

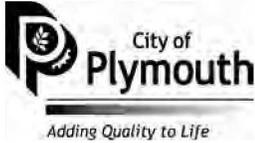
**CITY OF PLYMOUTH  
AGENDA  
SPECIAL COUNCIL MEETING  
MAY 22, 2012, 5:30 p.m.  
MEDICINE LAKE CONFERENCE ROOM**

**1. CALL TO ORDER**

**2. TOPICS**

- A. 2011 General Fund Surplus Allocation (Res2012-159, Res2012-160)
- B. Loss Control Program
- C. Set future Study Sessions

**3. ADJOURN**



**SPECIAL COUNCIL MEETING**

May 22, 2012

To: Laurie Ahrens, City Manager

Prepared by: Jodi Bursheim, Finance Manager

Reviewed by: Dave Callister, Administrative Services Director

Item: **Accept Financial Review for year ending December 31, 2011 including 2011 General Fund Surplus Allocation**

**1. ACTION REQUESTED:**

Review financial information for the year ending December 31, 2011, adopt resolutions for fund transfers, and amend the 2011 budget.

**2. BACKGROUND:**

Revenues and expenditures are compared to the budget as a means of measuring the reflected year’s operations. Listed below is a narrative summary of the performance of each fund for the year ending December 31, 2011. Attached are two reports for further review; the Fund Summary Statements and the Departmental Summary Statements.

Our auditors, MMKR, were on site in February for a preliminary review. The field audit was completed primarily in the weeks of April 9 through April 20. Auditors are finalizing their final review throughout the next couple weeks. The 2011 Comprehensive Annual Financial Report will be completed and distributed in June.

**GENERAL FUND**

Most city services are budgeted in the General Fund, including administration, community development, parks & recreation, police, fire, street maintenance and engineering. In 2011, approximately 72% of the funding was generated through property taxes. Other sources of funding include permits and licenses, charges for services, inter-governmental, fines, forfeitures, interest earnings, and transfers from other funds within the city for services provided.

**General Fund Revenue**

General Fund revenues exceeded projections by \$1,417,083 ending the year at 105% of the amount budgeted.

*Property taxes* were lower than budget by \$94,689. The city has a reserve for anticipated shortfalls due to abatements, however, the reserve funding was not necessary since the overall general fund ended the year favorably.

*Permit and License revenue* ended the year with \$881,509 more revenue than projected. The 40% increase in revenue can be attributed to elevated activity in all areas of development.

*Intergovernmental revenue* exceeded budget by \$32,566 primarily due to additional police grant revenue.

*Charges for Services revenue* were below expectations by 7%. A reduction in the number of antenna leases resulted in less revenue; as well as a decrease in miscellaneous revenue such as alarm fees, towing, tree removal, carbon monoxide detector sales, and police training.

*Fines and Forfeitures* ended the year at 96% of budget; approximately \$35,000 less than anticipated. Decreased court fine revenue resulted in most of the variance along with a reduced number of liquor violations.

*Special Assessment* revenue of \$22,277 was the result of several small assessments for weed eradication, tree removals and an abatement of a hazardous building.

*Interest earnings* increased with an overall average of 1.2% return on investments. Due to the volatility of the market, the budgeted figures were conservative. Earnings exceeded expectations resulting in additional revenue of \$161,807.

Staff continues to closely monitor and proceed cautiously in investing funds. The focus is on short term investments in effort to increase term yields without restricting cash long-term once market conditions turn more favorably.

*Billings to departments* consists of project administration fees that are charged for engineering on projects. The revenue is recognized based on the contract expense of the project and may span over several years due to the timing of completion for each project. The revenue exceeds budget by \$739,205 due to the large increase in project expenses recognized in 2011. Budgeting for this revenue is very difficult due to the fact that the timing of the projects can vary significantly from year to year.

*Transfers-In* were less than budget primarily due to two transfers that did not occur; an abatement transfer of \$150,000 and resource planning transfer of \$203,000 for the council chamber project. The abatement transfer was not needed at this time, and the resource planning transfer to fund the council chamber project was made directly to the *capital project fund* where the expenditures were incurred.

*Other revenue* exceeds budget due to additional administrative fee revenue received on the increased number of permits and contractor billings.

### **General Fund Expenditures**

General Fund expenditures were 96% of the budget, resulting in a savings of \$1,300,197. Each department met their budgeted expenditures for the year, with one exception. The community development department's expenditures did exceed budget slightly by \$2,607 primarily due to credit card fees. The credit card program was implemented in late 2011 and was not in the budget projections for 2011.

The following table reflects year-end results by expenditure category:

<b>Actual to Budget</b>		
<b>Expenditure Category</b>	<b>%</b>	<b>Amount +/-</b>
Personal Services	- 4%	(\$734,869)
Materials & Supplies	- 10%	(\$144,235)
Employee Dev & Meetings	- 36%	(\$ 69,756)
Dues & Subscriptions	- 10%	(\$ 9,244)
Contractual Services	+ 4%	\$120,731
Equipment	+ 3%	\$ 1,972
Capital Improvement	- 95%	(\$212,227)
Transfers Out	- 9%	(\$ 69,660)
Other	- 25%	(\$182,907)

*Personal Services* include regular and temporary salaries, overtime, and all benefit-related expenditures. Actual expenditures were \$734,869 less than budget due to 12 positions being vacant for portions of the year. Replacement salaries in some cases were lower and 4 positions were eliminated as a part of the city's restructure plan over the last few years.

*Material and supplies* were less than budget by \$144,235. Savings were realized in several areas; office supplies-\$23,000, general operating supplies-\$32,000, repair and maintenance supplies-\$70,000 and safety equipment supplies-\$20,000.

*Employee development and meeting* costs were minimized, which resulted in additional savings of \$69,756.

*Dues and subscriptions* savings were recognized primarily in Police and Public Works resulting in \$9,244 less in expenditures.

*Contractual services* exceeded budget by \$120,731 primarily as the result of an increase in professional services in Community Development and Police. The Four Seasons Mall development resulted in most of the increase for Community Development and is offset by grant revenue. The increase for Police is primarily from the MNJAC Homeland Security Grant and is also offset by revenue.

*Equipment* expenditures slightly exceeded budget by \$1,972. An additional laptop was purchased for Police to have available as a backup when technical issues arise primarily contributed to this variance. Restraint in spending in other expenditure categories within the Police division allowed the expenditure to be absorbed within the department's budget.

*Capital Improvement* expenditures were significantly below budget. This is due to the Council Chamber project. The project did occur, however, both the revenue and expenditures were tracked in a capital project fund instead of the General Fund where it was originally budgeted.

*Transfers-Out* variance of \$69,600 is primarily due to the employee benefit fund transfer that is no longer needed as each department is directly expensed for the benefit expenditure of each employee.

*Other* is the catch-all category that includes a contingency that was approved for the biennium to protect against a volatile economy. In 2011, the majority of the \$150,000 allowance was not needed. The Fire state aid pass-through payment and care for prisoners are also included within this category and both came in less than anticipated.

Overall revenues exceeded budget by approximately \$1,417,084 and expenditures are under budget by \$1,300,197 netting to a favorable year-end result of \$2,717,281. Revenues came within 4.7% and expenditures within 4.4% of the total General Fund budget of \$29,591,112.

### **General Fund Recommendations**

The fund balance is currently \$14,553,726.

In 2002, the Council adopted the following financial management policy relating to General Fund reserves:

- A. *The City shall not use tax anticipation borrowings to cover operating expenses.*

- B. *The year-end fund balance shall be equal to 40% of the current year's general fund budget.*
- C. *In the event that there is a general fund operating surplus in a given year; it shall be utilized in the following manner:*
1. *Allocate funds to the general fund balance to the level that the year end fund balance is equal to 40% of the current year's general fund budget.*
  2. *Allocate funds to provide additional financing for insolvent or high percentage annual increase reserve funds-i.e.: park replacement fund, public facilities fund, information technology and infrastructure replacement fund.*
  3. *Allocate funds to pay off existing multi-year general fund obligations financed through inter-fund loans.*
  4. *Allocate funds to the capital improvement fund.*
  5. *Purchase high priority one time capital needs.*
  6. *Allocate funds to reduce future debt service requirements.*
  7. *Allocate funds in a manner that provides non-escalating future taxation and helps preserve City assets.*

As per this policy, \$12,007,961 (2012 budget of \$30,019,903 x 40%) is required to maintain the 2011 General Fund balance at 40%. After covering the 40% fund balance requirement, there is approximately \$2,545,765 available for other purposes.

