Division defines and implements future directions for the City through planning studies and zoning controls. This Division also reviews and prepares recommendations on applications for development, rezoning, use permits and variances, and conducts special studies for the City.

2016 Objectives

LU, ***T***, ***H*** Promote renewal and guide growth to maximize benefits for Bloomington and Bloomington property owners.

S Review development proposals to ensure Code compliance.

LU, ***T***, ***H*** Update the Zoning Ordinance as described in the Planning Commission's 2016 Work Plan.

OS, ***LU***, Negotiate and administer City wireless and fiber leases.

OS Implement electronic plan review software.

2015 Results

- Completed rezonings to implement the South Loop and Penn American Plans
- Implemented District Plans
- Reviewed a record number of development proposals.
- Prepared a Creative Placemaking Plan.
- Prepared the Minnesota River Valley Strategic Plan

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$1,025,567	$1,020,032	(.5)%
Materials/Supplies/Services	134,830	139,042	3.1
	$1,160,397	**$1,159,074**	**(.1)%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	10	**10**	**10**
Office Assistant	1	1	1
Office Support Specialist	1	1	1
Planner	5	5	5
Planning Manager	1	1	1
Senior Planner	2	2	2

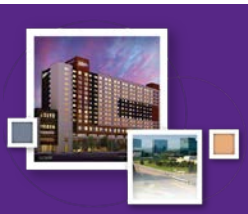
COMMUNITY DEVELOPMENT - PLANNING
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 7,667	$ 4,100	$ 4,100	$ 6,260	$ 6,050
TOTAL REVENUES	7,667	4,100	4,100	6,260	6,050
Expenditures					
Staffing					
Salaries and Wages	618,188	746,106	746,106	652,130	750,309
Benefits	238,726	279,461	279,461	258,265	269,723
Operating Expenditures					
Professional and Technical Services	750	2,500	2,500	1,581	2,000
Operations	15,649	20,725	20,725	17,277	20,725
City Support Services	98,739	103,750	103,750	102,362	108,462
Materials and Supplies	4,167	7,855	7,855	4,109	7,855
TOTAL EXPENDITURES	976,219	1,160,397	1,160,397	1,035,724	1,159,074

	2014	**2015**	**2016**
Property tax cost of service for median value home per month:			
Planning	**$1.67**	**$1.75**	**$1.78**

Activities

Building
Plumbing
Heating
Electrical
Plan Review
Time of Sale Program
Complaint Investigation
Administration



Over $4 million was collected in 2015 making it a record year for fee revenue. These fees cover the cost of this Division and also other City costs of new development.

Community Development – Building & Inspections

Building and Inspection reviews construction plans for consistency with codes, issues permits and inspects work while it is in progress to ensure compliance with the Minnesota building, energy, electrical, plumbing and heating codes. This division also administers the City's time-of-sale inspection program for owner-occupied housing.

2016 Objectives

OS Issue residential remodeling, plumbing, electrical and mechanical permits on the same day as application.

OS Go live with new permitting software and implement electronic plan review, mobile iPad field inspections and start accepting electronic submittals of permit applications online through our new web portal.

S Complete 40% of Initial Time of Sale inspections by the city inspectors - an increase of 10%

S Complete 98 percent of inspections within 48 hours of request.

2015 Results

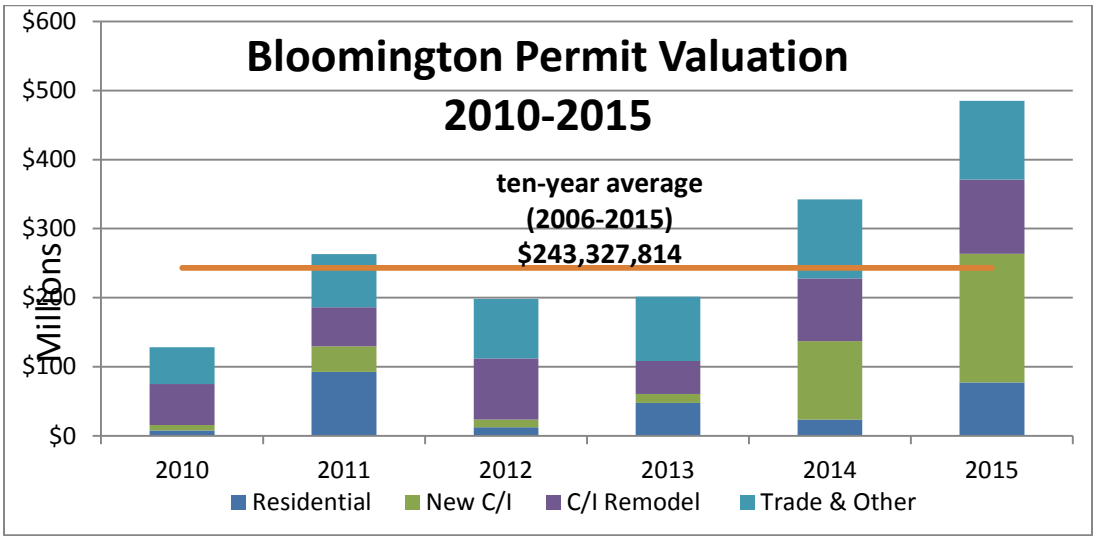
- Met all objectives in 2015.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$1,710,736	$1,861,566	8.8%
Materials/Supplies/Services	308,786	372,827	20.7
	$2,019,522	**$2,234,393**	**10.6%**

Authorized Full-Time

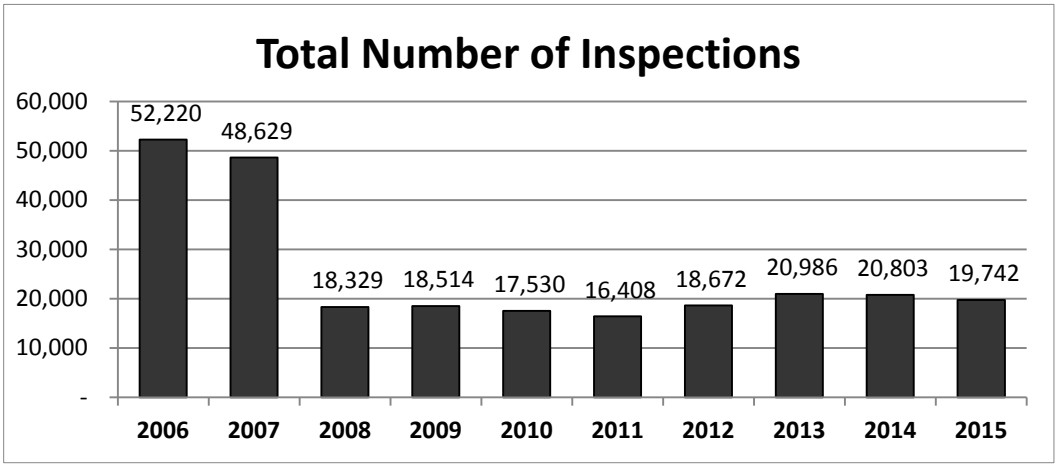
	FY2014	FY2015	FY2016
	15	**15**	**15**
Building Inspector	2	2	2
Building & Inspection Manager	1	1	1
Electrical Inspector	2	2	2
General Inspector	4	4	4
Heating & Ventilating Inspector	1	1	1
Plan Check Engineer	2	2	2
Plumbing Inspector	2	1	1
Program Coordinator	1	2	2



COMMUNITY DEVELOPMENT - BUILDING & INSPECTIONS
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 83,339	$ 80,000	$ 80,000	$ 90,000	$ 90,000
TOTAL REVENUES	83,339	80,000	80,000	90,000	90,000
Expenditures					
Staffing					
Salaries and Wages	1,186,354	1,264,955	1,264,955	1,240,369	1,407,700
Benefits	423,779	445,781	445,781	437,770	453,866
Operating Expenditures					
Professional and Technical Services	152	-	-	-	-
Operations	28,474	28,640	28,640	28,009	28,640
City Support Services	243,735	261,646	261,646	258,809	319,687
Materials and Supplies	22,550	18,500	18,500	29,228	24,500
TOTAL EXPENDITURES	1,905,043	2,019,522	2,019,522	1,994,185	2,234,393

	2014	2015	2016
Property tax cost of service for median value home per month:			
Building & Inspections	**$0.00**	**$0.00**	**$0.00**



Community Development – Environmental Health

Activities

Residential and Commercial Property Inspections

Zoning Enforcement

Rental Property Inspection

Food Establishment Inspections

Food Safety Education

Hotel and Pool Inspections

Well Inspections

2015 Citizens' Survey shows 86% of residents rate their neighborhood excellent or good as a place to live.

80% of residents rate the overall appearance of Bloomington as excellent or good.

62% of residents rate code enforcement as excellent or good, much above others in a national comparison.

72% of residents reported housing maintenance as essential or very important in the next 5 years.

Environmental Health handles inspection and enforcement activities in three main program areas:

- Minnesota Departments of Health and Agriculture delegated inspection and plan review of **food and lodging establishments, public pools, manufactured home parks** and **wells**; as well as investigate lead poisoning, and food and waterborne illness outbreaks to protect the public's health in Bloomington and Richfield (contract for services). Respond to complaints of spills, excessive noise, and air and water pollution.
- **Residential and commercial property** complaint and systematic inspections including zoning enforcement to maintain the City's residential and commercial properties, which in turn improves property values for those living and working in Bloomington.
- **Rental property** inspection and enforcement to provide safe and well-maintained rental housing.

2016 Objectives

- Inspect high-risk food establishments twice per year, medium-risk once to twice per year and low-risk at least once per year plus all needed follow-up inspections.
- Inspect public pools two to three times per year and hotels once per year.
- Inspect at least 70 percent of all well permits.
- Investigate all complaints of food or waterborne illness within 24 hours of receiving the complaint.
- Promptly investigate all residential and commercial nuisance and rental complaints.
- Systematically inspect all residential properties at least once per year.

2015 Results

- Four confirmed outbreaks of foodborne illness investigated in 2015
- 1,288 food safety inspections, 66 illness complaints investigated and 51 food and hotel establishment plan reviews
- 184 temporary food and 31 farmers' market stands inspected
- 436 inspections completed at 181 licensed public pools
- 42 hotels with 8,975 rooms; all hotels inspected, including 10 percent of rooms
- 431 multiple-family licensed rental buildings inspected
- 1,695 single-family and duplex rental dwelling units licensed and inspected
- 3,590 residential, rental and commercial complaints investigated
- 127 of 155 well permits (82%) inspected
- Two children with elevated blood lead levels; environment assessed and source resolved
- 367 food safety, 66 pool, and 5 lodging inspections; 2 illness outbreaks, 7 plan reviews, 49 temporary food inspections and 2 lead assessment in Richfield completed in 2015

Expenditures	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$1,888,067	$1,921,554	1.8%
Materials/Supplies/Services	360,098	380,451	5.7
Transfers Out	0	0	-
	$2,248,165	**$2,302,005**	**2.4%**

Authorized Full-Time	FY2014	FY2015	FY2016
	17	**17**	**17**
Environmental Health Aide	0	0	0
Environmental Health Manager	1	1	1
Environmental Health Prog. Coord.	4	4	4
Environmental Health Specialist	10	10	10
Office Support Specialist	2	2	2

COMMUNITY DEVELOPMENT - ENVIRONMENTAL HEALTH
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 133,957	$ 194,850	$ 194,850	$ 137,995	$ 181,500
Intergovernmental	11,223	10,000	10,000	11,211	11,000
TOTAL REVENUES	145,180	204,850	204,850	149,206	192,500
Expenditures					
Staffing					
Salaries and Wages	1,268,720	1,375,752	1,375,752	1,297,919	1,412,846
Benefits	486,970	512,315	512,315	495,051	508,708
Operating Expenditures					
Utilities and Maintenance	184	100	100	-	100
Operations	29,094	34,760	34,760	26,469	34,760
City Support Services	309,587	321,238	321,238	321,874	341,591
Materials and Supplies	4,445	4,000	4,000	5,791	4,000
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	2,099,000	2,248,165	2,248,165	2,147,104	2,302,005

	2014	**2015**	**2016**
Property tax cost of service for median value home per month:			
Environmental Health	**$2.06**	**$2.34**	**$1.54**

Community Services

Divisions

Administration
Public Health
Human Services
Cultural/Arts Events
General Recreation

Community Services provides programs and facilities that enhance the lives of all who live and work in Bloomington. The Department oversees the Human Services, Parks and Recreation and Public Health divisions. Dwan and Hyland Greens golf courses, Bloomington Ice Garden, the outdoor swimming facilities and the Bloomington Center for the Arts are supported through a proprietary or Enterprise Fund. The award-winning *Bloomington Briefing* and *Insider* newsletters, government and public access cable television facilities, City web sites and other activities of the Communications Division are supported through a Special Revenue fund.

Community Services has a total of 82 full-time positions (included in the General Fund, Special Revenue Fund and Enterprise Fund) and more than 350 part time positions.

Satisfaction with Bloomington's parks increased to 89% in a poll of Bloomington residents in2015, up from 87% in 2014.

The National Citizen Survey™, City of Bloomington, MN 2015

2016 Objectives

- OS Preserve and enhance Bloomington's 3,700 acres of parks and open spaces.
- S Fulfill the community's recreational needs through park facilities and recreational programs.
- S Provide neighborhood gathering places for recreation, arts, culture and history.
- S Protect and improve the health of the community through education, promotion of healthy lifestyles, public policy development and clinical services.
- S Strengthen families and individuals through access to human services programs.
- OS Support Bloomington's changing diversity as it becomes more racially, ethnically and culturally distinct.
- OS Educate the community about the City's programs, services and activities through a variety of communication vehicles.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 5,265,882	$ 5,415,042	2.8%
Materials/Supplies/Services	7,681,106	8,506,639	10.7
Capital	15,000	30,000	2.0
Expenses Charged to Others	(69,892)	(71,314)	2.0
	$ 12,892,096	**$ 13,880,367**	**7.7%**

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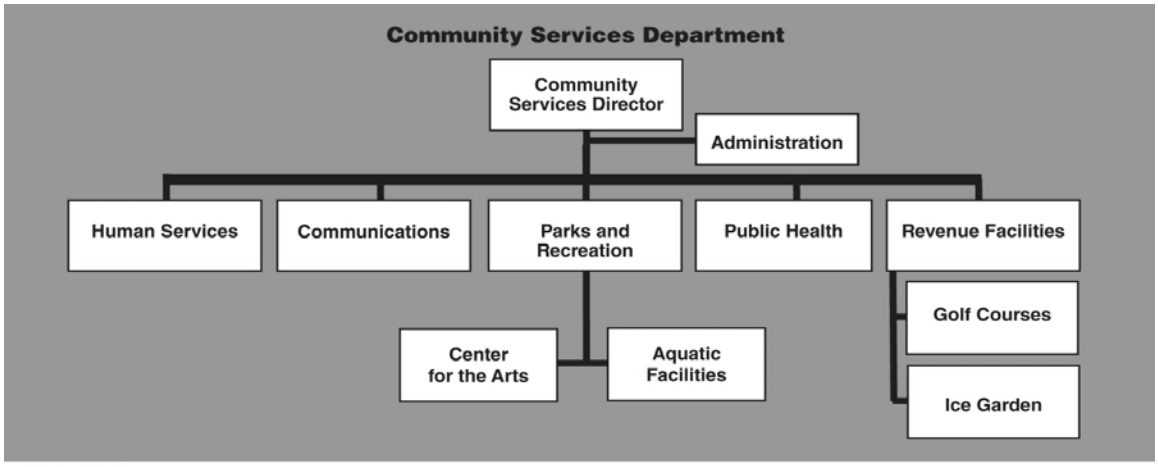
Authorized Full-Time

FY2014	FY2015	FY2016
43	**43**	**43**

COMMUNITY SERVICES
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 2,353,859	$ 2,201,431	$ 2,337,152	$ 2,162,983	$ 2,130,032
Intergovernmental	1,026,107	1,171,362	1,173,762	1,037,932	1,170,816
TOTAL REVENUES	3,379,966	3,372,793	3,510,914	3,200,915	3,300,848
Expenditures					
Staffing					
Salaries and Wages	3,795,938	3,992,264	4,041,776	3,901,892	4,132,916
Benefits	1,212,989	1,273,618	1,273,618	1,241,032	1,282,126
Operating Expenditures					
Professional and Technical Services	45,988	38,641	81,895	33,142	38,979
Utilities and Maintenance	880,046	987,851	1,139,059	985,474	1,106,405
Operations	104,457	122,196	124,596	103,501	123,231
City Support Services	5,762,497	6,256,927	6,256,927	6,231,184	6,960,335
Materials and Supplies	263,369	275,491	294,667	222,698	277,689
Capital Outlay					
Equipment	89,197	15,000	18,189	15,909	30,000
TOTAL EXPENDITURES	12,154,481	12,961,988	13,230,727	12,734,832	13,951,681
Less Expenses Charged to Other Funds	(68,457)	(69,892)	(69,892)	(69,534)	(71,314)
NET TOTAL EXPENDITURES	12,086,024	12,892,096	13,160,835	12,665,298	13,880,367

	2014	2015	2016
Property tax cost of service for median value home per month:			
Community Services	**$13.48**	**$14.37**	**$16.41**



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Community Services – Administration

Almost nine out of ten residents and businesses rated the overall quality of life in Bloomington as excellent or good, according to polls conducted by the National Research Center in 2015.

The National Citizen Survey™ and The National Business Survey™, City of Bloomington, MN 2015

The Community Services Administration provides managerial support to its divisions.

2016 Objectives

- S Convene a Community Center Task Force to provide recommendations to the City Council on providing effective recreational and gathering places in Bloomington by December 2016.
- S Secure commitment on how to eliminate ongoing operating deficits at Hyland Greens Golf and Learning Center following recommendations to the City Council by the Hyland Greens Task Force by March 2016.
- OS Conduct the fifth annual National Citizen Survey™ of residents in collaboration with the National Research Center by July 2016 to measure resident satisfaction with City programs and services.
- OS Perform a follow-up to The National Business Survey™ of Bloomington businesses to compare businesses' satisfaction with City services and activities with 2015 survey results by July 2016.
- OS, T Finish the update to the Alternative Transportation Plan by March 2016.
- OS, T Complete the Minnesota River Valley Master Plan by June 2016.

2015 Results

- Negotiated two new cable television franchise agreements with Comcast and CenturyLink, providing competitive cable television service for the first time in Bloomington.
- Completed a community center needs assessment and secured City Council approval to create a Community Center Task Force to further study the issue.
- Launched the first-ever business survey in Bloomington via the National Business Survey™ to create a benchmark for business satisfaction with the City's programs and services.
- Conducted the National Citizen Survey™ of Bloomington residents for the fifth year in a row, which found that residents continue to enjoy a high quality of life in the city.
- Debuted Business Day at City Hall in collaboration with the Bloomington Chamber of Commerce, educating nearly 100 business leaders on the City's programs and services.
- Revamped the City's website to improve functionality and provide mobile-friendly usability.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 232,733	$ 241,945	4.0%
Materials/Supplies/Services	70,273	70,102	(.24)
Expenses Charged to Others	(68,892)	(70,614)	2.5
	$234,114	**$ 241,433**	**3.1%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	2	**2**	**2**
Administrative Assistant	1	1	1
Director Community Services	1	1	1

COMMUNITY SERVICES - ADMINISTRATION
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income					
Intergovernmental	$ -	$ -	$ -	$ -	$ -
TOTAL REVENUES	-	-	-	-	-
Expenditures					
Staffing					
Salaries and Wages	178,279	176,708	176,708	177,961	185,861
Benefits	55,570	56,025	56,025	57,140	56,084
Operating Expenditures					
Utilities and Maintenance	-	1,040	1,040	955	1,040
Operations	2,313	6,437	6,437	3,833	6,437
City Support Services	51,454	53,758	53,758	53,560	53,587
Materials and Supplies	7,598	9,038	9,038	8,453	9,038
TOTAL EXPENDITURES	295,214	303,006	303,006	301,902	312,047
Less Expenses Charged to Other Funds	(67,536)	(68,892)	(68,892)	(68,892)	(70,614)
NET TOTAL EXPENDITURES	227,678	234,114	234,114	233,010	241,433

Community Services – Public Health

Mission – To promote, protect and improve the health of our community.

Activities

Prenatal and parenting support

Women, Infants & Children (WIC) Program

Immunization Services

Help Me Grow developmental screening

Community Health Education

Senior Health Promotion

Community Health Assessment and Planning

While Bloomington remains a healthy city, there are disparities in the health of our residents, based on their income and/or ethnicity. Public Health is focused on reducing these disparities through our programming, sharing health equity data and learning how we can improve our services from the community.

2016 Objectives

S Assess at least 80% of prenatal women referred to Public Health to determine needs to promote healthy pregnancy outcomes (full term births, healthy birth weights).

S Access and provide appropriate follow up for all Bloomington police nuisance referrals.

S Continue to follow up on vaccine-preventable disease reports within 24 hours in order to prevent the spread of infectious diseases.

S Provide home assessments to at least 90% of residents referred for asthma follow-up.

OS Deepen the culture of quality improvement and performance management within the division.

OS Prepare for the Public Health Accreditation site visit in 2016.

2015 Results

- Continued to exceed the state average for breastfeeding initiation in the WIC program and increased the duration rates.
- Followed up on vaccine-preventable disease reports within 24 hours in order to prevent the spread of infectious diseases.
- 78% of children referred to Help Me Grow received a developmental screening.
- Implemented the Quality Improvement Plan within the division.
- Submitted all required documentation for Public Health Accreditation in November 2015.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$2,339,526	$2,379,577	1.71%
Materials/Supplies/Services	517,614	552,316	6.70
	$2,857,140	**$2,931,893**	**2.62%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	21	**20**	**20**
Accountant	1	1	1
Accounting Assistant	1	1	1
Assistant Health Administrator	1	1	1
Health Activity Supervisor	1	0	0
Health Administrator	1	1	1
Health Program Manager	3	3	3
Health Specialist	3	3	3
Office Assistant	1	1	1
Office Supervisor	1	1	1
Office Support Specialist	1	1	1
Public Health Nurse	7	7	7

COMMUNITY SERVICES - PUBLIC HEALTH
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 1,162,900	$ 1,018,995	$ 1,112,589	$ 964,087	$ 946,266
Intergovernmental	1,018,107	1,161,362	1,163,762	1,037,932	1,170,816
TOTAL REVENUES	2,181,007	2,180,357	2,276,351	2,002,019	2,117,082
Expenditures					
Staffing					
Salaries and Wages	1,646,057	1,760,021	1,805,533	1,687,786	1,797,987
Benefits	587,230	579,505	579,505	580,044	581,590
Operating Expenditures					
Professional and Technical Services	40,217	30,829	74,083	27,108	31,167
Utilities and Maintenance	4,480	2,977	8,306	8,341	3,096
Operations	40,657	41,473	43,873	39,172	42,108
City Support Services	343,439	361,662	361,662	351,256	392,729
Materials and Supplies	99,281	80,673	85,501	65,099	83,216
TOTAL EXPENDITURES	2,761,361	2,857,140	2,958,463	2,758,806	2,931,893

	2014	**2015**	**2016**
Property tax cost of service for median value home per month:			
Public Health Services	**$0.82**	**$0.84**	**$1.06**

Community Services – Human Services

Target Populations

- **Individuals with disabilities**
- **Older adults**
- **Multi-cultural individuals and families**
- **Children, youth and families with low-income**
- **Individuals who are Homeless**

Activities

- **Contractual Agencies**
- **Community Support Services**
- **Volunteer Services**
- **Meal Programs**
- **Ages 50+Programs**
- **Programs and Events**
- **Creekside Community Center**
- **Food Resource Programs**
- **Americans with Disabilities Compliance Program**
- **Human Rights**

11 elders completed the Evolve leadership program working on community projects ranging from developing health and fitness programs to neighborhood social networks.

Vision – Human Services strengthens the quality of life of Bloomington citizens by addressing relevant community issues through its expertise, resources, and partnerships.

Mission – to assure human services needs are met through the involvement of Bloomington residents.

2016 Objectives

- Older Adults: Offer health, wellness, educational programs/activities, field trips, the Bloomington Academy for Safe Elders (B.A.S.E.) program and provide project support to the graduates of the Evolve Leadership Program.
- Low-Income and/or Homeless: Collaborate with CAPSH, Arc Greater Twin Cities, VEAP, Oasis, and Hennepin County to provide a local connection access to health insurance (MNSure), financial and energy assistance.
- Community Programs:
  - Develop legal, financial, housing and informational clinics.
  - Become a Vietnam 50th Anniversary Commemorative Partner.
  - Collaborate with Public Health and the Normandale Center for Healing and Wholeness to implement dementia communication and caregiver support.
- Human Rights Commission: Provide support to implement the 2016 workplan including Diversity Days, Youth Leadership, Heritage Day and educational activities and exhibits on the topics of the Native American Experience "Why Treaties Matter" and the Asian Pacific Legal Experience.

2015 Results

- Older Adults:
  - New fitness/wellness programs were implemented based on citizens' requests: Gentle Mat Yoga, Tai Chi, Silver Sneakers Cardio and Strengthening. In addition, 1200 people attended the Living Well Expo in partnership with the Farmers Market.
  - 75% increase in participation in day activity field trips such as the Minnesota History Center, Como Zoo, Minnesota Twins, Baker Park Reserve, and riverboat cruise.
- Community Programs:
  - 49% more households accessed Fare For All, a low cost food buying program.
  - 67% increase in participants at Kite Day.
- Volunteer Services: Supported 332 volunteers to provide 31,307 hours totaling $777,353 ($24.83/hr) in value-added service.
- Low-Income and/or Homeless: 44% increase of staff support to at-risk individuals and families.
- Budget: Received $30,377 cash and in-kind donations.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 1,261,498	$ 1,365,909	8.3%
Materials/Supplies/Services	858,788	915,290	6.6
Capital	15,000	30,000	100.0
Expenses Charged to Others	(1,000)	(700)	(30.0)
	$ 2,134,286	**2,310,499**	**8.3%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	11	11	11
Administrative Assistant	1	1	1
Creekside Community Ctr. Coordinator	1	1	1
Human Services Admin. Coordinator	1	1	1
Human Services Manager	1	1	1
Human Services Program Coordinator	4	4	4
Maintenance Worker	1	1	1
Office Assistant	2	2	2

COMMUNITY SERVICES - HUMAN SERVICES
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 193,934	$ 163,236	$ 178,245	$ 177,650	$ 169,170
TOTAL REVENUES	193,934	163,236	178,245	177,650	169,170
Expenditures					
Staffing					
Salaries and Wages	894,912	923,591	923,591	902,426	1,008,112
Benefits	292,524	337,907	337,907	314,739	357,797
Operating Expenditures					
Professional and Technical Services	5,371	6,812	6,812	6,078	6,812
Utilities and Maintenance	220,475	205,753	213,534	163,207	225,903
Operations	18,911	25,610	25,610	20,339	25,760
City Support Services	550,852	548,901	548,901	546,603	583,468
Materials and Supplies	75,958	71,712	78,260	64,037	73,347
Capital Outlay					
Equipment	89,197	15,000	18,189	15,909	30,000
TOTAL EXPENDITURES	2,148,200	2,135,286	2,152,804	2,033,338	2,311,199
Less Expenses Charged to Other Funds	(921)	(1,000)	(1,000)	(642)	(700)
NET TOTAL EXPENDITURES	2,147,279	2,134,286	2,151,804	2,032,696	2,310,499

	2014	2015	2016
Property tax cost of service for median value home per month:			
Human Services	**$2.51**	**$2.58**	**$2.90**

Community Services – Cultural/Arts Events

Attracting more than 10,000 participants in 2015, the River Rendezvous living history festival at Pond-Dakota Mission Park is the largest event of its kind in the upper Midwest.

This area of the Parks and Recreation Division coordinates special events, Arts in the Parks, cultural arts support for resident fine arts organizations, and historical education and outdoor education/recreation experiences through management of the historic Pond-Dakota Mission Park.

2016 Objectives

OS Expand movies in the parks to include an additional movie series at a location other than the bandshell and increase movies by 50% to reach an additional 3,000 participants.
OS Implement an enhanced movie sponsorship package to increase program revenue by 15% in 2016.
OS Work with outside groups to create a wider variety of Winter Fete offering and enhance metro-wide marketing of those programs.
OS Utilize the City website and other communications for enhanced promotion of rental opportunities.
OS Build additional partnerships with organizations such as the Isaac Walton League to conduct natural resources restoration projects at lower costs to the City.
OS Explore the possibilities of creating an additional Summer Fete event and concert at the Pond House to increase Summer Fete week attendance by 25%.
OS Complete the Pond Dakota Mission Park Barn Restoration Concept design.
OS Develop four pop-up markets at two new locations to expand the reach of the Farmers Market.
OS Increase number of cooking demonstrations at the Farmers Market from five in 2015 to ten in 2016.
OS Increase and enhance active living activities at the Farmers Market with bike to the market days and fitness classes.

2015 Results

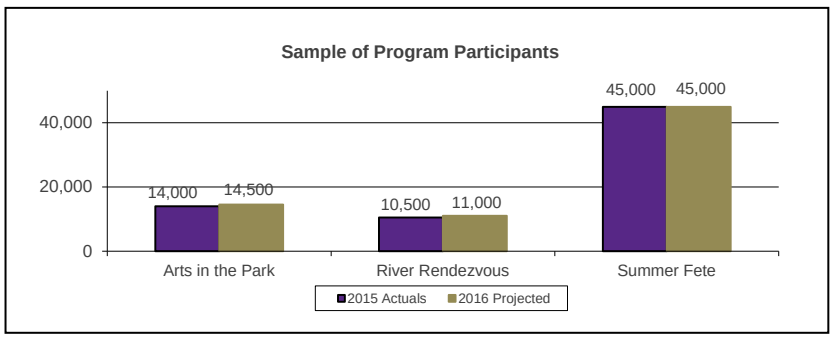
- Met budgeted revenue expectations on Normandale Lake Bandshell rentals and cultivated additional uses of the facility and park by non-profit organizations.
- Increased River Rendezvous attendance to its highest level ever and added several new schools to the roster of attendees.
- Expanded the Movie in the Park Series to include movies nearly every Friday night in the summer, increasing movie attendance by more than 1,000 people.
- Dakota Language Camp enjoyed one of its highest numbers of participants since its inception, and in keeping with one of the goals of that program, had the highest percentage of attendees from the Dakota community in the history of the program.
- Identified two major natural resource projects and completed contracts for undertaking restoration work on more than 20 acres of City land.
- Increased Summer Fete sponsorship donations to the highest level ever, with more than $20,000 in revenue, in part by cultivating a regular main stage sponsor resulting in $5,000 in yearly revenue.
- Received a grant from the National Farmers Market Coalition to implement a Power of Produce (POP club) program for kids that included educational materials and $2,000 to cover market vouchers.
- Increased attendance at the indoor markets by 10% from 2,478 in 2014 to 2,742 in 2015.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 191,866	$ 196,133	2.2%
Materials/Supplies/Services	500,191	509,747	1.9
	$ 692,057	**$ 705,880**	**2.0%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	1	**1**	**1**
Recreation Supervisor	1	1	1



COMMUNITY SERVICES - CULTURAL/ARTS EVENTS
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 143,874	$ 128,400	$ 147,718	$ 153,390	$ 135,600
TOTAL REVENUES	143,874	128,400	147,718	153,390	135,600
Expenditures					
Staffing					
Salaries and Wages	148,584	146,797	146,797	143,321	150,908
Benefits	47,809	45,069	45,069	45,424	45,225
Operating Expenditures					
Professional and Technical Services	400	1,000	1,000	(44)	1,000
Utilities and Maintenance	312,673	312,288	312,288	310,989	316,374
Operations	11,431	11,965	11,965	11,898	11,765
City Support Services	154,144	161,151	161,151	155,651	166,821
Materials and Supplies	14,231	13,787	13,787	9,507	13,787
TOTAL EXPENDITURES	689,272	692,057	692,057	676,746	705,880

	2014	2015	2016
Property tax cost of service for median value home per month:			
Cultural/Special Events	**$0.71**	**$0.74**	**$0.77**

Community Services – General Recreation

Activities

Skating
Playgrounds
Adaptive Recreation & Learning Exchange (AR&LE)
Youth Events
Adult Sports
Administration
Youth Athletics
Galaxy Youth Center
Armory
Volunteer Services

Parks and Recreation focuses on preserving, managing and programming the City's vast parks system of 3,700 acres for the enjoyment of people of all ages and abilities. The division provides a wide-range of activities for all ages, from highly competitive individual and team sports to self-directed leisure activities.

2016 Objectives

OS Expand volunteerism by continuing relationships with community service groups and businesses.
S Enhance Adaptive Recreation program offerings to meet the needs of people with disabilities in Bloomington, Richfield, Edina and Eden Prairie.
S Work with Three Rivers Park District, Artistry and other community partners to provide high quality summer recreational opportunities for youth preschool through ninth grade.
S Expand summer recreational opportunities for youth in preschool through first grade.
S Provide four, one-week camp sessions for children in preschool through 7th grade to promote social interaction, opportunities for leadership and fun while teaching basic camping skills.
S Provide teen volunteer opportunities for youth ages 13+ to learn and practice leadership skills.
S Evaluate warming house attendance at current locations to determine future warming house staffing plans.
OS Utilize the Minnesota Recreation and Park Foundation's New Initiative Grant to develop a new Adult Spikeball League as part of the Adult Sports League Collaboration.
OS Continue to enhance the partnership with The Bloomington Optimists Club on events including the Spring Egg Hunt and City Wide Halloween Party.
OS Update policies and procedures to provide athletic facilities for recognized Bloomington Youth Athletic Associations' programming to fairly and efficiently allocate available facilities.
OS Introduce new marking strategies for adult athletic leagues to increase participation.
OS Continue development of the student internship program in its second year and offer the most desirable and beneficial program in the state.
OS Continue to undertake data collection for the park asset inventory.

2015 Results

- Advertised and accepted seasonal job applications through an online application system called NEOGOV.
- Continued to work with the AR&LE partners to provide a variety of programs to meet the diverse needs of youth and adults with disabilities.
- Provided the highest quality recreation programs for the residents of Bloomington and enhanced programming by involving volunteers with program specific skills and expertise:
  - Summer Adventure Playgrounds served over 450 participants.
  - Camp Kota served over 700 participants.
  - Adaptive Softball served over 100 youth and adults with disabilities.
  - Playground Partnership served over 250 participants.
  - Adult Recreation had over 460 teams participate in 60 different men's women's and co-rec adult sport leagues. Over 100 teen volunteers assisted with year-round programming.
  - Approximately 400 community volunteers participated in park clean ups and invasive species removals.
- Provided an additional summer playground program site for a total of seven sites for elementary school aged youth
- The Polar Passport program enhanced outdoor skating opportunities by encouraging children to visit all of our City ice rink locations.
- The Spring Egg Hunt transitioned the Family Fun Walk into Family Fun Activities including live music, photo opportunities and pony rides.
- The Halloween Party was moved from the Bloomington Armory to Bloomington Ice Garden which provided the opportunity to feature open skating, free skate rental and a DJ.
- Worked in partnership with 7 recognized Bloomington youth athletic organizations and 6 Bloomington schools to create a comprehensive schedule for use of Bloomington athletic facilities.
- The Adult Sports League Collaboration introduced new adult athletic opportunities including fall and winter dodgeball, 3v3 basketball, and summer kickball leagues.

74 percent of residents surveyed rated the availability of paths and walking trails good or excellent, much above a national comparison of cities.

The National Citizen Survey™, City of Bloomington, MN 2015

Expenditures	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 1,240,259	$ 1,231,478	(.71)%
Materials/Supplies/Services	5,734,240	6,459,184	12.6
	$ 6,974,499	**$ 7,690,662**	**10.3%**

Authorized Full-Time	FY2014	FY2015	FY2016
	6	**6**	**6**
Assistant Parks & Recreation Manager	1	1	1
Office Assistant	1	1	1
Office Support Specialist	1	1	1
Parks & Recreation Manager	1	1	1
Recreation Supervisor	2	2	2

COMMUNITY SERVICES - GENERAL RECREATION
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 853,151	$ 890,800	$ 898,600	$ 867,856	$ 878,996
Intergovernmental	8,000	10,000	10,000	-	-
TOTAL REVENUES	861,151	900,800	908,600	867,856	878,996
Expenditures					
Staffing					
Salaries and Wages	928,106	985,147	989,147	990,398	990,048
Benefits	229,856	255,112	255,112	243,685	241,430
Operating Expenditures					
Professional and Technical Services	-	-	-	-	-
Utilities and Maintenance	342,418	465,793	603,891	501,982	559,992
Operations	31,145	36,711	36,711	28,259	37,161
City Support Services	4,662,608	5,131,455	5,131,455	5,124,114	5,763,730
Materials and Supplies	66,301	100,281	108,081	75,602	98,301
TOTAL EXPENDITURES	6,260,434	6,974,499	7,124,397	6,964,040	7,690,662

	2014	2015	2016
Property tax cost of service for median value home per month:			
General Recreation	**$7.24**	**$7.95**	**$9.20**

Divisions

Administration
Engineering/Traffic
Maintenance Administration
Street Maintenance

The westbound ramp to the I-494 corridor was not constructed at the East Bush Lake Road (CSAH 28)/494 interchange since there was a conflict with an existing railroad bridge. The city has found a design that will not conflict with the railroad. This ramp will serve developments in Bloomington and Edina without adding additional traffic to the already congested TH 100/494 interchange. Funding has now been secured for construction in 2017.

Public Works

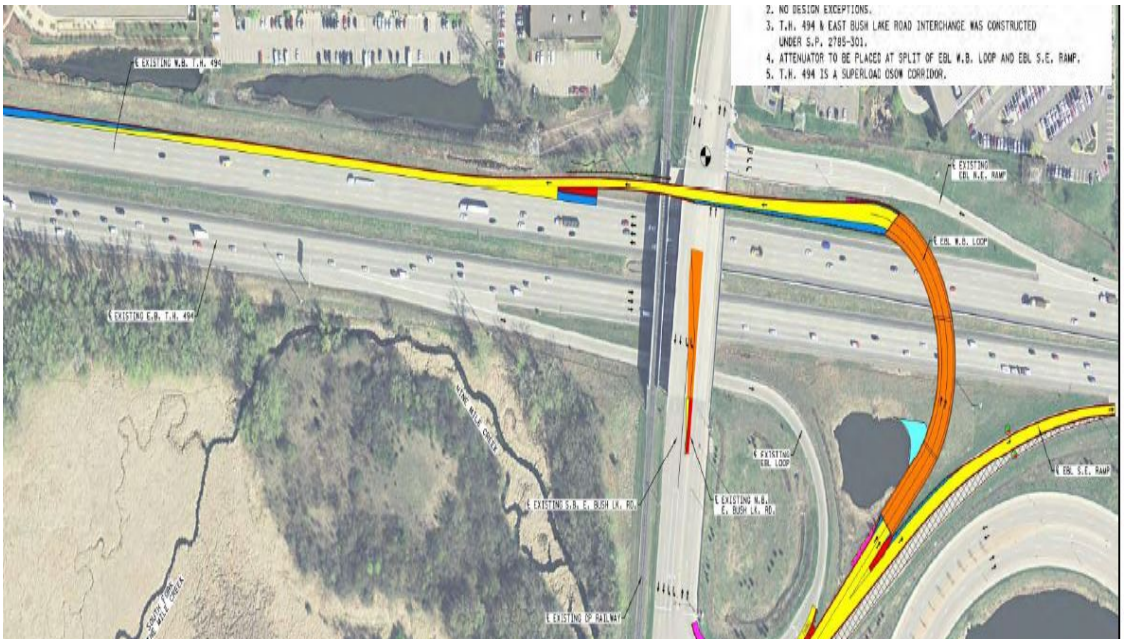
The Public Works Department provides well-maintained streets, efficient transportation, and provides parks and building maintenance for Bloomington-owned property. This department also oversees the Water, Wastewater, Storm Water, Solid Waste, as well as Facilities and Equipment Funds which are internal service fund types.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 7,036,102	$ 7,102,102	0.1%
Materials/Supplies/Services	6,454,193	7,006,646	8.6
Capital	44,000	62,000	40.9
Expenses Charged to Others	(2,610,090)	(2,968,231)	13.7
	$ 10,924,205	**$ 11,202,517**	**2.5%**

Authorized Full-Time

FY2014	FY2015	FY2016
64	**64**	**65**

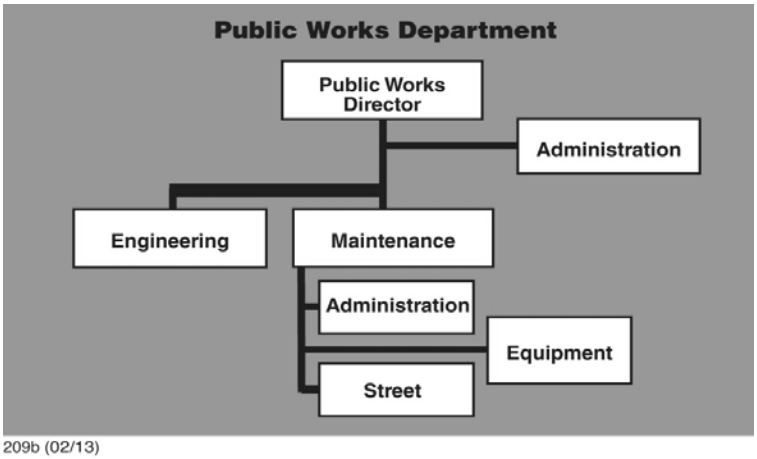


Westbound ramp to I-494 Corridor

PUBLIC WORKS
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 79,395	$ 85,500	$ 85,500	$ 74,303	$ 85,500
Permits	11,444	10,000	10,000	13,325	10,000
TOTAL REVENUES	90,839	95,500	95,500	87,628	95,500
Expenditures					
Staffing					
Salaries and Wages	4,926,058	5,127,583	5,145,083	4,874,395	5,230,220
Benefits	1,876,288	1,908,519	1,908,519	1,904,096	1,871,882
Operating Expenditures					
Professional and Technical Services	99,353	197,030	255,860	105,231	227,030
Utilities and Maintenance	1,147,307	1,344,782	1,392,782	1,428,393	1,570,730
Operations	125,008	140,875	140,875	127,221	154,045
City Support Services	2,860,601	3,069,184	3,069,184	3,069,221	3,367,884
Materials and Supplies	1,411,310	1,702,322	1,716,675	1,631,960	1,686,957
Capital Outlay					
Equipment	43,569	44,000	71,000	65,283	62,000
TOTAL EXPENDITURES	12,489,493	13,534,295	13,699,978	13,205,801	14,170,748
Less Expenses Charged to Other Funds	(2,560,602)	(2,610,090)	(2,610,090)	(2,551,072)	(2,968,231)
NET TOTAL EXPENDITURES	9,928,891	10,924,205	11,089,888	10,654,729	11,202,517

	2014	2015	2016
Property tax cost of service for median value home per month:			
Public Works	**$14.02**	**$13.81**	**$14.65**



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Public Works - Administration

The City Council approved the implementation of organized collection of trash in 2015. The responsibility for organized collection of garbage and recycling will be in the Public Works Department. Approximately 72% of the cities in the nation have already started organized collection in some form. The revised garbage and recycling program may begin in 2016 depending on issues outside the control of the city.

The administration component provides administrative support to its divisions.

2016 Objectives

OS Provide supervision, planning, budgeting, computer assistance, safety training and general services to the entire Public Works Department at a cost of less than two percent of total Public Works budget.

2015 Results

- Provide administrative assistance for 1.7 percent of the Public Works budget.
- Moved toward implementing an enhanced Safety Program.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 655,191	$ 570,914	(12.9)%
Materials/Supplies/Services	137,531	147,634	7.3
Expenses Charged to Others	(593,545)	(593,544)	-
	$ 199,177	**$ 125,004**	**(3.72)%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	6	**6**	**4**
Accountant	1	1	1
Administrative Assistant	1	0	0
Analyst	1	1	0
Deputy Director of Public Works	1	1	1
Director of Public Works	1	1	1
Office Supervisor	0	1	1
Safety & Compliance Coordinator	1	1	0

PUBLIC WORKS - ADMINISTRATION
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 2,754	$ 2,000	$ 2,000	$ 3,006	$ 2,000
TOTAL REVENUES	2,754	2,000	2,000	3,006	2,000
Expenditures					
Staffing					
Salaries and Wages	$ 477,488	$ 488,476	$ 488,476	$ 469,495	$ 445,114
Benefits	175,742	166,715	166,715	164,826	125,800
Operating Expenditures					
Professional and Technical Services	28,176	51,000	101,000	49,000	51,000
Utilities and Maintenance Operations	17,023	22,100	22,100	16,550	21,600
City Support Services	58,797	62,031	62,031	62,031	72,634
Materials and Supplies	3,718	2,400	2,400	5,095	2,400
TOTAL EXPENDITURES	760,944	792,722	842,722	766,998	718,548
Less Expenses Charged to Other Funds	(621,624)	(593,545)	(593,545)	(593,544)	(593,544)
NET TOTAL EXPENDITURES	139,320	199,177	249,177	173,454	125,004

Public Works – Engineering

Activities

Administration

Infrastructure Construction & Design

Engineering Services

Traffic and Transportation Engineering

To assist motorists in finding their way to South Loop District destinations and to shift away from congested routes, the City installed 13 changeable electronic message signs on local roads within the District.

The messages can be changed depending upon traffic and Mall of America parking conditions, providing a more efficient use of existing roadways and delaying or possibly eliminating other previously identified roadway improvements.