### **Park Replacement**

In 2009, the Park Replacement Program was evaluated. The analysis showed the Park Replacement Fund going negative prior to 2020. Since that time, Council has approved the following measures to provide additional funding:

- In 2009, Council approved a transfer of \$2,972,799 from the Administrative Projects Fund.
- In 2010, Council approved a one-time transfer at year-end in the amount of \$418,306.
- For the 2012 budget, Council increased the annual funding amount from \$86,300 to \$130,000.

The Park Replacement fund is now relatively stable for the near-term. However, a new study needs to be completed to evaluate the aging of the park infrastructure and increased funding that may be needed.

### **Street Reconstruction**

In past years, much of the excess General Fund balance has been transferred to the Street Replacement Fund. The fund was expected to go negative based upon planned street projects, however, in 2010, engineering proposed a new street repair strategy which would decrease the costs of street upgrades, maintain and improve street quality levels, and extend the balance of the Street Replacement Fund. In 2011, Council approved a one-time year-end transfer of \$418,306 to provide additional funding. An updated analysis will need to be performed to further evaluate future funding requirements.

### **Payoff of Existing Debt**

Staff reviewed the existing debt obligations of the City and identified one candidate for prepayment. The 2003B G.O. Street Reconstruction Bonds are callable at any time. We have determined that there are sufficient funds available in the debt service fund to retire this debt and eliminate the debt levy of \$179,314 for Pay 2013. Therefore, there is no need for any of the general reserve funds for this purpose. A report and recommendation will be presented for Council consideration at the June 26<sup>th</sup> meeting.

## Tax Court Activity

As of December 31, 2011, the city had 659 parcels with open tax court petitions. The following schedule identifies petitions closed for the last 20 years and court activity by tax year.

### PETITIONS/PARCELS CLOSED BY TAX YEAR

<u>YEAR</u>	<u># PETITIONS/PARCELS</u>			<u>REDUCTION</u>	<u>% OF ORIG. VALUE RED.</u>	<u>Estimate of TAX \$ LOST</u>
	<u>CLOSED</u>	<u>ORIGINAL VALUE</u>	<u>REDUCED VALUE</u>			
1992	64	164,397,500	147,343,200	17,054,300	10.37%	127,000
1993	227	913,722,300	715,859,800	197,862,500	21.65%	1,047,376
1994	232	579,171,400	493,185,080	85,986,320	14.85%	501,128
1995	109	213,256,800	191,979,200	21,277,600	9.98%	106,196
1996	128	333,770,300	305,372,600	28,397,700	8.51%	153,163
1997	49	101,270,500	95,902,300	5,368,200	5.30%	28,953
1998	103	217,096,100	210,172,900	6,923,200	3.19%	31,580
1999	48	203,557,100	198,930,500	4,626,600	2.27%	19,632
2000	37	96,123,900	94,718,900	1,405,000	1.46%	5,101
2001	60	337,751,900	320,861,900	16,890,000	5.00%	59,407
2002	50	355,551,300	337,492,600	18,058,700	5.08%	55,089
2003	67	350,480,500	327,810,300	22,670,200	6.47%	68,628
2004	60	350,731,100	324,198,900	26,532,200	7.56%	84,342
2005	61/78	367,761,300	352,045,200	15,716,100	4.27%	54,677
2006	32/242	175,703,100	169,764,700	5,938,400	3.38%	15,731
2007	120/370	1,003,950,600	957,680,700	46,269,900	4.61%	10,221
2008	34/44	319,104,200	311,043,400	8,060,800	2.53%	11,465
2009	75/134	644,282,200	608,221,000	36,061,200	5.60%	16,082
2010	166/343	1,377,906,000	1,326,672,600	51,233,400	3.72%	63,226
2011	147/196	912,687,900	889,128,200	23,559,700	2.58%	25,643

### COURT ACTIVITY BY TAX YEAR

<u>TAX YEAR</u>	<u># of Parcel Petitioned</u>			
	<u>Total</u>	<u>Active 2010</u>	<u>Closed in 2010</u>	<u>Open at the end of 2010</u>
2005	272	1	1	0
2006	68	2	2	0
2007	70	5	5	0
2008	287	28	23	3
2009	190	77	49	28
2010	437	342	52	290
2011	397	3	31	326
2012*	45		33	12
<b>TOTAL</b>		<b>458</b>	<b>196</b>	<b>659</b>

Notes: In 2010 Hennepin County Changed Software systems and there was a difference in reporting of cases.

\* 2012 is preliminary; statutory deadline for filing is April 30, 2012.

## Year End Transfer Requests

Each year, Park & Recreation holds a Garden Expo event with the net profits moved to a reserve for future Millennium Garden expenditures. Staff requests a transfer of \$10,000.

Amounts were budgeted in the General Fund of \$20,000 to fund future comprehensive plan expenditures. Each year the amounts are transferred to reserves in the Resource Planning Fund until needed.

## Recommendation

The General Fund ended the year with a net positive balance. Staff is recommending the use of available funds be transferred to the Street Reconstruction Fund.

The council will need to adopt the attached resolution to authorize a transfer from the General Fund.

Council will need to approve the transfers discussed under *year end transfer requests* and provide authorization for the Finance Manager to move the funds.

**3. BUDGET IMPACT:**

Transfers as mentioned will need to be authorized by council. Staff prepared the report with those transactions reflected in the year-end figures. Resolutions are attached that will authorize staff to finalize the year-end.

**4. ATTACHMENTS:**

Financial statements

Resolutions

City of Plymouth  
**Summary Income Statement**

Through Date: 12/31/2011

		Annual	M-T-D	Y-T-D	Budget Less	% of	Prior Year
		Budget Amount	Actual Amount	Actual Amount	Y-T-D Actual	Budget	Total Actual
<b>Fund Category:</b>	<b>1</b>	<b>General Fund</b>					
<b>Fund Type:</b>							
<b>Fund:</b>	<b>100</b>	<b>General Fund</b>					
----- REVENUE -----							
General Property Taxes		\$22,311,035.00	\$11,237,966.37	\$22,216,346.21	\$94,688.79	100%	\$22,332,206.97
Permits and Licenses		\$2,199,915.00	\$121,049.46	\$3,081,424.30	(\$881,509.30)	140%	\$2,360,462.27
Intergovernmental		\$1,805,659.00	\$134,415.29	\$1,838,225.36	(\$32,566.36)	102%	\$1,834,021.65
Charges for Services		\$1,339,070.00	\$145,178.31	\$1,246,601.98	\$92,468.02	93%	\$1,452,337.06
Fines and Forfeitures		\$912,500.00	\$127,730.71	\$877,688.93	\$34,811.07	96%	\$732,451.92
Special Assessments		\$0.00	\$12,939.67	\$22,277.06	(\$22,277.06)	+++	\$6,524.43
Interest Income		\$45,608.00	\$71,539.52	\$207,415.92	(\$161,807.92)	455%	\$28,810.43
Contributions and Donations - Operating		\$0.00	\$2,822.00	\$2,822.00	(\$2,822.00)	+++	\$1,200.00
Contributions and Donations - Capital		\$700.00	(\$2,750.00)	\$1,250.03	(\$550.03)	179%	\$4,061.00
Billings to Departments		\$380,000.00	\$1,114,835.99	\$1,119,204.75	(\$739,204.75)	295%	\$418,218.23
Transfers In		\$563,925.00	\$0.00	\$245,425.00	\$318,500.00	44%	\$632,794.06
Other		\$32,700.00	\$18,752.04	\$149,513.93	(\$116,813.93)	457%	\$69,363.63
<b>REVENUE Totals</b>		<b>\$29,591,112.00</b>	<b>\$12,984,479.36</b>	<b>\$31,008,195.47</b>	<b>(\$1,417,083.47)</b>	<b>105%</b>	<b>\$29,872,451.65</b>
----- EXPENSE -----							
Personal Services		\$17,861,104.00	\$1,486,927.59	\$17,126,235.18	\$734,868.82	96%	\$17,721,818.59
Materials and Supplies		\$1,446,080.00	\$106,498.31	\$1,301,844.77	\$144,235.23	90%	\$1,349,741.22
Employee Development and Meetings		\$192,410.00	\$11,938.87	\$122,653.55	\$69,756.45	64%	\$108,069.03
Dues and Subscriptions		\$95,291.00	\$1,723.17	\$86,046.50	\$9,244.50	90%	\$85,080.87
Contractual Services		\$3,403,333.00	\$405,864.46	\$3,524,063.75	(\$120,730.75)	104%	\$3,342,990.14
Equipment		\$61,950.00	\$8,336.95	\$63,922.01	(\$1,972.01)	103%	\$52,509.45
Capital Improvements		\$223,676.00	\$9,326.51	\$11,448.51	\$212,227.49	5%	\$61,592.91
Allocations		\$4,774,814.00	\$397,901.13	\$4,774,813.56	\$0.44	100%	\$4,670,394.48
Transfers Out		\$804,624.00	\$20,000.00	\$734,964.00	\$69,660.00	91%	\$1,723,240.69
Other		\$727,830.00	(\$7,815.26)	\$544,922.76	\$182,907.24	75%	\$651,760.30
<b>REVENUE Totals:</b>		<b>\$29,591,112.00</b>	<b>\$12,984,479.36</b>	<b>\$31,008,195.47</b>	<b>(\$1,417,083.47)</b>	<b>105%</b>	<b>\$29,872,451.65</b>
<b>EXPENDITURE Totals:</b>		<b>\$29,591,112.00</b>	<b>\$2,440,701.73</b>	<b>\$28,290,914.59</b>	<b>\$1,300,197.41</b>	<b>96%</b>	<b>\$29,767,197.68</b>
<b>FundGeneral Fund NET GAIN/&lt;LOSS&gt;:</b>		<b>\$0.00</b>	<b>\$10,543,777.63</b>	<b>\$2,717,280.88</b>	<b>(\$2,717,280.88)</b>		<b>\$105,253.97</b>