The Engineering Division provides design and construction inspection for the City's water supply, sanitary and storm sewer drainage systems, streets, sidewalks/bikeways, water resource projects, traffic signal systems and municipal facilities. It manages more than 15,000 signs, 144 traffic signal systems, the construction of approximately 12 miles of reconstructed or overlaid streets per year and other local and regional projects.

2016 Objectives

- To facilitate movement of people and goods efficiently, safely, cost effectively to any desired destination while seeking to minimize associated impacts on community livability and the environment.
- To endorse and pursue a "Complete Streets" transportation system.
- Renew the City's transportation and utility infrastructure in a cost effective manner and ongoing basis to accommodate forecasted growth and to keep costs affordable.
- Provide assistance and guidance to City property owners, prospective buyers and developers regarding parcel information and data, existing and planned City infrastructure, and City code and Engineering policies.
- Provide comprehensive long-range planning, design and construction for local and regional transportation system, sanitary/storm sewer and water main infrastructure within Bloomington.

2015 Results

- Constructed 10.54 miles of pavement management streets in 2015.
- Installed 46 new accessible pedestrian ramps and upgraded 151 accessible pedestrian ramps.
- Installed 498 lineal feet of new sidewalk and replaced 11,300 lineal feet of existing sidewalk and 260 lineal feet of replaced multi-modal trail.
- Installed 156 new street and pedestrian lights.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$2,852,362	$2,880,697	0.1%
Materials/Supplies/Services	821,523	904,836	10.1
Capital	16,000	34,000	100.1
Expenses Charged to Others	(1,732,530)	(1,967,822)	13.6
	$1,957,355	**$1,851,711**	**(5.40)%**

Authorized Full-Time	FY2014	FY2015	FY2016
	26	**26**	**28**
Analyst	0	0	1
Assistant Traffic Engineer	1	1	1
City Engineer	1	1	1
Civil Engineer	3	3	4
Engineering Technician	9	9	10
Computer Specialist	1	1	1
Office Assistant	1	1	1
Office Support Specialist	1	1	0
Professional Land Surveyor	1	1	1
Senior Civil Engineer	1	1	1
Sr. Engineering Technician	6	6	6
Traffic & Transportation Engineer	1	1	1

PUBLIC WORKS - ENGINEERING
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 464	$ 5,200	$ 5,200	$ 1,854	$ 5,200
Permits	11,444	10,000	10,000	13,325	10,000
TOTAL REVENUES	11,908	15,200	15,200	15,179	15,200
Expenditures					
Staffing					
Salaries and Wages	2,082,099	2,120,822	2,138,322	2,117,951	2,169,647
Benefits	711,886	731,540	731,540	734,499	711,050
Operating Expenditures					
Professional and Technical Services	55,287	144,330	153,160	55,287	174,330
Utilities and Maintenance	7,700	14,564	14,564	7,835	14,564
Operations	50,764	67,605	67,605	50,400	69,625
City Support Services	405,302	476,329	476,329	476,329	523,367
Materials and Supplies	57,157	118,695	133,048	93,281	122,950
Capital Outlay					
Equipment	17,363	16,000	43,000	38,457	34,000
TOTAL EXPENDITURES	3,387,558	3,689,885	3,757,568	3,574,040	3,819,533
Less Expenses Charged to Other Funds	(1,648,278)	(1,732,530)	(1,732,530)	(1,672,530)	(1,967,822)
NET TOTAL EXPENDITURES	1,739,280	1,957,355	2,025,038	1,901,510	1,851,711

	2014	**2015**	**2016**
Property tax cost of service for median value home per month:			
Engineering	**$2.38**	**$2.52**	**$2.45**

Activities

Street Lighting

Traffic Operation and Maintenance

Traffic Maintenance staff paints 500 crosswalks, 300 traffic arrows, 50 railroad crossing symbols, 245 lineal miles of road lines (100 percent of inventory) every year and maintains 70 signal systems and 1,175 street lights.

57 percent of citizens surveyed rated traffic signal timing excellent or good, similar to other cities included in a nationwide data base.

Public Works – Maintenance Administration

Maintenance Administration plans, schedules and coordinates maintenance programs and activities with other City departments and manages 4,400 street lights.

2016 Objectives

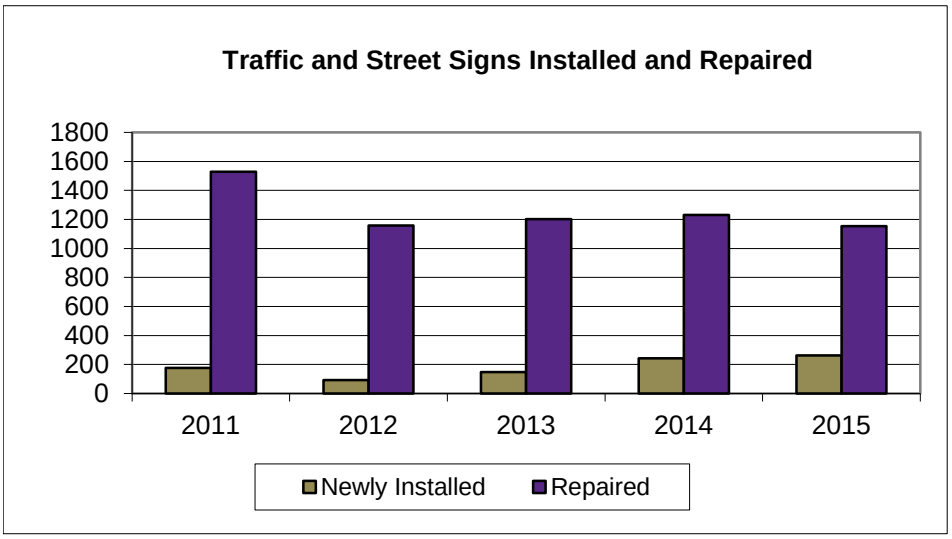
- Provide functional and informative signage and traffic markings on City roadways.
- Provide street light services for the safety of the public.
- Provide maintenance of traffic signal systems for the safety of the public.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 962,889	$ 980,316	1.8%
Materials/Supplies/Services	1,379,933	1,565,703	13.5
Capital	$ 28,000	$ 28,000	--
Expenses Charged to Others	0	(30,000)	-
	$2,370,822	**$2,544,019**	**7.31%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	10	**10**	**11**
Analyst	1	1	1
Computer Specialist	0	0	1
Equipment Operator I	2	2	2
Maintenance Superintendent	1	1	1
Office Assistant	1	1	1
Office Support Specialist	1	1	1
PW Project Coordinator	1	1	0
Senior Signal/Inst. Tech.	1	1	1
Signal/Inst. Tech.	1	1	2
Traffic Supervisor	1	1	1



PUBLIC WORKS - MAINTENANCE ADMINISTRATION
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 50,729	$ 48,300	$ 48,300	$ 46,425	$ 48,300
TOTAL REVENUES	50,729	48,300	48,300	46,425	48,300
Expenditures					
Staffing					
Salaries and Wages	614,926	678,491	678,491	707,659	698,664
Benefits	263,469	284,398	284,398	284,046	281,652
Operating Expenditures					
Professional and Technical Services	384	300	300	170	300
Utilities and Maintenance	954,295	973,952	1,021,952	1,021,952	1,121,342
Operations	21,812	20,715	20,715	14,021	24,465
City Support Services	272,937	286,409	286,409	286,409	290,539
Materials and Supplies	92,547	98,557	98,557	110,133	129,057
Capital Outlay					
Equipment	26,206	28,000	28,000	26,826	28,000
TOTAL EXPENDITURES	2,246,576	2,370,822	2,418,822	2,451,215	2,574,019
Less Expenses Charged to Other Funds	-	-	-	(983)	(30,000)
NET TOTAL EXPENDITURES	2,246,576	2,370,822	2,418,822	2,450,232	2,544,019

	2014	**2015**	**2016**
Property tax cost of service for median value home per month:			
Traffic Control and Street Lights	**$2.88**	**$3.02**	**$3.32**

Activities

Administration
General Pavement Maintenance
Sealcoating
Public Right-of-Way
Snow and Ice

In 2015, 341 miles of streets were maintained, including approximately 29 miles of sealcoating and over 120,000 feet of cracks sealed.

64 percent of citizens surveyed rated traffic flow on major streets excellent or good.

78 percent of citizens surveyed rated snow removal excellent or good, higher than most peer cities in a nationwide data base.

Public Works – Street Maintenance

Street Maintenance provides street sweeping, snow plowing and street repair. This includes the Pavement Management Program which attempts to maximize the life of streets by replacing and repairing pavement at the most beneficial time.

2016 Objectives

- Maintain roadways such that at least 90 percent are rated above problem condition status, per the City's Pavement Management Program condition rating system.

2015 Results

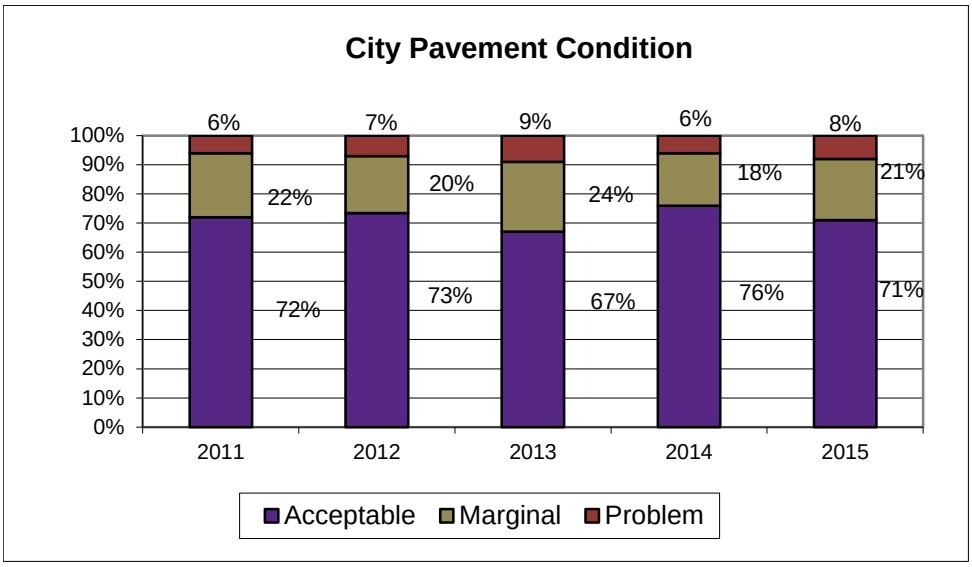
- For 2015, 92 percent of roadways are above problem condition.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$2,565,660	$2,670,175	4.1%
Materials/Supplies/Services	4,115,206	4,388,473	6.6
Expenses Charged to Others	(284,015)	(376,865)	32.7
	$6,396,851	**$6,681,783**	**4.5%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	22	**22**	**22**
Equipment Operator I	12	12	13
Equipment Operator II	8	8	8
Street Maintenance Supervisor	2	2	1



PUBLIC WORKS - STREET MAINTENANCE
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 25,448	$ 30,000	$ 30,000	$ 23,019	$ 30,000
TOTAL REVENUES	25,448	30,000	30,000	23,019	30,000
Expenditures					
Staffing					
Salaries and Wages	1,751,545	1,839,794	1,839,794	1,579,290	1,916,795
Benefits	725,191	725,866	725,866	720,725	753,380
Operating Expenditures					
Professional and Technical Services	15,506	1,400	1,400	774	1,400
Utilities and Maintenance	185,312	356,266	356,266	398,607	434,824
Operations	35,409	30,455	30,455	46,250	38,355
City Support Services	2,123,564	2,244,415	2,244,415	2,244,452	2,481,344
Materials and Supplies	1,257,888	1,482,670	1,482,670	1,423,451	1,432,550
TOTAL EXPENDITURES	6,094,415	6,680,866	6,680,866	6,413,547	7,058,648
Less Expenses Charged to Other Funds	(290,700)	(284,015)	(284,015)	(284,015)	(376,865)
NET TOTAL EXPENDITURES	5,803,715	6,396,851	6,396,851	6,129,532	6,681,783

	2014	2015	2016
Property tax cost of service for median value home per month:			
Street Maintenance	**$7.29**	**$8.27**	**$8.86**

Divisions

Assessing
City Clerk

Technical Services Group

The City Assessor's office provides appraisal services and administration of special assessments and property records for property tax, condemnation, acquisitions and other values for local properties. The City Clerk's office is responsible for services related to voter registration, election administration, Bloomington Cemetery administration, business licensing, passports, and records management and oversight of the Deputy Registrar/Motor Vehicle enterprise.

A Steering Committee made up of Department Directors and the City Manager provides direction to the programs within this group. The group also includes Information Systems which is budgeted for separately in the Internal Service Fund group.

Expenditures

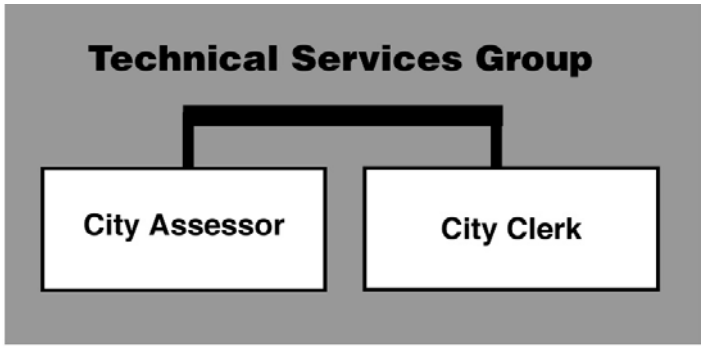
	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$2,291,199	$2,434,198	6.2%
Materials/Supplies/Services	613,986	649,915	5.9
Reimbursed Expenditures	(119,114)	(150,809)	26.6
	$2,786,071	**$2,933,304**	**5.3%**

Authorized Full-Time

FY2014	FY2015	FY2016
20	**20**	**21**

TECHNICAL SERVICES
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 46,196	$ 67,300	$ 67,300	$ 50,438	$ 66,850
TOTAL REVENUES	46,196	67,300	67,300	50,438	66,850
Expenditures					
Staffing					
Salaries and Wages	1,632,254	1,692,921	1,692,921	1,613,570	1,832,319
Benefits	562,301	598,278	598,278	581,006	601,879
Operating Expenditures					
Professional and Technical Services	20	14,800	16,287	11,462	14,900
Utilities and Maintenance	67,239	87,162	87,162	57,235	86,855
Operations	41,961	52,675	52,675	40,798	57,305
City Support Services	411,290	429,229	429,229	424,892	454,710
Materials and Supplies	28,159	30,120	30,120	24,389	36,145
TOTAL EXPENDITURES	2,743,224	2,905,185	2,906,672	2,753,352	3,084,113
Less Expenses Charged to Other Funds	(105,144)	(119,114)	(119,114)	(119,104)	(150,809)
NET TOTAL EXPENDITURES	2,638,080	2,786,071	2,787,558	2,634,248	2,933,304



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Technical Services Group – City Assessor

Activities

Industrial/Comm. Appraisals

Residential Appraisals

Homestead Records

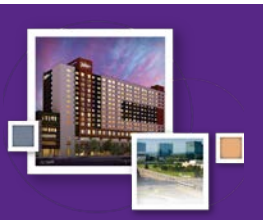
Property Owner Notice

Special Assessment Records

New Legislation Compliance

Administration and Records

Interdepartmental Services



The residential assessment for the City of Bloomington is divided into 29 single-family housing districts, 111 townhouse districts and 178 condominium districts.

The City Assessor's office determines the annual valuation and classification for properties located within Bloomington's geographic boundaries for the purposes of property taxation. All properties must be valued annually and reviewed once every five years. A Board of Review made up of independent real estate experts holds an annual hearing to rule on valuation disputes brought by owners. Assessing staff also manages appeals on commercial/industrial and apartment properties in Minnesota Tax Court.

2016 Objectives

OS Complete field review and revaluation of required number of residential and commercial-industrial parcels annually per State Statute.

OS Track improvements and changes to properties completed during the year.

OS Ensure that statistical measurements of accuracy and equalization for both the residential and commercial assessments remain within the desired targets set by the Department of Revenue.

2015 Results

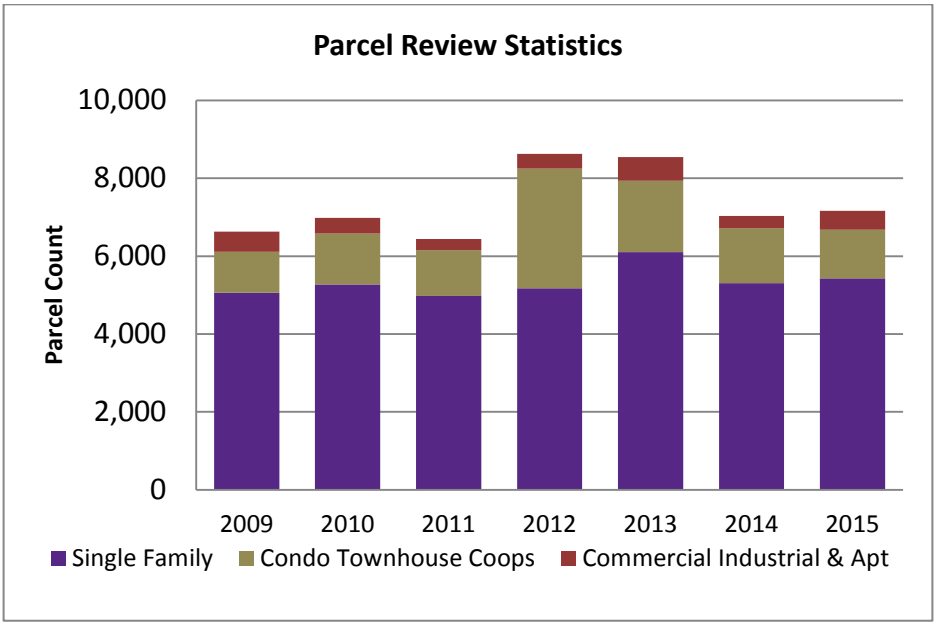
- Reviewed more than the 20 percent of parcels required – more than 7,162 out of approximately 32,000 parcels.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$1,465,081	$1,482,487	1.2%
Materials/Supplies/Services	333,384	348,772	4.6
Reimbursed Expenditures	(65,584)	(61,210)	(6.7)
	$1,732,881	**$1,770,049**	**2.1%**

Authorized Full-Time

	FY2013	FY2014	FY2015
	13	**13**	**13**
Assessment Assistant	2	2	2
Assessment Specialist	1	1	1
Chief Commercial Appraiser	1	1	1
Chief Residential Appraiser	1	1	1
City Assessor	1	1	1
Commercial Property Appraiser	4	4	4
Residential Property Appraiser	3	3	3



TECHNICAL SERVICES - ASSESSING
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 1,598	$ 1,400	$ 1,400	$ 890	$ 1,400
TOTAL REVENUES	1,598	1,400	1,400	890	1,400
Expenditures					
Staffing					
Salaries and Wages	1,011,946	1,073,015	1,073,015	1,047,691	1,105,279
Benefits	374,146	392,066	392,066	389,903	377,208
Operating Expenditures					
Utilities and Maintenance	22,877	43,000	43,000	22,047	39,500
Operations	25,745	26,235	26,235	21,026	32,835
City Support Services	244,550	258,579	258,579	256,616	270,867
Materials and Supplies	7,609	5,570	5,570	3,560	5,570
TOTAL EXPENDITURES	1,686,873	1,798,465	1,798,465	1,740,843	1,831,259
Less Expenses Charged to Other Funds	(53,772)	(65,584)	(65,584)	(65,584)	(61,210)
NET TOTAL EXPENDITURES	1,633,101	1,732,881	1,732,881	1,675,259	1,770,049

Technical Services Group – City Clerk

Activities

Administration
Cemetery
Elections
Licensing
Passports
Records Management

Customers appreciate new, online passport appointment scheduling implemented in fall of 2015!

Applications processed:

Year	Number
2015	3,089
2014	2,914
2013	1,582
2012	1,233
2011	923

The City Clerk Division conducts federal, state, and county elections during the even-numbered years and city and school district elections in the odd-numbered years. The Division manages business licensing and passports, maintains the records for the City cemetery, and oversees an off-site local Deputy Registrar Office. This Division provides Records Management Services for the City's records, manages off-site storage, and develops the Citywide Electronic Document Management System (EDMS) program. Lastly, the Division coordinates large, multi-departmental public data requests.

2016 Objectives

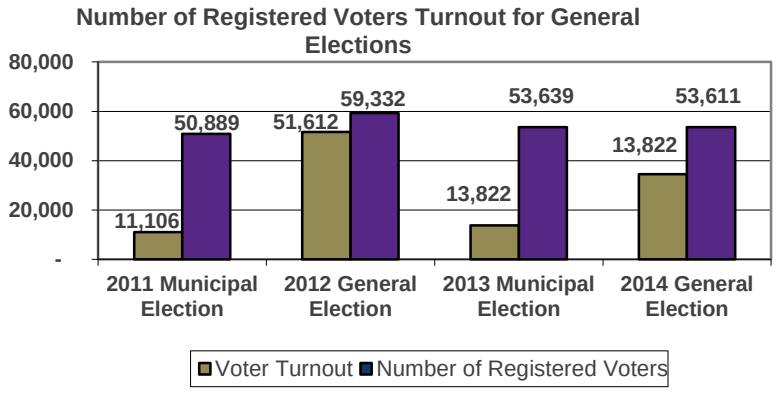
- OS Ensure that eligible voters can vote in an environment where elections are efficiently and accurately administered according to law
- S Operate effective licensing programs to promote the health and welfare of citizens and customers
- S Implement new licensing software and processes to promote efficiency and transparency
- OS Manage City records to minimize costs of storage and retrieval and to maximize accessibility
- OS Coordinate multi-departmental data requests under the Minnesota Government Data Practices Act
- S Implement effective data request software to promote transparency of government records for residents and the general public

2015 Results

- Issued 7,562 total licenses including but not limited to the following types:
  - 4,015 business
  - 3,547 pet
- Coordinated 69 multi-departmental data requests providing government records to public
- Implemented on-line passport appointment scheduling and processes

Expenditures	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 826,118	$ 951,711	15.2%
Materials/Supplies/Services	280,602	301,143	7.3
Reimbursed Expenditures	(53,530)	(89,599)	67.4
	$ 1,053,190	**$ 1,163,255**	**10.5%**

Authorized Full Time	FY2014	FY2015	FY2016
	7	**7**	**8**
City Clerk	1	1	1
Deputy City Clerk Elections/Administration	1	1	1
License Examiner/Deputy City Clerk	1	1	1
Office Assistant	2	2	2
Office Support Specialist	1	1	1
Records Manager	1	1	1
Records Specialist	0	0	1



TECHNICAL SERVICES - CITY CLERK
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 44,598	$ 65,900	$ 65,900	$ 49,548	$ 65,450
TOTAL REVENUES	44,598	65,900	65,900	49,548	65,450
Expenditures					
Staffing					
Salaries and Wages	620,308	619,906	619,906	565,879	727,040
Benefits	188,155	206,212	206,212	191,103	224,671
Operating Expenditures					
Professional and Technical Services	20	14,800	16,287	11,462	14,900
Utilities and Maintenance	44,362	44,162	44,162	35,188	47,355
Operations	16,216	26,440	26,440	19,772	24,470
City Support Services	166,740	170,650	170,650	168,276	183,843
Materials and Supplies	20,550	24,550	24,550	20,829	30,575
TOTAL EXPENDITURES	1,056,351	1,106,720	1,108,207	1,012,509	1,252,854
Less Expenses Charged to Other Funds	(51,372)	(53,530)	(53,530)	(53,520)	(89,599)
NET TOTAL EXPENDITURES	1,004,979	1,053,190	1,054,677	958,989	1,163,255

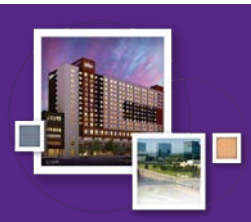
General Government

Divisions

City Council

Boards and Commissions

The City Council and its advisory boards and commissions comprise the legislative branch of the City of Bloomington. The City Council establishes City policy, approves all major decisions and adopts the annual budget as presented herein. Boards and Commissions are utilized in an advisory capacity by the City Council.



94 percent of residents surveyed rated Bloomington as either excellent or good as a place to live.

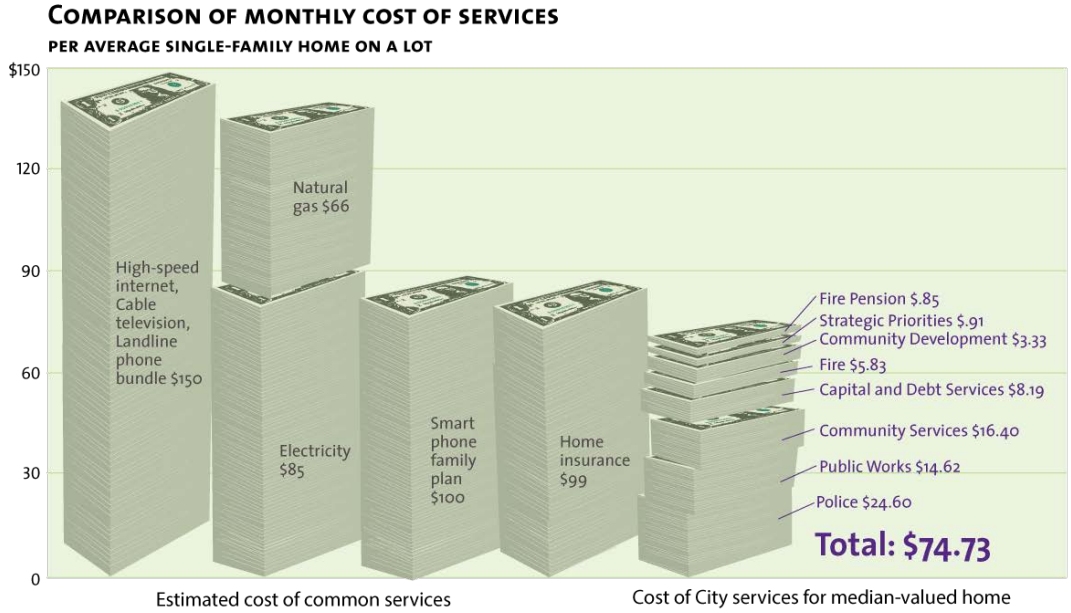
91 percent of residents surveyed rated the overall quality of life in Bloomington excellent or good, similar to the national comparisons in the survey data base.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$402,398	$407,848	1.4%
Materials/Supplies/Services	387,593	376,826	(2.8)
Expenses Charged to Others	(214,104)	(215,172)	0.5
	$575,887	**$569,502**	**1.1%**

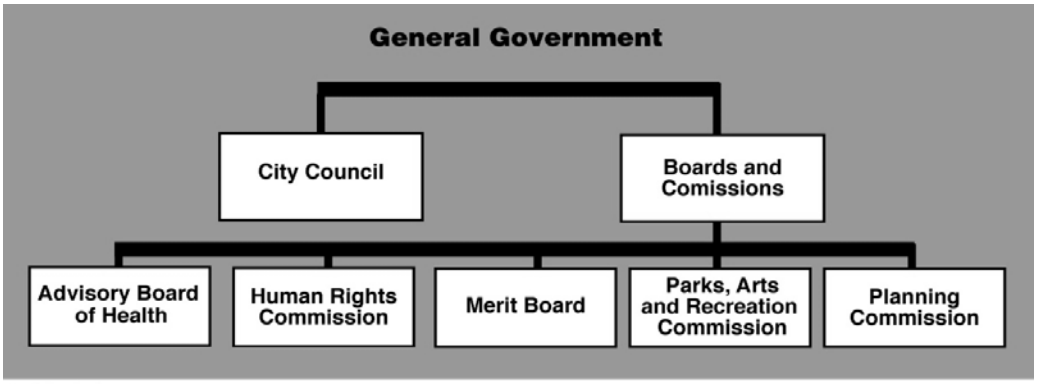
Authorized Full-Time

FY2011	FY2012	FY2013
1	1	1



GENERAL GOVERNMENT
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 777	$ 500	$ 1,700	$ 2,950	$ 500
TOTAL REVENUES	777	500	1,700	2,950	500
Expenditures					
Staffing					
Salaries and Wages	242,667	250,780	255,780	246,046	251,597
Benefits	160,045	151,618	151,618	152,942	156,251
Operating Expenditures					
Professional and Technical Services	44,205	55,976	55,976	45,079	58,446
Utilities and Maintenance	3,463	3,800	4,700	5,359	3,800
Operations	161,100	169,419	179,419	156,400	174,655
City Support Services	130,326	138,895	138,895	120,164	119,408
Materials and Supplies	31,841	19,503	19,803	30,309	20,517
TOTAL EXPENDITURES	773,647	789,991	806,191	756,299	784,674
Less Expenses Charged to Other Funds	(210,300)	(214,104)	(214,104)	(214,104)	(215,172)
NET TOTAL EXPENDITURES	563,347	575,887	592,087	542,195	569,502



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General Government – City Council

Activities

General Government

General Promotion

Special Projects

In a random citizen survey conducted in 2015, 86 percent of respondents rated "government services overall" as excellent or good.

The City is governed by an elected, part-time City Council consisting of a Mayor who is elected at-large and six Council members, two of whom are elected at-large and four of whom are elected from separate districts. All legislative power is vested in this Council which appoints a full-time City Manager who is responsible for the administration of City business. The Council also appoints citizens to various advisory commissions.

2016 Objectives

OS As a major partner, provide leadership to building and renewing the community.
OS Provide strategic direction to the City organization.
OS Provide policy direction and organization governance, through budget, ordinances and other policy body decisions.

2015 Results

- Continued implementation of the Solid Waste Plan by approving Organized Collection of residential solid waste in the community.
- Ensured stable, predictable revenues to support the Pavement Management Program by establishing utility franchise fees.
- Provided flexibility to fund future replacement or creation of infrastructure and community amenities by amending the City Charter related to bonding authority.
- Established a Creative Placemaking Commission to ensure community participation and guidance in placemaking efforts in the City's South Loop District.

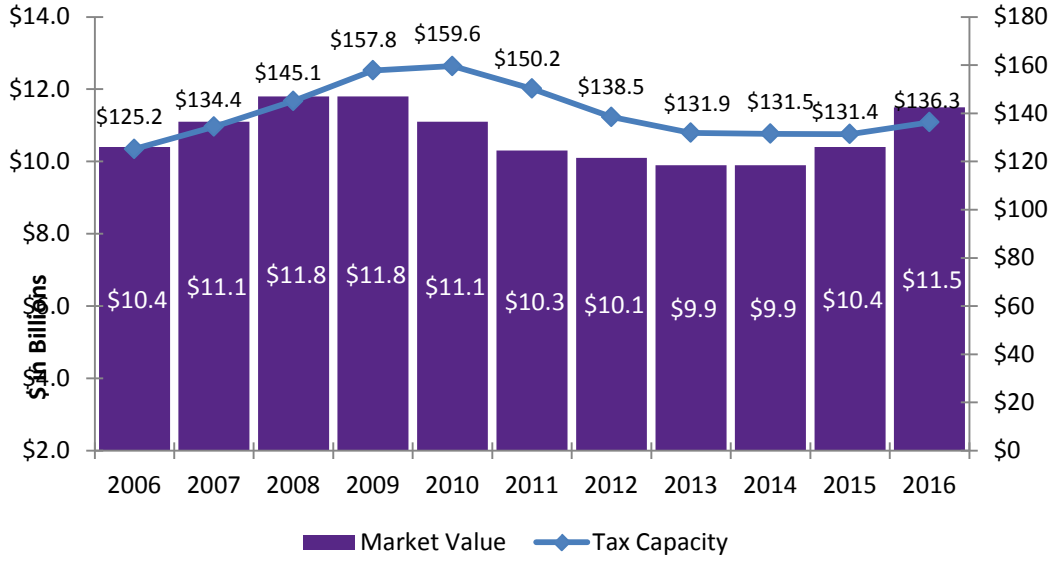
Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 326,494	$ 322,526	(1.2)%
Materials/Supplies/Services	349,016	336,731	(3.5)
Expenses Charged to Others	(214,104)	(215,172)	0.5
	$ 461,406	**$ 444,085**	**(3.8)%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	1	**1**	**1**
Administrative Assistant	1	1	1

Total City Market Value and Tax Capacity by Tax Year



GENERAL GOVERNMENT - CITY COUNCIL
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 277	$ -	$ -	$ 750	$ -
TOTAL REVENUES	277	-	-	750	-
Expenditures					
Staffing					
Salaries and Wages	184,355	194,207	199,207	188,484	187,052
Benefits	139,427	132,287	132,287	133,327	135,474
Operating Expenditures					
Professional and Technical Services	44,205	54,668	54,668	45,079	57,099
Utilities and Maintenance	963	1,200	1,200	1,334	1,200
Operations	137,251	142,450	152,450	132,353	147,650
City Support Services	126,218	135,598	135,598	117,024	115,682
Materials and Supplies	6,992	15,100	15,100	6,591	15,100
TOTAL EXPENDITURES	639,411	675,510	690,510	624,192	659,257
Less Expenses Charged to Other Funds	(210,300)	(214,104)	(214,104)	(214,104)	(215,172)
NET TOTAL EXPENDITURES	429,111	461,406	476,406	410,088	444,085

Boards and Commissions

Advisory Board of Health

Charter Commission

Human Rights Commission

Merit Board

Parks, Arts and Recreation Commission

Planning Commission

Foster a welcoming community by sponsoring a Naturalization Ceremony for immigrants during the 2016 International Day of Peace activities (Human Rights Commission).

The City's HRC welcomed 190 new citizens from 59 different countries at a Naturalization Ceremony this past year!

General Government – Boards and Commissions

Six advisory boards and commissions provide residents with an opportunity to participate in the affairs of the City. The Council makes final decisions, but these commissions assist by studying and making recommendations on government issues, policies and services.

2016 Objectives

OS Ensure a fair and equitable process for reviewing development applications in the best interests of the City. (Planning Commission)

LU Maintain land development ordinances to reflect best practices for managing land use and implementing the *Comprehensive Plan.* (Planning Commission)

OS Participate in Community Center Task Force and bring recommendations to City Council (Parks, Arts and Recreation Commission)

OS Continue work on the GIS-based asset inventory of the Bloomington parks system. (Parks, Arts and Recreation Commission)

OS Study issues affecting the health of the residents and make recommendations to the City Council as they perform their duties as a Community Health Board. (Advisory Board of Health)

OS Collaborate with the Racial Equity Minnesota Network and Bloomington Public Health to conduct healthy, productive dialogues on the topic of racial equity in Bloomington. Conduct dialogues to compliment the City's internal participation in a cohort of local and regional governments in Minnesota, Advancing Racial Equity: Putting Theory Into Action. Explore with community organizations, the faith community and citizens, planning and implementing multicultural dinners. (Human Rights Commission)

2015 Results

- Presented VEAP (Volunteers Enlisted to Assist People) with the Bloomington Health and Wellness Award for its commitment to providing high quality and nutritious food to our neighbors in need. (Advisory Board of Health)
- Presented six awards to food establishments, recognizing their achievement and commitment to food safety. (Advisory Board of Health)
- Held public hearings and rated playground equipment proposals for Dupont and Hampshire Hill Parks. (Parks, Arts and Recreation Commission)
- Provided input on the Alternative Transportation Plan Update and the Minnesota River Valley Master Plan. (Parks, Arts and Recreation Commission)
- Stimulated discussion and promoted civil rights through the sponsorship of a screening of the film *Mr. Civil Rights: Thurgood Marshall and the NAACP* community event/panel discussion and a general assembly at the Bloomington High Schools. (Human Rights Commission)

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits*	$ 75,904	$ 85,322	12.4%
Materials/Supplies/Services	38,577	40,095	3.9
	$ 114,481	**$ 125,417**	**9.6%**

*Wages paid for part-time workers or portions of full-time employees officially assigned to support their respective Advisory Boards and Commissions.

GENERAL GOVERNMENT - BOARDS AND COMMISSIONS
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 500	$ 500	$ 1,700	$ 2,200	$ 500
TOTAL REVENUES	500	500	1,700	2,200	500
Expenditures					
Staffing					
Salaries and Wages	58,312	56,573	56,573	57,562	64,545
Benefits	20,618	19,331	19,331	19,615	20,777
Operating Expenditures					
Professional and Technical Services	-	1,308	1,308	-	1,347
Utilities and Maintenance	2,500	2,600	3,500	4,025	2,600
Operations	23,849	26,969	26,969	24,047	27,005
City Support Services	4,108	3,297	3,297	3,140	3,726
Materials and Supplies	24,849	4,403	4,703	23,718	5,417
TOTAL EXPENDITURES	134,236	114,481	115,681	132,107	125,417

Activities

Strategic Organizational Development

Municipal Service Provider

Policy Development & Support to City Council

Administration

Intergovernmental Relations

Overall Organizational Operation

City Manager

The City Manager has the power and duty to enforce all City ordinances and resolutions, direct the operations of the City, and recommend to the Council measures which the City Manager feels are necessary for the welfare of the citizens and for efficient administration. The City Manager also appoints all other employees of the City and performs other duties required by the Council.

2016 Objectives

- **OS** Develop community engagement strategies that will complement and enhance strategic planning for the community, increase civic participation, and build relationships across the increasingly diverse resident population.
- **OS** Continue to build effective working partnerships with the educational, business, and non-profit organizations in the community.
- **OS** Develop and implement organizational development programs that build the capacity of the Bloomington city staff to provide innovative, creative, and customer-focused services.
- **OS** Ensure that equity and disparities are considered when reviewing or adopting City practices, policies and ordinances, and commit to including a diverse spectrum of stakeholders that will be included in the review and approval processes.

2015 Results

- Prepared budgets that met City Council expectations for maintaining high quality services, meeting ongoing obligations and long-term infrastructure needs, and investing in strategic priorities.
- Provided positive operational financial results.

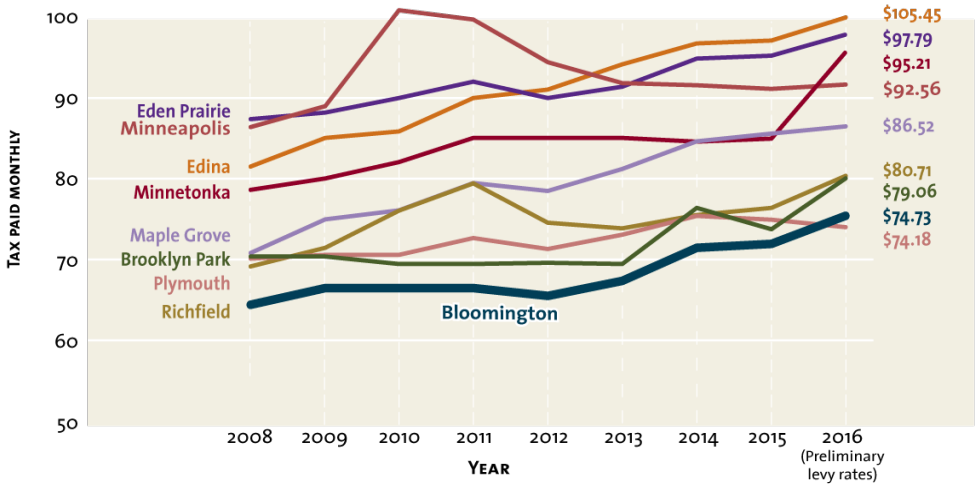
Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 409,039	$ 558,242	36.5%
Materials/Supplies/Services	100,872	218,799	106.4
Expenses Charged to Others	(150,317)	(154,819)	(4.6)
	$ 359,594	**$ 622,222**	**3.0%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	3	**3**	**4**
Assistant City Manager	1	1	1
City Manager	1	1	1
City Manager's Secretary	1	1	1
Placemaking Program Manager	0	0	1

CITY PROPERTY TAX ON MEDIAN VALUE SINGLE-FAMILY HOME



CITY MANAGER
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Expenditures					
Staffing					
Salaries and Wages	$ 232,056	$ 325,638	$ 295,638	$ 218,086	$ 431,813
Benefits	71,578	83,401	83,401	81,722	126,429
Operating Expenditures					
Professional and Technical Services	41,546	25,000	35,000	47,821	25,000
Utilities and Maintenance	962	1,200	1,200	1,334	1,200
Operations	9,234	13,350	68,350	42,409	123,350
City Support Services	62,469	58,222	58,222	57,634	64,949
Materials and Supplies	5,238	3,100	3,100	4,739	4,300
TOTAL EXPENDITURES	423,083	509,911	544,911	453,745	777,041
Less Expenses Charged to Other Funds	(157,632)	(150,317)	(150,317)	(150,312)	(154,819)
NET TOTAL EXPENDITURES	265,451	359,594	394,594	303,433	622,222

Legal

The Legal Department provides legal counsel to the City, City Council, Advisory Boards and Commissions, the City Manager and other City departments. The City Attorney's Office is responsible for the prosecution of non-felony criminal offenses occurring within the City. The Legal Department provides the City's general Counsel civil legal work negotiating and drafting complex redevelopment agreements, real estate acquisitions, leases, condemnations, defense of employments actions, mediation of employment disputes, ordinance drafting, contract negotiation, litigation management and inter-governmental relations.

Divisions

Prosecution

Ordinance, Legislation & Legal Support

Our attorneys made over 20,000 court appearances in 2015.

2016 Objectives

- Promote justice and enhance public safety through accountable, fair, and effective criminal prosecution;
- Deliver timely, high quality, accessible and cost-effective legal counsel to the City;
- Minimize the City's financial exposure to claims and lawsuits.;
- Negotiate, draft, and review contracts that promote the City's interests and protect its assets;
- Work with Community Development and the Port Authority to facilitate the high-quality development envisioned by the City's adopted District Plans;
- Work with Planning and Community Development to shape the ordinances, District Plans, and Comprehensive Plan by which the City of Bloomington grows, develops, and renews itself;
- With Human Resources develop employment policies that promote employee development.
- With Environmental Health protect the safety of the City's neighborhoods and businesses by education, communication, and civil enforcement actions;
- Work with City Clerk, improve public access to City documents;
- Work with Engineering, Parks and Recreation, Three Rivers Park District, and the Met Council to facilitate the growth of mass transit and other transportation opportunities within the City;
- Work with Licensing to improve the quality and safety of the City's licensed establishments through the screening and enforcement action processes.

2015 Results

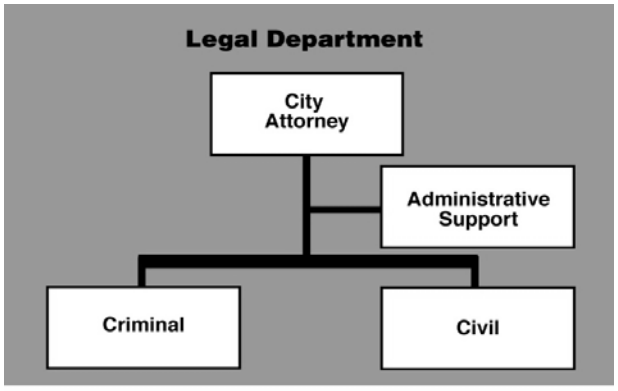
- Worked with Planning/ Port Authority, negotiating and drafting agreements, for the construction of multi-family housing, hotels, and businesses in the Bloomington Central Station District.
- Worked with Engineering on condemnation and property acquisition proceedings.
- Litigated high profile cases resulting from a protest at the Mall of America against 35 defendants.
- With the City Clerk, responded to multiple complex and voluminous data practices requests.
- Worked with the City Clerk on the recodification of the City's Code of Ordinances.
- Negotiated, drafted and reviewed over 870 liability waivers, releases, agreements and contracts.
- Litigated three criminal cases at the Appellate Court, and two cases at the Supreme Court.
- Completed integration of the Department's case management system and BCA records; implementation of the Court's new MGA program; creation of an electronic Ordinance/Resolution /Notice of Public Hearing review system; and implementation of a trial management iPad tool.
- Opened over 5,500 new criminal cases, each requiring an average of four court appearances.
- Pursued 72 vehicle forfeiture cases involving drivers defined as a distinct threat to the public.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 1,399,681	$1,470,423	5.0%
Materials/Supplies/Services	288,429	299,087	3.7
Expenses Charged to Others	(368,327)	(378,375)	(2.7)
	$ 1,319,783	**$1,391,135**	**5.4%**

Authorized Full-Time	FY2014	FY2015	FY2016
	12	**12**	**12**
Assistant Attorney	6	6	6
City Attorney	1	1	1
Legal Administrative Assistant	2	2	2
Office Assistant	1	1	1
Paralegal/Legal Assistant	2	2	2

LEGAL
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 27,142	$ 20,750	$ 20,750	$ 24,543	$ 20,750
TOTAL REVENUES	27,142	20,750	20,750	24,543	20,750
Expenditures					
Staffing					
Salaries and Wages	1,010,872	1,042,156	1,042,156	1,058,213	1,107,510
Benefits	350,061	357,525	357,525	360,201	362,913
Operating Expenditures					
Professional and Technical Services	1,529	1,774	1,774	4,486	4,939
Utilities and Maintenance	1,810	2,250	2,250	2,074	2,250
Operations	59,548	69,100	69,100	62,686	69,600
City Support Services	194,995	200,965	200,965	199,201	207,698
Materials and Supplies	9,901	14,340	18,840	12,149	14,600
TOTAL EXPENDITURES	1,628,716	1,688,110	1,692,610	1,699,010	1,769,510
Less Expenses Charged to Other Funds	(320,584)	(368,327)	(368,327)	(368,327)	(378,375)
NET TOTAL EXPENDITURES	1,308,132	1,319,783	1,324,283	1,330,683	1,391,135



202b (01/10)

Human Resources

Full-time employees may participate in a Healthy Rewards Program with Medica. Employees who participate will complete a health assessment, review eight healthy topics and receive a biometrics screening.

The Human Resources Department coordinates staff recruitment and hiring, designs and services employee benefit programs and conducts employee relations activities for all City employees. This department provides service to internal City departments for staffing by utilizing a fair and legal employee selection process. The Human Resources Department administers the City's job classification systems as approved by the Bloomington Merit Board and the City Council, and is the coordinating department for all job recruiting.

2016 Objectives

OS Attract and retain qualified, competent, service oriented employees.
OS Prepare and administer fair and reasonable employment policies and procedures.
OS Maintain reasonable compensation and benefit levels to attract and retain City staff.

2015 Results

- Recruited and hired 51 full-time employees in 2015 and hired more than 375 part-time employees.
- Promoted 23 full-time employees.

Expenditures

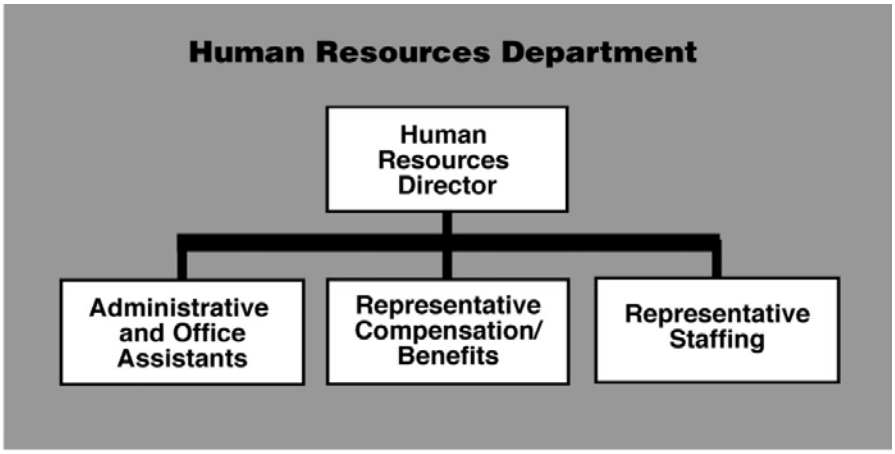
	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$726,642	$ 717,580	(1.1)%
Materials/Supplies/Services	252,795	253,388	0.2%
Expenses Charged to Others	(307,672)	(313,420)	1.9%
	$671,765	**$657,548**	**(2.1)%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	6	**6**	**6**
Director Human Resources	1	1	1
Human Resources Representative	3	3	3
Office Assistant	2	2	2

HUMAN RESOURCES
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 32	$ -	$ -	$ 134	$ -
TOTAL REVENUES	32	-	-	134	-
Expenditures					
Staffing					
Salaries and Wages	$ 521,883	$ 538,208	$ 538,208	$ 486,425	$ 535,532
Benefits	179,722	188,434	188,434	179,206	182,048
Operating Expenditures					
Professional and Technical Services	38,421	107,600	197,382	55,997	107,600
Utilities and Maintenance	963	500	500	1,784	500
Operations	9,847	22,500	26,900	17,128	22,500
City Support Services	103,563	102,695	107,095	98,178	103,288
Materials and Supplies	12,807	19,500	19,500	8,813	19,500
TOTAL EXPENDITURES	867,206	979,437	1,078,019	847,531	970,968
Less Expenses Charged to Other Funds	(291,312)	(307,672)	(307,672)	(307,668)	(313,420)
NET TOTAL EXPENDITURES	575,894	671,765	770,347	539,863	657,548



203b (01/10)

Finance

Divisions

Administration
Accounting
Risk Management

The Finance Department provides financial management for the City, Port Authority, Housing and Redevelopment Authority and support services to other departments. Financial services include financial management and advice, accounting, audit, budget and risk management. The department also oversees the billings and collection activities for the appropriate Utility Funds.

2016 Objectives

- **OS** Publish a Comprehensive Annual Financial Report (CAFR), a Budget document, a Five Year Community Investment Program (CIP) and a Popular Report each year.
- **OS** Provide monthly financial reports to City Council, staff and management by the 30th of the following month.
- **OS** Revenue and expense projections will be within 0.5 percent of actual by year end.
- **OS** Supply quality and timely support services to City departments and agencies as measured by internal surveys. Also provide financial analysis and recommendations on special projects.
- **OS** Take all appropriated budgets to City Council for approval by year end.

2015 Results

- Franchise fees were adopted for PMP Overlay and Trails.
- Reviewed all departmental submissions to City Council agendas for financial matters.
- Coordinated, analyzed, and reviewed 2016 budgets for all appropriated funds. 100% of required budgets were approved by year end.
- Coordinated, analyzed, reviewed and updated the 5-Year Capital Improvement Plan (2015-2019) for submittal to the City Council.
- Received the Government Finance Officers Association highest awards in Budget (20 years), CAFR (44 years) and Popular Report (15 years).
- Continually updated financial information on the City's website including Budget, Property Tax, Risk Management and the CAFR.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 2,077,422	$ 2,158,719	3.9%
Materials/Supplies/Services	655,134	676,759	3.3
Expenses Charged to Others	(1,674,822)	(1,762,633)	5.2
	$ 1,057,734	**$ 1,072,845**	**1.4%**

Personnel

FY2014	FY2015	FY2016
22	**22**	**23**

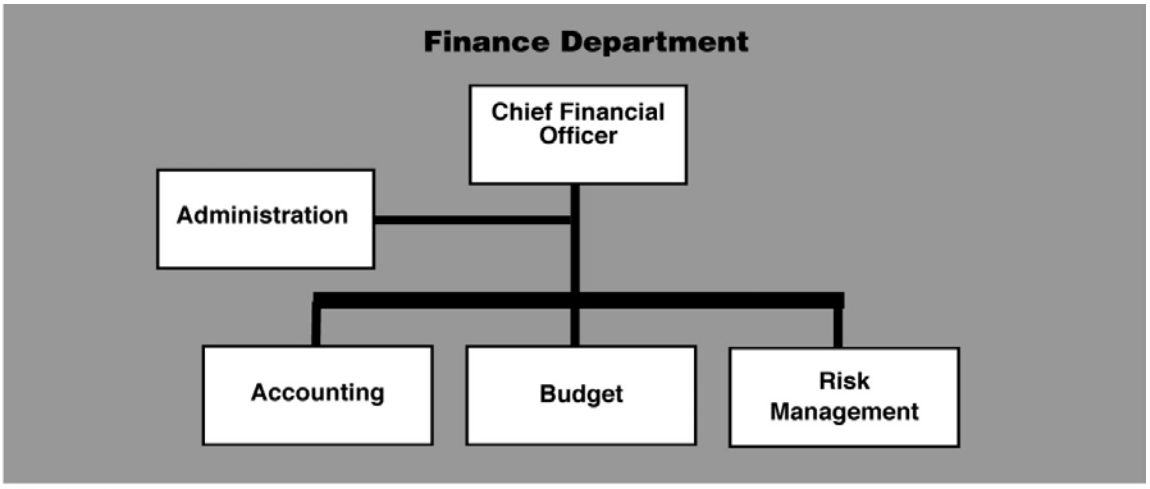
Standard & Poor's

Moody's

Fitch

FINANCE
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 512,390	$ 148,000	$ 148,000	$ 149,466	$ 153,000
TOTAL REVENUES	524,421	159,605	159,605	161,597	165,000
Expenditures					
Staffing					
Salaries and Wages	1,484,857	1,512,286	1,512,286	1,464,258	1,581,335
Benefits	551,218	565,136	565,136	564,723	577,384
Operating Expenditures					
Professional and Technical Services	12,755	27,030	27,030	12,388	26,930
Utilities and Maintenance	1,119	1,300	1,300	1,321	1,400
Operations	136,821	163,956	172,556	142,376	184,979
City Support Services	351,335	380,281	380,281	363,678	379,173
Materials and Supplies	50,308	82,567	82,567	60,779	84,277
TOTAL EXPENDITURES	2,588,413	2,732,556	2,741,156	2,609,523	2,835,478
Less Expenses Charged to Other Funds	(1,533,900)	(1,674,822)	(1,674,822)	(1,522,380)	(1,762,633)
NET TOTAL EXPENDITURES	1,054,513	1,057,734	1,066,334	1,087,143	1,072,845



205b (01/10)

Finance – Administration and Budget

Finance provides financial management services to the City Council, City Manager and support departments, including work in capital financing, budget coordination and debt management. Finance coordinates the City's Five-Year Community Investment Program, tax increment financing program implementation and ongoing oversite, budget and financial services to other City agencies such as the Port Authority and the Housing and Redevelopment Authority.

2016 Objectives

OS Maintain the highest bond rating possible through conservative financial management, financial planning with accurate and transparent reporting of the City's financial positions.

OS Prepare quality financial reports based on feedback from the Government Finance Officers' Association (GFOA), City Council and other organization best practices.

OS Earn the Distinguished Budget Award from the Government Finance Officers Association.

OS Provide excellent financial services to internal and external customers as measured by internal surveys.

OS Extract information from the CAFR to prepare the Popular Annual Financial Report.

OS Compile and present Five Year Community Investment Plan for approvals.

2015 Results

- Maintained highest bond rating possible from three rating agencies:
  - Moody's – Aaa, since 1998
  - Standard and Poor's – AAA, since 2000
  - Fitch Rating Agency - AAA, since 2004
- Provided new tools for bonding authority by amending the City Charter.
- Received the GFOA Distinguished Budget Award for the 20th consecutive year.
- Received the GFOA Award for Outstanding Achievement in Popular Annual Financial Reporting for the 15th year.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$401,821	$409,070	1.8%
Materials/Supplies/Services	160,999	164,120	1.9
Expenses Charged to Others	(234,559)	(248,235)	5.8
	$328,261	**$ 324,955**	**(1.0)%**

Personnel

	FY2014	FY2015	FY2016
	3	**3**	**3**
Administrative Assistant	1	1	1
Budget Manager	1	1	1
Chief Financial Officer	1	1	1

FINANCE - ADMINISTRATION AND BUDGET
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 22,280	$ -	$ -	$ -	$ -
Intergovernmental	12,031	11,605	11,605	12,131	12,000
TOTAL REVENUES	34,311	11,605	11,605	12,131	12,000
Expenditures					
Staffing					
Salaries and Wages	300,288	298,172	298,172	301,081	309,420
Benefits	102,453	103,649	103,649	104,422	99,650
Operating Expenditures					
Professional and Technical Services	10,475	18,030	18,030	10,758	17,930
Operations	17,670	22,570	22,570	21,172	27,240
City Support Services	50,791	64,124	64,124	55,747	60,125
Materials and Supplies	38,095	56,275	56,275	50,675	58,825
TOTAL EXPENDITURES	519,772	562,820	562,820	543,855	573,190
Less Expenses Charged to Other Funds	(185,400)	(234,559)	(234,559)	(234,564)	(248,235)
NET TOTAL EXPENDITURES	334,372	328,261	328,261	309,291	324,955

Finance - Accounting

Activities

Accounts Payable
Accounts Receivable
Audit
Cash Management
Customer Billing
General Accounting
Payroll
Purchasing

The Accounting Division manages the day-to-day accounting of the City's transactions, including payroll, accounts receivable, purchasing, investments, accounts payable, customer billing, cash receipts and general accounting. The division prepares monthly and quarterly financial statements and compiles the Comprehensive Annual Financial Report. Accounting staff provide support for the finance functions including budgeting and debt management. The Audit function monitors the City imposed sales tax on lodging, admissions, and liquor.

2016 Objectives

Provide quality accounting and related financial services to all City departments efficiently and effectively to meet the following criteria:

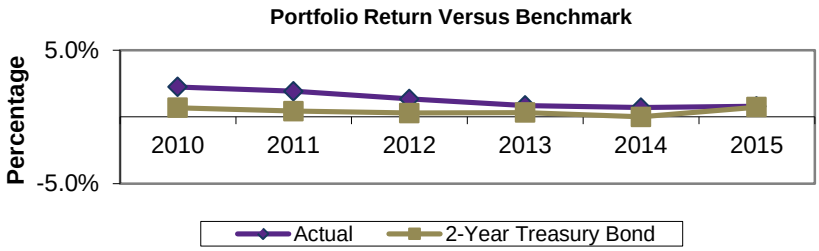
OS Accurate, timely, and transparent financial statements in an easily understood format to both internal and external users.
OS Investment of public funds in such a manner that all daily cash flow needs are met and the portfolio yield will not fall below 25 basis points of a U.S. Treasury obligation of comparable duration.
OS Produce checks and purchase orders in a timely manner, keep accurate records, monitor grants and capital assets for compliance with internal and external policies, and provide financial system assistance to our users.
OS Implement an improved interface from the Purchasing Card system to the ERP Accounts Payable module.
OS Upgrade the City's ERP software to a newer version in September 2016.
OS Update City Ordinances and Sales Tax Audit procedures in order for the City to collect lodging taxes from online travel companies beginning January 1, 2017.
OS Successfully add organized collection billing to existing Utility Billing software.

2015 Results

- Received Certificate of Achievement for Excellence in Financial Reporting for last 44 years.
- Enhanced monthly reports for City Council and internal users that were prepared and distributed timely.
- Received Popular Annual Financial Reporting Award for last 15 years.
- Implemented an electronic vendor payment system to streamline payment processes.
- Implemented additional ERP modules for Employee Travel Expense Reimbursement, Contract Management, and Vendor Self Service.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 1,608,446	$1,681,504	4.5%
Materials/Supplies/Services	450,576	474,228	5.2
Expenses Charged to Others	(1,331,608)	(1,407,842)	5.7
	$ 727,414	**$ 747,890**	**2.8%**

Authorized Full-Time	FY2014	FY2015	FY2016
	18	**18**	**19**
Accountant	3	3	3
Accounting Assistant	3	4	6
Assistant Finance Manager	1	1	1
Auditor	1	1	1
Customer Billing Supervisor	1	1	1
Finance Manager	1	1	1
Office Assistant	4	3	2
Office Support Specialist	2	2	2
Payroll Specialist	1	1	1
Purchasing Agent	1	1	1



FINANCE - ACCOUNTING
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 490,110	$ 148,000	$ 148,000	$ 149,466	$ 153,000
TOTAL REVENUES	490,110	148,000	148,000	149,466	153,000
Expenditures					
Staffing					
Salaries and Wages	1,138,309	1,161,612	1,161,612	1,123,468	1,218,425
Benefits	434,664	446,834	446,834	447,543	463,079
Operating Expenditures					
Professional and Technical Services	2,280	8,000	8,000	1,155	8,000
Utilities and Maintenance	1,119	1,300	1,300	1,321	1,400
Operations	116,013	135,522	143,122	118,364	151,875
City Support Services	267,304	279,962	279,962	271,868	288,001
Materials and Supplies	12,109	25,792	25,792	9,970	24,952
TOTAL EXPENDITURES	1,971,798	2,059,022	2,066,622	1,973,689	2,155,732
Less Expenses Charged to Other Funds	(1,250,400)	(1,331,608)	(1,331,608)	(1,179,156)	(1,407,842)
NET TOTAL EXPENDITURES	721,398	727,414	735,014	794,533	747,890

Finance – Risk and Litigation Management

Activities

Risk Management

Risk Management provides risk management support to all operating divisions of the City.

2016 Objectives

OS Complete required insurance renewals by June 2016 and provide necessary reports to City Council.

OS Re-establish a working City-wide Safety Committee to augment work of department committees.

OS Work with other departments to evaluate/revise City policies relating to safety.

2015 Results

- Renewed insurance policies for 2015.
- Reviewed over 700 contracts and requests for proposals.
- Participated in Organized Collection activities including contract drafting with the consortium.

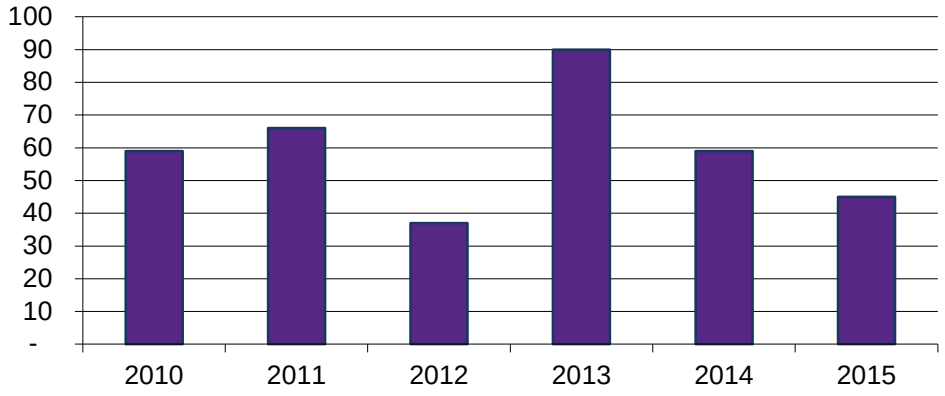
Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 67,155	$ 68,145	1.5%
Materials/Supplies/Services	43,559	38,411	(11.8)
Expenses Charged to Others	(108,655)	(106,556)	(1.9)
	$ 2,059	**$ 0**	**--**

Authorized Full-Time

	FY2014	FY2015	FY2016
	1	**1**	**1**
Risk & Litigation Manager	1	1	1

Number of Claims Filed



FINANCE - RISK MANAGEMENT
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Expenditures					
Staffing					
Salaries and Wages	$ 46,260	$ 52,502	$ 52,502	$ 39,709	$ 53,490
Benefits	14,101	14,653	14,653	12,758	14,655
Operating Expenditures					
Professional and Technical Services	-	1,000	1,000	475	1,000
Operations	3,138	5,864	6,864	2,840	5,864
City Support Services	33,240	36,195	36,195	36,063	31,047
Materials and Supplies	104	500	500	134	500
TOTAL EXPENDITURES	96,843	110,714	111,714	91,979	106,556
Less Expenses Charged to Other Funds	(98,100)	(108,655)	(108,655)	(108,660)	(106,556)
NET TOTAL EXPENDITURES	(1,257)	2,059	3,059	(16,681)	-

Contingency

As set forth in the City's Charter, total appropriations in the General Fund shall be less than total estimated revenues by a "safe margin". The City's Financial Management Policy requires this safe margin to be at least 2.5 percent of the current year's budgeted expenditures. For the General Fund, this safe margin is presented as Contingency.

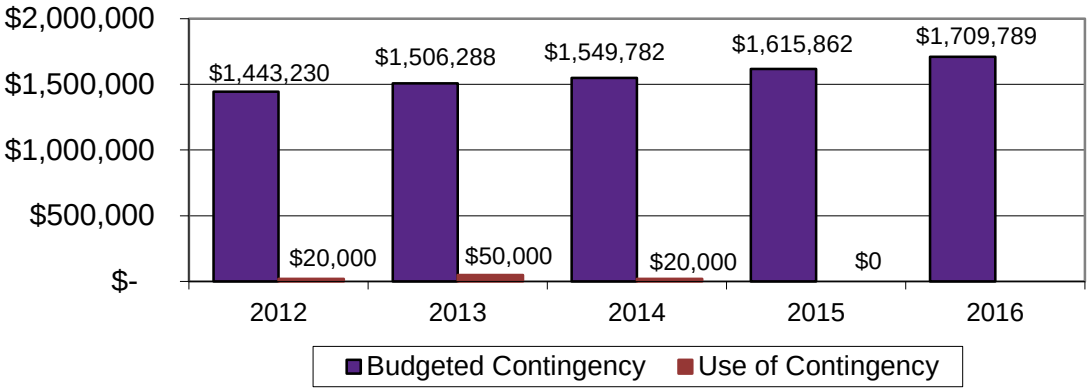
2016 Objectives

OS To provide a "safe margin" of no less than 2.5 percent of the proposed general fund expenditure budget for items not anticipated at the time of budget adoption.

2015 Results

- The City continues to meet the Charter requirement while maintaining property tax levy increases at or below the rate of inflation plus property tax base growth.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Transfers to Other Funds	$1,615,862	$1,709,789	5.8%
	$1,615,862	**$1,709,789**	**5.8%**



CONTINGENCY
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Expenditures					
TOTAL EXPENDITURES					
Transfers Out	$ -	$ 1,615,862	$ 1,615,862	$ -	$ 1,709,789
NET TOTAL EXPENDITURES	-	1,615,862	1,615,862	-	1,709,789

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Special Revenue Funds

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2016 Budget Summary – Special Revenue Funds

REVENUES

	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
Health Grants	$ 1,238,057	$1,314,302	$ 1,215,105	$ 1,122,335
DWI Forfeiture	97,261	93,050	126,833	65,550
Enhanced 911	113,628	202,439	201,737	111,824
Drug Forfeiture	59,581	100,100	135,231	100,100
Police Grants	165,244	199,000	275,667	267,598
Pension Residual	650,764	1,834,323	1,865,286	2,020,857
Communications	1,366,304	1,651,119	1,277,902	1,687,135
South Loop	165,749	270,050	372,996	401,900
Park Grants	12,582	70,352	302,626	65,000
Fire Grants	200,991	395,000	887,667	1,389,246
Placemaking	0	0	0	400,000
Cemetery	98,832	118,298	130,857	143,460
	$ 4,168,993	$6,248,033	$6,791,907	$ 7,775,005

EXPENDITURES

	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
Health Grants	$ 1,282,394	$1,351,560	$ 1,277,445	$ 1,129,301
DWI Forfeiture	76,856	116,784	73,778	74,078
Enhanced 911	83,910	456,121	456,125	118,394
Drug Forfeiture	11,635	12,300	10,320	12,300
Police Grants	212,983	199,000	218,371	267,598
Pension Residual	3,354,255	1,858,500	1,853,785	1,160,850
Communications	1,509,860	1,542,338	1,451,890	1,896,100
South Loop	240,000	150,000	3,590	180,000
Park Grants	11,226	64,000	65,475	100,000
Fire Grants	207,233	150,000	905,481	1,389,246
Placemaking	0	0	0	400,000
Cemetery	449,766	338,617	86,764	454,582
	$ 7,440,118	$ 6,239,202	$6,403,024	$ 7,182,449

Public Safety – Special Revenue

Activities

Police Grants
DWI Forfeiture Fund
Enhanced 911
Drug Forfeiture
Pension Residual
Fire Grants

The DWI Forfeiture, Drug Forfeiture, Enhanced 911, Police Grant and Pension Residual funds receive proceeds from forfeited assets and grant money from the state to be used for specific City police activities under State Statute.

2016 Objectives

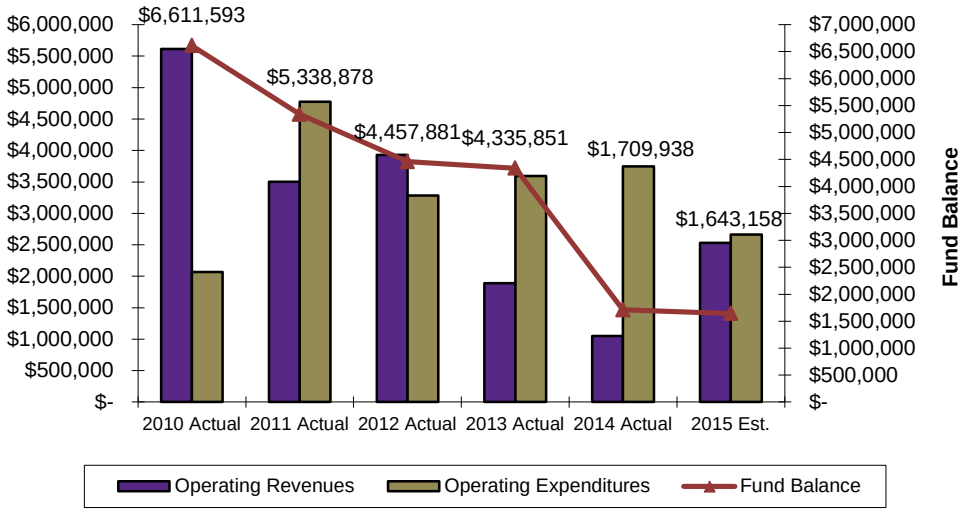
- Increase consequences for criminal activities and criminal enterprises by taking the proceeds and instrumentality from criminals and using them to reduce the burden upon taxpayers for enhanced law enforcement efforts.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget
Salaries/Wages/Benefits*	$1,867,000	$1,205,250
Materials/Supplies/Services	382,684	1,648,716
Capital Outlay	431,161	20,000
Transfers Out	138,500	103,500
	$2,819,345	**$2,977,466**

*Wages paid for part-time workers or portions of full-time employees officially allocated to other activities.

Fund Balance Compared to Revenues and Expenditures



PUBLIC SAFETY SPECIAL REVENUE
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Tax Revenues	$ -	$ -	$ -	$ -	$ 500,000
Program Income	154,280	192,500	192,500	192,961	165,000
Intergovernmental	1,100,088	1,217,821	1,660,654	1,865,802	2,280,665
Interest Income	33,102	9,991	9,991	15,444	9,510
Transfers In	-	1,403,600	1,403,600	1,403,567	1,000,000
TOTAL REVENUES	1,287,470	2,823,912	3,266,745	3,477,774	3,955,175
Expenditures					
Staffing					
Salaries and Wages	104,590	123,350	252,717	53,898	127,650
Benefits	3,209,199	1,743,650	1,758,750	1,207,447	1,077,600
Operating Expenditures					
Professional and Technical Services	-	-	1,200	-	-
Utilities and Maintenance	10,787	-	-	-	-
Operations	223,138	226,000	311,388	910,722	1,512,944
City Support Services	81,600	83,584	83,584	83,593	86,672
Materials and Supplies	74,253	73,100	73,100	72,110	49,100
Capital Outlay					
Equipment	59,305	431,161	551,599	518,818	20,000
Transfers Out	184,000	138,500	138,500	138,504	103,500
TOTAL EXPENDITURES	3,946,872	2,819,345	3,170,838	2,985,092	2,977,466
FUND BALANCE SOURCES (USES)	(2,659,402)	4,567	95,907	492,682	977,709
Fund Balance at Beginning of Year	4,418,453	1,759,051	1,759,051	1,759,051	2,251,733
Fund Balance At Year-End	$ 1,759,051	$ 1,763,618	$ 1,854,958	$ 2,251,733	$ 3,229,442

Public Safety – Police Grants

Activities

Auto Theft Grant
Justice Assistance Block Grant (JAG)
- **Neighborhood Initiatives**
- **Business Initiatives**
- **Youth Initiatives**

Toward Zero Death Grant (TZD)
Bloomington Crime Prevention Association Grant (BCPA)
- **National Night Out**
- **Business Watch**
- **Crime Free Multi-Housing**

Heroes and Helpers Grant
UASI Grant
HSEM Grants
- **Bomb Squad**
- **CBRNE**

The Police Department pursues supplemental funding in the form of grants from both Federal and State sources as a means of enhancing enforcement efforts, community outreach, response to homeland security and/or terrorism, and on-going training in the above areas.

2016 Objectives

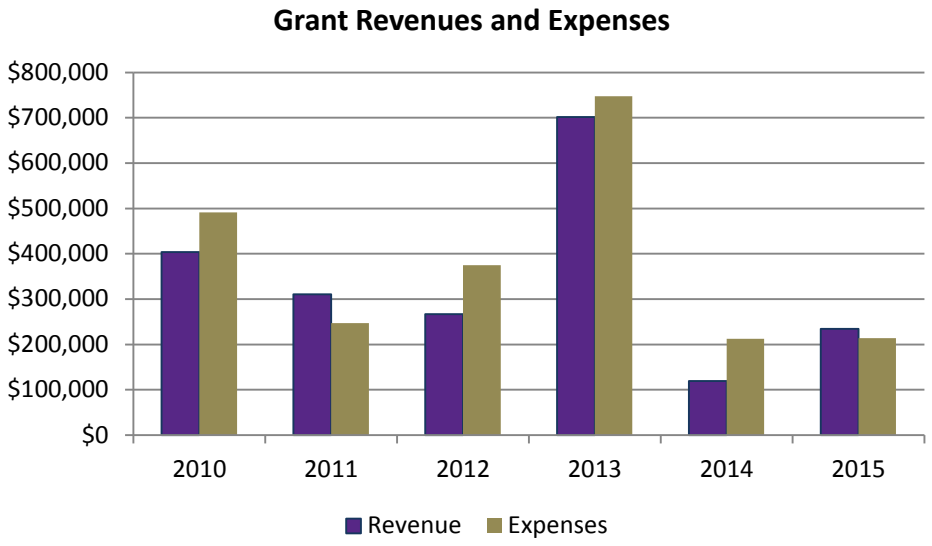
S Improve quality of life within the community through an aggressive approach to reducing crime.

2015 Results

- Conducted a proactive strategy to reduce auto theft through public education initiative.
- Worked 76 TZD traffic details in 2015, with 114 officers working shifts to locate and arrest impaired drivers.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget
Salaries/Wages/Benefits*	$ 131,000	$ 139,900
Materials/Supplies/Services	48,000	107,698
Capital	20,000	20,000
	$ 199,000	**$ 267,598**

*Wages paid for part-time workers or portions of full-time employees officially allocated to other activities.



POLICE GRANTS
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Intergovernmental	$ 165,244	$ 199,000	$ 577,133	$ 261,560	$ 267,598
TOTAL REVENUES	165,244	199,000	577,133	261,560	267,598
Expenditures					
Staffing					
Salaries and Wages	103,634	111,350	240,717	53,898	121,650
Benefits	29,636	19,650	34,750	10,477	18,250
Operating Expenditures					
Professional and Technical Services	-	-	1,200		
Operations	14,533	48,000	133,388	16,698	107,698
Materials and Supplies	5,875	-	-		
Capital Outlay					
Equipment	59,305	20,000	167,078	134,297	20,000
TOTAL EXPENDITURES	212,983	199,000	577,133	215,370	267,598
FUND BALANCE SOURCES (USES)	(47,739)	-	-	46,190	-
Fund Balance at Beginning of Year	-	(47,739)	(47,739)	(47,739)	(1,549)
Fund Balance At Year-End	$ (47,739)	$ (47,739)	$ (47,739)	$ (1,549)	$ (1,549)

Note: For most of these grants, the City has to expend funds and then request reimbursement.

DWI Forfeiture Fund

This fund accumulates proceeds from the sale of vehicles seized in DWI arrests of drivers with multiple DWI or DWI related convictions. The funds are statutorily designed to offset the expense of administering the forfeiture process with any residual committed to enforcement of DWI offenses.

2016 Objectives

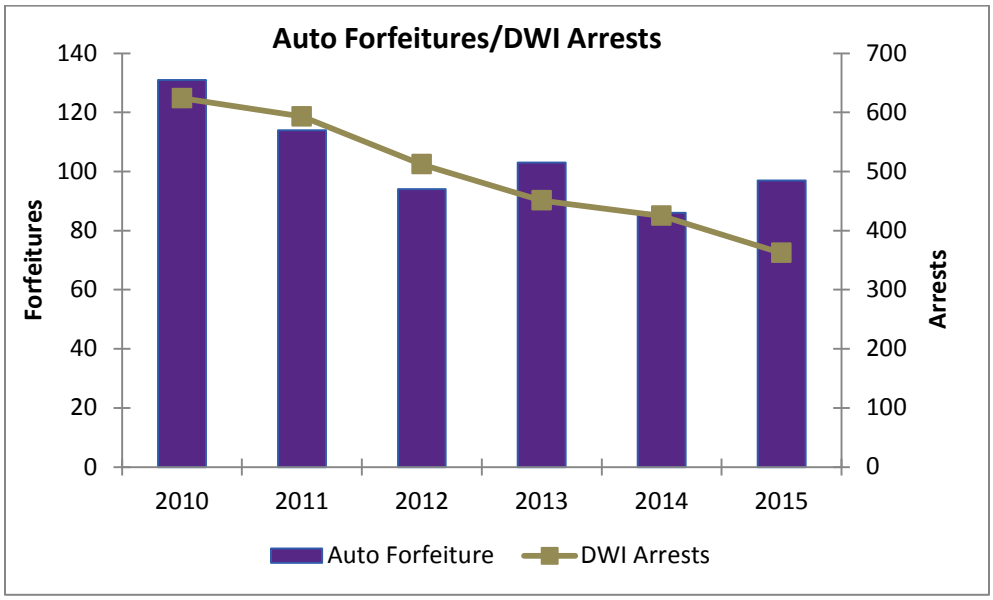
- Reduce internal costs associated with DWI vehicle enforcement in order to provide additional resources for DWI enforcement.
- Implement processes to uniformly and fairly seize vehicles under the DWI forfeiture law.
- Internally account for expenses associated with DWI forfeitures to assure proper allocation of expenses.
- To remove vehicles of repeat DWI offenders according to due process.

2015 Results

- Processed 96 DWI forfeited vehicles with 362 DWI arrests.
- Reduced and streamlined administrative time and actual expenses associated with DWI vehicle forfeiture.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget
Salaries/Wages/Benefits*	$ 16,000	$ 8,000
Materials/Supplies/Services	100,784	66,078
Capital	-	-
	$ 116,784	**$ 74,078**

*Wages paid for part-time workers or portions of full-time employees officially allocated to other activities.



Note: Decreasing DWI arrests is a state-wide trend.

POLICE - DWI FORFEITURES
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 95,077	$ 92,500	$ 92,500	$ 59,210	$ 65,000
Grants	-	-	64,700	64,700	-
Interest Income	2,185	550	550	2,384	550
TOTAL REVENUES	97,262	93,050	157,750	126,294	65,550
Expenditures					
Staffing					
Salaries and Wages	956	12,000	12,000	-	6,000
Benefits	9,308	4,000	4,000	-	2,000
Operating Expenditures					
Utilities and Maintenance	10,787	-	-	-	-
Operations	1,372	28,000	28,000		16,000
City Support Services	11,472	11,984	11,984	11,989	13,278
Materials and Supplies	42,961	60,800	60,800	61,790	36,800
TOTAL EXPENDITURES	76,856	116,784	116,784	73,779	74,078
FUND BALANCE SOURCES (USES)	20,406	(23,734)	40,966	52,515	(8,528)
Fund Balance at Beginning of Year	241,823	262,229	262,229	262,229	314,744
Fund Balance At Year-End	$ 262,229	$ 238,495	$ 303,195	$ 314,744	$ 306,216

Note: For most of these grants, the City has to expend the funds and then request reimbursement.

Enhanced 911

The Enhanced 911 Fund receives funding from the 911 service fees charged to telephone customers. The funds are used for implementation, operation, maintenance, enhancement, and expansion of 911 service, including acquisition of necessary equipment.

2016 Objectives

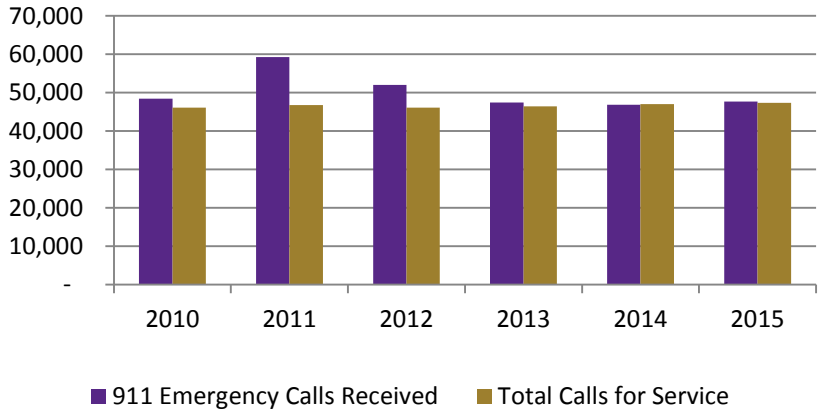
- Maintain and upgrade 911-communications technology.
- Maintain and improve communication center staffing, training, and equipment.
- Develop quality assurance program.
- Enhance community education and outreach/develop public service announcement for 911.

2015 Results

- Enhanced inter-operability with Metro Radio Board regional system.
- Decreased public safety response times.
- Maintained and upgraded 911 communications technology.
- Maintained and improved communications center staffing, training and equipment.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget
Materials/Supplies/Services	$ 71,600	$ 73,394
Transfer Out		45,000
Capital	384,521	
	$456,121	**$118,394**

911 Calls



In 2015, BPD received 47,710 911 emergency calls and responded to 47,332 calls for service. This includes Mall of America, which had 4,678 calls for service and averaged 10 percent of all calls for service.

Note: Calls for service include any request for police action which originates outside the Police Department, from 911, non-emergency lines and walk-ins.

911 calls include any call for police action, information or “pocket dials” from cell phones that come through the 911 system.

POLICE - ENHANCED 911
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2015 BUDGET
Revenues					
Intergovernmental	$ 111,689	$ 111,689	$ 111,689	$ 111,689	$ 111,689
Interest Income	1,939	750	750	48	135
Transfers In	-	90,000	90,000	90,000	-
TOTAL REVENUES	113,628	202,439	202,439	201,737	111,824
Expenditures					
Operating Expenditures					
City Support Services	70,128	71,600	71,600	71,604	73,394
Materials and Supplies	13,782	-	-	-	-
Transfer Out					45,000
Capital Outlay					
Equipment	-	384,521	384,521	384,521	-
TOTAL EXPENDITURES	83,910	456,121	456,121	456,125	118,394
FUND BALANCE SOURCES (USES)	29,718	(253,682)	(253,682)	(254,388)	(6,570)
Fund Balance at Beginning of Year	238,436	268,154	268,154	268,154	13,766
Fund Balance At Year-End	$ 268,154	$ 14,472	$ 14,472	$ 13,766	$ 7,196

Drug Forfeiture

This fund accumulates proceeds from the sale of assets (proceeds or instrumentality of criminal enterprises) seized in drug related arrests under state and federal laws. The funds must be used for law enforcement purposes.

2016 Objectives

Use drug-forfeited assets to cover law enforcement expenses that are not funded by the taxpayers, including:

- Purchase a tablet for use drafting search warrants and accessing information off site.
- Fund specialized training and equipment for law enforcement activities.
- Purchase a wireless camera capable of monitoring via the web for use in hotels and other structures.

2015 Results

- Removed drugs worth over $3,000,000 from the community.
- Purchased specialized GPS vehicle trackers.
- Transitioned to a cell based body bug for undercover buys.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget
Materials/Supplies/Services	$ 12,300	$ 12,300
Equipment	26,640	0
	$ 38,940	**$ 12,300**

DRUG FORFEITURE ACTIVITY

	2013		2014		2015	
	# grams	Est. Street Value	# grams	Est. Street Value	# grams	Est. Street Value
Marijuana	22,352	223,520	10,414.5	104,145	30,333	303,198
Methamphetamines	6,551	65,510	685.4	68,540	26,511	2,651,061
Crack (Rock) Cocaine	39	3,900	2.51	251	16	1,645
Cocaine	2,649	264,912	748.7	74,870	302	30,153
Heroin					39	16,320
TOTAL		$557,842		$247,806	39	$3,002,377

POLICE - DRUG FORFEITURES
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 59,203	$ 100,000	$ 100,000	$ 133,751	$ 100,000
Interest Income	378	100	100	1,479	100
TOTAL REVENUES	59,581	100,100	100,100	135,230	100,100
Expenditures					
Operating Expenditures					
City Support Services	-	-	-	-	-
Materials and Supplies	11,635	12,300	12,300	10,320	12,300
Capital Outlay					
Equipment	-	26,640	-	-	-
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	11,635	38,940	12,300	10,320	12,300
FUND BALANCE SOURCES (USES)	47,946	61,160	87,800	124,910	87,800
Fund Balance at Beginning of Year	43,015	90,961	90,961	90,961	215,871
Fund Balance At Year-End	$ 90,961	152,121	178,761	$ 215,871	$ 303,671

Pension Residual Asset Fund

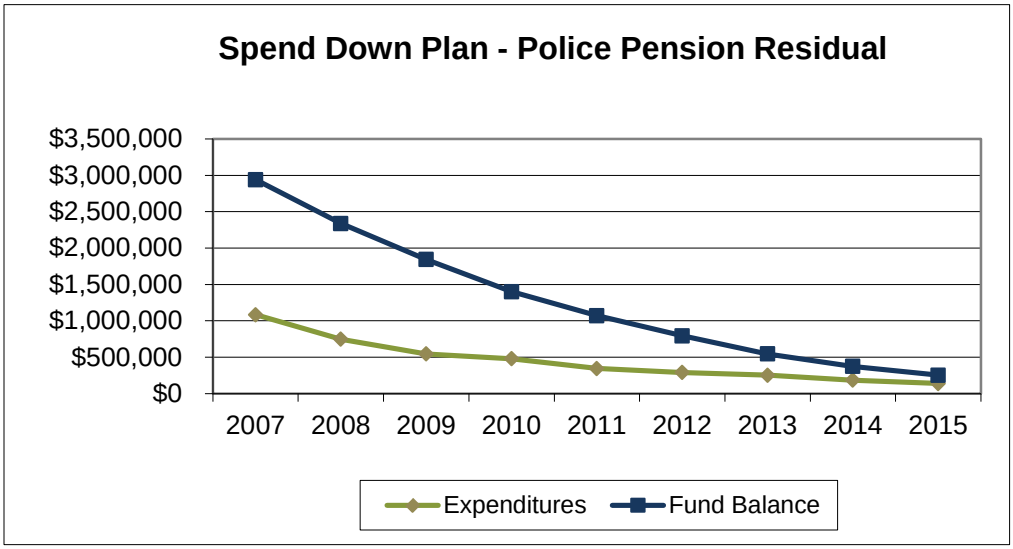
This fund accounts for proceeds reimbursed from the state administered Police Consolidated Pension Fund. Most of the initial reimbursement plus interest earnings generated by the fund are transferred to other funds where they are expended. Beginning in 2004, a Fire Pension levy, if needed, and the corresponding contribution were included in this Fund.

2016 Objectives

- OS Use the proceeds from the reimbursement of Police Pension funds for one-time capital items and to defray the annual operating costs of the Police department.
- OS Implement the approved spend-down plan to fund Police services and cause minimum disruption to taxpayers when this fund is depleted in 2019.
- OS Build a balance in the Fire Pension activity to cushion future contribution increases. A levy of $500,000 was included in the total property tax levy for 2016.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget
Salaries/Wages/Benefits*	$1,720,000	$ 1,057,350
Transfers Out	138,500	103,500
	$1,858,500	**$1,160,850**

*Wages paid for part-time workers or portions of full-time employees officially allocated to other activities.



PENSION RESIDUAL ASSET FUND
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Tax Revenues	$ -	$ -	$ -	$ -	$ 500,000
Intergovernmental	622,164	512,132	512,132	540,186	512,132
Interest Income	28,600	8,591	8,591	11,533	8,725
Transfers In	-	1,313,600	1,313,600	1,313,567	1,000,000
TOTAL REVENUES	650,764	1,834,323	1,834,323	1,865,286	2,020,857
Expenditures					
Staffing					
Benefits	3,170,255	1,720,000	1,720,000	1,196,970	1,057,350
Transfers Out	184,000	138,500	138,500	138,504	103,500
TOTAL EXPENDITURES	3,354,255	1,858,500	1,858,500	1,335,474	1,160,850
FUND BALANCE SOURCES (USES)	(2,703,491)	(24,177)	(24,177)	529,812	860,007
Fund Balance at Beginning of Year	3,882,580	1,179,089	1,179,089	1,179,089	1,708,901
Fund Balance At Year-End	$ 1,179,089	$ 1,154,912	$ 1,154,912	$ 1,708,901	$ 2,568,908

Public Safety – Fire Grants

Activities

Structural Collapse

Technical Rescue Team

The Fire Department pursues supplemental funding in the form of grants and dedicated funding from Federal, State and urban area sources. These funds are utilized for equipment and training for statewide response efforts for hazardous materials emergencies, structural collapse and technical rescues.

2016 Objectives

- Improve and protect the quality of life within the community through an aggressive approach to maintaining a safe environment and response capabilities for residents and guests.
- Seek additional funding for equipment and training for emergency responders in 2016.

2015 Results

- Obtained and managed grant funding for confined space training for 30 new members of the structural collapse team.
- Obtained and managed funding for advanced technical rescue training and exercises for the 210 member Urban Search & Rescue Task Force.
- Obtained and managed funding for equipment and supplies for the structural collapse team.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget
Salaries/Wages/Benefits*	$ 0	$617,700
Materials/Supplies/Services	150,000	252,046
Capital	-	519,500
	$150,000	**$1,389,246**

*Wages paid for part-time workers or portions of full-time employees officially allocated to other activities.

FIRE GRANTS FUND
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Intergovernmental	$ 200,991	$ 395,000	$ 395,000	$ 887,667	$ 1,389,246
TOTAL REVENUES	200,991	395,000	395,000	887,667	1,389,246
Expenditures					
Staffing					
Salaries and Wages	-	-	-	-	-
Operating Expenditures					
Operations	207,233	150,000	150,000	894,024	1,389,246
Capital Outlay					
Equipment	-	-	-	-	-
TOTAL EXPENDITURES	207,233	150,000	150,000	894,024	1,389,246
FUND BALANCE SOURCES (USES)	(6,242)	245,000	245,000	(6,357)	-
Fund Balance at Beginning of Year	12,599	6,357	6,357	6,357	-
Fund Balance At Year-End	$ 6,357	$ 251,357	$ 251,357	$ -	$ -

Note: For most of these grants, the City has to expend funds and then request reimbursement.

City Clerk – Cemetery

A Columbaria will be added to the cemetery in 2016.

In 1864 the Township of Bloomington became the owners and custodians of the cemetery built in 1856 by Oak Grove Presbyterian Church.