# Summary Income Statement

Through Date: 12/31/2011

	Annual Budget Amount	M-T-D Actual Amount	Y-T-D Actual Amount	Budget Less Y-T-D Actual	% of Budget	Prior Year Total Actual
REVENUE Totals:	\$29,591,112.00	\$12,984,479.36	\$31,008,195.47	(\$1,417,083.47)		\$29,872,451.65
EXPENDITURE Totals:	\$29,591,112.00	\$2,440,701.73	\$28,290,914.59	\$1,300,197.41		\$29,767,197.68
<b>Fund Type: NET GAIN/&lt;LOSS&gt;:</b>	<b>\$0.00</b>	<b>\$10,543,777.63</b>	<b>\$2,717,280.88</b>	<b>(\$2,717,280.88)</b>		<b>\$105,253.97</b>
General Fund REVENUE Totals:	\$29,591,112.00	\$12,984,479.36	\$31,008,195.47	(\$1,417,083.47)		\$29,872,451.65
General Fund EXPENDITURE Totals:	\$29,591,112.00	\$2,440,701.73	\$28,290,914.59	\$1,300,197.41		\$29,767,197.68
<b>Fund Category: General Fund NET GAIN/&lt;LOSS&gt;:</b>	<b>\$0.00</b>	<b>\$10,543,777.63</b>	<b>\$2,717,280.88</b>	<b>(\$2,717,280.88)</b>		<b>\$105,253.97</b>
<b>Grand REVENUE Totals:</b>	<b>\$29,591,112.00</b>	<b>\$12,984,479.36</b>	<b>\$31,008,195.47</b>	<b>(\$1,417,083.47)</b>		<b>\$29,872,451.65</b>
<b>Grand EXPENDITURE Totals:</b>	<b>\$29,591,112.00</b>	<b>\$2,440,701.73</b>	<b>\$28,290,914.59</b>	<b>\$1,300,197.41</b>		<b>\$29,767,197.68</b>
<b>Grand Totals:</b>	<b>\$0.00</b>	<b>\$10,543,777.63</b>	<b>\$2,717,280.88</b>	<b>(\$2,717,280.88)</b>		<b>\$105,253.97</b>

City of Plymouth  
**Summary Income Statement**

Through Date: 12/31/2011

		Annual Budget Amount	M-T-D Actual Amount	Y-T-D Actual Amount	Budget Less Y-T-D Actual	% of Budget	Prior Year Total Actual
<b>Fund Category:</b>	<b>1</b>	<b>General Fund</b>					
<b>Fund Type:</b>							
<b>Fund:</b>	<b>100</b>	<b>General Fund</b>					
-----REVENUE-----							
<b>Department:</b>	<b>10</b>	<b>City Administration</b>					
General Property Taxes		\$22,311,035.00	\$11,237,966.37	\$22,216,346.21	\$94,688.79	100%	\$22,332,206.97
Intergovernmental		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$23,496.50
Charges for Services		\$168,300.00	\$0.00	\$136,333.20	\$31,966.80	81%	\$141,729.06
Special Assessments		\$0.00	\$12,939.67	\$12,939.67	(\$12,939.67)	+++	\$3,870.93
Interest Income		\$45,608.00	\$71,539.52	\$206,960.01	(\$161,352.01)	454%	\$28,718.10
Contributions and Donations - Capital		\$0.00	(\$2,750.00)	\$0.00	\$0.00	+++	\$3,261.00
Transfers In		\$360,925.00	\$0.00	\$210,925.00	\$150,000.00	58%	\$210,559.00
Other		\$30,000.00	\$14,422.96	\$56,596.63	(\$26,596.63)	189%	\$52,974.60
<b>Department totals:</b>	<b>City Administration</b>	<b>\$22,915,868.00</b>	<b>\$11,334,118.52</b>	<b>\$22,840,100.72</b>	<b>\$75,767.28</b>	<b>100%</b>	<b>\$22,796,816.16</b>
<b>Department:</b>	<b>20</b>	<b>Administrative Services</b>					
Permits and Licenses		\$237,865.00	(\$3,410.00)	\$255,041.82	(\$17,176.82)	107%	\$247,231.46
Intergovernmental		\$46,993.00	\$23,496.50	\$46,993.00	\$0.00	100%	\$23,496.50
Charges for Services		\$0.00	\$0.00	\$72.71	(\$72.71)	+++	\$188.25
Fines and Forfeitures		\$12,000.00	\$0.00	\$0.00	\$12,000.00	0%	\$0.00
Special Assessments		\$0.00	\$0.00	\$2,769.00	(\$2,769.00)	+++	\$2,653.50
Interest Income		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$92.33
Transfers In		\$200,000.00	\$0.00	\$0.00	\$200,000.00	0%	\$0.00
Other		\$0.00	\$69.88	\$1,707.20	(\$1,707.20)	+++	\$8,660.24
<b>Department totals:</b>	<b>Administrative Services</b>	<b>\$496,858.00</b>	<b>\$20,156.38</b>	<b>\$306,583.73</b>	<b>\$190,274.27</b>	<b>62%</b>	<b>\$282,322.28</b>
<b>Department:</b>	<b>30</b>	<b>Community Development</b>					
Permits and Licenses		\$1,957,000.00	\$123,559.46	\$2,823,857.48	(\$866,857.48)	144%	\$2,106,401.81
Intergovernmental		\$0.00	\$17,538.60	\$91,974.21	(\$91,974.21)	+++	\$0.00
Charges for Services		\$29,000.00	\$2,907.10	\$37,987.10	(\$8,987.10)	131%	\$57,403.20
Special Assessments		\$0.00	\$0.00	\$2,099.03	(\$2,099.03)	+++	\$0.00
Interest Income		\$0.00	\$0.00	\$362.08	(\$362.08)	+++	\$0.00
Other		\$0.00	\$1,306.28	\$22,945.91	(\$22,945.91)	+++	\$1,351.01
<b>Department totals:</b>	<b>Community Development</b>	<b>\$1,986,000.00</b>	<b>\$145,311.44</b>	<b>\$2,979,225.81</b>	<b>(\$993,225.81)</b>	<b>150%</b>	<b>\$2,165,156.02</b>