In 2014, the oldest part of the cemetery was added to the National Register of Historic Places.

The cemetery offers all individuals burial options within the City with preferred pricing for those that meet eligibility requirements.

2016 Objectives

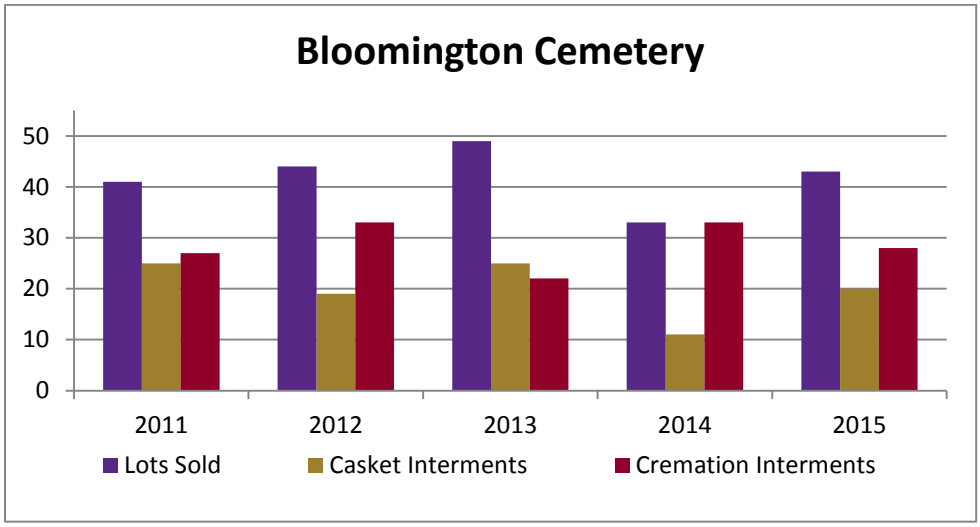
- OS Offer burial choices with above ground space for cremated remains and cremation burial plots
- OS Continue developing the master plan for cemetery development and expansion
- OS Add burial records and GIS mapping tools to the website
- OS Build columbarium and landscaping within the cemetery
- OS Market new burial options to general public
- OS Expand road within the cemetery

2015 Results

- Developed an acquired residential property for expansion purposes
- Established a new fee structure which includes competitive rates and preferred pricing
- Created a vision where the cemetery is self-sustaining, using no taxpayer funding
- Added oldest part of the cemetery to the National Register of Historic Places (Bloomington Historical Society)
- Developed columbarium design and landscaping criteria

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 0	$ 0	0.0%
Materials/Supplies/Services	80,377	196,582	82.4
Capital	258,240	308,000	34.2
	$ 338,617	**$454,582**	



CEMETERY TRUST FUND
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 41,633	$ 38,000	$ 38,000	$ 29,735	$ 21,805
Other Income	47,600	71,800	71,800	94,115	115,360
Interest Income	9,598	8,498	8,498	7,007	6,295
TOTAL REVENUES	98,831	118,298	118,298	130,857	143,460
Expenditures					
Operating Expenditures					
Professional and Technical Services	1,317	-	-	-	-
Utilities and Maintenance	-	-	-	2,688	-
Operations	7,018	-	-	-	-
City Support Services	202,932	80,377	80,377	80,376	142,882
Materials and Supplies	250	-	-	3,700	3,700
Capital Outlay					
Building and Improvements	238,249	258,240	258,240	-	308,000
TOTAL EXPENDITURES	449,766	338,617	338,617	86,764	454,582
FUND BALANCE SOURCES (USES)	(350,935)	(220,319)	(220,319)	44,093	(311,122)
Fund Balance at Beginning of Year	1,216,039	865,104	865,104	865,104	909,197
Fund Balance At Year-End	$ 865,104	$ 644,785	$ 644,785	$ 909,197	$ 598,075

Community Services - Communications

Activities

Cable Administration
Municipal Services Cable
Media Support Services
Public Access Cable
Contractual Services
Graphics
City Capital Equipment
School District 271 Capital
Public Access Capital
The Bloomington Channel Capital

In 2015, mentalfloss.com featured a City-produced video in an article entitled "How do water towers work?" Prior to posting, the popular video received around 23,0000 views over 14 months. To date (December '15) it has been viewed more than 52,000 times – a more than 50% increase in just six months.

The Communications Division is a full-service communications shop that uses multiple communications vehicles devoted to educating and informing the community. The Division cablecasts and webcasts City Council and other meetings, produces news magazine shows and videos, maintains the City's websites, social media, operates public access television and generates the bimonthly *Briefing*. The Communications Division also oversees the City's cable television franchise with Comcast. The Communications Division fund is supported by cable franchise fees.

2016 Objectives

- OS Launch Phase II of the City's website redesign, which includes improvements to Ask the City and online forms, further design enhancements and integrating various new third party services.
- OS Purchase and install nearly $250,000 in equipment upgrades to completely transfer the City's cable transmission from SD to HD; work with the School District on equipment purchases to begin readying BEC-TV for HD transmission.
- OS Improve operations at BCAT, including assessing current operations, promoting the facility to the community and bringing in new producers.
- OS Implement communications surveys – Briefing, Insider, (last conducted in 2009) or a general communications survey to assess audience communication preferences and gauge how the division is doing.
- OS Launch a major communications campaign to promote and educate residents about the City's new garbage and recycling services

2015 Results

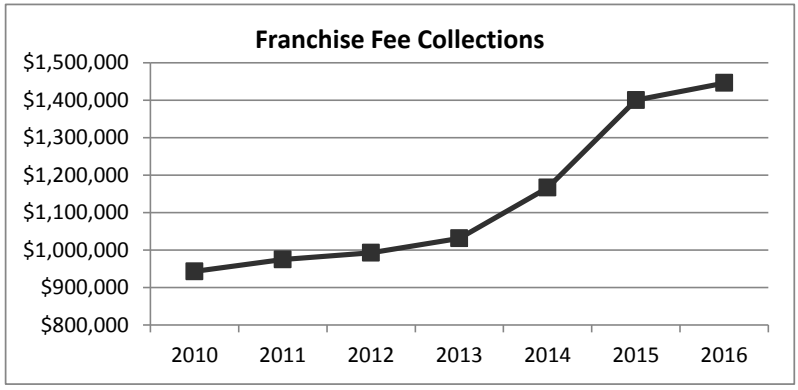
- Finalized a favorable franchise with Comcast that included a significant increase ($.55 to $1.40) in the PEG fee and the provision for two HD channels.
- Negotiated a new competitive cable television franchise with CenturyLink.
- Launched a redesigned City website that included improved functionality and mobile-friendly usability.
- Rebranded TBC14 giving it a fresh look and logo, along with a complete revamp of Bloomington Today.
- Increased users to the City's social media sites, attracting 3,221 Facebook fans (a 47% increase over 2014) and 2,683 Twitter followers (a 40% increase over 2014).
- Achieved an all-time high 225,262 views of staff-produced videos on YouTube (a 68% increase over 2014) and attracted a total of 590 new subscribers (a 93% increase over 2014).
- Grew Ask the City registered users to 3,641, a 10% increase over 2014; increased E-Subscribe users to 14,846, a 20% increase over 2014.
- Renewed the Southwest Suburban Cable Commission's contract, adding $15,000 in revenue.
- Recorded 110 on-location events and presentations for cable television; produced 48 Bloomington Today shows, 12 BPD Roll Call shows, 24 live City Council and 22 Planning Commission meetings, and 24 City Council Agendas and Commission Updates.
- Honored with seven awards (four Awards of Excellence and three Awards of Merit) from MAGC for the City's publications and videos, including a Best of Show nomination for the 2014 Corporate Report to the Community. The City's video productions also received two honorable mentions from NATOA.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget
Salaries/Wages/Benefits	$ 824,138	$ 861,270
Materials/Supplies/Services	592,000	582,331
Capital Outlay	126,200	452,499
Transfer Out		
	$1,542,338	**$1,896,100**

Authorized Full-Time	FY2014	FY2015	FY2016
	8	**8**	**9**
Communications Administrator	1	1	1
Communications Specialist	2	2	2
Graphics Production Specialist	1	1	1
Municipal Cable Coordinator	1	1	1
Senior Production Specialist	1	1	2
Web Coordinator	2	2	2

COMMUNICATIONS
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 1,247,467	$ 1,528,900	$ 1,528,910	$ 1,146,887	$ 1,558,900
Interest Income	3,445	-	-	3,591	-
Transfers In	115,392	122,219	122,219	122,124	128,235
TOTAL REVENUES	1,366,304	1,651,119	1,651,129	1,272,602	1,687,135
Expenditures					
Staffing					
Salaries and Wages	555,101	588,455	588,455	583,273	619,953
Benefits	219,219	235,683	235,683	227,764	241,317
Operating Expenditures					
Professional and Technical Services	202,167	146,100	161,316	105,638	107,100
Utilities and Maintenance	163,630	169,402	169,402	176,008	184,669
Operations	11,913	16,740	16,740	12,652	16,860
City Support Services	219,327	223,159	223,159	220,802	237,103
Materials and Supplies	32,568	36,599	36,609	30,085	36,599
Capital Outlay					
Equipment	105,934	126,200	126,200	88,670	452,499
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	1,509,859	1,542,338	1,557,564	1,444,892	1,896,100
FUND BALANCE SOURCES (USES)	(143,555)	108,781	93,565	(172,290)	(208,965)
Fund Balance at Beginning of Year	622,031	478,476	478,476	478,476	306,186
Fund Balance At Year-End	$ 478,476	$ 587,257	$ 572,041	$ 306,186	$ 97,221



Park Grants Special Revenue

Activities

Operations & Maintenance Grants

Lottery-in-Lieu Operation & Maintenance Grant

Athletic Association Donations

The Park Grants Special Revenue Fund is used to track and expend annual grants received from the State of Minnesota via the Metropolitan Council for regional park operations and maintenance. These grants are made from the State's Natural Resources Fund (Lottery in Lieu of Sales Tax Revenue). These grants must be used for the City's operational and maintenance expenditures associated with the Hyland-Bush-Anderson Lakes Regional Park Reserve and they may not be used to supplant local funding for the park reserve.

2016 Objectives

S Maintain the safety and viability of regional parks in the City

OS Utilize funds to address operational and maintenance needs in the park reserve

OS Work with the other Metropolitan Regional Parks implementing agencies to lobby the Legislature for continued Lottery-in-Lieu of operations and maintenance funding

OS Focus fund expenditures on equipment and services that support the active usage of the park reserve including but not limited to:

- Natural resources restorations – Complete work on Izaac Walton Road properties and undertake wildlife habitat improvements at Bush Lake Park.
- Replace picnic tables.
- Fog coat bituminous trails at Bush Lake Park.
- Repair retaining wall adjacent to Bush Lake Shelter #1.Defer additional expenditures to address any unforeseen repairs or equipment replacements in 2016, and provide contingency funding for West Bush Lake parking lot reconstruction project in 2016.
- Supplement budget for Summer Fete fireworks.

2015 Results

- Purchased sound and lighting equipment for Normandale Lake Bandshell.Purchased a P.A. system for Bush Lake Beach bath house. Started natural resources improvement projects at Izaak Walton Road properties. Replaced soccer goals (Hennepin County Youth Sports Grant).
- Deferred additional expenditures to 2016 to provide additional contingency for the West Bush Lake parking lot reconstruction project.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget
Materials/Supplies/Services	$ 64,000	$100,000
	$64,000	**$100,000**

PARK GRANTS FUND
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 10,971	$ 70,352	$ 312,236	$ 299,742	$ 65,000
Interest Income	1,611	-	-	2,883	-
TOTAL REVENUES	12,582	70,352	312,236	302,625	65,000
Expenditures					
Operating Expenditures					
Utilities and Maintenance	1,490				
Materials and Supplies	9,736	64,000	89,000	65,475	100,000
TOTAL EXPENDITURES	11,226	64,000	89,000	65,475	100,000
FUND BALANCE SOURCES (USES)	1,356	6,352	223,236	237,150	(35,000)
Fund Balance at Beginning of Year	19,122	20,478	20,478	20,478	257,628
Fund Balance At Year-End	$ 20,478	$ 26,830	$ 243,714	$ 257,628	$ 222,628

Note: For most of these grants, the City has to expend funds and then request reimbursement.

Grants

Sage Clinic
Temporary Assistance to Needy Families (TANF)
Maternal, Infant and Early Childhood Home Visiting Grant (MIECHV 2)
State Health Improvement Plan (SHIP)
Public Health Emergency Preparedness and Response

Public Health continues to work on smoke-free, multi-unit housing. Of the 67 Bloomington properties that were contacted, 38 are now smoke-free. Of the 38 that are smoke-free, 29 did so voluntarily. The remaining 9 adopted smoke-free policies after being contacted by Public Health or the Association of Nonsmokers-Minnesota (ANSR).

Public Health Special Revenue

2016 Objectives

- Provide support, resources and education to support high-risk families to assure infants are born healthy and grow up safe and nurtured.
- Implement obesity and tobacco strategies for the Statewide Health Improvement Program (SHIP).
- Expand the number of closed points of distribution in the community to improve the response in the event of a bioterrorism attack.

2015 Results

SAGE CLINC

- Of the 402 women screened for cancer, 4 breast cancers were diagnosed (and treated through other sources); staff helped these women find medical and financial resources for their treatment.

TANF and MIECHV 2 Grants

- Made 850 home visits to 109 clients who were pregnant and parenting teens and women with young children to improve birth and early childhood development outcomes.
- Assessed and supported individuals to manage depression, chemical use and domestic violence as well as physical and emotional development concerns in infants and toddlers.
- Helped first-time parents with significant risk factors for raising children with poor childhood outcomes learn how to positively respond to their babies' needs and foster healthy development.
- Taught over 2,800 students in local middle and high schools about preventing teen pregnancy and sexually-transmitted infections.

Statewide Health Improvement Program (SHIP) Grant

- Implemented a healthy breakfast in the classroom pilot in four Bloomington School District classrooms at Westwood Elementary. Site visit findings identified positive impact in student tardiness, enhanced community building in the classroom, increased student participation in the classroom, and a calmer learning environment for students.
- Conducted Active Recess Training in collaboration with the Minnesota Department of Education DE at Bloomington Public Schools District Office.
- Established a new relationship between VEAP and Nativity School to receive food from the student food collection at Nativity on the third Thursday of each month for at-risk populations in Bloomington, Edina and Richfield.
- Offered childcare trainings in physical activity, nutrition and child development to Latino and Somali childcare providers in Bloomington, Edina and Richfield.

Public Health Emergency Preparedness and Response Grants

- Trained 22 people in Community Emergency Response Team (CERT) basic training.
- Trained over 220 residents to use AEDs and perform CPR.
- Successfully activated and tested initial steps in mass dispensing of antibiotics to the community with colleagues within the city and metro.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget
Salaries/Wages/Benefits	$1,077,229	$948,702
Materials/Supplies/Services	274,331	180,599
	$1,351,560	**$1,129,301**

Authorized Full-Time

	FY2014	FY2015	FY2016
	8	**7**	**6**
Health Specialist	**6**	**5**	**4**
Public Health Nurse	**2**	**2**	**2**

PUBLIC HEALTH SPECIAL REVENUE FUND
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Intergovernmental	$ 1,170,983	$ 1,243,634	$ 1,360,634	$ 1,205,268	$ 1,087,875
Program Income	67,097	70,668	115,668	103,196	34,460
Interest Income	(23)	-	-		-
TOTAL REVENUES	1,238,057	1,314,302	1,476,302	1,308,464	1,122,335
Expenditures					
Staffing					
Salaries and Wages	750,637	794,433	809,433	730,219	709,369
Benefits	243,758	282,796	282,796	244,201	239,333
Operating Expenditures					
Professional and Technical Services	111,706	76,782	136,782	109,048	51,000
Utilities and Maintenance	47,940	75,026	100,026	48,697	8,164
Operations	20,766	16,460	16,460	8,711	18,792
City Support Services	76,382	70,137	70,137	66,717	73,261
Materials and Supplies	31,206	35,926	97,926	105,453	29,382
TOTAL EXPENDITURES	1,282,395	1,351,560	1,513,560	1,313,046	1,129,301
FUND BALANCE SOURCES (USES)	(44,338)	(37,258)	(37,258)	(4,582)	(6,966)
Fund Balance at Beginning of Year	157,819	113,481	113,481	113,481	108,899
Fund Balance At Year-End	$ 113,481	$ 76,223	$ 76,223	$ 108,899	$ 101,933

Note: For most of these grants, the City has to expend funds and then request reimbursement.

South Loop Revolving Development Services Fund

The South Loop Revolving Development Services Fund is supported by a 65 percent building permit surcharge in the South Loop District. This Fund was created in 1999 to account for studies funded from this special revenue stream outside of the General Fund.

2016 Objectives

LU,T,U To conduct planning studies such as for traffic and transportation, water and sanitary sewer utility services, parking, signage, natural resources and storm water management in the South Loop District.

LU,T To plan for capital improvement projects to support South Loop District Plan goals.

LU,T,U To plan and develop programs to conserve and protect resources such as energy, surface and subsurface water, and existing infrastructure.

2015 Results

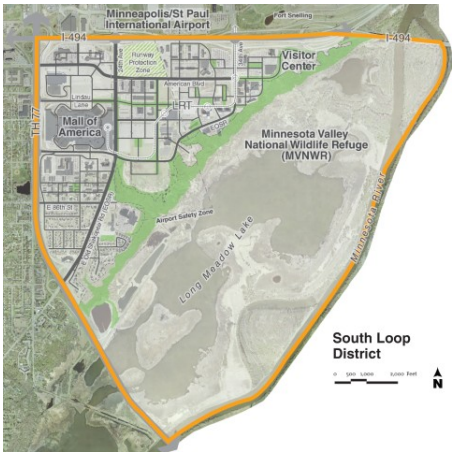
- Obtained and/or managed Economic Development Grants and funding for Bloomington Central Station and Mall of America projects.

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget
Salaries/Wages/Benefits	$ 0	$ 0
Materials/Supplies/Services	0	180,000
Debt Service	0	0
Operating Transfer Out	150,000	0
	$ 150,000	**$180,000**

Authorized Full-Time	FY2014	FY2015	FY2016
	5*	5*	5*
Engineer	1	1	1
Office Assistant	1	1	1
Plan Check Engineer	1	1	1
Planner	1	1	1
Senior Planner	1	1	1

*Although five positions are authorized, none are currently funded or utilized.



Arial view of South Loop

SOUTH LOOP REVOLVING DEVELOPMENT SERVICES FUND
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 164,504	$ 270,000	$ 270,000	$ 397,708	$ 400,000
Interest Income	1,245	50	50	3,050	1,900
TOTAL REVENUES	165,749	270,050	270,050	400,758	401,900
Expenditures					
Operating Expenditures					
Professional and Technical Services	-	-	-	3,590	180,000
Debt Service					
Operating Transfers Out	240,000	150,000	150,000	108,000	-
TOTAL EXPENDITURES	240,000	150,000	150,000	111,590	180,000
FUND BALANCE SOURCES (USES)	(74,251)	120,050	120,050	289,168	221,900
Fund Balance at Beginning of Year	112,822	38,571	38,571	38,571	327,739
Fund Balance At Year-End	$ 38,571	$ 158,621	$ 158,621	$ 327,739	$ 549,639

Creative Placemaking

Placemaking is an emerging field that works to build vibrant, distinctive, and sustainable communities through the arts. It engages artists and others in building social fabric and local economies while making physical, place-based improvements, leveraging the distinctive character and creative and cultural resources of each place.

2016 Objectives

- Engage artists, designers, and performers in building social fabric and making place-based improvements.
- Engage the community to enhance pride of place and community, building on local assets and local character to strengthen the social and civic fabric.
- Facilitate the newly formed Creative Placemaking Commission to maintain the momentum to sustain creative placemaking well into the future in the South Loop and all of Bloomington.

2015 Results

- Erik Pearson, Science and Nature mural at Cypress Semiconductor
- James Brenner, Convergence sculpture at 28th Avenue and Lindau Lane
- Myklebust + Sears, Plant Forms sculpture at Fresh Thyme Market
- Steve Sack, Come Together sculpture at Civic Plaza Lobby
- Place Base Productions Walking Theater in Minnesota Valley National Wildlife Refuge
- Reichart & Johnson, Little Box Sauna at IKEA and Radisson Blu
- South Loop Placemaking Plan

Expenditures	FY2015 Original Budget	FY2016 Approved Budget
Salaries/Wages/Benefits	$ 0	$ 45,000
Materials/Supplies/Services	0	205,000
Capital Outlay	0	150,000
	$ 0	**$400,000**

Authorized Full-Time	FY2014	FY2015	FY2016
	0*	**0***	**1***
Director	0	0	1

*The creative placemaking commission was established by ordinance on November 2, 2015. Therefore, 2016 is the initial year of activity with an adopted budget.

"Convergence Sculpture" by James Brenner in the South Loop

CREATIVE PLACEMAKING
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Transfers In	$ -	$ -	$ -	$ -	$ 400,000
TOTAL REVENUES	-	-	-	-	400,000
Expenditures					
Salaries and Benefits	-	-	-	-	45,000
Materials and Supplies	-	-	-	-	205,000
Capital Outlay	-	-	-	-	150,000
TOTAL EXPENDITURES	-	-	-	-	400,000
FUND BALANCE SOURCES (USES)	-	-	-	-	-
Fund Balance at Beginning of Year	-	-	-	-	-
Fund Balance At Year-End	$ -	$ -	$ -	$ -	$ -

BETTER TOGETHER

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Enterprise Funds

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BETTER TOGETHER

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2016 Budget Summary – Enterprise Funds

REVENUES	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
Recreational Facilities				
Golf Courses				
- Operating	$ 1,583,465	$1,618,990	$1,737,112	$ 1,683,300
- Non-Operating	787,920	0	2,598	225,000
Ice Garden				
- Operating	1,409,724	1,444,950	1,488,462	1,488,200
- Non-Operating	800,235	0	2,978	0
Aquatic Facilities				
- Operating	311,744	325,930	365,256	330,030
- Non-Operating	786,217	839,824	866,684	881,865
Center for the Arts				
- Operating	177,606	167,900	152,401	158,200
- Non-Operating	502,300	542,131	558,415	574,059
Water Utility				
- Operating	10,631,398	12,581,421	11,282,777	13,888,380
- Non-Operating	148,692	132,825	147,763	142,000
Wastewater Utility				
- Operating	10,061,563	10,586,850	10,336,101	11,401,750
- Non-Operating	141,584	26,782	74,811	3,565,116
Storm Water Utility				
- Operating	5,161,053	5,195,976	5,243,909	5,568,464
- Non-Operating	75	0	100,600	0
Solid Waste Utility				
- Operating	1,253,350	1,388,163	1,239,182	5,252,741
- Non-Operating Revenues	276,714	316,710	346,525	1,866,928
Contractual Police	639,241	600,000	1,750,165	600,000
Motor Vehicle				
- Operating	735,928	727,030	735,489	730,030
- Non-Operating Revenues	(30)	0	(780)	0
	$35,408,779	$36,495,482	36,430,448	$48,356,063

EXPENDITURES

	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
Recreational Facilities				
Golf Courses				
- Operating	$ 1,326,496	$ 1,838,467	1,810,909	$ 1,875,457
- Capital	793,679	47,000	211,688	31,500
Ice Garden				
- Operating	2,300,772	1,271,737	1,216,237	1,322,548
- Capital	42,688	365,000	366,897	115,000
Aquatic Facilities				
- Operating	1,354,516	1,301,271	1,288,430	1,317,744
- Capital	0	0	0	136,806
Center for the Arts				
Operating	695,049	682,036	704,915	763,271
Capital	0	110,000	44,663	70,000
Water Utility				
- Operating	10,211,002	11,944,423	11,658,541	12,302,483
- Capital	1,830,167	788,000	280,342	947,000
Wastewater Utility				
- Operating	10,424,078	9,918,723	9,761,683	12,584,126
- Capital	461,019	610,000	411,688	5,155,000
Storm Water Utility				
- Operating	1,023,126	2,894,145	2,536,961	3,038,061
- Capital	2,451,030	3,555,400	1,721,309	3,450,000
Solid Waste Utility				
- Operating	1,602,023	1,708,891	2,070,846	6,577,202
- Capital	0	0	0	0
Contractual Police	639,241	600,000	1,638,428	600,000
Motor Vehicle	632,322	750,726	697,743	840,919
	$35,787,207	$38,385,819	$36,421,280	$51,127,117

Public Works – Water Utility

Activities

Administration

Customer Service

Water Supply and Treatment

Water Distribution and Storage

In 2015, the Utilities Division completed programmed twice-annual inspections of the approximate 4,600 public and private fire hydrants. Additionally, over 900 were cleaned, prepped and re-painted as part of the Division's overall asset management program.

This Fund accounts for the operations of the City owned water system.

2016 Objectives

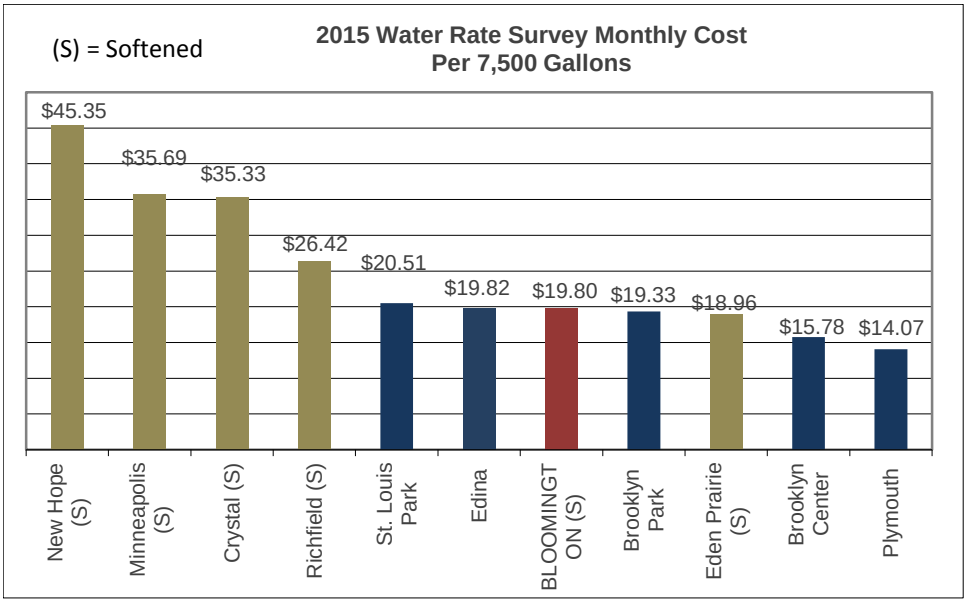
- Provide an uninterrupted supply of potable water, which meets or exceeds all state and federal standards at a rate that is less than the average cost of other cities supplying softened water.

Expenses

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 3,477,155	$ 3,439,685	(1.1)%
Materials/Supplies/Services	8,467,268	8,862,798	4.7
Capital Outlay	788,000	947,000	20.2
Transfers Out	0	0	--
Capitalized Assets	(788,000)	(947,000)	20.2
Depreciation Expense	1,000,000	1,000,000	0.00
	$12,944,423	**$13,302,483**	**2.8%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	32	**32**	**32**
Assistant Utilities Superintendent	1	1	1
Civil Engineer	1	1	1
Laboratory Analyst	1	1	1
Office Assistant	1	1	1
Office Support Specialist	1	1	1
Senior Instrumentation	1	1	1
Senior Utility Operator	9	9	9
Senior Utility Service Specialist	1	1	1
Utility Operator	12	12	10
Utility Superintendent	1	1	1
Utility Supervisor	2	2	2
Water Quality Supervisor	1	1	1
Utility Service Specialist	0	0	2



Note: See combined monthly cost of utilities comparable table on page 269.

WATER OPERATING
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 10,758,364	$ 12,709,246	$ 12,709,246	$ 11,415,275	$ 14,025,380
Interest Income	21,329	5,000	5,000	6,311	5,000
TOTAL REVENUES	10,779,693	12,714,246	12,714,246	11,421,585	14,030,380
Expenses					
Staffing					
Salaries and Wages	2,296,573	2,460,153	2,460,153	2,276,369	2,466,418
Benefits	943,979	1,017,002	1,017,002	997,493	973,267
Operating Expenses					
Professional and Technical Services	94,759	116,391	116,391	94,553	183,602
Utilities and Maintenance	1,348,144	1,571,200	1,571,200	1,375,981	1,678,700
Operations	46,541	62,500	62,500	58,167	66,650
City Support Services	1,799,466	1,930,317	1,930,317	1,930,317	2,006,421
Materials and Supplies	4,446,789	4,786,860	4,786,860	4,751,838	4,927,425
Capital Outlay					
Equipment	156,771	185,000	185,000	75,623	307,000
Building and Improvements	1,673,396	603,000	702,120	204,639	640,000
Transfers Out	-	-	-	18,098	-
TOTAL EXPENSES	12,806,419	12,732,423	12,831,543	11,783,077	13,249,483
Less Capitalized Assets	(1,830,167)	(788,000)	(887,120)	(280,262)	(947,000)
Add Depreciation Expense	-	1,000,000	1,000,000	-	1,000,000
NET TOTAL EXPENSES	10,976,252	12,944,423	12,944,423	11,502,815	13,302,483
NET INCOME (LOSS)	(196,559)	(230,177)	(230,177)	(81,230)	727,897
Net Position at Beginning of Year	43,094,655	42,898,096	42,898,096	42,898,096	42,816,866
Net Position At Year-End	$ 42,898,096	$ 42,667,919	$ 42,667,919	$ 42,816,866	$ 43,544,762

Public Works – Wastewater Utility

Activities

Administration
Customer Service
Wastewater Collection

In 2015, Utilities staff assisted the Metropolitan Council Environmental Services (MCES) with completion of the Bloomington Area Regional Sewer Improvements – 90th Street East project. The project consisted of rehabilitating approximately 2.5 miles of regional sanitary sewer interceptor pipes located in the City of Bloomington.

This Fund accounts for the operations of the City owned sewer system.

2016 Objectives

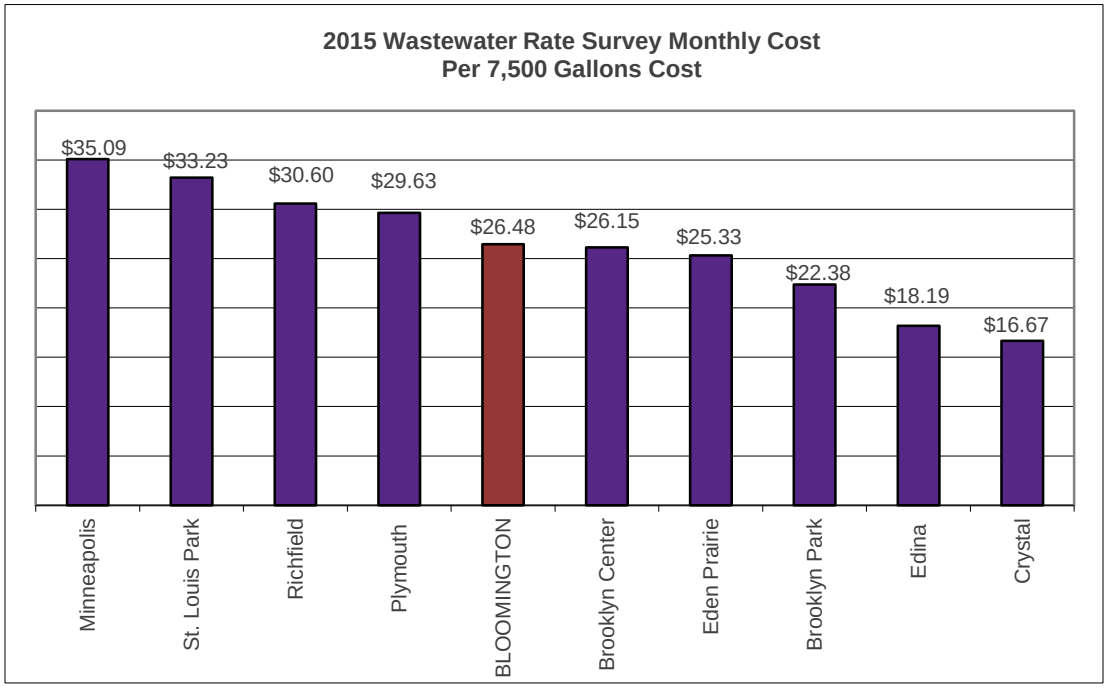
- Provide professional sanitary sewer operations to make available needed capacity while minimizing system blockages and infiltration/inflow, keeping rates below the average cost of other comparable cities.

Expenses

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 1,963,204	$ 2,332,208	18.8%
Materials/Supplies/Services	7,955,519	8,751,918	10.0
Capital Outlay	610,000	595,000	(2.5)
Capitalized Assets	(610,000)	(595,000)	(2.5)
Depreciation Expense	1,200,000	1,200,000	0.0
	$11,118,723	**$12,284,126**	**10.5%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	22	**22**	**22**
Analyst	1	2	2
Assistant Utilities Supt.	1	1	1
Civil Engineer – Utilities	1	1	1
Computer Specialist	2	1	1
Office Support Specialist	1	1	1
Senior Utility Operator	8	8	8
Utility Operator	7	7	7
Utility Supervisor	1	1	1



Note: See combined monthly cost of utilities comparable on page 270.

WASTEWATER OPERATING
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 10,192,327	$ 10,564,632	$ 10,564,632	$ 10,338,046	$ 13,411,866
Interest Income	10,820	49,000	49,000	17,225	55,000
TOTAL REVENUES	10,203,147	10,613,632	10,613,632	10,355,271	13,466,866
Expenses					
Staffing					
Salaries and Wages	1,198,516	1,386,117	1,386,117	1,383,977	1,661,177
Benefits	576,802	577,087	577,087	580,524	671,031
Operating Expenses					
Professional and Technical Services	45,010	144,841	144,841	41,126	209,952
Utilities and Maintenance	6,401,140	6,407,334	6,407,334	6,364,525	7,074,187
Operations	22,978	33,355	33,355	30,965	34,580
City Support Services	1,199,084	1,270,139	1,270,139	1,270,139	1,332,599
Materials and Supplies	396,540	99,850	99,850	99,498	100,600
Capital Outlay					
Equipment	6,379	15,000	15,000	4,228	-
Building and Improvements	454,640	595,000	595,000	364,499	595,000
Transfers Out	-	-	-	-	-
TOTAL EXPENSES	10,301,088	10,528,723	10,528,723	10,139,483	11,679,126
Less Capitalized Assets	(461,019)	(610,000)	(610,000)	(368,727)	(595,000)
Add Depreciation Expense	-	1,200,000	1,200,000	-	1,200,000
NET TOTAL EXPENSES	9,840,069	11,118,723	11,118,723	9,770,755	12,284,126
NET INCOME (LOSS)	363,078	(505,091)	(505,091)	584,516	1,182,740
Net Position at Beginning of Year	15,026,528	15,389,606	15,389,606	15,389,606	15,974,122
Net Position At Year-End	$ 15,389,606	$ 14,884,515	$ 14,884,515	$ 15,974,122	$ 17,156,862

Public Works – Storm Water Utility

Activities

Administration
Maintenance & Repair
Water Quality & Aquatic Weed Control
Street Sweeping
Billings & Collections
Improvements

In the spring of 2015 there was a sizeable drought. By June, the drought was erased by rains and followed by a glorious summer and the 2nd warmest autumn in MN dating back to 1895.

82% of residents rates storm drainage as excellent or good, placing Bloomington in the top 15% nationwide and #3 among peer cities.

Public Works has installed 84 raingardens as part of street reconstruction and storm water projects.

The Storm Water Utility accounts for the operations and maintenance, as well as improvements of the storm drainage system.

2016 Objectives

- Provide outstanding value storm water services and manage water resource assets in a safe, cost effective manner.
- Consult with city property owners, developers and contractors and provide guidance on drainage and erosion concerns.

2015 Results

- Inspected: 292 catch basins, 185 manholes and over 11 miles of storm sewer pipe.
- Installed 4 raingardens.
- Maintained: 69 rainwater garden inlet structures and 90 trap manhole structures.

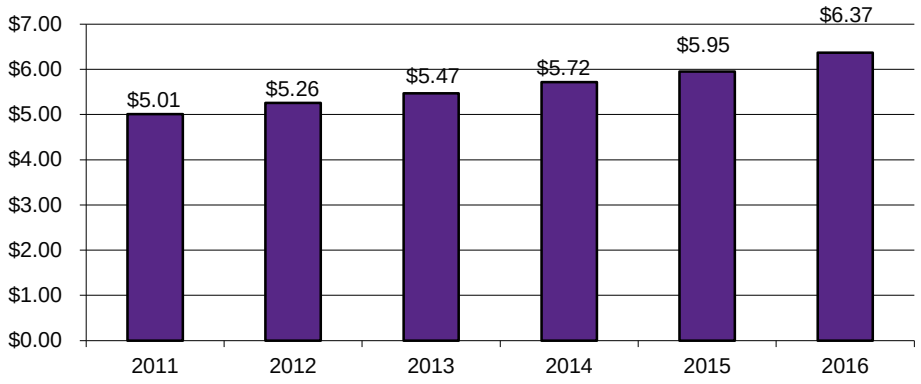
Expenses

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$1,303,580	$1,231,219	(5.6)%
Materials/Supplies/Services	1,590,565	1,806,842	13.6
Capital Outlay	3,555,400	3,450,000	(3.0)
Capitalized Assets	(3,555,400)	(3,450,000)	(3.0)
Depreciation Expense	1,069,000	1,069,000	0.00
	$3,963,145	**$4,107,061**	**3.6%**

Personnel

	FY2014	FY2015	FY2016
	12	**12**	**12**
Civil Engineer	1	1	1
Engineering Technician I	1	1	1
Equipment Operator I	3	3	3
Equipment Operator II	3	3	3
Senior Civil Engineer	1	1	1
Senior Engineering Technician	1	1	1
Street Maintenance Supervisor	1	1	1
Water Resources Specialist	1	1	1

Cost per Month for Single-Family Home



STORM WATER OPERATING
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 4,873,198	$ 5,141,976	$ 5,141,976	$ 5,080,769	$ 5,502,464
Other Income	75	-	-	100,600	-
Intergovernmental	251,617	-	-	118,005	25,000
Interest Income	36,237	54,000	54,000	45,135	39,000
TOTAL REVENUES	5,161,128	5,195,976	5,195,976	5,344,509	5,566,464
Expenses					
Staffing					
Salaries and Wages	796,399	934,974	934,974	889,866	880,358
Benefits	430,306	368,606	368,606	362,982	350,861
Operating Expenses					
Professional and Technical Services	80,162	276,541	276,541	54,516	372,052
Utilities and Maintenance	127,853	148,000	148,000	101,508	213,000
Operations	12,024	19,966	19,966	16,768	20,520
City Support Services	1,007,785	1,036,400	1,036,400	1,036,400	1,094,612
Materials and Supplies	86,136	109,658	109,658	31,298	106,658
Capital Outlay					
Building and Improvements	2,451,030	3,555,400	3,555,400	1,721,309	3,450,000
Transfers Out	39,996	-	-	-	-
TOTAL EXPENSES	5,031,691	6,449,545	6,449,545	4,214,646	6,488,061
Less Capitalized Assets	(2,451,030)	(3,555,400)	(3,555,400)	(1,721,309)	(3,450,000)
Add Depreciation Expense		1,069,000	1,069,000		1,069,000
NET TOTAL EXPENSES	2,580,662	3,963,145	3,963,145	2,493,337	4,107,061
NET INCOME (LOSS)	2,580,466	1,232,831	1,232,831	2,851,172	1,459,403
Net Position at Beginning of Year	30,762,239	33,342,705	33,342,705	33,342,705	36,193,877
Net Position At Year-End	$ 33,342,705	$ 34,575,536	$ 34,575,536	$ 36,193,877	$ 37,653,280

Public Works – Solid Waste Utility

Activities

Administration
City Property Pickup & Recycle
Billing & Collections
City-wide Curbside Clean-up
Diseased Trees
Hazardous Material Cleanup

The new Project Coordinator position was filled in November of 2015. This position will focus primarily on serving as a resource for an environmentally sustainable Bloomington.

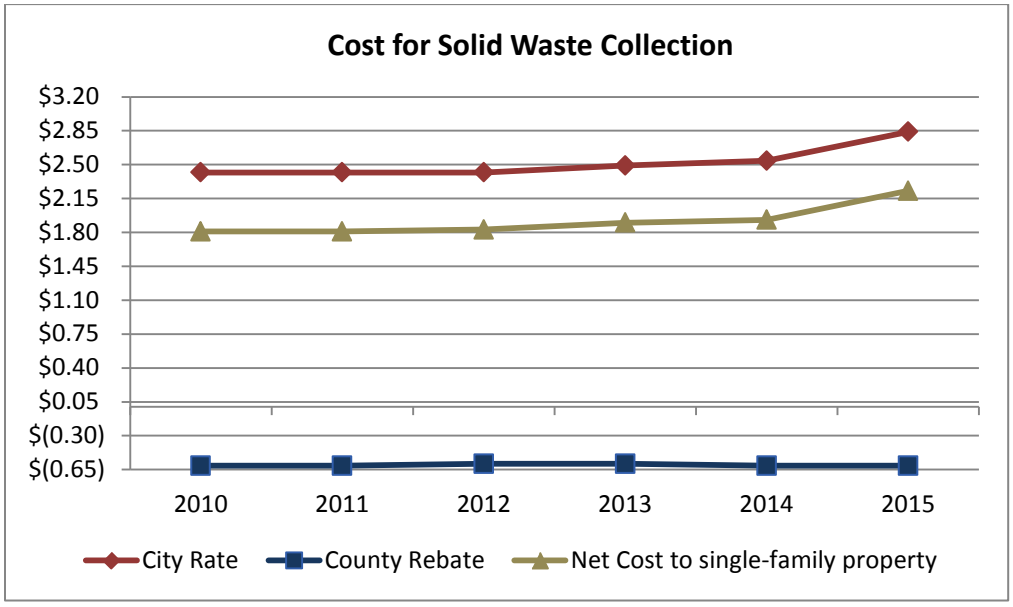
This Fund was established to account for the contract administration and the actual operation of the Citywide Curbside Cleanup and environmental education. City residents and businesses currently use private haulers for recycling, garbage and yard waste collection service. However, organized collection for residential properties is expected to start in mid 2016. .

2016 Objectives

- Implement organized collection for residential properties.
- Continue to offer the Citywide Curbside Cleanup to residents. This program could become an included service within an organized collection program.
- Provide resources and education for the public regarding garbage, recycling and sustainability. Bloomington continues to work towards "zero waste."

Expenses	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 171,617	$ 256,929	49.7%
Materials/Supplies/Services	1,537,274	6,322,273	300.1
Capital Outlay	0	0	--
Capitalized Assets	(0)	(0)	--
Depreciation Expense	0	0	0.00
	$1,708,891	**$6,579,202**	**285.0%**

Authorized Full-Time	FY2014	FY2015	FY2016
	0	**0**	**1**
PW Project Coordinator	0	0	1



SOLID WASTE MANAGEMENT
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 1,273,419	$ 1,610,602	$ 1,610,602	$ 1,282,310	$ 5,264,671
Interest Income	6,648	7,400	7,400	3,194	5,000
Transfer In	249,996	300,000	300,000	300,000	1,850,000
TOTAL REVENUES	1,530,064	1,918,002	1,918,002	1,585,504	7,119,671
Expenses					
Staffing					
Salaries and Wages	158,383	121,778	121,778	74,721	178,376
Benefits	68,019	49,839	49,839	40,604	78,553
Operating Expenses					
Professional and Technical Services	142,030	102,341	102,341	2,035	84,452
Utilities and Maintenance	1,032,711	1,272,110	1,272,110	1,506,032	5,995,374
Operations	1,824	2,650	2,650	3,080	2,650
City Support Services	110,417	135,386	135,386	133,384	215,010
Materials and Supplies	86,215	24,787	24,787	13,021	24,787
Transfers Out	-	-	-	-	-
TOTAL EXPENSES	1,599,599	1,708,891	1,708,891	1,772,877	6,579,202
Add Depreciation Expense	2,423	-	-	-	-
NET TOTAL EXPENSES	1,602,022	1,708,891	1,708,891	1,772,877	6,579,202
NET INCOME (LOSS)	(71,958)	209,111	209,111	(187,374)	540,469
Net Position at Beginning of Year	1,126,413	1,054,455	1,054,455	1,054,455	867,081
Net Position At Year-End	$ 1,054,455	$ 1,263,566	$ 1,263,566	$ 867,081	$ 1,407,550

Community Services – Recreational Facilities

Activities

Dwan Golf

Hyland Greens Golf and Learning Center

Bloomington Ice Garden

Bloomington Family Aquatic Center

Bush Lake Beach

Bloomington Center for the Arts

The Dwan Maintenance Building, completed in 2014, won an Award of Merit from AIA Minneapolis in 2015 for excellence beyond design, reflecting the variety of forces that shaped the building.

This group of funds includes Dwan and Hyland Greens golf courses, Ice Garden, Center for the Arts, the aquatics facilities of Bush Lake Beach and the Family Aquatic Center.