City of Plymouth  
**Summary Income Statement**

Through Date: 12/31/2011

		Annual Budget Amount	M-T-D Actual Amount	Y-T-D Actual Amount	Budget Less Y-T-D Actual	% of Budget	Prior Year Total Actual	
<b>Fund:</b>	<b>100</b>	<b>General Fund</b>						
----- REVENUE -----								
<b>Department:</b>	<b>40</b>	<b>Parks and Recreation</b>						
		Intergovernmental	\$0.00	\$20,000.00	\$20,000.00	(\$20,000.00)	+++	\$0.00
		Charges for Services	\$363,145.00	\$5,774.16	\$294,679.05	\$68,465.95	81%	\$283,854.14
		Special Assessments	\$0.00	\$0.00	\$4,469.36	(\$4,469.36)	+++	\$0.00
		Interest Income	\$0.00	\$0.00	\$93.83	(\$93.83)	+++	\$0.00
		Contributions and Donations - Operating	\$0.00	\$2,750.00	\$2,750.00	(\$2,750.00)	+++	\$0.00
		Other	\$1,500.00	\$1,959.11	\$3,214.77	(\$1,714.77)	214%	\$3,009.64
<b>Department totals:</b>		<b>Parks and Recreation</b>	<b>\$364,645.00</b>	<b>\$30,483.27</b>	<b>\$325,207.01</b>	<b>\$39,437.99</b>	<b>89%</b>	<b>\$286,863.78</b>
<b>Department:</b>	<b>50</b>	<b>Police</b>						
		Permits and Licenses	\$5,050.00	\$900.00	\$2,525.00	\$2,525.00	50%	\$6,829.00
		Intergovernmental	\$1,039,176.00	\$73,380.19	\$1,030,199.96	\$8,976.04	99%	\$1,088,409.98
		Charges for Services	\$141,125.00	\$13,899.68	\$154,410.87	(\$13,285.87)	109%	\$148,675.15
		Fines and Forfeitures	\$900,500.00	\$127,730.71	\$877,688.93	\$22,811.07	97%	\$732,451.92
		Contributions and Donations - Operating	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,200.00
		Contributions and Donations - Capital	\$700.00	\$0.00	\$516.60	\$183.40	74%	\$0.00
		Transfers In	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0%	\$0.00
		Other	\$0.00	\$50.00	\$2,936.33	(\$2,936.33)	+++	\$2,488.53
<b>Department totals:</b>		<b>Police</b>	<b>\$2,089,551.00</b>	<b>\$215,960.58</b>	<b>\$2,068,277.69</b>	<b>\$21,273.31</b>	<b>99%</b>	<b>\$1,980,054.58</b>
<b>Department:</b>	<b>55</b>	<b>Emergency Management</b>						
		Charges for Services	\$0.00	\$0.00	(\$2.03)	\$2.03	+++	\$8,498.72
<b>Department totals:</b>		<b>Emergency Management</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$2.03)</b>	<b>\$2.03</b>	<b>+++</b>	<b>\$8,498.72</b>
<b>Department:</b>	<b>60</b>	<b>Fire</b>						
		Intergovernmental	\$419,490.00	\$0.00	\$349,058.19	\$70,431.81	83%	\$393,618.67
		Charges for Services	\$31,500.00	\$1,328.71	\$28,830.68	\$2,669.32	92%	\$39,433.53
		Contributions and Donations - Capital	\$0.00	\$0.00	\$733.43	(\$733.43)	+++	\$800.00
		Other	\$0.00	\$0.00	\$391.19	(\$391.19)	+++	\$379.61
<b>Department totals:</b>		<b>Fire</b>	<b>\$450,990.00</b>	<b>\$1,328.71</b>	<b>\$379,013.49</b>	<b>\$71,976.51</b>	<b>84%</b>	<b>\$434,231.81</b>
<b>Department:</b>	<b>70</b>	<b>Public Works</b>						
		Intergovernmental	\$300,000.00	\$0.00	\$300,000.00	\$0.00	100%	\$305,000.00
		Charges for Services	\$606,000.00	\$121,268.66	\$594,290.40	\$11,709.60	98%	\$772,555.01
		Contributions and Donations - Operating	\$0.00	\$72.00	\$72.00	(\$72.00)	+++	\$0.00

City of Plymouth  
**Summary Income Statement**

Through Date: 12/31/2011

		Annual Budget Amount	M-T-D Actual Amount	Y-T-D Actual Amount	Budget Less Y-T-D Actual	% of Budget	Prior Year Total Actual
<b>Fund:</b>	<b>100</b>	<b>General Fund</b>					
----- REVENUE -----							
<b>Department:</b>	<b>70</b>	<b>Public Works</b>					
<u>Billings to Departments</u>		\$380,000.00	\$1,114,835.99	\$1,119,204.75	(\$739,204.75)	295%	\$418,218.23
<u>Transfers In</u>		\$0.00	\$0.00	\$34,500.00	(\$34,500.00)	+++	\$422,235.06
<u>Other</u>		\$1,200.00	\$943.81	\$61,721.90	(\$60,521.90)	5,143%	\$500.00
<b>Department totals:</b>	<b>Public Works</b>	<b>\$1,287,200.00</b>	<b>\$1,237,120.46</b>	<b>\$2,109,789.05</b>	<b>(\$822,589.05)</b>	<b>164%</b>	<b>\$1,918,508.30</b>
<b>REVENUE Totals</b>		<b>\$29,591,112.00</b>	<b>\$12,984,479.36</b>	<b>\$31,008,195.47</b>	<b>(\$1,417,083.47)</b>	<b>105%</b>	<b>\$29,872,451.65</b>
----- EXPENSE -----							
<b>Department:</b>	<b>10</b>	<b>City Administration</b>					
<u>Personal Services</u>		\$786,943.00	\$21,583.43	\$392,247.18	\$394,695.82	50%	\$477,365.05
<u>Materials and Supplies</u>		\$7,200.00	\$91.11	\$10,108.28	(\$2,908.28)	140%	\$4,902.17
<u>Employee Development and Meetings</u>		\$11,700.00	\$1,246.86	\$7,538.38	\$4,161.62	64%	\$8,478.65
<u>Dues and Subscriptions</u>		\$66,967.00	\$0.00	\$62,157.51	\$4,809.49	93%	\$60,519.59
<u>Contractual Services</u>		\$412,150.00	\$66,670.06	\$394,398.68	\$17,751.32	96%	\$399,251.50
<u>Equipment</u>		\$0.00	\$0.00	\$3,321.68	(\$3,321.68)	+++	\$0.00
<u>Allocations</u>		\$238,363.00	\$19,863.59	\$238,363.08	(\$0.08)	100%	\$224,073.00
<u>Transfers Out</u>		\$123,104.00	\$0.00	\$70,059.00	\$53,045.00	57%	\$1,099,716.00
<u>Other</u>		\$259,450.00	\$0.00	\$111,918.67	\$147,531.33	43%	\$239,472.07
<b>Department totals:</b>	<b>City Administration</b>	<b>\$1,905,877.00</b>	<b>\$109,455.05</b>	<b>\$1,290,112.46</b>	<b>\$615,764.54</b>	<b>68%</b>	<b>\$2,513,778.03</b>
<b>Department:</b>	<b>20</b>	<b>Administrative Services</b>					
<u>Personal Services</u>		\$1,275,982.00	\$143,069.96	\$1,397,342.35	(\$121,360.35)	110%	\$1,463,540.09
<u>Materials and Supplies</u>		\$14,800.00	\$891.41	\$6,864.18	\$7,935.82	46%	\$12,599.59
<u>Employee Development and Meetings</u>		\$48,516.00	\$780.47	\$23,654.92	\$24,861.08	49%	\$27,809.73
<u>Dues and Subscriptions</u>		\$8,139.00	\$1,345.00	\$9,215.78	(\$1,076.78)	113%	\$8,504.10
<u>Contractual Services</u>		\$220,680.00	\$25,307.35	\$194,295.72	\$26,384.28	88%	\$200,826.31
<u>Equipment</u>		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$3,569.97
<u>Capital Improvements</u>		\$200,000.00	\$0.00	\$0.00	\$200,000.00	0%	\$0.00
<u>Allocations</u>		\$204,242.00	\$17,020.15	\$204,241.80	\$0.20	100%	\$193,456.80
<u>Transfers Out</u>		\$52,615.00	\$0.00	\$51,000.00	\$1,615.00	97%	\$1,615.00
<u>Other</u>		\$6,400.00	\$356.74	\$4,891.46	\$1,508.54	76%	\$5,160.93
<b>Department totals:</b>	<b>Administrative Services</b>	<b>\$2,031,374.00</b>	<b>\$188,771.08</b>	<b>\$1,891,506.21</b>	<b>\$139,867.79</b>	<b>93%</b>	<b>\$1,917,082.52</b>

City of Plymouth  
**Summary Income Statement**

Through Date: 12/31/2011

		Annual Budget Amount	M-T-D Actual Amount	Y-T-D Actual Amount	Budget Less Y-T-D Actual	% of Budget	Prior Year Total Actual
<b>Fund:</b>	<b>100</b>	<b>General Fund</b>					
----- EXPENSE -----							
<b>Department:</b>	<b>30</b>	<b>Community Development</b>					
Personal Services		\$1,964,737.00	\$191,258.75	\$1,891,548.66	\$73,188.34	96%	\$1,941,721.86
Materials and Supplies		\$15,320.00	\$162.53	\$8,515.59	\$6,804.41	56%	\$4,189.66
Employee Development and Meetings		\$18,950.00	\$293.00	\$2,667.88	\$16,282.12	14%	\$6,794.20
Dues and Subscriptions		\$7,950.00	\$60.00	\$5,859.28	\$2,090.72	74%	\$5,133.78
Contractual Services		\$35,000.00	\$16,378.57	\$113,590.73	(\$78,590.73)	325%	\$31,129.71
Equipment		\$750.00	\$155.43	\$200.83	\$549.17	27%	\$0.00
Allocations		\$303,786.00	\$25,315.48	\$303,785.76	\$0.24	100%	\$299,077.92
Transfers Out		\$46,429.00	\$20,000.00	\$66,429.00	(\$20,000.00)	143%	\$66,429.00
Other		\$0.00	(\$46,394.42)	\$2,930.95	(\$2,930.95)	+++	\$8.71
<b>Department totals:</b>		<b>\$2,392,922.00</b>	<b>\$207,229.34</b>	<b>\$2,395,528.68</b>	<b>(\$2,606.68)</b>	<b>100%</b>	<b>\$2,354,484.84</b>
<b>Department:</b>	<b>40</b>	<b>Parks and Recreation</b>					
Personal Services		\$2,705,959.00	\$165,306.55	\$2,534,438.69	\$171,520.31	94%	\$2,750,509.80
Materials and Supplies		\$342,900.00	\$19,105.32	\$319,877.50	\$23,022.50	93%	\$277,143.78
Employee Development and Meetings		\$16,635.00	\$1,202.05	\$10,291.93	\$6,343.07	62%	\$6,556.26
Dues and Subscriptions		\$2,145.00	\$0.00	\$2,548.26	(\$403.26)	119%	\$2,620.00
Contractual Services		\$854,600.00	\$116,434.61	\$1,002,404.12	(\$147,804.12)	117%	\$801,025.04
Equipment		\$16,700.00	\$683.74	\$8,625.85	\$8,074.15	52%	\$19,139.73
Capital Improvements		\$8,476.00	\$6,625.18	\$6,625.18	\$1,850.82	78%	\$48,874.78
Allocations		\$939,456.00	\$78,288.01	\$939,456.12	(\$0.12)	100%	\$864,806.04
Transfers Out		\$156,953.00	\$0.00	\$156,953.00	\$0.00	100%	\$199,957.69
Other		\$11,850.00	\$1,878.51	\$15,868.21	(\$4,018.21)	134%	\$14,744.47
<b>Department totals:</b>		<b>\$5,055,674.00</b>	<b>\$389,523.97</b>	<b>\$4,997,088.86</b>	<b>\$58,585.14</b>	<b>99%</b>	<b>\$4,985,377.59</b>
<b>Department:</b>	<b>50</b>	<b>Police</b>					
Personal Services		\$8,076,399.00	\$672,185.00	\$7,901,446.45	\$174,952.55	98%	\$8,143,044.35
Materials and Supplies		\$141,800.00	\$19,327.69	\$133,647.96	\$8,152.04	94%	\$124,698.20
Employee Development and Meetings		\$63,964.00	\$4,051.08	\$59,372.14	\$4,591.86	93%	\$37,717.40
Dues and Subscriptions		\$5,700.00	\$88.17	\$3,573.17	\$2,126.83	63%	\$5,380.00
Contractual Services		\$165,920.00	\$23,579.92	\$181,878.51	(\$15,958.51)	110%	\$234,494.74
Equipment		\$14,500.00	\$4,320.57	\$18,900.68	(\$4,400.68)	130%	\$20,709.49
Capital Improvements		\$0.00	\$0.00	\$0.00	\$0.00	+++	\$12,718.13

City of Plymouth  
**Summary Income Statement**

Through Date: 12/31/2011

			Annual	M-T-D	Y-T-D	Budget Less	% of	Prior Year
			Budget Amount	Actual Amount	Actual Amount	Y-T-D Actual	Budget	Total Actual
<b>Fund:</b>	<b>100</b>	<b>General Fund</b>	----- EXPENSE -----					
<b>Department:</b>	<b>50</b>	<b>Police</b>						
Allocations			\$1,343,662.00	\$111,971.83	\$1,343,661.96	\$0.04	100%	\$1,435,163.76
Transfers Out			\$270,679.00	\$0.00	\$235,679.00	\$35,000.00	87%	\$200,679.00
Other			\$95,000.00	\$36,342.78	\$99,080.23	(\$4,080.23)	104%	\$69,676.93
<b>Department totals:</b>		<b>Police</b>	<b>\$10,177,624.00</b>	<b>\$871,867.04</b>	<b>\$9,977,240.10</b>	<b>\$200,383.90</b>	<b>98%</b>	<b>\$10,284,282.00</b>
<b>Department:</b>	<b>55</b>	<b>Emergency Management</b>						
Personal Services			\$3,040.00	\$201.37	\$2,688.38	\$351.62	88%	\$1,939.16
Materials and Supplies			\$1,100.00	\$21.15	\$21.15	\$1,078.85	2%	\$8,810.63
Employee Development and Meetings			\$4,040.00	\$0.00	\$780.00	\$3,260.00	19%	\$145.50
Dues and Subscriptions			\$440.00	\$0.00	\$325.00	\$115.00	74%	\$300.00
Contractual Services			\$17,850.00	\$994.23	\$16,559.74	\$1,290.26	93%	\$14,248.57
Equipment			\$2,500.00	\$353.00	\$814.27	\$1,685.73	33%	\$757.87
Allocations			\$6,267.00	\$522.25	\$6,267.00	\$0.00	100%	\$8,112.96
Transfers Out			\$5,000.00	\$0.00	\$5,000.00	\$0.00	100%	\$5,000.00
<b>Department totals:</b>		<b>Emergency Management</b>	<b>\$40,237.00</b>	<b>\$2,092.00</b>	<b>\$32,455.54</b>	<b>\$7,781.46</b>	<b>81%</b>	<b>\$39,314.69</b>
<b>Department:</b>	<b>60</b>	<b>Fire</b>						
Personal Services			\$1,128,831.00	\$113,687.55	\$1,125,934.16	\$2,896.84	100%	\$1,166,116.36
Materials and Supplies			\$130,790.00	\$19,221.18	\$97,898.53	\$32,891.47	75%	\$101,697.26
Employee Development and Meetings			\$19,055.00	\$3,165.41	\$14,814.30	\$4,240.70	78%	\$14,213.96
Dues and Subscriptions			\$1,000.00	\$230.00	\$810.00	\$190.00	81%	\$981.00
Contractual Services			\$173,231.00	\$19,735.37	\$145,825.57	\$27,405.43	84%	\$125,951.61
Equipment			\$24,000.00	\$2,451.71	\$23,750.74	\$249.26	99%	\$5,405.83
Capital Improvements			\$10,000.00	\$2,701.33	\$4,823.33	\$5,176.67	48%	\$0.00
Allocations			\$781,465.00	\$65,122.09	\$781,465.08	(\$0.08)	100%	\$764,487.12
Transfers Out			\$104,436.00	\$0.00	\$104,436.00	\$0.00	100%	\$104,436.00
Other			\$350,000.00	\$1.13	\$305,876.79	\$44,123.21	87%	\$318,976.50
<b>Department totals:</b>		<b>Fire</b>	<b>\$2,722,808.00</b>	<b>\$226,315.77</b>	<b>\$2,605,634.50</b>	<b>\$117,173.50</b>	<b>96%</b>	<b>\$2,602,265.64</b>
<b>Department:</b>	<b>70</b>	<b>Public Works</b>						
Personal Services			\$1,919,213.00	\$179,634.98	\$1,880,589.31	\$38,623.69	98%	\$1,777,581.92
Materials and Supplies			\$792,170.00	\$47,677.92	\$724,911.58	\$67,258.42	92%	\$815,699.93
Employee Development and Meetings			\$9,550.00	\$1,200.00	\$3,534.00	\$6,016.00	37%	\$6,353.33