2016 Objectives

- OS Address the ongoing operating losses at Hyland Greens Golf and Learning Center following feedback from the Hyland Greens Task Force to the City Council.
- OS Implement online tee times to improve customer service at Dwan and Hyland Greens by April 2016.
- OS Complete installation of a building management system to increase energy efficiency and mechanical operations at the Bloomington Ice Garden by December 2016.
- OS Host the juvenile and intermediate competitions of the 2016 Prudential U.S. Figure Skating Championships at the Bloomington Ice Garden on January 16-17, 2016.
- OS Develop and implement a marketing plan for the golf courses by February 2016.
- OS Change weekday open swim hours at the Aquatic Center to enhance swim team/water fitness programs.
- OS Present a two-week/7 performance run premiering Alive & Kickin's new production, *"The 60's",* with attendance of at least 2,000 people and gross revenues of at least $50,000.

2015 Results

- Launched the Hyland Greens Task Force to study data related to the golf course and its services, review ongoing budget losses and future forecasts, study potential alternatives and provide feedback to the City Council.
- Garnered the highest number of golf rounds at Dwan Golf Club since 2012 with 39,821 rounds sold, an increase of 9% over 2014.
- Increased summer rentals at the Bloomington Ice Garden by making rates more competitive with other ice arenas.
- Implemented online Skate School registrations at the Bloomington Ice Garden, significantly boosting attendance in fall 2015.
- Revamped the hot gas reclaim system in the Ice Garden's Rink #3 to operate more efficiently and reclaim more heat while preventing the winter cooling tower from freezing up.
- Debuted new aquatic programs including aqua exercise sampler and preschool water exploration at the Bloomington Family Aquatic Center that brought new patrons to the facility.
- Presented a two-week/seven performance run premiering Alive & Kickin's new production, "*Winds of Change",* attended by 1,726 people and grossing $41,361.Acquired a 6' 11" Steindway B grand piano for the Bloomington Center for the Arts.

Expenses	**FY2015 Original Budget**	**FY2016 Approved Budget**	**Percent Change**
Salaries/Wages/Benefits	$2,328,150	$2,399,348	3.06%
Materials/Supplies/Services	2,765,361	2,879,671	4.13
Capital Outlay	522,000	378,306	(27.5)
Debt Service	0	0	--
Transfers Out	0	0	--
Less Capitalized Assets	(522,000)	(378,306)	(27.5)
Less Debt Service Principal	0	0	--
Add Depreciation Expense	650,000	650,000	0.00
	5,743,511	**$5,929,019**	**3.2%**

Authorized Full-Time	**FY2014**	**FY2015**	**FY2016**
	18	**18**	**18**
Arts Center Manager	1	1	1
Assistant Golf Course Maint. Supt	2	2	2
Assistant Golf Course Manager	2	2	2
Food and Beverage Coordinator	1	1	1
Golf Course Maintenance Supt.	1	1	1
Golf Course Manager	1	1	1
Ice Garden Manager	1	1	1
Ice Garden Maintenance Supt.	1	1	1
Maintenance Worker	3	3	3
Mechanic	1	1	1
Office Assistant	1	1	1
Parts Room Attendant	1	1	1
Recreation Supervisor	2	2	2

RECREATIONAL FACILITIES
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 3,426,675	$ 3,512,095	$ 3,512,095	$ 3,701,865	$ 3,611,790
Tax Revenues	1,279,745	1,371,955	1,371,955	1,414,465	1,445,874
Other Revenue	9,418	10,000	10,000	16,210	10,050
Intergovernmental	32,992	32,320	32,320	30,826	32,320
Interest Income	10,381	13,355	13,355	9,326	15,620
Transfers In	1,600,000	-	-	-	225,000
TOTAL REVENUES	6,359,211	4,939,725	4,939,725	5,172,692	5,340,654
Expenses					
Staffing					
Salaries and Wages	1,734,490	1,812,018	1,812,018	1,875,318	1,862,499
Benefits	505,663	516,132	516,132	540,328	536,849
Operating Expenses					
Professional and Technical Services	67,723	78,284	88,284	50,956	78,485
Utilities and Maintenance	601,274	621,607	621,607	534,507	634,337
Operations	33,721	53,170	53,170	31,611	53,119
City Support Services	1,653,002	1,717,818	1,717,818	1,706,114	1,817,936
Materials and Supplies	285,178	294,482	294,829	256,414	295,794
Debt Service Principal and Interest		-	-	-	-
Capital Outlay					
Equipment	23,099	47,000	221,859	211,687	71,500
Building and Improvements	813,267	475,000	739,534	411,560	306,806
Transfers Out	800,000	-	-	-	-
TOTAL EXPENSES	6,517,417	5,615,511	6,065,251	5,618,495	5,657,325
Less Capitalized Assets	(647,856)	(522,000)	(961,393)	(623,247)	(378,306)
Less Debt Service Principal	-	-	-	-	-
Add Depreciation Expense	643,638	650,000	650,000	-	650,000
NET TOTAL EXPENSES	6,513,199	5,743,511	5,753,858	4,995,248	5,929,019
NET INCOME (LOSS)	(153,988)	(803,786)	(814,133)	177,444	(588,365)
Net Position at Beginning of Year	11,273,169	11,119,181	11,119,181	11,119,181	11,296,625
Net Position At Year-End	$ 11,119,181	$ 10,315,395	$ 10,305,048	$ 11,296,625	$ 10,708,260

	2014	2015	2016
Property tax cost of service for median value home per month:			
Aquatics Facilities	**$1.35**	**$1.38**	**$1.50**
Center for the Arts	**$0.85**	**$0.88**	**$0.96**

Public Safety – Contractual Police

Activities

Contractual Police Service

The Bloomington Police Department provides police contractual services to businesses that are holding special events or functions that require police assistance beyond that which would normally be provided. The businesses receiving contractual police assistance are billed directly for the cost of the police overtime plus related fringe benefits and overhead. This Fund allows better comparability with other communities on basic police service. The use of Bloomington police officers to provide security for special events is administered as contractual police services.

2016 Objectives

OS Meet requests for extraordinary levels of police service without burdening the taxpayer. Users of extra police service pay the actual costs and related expenses such as the Mall of America paying for extra traffic details.

OS Provide reimbursable police services to enhance safety during special events.

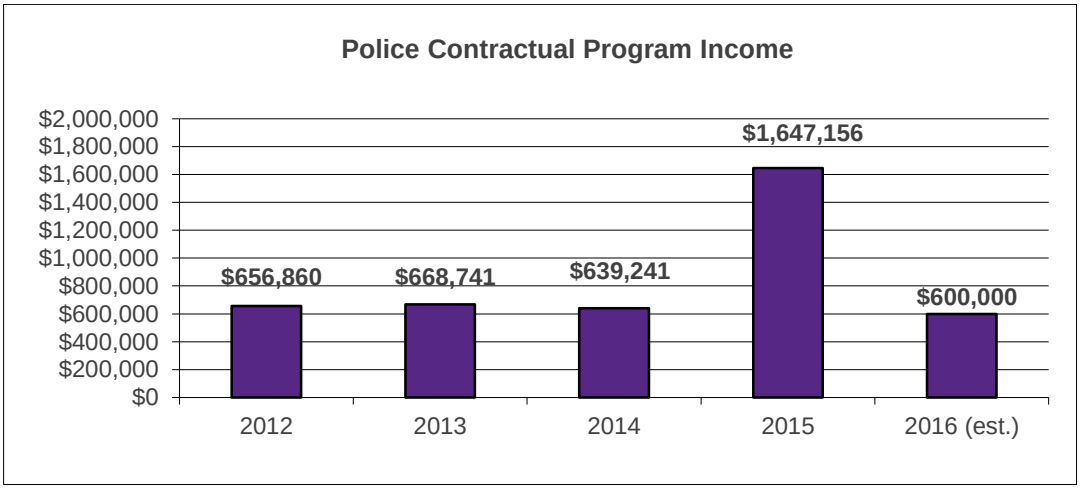
2015 Results

- 1,309 events were scheduled for Contractual Police Services.
- 4,367 officers worked the 1,309 events that were scheduled.

Expenses

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits*	$ 538,000	$538,000	0.0%
Materials/Supplies/Services	25,629	26,643	4.0
Transfers Out	36,371	35,357	(2.8)
	$ 600,000	**$600,000**	**0.0%**

*Wages paid for part-time workers or portions of full-time employees officially allocated to other activities.



CONTRACTUAL POLICE SERVICES
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 639,241	$ 600,000	$ 650,000	$ 1,647,156	$ 600,000
TOTAL REVENUES	639,241	600,000	650,000	1,647,156	600,000
Expenses					
Staffing					
Salaries and Wages	497,371	460,000	500,520	1,256,980	460,000
Benefits	90,615	78,000	87,480	247,147	78,000
Operating Expenses					
Professional and Technical Services					
Utilities and Maintenance	6,965	11,000	11,000	91,970	11,000
City Support Services	13,049	14,629	14,629	14,688	15,643
Materials and Supplies					
Transfers Out	31,241	36,371	36,371	36,371	35,357
TOTAL EXPENSES	639,241	600,000	650,000	1,647,156	600,000
NET INCOME (LOSS)	-	-	-	-	-
Net Position at Beginning of Year	-	-	-	-	-
Net Position At Year-End	$ -	$ -	$ -	$ -	$ -

Technical Services Group – Motor Vehicle Licensing

Activities

Boat Licenses
Driver Licenses
Motor Vehicle Licenses
Snowmobile Licenses
Title transfers

Bloomington's Registrar Office is a founding member of the Deputy Registrar Association which celebrates its 40th Anniversary in 2016

Provide services to citizens and workers within the community related to driver licensing, licensing motor vehicles, boats, snowmobiles and all-terrain vehicles.

2016 Objectives

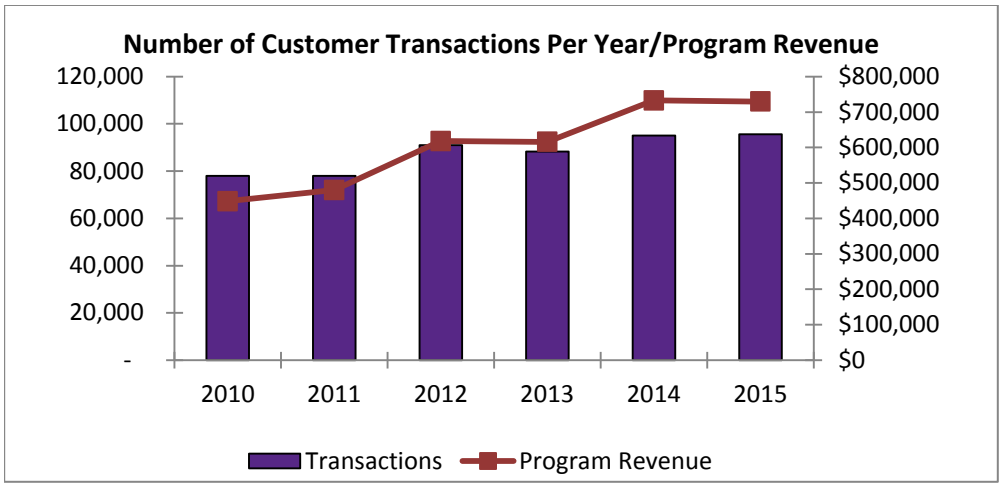
- OS Pursue authorization from state to offer on-line transactions
- OS Provide convenient, efficient, friendly services measured by customer satisfaction surveys
- OS Offer training to staff to enhance and maintain customer service levels and to gain technical skills related to business needs
- OS Actively market services to the community and local businesses
- OS Obtain an accuracy rating of excellent by Department of Public Safety annually
- OS Promote fast-track transactions for customers who need to expedite title transfers

2015 Results

- Processed 95,649 total transactions
- Provided services solely by user fees without tax dollar support
- Arranged daily pick-up/delivery services for local automobile dealers
- Maintained a high transaction accuracy rating

Expenses	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$588,615	$595,236	1.12%
Materials/Supplies/Services	132,111	135,683	1.03
Transfer Out	30,000	110,000	370.00
	$750,726	**$840,919**	**12.01%**

Personnel	FY2014	FY2015	FY2016
	5	**6**	**6**
Customer Service Assistant	1	1	1
Motor Vehicle Supervisor	1	1	1
Office Assistant	2	3	3
Office Support Specialist	1	1	1



MOTOR VEHICLE
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 732,960	$ 727,030	$ 727,030	$ 729,596	$ 730,030
Interest Income	2,938	-	-	5,237	-
TOTAL REVENUES	735,898	727,030	727,030	734,833	730,030
Expenses					
Staffing					
Salaries and Wages	379,622	434,781	434,781	392,346	441,596
Benefits	129,506	153,834	153,834	148,728	153,640
Operating Expenses					
Utilities and Maintenance	1,271	1,320	1,320	1,044	1,320
Operations	3,565	6,565	6,565	3,737	6,025
City Support Services	115,619	119,656	119,656	118,510	124,178
Materials and Supplies	2,738	4,570	4,570	3,378	4,160
Transfers Out	-	30,000	30,000	30,000	110,000
TOTAL EXPENSES	632,321	750,726	750,726	697,743	840,919
NET INCOME (LOSS)	103,577	(23,696)	(23,696)	37,090	(110,889)
Net Position at Beginning of Year	257,629	361,206	361,206	361,206	398,296
Net Position At Year-End	$ 361,206	$ 337,510	$ 337,510	$ 398,296	$ 287,407

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Internal Service Funds

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2016 Budget Summary – Internal Service Funds

REVENUES	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
Support Services	$ 466,425	$ 485,045	$ 389,856	$ 478,671
Equipment Fund				
- Operations & Maintenance	4,100,533	4,597,149	4,559,701	5,279,885
- Replacement Reserve	2,198,044	1,623,924	1,623,039	1,711,337
- Fire Equipment	318,732	311,893	311,755	459,611
- Fire – Small Equipment	99,996	330,244	330,000	401,077
- Police – Small Equipment	100,216	25,381	25,375	30,442
Information Systems	5,730,250	4,727,488	4,688,350	4,804,256
Radio	416,340	456,669	579,223	663,639
Insured Benefits	9,070,002	9,192,796	8,900,489	9,661,889
Self-Insurance	1,677,657	2,739,423	2,751,843	2,246,655
Accrued Benefits	1,692,809	2,275,376	2,248,316	1,411,800
Facilities Replacement				
- Admin. & Maintenance	3,234,975	3,143,498	3,179,789	3,538,396
- Police/City Hall Replacement	2,030,912	2,188,846	2,316,000	2,158,386
- Fire Station Maintenance	269,184	295,440	295,133	309,075
- Parks Building Maintenance	4,679,420	5,155,735	5,159,617	5,841,538
- Cemetery Maintenance	193,992	70,132	70,132	134,904
- Parks/Median Maintenance	200,000	0	0	0
	$36,479,487	$37,619,039	$37,428,618	$39,131,561

2016 Budget Summary – Internal Service Funds (continued)

EXPENDITURES	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
Support Services	$ 477,612	$ 509,658	462,850	$ 508,208
- Capital	0	25,000	14,945	0
Fleet Maintenance				
- Operations & Maintenance	4,439,271	4,606,127	4,029,836	4,813,982
- Capital	55,655	111,427	113,027	521,427
- Replacement Capital	1,580,679	1,917,600	2,050,000	2,051,357
- Fire Equipment	0	562	0	562
- Capital	77,980	1,615,000	1,750,000	880,000
- Fire – Small Equipment	51,278	251,090	275,856	410,000
- Police Small Equipment	204,742	58,705	58,705	23,690
Information Systems				
- Operating	5,054,167	4,648,130	5,696,590	4,852,057
- Capital	109,227	324,470	132,717	133,000
Radio				
- Operating	309,467	723,901	753,448	1,070,466
- Capital	0	53,000	0	96,000
Insured Benefits	8,581,754	10,010,958	10,240,345	9,984,413
Self Insurance	1,778,253	2,006,980	1,643,630	2,321,344
Accrued Benefits	1,649,923	1,793,631	1,462,862	1,815,284
Facilities Replacement				
- Admin. & Maintenance	3,162,802	3,474,303	2,757,461	3,758,172
- Police/City Hall Replacement	1,310,579	1,806,077	1,711,000	2,072,739
- Fire Station Maintenance	158,629	221,153	220,000	223,924
- Parks Buildings Maintenance	4,346,781	4,964,941	4,560,984	5,830,839
- Cemetery Maintenance	117,009	133,374	130,000	132,756
- Parks/Median Maintenance	139,552	109,716	109,716	0
	$ 33,605,361	$ 39,365,803	$ 38,173,972	$41,500,220

Public Works – Fleet Maintenance Fund

Activities

Operations & Maintenance

Equipment Replacement

Fire Equipment Replacement

Police Small Equipment Replacement

The Fleet Maintenance Fund maintains 880 active units.

25% of the of the $27,000,000 fleet replacement value is Plow Trucks.

This fund pays for the costs related to the operations, maintenance, repair and replacement of City vehicles and equipment. User departments are charged for vehicles used by their department. Part of this fee is to pay for operations; the other part is allocated for the replacement of the equipment. Any new equipment or additions to the fleet will be funded by the general fund through a general property tax levy, or from a transfer of funds, if the purchase is for an enterprise operation.

Objectives

- OS Provide a well maintained and efficient vehicle fleet that supports City services and programs.
- OS Keep commonly used parts in inventory.
- OS Work towards right sizing the fleet.
- OS Updating process and workflow.

Results

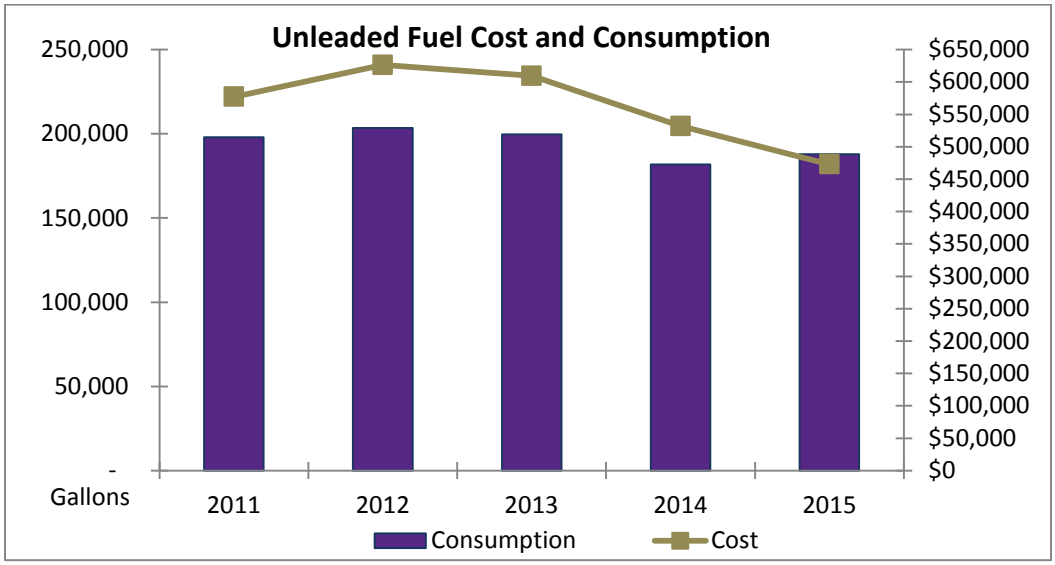
- Inventory parts annually and dispose of obsolete parts stock items.
- Upgrading software in 2016.

Expenses

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 1,311,173	$ 1,359,853	3.7%
Materials/Supplies/Services	3,605,311	3,888,381	7.8
Capital Outlay	3,644,027	3,452,784	(5.2)
Less Capitalized Assets	(3,644,027)	(3,452,784)	(5.2)
Add Depreciation Expense	1,750,000	1,750,000	--
	$ 6,666,484	**$ 6,998,234**	**5.0%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	15	**15**	**15**
Fleet Supervisor	2	2	2
Technician	5	5	5
Office Support Specialist	1	1	1
Parts Room Attendant	2	2	2
Senior Technician	5	5	5



FLEET MAINTENANCE FUND
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 6,450,284	$ 6,864,191	$ 6,864,191	$ 6,779,230	$ 7,800,796
Interest Income	42,301	24,400	24,400	52,542	37,700
Transfers In	324,936	-	-	18,098	43,857
TOTAL REVENUES	6,817,521	6,888,591	6,888,591	6,849,870	7,882,353
Expenses					
Staffing					
Salaries and Wages	873,569	923,241	923,241	899,867	947,592
Benefits	402,651	387,932	387,932	388,217	412,261
Operating Expenses					
Professional and Technical Services	13,520	138,367	138,367	11,915	63,483
Utilities and Maintenance	154,759	194,373	194,373	232,738	214,373
Operations	14,840	25,621	25,621	15,535	25,621
City Support Services	1,066,195	1,185,140	1,185,140	1,180,237	1,284,199
Materials and Supplies	2,139,756	2,061,810	2,088,240	1,973,830	2,300,705
Capital Outlay					
Equipment	1,744,314	3,644,027	4,124,337	3,575,085	3,452,784
TOTAL EXPENSES	6,409,605	8,560,511	9,067,251	8,277,424	8,701,018
Less Capitalized Assets	(1,744,314)	(3,644,027)	(4,124,337)	(3,575,085)	(3,452,784)
Add Depreciation Expense	396,086	1,750,000	1,750,000	1,750,000	1,750,000
NET TOTAL EXPENSES	5,061,377	6,666,484	6,692,914	6,452,339	6,998,234
NET INCOME (LOSS)	1,756,144	222,107	195,677	397,531	884,119
Net Position at Beginning of Year	12,044,939	13,801,083	13,801,083	13,801,083	14,198,614
Net Position At Year-End	$ 13,801,083	$ 14,023,190	$ 13,996,760	$ 14,198,614	$ 15,082,734

Public Safety – Radio Operations

Activities

Equipment - Replacement & Operations

Mobile Data Computers (MDC's)

Equipment - Fiber Optics

The Radio Fund supports the following operations for the City of Bloomington: Public Safety radio communications, Mobile Data Computers (MDC) in the Police and Fire Department vehicles, and the City's redundant fiber optics data communications system.

The City is operating on the Metropolitan Emergency Service Board (MESB) Allied Radio Matrix for Emergency Response (ARMER) 800 MHz radio system. This includes all portables, mobiles, base stations and dispatch consoles used throughout the City. The City is part of a consortium of local governments that operates on the MESB ARMER network to which the City pays a fee for access and maintenance of infrastructure.

A project to replace a degraded fiber link at 24th Avenue and Killebrew Drive that was planned for 2015 has been rescheduled for 2016. Fund balance may be utilized for future expansion of the metropolitan area network (MAN). A redundant fiber loop connecting City Hall to facilities on the east side via American Boulevard is among the priorities which may also include additional fire stations and recreation facilities.

2016 Objectives

- Maintain a reliable and efficient communications system for public safety and other uses within the City.
- Continue to develop inter-operability for public safety with the MESB ARMER 800 MHz radio project and other agencies.
- Maintain the existing antenna distribution system at the Mall of America. This system improves public safety radio coverage and functionality in and around the Mall of America's existing building.
- Utilize Hennepin County's technical support for the MESB radio system.
- Continued upgrade on public safety Mobile Data Computer system for Police and Fire and various features with the LOGIS consortium.
- Police Department: Replace 135 portable radios, 10 base radios, and 6 bank battery chargers.
- Fire Department: Replace 25 remote mount radios and 13 dash mount mobile radios.

2015 Results

The Radio Fund replaced 68 portable radios and 6 mobile radios for the Fire Department along with 6 base station radios located at the Fire Stations.

Expenses	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$100,488	$100,826	0.3%
Materials/Supplies/Services	533,413	969,640	81.8
Capital Outlay	53,000	96,000	81.0
Less Capitalized Assets	(53,000)	(96,000)	81.0
Transfers Out	90,000	0	(100.0)
Add Depreciation Expense	123,000	165,000	34.0
	$846,901	**$1,235,466**	**45.9%**

Authorized Full-Time	FY2014	FY2015	FY2016
	1	**1**	**1**
Communications Technician	1	1	1

PUBLIC SAFETY RADIO
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 407,748	$ 451,669	$ 451,669	$ 553,383	$ 613,639
Interest Income	8,592	5,000	5,000	8,032	5,000
Transfers In	-	-	-	17,808	45,000
TOTAL REVENUES	416,340	456,669	456,669	579,223	663,639
Expenses					
Staffing					
Salaries and Wages	71,636	71,983	71,983	82,967	73,635
Benefits	28,646	28,505	28,505	30,611	27,191
Operating Expenses					
Professional and Technical Services	138	17,000	17,000	13,420	22,000
Utilities and Maintenance	128,273	135,000	135,000	137,584	150,020
Operations	3,278	1,606	1,606	1,610	164
City Support Services	15,504	12,774	12,774	12,768	13,651
Materials and Supplies	26,989	367,033	372,794	379,943	783,805
Capital Outlay					
Equipment	-	53,000	53,000	-	96,000
Transfers Out	35,004	90,000	90,000	90,000	-
TOTAL EXPENSES	309,468	776,901	782,662	748,903	1,166,466
Less Capitalized Assets	-	(53,000)	(53,000)	-	(96,000)
Add Depreciation Expense	164,946	123,000	123,000	165,000	165,000
NET TOTAL EXPENSES	474,414	846,901	852,662	913,903	1,235,466
NET INCOME (LOSS)	(58,074)	(390,232)	(395,993)	(334,680)	(571,827)
Net Position at Beginning of Year	1,983,618	1,925,544	1,925,544	1,925,544	1,590,864
Net Position At Year-End	$ 1,925,544	$ 1,535,312	$ 1,529,551	$ 1,590,864	$ 1,019,037

Facilities and Parks Maintenance

The Facilities and Parks Maintenance Fund pays for the costs related to capital repair and maintenance of the main City buildings, park structures and cemetery property.

Activities

Maintenance

Building Capital Repairs

Parks and Park Building Maintenance

Fire Station Maintenance

Cemetery Maintenance

Objectives

S To provide safe and efficient facilities that support City services and programs and by encouraging long-range planning.

OS Establish ongoing funding mechanisms to meet future needs in the next budget cycle.

OS Provide centralized decision-making and flexibility when addressing maintenance and replacement issues.

OS Proactively manage, maintain and upgrade City owned buildings in a safe, cost effective and professional manner.

Results

- Facilities and Park Maintenance continue to work toward more sustainable and effective operation of parks and facilities.

The Maintenance Division maintains and repairs 60 main buildings, fire stations and park buildings. The division also provides services for 97 City Parks including:

- **30 skating rinks**
- **80 athletic fields**
- **53 tennis courts**
- **55 playgrounds**
- **35 basketball courts**
- **14 Picnic Shelters**

Expenses

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 3,591,650	$4,006,091	11.5%
Materials/Supplies/Services	5,366,837	5,928,109	10.5
Capital Outlay	1,045,000	1,386,492	32.7
Transfer	--	--	--
Capitalized Assets	(1,045,000)	(1,386,492)	32.7
Debt Service	706,077	697,739	(1.2)
Depreciation Expense	1,400,000	1,400,000	--
	$11,064,564	**$12,031,939**	**8.7%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	39	**39**	**39**
Assistant Superintendent	3	3	3
Custodian	1	1	1
Park Maintenance Supervisor	2	2	2
Parkkeeper I	15	15	15
Parkkeeper II	9	9	9
Service Technician II	2	2	2
Service Technician I	5	5	5
Facilities Supervisor	1	1	1
Signal Instrumentation Tech.	1	1	1

FACILITIES AND PARKS MAINTENANCE
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 10,227,864	$ 10,821,351	$ 10,821,351	$ 10,821,229	$ 11,953,999
Interest Income	47,279	32,000	32,000	57,639	28,000
Other	133,340	300	300	21,802	300
Transfers In	200,000	-	120,000	120,000	-
TOTAL REVENUES	10,608,483	10,853,651	10,973,651	11,020,670	11,982,299
Operating Expenses					
Staffing					
Salaries and Wages	2,353,080	2,553,769	2,558,501	2,353,538	2,877,557
Benefits	977,708	1,037,881	1,039,728	1,004,313	1,128,534
Operating Expenses					
Professional and Technical Services	104,482	108,010	164,786	142,705	383,010
Utilities and Maintenance	2,487,658	2,422,299	2,517,024	2,107,586	2,454,824
Operations	61,659	59,693	59,693	51,985	59,693
City Support Services	2,110,344	2,268,676	2,268,676	2,267,455	2,497,664
Materials and Supplies	540,917	508,159	526,675	521,931	532,917
Debt Service Principal and Interest	604,770	706,077	706,077	706,077	697,739
Capital Outlay					
Equipment	52,015	-	-	-	-
Building and Improvements	471,899	1,045,000	1,859,618	958,851	1,386,492
Transfers Out	39,996	-	-	-	-
TOTAL EXPENSES	9,804,528	10,709,564	11,700,778	10,114,441	12,018,430
Less Capitalized Assets	(523,914)	(1,045,000)	(1,859,618)	(958,851)	(1,386,492)
Less Expenses Charged to Other Funds	(49,124)	-	-	-	-
Add Depreciation Expense	1,258,292	1,400,000	1,400,000	1,400,000	1,400,000
NET TOTAL EXPENSES	10,489,782	11,064,564	11,241,160	10,555,590	12,031,938
NET INCOME (LOSS)	118,701	(210,913)	(267,509)	465,080	(49,639)
Net Position at Beginning of Year	46,889,311	47,008,012	47,008,012	47,008,012	47,473,092
Net Position at Year-End	$ 47,008,012	$ 46,797,099	$ 46,740,503	$ 47,473,092	$ 47,423,453

Community Services – Support Services

Activities

Print Shop
Mail Room
Information Desk

Surveys for the mail room and print shop are planned every two years to gather feedback from employees on service improvements and ideas for new ways to meet customer needs.

The City's print shop, mail room and information desk functions provide services to all departments throughout the City. These activities are supported by user fees.

2016 Objectives

OS Revise Office Depot delivery process so that office supplies orders go directly to the appropriate building rather than being redistributed from the warehouse.

OS Move copy paper and envelope inventory from warehouse to Civic Plaza, where most of it is used.

OS Promote print shop activities, with a goal to increase revenue, by launching a new CityBIZ web page and looking into additional partnerships with outside organizations.

2015 Results

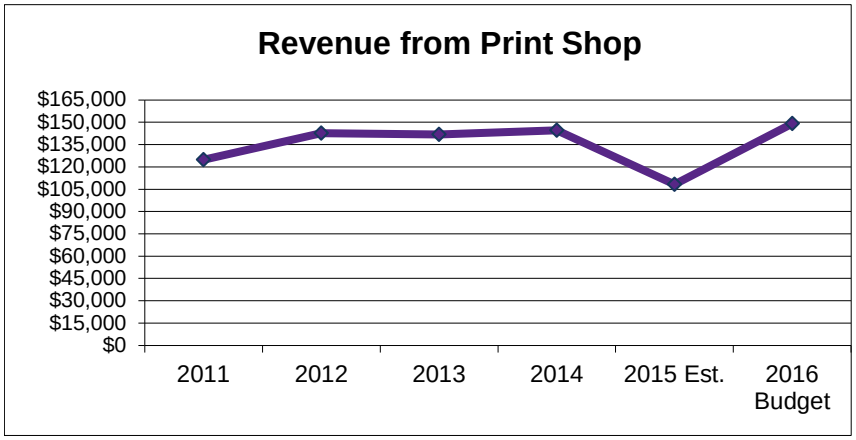
- Replaced an aging Pitney Bows postage meter with a new, more dependable and more technologically up to date postage meter.
- Improved accuracy of copy paper inventory and reduced delivery time.
- Change from F/T mail coordinator to two P/T job-share positions resulted in increased mail room efficiency and reduced need for back-up coverage by administrative staff.
- Increased Information Desk staff productivity by training Information Assistants on basic use of RecTrac software.
- The print shop achieved an all-time record billing month of $19,234 in July.
- Examined alternate ways to increase print shop revenues with one marketing strategy generating almost $2,500 in additional revenues from outside organizations.

Expenses

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$214,214	$205,434	(4.1)%
Materials/Supplies/Services	295,444	302,774	2.5
Add Depreciation Expense	30,000	30,000	--
	$ 539,658	**$538,208**	**(0.3)%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	3	**3**	**3**
Information Assistant	1	1	1
Mail Coordinator	1	1	1
Print Shop Coordinator	1	1	1



SUPPORT SERVICES INTERNAL SERVICE FUND
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 464,387	$ 483,045	$ 483,045	$ 413,662	$ 476,671
Interest Income	2,038	2,000	2,000	1,597	2,000
TOTAL REVENUES	466,425	485,045	485,045	415,259	478,671
Expenses					
Staffing					
Salaries and Wages	151,297	164,880	164,880	148,497	160,339
Benefits	46,761	49,334	49,334	46,159	45,095
Operating Expenses					
Professional and Technical Services	4,533	4,000	3,642	800	4,000
Utilities and Maintenance	32,427	36,500	30,572	38,975	39,400
Operations	1,086	1,400	1,400	1,281	1,400
City Support Services	212,499	219,244	219,244	190,350	223,674
Materials and Supplies	29,009	34,300	24,992	36,788	34,300
Capital Outlay					
Equipment	-	25,000	25,000	14,945	-
Transfers Out	-	-	-	-	-
TOTAL EXPENSES	477,612	534,658	519,064	477,795	508,208
Add Depreciation Expense	13,367	30,000	30,000	30,000	30,000
NET TOTAL EXPENSES	490,979	539,658	524,064	492,850	538,208
NET INCOME (LOSS)	(24,554)	(54,613)	(39,019)	(77,591)	(59,537)
Net Position at Beginning of Year	255,879	231,325	231,325	231,325	153,734
Net Position At Year-End	$ 231,325	$ 176,712	$ 192,306	$ 153,734	$ 94,197

Technical Services Group – Information Systems

Activities

General System Maintenance/ Support

Geographic Information Systems

City employees are relying on mobile technologies more than ever. More than 350 mobile devices are in use and they are being used by employees from all departments.

Information Systems (IS) provides the City with computer hardware and software and coordinates the networking and communications of the system in accordance with the City's long-range Information Systems plan.

A Steering Committee made up of Department Heads, the Assistant City Manager and the City Manager provides work plan direction to Information Systems so that there is a matching of users' needs to available resources.

IS's resources include the total hours available for services to City operating departments, as well as funding for hardware, software and training.

2016 Objectives

OS Provide technology expertise, equipment, software and services to meet Council's Goals by:

- Developing a strategic technology plan to ensure efficient, cost-effective and timely use of technology.
- Upgrading the City's SharePoint environment to provide extranet capabilities by March 31, 2016.
- Constructing fiber optics segments to augment the City's metropolitan area network (MAN) by June 30, 2016.
- Implementing a virtual private network (VPN) by October 31, 2016.

OS Support and coordinate the distribution of Geographical Information Systems' functions and activities City-wide.

OS Review existing policies and procedures. Identify and implement necessary changes.

OS Continue to provide exceptional service to support the City's departments in the area of technology.

2015 Results

- Implemented a secure e-mail system to ensure secure delivery of sensitive data.
- Implemented LANDesk Management Suite for improved delivery of technology systems.
- Completed security assessment of the City's technology resources.
- Assisted with the construction of a new training room.
- Made significant progress on the implementation of Vision CAMA system and CityView planning, permits and licensing system.
- Replaced and/or upgraded a substantial amount of the City's technology infrastructure including networking equipment, PCs, laptops, multi-function devices, servers and software applications.
- Managed over $1,300,000 in hardware and software maintenance agreements.
- Provided reliable technical support and services to over 600 employees.

Expenses

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 1,663,701	$ 1,520,825	(8.6)%
Materials/Supplies/Services	2,862,300	3,003,203	4.9
Capital Outlay	324,470	133,000	(59.0)
Less Capitalized Assets	(324,470)	(133,000)	(59.0)
Transfer Out	122,129	328,029	168.6
Add Depreciation Expense	140,000	140,000	--
	$4,788,130	**$4,992,057**	**4.3%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	13	**13**	**13**
Analyst	6	7	7
Computer Specialist	1	1	1
Information Systems Manager	1	1	1
LAN Administrator	1	1	1
Senior Analyst *	1	0	0
Supervisor	2	2	2
WAN Administrator	1	1	1

INFORMATION SYSTEMS
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	4,456,674	$ 4,711,488	$ 4,711,488	4,660,194	4,781,255
Other	5,082	-	-	3,908	-
Interest Income	18,494	16,000	16,000	24,248	23,001
Transfers In	1,250,000	-	-	-	-
TOTAL REVENUES	5,730,250	4,727,488	4,727,488	4,688,350	4,804,256
Expenses					
Staffing					
Salaries and Wages	1,098,305	1,253,651	1,253,651	1,188,646	1,142,294
Benefits	409,854	410,050	410,050	414,296	378,531
Operating Expenses					
Professional and Technical Services	1,301,680	566,510	2,409,597	1,538,171	573,870
Utilities and Maintenance	1,349,284	1,573,065	1,695,173	1,680,490	1,708,600
Operations	190,910	208,600	213,600	153,846	160,600
City Support Services	246,544	277,825	277,825	279,970	294,659
Materials and Supplies	342,198	236,300	274,742	259,047	265,474
Capital Outlay					
Equipment	109,227	324,470	375,970	132,717	133,000
Transfers Out	115,392	122,129	182,129	182,124	328,029
TOTAL EXPENSES	5,163,394	4,972,600	7,092,737	5,829,307	4,985,057
Less Capitalized Assets	(109,227)	(324,470)	(375,970)	(132,717)	(133,000)
Add Depreciation Expense	112,460	140,000	140,000	140,000	140,000
NET TOTAL EXPENSES	5,166,627	4,788,130	6,856,767	5,836,590	4,992,057
NET INCOME (LOSS)	563,623	(60,642)	(2,129,279)	(1,148,240)	(187,801)
Net Position at Beginning of Year	2,832,440	3,396,063	3,396,063	3,396,063	2,247,823
Net Position At Year-End	$ 3,396,063	$ 3,335,421	$ 1,266,784	$ 2,247,823	$ 2,060,022

Finance – Self-Insurance

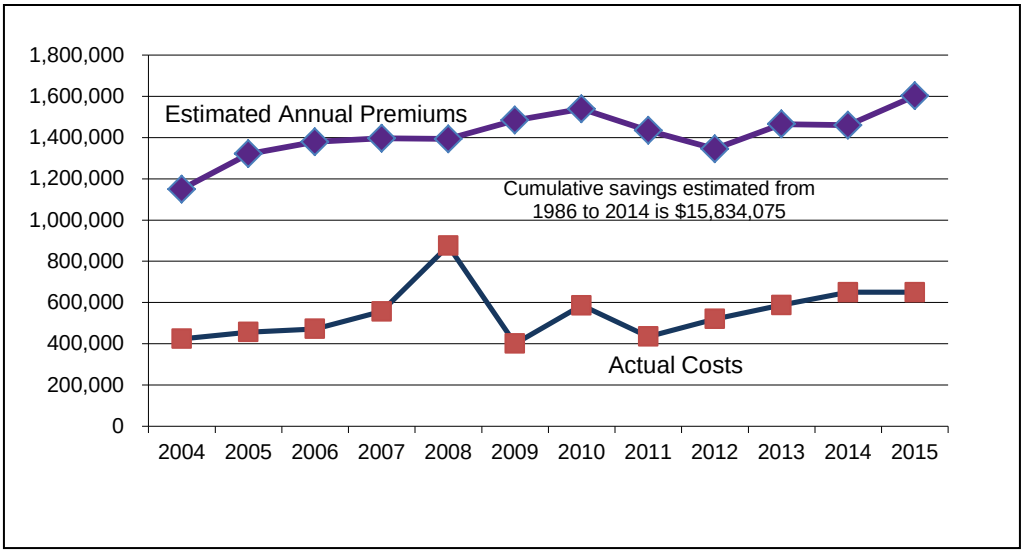
This fund pays the costs related to the City's self-insured workers' compensation program. This fund also maintains property/casualty insurance policies, made up of municipal, auto and property coverage through the League of Minnesota Cities Insurance Trust (LMCIT).

2016 Objectives

- OS Protect the City's assets and minimize costs of insurance.
- OS Provide departments with reports on claims twice a year, discuss claims and claim prevention.
- OS Work with the City's insurance broker to evaluate coverage to investigate possible premium savings.

Expenses	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Materials/Supplies/Services	$ 2,006,980	$2,321,344	15.7%
	$ 2,006,980	**$2,321,344**	**15.7%**

Cost Savings Resulting from Self-Insurance Worker's Compensation Costs – Last Ten Years Self-Insured Plan Compared to Estimated Insurance Premium Costs



SELF-INSURANCE
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Departmental Charges	$ 1,657,696	$ 2,237,423	$ 2,237,423	$ 2,226,406	$ 2,239,655
Interest Income	19,961	2,000	2,000	25,433	7,000
Transfers In	-	500,000	500,000	500,004	-
TOTAL REVENUES	1,677,657	2,739,423	2,739,423	2,751,843	2,246,655
Expenses					
Operating Expenses					
Workers' Compensation	946,591	801,970	801,970	877,342	1,051,514
General Liability	620,354	821,123	821,123	500,878	920,117
Auto Liability	55,380	161,570	161,570	143,121	162,717
Property Liability	155,928	222,317	222,317	139,006	186,996
TOTAL EXPENSES	1,778,253	2,006,980	2,006,980	1,660,347	2,321,344
NET INCOME (LOSS)	(100,596)	732,443	732,443	1,091,496	(74,689)
Net Position at Beginning of Year	285,751	185,155	185,155	185,155	1,276,651
Net Position At Year-End	$ 185,155	$ 917,598	$ 917,598	$ 1,276,651	$ 1,201,962

Human Resources – Insured Benefits

In 2002, the Insured Benefits fund was created from savings that were achieved through the normal bid process. These savings were the initial funding for this internal service fund. Large expense increases anticipated in future years will be absorbed through this fund. Revenues come from user fees to operating budgets. While costs will increase, annual increases to operating departments will be flatter and more predictable with this fund.

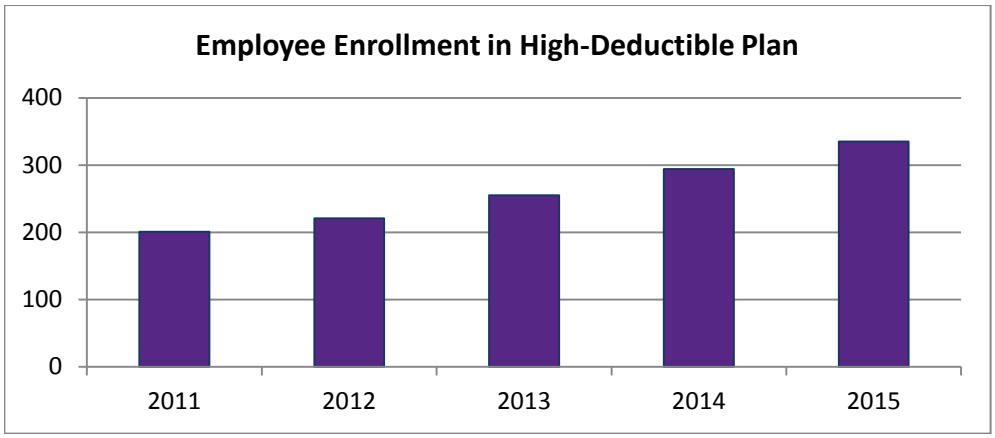
2016 Objectives

- OS Prepare and issue a Request for Proposals for benefit consulting insurance broker services by February 2016.
- OS Obtain competitive bids by June 2016 for health insurance according to state law.
- OS Explore self-insurance options for health insurance plans.
- OS Continue providing City employees with a variety of benefits at the lowest cost to employees and the City.
- OS Encourage employees to continue to participate in a health rewards program for those enrolled in the City's health plan. This program includes a health assessment, health education, healthy living tracking and a biometrics program which will provide immediate feedback on blood pressure, weight, total cholesterol, glucose, and body mass index.

2015 Results

- High deductible plan participation increased by 19.4% from January 1, 2015 to January 1, 2016.
- 28.2% of employees completed a biometrics screening.
- 32.4% of employees completed their Personal Health Profile (health assessment).
- 14.1% of employees completed their health scorecard.

Expenses	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Materials/Supplies/Services	$10,010,958	$9,984,413	(0.3)%
	$10,010,958	**$9,984,413**	**(0.3)%**



INSURED BENEFITS
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Departmental Charges/Payroll Deductions	$ 8,453,309	$ 8,497,764	$ 8,497,764	$ 8,245,735	$ 8,870,702
Retiree/COBRA Contributions	533,248	631,032	631,032	577,662	727,187
Intergovernmental					
Interest Income	27,445	8,000	8,000	21,589	8,000
Other Income	25,000	25,000	25,000	25,000	25,000
Transfers In	31,000	31,000	31,000	30,504	31,000
TOTAL REVENUES	9,070,002	9,192,796	9,192,796	8,900,490	9,661,889
Expenses					
Operating Expenses					
Health Insurance Premiums	7,739,830	8,136,658	8,136,658	8,371,447	8,913,113
Dental Insurance Premiums	591,402	607,700	607,700	610,541	607,700
Life Insurance Premiums	144,564	155,000	155,000	141,275	152,000
Short Term Disability Premiums	13,675	15,000	15,000	14,568	15,000
Long Term Disability Premiums	92,283	96,600	96,600	93,506	96,600
Transfers Out	-	1,000,000	1,000,000	1,000,008	200,000
TOTAL EXPENSES	8,581,754	10,010,958	10,010,958	10,231,345	9,984,413
NET TOTAL EXPENDITURES	8,581,754	10,010,958	10,010,958	10,231,345	9,984,413
NET INCOME (LOSS)	488,248	(818,162)	(818,162)	(1,330,855)	(322,524)
Net Position at Beginning of Year	3,533,335	4,021,583	4,021,583	4,021,583	2,690,728
Net Position At Year-End	$ 4,021,583	$ 3,203,421	$ 3,203,421	$ 2,690,728	$ 2,368,204

Accrued Compensated Absences

The Accrued Compensated Absences fund accounts for payment of unused vacation, personal leave, compensatory time and the allocation of costs to respective departments. Funding is based on a percentage of full-time salaries charged to departments.