City of Plymouth  
**Summary Income Statement**

Through Date: 12/31/2011

	Annual Budget Amount	M-T-D Actual Amount	Y-T-D Actual Amount	Budget Less Y-T-D Actual	% of Budget	Prior Year Total Actual
<b>Fund: 100 General Fund</b>						
----- EXPENSE -----						
<b>Department: 70 Public Works</b>						
Dues and Subscriptions	\$2,950.00	\$0.00	\$1,557.50	\$1,392.50	53%	\$1,642.40
Contractual Services	\$1,523,902.00	\$136,764.35	\$1,475,110.68	\$48,791.32	97%	\$1,536,062.66
Equipment	\$3,500.00	\$372.50	\$8,307.96	(\$4,807.96)	237%	\$2,926.56
Capital Improvements	\$5,200.00	\$0.00	\$0.00	\$5,200.00	0%	\$0.00
Allocations	\$957,573.00	\$79,797.73	\$957,572.76	\$0.24	100%	\$881,216.88
Transfers Out	\$45,408.00	\$0.00	\$45,408.00	\$0.00	100%	\$45,408.00
Other	\$5,130.00	\$0.00	\$4,356.45	\$773.55	85%	\$3,720.69
<b>Department totals: Public Works</b>	<b>\$5,264,596.00</b>	<b>\$445,447.48</b>	<b>\$5,101,348.24</b>	<b>\$163,247.76</b>	<b>97%</b>	<b>\$5,070,612.37</b>
REVENUE Totals:	\$29,591,112.00	\$12,984,479.36	\$31,008,195.47	(\$1,417,083.47)	105%	\$29,872,451.65
EXPENDITURE Totals:	\$29,591,112.00	\$2,440,701.73	\$28,290,914.59	\$1,300,197.41	96%	\$29,767,197.68
<b>FundGeneral Fund NET GAIN/&lt;LOSS&gt;:</b>	<b>\$0.00</b>	<b>\$10,543,777.63</b>	<b>\$2,717,280.88</b>	<b>(\$2,717,280.88)</b>		<b>\$105,253.97</b>

# Summary Income Statement

Through Date: 12/31/2011

	Annual Budget Amount	M-T-D Actual Amount	Y-T-D Actual Amount	Budget Less Y-T-D Actual	% of Budget	Prior Year Total Actual
REVENUE Totals:	\$29,591,112.00	\$12,984,479.36	\$31,008,195.47	(\$1,417,083.47)		\$29,872,451.65
EXPENDITURE Totals:	\$29,591,112.00	\$2,440,701.73	\$28,290,914.59	\$1,300,197.41		\$29,767,197.68
<b>Fund Type: NET GAIN/&lt;LOSS&gt;:</b>	<b>\$0.00</b>	<b>\$10,543,777.63</b>	<b>\$2,717,280.88</b>	<b>(\$2,717,280.88)</b>		<b>\$105,253.97</b>
General Fund REVENUE Totals:	\$29,591,112.00	\$12,984,479.36	\$31,008,195.47	(\$1,417,083.47)		\$29,872,451.65
General Fund EXPENDITURE Totals:	\$29,591,112.00	\$2,440,701.73	\$28,290,914.59	\$1,300,197.41		\$29,767,197.68
<b>Fund Category: General Fund NET GAIN/&lt;LOSS&gt;:</b>	<b>\$0.00</b>	<b>\$10,543,777.63</b>	<b>\$2,717,280.88</b>	<b>(\$2,717,280.88)</b>		<b>\$105,253.97</b>
<b>Grand REVENUE Totals:</b>	<b>\$29,591,112.00</b>	<b>\$12,984,479.36</b>	<b>\$31,008,195.47</b>	<b>(\$1,417,083.47)</b>		<b>\$29,872,451.65</b>
<b>Grand EXPENDITURE Totals:</b>	<b>\$29,591,112.00</b>	<b>\$2,440,701.73</b>	<b>\$28,290,914.59</b>	<b>\$1,300,197.41</b>		<b>\$29,767,197.68</b>
<b>Grand Totals:</b>	<b>\$0.00</b>	<b>\$10,543,777.63</b>	<b>\$2,717,280.88</b>	<b>(\$2,717,280.88)</b>		<b>\$105,253.97</b>

# BUDGET PROCESS

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## Budget Calendar - 2013

### 2012-2013 Biennial Budget Preparation & 5-yr Capital Improvement Plan

Date	Category	Description
June-July 2012	Budget	Staff reviews and evaluates programs/activities
August 2012	Budget	Budget team reviews departmental budgets
August 21, 2012	Budget	Council Study Session #1
August 28, 2012	Budget	Council Study Session #2 (if needed)
September 11, 2012	Budget	Council adopts preliminary property tax levies & budget
November 2012	CIP	Planning Commission review
December 11, 2012	Budget/CIP	Budget Public Hearing, CIP, Budget & Levy Adoption
December 28, 2012	Budget	Levy is certified with Hennepin County

# City and HRA Levies

		CITY and HRA TAX LEVIES										Updated Scenario			
<u>Levy Type</u>	<u>End of Levy</u>	<u>2009</u>	<u>2010</u>	<u>% Increase/</u>	<u>2011</u>	<u>% Increase/</u>	<u>2012</u>	<u>% Increase/</u>	<u>2013</u>	<u>% Increase/</u>	<u>2012</u>	<u>% Increase/</u>	<u>2013</u>	<u>% Increase/</u>	
<b>Levy Limit Base</b>															
General Fund Base		12,856,138	13,050,115		12,560,323		22,989,710		23,343,010		22,701,000		23,343,010		
Market Value Homestead Credit		510,000	589,795		552,502		0		0		0		0		
Street Reconstruction		2,458,092	2,531,835		2,607,790		2,686,024		2,686,024		2,686,024		2,686,024		
Recreation Fund		678,497	618,497		618,497		559,480		559,480		559,480		559,480		
Park Replacement							130,000		100,000		130,000		100,000		
Capital Improvement Fund		358,216	368,962		380,031		391,432		391,432		391,432		391,432		
<b>Total Levy Limit Base</b>		<b>16,860,943</b>	<b>17,159,204</b>	<b>1.77%</b>	<b>16,719,143</b>	<b>-2.56%</b>	<b>26,756,646</b>	<b>60.04%</b>	<b>27,079,946</b>	<b>1.21%</b>	<b>26,467,936</b>	<b>58.31%</b>	<b>27,079,946</b>	<b>2.31%</b>	
<b>Special Levies</b>															
PERA		101,012	108,728		157,588		0		0		0		0		
Public Safety		9,231,614	9,183,835		9,593,124		0		0		0		0		
GO 2003B Street Recon Bonds	2013	178,355	179,038		179,563		179,524		179,314		179,524		179,314		
GO 2003C Street Recon Bonds		424,531													
2003D Open Space Refunding	2010	267,257	281,326												
GO 2004A Public Safety	2024	596,354	596,958		601,683		598,953		601,053		598,953		601,053		
GO 2007A Open Space	2023	255,486	255,223		254,764		254,108		253,255		254,108		253,255		
2009B Activity Center Bonds	2013	432,016	410,989		407,558		412,125		410,970		412,125		410,970		
GO 2010A Open Space	2025				263,259		264,036		265,716		264,036		265,716		
<b>Total Special Levies</b>		<b>11,486,625</b>	<b>11,016,097</b>	<b>-4.10%</b>	<b>11,457,539</b>	<b>4.01%</b>	<b>1,708,746</b>	<b>-85.09%</b>	<b>1,710,308</b>	<b>0.09%</b>	<b>1,708,746</b>	<b>-85.09%</b>	<b>1,710,308</b>	<b>0.09%</b>	
<b>TOTAL CITY LEVY</b>		<b>28,347,568</b>	<b>28,175,301</b>	<b>-0.61%</b>	<b>28,176,682</b>	<b>0.00%</b>	<b>28,465,392</b>	<b>1.02%</b>	<b>28,790,254</b>	<b>1.14%</b>	<b>28,176,682</b>	<b>0.00%</b>	<b>28,790,254</b>	<b>2.18%</b>	
<b>HRA Levy</b>		<b>551,277</b>	<b>551,277</b>												
<b>TOTAL LEVY</b>		<b>\$28,898,845</b>	<b>\$28,726,578</b>	<b>-0.60%</b>	<b>\$28,727,959</b>	<b>0.00%</b>	<b>\$29,016,669</b>	<b>1.00%</b>	<b>\$29,341,531</b>	<b>1.12%</b>	<b>\$28,727,959</b>	<b>0.00%</b>	<b>\$29,341,531</b>	<b>2.14%</b>	