Although the goal of this fund is to have assets equal liabilities, or zero net assets, this would only be necessary in the case of a complete government shut-down, a very unlikely event.

2016 Objectives

OS Be in a fully-funded position by 2021.

OS Continue providing City employees with fair leave policies to retain and attract good employees.

2015 Results

- Kept contributions to this fund at 4% of full-time salary, the same as 2013.

Expenses	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Materials/Supplies/Services	$1,793,631	$1,815,284	1.2%
	$1,793,631	**$1,815,284**	**1.2%**

ACCRUED BENEFITS
BUDGET SUMMARY
Revenues and Expenses

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Departmental Charges	$ 1,598,784	$ 1,644,376	$ 1,644,376	$ 1,642,998	$ 1,310,000
Interest Income	94,025	131,000	131,000	105,314	101,800
Transfers In	-	500,000	500,000	500,004	-
TOTAL REVENUES	1,692,809	2,275,376	2,275,376	2,248,316	1,411,800
Expenses					
Staffing					
Salaries and Wages	1,632,814	1,773,631	1,773,631	1,450,842	1,795,284
Benefits	17,109	20,000	20,000	12,020	20,000
TOTAL EXPENSES	1,649,923	1,793,631	1,793,631	1,462,862	1,815,284
NET INCOME (LOSS)	42,886	481,745	481,745	785,454	(403,484)
Net Position at Beginning of Year	(1,802,915)	(1,760,029)	(1,760,029)	(1,760,029)	(974,575)
Net Position At Year-End	(1,760,029)	(1,278,284)	(1,278,284)	(974,575)	(1,378,059)

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Component Units

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Housing and Redevelopment Authority

The Housing and Redevelopment Authority's (HRA) purpose is to provide housing and redevelopment programs to Bloomington. The HRA contracts with the City of Bloomington to provide day-to-day management and staff. The Bloomington City Council appoints the five-member HRA board. The HRA's programs are focused primarily in three areas: affordable housing, neighborhood preservation, and commercial and residential redevelopment. Federal and State programs and local property taxes support the HRA.

Activities

Administration
Rental Housing Development
Rental Assistance
Home Ownership
Commercial Redevelopment
Single-Family Redevelopment
Public Housing
Neighborhood Revitalization
Rental and Single-Family Rehabilitation

2016 Objectives

- **H** Acquire and demolish blighted homes
- **H** Acquire land for redevelopment in designated areas and sites for affordable housing
- **H** Assist 150 seniors with housing maintenance and homemaking services
- **H** Provide housing rehab loans to 60 homeowners
- **H** Kick-off Curb Appeal Loan program
- **H** Expand home improvement loan programs City-wide
- **H** Conduct three landlord collaborative meetings, including a multi-city meeting and Fair Housing training.
- **H** Maintain highest possible utilization of Section 8 Voucher as funding permits
- **H** Partner with Minnesota Multi-Housing Association to offer Fair Housing Workshop to landlords
- **H** Begin initial stages of Phase 3 of the redevelopment of Penn and American to possibly include housing and hotel uses
- **H** Offer the Housing Improvement Area program to assist common interest communities with rehabilitation funding
- **H** Continue the Home Energy Squad Enhanced program with Center for Energy and Environment and serve 250 homeowners
- **H** Begin planning for future redevelopment opportunities in commercial-retail nodes of the City
- **H** Hold the 12th Home Improvement Fair in February

2015 Results

- Completed Phase 2 of the redevelopment at Penn and American Blvd to include a grocery, hotel and retail/restaurant
- Assisted 163 seniors with housing maintenance and homemaking services
- Provided housing rehabilitation loans to 53 homeowners
- Provided rental property and manager education through three landlord collaborative meetings (67 attendees)
- Achieved highest utilization of Housing Choice Voucher (Section 8) Rent Assistance that funding permitted
- Achieved HUD's "high performer" rankings for administration of the Housing Choice Voucher (Section 8)program
- Provided housing to 48 large families through the HRA's two rental housing programs.
- Sold two vacant lots to private owners to build owner-occupied single-family homes
- Sold one vacant lot at a reduced price to Habitat for Humanity to build an affordable home for a first-time home-buyer
- Acquired one substandard home to be demolished and land re-sold for new owner occupied single-family home
- The Home Energy Squad Enhanced Program provided 186 homeowner visits

Fresh Thyme, the new grocery store in Phase Two of the Penn American redevelopment district, had the strongest opening of any store in the company's chain.

Expenditures	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries/Wages/Benefits	$ 1,030,291	$ 1,028,347	(.2)%
Materials/Supplies/Services	7,204,239	7,167,855	(.5)
	$ 8,234,530	**$ 8,196,202**	**(.5)%**

Authorized Full-Time	FY2014	FY2015	FY2016
	10	10	10
HRA Administrator	1	1	1
Office Assistant	1	1	1
Office Support Specialist	1	1	1
Program Manager	1	1	1
Program Specialist II	5	5	5
Program Specialist I	1	1	1

Penn and American

HOUSING AND REDEVELOPMENT AUTHORITY
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Program Income	$ 710,287	$ 810,152	$ 720,153	$ 726,653	$ 785,575
Tax Revenues	1,845,910	1,859,293	1,844,293	1,848,035	1,963,090
Intergovernmental	5,047,678	5,564,085	4,994,085	4,797,765	5,447,537
Interest Income	(962)	1,000	1,000	(2,590)	-
Transfers In	170,000	-	180,000	174,494	-
TOTAL REVENUES	7,772,913	8,234,530	7,739,531	7,544,357	8,196,202
Expenditures					
Staffing					
Salaries and Wages	731,449	754,104	804,104	658,454	761,070
Benefits	281,847	276,187	291,187	235,242	267,277
Operating Expenditures					
Professional and Technical Services	95,441	124,500	265,500	237,613	140,200
Utilities and Maintenance	5,258,994	5,377,152	5,437,152	5,272,834	5,693,436
Operations	24,009	38,797	38,797	19,801	36,620
City Support Services	188,905	190,523	195,523	170,599	208,748
Materials and Supplies	17,465	13,316	23,316	17,181	31,650
Transfers Out	402,000	-	177,000	174,494	-
Land	-	1,459,951	1,459,951	-	1,057,201
TOTAL EXPENDITURES	7,000,110	8,234,530	8,692,530	6,786,218	8,196,202
FUND BALANCE SOURCES (USES)	772,803	0	(952,999)	758,139	-
Fund Balance at Beginning of Year	7,973,676	8,746,479	8,746,479	8,746,479	9,504,618
Fund Balance At Year-End	$ 8,746,479	$ 8,746,479	$ 7,793,480	$ 9,504,618	$ 9,504,618

Port Authority

The Port Authority was created by the City to provide a coordinated, cost-effective approach for redevelopment within defined development districts that may be established throughout the City. This goal is accomplished in many cases through the use of Tax Increment and/or Revenue Bonds, issued as needed for redevelopment. The Port Authority's boundaries encompass the entire City of Bloomington and commissioners are appointed by the Mayor and confirmed by the City Council. The Port Authority has limited taxing powers (including a levy that has not been used to date), but has extensive authority to issue bonds or notes for public improvements and redevelopment. These are subject to approval by the City Council prior to issuance. The City guarantees some Port Authority debt and contracts staff to the Port Authority for administration.

2016 Objectives

LU,**T** To facilitate sustainable development and redevelopment, especially in the South Loop District where it can be served by transit, encourage short trip lengths, promote biking and walking and reduce vehicle miles traveled.

2016 Key Projects: Mall of America (MOA) expansion, Bloomington Central Station (apartment building, and a hotel, restaurant, coffee shop, parking ramp) and potential future phase (market or pharmacy) on the Alpha B parcel.

OS Oversee debt in a conservative manner to assure repayment and adequate resources.

OS Make community investments that in turn encourage private investments consistent with the City's sustainability objectives.

2015 Results

- Lindau Lane project funded in part with a state bonding grant was complete.
- MOA Phase I-C expansion construction completed.
- Completed Purchase and Redevelopment Agreement with Terratron to develop a hotel, restaurant, coffee shop, parking ramp and possible future phase (market or pharmacy on Alpha B parcel south of Lindau Lane)
- Executed agreements necessary for Bloomington Central Station 394-unit apartment project, developed by Lennar, with construction that started in August, 2015.
- Continued implementation of the South Loop District Plan

Expenditures

	FY2015 Original Budget	FY2016 Approved Budget	Percent Change
Salaries and Benefits	$ 401,600	$ 422,010	5.08%
Materials/Supplies/Services	338,035	289,234	(14.4)
Debt Service	0	277,399	100.00
Capital Outlay	15,309,200	54,371,414	355.10
Transfers Out	3,247,846	14,875,019	458.00
	$ 19,296,681	**$ 70,311,605**	**364.37%**

Authorized Full-Time

	FY2014	FY2015	FY2016
	3	**3**	**3**
Development Specialist	1	1	1
Port Authority Administrator	1	1	1
Senior Civil Engineer**	1	1	1

**Senior Civil Engineer authorized, not currently funded

PORT AUTHORITY
BUDGET SUMMARY
Revenues and Expenditures

	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 ESTIMATED	2016 BUDGET
Revenues					
Lodging and Liquor Taxes	$ -	$ -	$ -	$ -	$ -
Property Tax Increment	13,038,967	13,643,000	13,643,000	13,544,478	17,947,045
Fiscal Disparities TIF	10,170,204	8,575,000	8,575,000	8,542,721	9,765,595
Interest Income	189,229	133,940	133,940	48,220	24,164
Other	440,929	260,000	260,000	260,000	4,148,872
Transfers In	7,316,037	3,248,246	3,248,246	3,228,545	3,853,767
TOTAL REVENUES	31,155,366	25,860,186	25,860,186	25,623,964	35,739,443
Expenditures					
Salaries and Benefits	287,916	401,600	401,600	291,500	422,010
City Support Services	67,644	73,495	73,495	73,495	76,529
Materials and Supplies	228,758	264,540	264,540	290,100	289,234
Project Costs	28,803,787	15,309,200	18,725,000	18,722,969	54,371,414
Debt Service Principal and Interest	259,774	-	121,000	120,609	277,399
Transfers Out	1,316,037	3,247,846	6,930,000	6,928,586	14,875,019
TOTAL EXPENDITURES	30,963,916	19,296,681	26,515,635	26,427,259	70,311,605
Other Sources and Uses					
Bond Proceeds	-	-	-	7,150,000	-
TOTAL OTHER SOURCES AND USES	-	-	-	7,150,000	-
FUND BALANCE SOURCES (USES)	191,450	6,563,505	(655,449)	6,346,705	(34,572,162)
Fund Balance at Beginning of Year	47,175,509	47,366,959	47,366,959	47,366,959	53,713,664
Fund Balance At Year-End	$ 47,366,959	$ 53,930,464	$ 46,711,510	$ 53,713,664	$ 19,141,502

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Capital

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Capital Projects

The Capital Budget development process starts with Departments and ongoing commissions and boards preparing requests for needed projects using the Five-Year Community Investment Program (CIP) database. Projects can come from the Alternative Transportation Plan, the Parks Master Plan, the South Loop Master Plan as well as fifteen year modeling done for water, sewer and storm water utilities and the Pavement Management Program. Once this is completed, an analysis of funding requirements and any necessary related prioritization is done by the Executive Management Team, comprised of Department Directors and the City Manager.

The cost estimates for each request include capital and operating budget costs that would result from the new or expanded capital facilities improvements and infrastructure. The incremental cost is presented in the CIP document, as is the impact on bonded debt and related debt service and the tax cost impact for various property types, which is then forwarded to the Mayor and City Council for their consideration and if appropriate, approval. According to the City's Community Investment Program Policies, operating costs must be projected and included in operating budget forecasts.

Both the proposed per capita debt and debt to market value ratios are benchmarked against City-adopted guidelines during this process. The CIP is also reviewed by the Planning Commission for compliance with the Comprehensive Plan.

The Mayor and Council then use the compiled information, along with results of public discussion, to decide which projects are to proceed and how they will be funded. The CIP is approved as a plan guide and does not represent approval of any particular project. Individual projects are not given final approval until they are brought back to the City Council for reaffirmation, letting of contracts, etc.

Capital projects should have expenditures of at least $50,000 and a useful life of at least four years.

Capital project fund expenditures are incorporated into the budget process and internal budgets are developed based on Council appropriation. Individual project budgets are then approved by the Council on a project-by-project basis.

Highlights of 2016 Capital Funding Projects: Parks

- $1,094,470 is budgeted for ten different playground locations to replace equipment to meet current safety and accessibility standards, picnic tables and benches, lighting and other site improvements. No additional savings or operating costs are anticipated for these improvements.
- $850,000 is budgeted for the south West Bush Lake parking lot replacement, driveway, boat ramp, lighting improvements and water management improvements. This project is funded by State and Metropolitan Council grants and no additional maintenance costs are anticipated.

Alternative Transportation

- $10,467,000 is budgeted for the Long Meadow Bridge rehabilitation. This project provides a non-motorized trail connection between Hennepin and Dakota Counties regional trail system. Only $1 million will be funded by the City. Tax increment financing and grants will provide the bulk of the funding. Additional maintenance for the bridge will be approximately $75,000 per year.
- $4,400,000 is budgeted for trailhead and new trail improvements. These improvements will make further connections between existing state and regional trail systems. The majority of funds for these projects are from State and Federal sources. No additional maintenance costs are anticipated.

Utilities Infrastructure

- Capital costs include $1,780,000 for water distribution and sewer collection system improvements. Operating costs will not increase since this is just replacement of existing old pipe, not an increase in the systems.
- The Wastewater (Sewer) budget includes capital costs of $4,000,000 for replacement of aging sanitary trunk sewer pipe and redirecting the flow within the South Loop District. This will allow for both commercial and residential growth in the South Loop and Penn/American areas.
- The Storm Water budget includes $554,000 for maintenance projects, $925,000 to improve the collection system and $500,000 for design of the Northeast Penn project. Operating costs will stay the same.

Equipment

- The 2016 equipment budget includes $3,452,784 of planned purchases. By regularly upgrading equipment, the City realizes approximately $100,000 per year in savings on maintenance costs.

South Loop Capital

This development district includes Bloomington Central Station and the Mall of America. Funding for projects is provided from business tax revenues dedicated to area improvements and is in its eighth year of a revised ten-year program. Anticipated 2016 capital expenditures include:

- $5,750,000 for a parking ramp (this ramp will not be maintained by the City, so no maintenance cost)
- $6,500,000 to upgrade the 24th Avenue/Mall of America Transit Station (not maintained by the City).
- $150,000 for creative place-making and art installations ($10,000 maintenance cost).

Surface Transportation

- Intersection and signal improvements for East Bush Lake Road and Highwood are budgeted at $900,000 to improve safety and traffic control. No additional maintenance costs are associated with this improvement.
- A new west bound access to I-494 at East Bush Lake Road project will start in 2016 with initial costs of $500,000 with the remaining project costs occurring in 2017.
- $1,420,000 is budgeted for signal retiming, coordination and system management, and improvements.
- $8,740,000 is budgeted for improvements to Normandale 86th-94th to widen the street, channelize, turn lanes, signals and bikeway. Project is funded through Federal, State and County sources. No additional maintenance costs are anticipated.
- $800,000 is budgeted for sidewalks and bikeways for pedestrian safety and pedestrian crossing enhancements near several high volume school crossings including additional walkways to connect the system.

Pavement Management

A funding and implementation plan for repair and maintenance of Bloomington roadways was adopted in 1992. First, needs are identified, then funding is provided through state aids, assessments and an annual levy. This program not only strategically plans for repair and replacement, but also maximizes efficiency in the process by identifying the optimum time to replace or repair roads and streets. The original 1992 plan spanned three specific areas: reconstruction, overlay and seal coating. In 2015 the City Council approved adding trails to the program.

- In 2016, approximately $7,620,000 will be invested in street reconstruction and $2,970,000 will be spent on overlaying existing pavement. See chart on *Page 98* regarding street conditions. Operating costs will not change because about the same number of miles are reconstructed and overlaid every year on a long-term schedule keeping costs for street maintenance fairly stable and predictable.

City Facilities

- Columbarium will be built in the City cemetery budgeted for $308,000 in 2016. Additional maintenance will be $15,000 per year.

Executive Summary

The following pages summarize the significant Capital Improvement Program projects as approved, broken down by spending authority.

Fund/Activity	2016 Adopted	Purpose	Budget Page Number
Community Services	30,000	Furniture, Kitchen Equipment for Creekside Community Center	86
Fire	20,000	Emergency equipment	68
Public Works	34,000	Survey Equipment	96
	28,000	Signal Cabinets	98
Total General Fund	**$ 112,000**		
Police Grants	20,000	Bomb Squad equipment	136
Communications	452,499	Cable TV Equipment, high definition upgrades	150
Cemetery	308,000	Road, fencing, columbaria	148
Creative Placemaking	150,000	Art Install	158
Water Utility	267,000	Well and pump rehabilitation, water plant equipment	
	680,000	Improve distribution system	166
Wastewater Utility	355,000	Improve collection system	
	4,800,000	Rerouting pipe capacity South Loop	168
Storm Water Utility	3,065,000	Improve collection system	
	220,000	Flood-proofing	
	165,000	Brine Equipment	170
Golf Courses	31,500	Kitchen equipment	174
Ice Garden	80,000	Repair north parking lot	
	25,000	Reconfigure Rink 2 viewing area	174
	10,000	Zamboni battery	
Center for the Arts	20,000	Upgrade electronic sign board	
	50,000	Replace theater seats	174
Aquatics	136,806	Capital and Building Improvements	174
Information Systems	100,000	Network switches	
	33,000	Copiers	194
Equipment & Supplies	3,027,784	Equipment Replacement	
	425,000	Fleet software, fuel island upgrade	186
Public Safety Radio	96,000	Fiber optics to Old Cedar Avenue Bridge	188
Facilities Replacement	45,000	Parking lot repair	
	50,000	Reroofing	
	40,000	Demolition	
	350,000	Mechanicals	
	650,000	Interior Finishes	
	251,492	Park Building Improvements	190
South Loop Capital	5,750,000	Parking ramp	*
	100,000	Demolition	*
	6,500,000	MOA transit station improvements	*
	60,000	Fire Station 3 design for rebuild or relocate	*
Park Capital Projects	1,144,470	Playground replacements	*
	900,000	Parking lot reconstruction and lighting	*
	140,000	Joint City/School projects	*
Road and Street Improvements	7,617,453	Pavement Management Program reconstruction	*
	2,970,520	Overlay streets	*
	1,520,000	Subdivision streets/Traffic signal upgrades	*
	1,400,000	East Bush Lake Road improvement	*
	8,740,000	Normandale Boulevard improvements	*
	801,490	Sidewalk/Bikeway improvements	*

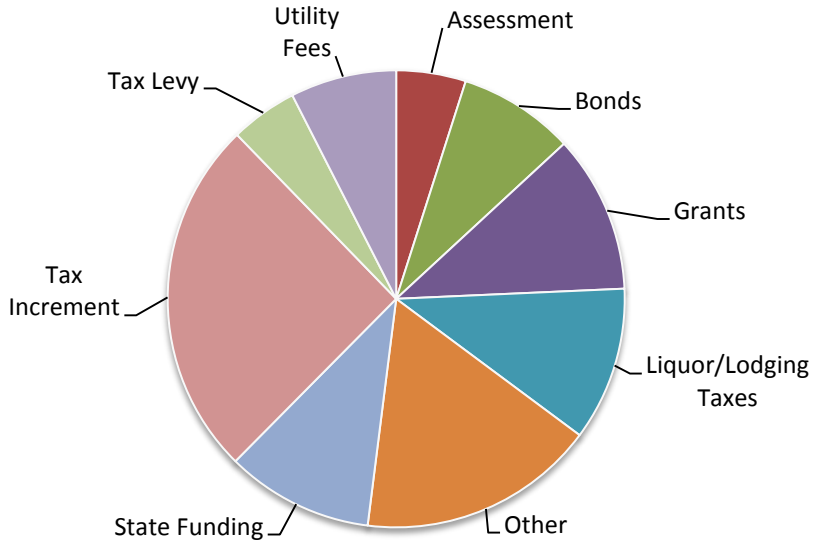
Alternative Transportation	10,467,000 4,400,000	Old Cedar Avenue Bridge rehabilitation Trail Corridor, Trailhead	* *
TOTAL ALL FUNDS	**$68,527,014**		

*The City has an ongoing five-year plan which lists projects incorporated for budget purposes. Each project then returns to the City Council for approval.

SUMMARY OF PROJECT COSTS

Project Total	2016
South Loop Capital	$ 12,560,000
City Facilities	1,386,492
Roads & Streets	23,049,463
Sewer, Water & Storm Water	9,552,000
Park Development	2,184,470
Information Systems & Equipment	133,000
Vehicles	3,452,784
Other Equipment/Improvements	536,000
Communications	452,499
Recreation Facilities	353,306
Alternative Transportation	14,867,000
Total Project Costs	**$ 68,527,014**

Sources of Funding for Capital Projects



BETTER TOGETHER

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Debt

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Debt Overview

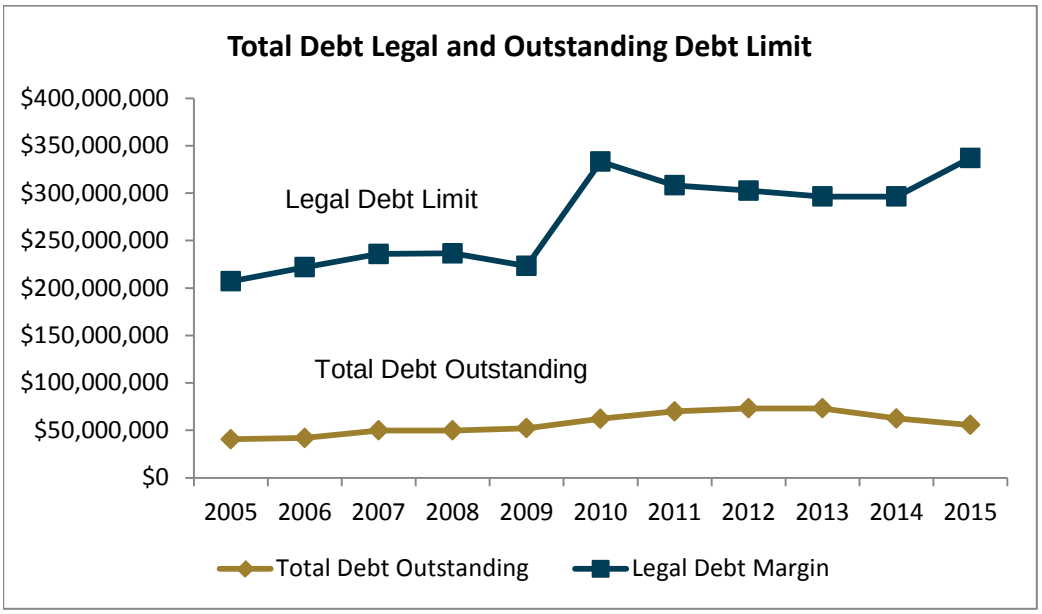
Ongoing positive performance in financial operations and savings from conservative spending assist in reducing the level of annual debt issuance. This results in debt service cost savings and, ultimately, lower debt service levies.

The City issues debt only when projects have a longer life than the term of the borrowing and to reimburse funding for large improvement projects. For more details on the City's debt policy, see the Policies section.

Debt Margin

Minnesota State law limits the amount of General Obligation (GO) debt for any municipality to 3 percent of market value. This is an increase of 1 percent from mid-2008 and prior. This limitation provides reasonable assurance of the municipality's ability to pay its obligations. Bloomington's estimated taxable market value for 2015 is $11,472,268,600. The graph below shows ten years of legal debt limit and total debt outstanding. The space between the debt limit and outstanding debt shows that the City is conservative in the amount of debt issued compared to the statutory limit.

	2015
General Obligation Debt Limit	$ 344,168,058
Bloomington's Debt Subject to the limit	7,055,000
Debt Margin	$ 337,113,058



Debt Issuance and Refinancing

The City of Bloomington has been very conservative in its debt issuance practices and holds Moody's Aaa, Standard & Poor's AAA and Fitch Rating Agency's AAA G.O. debt ratings, one of 32 cities to achieve the "Triple Triple A".

General Obligation Debt Issuances During 2015

In October of 2015, the City issued the following debt:

- $5,355,000 of General Obligation Permanent Improvement Revolving Fund Bonds. The proceeds were used for specific development projects and the Pavement Management Program to finance curb and gutter, sidewalk and road surfacing improvement projects within the City.

Anticipated Debt Issues

The City plans to issue Permanent Improvement Revolving Fund debt of approximately $8 million in the fall of 2016 to replenish funds expended for the Pavement Management Program and specific developer assessment projects.

The City's total outstanding tax and assessment supported debt on December 31, 2015, was $55,640,000, for a per capita amount of $642 (population 86,652). The per capita limit on the City's debt is $3,972.

The total debt principal and interest due in 2016 is $9,160,651 of which $3,983,999 is borne by the property tax levy. About 54 percent of the currently issued debt will be paid off in five years and almost 86 percent in ten years. The ability to retire at least half of a city's debt in ten years is considered a strength. That Bloomington can achieve this in five years (under $24,045,000 by 2021), demonstrates the financial strength of the City.

As outlined in the Capital Improvement Plan, there are many community needs that the City of Bloomington must meet. The future debt capacity will allow the City to issue debt to provide for our community's upkeep and renewal without substantially increasing property taxes for debt service. The manageable level of debt service payments allows the City to target funding to current capital needs.

General Obligation

General Obligation Capital Improvement Plan

2010A Serial (2012-2021) Bonds issued to refund the City Hall Lease Obligation bonds.

General Obligation

2007 Arts Center Refunding Bonds – Tax levy years 2008-2019. Bonds issued to advance refund the 2000 Art Center Bonds to be repaid from tax levies.

2010 Fire Pension Bonds – Tax levy years 2012-2016.

2007 Permanent Improvement Revolving, Forty-One Series (2009-2028)

2008 Permanent Improvement Revolving, Forty-Two Series (2010-2029)

2010 Permanent Improvement Revolving, Forty-Four Series Build America Bonds (2012-2021)

2011 Permanent Improvement Revolving, Forty-Five Series (2013-2031)

2011A Permanent Improvement Revolving Refunding. Bonds issued to advance refund the 2003 Permanent Improvement Revolving, Thirty-Eight Series (2014-2018)

2012 Permanent Improvement Revolving, Forty-Six Series (2014-2023)

2012A Permanent Improvement Revolving Refunding. Bonds issued to advance refund the 2004 Permanent Improvement Revolving, Thirty-Nine Series (2015-2025)

2013 Permanent Improvement Revolving, Forty-Seven Series (2015-2024)

2013A Permanent Improvement Revolving Refunding. Bonds issued to refund the 2009 Permanent Improvement Revolving, Forty-Three Series (2015-2030)

2014 Permanent Improvement Revolving, Forty-Eight Series (2016-2025)

2015 Permanent Improvement Revolving, Forty-Nine Series (2017-2036)

Permanent Improvement Revolving Bonds will be retired from special assessments and general property tax levies.

Total Outstanding City Debt

Not all debt is paid out of property tax receipts. About half of the City's debt is paid from the property tax levy. The rest is paid through assessments to properties which benefit from a project, through operating fees from people who seek service from an enterprise activity of the City (water utility fees or ice skating admission for example) and tax increment financing.

Existing Debt Payments

Year	Total		Proprietary Bonds		Tax & Assessment Supported Debt	
	Principal	Interest	Principal	Interest	Principal	Interest
2016	7,550,000	1,610,651	575,000	73,035	6,975,000	1,537,616
2017	7,525,000	1,444,570	595,000	63,368	6,930,000	1,381,202
2018	7,355,000	1,234,930	605,000	51,962	6,750,000	1,182,968
2019	6,605,000	1,034,621	615,000	38,994	5,990,000	995,627
2020	6,220,000	846,686	630,000	24,358	5,590,000	822,328
2021	5,900,000	558,279	640,000	8,320	5,260,000	549,959
2022	4,090,000	522,283	0	0	4,090,000	522,283
2023	3,510,000	413,751	0	0	3,510,000	413,751
2024	2,985,000	318,225	0	0	2,985,000	318,225
2025	2,540,000	233,700	0	0	2,540,000	233,700
2026	1,350,000	171,537	0	0	1,350,000	171,537
2027	860,000	131,685	0	0	860,000	131,685
2028	885,000	95,086	0	0	885,000	95,086
2029	810,000	59,208	0	0	810,000	59,208
2030	440,000	33,876	0	0	440,000	33,876
2031	325,000	19,268	0	0	325,000	19,268
2032	210,000	8,498	0	0	210,000	8,498
2033	35,000		0	0	35,000	3,675
2034	35,000		0	0	35,000	2,625
2035	35,000		0	0	35,000	1,575
2036	35,000		0	0	35,000	525
	$59,300,000	$8,736,854	$3,660,000	$260,037	$55,640,000	$8,485,217

Policies

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Budget Policy - Financial Control

Budgets are financial plans for future events. As better information becomes available, the budget may be amended within the following guidelines. Budgets for the City of Bloomington are, under Section 7.05 of the City Charter, controlled by four categories:

Ordinary operating expenses subdivided into (a) salaries and wages, (b) other operating expenses, (c) payment of principal and interest on bonds and other fixed charges and (d) capital outlays (for new construction, new equipment and all improvements of a permanent character).

Budget Process

The budget, as presented in this document, is developed for each general fund major program or department and for each general fund program. For example, the Finance Department is a major program. Within Finance are several programs including Administration, Accounting, Budget, and Risk Management all within the general fund. In addition, the department also oversees one internal service fund operation, Self-Insurance. Expenditures by category (as explained above) may not exceed the total major program budget for each of the four categories.

Sections 7.06 and 7.07 of the City Charter provides for passage and enforcement of the budget:

> "The budget must be the principal item of business at the first regular monthly council meeting in September. The council must hold adjourned meetings from time to time until it has considered all the estimates. The meeting must give interested citizens a reasonable opportunity to be heard. The annual budget finally agreed upon must set forth the complete financial plan of the city for the ensuing fiscal year for the funds budgeted. It must show the sums to be raised and their sources and the sums to be spent and their purposes according to Section 7.05. The total sum appropriated must be safely less than the total estimated revenue. The council must adopt the budget by resolution not later than the first week of October. The council must also adopt a resolution levying all taxes it considers necessary within statutory limits for the ensuing year for each fund. The tax levy resolution must be certified to the county auditor according to law. At the beginning of the fiscal year, the sums fixed in the budget resolution are appropriated only for the several purposes named in the budget resolution."
>
> "The city manager must strictly enforce the provisions of the budget. The manager cannot approve any order upon the city treasurer for any expenditure unless an appropriation has been made in the budget resolution, nor for any expenditure covered by the budget resolution unless there is a sufficient unexpended balance. No officer or employee of the city can place any order or make any purchase except for a purpose and up to the amount authorized in the budget resolution. Any obligation incurred by any city employee for any purpose not authorized in the budget resolution or for any amount in excess of the amount authorized is a personal obligation of the person incurring the expenditure."

Section 7.08 of the City Charter provides for alterations to the budget:

> "After the budget resolution has been adopted, the council has no power to increase the amounts fixed in the budget resolution beyond the estimated revenues, but if the actual receipts exceed the estimates, the council can increase the amounts up to the actual receipts. The council by resolution of a majority can reduce the sums appropriated for any purpose in the budget resolution, or by a resolution approved by five members authorize the transfer of sums needed for other purposes from unencumbered balances of appropriations in the budget. The city manager can make transfers of sums within the major expense classifications in a department or division. However, the manager cannot transfer appropriations between major expense classifications in a department or division nor can the manager transfer appropriations between departments or divisions without council approval."

Budgets are adopted on a basis consistent with generally accepted accounting principles. Annually appropriated budgets are formally adopted for the general, special revenue, internal service and enterprise funds. Formal budgets are not adopted for debt service, capital and trust and agency funds.

Budgeted amounts are reported as originally adopted. Budgeted expenditure appropriations lapse at year-end. Supplementary appropriations can be carried forward to the following year if approved by the City Council.

Encumbrances represent purchase commitments. Encumbrances outstanding at year-end are reported as reservations of fund balances since they do not constitute expenditures or liabilities.

The City follows the procedures below in establishing the budget:

> The City Manager submits to the City Council by late August a proposed operating budget for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them for all funds of the City. The general, special revenue and proprietary funds are formally adopted through the budgetary process as documented herein. Public hearings are conducted to obtain taxpayer comments. A preliminary levy is adopted and certified to the County by September 15. Hennepin County mails parcel specific tax notices to property owners providing taxes due the following year based on the preliminary levy. A budget and levy hearing is held in accordance with State law. Property owners are invited to testify supporting or disagreeing with the proposed general fund budget and the City's proposed property tax levy.
>
> The General fund budget is modified, if desired, and adopted through passage of a resolution. The levy is also adopted by resolution.

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.

Governmental 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, for budgeting purposes, into six generic fund types and two 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.

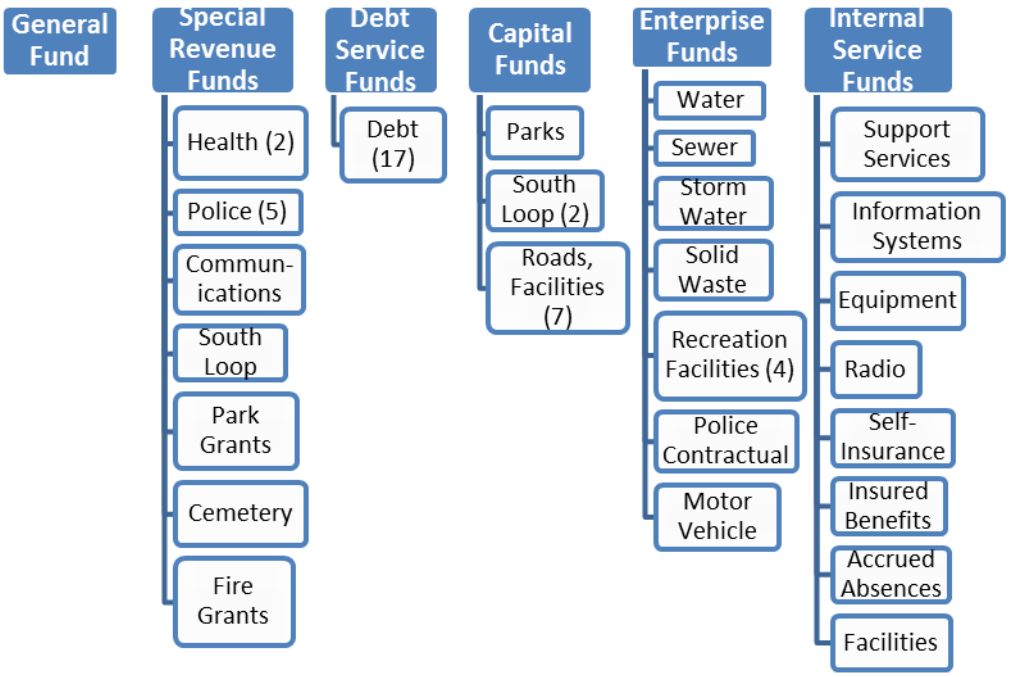
Debt Service Funds - Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

Capital Projects Funds - Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by the proprietary 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 or services provided by one department to other departments of the City on a cost-reimbursement basis.



Basis of Accounting and Basis of Budgeting

The Comprehensive Annual Financial Report (CAFR) reports the City's finances on the basis of Generally Accepted Accounting Principles (GAAP). This conforms to the way the City prepares budgets with one exception; capital outlays in the Enterprise Funds are recorded as assets on a GAAP basis and expenses on a budget basis. Governmental funds are budgeted for and accounted for using the modified accrual basis of accounting. 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 within 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 60 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 budgeted for and accounted for using the accrual basis of accounting. Revenues are recognized when earned, and expenses are recorded at the time liabilities are incurred. Unbilled utility service receivables are recorded at year-end.

Financial Management Policies

ORGANIZATIONAL MISSION

A Positive, Professional, Productive, Learning Organization
Building Community and Its Renewal
By Providing Quality Services at an Affordable Price

Preamble

***Purpose**:* The City of Bloomington has an important responsibility to its citizens to plan the adequate funding of services desired by the public, including the provision and maintenance of public facilities, prudent financial management and accurate accounting for public funds. The City strives to ensure that it is capable of adequately funding and providing local government services needed by the community. The City will maintain or improve its infrastructure on a systematic basis to encourage its citizens to maintain quality neighborhoods with rising property values and long-term affordable taxes and fees.

Objectives: In order to achieve this purpose, the following objectives are established for the City's fiscal performance:

- To protect the City Council's policy-making ability by ensuring that important policy decisions are not controlled by financial problems or emergencies.
- To enhance the City Council's policy-making ability by providing accurate information on the full costs of current operations, new proposals and capital requests.
- To assist sound management of the City government by providing accurate and timely information on the City's financial condition.
- To provide sound principles to guide the decisions of the City Council and City staff which have fiscal impacts.
- To set forth operational principles which promote long-term cost effectiveness while providing services desired by the public with minimal financial risk.
- To employ revenue policies and forecasting tools to identify and prevent undue or unbalanced reliance on certain revenues (especially property taxes) to distribute the costs of municipal services fairly and to provide adequate funds to operate desired programs, as determined by the Council.
- To provide and improve essential public facilities and prevent deterioration of the City's infrastructure in order to assist in long-term cost effective provision of City services.
- To protect and enhance the City's credit rating and prevent default on any municipal debt obligations.
- To ensure the legal use and protection of all City funds through a good system of financial and accounting controls.
- To maintain a Risk Management Program that will minimize the impact of legal liabilities, natural disasters or other emergencies through the following activities:

- Loss Awareness – Proactive teamwork and training Citywide to increase awareness and enhance safety and comply with or exceed OSHA regulations.
- Loss Prevention - Prevent negative occurrences.
- Loss Control - Reduce or mitigate expenses of a negative occurrence.
- Loss Financing - Provide a means to finance losses.
- Loss Information Management - Collect and analyze relevant data to make prudent loss prevention, loss control and loss financing decisions.

- To record transactions in a manner which matches current revenues to current expenditures (full cost including benefits and depreciation).
- To report year-end financial information in accordance with generally accepted accounting principles (GAAP) and in accordance with recommended best practices as promulgated by the Government Finance Officers Association (GFOA).

Policy Guidelines

(Note: The following policies are paraphrased. The entire text can be found on the City's website – http://bloomingtonmn.gov/cityhall/dept/finance/finance.htm

Budgetary and Financial Control Policy

A. General budgetary and financial control is to be centralized in one department whose functions shall include, but not be limited to, the following:

(1) Budget compilation

(2) Budget monitoring

(3) Central purchasing

(4) Income and expenditure projections

(5) Capital improvement financing

(6) Risk management

(7) Screening of Industrial Development Bonds (IDB) and Housing Revenue Bond applications (also see separate Guidelines)

(8) Cash and investment management

(9) Monitoring financial data for warning signals or trends

(10) Preparation of financial summary reports for key funds at least quarterly

(11) Maintain a detailed inventory listing of all material fixed assets so as to adequately ensure proper accounting of assets.

(12) "Fiscal Notes" to be presented as part of any proposal to the Council in connection with any new or expanded operating or capital improvement programs.

(13) Payroll

(14) Accounts Receivable

(15) Receipts and Collections

(16) Accounts Payable

B. The City will maintain a program for the investment of funds consistent with the City's Investment Policy under separate cover.

C. The City will strive to maintain an undesignated and unreserved General Fund Balance in the range of 35%-40% of the General Fund revenues and/or expenditure of a balanced budget for the following year. Currently, the General Fund, Fund Balance is at 35%. Annually, the goal is to increase the Fund Balance ratio by 1.00% until the Fund Balance reaches the 40% ceiling. If the City has more than the required annual Fund Balance level, after reach incremental 1.00% increase, any excess may be used as the City Council designates.

D. The City will also review, and update, the schedule of fund balances, reserves, and working capital in all other operating funds of the City and determine adequacy of those money balances, using specified guidelines and criteria in conjunction with the budgets set annually.

E. The City will monitor the performance of the Fire Pension Fund through its City representatives.

F. Department Directors will be responsible for administration of their respective Department Budgets and are to submit requests for any required budget adjustments, such as supplemental appropriations, to the Budget Officer or the City Manager before the program incurs cost overruns for the annual budget period.

G. Primary responsibility in the management of budgeted funds lies with the Department Directors. Such management includes, but is not limited to, reviewing expenditures before authorization, reviewing monthly financial reports to detect errors and assess progress, and staying within expenditure budget authorization. All costs incurred must be reasonable and necessary. The Budget Manager will monitor overall budget operating progress routinely throughout the year. City Charter Section 7.07 states any obligation incurred by any person in the employ of the City for any purpose not authorized in the budget resolution or for any amount in excess of the amount therein authorized shall be a personal obligation upon the person incurring the expenditure.

H. The City will not use short-term borrowing, internal or external, to balance the operating budget for any fund.

I. The City will not sell assets or use one-time accounting principle changes to balance the budget for any fund.

J. The City will develop two-year budgets in even numbered years. In odd numbered years, the previously developed budget for the following year will be fine-tuned, as necessary.

K. The City will provide ample time and opportunity for public input into its Budget setting deliberations each year.

L. The City will establish and maintain the highest standard of accounting practices, in conformity with Generally Accepted Accounting Principles (GAAP)

and with recommended best practices as promulgated by the Government Finance Officers Association (GFOA).

M. The City will arrange for an annual audit of all funds and account groups by independent certified public accountants qualified and licensed to issue such reports.

N. The City will strive to obtain each year the annual GFOA Certificate of Excellence in Financial Reporting.

O. Regular monthly reports will present a summary of financial activity by major type of funds as compared to budget. Department Directors will review monthly reports comparing actual revenues and expenditures to the budgeted amounts. P.The City will strive to obtain each year the GFOA Distinguished Budget Award.

P. The City will strive to obtain each year the GFOA Distinguished Budget Award.

Q. The City integrates performance measurement and productivity indicators to measure operational performance where practical. Performance data for individual departments are included on the budget document. Performance data should be directly related to the stated goals and objectives of the unit and focus on results and accomplishments rather than inputs. Performance measures should provide a meaningful way to assess the effectiveness and efficiency of each operational unit.

Capital Improvement Program Policy

A. The City will develop a multi-year plan for capital improvements and update it annually. The two-year budget capital improvement will be approved and incorporated into the operating budgets.

B. The City will identify the estimated cost and potential funding sources for each capital project proposal before it is submitted to the Council for approval and in that process will determine the most effective financing method for the proposed project. All construction projects shall include at least a ten percent contingency prior to receiving bids and at least five percent upon acceptance of the bid.

C. The City will make all capital improvements in accordance with the adopted capital improvement program, or as it is amended by the Council. Capital purchases, not otherwise funded through an approved budget, shall require City Council approval.

D. The City will enact each two-year capital improvement program based on a rolling multi-year capital improvement plan update.

E. The City will coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.

F. The City will use inter-governmental assistance to finance only those capital improvements that are consistent with the capital improvement plan and City priorities, and whose operating and maintenance costs have been included in operating budget forecasts.

G. The City will maintain all its assets at a level adequate to protect the City's and its citizens' capital investment and to minimize future maintenance and replacement costs.

Debt Policy

A. The City will confine long-term borrowing to capital improvements, equipment or projects that have a life of more than 4 years and cannot be financed from current revenues.

B. The City will endeavor to keep the total maturity length of general obligation bonds below 20 years and at least 50% of the principal shall be retired within 10 years. In all cases, the maturity shall be shorter than the life of the related assets.

C. Total net (after deducting sinking funds and reserves) general obligation debt (net of utilities supported portion and any portion supported by others, such as the State of Minnesota) shall not exceed 75% of the dollars per capita debt limit for the current year.

D. Net general obligation debt (as defined above) will not exceed the statutory limit as required by Minnesota State Statute, Section 475.53.

E. Where possible, the City will use revenue (including G.O. backed revenue) or other self-supporting type bonds instead of general obligation bonds.

F. The City will not use long-term debt for current operations (including repairs).

G. The City will maintain frequent and regular communications with bond rating agencies about its financial condition and will follow a policy of full disclosure in every financial report and bond prospectus. The City will comply with Securities Exchange Commission (SEC) reporting requirements. The City will strive to maintain a full funding policy for the Fire pension plan (no unfunded liability) and will maintain a continuing overview of the investments of the Fire plan.

H. Interfund borrowing for periods of more than one year shall only be undertaken for capital expenditures. A reasonable payment schedule for repayment of the borrowed amounts and enforceable covenants, established to ensure recourse if the schedule is not adhered to, shall be approved by the City Council. Interest charges shall be included to compensate the lender for the use of its financial resources. Interest charges for interfund loans utilizing tax increment bonding will follow Minnesota Statutes , Section 469.178, Subd. 7.

   Interfund borrowing that does not meet the criteria noted above shall not be considered as a loan in financial reports.

I. Tax Increment Policy -

   1. The City Council is the coordinating governmental unit in the City of Bloomington for the review and fiscal control of all tax increment financing within the City.
   2. Tax increment financed projects, and all other capital projects, of the Port Authority and the Housing and Redevelopment Authority shall be included in the City's 5-Year Capital Improvement Program each year for prioritizing.
   3. (a) The City will not approve any new tax increment district or abatement district if the resulting total projected tax capacity (net of estimated Fiscal Disparities Contribution) of all tax increment districts in the City (including the proposed district) exceeds 15.0 % of the total projected tax capacity of all taxable property (including the proposed district) in the City
   4. The City will not consider tax increment financing requests for retail, service, industrial, hotel or office development projects that lie outside City approved redevelopment or economic development districts.

5. Types of tax increment financing:
   (a) Tax increment financing will not, unless approved by a 5/7 vote of the full City Council, be guaranteed or backed by the full faith, credit, and taxing power of the City, but instead will be payable solely from the related tax increment revenue.
   (b) General obligation backed, or tax levy supplemented, tax increment financing is to be used only in those cases where it is found, by a 5/7 vote of the full City Council, that:
      (i) Such G.O. backed financing will not, in the opinion of the Council, place an undue burden on:
         - Tax rates
         - Relative debt load (as expressed in terms of per capita debt, or as a percentage of debt to Assessor's Market Value), and
      (ii) No other, better, financing alternative exists, and
      (iii) There is a very significant rate of return relative to the risk taken or if it is found that there are overriding socioeconomic considerations which are significant to the City overall, as determined by the City Council.
6. As required by State law, each and any tax increment financing (TIF) proposal will be reviewed with Hennepin County and the Bloomington School District (ISD #271), or any other affected school district, prior to implementation or change.
7. The City, the HRA or the Port Authority, as appropriate, will charge a developer an application fee in accordance with the City's Fees and Charges Schedule as approved annually by the City Council to recover full costs related to Staff review time and expenses relative to analysis of any proposed plan.

K. Abatement District Policy –

The City of Bloomington is authorized by MS.469.1812 to 469.1815 the "Abatement Act" to grant an abatement of taxes imposed by the City of Bloomington on a parcel of property, or defer the payment of the taxes and abate the interest and penalty that would otherwise apply if:

A. It expects the benefits to the City of Bloomington of the proposed abatement agreement to at least equal the costs to the City of Bloomington of the proposed agreement or intends the abatement to phase in a property tax increase; and
B. It finds that doing so is in the public interest because it will:
   1. Increase or preserve tax base.
   2. Provide employment opportunities in the City of Bloomington.
   3. Provide or help acquire or construct public facilities.
   4. Help develop or renew blighted areas; or
   5. Help provide access to services for residents of the City of Bloomington; or
   6. Finance or provide public infrastructure; or
C. Phase in a property tax increase on the parcel resulting from the increase of 50 percent or more in one year on the

estimated market value of the parcel other than increase attributable to improvement of the parcel. The total amount of property taxes abated by the City of Bloomington in any one year may not exceed the greater of ten percent of the current levy or $200,000 if levy is less than $2,000,000 as amended by Minnesota Statutes.

D. Any new abatement district or new tax increment district shall not exceed the limitations set forth in J.3.

E. The City of Bloomington will consider all proposals eligible for abatement districts before adopting an abatement district for any project..

F. The Business Subsidy Law, M.S. Sections 116J.993 to 116J.995 as amended requires local government agencies to adopt criteria for awarding business subsidies grant of $25,000 or more or loan of $75,000 or more. Unless an exception to the Business Subsidy Law applies, a tax abatement will be considered a business subsidy.

G. The proceeds of bonds secured with abatements may be used to (1) pay for public improvements that benefit the property, (2) acquire and convey land or other property, (3) reimburse the property owner for the cost of improvements made to the property, or (4) pay the cost of issuance of the bonds.

L. Business Subsidy Policy –

The following are Bloomington's guidelines for the granting of Business Subsidy to a business or developer.

Any Business Subsidy identified under Minnesota Statutes as "Business Subsidies" are covered under these policies.

A. Definitions –

Act means Minnesota Statutes, Sections 116J.993 to 116J.995, as hereinafter amended, also referred to as the Business Subsidy Act.

Business Subsidy means a City, Port Authority or HRA grant, contribution of personal property, real property, infrastructure, the principal amount of a loan at rates below those commercially available to the Recipient, any reduction or deferral of any tax or any fee, any guarantee of any payment under any loan, lease, or other obligation, or any preferential use of governmental facilities given to a business.

City means the City of Bloomington.

Criteria means those elements considered by the Grantors as a guide in the consideration of potential Recipients requesting a Business Subsidy.

Development Agreement means a document between the Grantor and Recipient outlining the terms and conditions under which Business Subsidy will be provided.

Grantor means the City, HRA or Port as defined herein.

HRA means the Housing and Redevelopment Authority In and For the City of Bloomington.

Port means the Port Authority of the City of Bloomington.

Recipient means any for-profit business entity that receives a Business Subsidy or any nonprofit business entity meeting the requirements of Section 116J.993, subd. 6 of the Act.

Subsidy Agreement means an agreement between a Grantor and a Recipient that meets the requirements of Section 116J.994, subd. 3 of the Act.

B. Business Subsidy Criteria

The Criteria set forth in this section establish minimum requirements that a Recipient must meet in order to be eligible to receive a Business Subsidy.

A description of the Criteria is set forth below:

- The request for Business Subsidy must meet a “public purpose”. Examples of public purposes are contained in Section H.
- The project is unlikely to go forward “But for” the Business Subsidy.
- Developments or businesses receiving Business Subsidy shall be in compliance with the requirements of state and local law, including conformance with the Comprehensive Plan and Zoning Ordinance of the City.
- The Recipient must demonstrate the ability to develop the type and size of project proposed.
- The project will not significantly and adversely increase the demands for public services or public facilities in the City unless plans to mitigate the project’s impact are approved.
- The Recipient’s request for Business Subsidy must be for the minimum amount of subsidy and duration of time required to make the project viable.
- The project will effectively utilize investments in existing public infrastructure and if applicable support public services such as transit.

The Recipient shall be required to meet the following, if the type of project being considered includes a “Business Subsidy”:

- The Recipient must retain ownership of the project at least until the project is completed, its occupancy stabilized, project management established, and Business Subsidy repayment is initiated.
- The Recipient or successor must continue operations at the site where the Business Subsidy is used for at least five years from receipt of the benefit.
- The Recipient of a Business Subsidy will be required to meet wage and job goals determined by the Grantor as required by Minn. Stat. 116J.994, subd. 4, as amended.

C. Agreements

Any Recipient receiving a Business Subsidy will be required by the Act to enter into a Subsidy Agreement with the Grantor outlining the terms and conditions under which Business Subsidy will be provided.

The Subsidy Agreement between the Grantor and the Recipient must meet the requirements set forth in Section J and all other requirements of Minn.

Stat. 116J.993 – 116J.995, as amended and may be incorporated into the Development Agreement for the project. The Business Subsidy Agreement must be approved by the City Council and must also be approved by the Port Authority or HRA if either is the statutory organization within the City which initially processes and approves the Business Subsidy. The Business Subsidy Agreement must be executed by both the Grantor and the Recipient.

D. Exemptions

A recipient proposing activities contained in Section I is exempt from the requirements of the Business Subsidy Act.

E. Application Process

Business or developers seeking a Business Subsidy must complete the application for assistance.

F. Fees

All applicants will be responsible for legal, financial, consultant and other costs associated with the review of the application.

G. Reports

The Recipient and Grantor must comply with the reporting requirements set forth in Section 116J.994, subdivisions 7 and 8 of the Business Subsidy Act.

H. Example of Subsidy Public Purposes

Grantors may consider certain public purposes when considering the applicant's request.

I. Exemptions from the Business Subsidy Act

The Business Subsidy Act provides that certain forms of assistance are not a Business Subsidy within the meaning of the Act.

J. Requirements for Subsidy Agreements

Section 116J.994, subdivision 3 of the Business Subsidy Act requires a Recipient must enter into a Subsidy Agreement with a Grantor.

M. Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds -

The City of Bloomington (the "City") issues tax-exempt governmental bonds to finance capital improvements. As an issuer of tax-exempt governmental bonds, the City is required by the terms of Sections 103 and 141-150 of the Internal Revenue Code of 1986, as amended (the "Code"), and the Treasury Regulations promulgated there under (the "Treasury Regulations"), to take certain actions subsequent to the issuance of such bonds to ensure the continuing tax-exempt status of such bonds. This Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds (the "Policy") has been approved and adopted by the City to ensure that the City complies with its post-issuance compliance obligations under applicable provisions of the Code and Treasury Regulations.

1. Effective Date and Term. The effective date of this Policy is the date of approval by the City Council of the City (June 22, 2009).

2. Responsible Parties. The Chief Financial Officer of the City shall be the party primarily responsible for ensuring that the City successfully carries out its post-issuance compliance requirements under applicable provisions of

the Code and Treasury Regulations. The Chief Financial Officer of the City will be assisted in carrying out post-issuance compliance requirements by the following organizations:

(a) Bond Counsel (the law firm primarily responsible for providing bond counsel services for the City);

(b) Financial Advisor (the organization primarily responsible for providing financial advisor services to the City);

(c) Paying Agent (the person, organization, or City officer primarily responsible for providing paying agent services for the City); and

(d) Rebate Analyst (the organization primarily responsible for providing rebate analyst services for the City).

The Chief Financial Officer shall provide training and educational resources to City staff who are responsible for ensuring compliance with any portion of the post-issuance compliance requirements of this Policy.

3. Post-Issuance Compliance Actions. The Chief Financial Officer shall take the following post-issuance compliance actions or shall verify that the following post-issuance compliance actions have been taken on behalf of the City with respect to each issue of tax-exempt governmental bonds issued by the City:

(a) The Chief Financial Officer shall prepare a transcript of principal documents .

(b) The Chief Financial Officer shall file with the Internal Revenue Service (the "IRS"), within the time limit imposed by Section 149(e) of the Code and applicable Treasury Regulations, an Information Return for Tax-Exempt Governmental Obligations, Form 8038-G .

(c) The Chief Financial Officer shall prepare an "allocation memorandum" for each issue of tax-exempt governmental bonds in accordance with the provisions of Treasury Regulations, Section 1.148-6(d)(1), that accounts for the allocation of the proceeds of the tax-exempt bonds to expenditures not later than the earlier of:

(i) eighteen (18) months after the later of (A) the date the expenditure is paid, or (B) the date the project, if any, that is financed by the tax-exempt bond issue is placed in service; or

(ii) the date sixty (60) days after the earlier of (A) the fifth anniversary of the issue date of the tax-exempt bond issue, or (B) the date sixty (60) days after the retirement of the tax-exempt bond issue.

(d) The Chief Financial Officer, in consultation with Bond Counsel, shall identify proceeds of tax-exempt governmental bonds that must be yield-restricted and shall monitor the investments of any yield-restricted funds to ensure that the yield on such investments does not exceed the yield to which such investments are restricted.

(e) In consultation with Bond Counsel, the Chief Financial Officer shall determine whether the City is subject to the rebate requirements of Section 148(f) of the Code with respect to each issue of tax-exempt governmental bonds.

4. Procedures for Monitoring, Verification, and Inspections. The Chief Financial Officer shall institute such procedures as the Chief Financial Officer shall deem necessary and appropriate to monitor the use of the proceeds of tax-exempt governmental bonds issued by the City, to verify that certain post-issuance compliance actions have been taken by the City, and to provide for the inspection of the facilities financed with the proceeds of such bonds. At a minimum, the Chief Financial Officer shall establish the following procedures:

(a) The Chief Financial Officer shall monitor the use of the proceeds of tax-exempt governmental bonds to: (i) ensure compliance with the expenditure and investment requirements under the temporary period provisions set forth in Treasury Regulations, Section 1.148-2(e); (ii) ensure compliance with the safe harbor restrictions on the acquisition of investments set forth in Treasury Regulations, Section 1.148-5(d); (iii) ensure that the investments of any yield-restricted funds do not exceed the yield to which such investments are restricted; and (iv) determine whether there has been compliance with the spend-down requirements under the spending exceptions to the rebate requirements set forth in Treasury Regulations, Section 1.148-7.

(b) The Chief Financial Officer shall monitor the use of all bond-financed facilities in order to: (i) determine whether private business uses of bond-financed facilities have exceeded the *de minimus* limits set forth in Section 141(b) of the Code; and (ii) determine whether private security or payments that exceed the *de minimus* limits set forth in Section 141(b) of the Code have been provided by nongovernmental persons with respect to such bond-financed facilities.

(c) The Chief Financial Officer shall undertake the following with respect to each outstanding issue of tax-exempt governmental bonds of the City: (i) an annual review of the books and records maintained by the City with respect to such bonds; and (ii) an annual physical inspection of the facilities financed with the proceeds of such bonds.

5. Record Retention Requirements. The Chief Financial Officer shall collect and retain the following records with respect to each issue of tax-exempt governmental bonds of the City and with respect to the facilities financed with the proceeds of such bonds: (i) audited financial statements of the City;

(ii) appraisals, demand surveys, or feasibility studies with respect to the facilities to be financed with the proceeds of such bonds; (iii) publications, brochures, and newspaper articles related to the bond financing; (iv) trustee or paying agent statements; (v) records of all investments and the gains (or losses) from such investments; (vi) paying agent or trustee statements regarding investments and investment earnings; (vii) reimbursement resolutions and expenditures reimbursed with the proceeds of such bonds; (viii) allocations of proceeds to expenditures (including costs of issuance) and the dates and amounts of such expenditures; (ix) contracts entered into for the construction, renovation, or purchase of bond-financed facilities; (x) an asset list or schedule of all bond-financed depreciable property and any depreciation schedules with respect to such assets or property; (xi) records of the purchases and sales of bond-financed assets; (xii) private business uses of bond-financed facilities that arise subsequent to the date of issue through leases and subleases, licenses, management contracts, research contracts, naming rights agreements, or other arrangements that provide special legal entitlements to nongovernmental persons and copies of any such agreements or instruments; (xiii) arbitrage rebate reports and records of rebate and yield reduction payments; (xiv) resolutions or other actions taken by the governing body subsequent to the date of issue with respect to such bonds; (xv) formal elections authorized by the Code or Treasury Regulations that are taken with respect to such bonds; (xvi) relevant correspondence relating to such bonds; (xvii) documents related to guaranteed investment contracts or certificates of deposit, credit enhancement transactions, and financial derivatives entered into subsequent to the date of issue; (xviii) copies of all Form 8038Ts and Form 8038-Rs filed with the IRS; and (xix) the transcript prepared with respect to such tax-exempt governmental bonds.

6. Remedies. In consultation with Bond Counsel, the Chief Financial Officer shall become acquainted with the remedial actions under Treasury Regulations, Section 1.141-12, to be utilized in the event that private business use of bond-financed facilities exceeds the *de minimus* limits under Section 141(b)(1) of the Code. In consultation with Bond Counsel, the Chief Financial Officer shall become acquainted with the Tax Exempt Bonds Voluntary Closing Agreement Program described in Notice 2008-31, 2008-11 I.R.B. 592, to be utilized as a means for an issuer to correct any post-issuance infractions of the Code and Treasury Regulations with respect to outstanding tax-exempt bonds.

7. Continuing Disclosure Obligations. In addition to its post-issuance compliance requirements under applicable provisions of the Code and Treasury Regulations, the City has agreed to provide continuing disclosure, such as annual financial information and material event notices, pursuant to a continuing disclosure certificate or similar document (the “Continuing Disclosure Document”) prepared by Bond Counsel and made a part of the transcript with respect to each issue of bonds of the City that is subject to such continuing disclosure requirements.

8. Other Post-Issuance Actions. If, in consultation with Bond Counsel, Financial Advisor, Paying Agent, Rebate Analyst, the City Manager, the City Attorney, or the City Council, the Chief Financial Officer determines that any additional action not identified in this Policy must be taken by the Chief Financial Officer

to ensure the continuing tax-exempt status of any issue of governmental bonds of the City, the Chief Financial Officer shall take such action if the Chief Financial Officer has the authority to do so.

9. Taxable Governmental Bonds. Most of the provisions of this Policy, other than the provisions of Section 7, are not applicable to governmental bonds the interest on which is includable in gross income for federal income tax purposes. On the other hand, if an issue of taxable governmental bonds is later refunded with the proceeds of an issue of tax-exempt governmental refunding bonds, then the uses of the proceeds of the taxable governmental bonds and the uses of the facilities financed with the proceeds of the taxable governmental bonds will be relevant to the tax-exempt status of the governmental refunding bonds.

10. Qualified 501(c)(3) Bonds. If the City issues bonds to finance a facility to be owned by the City but which may be used, in whole or in substantial part, by a nongovernmental organization that is exempt from federal income taxation under Section 501(a) of the Code as a result of the application of Section 501(c)(3) of the Code (a "501(c)(3) Organization"), the City may elect to issue the bonds as "qualified 501(c)(3) bonds" the interest on which is exempt from federal income taxation under Sections 103 and 145 of the Code and applicable Treasury Regulations.

External Auditor Independence Policy

In accordance with the Government Accountability Office, the authority on local government audits, in all matters relating to audit work, the external auditor shall be free both in fact and appearance from personal external and organizational impairments to independence. The city's external audit organization shall not be responsible for designing, developing and/or installing the City's accounting system or its operating system where this system generates information used in preparing financial statements of the City of Bloomington.

- External auditors shall not develop a performance measurement system or any other system relied upon in developing financial statements.
- City external auditors may prepare draft financial statements, schedules or perform other duties as long as they are based on management's direction and the work results in a recommendation to management.
- Decisions based on the external auditor's recommendations must be approved by City management.
- External auditors shall provide routine advise to the City of Bloomington and to management to assist them in activities such as establishing internal controls or implementing audit recommendations and can answer the technical questions and provide training, however, they may not direct or unduly influence management with those decisions.

Any non-audit work related to tax rulings, arbitrage, attestation, or compilation and financial report assistance proposed by the auditors, or for which the City wishes to hire them exceeding $5,000 must be approved by the City Council prior to hiring them. In addition, similar work to date that would result in exceeding a cumulative limit of $15,000 annually to be paid to the external auditor must be approved by the

City Council prior to hiring them. All other types of work would require Council approval prior to hiring them.

Forfeited Funds Policy

A. The City receives property and money through law enforcement seizures under Federal Law 21USCS Section 881(e) and Minnesota Statutes, Sections 609.531-609.5317. 169A.63.

B. The City will use proceeds from these seizures as defined in State law and Department of Justice guidelines. Forfeited property and cash will be used:
   (1) Only for law enforcement purposes, or;
   (2) Only as a supplement to budgeted funds, or;
   (3) Not as a source to supplant ordinary operating expenses.

C. The City will establish procedures to ensure the safekeeping of forfeited property and funds until such time as they are used for approved purposes.

D. The City will use forfeited funds for appropriate Police and City Attorney purposes. (This list is not exhaustive, but serves to describe many appropriate uses.)
   1. Vehicles
      (a) Forfeited automobiles may be used to supplement the police fleet, but not to replace existing budgeted vehicles.
      (b) Unused vehicles will be stored, sold according to City policy, and the proceeds used according to this policy.
   2. Other Property
      (a) May be used in ongoing Police and City Attorney operations.
      (b) Will be sold if no police use is imminent and cash proceeds used according to this policy.
   3. Cash
      (a) A Forfeited Funds activity budget will be presented for approval to the City Council with the regular City budget each year.
      (b) Unbudgeted proposed purchases will be presented to the City Council for approval.
   4. Examples of Appropriate Uses of Cash
      (a) Vehicles may be rented which do not supplant vehicles normally provided through City funds. Such vehicles are in addition to the regular fleet.
      (b) Equipment may be purchased providing it is not part of the regular budget.
      (c) Overtime may be paid providing it is unanticipated in the rest of the Police and City Attorney budgets.
      (d) Training costs in addition to those in the regular budget may be paid.
   5. Examples of Inappropriate Uses
      (a) Purchasing any item(s) with forfeited funds, which were already approved in the regular budget.
      (b) Paying regular salaries or benefits for Drug Forfeiture funds, but permitted for DWI Forfeiture fund as part of program operation.

(c) Purchasing anything for other City departments unless for a law enforcement purpose.

(d) Capital purchases previously approved for purchase with City funds.

Fund Balance Year-End Classification Policy

PURPOSE: The Government Finance Officers Association's (GFOA's) guiding principle for classifying the various components of fund balance is to indicate the extent to which the government is bound to honor constraints on the specific purposes for which amounts in the fund can be spent.

Definitions (as they apply to Governmental Funds under GASB 54):

Fund balance – the difference between assets and liabilities reported in a governmental fund.

Nonspendable fund balance – amounts that are not in a spendable form (e.g., prepaid items and inventories of supplies). Resources that must be maintained intact pursuant to legal or contractual requirements are also considered nonspendable.

Restricted fund balance – amounts subject to externally enforceable legal restrictions (creditors, grantors, contributors, and by law through constitutional provisions or enabling regulations).

Unrestricted fund balance – the total of committed fund balance, assigned fund balance, and unassigned fund balance, as described below.

Committed fund balance – amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority (City Council). Commitments may be changed or lifted only by the City Council taking the same formal action that imposed the constraint originally. The City Council must take action on these commitments before year end.

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.

Unassigned fund balance – amounts that are available for any purpose in the general fund. Only the general fund can report a positive amount of unassigned fund balance.

A. **General Fund**

The General Fund will have committed fund balances at year end for purchase order encumbrances and budget carryovers. The General Fund may have a portion of its fund balance classified as nonspendable if there are long term receivables, inventories, or prepaid items on the balance sheet.

The General Fund is the only fund that can have any unassigned fund balance. The working capital balance of the general fund will fall into the unassigned fund balance classification.

B. **Special Revenue Funds**

Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. Governmental accounting standards require that substantial inflows of

revenues into a special revenue fund be either restricted or committed in order for the fund to be considered a special revenue fund.

C. **Debt Service Funds**
Debt service fund balances are considered restricted; they are resources that are being accumulated for payments of principal and interest maturing in current and future years. All of the City of Bloomington debt service funds are considered restricted.

D. Capital Project Funds
Capital project fund balances are considered restricted or committed; they are resources that are being accumulated for current and future projects. Capital project funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Order of Fund Balance Spend-down

When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed. When unrestricted 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.

Carryovers and Encumbrances

For each year end, the City Council approves purchase order encumbrances and budget carryovers. Both the encumbrances and the budget carryovers will be considered committed fund balances upon approval by the City Council.

Investment Policy

I. Investment Policy Statement of Purpose

It is the policy of the City to invest public funds in a manner which provides for the following in order of importance: Safety; Liquidity; and Yield (return on investment) that conforms to all federal, state and local regulations governing the investment of public funds. All investments purchased by the City are expected to be held until maturity. The City will invest in securities that match the City's operational, short-term and longer term core reserve needs. The City will have two types of portfolios for reporting purposes:

- Short-Term – No less than 85 percent of the total portfolio will be under 5 years to maturity
- Long-Term – No more than 15 percent of the portfolio will be greater than 5 years to maturity

II. Scope

All cash and investments are pooled together to achieve economies of scale for each entity.

III. Prudence

Investments shall be made with judgment and care under circumstances existing at the time the investment is made. The standard of prudence to be

liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse situations.

IV. Objective

The primary objective of the City of Bloomington's investment activities shall be:

A. Safety - to ensure the preservation of principal in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
   - Credit Risk - the risk of loss due to failure of the security issuer or backer

B. Interest Rate Risk – the risk that the market value of securities in the portfolio will fall due to changes in market interest rates. Liquidity - The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements as reasonably anticipated. The portfolio will be structured so that the liquid component, a minimum of five percent of total investments, of the portfolio will be invested only in short-term securities maturing in less than thirty days.

C. Yield/Return on Investment - The City's investment portfolio shall be designed with the objective of attaining a market rate of return. The core of investments is limited to low-risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity (see the entire policy for exceptions).

V. Delegation of Authority

Authority to manage the City's investment program is derived from the following:

- Minnesota Statutes 118A, Municipal Funds
- Bloomington City Charter Section 7.11, Funds to be Kept

Management responsibility for the investment program is hereby delegated by the City Manager to the Chief Financial Officer (CFO), who shall:

- Monitor performance of the investment portfolio;
- Ensure funds are invested in accordance with the policy;
- Analyze, recommend and implement policy and operational procedures that will enhance the City's investment program;
- Ensure that proper internal controls are developed to safeguard investment assets.

VI. Ethics and Conflicts of Interest

The City Manager, CFO, Port Authority, HRA and Finance staff involved in the investment process shall refrain from conducting personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

VII. Investment Committee

An Investment Committee shall meet quarterly or as needed to review the performance of investments and review the investment strategy.

VIII. Financial Service Providers

The Investment Committee will maintain a list of financial institutions authorized to provide investment services. Public deposit shall be made in a qualified public depository as established by state laws. The purchase of all investments must be from qualified financial service providers via established bid procedures.

IX. Authorized and Suitable Investments

Based on the investment objectives as defined in section IV of this policy, the City will limit its investments to the following types of securities:

A. Money Market Funds

B. Savings/demand deposits

C. Bankers acceptance

D. Commercial paper

E. U.S. Treasury obligations

F. U.S. Agency securities GSE's (Government Sponsored Enterprises).

G. Municipal Securities

H. Repurchase agreements

X. Securities Lending Agreements

Securities lending agreements, including custody agreements, may be entered into with a financial institution meeting the qualifications of Minnesota Statute 118A and further restricted within this investment policy.

XI. Prohibited Investments and Transactions

Prohibited investments include inverse floaters, range notes, interest only strips derived from a pool of mortgages (collateralized mortgage obligations), and any security that could result in zero interest accrual if held to maturity.

XII. Collateralizations

Collateralization will be required on the following types of investments:

- Certificates of Deposit
- Demand Deposits
- Repurchase Agreements (for investments held beyond seven days)

XIII. Safekeeping and Custody

Securities purchased shall be held in a segregated account for the City's benefit at a third party trustee as safekeeping agent. The investment dealer or bank in which the security is purchased shall issue a confirmation ticket to the City listing the specific instrument, issuer, coupon, maturity, CUSIP number, purchase or sale price, transaction date, and other pertinent information. The financial service provider which executes the transaction on the City's behalf shall deliver all securities on a delivery versus payment method (DVP) to the designated third party.

XIV. Investment Credit Rating Degradation

Credit updates should be completed on all non-insured general obligation (GO's), bankers' acceptances and commercial paper with a credit rating that has declined.

XV. Diversification

The City will substantially reduce the risk of loss resulting from the over-concentration of assets in a specific maturity, issuer, institution, or class of securities.

XVI. Maximum Maturities

Fund Specific:

- A minimum of five percent of the portfolio will mature under 30 days,
- Total funds will be invested to a maximum maturity of five years,
- Total weighted average maturity of total funds will not exceed 3.5 years, and
- Maturities will be diversified to avoid undue concentration of assets in a specific sector.
- Exception to maximum maturity is in reserve funds (per bond indentures), which may be invested to a maturity date that coincides as nearly as practicable with the expected use of the funds.

XVII. Internal Control

The CFO is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance 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 costs and benefits requires estimates and judgments. The internal controls are addressed in the procedures manual.

XVIII. Performance Standards

The investment portfolio will be designed to obtain a market average rate of return during budgetary and economic cycles, taking into account the City's investment risk constraints and cash flow needs. The City will have at least 98% of its cash funds earning interest or on deposit to reduce bank fees. The investment portfolio will be structured to meet specific criteria addressing safety, liquidity and yield. The City's reporting system will provide information concerning cash position, investment performance, and percentage of the portfolio that is invested by security issuers and maturity structure.

XVII. Market Yield/Benchmark

The City's investment strategy is conservative. The Investment Committee, based on appropriate current indexes and yields reported by similar entities with similar restrictions on investments, will review whether market yields are being achieved.

XIX. Responsibilities of External Investment Managers

The City may enter into contracts with third-party investment advisory firms when their services are deemed to be beneficial to the City. The advisor must comply with this Investment Policy and may have authority to transact investments on behalf of the City.

XX. Reporting

The CFO is charged with the responsibility of preparing a periodic investment report, including a management summary that provides an analysis of the status of the current investment portfolio and the individual transactions executed over the last period in the City's Financial Reports

XXI. Investment Policy Adoption

The City's Investment Policy shall be adopted by resolution by the City Council, Housing and Redevelopment Authority Board and the Port Authority Board. The Policy shall be reviewed on a bi-annual basis by the Investment Committee and any modifications made thereto must be approved by the City Council. The Investment Policy will be consolidated within the Financial Management Policy.

Purchasing Policy

PURPOSE

To establish a consistent City-wide policy for the acquisition of goods, services, repairs, construction, joint power agreements, and in-kind agreements for all Departments, Boards, Commissions and Agencies of the City, except Boards or Agencies which are required to follow their own statutory or regulatory provisions (for example, Housing and Redevelopment Authority, Port Authority, etc.), in a manner that is in compliance with the Bloomington City Charter, Bloomington City Code, and applicable State and Federal laws governing municipal contracting and the expenditure of public funds.

To establish a consistent City-wide policy for contracts to protect the City from liability and ensure that contractors perform their duties properly. Well-drafted contracts are essential to protecting the City and enforcing its rights. The absence of a contract or an unenforceable contract could easily result in costly litigation and embarrassment for the City.

Policy

To ensure that the goods and services required by the City are obtained using established procedures that comply with all legal requirements for public purpose expenditures while promoting fair and open competition to ensure public confidence in the procurement process, ensure fair and equitable treatment of vendors who transact business with the City, and provide safeguards for the maintenance of a procurement system of quality and integrity.

Responsibility

The City Manager is the chief purchasing agent for the City. Responsibility for administering established Purchasing Policies and Procedures has been delegated to the Finance Department.

Central Purchasing Authority ("Purchasing"), as established by the Bloomington City Council, has responsibility for the following functions:

a) Purchase of all materials, supplies, equipment, repairs and construction required by all Departments, Boards, Commissions, and Agencies of the City, except as hereinafter set forth, where funding has been approved during the annual budget process.

b) Coordination of all plans and specifications for such materials, supplies, equipment, repairs and construction with input from the user department.

c) Review and analysis of the purchasing activity of all City departments to obtain the best possible value from the combined volume purchasing of like commodities and services.

d) Monitoring of procedures for the retaining of professional services by all Departments, Boards, Commissions, or Agencies.

e) Coordination and oversight of the disposal of surplus, obsolete, or unused supplies, materials, or equipment.

f) Training on purchasing procedures and regulations, monitoring compliance, and reporting any violations.

g) Serving as a central contact for vendors and maintaining a central file of available vendors interested in doing business with the City.

An exception to utilizing Central Purchasing through the Finance Department is extended to the Engineering Division within the Public Works Department specifically limited to street and sewer construction/improvement projects that are subject to competitive bidding under Minnesota Statutes §429.

Procedures

Specific procurement requirements are addressed in the Purchasing Procedures.

Professional Services

Contracting for professional services, such as those provided by engineers, lawyers, architects, accountants, and other services requiring technical, scientific, or other professional training, when competitive bidding is not required, shall be the primary responsibility of the Departments, but with Purchasing oversight and compliance with established contract procedures.

Non-Monetary Contracts

Contracts with no monetary requirements including joint powers and in-kind agreements must be approved and signed by the City Manager if the agreement is for duration of less than one year. Contracts with no monetary requirements that are of duration longer than one year must be approved by the City Council and signed by the Mayor.

Emergency Purchases

Minnesota Statute §12.37 gives the City the ability to declare an emergency situation for a limited period of time. During such an emergency, the City is not required to use the typically mandated procedures for purchasing and contracts.

Emergency purchases require approval by the City Manager, Chief Financial Officer and, when necessary because of the dollar amount, formal City Council action. An emergency purchase is defined as one where an immediate response is required to protect the health, welfare or safety of the public or public property.

Conflicts of Interest

Minnesota State Statutes §471.87 and §471.88 prohibit the purchase of goods and services wherever a conflict of interest may exist.

City of Bloomington Personnel Rules require employees to disclose to their immediate supervisor any personal financial interest in the selling or buying of goods or services for the City of Bloomington. No purchase orders, contracts or service agreements shall be given to an employee of the City or to a partnership or corporation of which an employee is a major stockholder or principal. No employee shall enter into the relationship with a vendor where the employee's actions are, or could reasonably be viewed as, not in the best interests of the City. If any employee becomes involved in a possible conflict situation, the employee shall disclose the nature of the possible conflict to his or her supervisor and to the City Manager. The City Manager shall promptly notify the individual in writing of an

approval or disapproval of the activity. If disapproved, the employee shall remove himself or herself from the conflict situation.

Gifts and Gratuities

The City's Employment Rules prohibit employees from soliciting or accepting a gift or gratuity from any interested person who has a direct financial or economic interest in a decision that a City employee is authorized to make. Employees responsible for making purchasing decisions for the City may not accept, directly or indirectly, any gifts, favors, privileges, or employment from current or prospective City vendors.

Compliance

No agent or employee shall have the authority to bind the City to any contract or procurement except as provided by the City Charter (Section 7.07). Any procurement transaction made on behalf of the City which is not in compliance with established policies and procedures shall be deemed unauthorized. Any person making an unauthorized purchase may be liable for payment, restitution and/or further disciplinary action. Any obligation incurred by any City employee for any purpose not authorized in the budget or for any amount in excess of the amount authorized is considered a personal obligation of the person incurring the expenditure.

Revenue Policy

A. The City will maintain a diversified and stable revenue system to shelter it from annual fluctuations in any one revenue source.

B. The City will conservatively estimate and budget for its annual revenues by an objective, analytical process.

C. The total expenditures sum appropriated shall be less than the total estimated revenue by a safe margin. (See Section 7.06 of the City Charter.) It is the policy of the City that this "safe margin" be no less than 2.5% of the proposed budget and will be shown as "Contingency" in the budget.

D. The City will maintain sound appraisal procedures to keep taxable property values current and a physical review of each parcel will be made at least every five years in accordance with Minnesota Statute 273.08.

E. The City will seek a balanced tax base through support of a sound mix of residential, commercial, and industrial development.

F. The City will establish all user charges and fees for General Fund program activities at a level related to the full cost of providing the services, or as adjusted for particular program goals.

G. The City will set fees and user charges for each enterprise fund such as water, wastewater or revenue facilities at a level that fully supports the total direct and indirect cost of the activity, including depreciation of capital assets and debt service, to maintain a positive cash flow and provide adequate working capital. Replacement (or bonding for replacement) of enterprise infrastructure will be paid for from accumulated (or annual) earnings of the particular system.

Risk Management Policy

A. The City will maintain a separate Self-Insurance Fund within its fund and account groups.

B. The City will calculate annually an updated estimated working capital requirement for the Self-Insurance Fund. Such working capital should be an estimate of claims to be covered in the next few years plus an amount for unexpected claims. Transfers from the Self-Insurance Fund will only be made after at least three years of funding/loss experience, or a consultants report, indicates an over-funding.

C. The City will utilize the services of a professional Risk Manager, either on-staff or by contract, to administer the City's risk avoidance program.

D. The City will periodically conduct educational safety and risk avoidance programs within the various departments.

E. Staff will report to the City Manager and the City Council, at least annually, on the results and costs of the City's risk management program for the preceding year.

F. The City will, on an ongoing basis, analyze the feasibility of purchasing outside insurance coverage to replace or supplement the self-insurance program, in order to provide the best and most economical loss coverage available.

G. The City will periodically (approximately every five (5) years) conduct, using independent outside consultants, a comprehensive risk management study, including adequacy of reserves, and will implement those recommendations for the improvement of risk management which are found to be feasible and cost-effective.

H. The City will maintain the deductible amount considered prudent in light of the relationship between the cost of insurance and the City's ability to sustain the loss.

Self-Insurance Reserve Policy

I. Purpose

A Self-Insurance Fund has been established to provide for operations stability and to provide for needs caused by unforeseen events. The Self Insurance Fund will be the first fund to respond to claims, which will allow the City to accept higher deductibles, thereby reducing the premiums paid on its insurance policies. The Fund will also be used to pay for annual insurance policy premiums.

II. Background

The City of Bloomington continually reviews its insurance coverage, limits, deductibles, reserves and claims payments as part of its risk management program. In an effort to establish a framework within which the City's will pay all costs associated with processing and defending claims made against the City, the Self Insurance Fund (621) was established.

The Self-Insurance Fund is to be used for the following purposes:

- To pay for insured losses up to the deductible of the insurance policy responding to the claim, including any and all costs associated with defending the claim.
- To pay for costs associated with the self-insured Workers' Compensation program, including reinsurance premiums.
- To pay for premium costs for the all property/casualty programs.

- To provide protection from fluctuating insurance premiums due to changes in the insurance market.

III. Policy

The Self Insurance Fund balance will be maintained at a level equal to unpaid claims liability (as prepared by an enrolled actuary at least every five (5) years). The Fund balance will be reviewed each year during the annual budget preparation.

Claim payments will be made from the Self Insurance Fund for all claims against the City. Contributions to the Self Insurance Fund are calculated annually by taking into account premiums, claims history, the insured value of property and equipment, as well as the number of vehicles assigned to each department.

Planned drawdown of the Self Insurance Fund balance below a minimum level will be permitted for operational purposes to cover extraordinary expenditures or to reduce the impact of increasing premiums or claims experience for workers' compensation or liability coverage. Reductions in the Self Insurance Fund balance are meant to be short term only and must be resolved through rate adjustments, implementation of a new permanent revenue source or reduction in expenditure levels.

Surplus fund balance above the minimum level may be used to defer or reduce payments needed to support risk management operations.

Travel Policy

I. Purpose and Scope

It is the purpose of this policy statement to establish adequate internal controls to satisfy Internal Revenue Service (IRS) regulations, State laws, and to provide a framework to use as a guide to prescribe circumstances for which travel reimbursements or travel purchasing card transactions will be authorized. Only claims for accommodations and services actually incurred or in accordance with the Standard Federal Per Diem Rate in the case of meals and incidental expenses would be reimbursed once the Travel Expense Report has been approved. Employees are expected to utilize the same care when incurring official expenses that a prudent person would utilize if traveling on personal business.

II. City Reimbursement of Travel Costs

The City will pay or reimburse all travel costs that are both reasonable and necessary. All persons conducting official City business are expected to show good judgment in the nature and amount of expenses incurred while conducting City business. Per Minnesota Statute, purchases of alcoholic beverages cannot be reimbursed. Travel must be by the most direct or normally traveled route unless approved in advance by the employee's supervisor. Reimbursement will be limited to the cost of travel by a direct route or on an uninterrupted basis. The employee will be responsible for any additional costs exceeding the business purpose related expenses.

The following expenses may be approved for reimbursement:

1. **Transportation**. Coach airplane passage is considered standard for travel out of the five state region, as air travel is

usually more economical in time and money than other modes of transportation when making long trips.

2. **Traveling by Automobile (City & Personal)**. When traveling in a City vehicle, the employee should use a City assigned purchasing card for fuel expenses or their own credit card if a City purchasing card is not available.

   Due to potential liability considerations, transportation of persons not on official City business is prohibited in City vehicles**.** The City is not responsible for damage to personal vehicles while on official business, as the employee's vehicle is not covered by the City's insurance coverage. When personal automobiles are used as a mode of transportation for travel within the five state region, reimbursement will be made at the mileage or allowance rate in effect at the date of travel. Payment of mileage will be based on the most direct route from the point of departure to the point of destination.

   In instances when the person receives a car allowance, additional mileage reimbursement is not allowed in accordance with Minnesota state law.

3. **Car Rental**. Prior approval by the Department Head is required if it is necessary to rent a car at the travel destination. Pre-payment of a car rental can be made using a City purchasing card. No personal use of car rental is allowed to be claimed on the Travel Expense Report. Car rental insurance will not be reimbursed by the City. If car rental insurance is purchased, it would be at the individual's expense. The City's automobile insurance coverage applies to rental vehicles. Under normal circumstances, should a rental car be damaged while being used for business purposes, the City will defend and indemnify the employee against any claims made by the rental company for damage to the rental car. Minnesota law requires your personal insurance company to provide coverage when the rental car is being used for personal activities in most instances.

4. **Lodging**. Hotel or motel accommodations should be appropriate to the purposes of the trip. Where multiple occupancy by other than City employees/officials occurs, only the actual cost of the single room rate (if different from the double room rate) may be claimed for reimbursement or charged.

   Business telephone calls and reasonable personal telephone calls incurred during overnight stays are reimbursable. When assigned, a City mobile device or cell phone should be used for telephone calls. Expenses that are not deemed reasonable and necessary will not be reimbursed. Some non-reimbursable examples are: movies in your hotel room, fees to use the hotel's health club, dry cleaning, and personal items (such as toothpaste, shampoo, etc.)

5. **Per Diem**. The per diem allowance is a daily payment for meals and related incidental expenses when overnight travel accommodations are necessary, in accordance with

published federal per diem rates instead of receipt based reimbursement. An employee may claim an amount not to exceed the allowable per diem rate in accordance with the Standard Federal Per Diem Rate Schedule in effect at the time of travel (current per diem rates are located on the City's internal website). A City assigned purchasing card may **NOT** be utilized to pay for meal expenses when per diem is claimed. The per diem allowance is separate from lodging, transportation and other miscellaneous expenses. The per diem allowance covers all charges, including taxes and service charges where applicable for:

(a) ***Meals.***

Expenses for breakfast, lunch, dinner, snacks and related tips and taxes (specifically excluded are alcoholic beverage and entertainment expenses, and any expenses incurred for other persons).

(b) Incidental expenses.

Fees and tips given to porters, baggage carriers, bellhops, and hotel maids.

Employee is entitled up to the allowable daily Federal per diem amount for the area. Employees may claim full per diem for the day of departure and the day of return from a business trip, regardless of the departure or arrival time. However, for meals provided by the conference or training event, the daily per diem amounts are adjusted by the following guidelines:

- If one meal is provided at no cost, the employee is still eligible for full per diem.
- If two meals are provided at no cost, per diem is reduced to two-thirds.
- If three meals are provided at no cost, per diem is reduced to one-third.

Per diem cannot be used for travel related costs that do not involve an overnight stay.

III. City Reimbursement of Travel Costs that do not Require Overnight Travel

Travel plans involving expenses that do not require overnight travel accommodations will be reimbursed based on actual cost substantiated by appropriate receipts. The employee is entitled to reimbursement of meal expenses after submitting actual receipts. No reimbursement is authorized if meals are provided during the meeting or event. When available, the assigned City purchasing card should be used for these type of activities. This includes training or meetings within the metro area.

IV. International Travel

For domestic travel purposes, the IRS definition of the United States includes the 50 states and the District of Columbia. The purpose of travel outside the United States for City business must be unquestionably professional in content

and should only be considered if a similar meeting, conference, or training of similar quality cannot be found within the continental limits of the United States. International travel expenses for business related purposes are deductible, as outlined in the IRS Code Publication 463 (Travel Outside the United States), but may be limited if the travel involves non-business activities.

Financial Management Policies Adoption

The Financial Management Policies shall be adopted by resolution by the City Council. The policies shall be reviewed by the Finance and Accounting staff on an ongoing basis and any modifications made thereto must be approved by the City Council.

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Gauging the City

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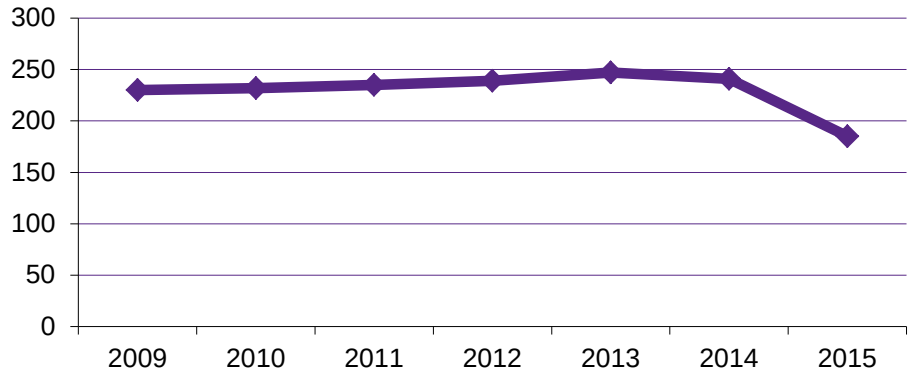
Gauging the City

Part I Crimes

	2013	2014	2015
Homicide	1	1	0
Rape	19	26	43
Robbery	54	77	61
Aggravated Assault	60	59	58
Burglary	197	207	199
Theft	3,059	2,919	2,643
Vehicle Theft	118	128	104
Arson	16	6	10

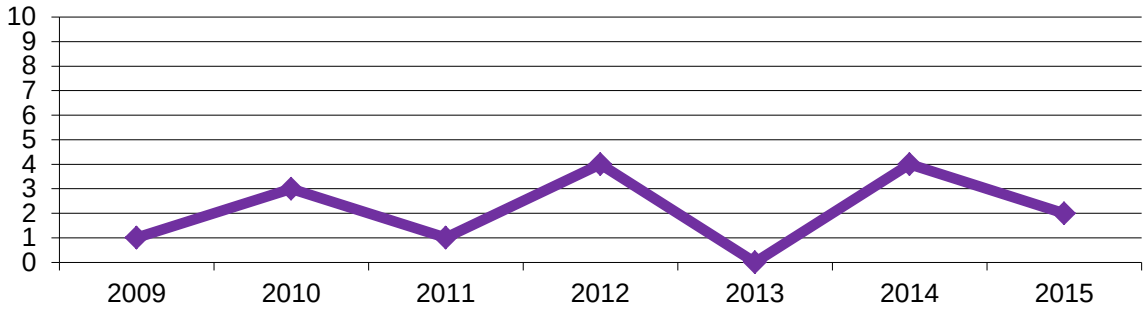
Part I Crimes include homicide, rape, robbery, aggravated assault, burglary, theft, vehicle theft and arson. The source for this data is the Bloomington Police Department record system.