# **CITY OF PLYMOUTH**

## **RESOLUTION No. 2012 -**

### **APPROVING TRANSFER OF FUNDS FROM THE GENERAL FUND TO OTHER FUNDS**

WHEREAS, the city council has reviewed the unaudited financial report for 2011 and received a recommendation for transfers from the General Fund to other funds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the Finance Manager is authorized to transfer \$2,545,765 from the General Fund to the Street Reconstruction Fund.

FURTHER BE IT RESOLVED, that the transfer is to be made effective December 31, 2011, for the 2011 accounting year.

Adopted by the City Council on May 22, 2012.

# CITY OF PLYMOUTH

## RESOLUTION No. 2012 -

### APPROVE TRANSFER BETWEEN FUNDS

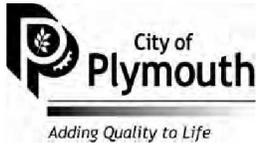
WHEREAS, the city council has reviewed the unaudited financial report for 2011 and recommendation for transfers between funds

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the finance manager is authorized to transfer the following funds:

<b>Amount</b>	<b>Transfer from</b>	<b>Transfer to</b>
\$10,000.00	Park & Recreation	Resource Planning–Millennium Garden
\$20,000.00	General Fund	Resource Planning– Comp plan

Further, be it resolved, that the transfers are to be made effective December 31, 2011, to be reflected in the year end financial statements for 2011.

Adopted by the City Council on May 22, 2012.



**SPECIAL  
COUNCIL MEETING**

**May 22, 2012**

**To:** Laurie Ahrens, City Manager

**Prepared by:** Givonna Koné, Human Resources Manager

**Reviewed by:**

**Item:** **Review and Discussion of 2010-2012 Claims Reports for Workers' Compensation, Property, Liability and Auto Insurance Coverage**

**1. ACTION REQUESTED:**

A review of Workers' Compensation, Property, Liability and Auto claims at the request of the City Council.

**2. BACKGROUND:**

Upon recent review of the 2012 first quarter claims report, the City Council requested copies of claims reports for 2010 – 2012 for review and discussion. Attached to this staff report are summary claims reports for workers' compensation, property, liability and auto claims for 2010 through year-to-date 2012. The claims are grouped by line of coverage and then by calendar year.

The city is self-insured for workers' compensation and purchases property and general and auto liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT). The city's LMCIT policy provides for a deductible of \$50,000 per claim and a \$200,000 aggregate for General and Automobile Liability Claims. The city has a deductible of \$5,000 per claim and a \$30,000 aggregate for property (including automobile collision) claims. The city's total deductible exposure is \$230,000 per year.

**3. BUDGET IMPACT:**

The 2012-2013 premium for the city's property and liability policy is \$340,339, which is budgeted for the current year. In recent months, where possible, the city has experienced some success recovering deductible costs through subrogation.

Claims costs for workers' compensation and other insurance coverages are assessed to departmental budgets based on usage.

**4. ATTACHMENTS:**

Claims reports for workers' compensation, property, liability and auto claims for 2010 through year-to-date 2012.

## 2010 Workers Compensation Claims

Claim #	Date of Injury	Date Injury Reported	Department	Description of Injury	Body Part(s) Affected	Reason	Status Report Only, Medical or Lost Time	Costs Incurred to Date
WC 2010 01	1/1/10	1/5/10	PD	Sprain Strain	lower back, tailbone	Slipped and fell on ice	Medical	\$529.75
WC 2010 02	1/7/10	1/12/10	PD	Exposure	hands	Touched nasal mucus of suspect	Report Only	\$0.00
WC 2010 03	1/28/10	2/8/10	Parks Maint	Sprain Strain	Left arm shoulder	Pulling hose, shoveling, moving nets	Report Only	\$0.00
WC 2010 04	2/25/10	Not reported to Berkley	PD	Sprain Strain	Left forearm, wrist and arm sore	Slipped on dirt in parking garage near vehicles	Report Only	\$0.00
WC 2010 05	3/9/10	3/12/10	PD	Sprain Strain	Left shoulder	Defensive tactics training	Report Only	\$0.00
WC 2010 06	3/8/10	3/16/10	PD	Sprain Strain	Right elbow	Lifting pulling and pushing a tractor tire	Report Only	\$0.00
WC 2010 07	3/12/10	3/17/10	PD	Sprain Strain	Right shoulder	During training, slammed to ground	Lost Time	\$15,026.27
WC 2010 08	3/9/10	3/31/10	PD	Sprain Strain	Back	During defensive tactics training, sprained back trying to get out of hold	Report Only	\$0.00
WC 2010 09	4/1/10	4/1/10	PD	Sprain Strain	Lower back legs	Complaint of pain/strain in back of thighs due to sitting in squad	Medical	\$659.49
WC 2010 10	4/4/10	4/7/10	PD	Sprain Strain	Left Knee	Suspect resisting arrest, officer hit knee on rock on ground	Medical	\$1,315.05
WC 2010 11	4/12/10	4/13/10	PW-Streets	Sprain Strain	Right Shoulder	Shoveling asphalt	Report Only	\$0.00
WC 2010 12	4/12/10	4/13/10	Parks Maint	Sprain Strain	Right knee	Opening boxes while kneeling on ground, strained knee	Medical	\$1,692.41
WC 2010 13	4/25/10	4/27/10	PD	Abrasion	Right knee, left elbow, left knee, left forearm	Combative suspect	Report Only	\$0.00
WC 2010 14	5/8/10	5/9/10	CSO	Animal bite	Right forearm	Dog bite	Report Only	\$0.00
WC 2010 15	6/9/2010	6/14/10	PW-Facilities	Strain Sprain	Chest, Trunk	Lifting	Medical	\$2,464.79

## 2010 Workers Compensation Claims

Claim #	Date of Injury	Date Injury Reported	Department	Description of Injury	Body Part(s) Affected	Reason	Status Report Only, Medical or Lost Time	Costs Incurred to Date
WC 2010 16	4/8/10	6/11/10	PD	Hearing	Ears	Ringing from gun shot	Medical	\$154.28
WC 2010 17	6/15/10	6/15/10	PW-Utilities	Laceration	Left eyebrow	Walked into pillar in lobby	Medical	\$284.83
WC 2010 18	6/14/10	6/17/10	PW-Utilities	Sprain Strain	Lower back	Picking up a manhole cover	Report Only	\$0.00
WC 2010 19	6/30/10	7/6/10	PW-Streets	Abrasion	Left arm, knee, shin, back	Slipped off step on water truck	Report Only	\$0.00
WC 2010 20	7/22/10	7/23/10	PW-Mechanics	Sprain Strain	right shoulder	While lifting a tire above chest level to drop over railing, felt sharp pain in his shoulder	Medical	\$37,589.36
WC 2010 21	7/21/10	7/23/10	PW-Utilities	Bruise	Right forearm	shutting off hydrant valve, water pressure forced arm in nearby post, contusion to R arm	Medical	\$497.73
WC 2010 22	7/29/10	8/4/10	PD	Sprain Strain	Right Ankle	walking to copier in office, ee felt pain in his foot, sprain, strain right ankle/foot	Claim Denied by Berkley Risk	\$0.00
WC 2010 23	8/2/10	8/6/10	PD	Sprain Strain	right abdomen	ee using a bedsheet to transport patient with paramedics, strained R side of abdomen & R shoulder	Lost Time	\$14,698.61
WC 2010 24	8/18/10	8/25/10	Fire	Foreign Body in Eye	Left Eye	while riding in vehicle on way to training event, felt something enter his eye	Medical	\$177.16
WC 2010 25	8/30/10	8/30/10	Admin-Clerk	Laceration	Right Pointer Finger	cut on envelope opener	Report Only	\$0.00
WC 2010 26	9/3/20110	9/7/10	PW-Streets	Struck by object	nose	Handle from plate compactor hit ee in the nose	Medical	\$13,127.58
WC 2010 27	7/21/10	9/9/10	Parks and Rec	Sprain Strain	Right Knee	Working as an umpire, ee running to cover a play and felt R knee buckle	Medical	\$20.15
WC 2010 28	9/8/10	9/13/10	Parks Maint	Strain Sprain	Left elbow	Lifting paint pail into machine, felt left elbow pop & snap	Report Only	\$0.00
WC 2010 29	8/31/10	9/10/10	Admin-Clerk	Strain Sprain	right shoulder	Lifting voting booth off the stack, felt a burning in R shoulder	Medical	\$1,680.95