Vehicle Traffic Personal Injury Accidents



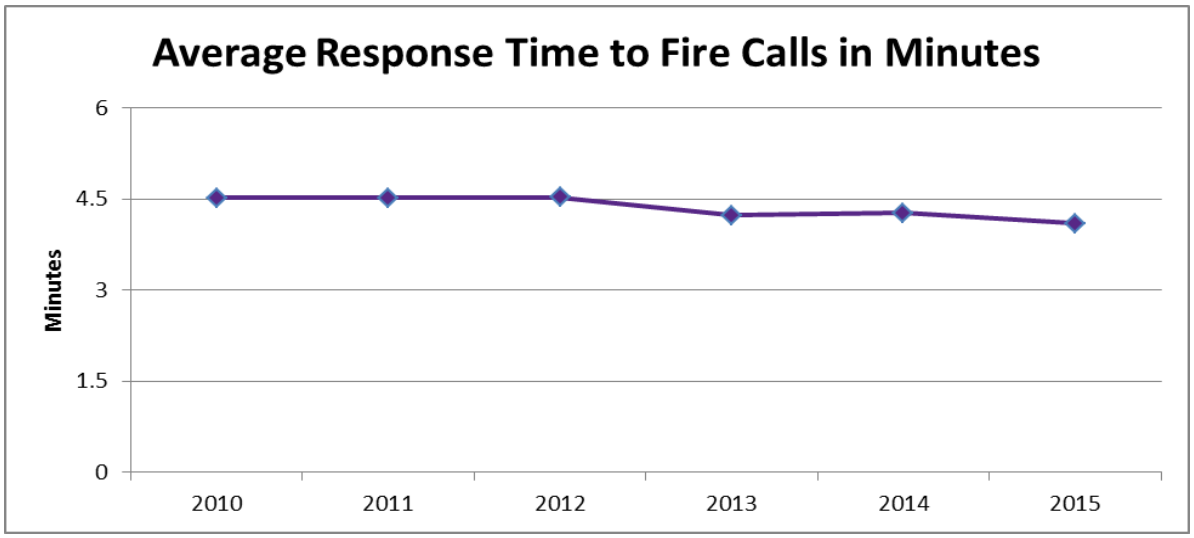
Traffic enforcement efforts are driven by both accident data and complaints. Citizens can call the Traffic Division to report traffic concerns.

Motor Vehicle Traffic Number of Fatal Accidents



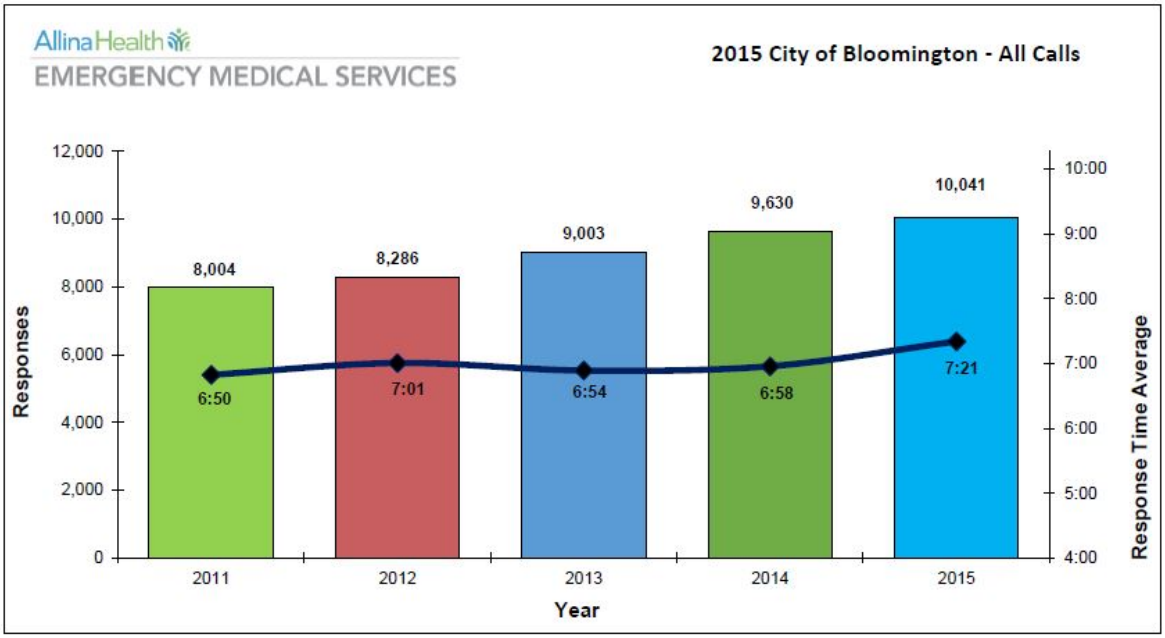
Enhanced enforcement of speeding and drunk driving laws may have an effect on limiting motor vehicle fatalities.

Fire Response Time Average Annual



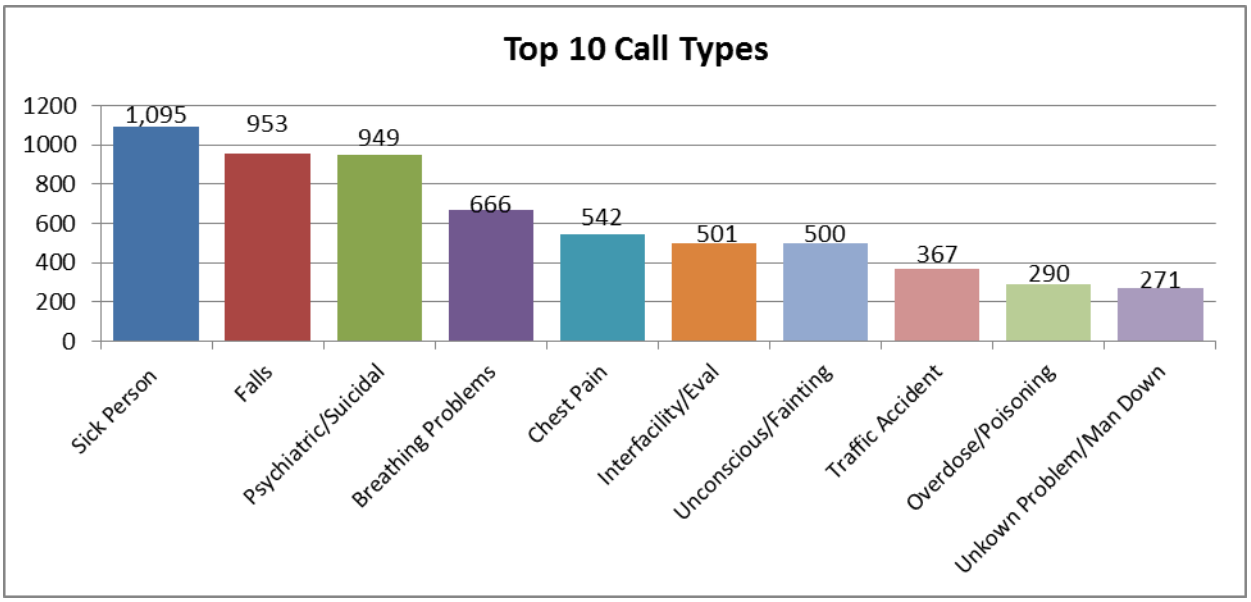
Response time is the time that elapses from the moment the dispatch alert tones are sounded until the first fire unit arrives at the scene. Bloomington has six fire stations throughout the City with approximately 120 volunteer firefighters. The Police/Fire 911 emergency system, 800 Mhz radio equipment, current fire apparatus, equipment, training and technology all help to accomplish an annual response time close to four minutes. The department goal is to have a unit on scene within four and a half minutes from dispatch.

Emergency Medical Response within 7 Minutes and 21 Seconds



Allina Health EMS responded to 10,041 calls in 2015 within the City from January 1 – December 31. Allina Health EMS Responded within the Hennepin County Response time standard of 8 minutes and 11 seconds. Such results are equally distributed across Bloomington. The average response time for emergency medical service calls is 7 minutes and 21 seconds.

Top Ten Call Types



Tax Supported Services

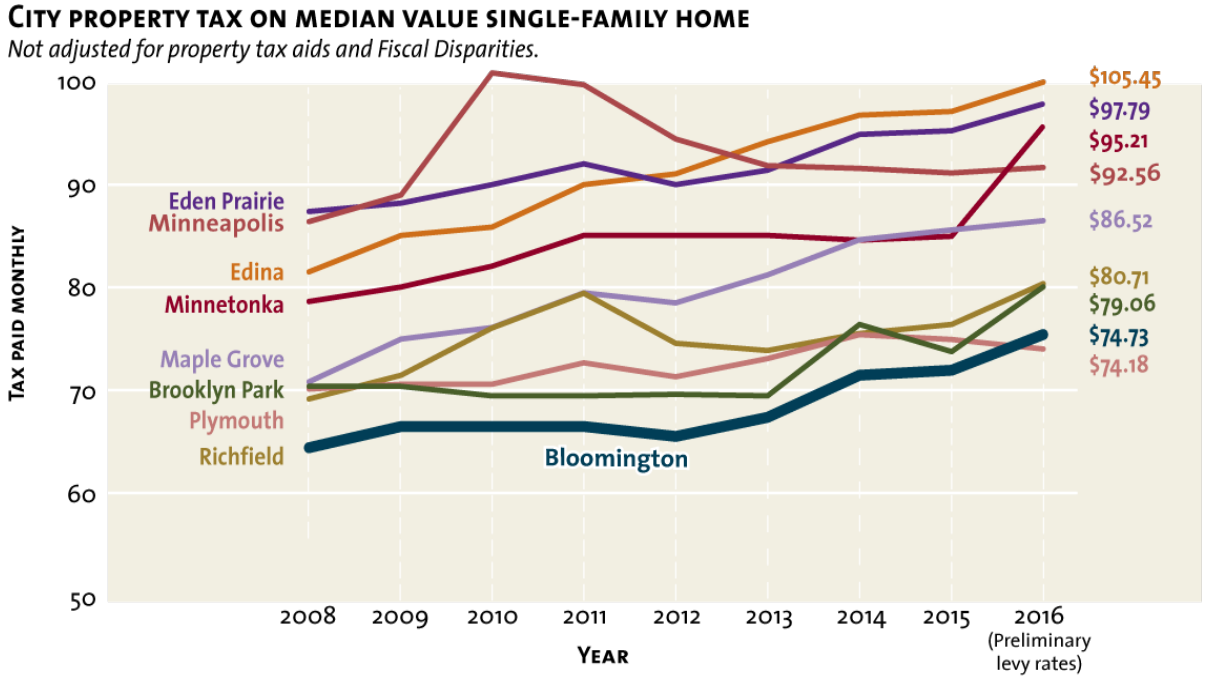
The City of Bloomington can compare itself to other similar cities in Hennepin County several different ways. Comparisons by household include single-family and multi-family; by median value home are for the home value exactly in the middle of a list of all home values; by single-family lot eliminates home value from the analysis.

Adjusting for property tax aids means that state aid payments made in lieu of property tax are added to the tax amount for comparison purposes. Not adjusting for property tax aids focuses on what taxpayers pay regardless of how much state aid is received to decrease local taxes.

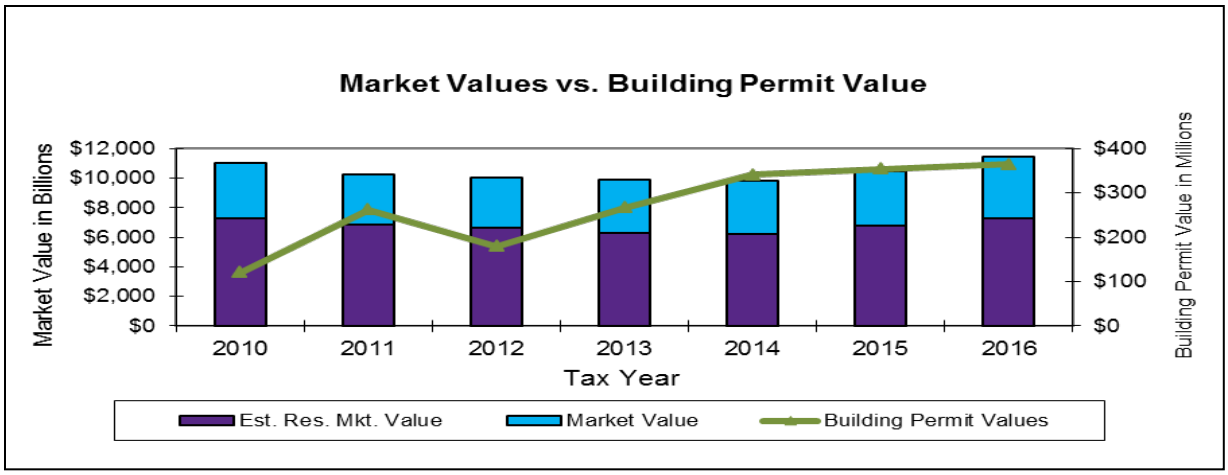
A survey of Hennepin County communities of over 20,000 population show the cost of tax supported services in a number of ways. Households include single-family and multi-family dwellings. Adjusted for property tax aids means that state aid payments paid in lieu of property tax are added into the tax amount.

Some communities are fiscal disparities contributors and some are fiscal disparities receivers. This tax calculation reduces tax for those communities which contribute to the fiscal disparities pool and increases the tax for those who receive fiscal disparities in lieu of tax.

This graph, which is not adjusted for fiscal disparities and property tax aids, tells the same story as the adjusted graphs. This is the actual cost of city services for a median value home and is the basis of the checkbook historically seen in City publications.

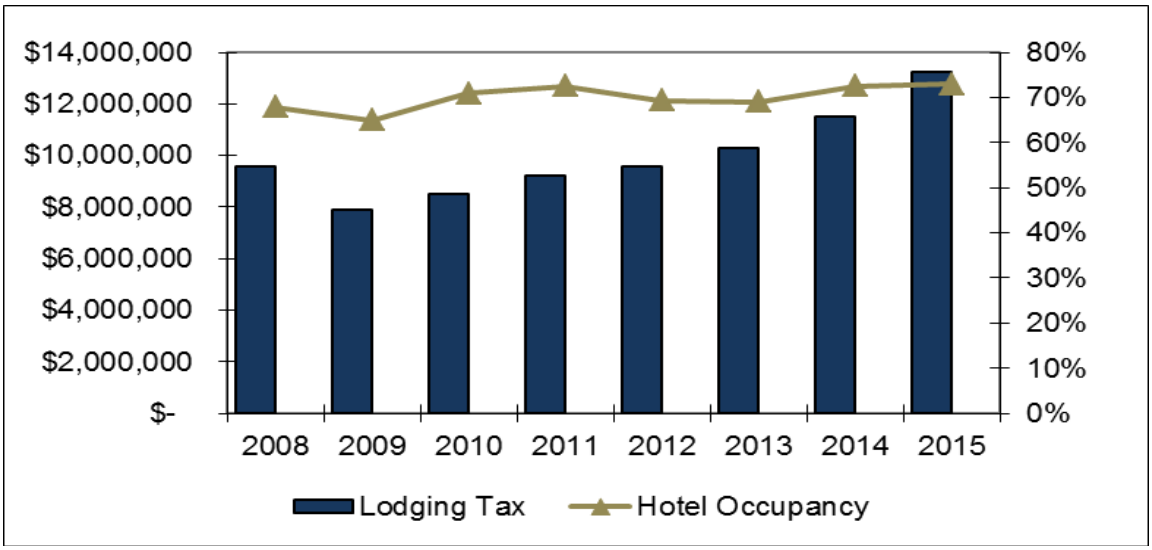


Property Market Value versus Building Permit Value



The annual residential real property market value increased approximately 8% in both tax year 2016 and 2015 and down 2% in 2014. All parcels used primarily for housing and related lands are included. The annual non-residential real property market value grew approximately 15% in tax year 2016 after being up 1% in both 2015 and 2014.Parcels included in this group are all commercial, industrial, utility and related lands.

Lodging Tax and Hotel Occupancy Annual Average

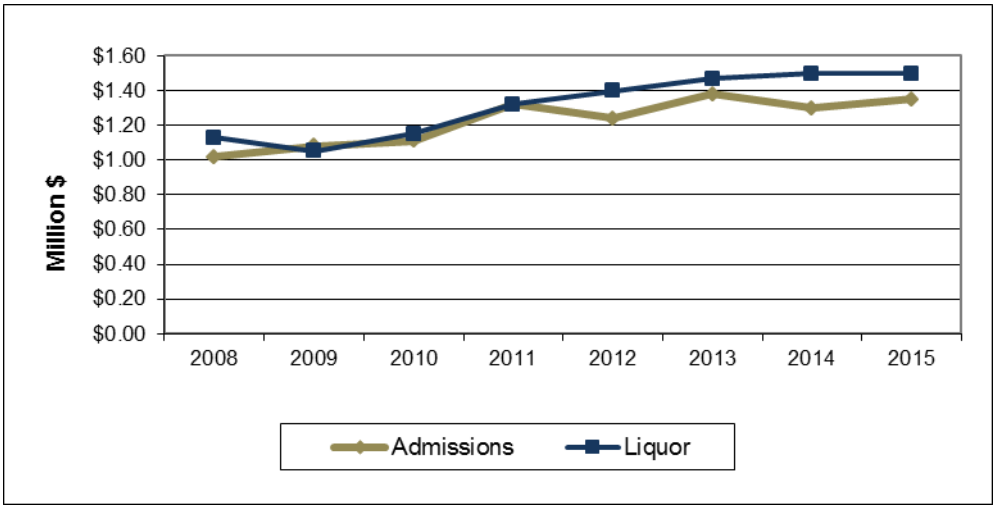


The City retains three-sevenths of lodging tax revenue collected for use in the General Fund and distributes two-sevenths to the South Loop Capital Improvement Fund. The remaining two-sevenths are remitted to the Bloomington Convention and Visitors Bureau. The graph shows the City's and South Loop Capital Improvement Fund's portion of the collections. Lodging sales tax revenue increased by 15.05 percent in 2015 compared to 2014.

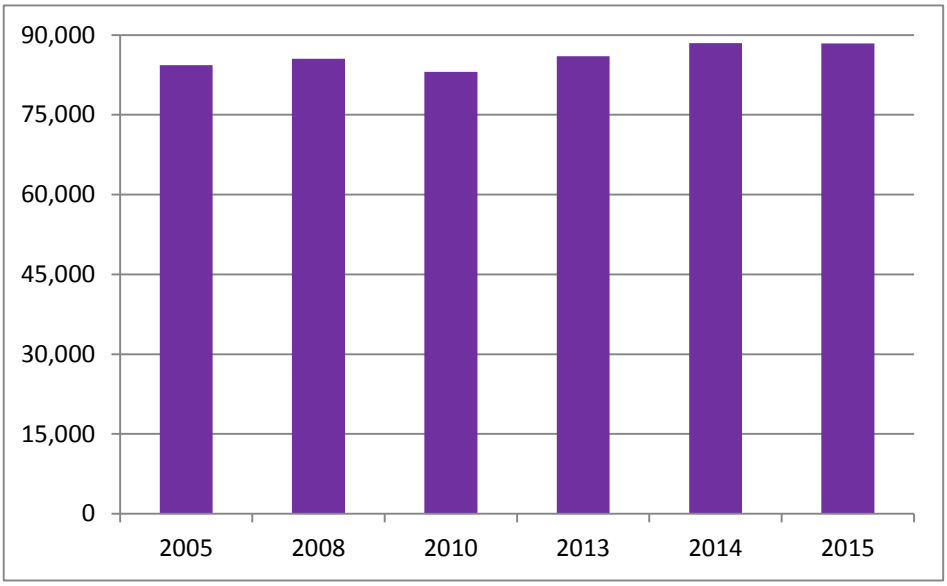
The hotel occupancy rate figures were compiled by the Bloomington Convention and Visitors Bureau and represent the occupancies as reported by an average number of Bloomington hotels each month.

Admissions and Liquor

The City retains all admissions tax collections in the General Fund. Revenues have been between $930,000 and $1,385,570 since 2000. The City collects liquor tax for the South Loop Capital Improvement Fund.

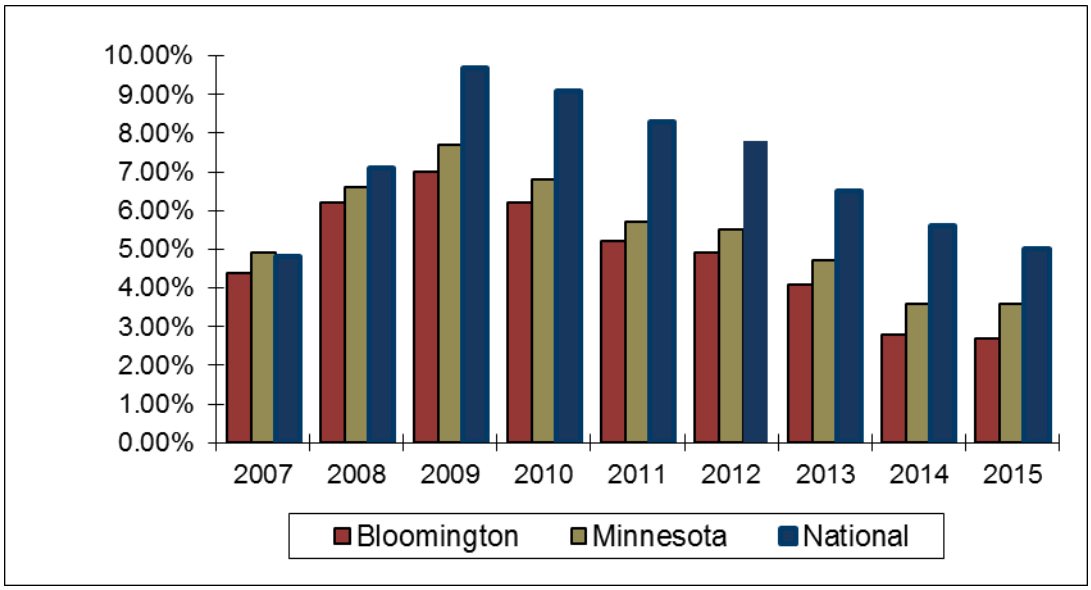


Bloomington Population



The estimated 2015 population total was 86,314 people. The projected population for 2016 is stable.

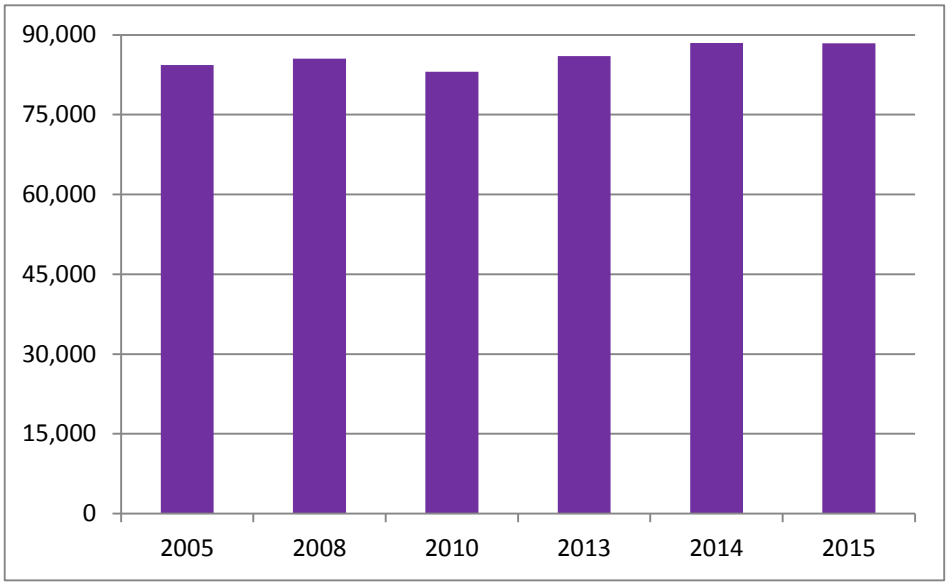
Unemployment Rates



Bloomington's unemployment rate at 2.7 percent is below the national average (5.0 percent) and slightly below the state average (3.5 percent).

Source: U.S. Bureau of Labor Statistics – December, 2015

Number of Jobs in Bloomington



Source: Q2 Minnesota Department of Employment and Economic Development – January, 2015.

Major Employers in the City

Employer	Product Service	Approximate Number of Employees
Health Partners	Health Insurance Provider	2,666 [1]
Bloomington Public School District	Public Education	1,936
Seagate Technology	Computers/Manufacturing	1,743
NCS Pearson	Education Technology	1,203
Donaldson Companies, Inc., Corporate Headquarters	Automotive Equipment	1,174
The Toro Company	Lawn equipment, snow blowers	939
Express Scripts	Pharmacy Benefit Management	838
Wells Fargo Bank	Bank/Financial Institution	678
Normandale Community College	Post-secondary education	675
Polar Semiconductor, Inc.	Semiconductor manufacturing	643

[1] *Includes administration office and clinic employees*

Source: Phone survey of individual employers, May, 2015.

NOTE: Approximately 13,000 people are employed at businesses in the Mall of America and an additional 10,000 people are employed in Bloomington's hospitality industry.

Utility Rates

	2013	2014	2015	2016
Water (per 1,000 gallons)				
Tier 1	2.47	2.56	2.64	2.82
Tier 2 (>20,000 gallons)	3.70	3.91	4.42	4.99
Sewer (per 1,000 gallons after 2010)	3.08	3.30	3.53	3.87
Stormwater	5.47	5.72	5.95	6.37
Solid waste (recycling)	2.49	2.54	2.84	2.84

* Water charges converted to conservation rates for 2011. This is a two-tier system with a minimum of 2,000 gallons per month for residential property.

Monthly Cost of City Services and Utilities

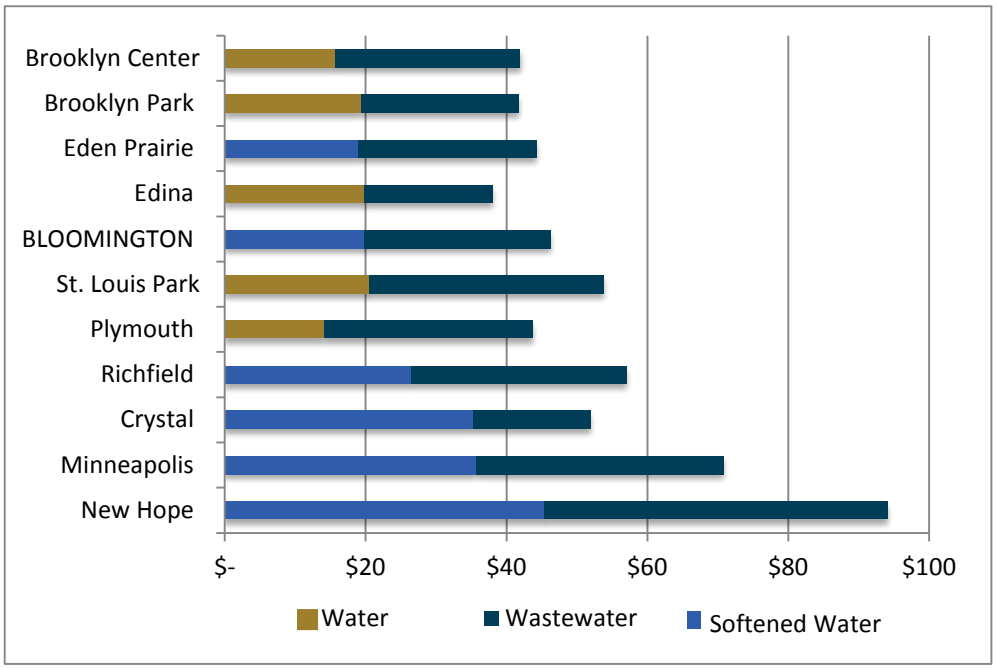
	2013	2014	2015	2016
City property taxes on a median home	$66.04	$67.82	$71.64	$74.73
Water (per 1,000 gallons)				
Tier 1	16.80**	17.41**	17.95**	19.18**
Tier 2 (>20,000 gallons)	3.70	3.91	4.42	4.99
Sewer (per 1,000 gallons after 2010)	14.60***	15.64***	16.73***	18.34***
Stormwater	5.47	5.72	5.95	6.37
Solid waste (recycling)	2.49	2.54	2.84	2.84
Total Per Median Value Home	$105.13	$105.40	$109.13	$121.46

** Water usage average of 6,800 gallons annually.

*** Sewer usage average of 4,740 gallons annually.

Combined Water and Wastewater Charges

This graph shows the combined water and wastewater charges to homes in several metro communities. These calculations were made with 2015 rates for usage of 7,500 gallons of water and the same amount of wastewater.

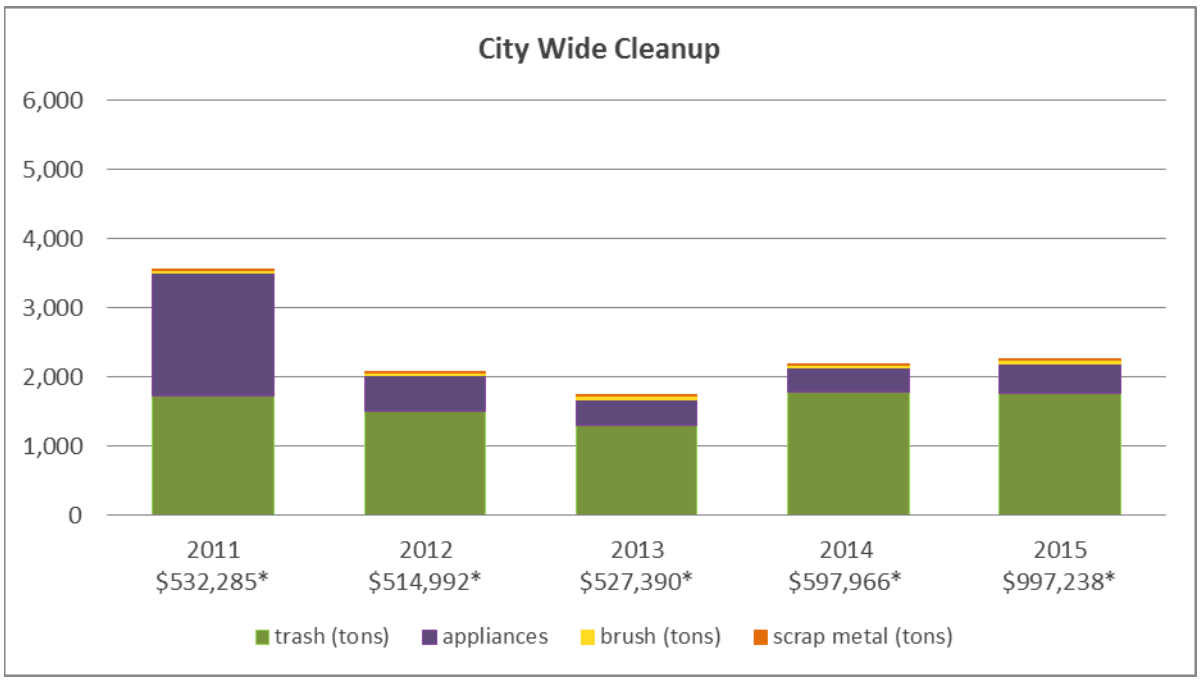


Total Cost Comparisons

Location	2015 monthly cost of single-family property taxes (not adjusted for aids)	Monthly cost for single-family water and sewer charges	Water softened at this city's water treatment plant	Additional cost for home water softening	Franchise fees	Total monthly cost of property taxes + water, sewer & softening, & franchise fees
Edina	$97.21	$38.01	No	$37.95	$2.90	$176.07
Eden Prairie	96.29	44.29	Yes	--	5.00	145.58
Minneapolis	92.34	70.78	Yes	--	14.00	177.12
Maple Grove	84.47	32.06	No	37.95	0.00	154.48
Minnetonka	84.41	56.20	No	37.95	2.50	181.06
Richfield	75.83	57.02	Yes	--	8.20	141.05
Brooklyn Park	74.26	40.96	No	37.95	14.00	167.17
Plymouth	73.15	43.70	No	37.95	4.00	158.80
Bloomington	**$71.66**	**$46.28**	**Yes**	**--**	**$7.50**	**$116.44**

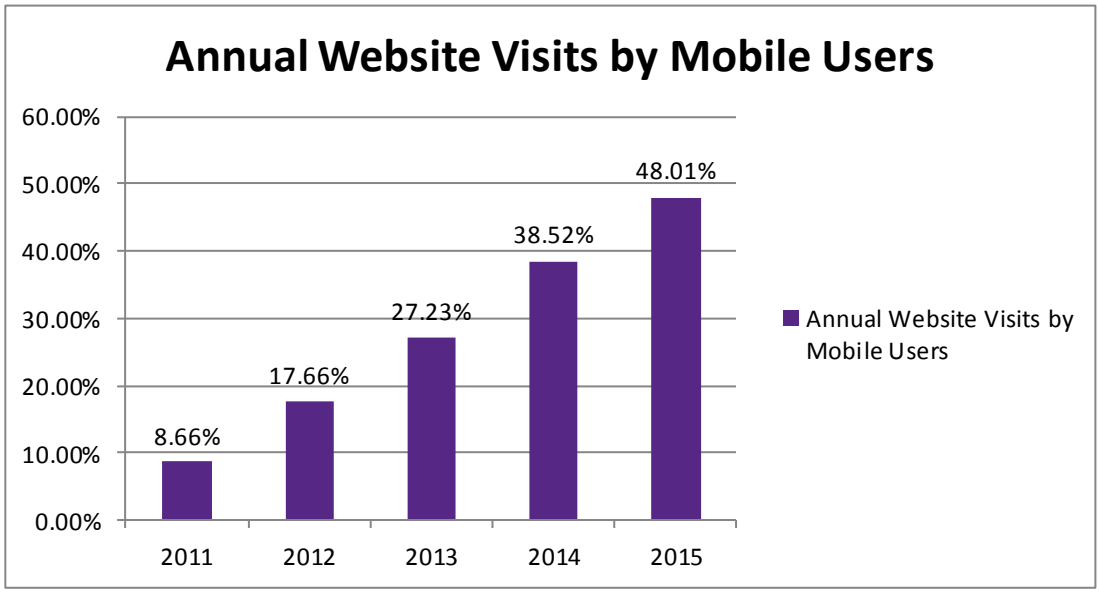
City-Wide Cleanup

One very popular program in the City is the City-wide curbside cleanup. Residents can place appliances, brush, scrap metal and trash at their curb and the City contracts with a hauler to make one pass through each neighborhood to pick it up. Funding for this program comes from a utility fee for solid waste of $2.84 per month per household.



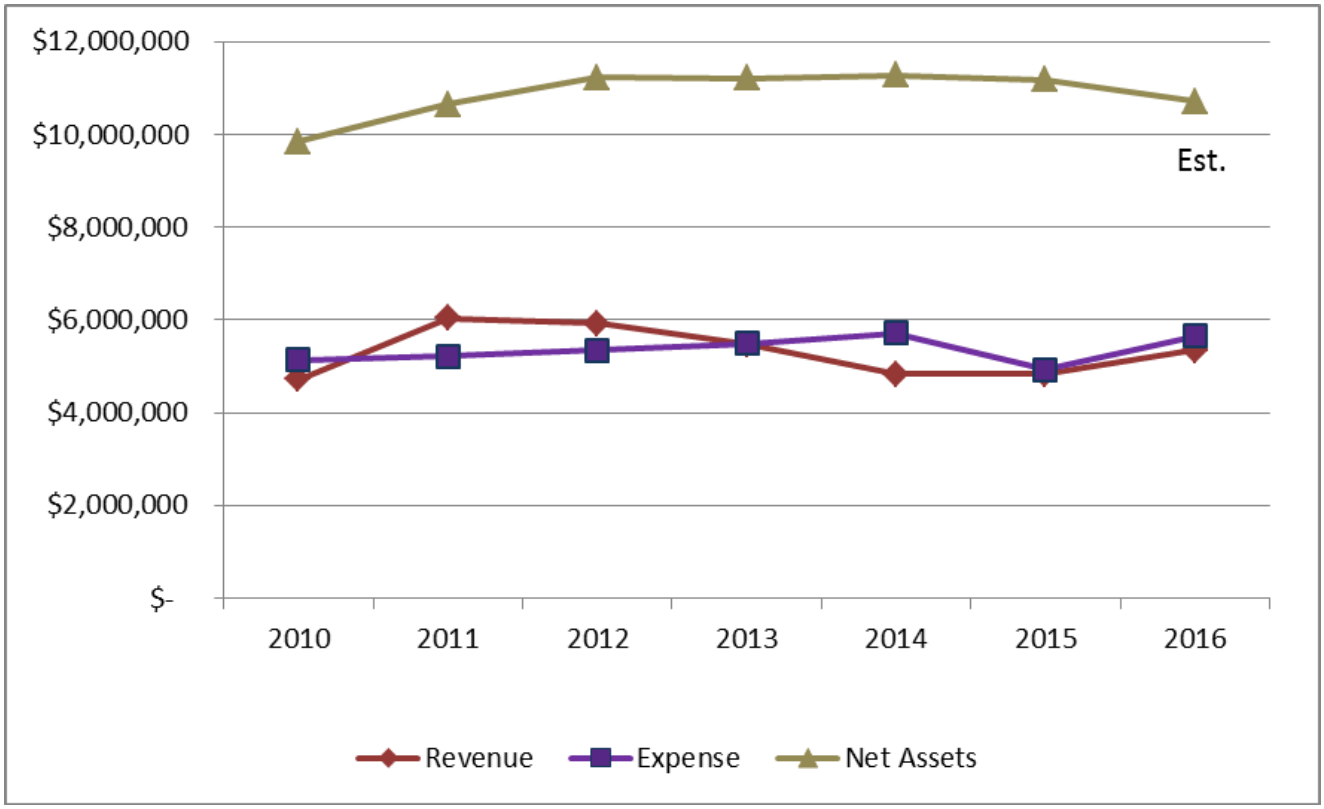
**Cost of collection for each consecutive year.*

Annual City Web-Site Visits



In 2015 the City's external website underwent major reconstruction and in the process became more mobile user friendly. This in turn increased smart phone and mobile user device visits by 9.49% from 2014 to 2015.

Recreational Facilities Net Assets



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Glossary

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Glossary

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, regardless that the receipt of cash or the payment of cash may take place in another accounting period.

Adopted Budget – The financial plan of revenues and expenditures for a fiscal year as adopted by the City Council.

Appropriation – A specific amount of money authorized by the City Council, generally during adoption of the annual budget, used to make expenditures for specific purposes.

AR&LE – (Adaptive Recreation and Learning Exchange) A Parks and Recreation program that offers recreation, leisure and community education designed to meet the needs of people with disabilities.

Assessed Valuation – A value established by the City Property Appraiser for all real or personal property for use as a basis for levying property taxes.

Balanced Budget – When expenditures are exactly offset by an equal amount of revenue.

Bond – A written promise to pay a sum of money on a specific date at a specified interest rate as detailed in a bond resolution.

Budget – Line item revenue estimates and appropriations adopted by City Council for the following year.

Budget Adjustment – A revision to the adopted budget occurring during the affected fiscal year as approved by the City Council by an amendment or a transfer.

Budget Calendar – The schedule of key dates involved in the process of adopting and executing an adopted budget.

Capital Improvement Program (CIP) – A five-year plan for proposed capital improvements. Also called Community Investment Plan.

Capital Outlay – Purchases of fixed assets that have a value of $10,000 or more, and a useful life of more than four years.

Certified Levy – Total tax levy of a jurisdiction which is certified to the County Auditor.

Carry-Over – Re-appropriation of budget authority for an expenditure to the following year to allow completion of a project. Carry-overs require City Council approval.

City Council – The elected body of members making up the legislative arm of local government in Bloomington.

Contingency (or Undesignated Appropriations) – Budget for expenditures which cannot be placed in departmental budgets, primarily due to uncertainty about the level or timing of expenditures when the budget is adopted. The contingency fund also serves as a hedge against shortfalls in revenue.

Deficit – The excess of expenditures over revenues.

Department – Basic organizational unit of City government responsible for carrying out related functions.

Division – Basic organizational unit of City government that is functionally unique in its service delivery.

EBT – (Electronic Benefit Transfer) A method of electronically issuing food stamp benefits.

Encumbrance – An account used to record the estimated amount of purchase orders or contracts chargeable to an appropriation. The account is credited when goods or services are received and the actual expenditure of the appropriation is known and recorded.

Enterprise Fund – A fund in which the services provided are financed and operating similarly to those of a private business enterprise, i.e., through user fees.

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 (Expense) – Decreases in financial resources other than through interfund transfers.

Fiscal Disparities – The program created by the Metropolitan Fiscal Disparities Act which shares growth in the commercial-industrial tax base in the seven-county metropolitan area. Forty percent of the value of new commercial-industrial development since 1971 is pooled and redistributed among 300 taxing districts to address uneven business development throughout the region.

Five-Year Model – A planning tool used to assess the opportunities and challenges of future budget years based on scenarios of the current budget year.

Fund – An independent fiscal and accounting entity which is segregated for the purpose of performing specific activities or achieving certain objectives.

Fund Balance – Difference between fund assets and fund liabilities (the equity) in governmental funds. Fund balances will be classified as reserved or unreserved.

Reserved Fund Balance - Legally segregated for a specific use. They are not available for discretionary appropriation.

Unreserved Fund Balance -

Designated Funds - Establish tentative plans for, or restrictions on, the future use of financial resources.

Undesignated Fund Balance - The funds remaining after reduction for reserved and designated balances.

In addition, many of the special funds have restricted use, depending on the legal restrictions governing the levy of the funds they contain. Examples are the Debt Service Fund and the Capital Projects Fund.

Full-Time Equivalent (FTE) – Equivalent of one employee working fulltime, or 2,080 hours per year. An FTE can be filled by any number of employees whose combined hours total 2,080 per year.

GASB (Governmental Accounting Standards Board) – It is the highest source of accounting and financial reporting guidance for state and local governments.

General Fund – The governmental accounting fund supported by ad valorem (property) taxes, licenses and permits, service charges and other general revenues to provide city-wide operating services.

GFOA (Government Financial Officers' Association) – The professional association of state and local finance officers in the United States who are dedicated to the sound management of government financial resources. The association sets program standards for the GFOA's Certificate of Achievement for Excellence in Financial Reporting.

GIS – Geographic Information Services.

Indirectly Funded Amount – The portion of appropriations not funded by program revenues such as fees and grants. This portion is funded from shared revenues such as property tax, intergovernmental revenues or a City-wide fee not directly attributable to any one program.

Levy – To impose taxes, special assessments, or service charges or the amount of those taxes, assessments or charges.

Local Performance Aid – A state program for cities and counties that is intended to provide an incentive for local governments to develop and maintain performance measurement systems.

Light Rail Transit (LRT) – Passenger transportation on rails with a current terminus at the Mall of America.

Major Account Series – Three classifications of expenditures made by the City include:

Salaries, wages and benefits - Costs relating to employees or temporary help, including fringe benefits.

Materials, supplies and services - Costs relating to articles of a non-durable nature such as office supplies, professional and technical services, utilities and maintenance, operations and City support services.

Capital Outlay - Costs of durable goods such as furniture and equipment.

Major Program – The eight departments in the City of Bloomington government: Legal, Human Resources, Finance, Police, Fire, Community Development, Community Services and Public Works and one Technical Services Group.

Mall of America (MOA) – Nation's largest retail and entertainment complex located in Bloomington.

Market Value Credit – Started in 2002, this is the primary State program for property tax relief. The State remits a portion of sales and income taxes to local government to assist in keeping property taxes down.

MCES – (Metropolitan Council Environmental Services) The joint waste treatment facility for the metro area.

Modified Accrual Basis – Under the modified accrual basis of accounting, revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

Net Assets – The equity associated with general government less liabilities.

Operating Budget – Financial plan for the fiscal year which authorizes proposed personnel complements, expenditures and the revenues to finance them.

Pavement Management Program (PMP) – This is an 80-year street overlay and construction plan that provides for the systematic maintenance and replacement of streets based on schedules that indicate the most cost-effective timeframe. The Council has adopted the first 20 years of the plan.

Program – Within each Department are several divisions or programs in the City, each charged with carrying out a specific function.

Proposed Budget – Budget as submitted by the City Manager to the City Council.

Strategic Priorities – Refers to the funds available for allocation to one-time or capital projects not funded through the budget process. These funds can be allocated from a direct levy or from any surplus that may result at the end of the budget year.

Tax Capacity – City tax base for the purpose of levying property taxes. Properties are multiplied by a Statutory rate which converts into the tax base (see also Tax Classification Rate).

Tax Capacity Rate –Tax rate applied to tax capacity in order to generate property tax revenue. The rate is obtained by dividing the property tax levy by the available tax capacity.

Tax Classification Rate – Rates at which estimated market values are converted into the property tax base. The classification rates are assigned to properties depending on their type (residential, commercial, farm, etc.) In some cases there are two tiers of classification rates with the rate increasing as the estimated market value increases.

Tax Increment Financing – Financing tool originally intended to combat severe blight in areas which would not be redeveloped “but for” the availability of government subsidies derived from locally generated property tax revenues.

Truth-In-Taxation – Procedures adopted by the 1989 Minnesota Legislature intended to improve accountability in the adoption of the budget and property tax levy of local governments. These procedures are revised annually.

WIC – Women, Infants and Children food program.

Working Capital – Current assets minus current liabilities. This measure is used as a gauge in determining appropriate fund balances.

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