## 2010 Workers Compensation Claims

Claim #	Date of Injury	Date Injury Reported	Department	Description of Injury	Body Part(s) Affected	Reason	Status Report Only, Medical or Lost Time	Costs Incurred to Date
WC 2010 30	9/21/10	9/22/10	Fire	Laceration	Left Thumb	EE cutting a piece of wood, lacerated L thumb	Lost Time	\$12,921.56
WC 2010 31	9/24/10	10/4/10	PD	Strain Sprain	Right hand	Injured left forearm during defensive tactics training	Report Only	\$0.00
WC 2010 32	9/28/10	10/4/10	CD-Inspections	Laceration	Forehead	Walked into obstruction	Medical	\$747.41
WC 2010 33	9/26/10	10/4/10	CSO	Sprain Strain	Left Knee	Stepped into truck, twisted right knee	Report Only	\$0.00
WC 2010 34	10/9/10	10/14/10	Park and rec	Chipped Tooth	Tooth	While spotting a gymnast, she was hit in side of face with arm	Report Only	\$0.00
WC 2010 35	10/30/10	11/8/10	PD	Exposure	Hands	While detaining suspect with severely cut wrists, received lacerations and exposure to bodily fluids/blood.	Medical	\$346.56
WC 2010 36	11/15/10	11/18/10	PD	Exposure		Exposed to BBP	Medical	\$331.69
WC 2010 37	11/15/10	11/18/10	PD	Exposure		Exposed to BBP	Medical	\$494.09
WC 2010 38	11/15/10	11/18/10	PD	Exposure		Exposed to BBP	Medical	\$340.99
WC 2010 39	11/15/10	11/18/10	PD	Exposure		Exposed to BBP	Medical	\$235.15
WC 2010 40	11/15/10	11/18/10	Fire	Exposure		Exposed to BBP	Medical	\$917.17
WC 2010 41	11/15/10	11/18/10	Fire	Exposure		Exposed to BBP	Medical	\$750.51
WC 2010 42	11/14/10	11/19/10	Ice Center	laceration	Right thumb	Opening gate, R thumb was pinched	Medical	\$1,135.33
WC 2010 43	11/21/10	11/24/10	Fire	Sprain Strain	Left elbow and back	fell while walking to vehicle, icy conditions	Claim Denied by Berkley Risk	\$0.00

## 2010 Workers Compensation Claims

Claim #	Date of Injury	Date Injury Reported	Department	Description of Injury	Body Part(s) Affected	Reason	Status Report Only, Medical or Lost Time	Costs Incurred to Date
WC 2010 44	11/22/10	11/24/10	Fire	Sprain Strain	right lower back	Slipped on wet floor, fell and sprained/strained lower back	Lost Time	\$17,214.22
WC 2010 45	11/22/10	11/24/10	CD-Inspections	Animal bite	left leg, sock	Dog bite	Report Only	\$0.00
WC 2010 46	11/15/10	11/19/10	PD	Exposure		Exposure	Medical	\$0.00
WC 2010 47	11/21/10	12/6/10	PW-WasteMgmt	Strain Sprain	Left Hand	Slipped and L hand hit debris in outside waste site.	Medical	\$318.21
WC 2010 48	11/30/10	12/6/10	Parks Maint	Strain Sprain	Lower back	felt strain in lower back while lifting pickup topper	Report Only	\$0.00
WC 2010 49	11/22/10	12/1/10	Parks Maint	Strain Sprain	stomach back	while lifting branches felt pain, strain sprain of stomach & back	Report Only	\$0.00
WC 2010 50	11/23/10	11/23/10	PW-Utilities	Strain Sprain	back and right wrist	Slip and fall	Report Only	\$0.00
WC 2010 51	11/30/10	12/1/10	PW-Water	Strain Sprain	right biceps and shoulder	slipped and fell on shop floor, sprain & strain to R biceps and shoulder	Medical	\$3,751.93
WC 2010 52	12/2/10	12/21/10	Parks Maint	Strain Sprain	bruised right elbow and back	Slipped on ice and snow	Report Only	\$0.00
WC 2010 53	12/14/10	12/15/10	Parks Maint	Concussion	head injury	Slipped on ice/snow and fell hitting head, lost consciousness	Medical	\$1,222.54
WC 2010 54	12/3/10	12/15/10	PW-Utilities	Laceration	right thumb	Punctured thumb on rusty nail	Medical	\$143.80
WC 2010 55	12/14/10	12/23/10	PD	contusion	Head, lower back	Slipped on ice & fell, hitting head on sidewalk	Report Only	\$0.00

**2010 Total \$130,789.57**

## 2011 Workers Compensation Claims

Claim #	Date of Injury	Date Injury Reported	Department	Description of Injury	Body Part(s) Affected	Reason	Status Report Only, Medical or Lost Time	Date Claim Closed	Total Incurred
WC 2011-01	12/4/10	1/3/11	PD	sprain strain	back	pulling on boots in locker room	Claim denied	3/24/2011	\$0.00
WC 2011-02	1/16/11	1/18/11	PW utilities	strain/sprain	right ankle	slipped on ice/snow	report only	1/21/2011	\$0.00
WC 2011-03	1/14/11	1/18/11	PD	Cut/Laceration	left eyebrow	Hit forehead with car door	medical	3/23/2011	\$249.85
WC 2011-04	1/22/11	1/25/11	Park and Rec	sprain strain	ankle	Rolled ankle while teaching basketbal	report only	2/2/2011	\$0.00
WC 2011-05	1/28/11	1/31/11	Park and Rec	strain/sprain	back	picking up trash, felt pull	report only	2/2/2011	\$0.00
WC 2011-06	1/24/11	1/31/11	PW utilities	strain/sprain	head and neck	Hit head on glass door of skid steer, not wearing/using proper safetey equipment	report only	2/7/2011	\$0.00
WC 2011-07	1/31/11	1/31/11	Fire	Exhaustion		exhaustion---overnight in hospital	medical	5/19/2011	\$7,802.32
WC 2011-08	2/3/11	2/4/11	PD	sprain strain	back	Defense Tactics training	report only	2/10/2011	\$0.00
WC 2011-09	3/1/11	3/1/11	PD	sprain strain	lower back, tailbone	stack of chairs fell on her	medical	3/14/2011	\$3,501.91
WC 2011-10	2/25/11	3/1/11	PD	strain/sprain	right middle finger	torn ligament, from training activities	lost time	5/27/2011	\$518.63
WC 2011-11	2/25/201	2/26/11	PD	sprain strain	neck and back	physical traing, was lifted and dropped onto back neck and head	medical	2/25/2011	\$5,743.92
WC 2011-12	3/9/11	3/9/11	Fire	sprain strain	left bicept/shoulder	lifting a scba during a drill to don and while lifting felt burning pain in left arm and shoulder	medical	12/15/2011	\$6,475.32
WC 2011-13	3/9/11	3/10/11	PD	sprain strain	neck & abdomen	slipped on ice on snow dusted drive lane, landed on back and then on elbow and arms	report only	3/17/2011	\$0.00
WC 2011-14	3/15/11	3/17/11	Fire	laceration/cut	forehead	cut & bump from nozzle coming out of hosebed while being pulled from L-21	report only	3/21/2011	\$0.00
WC 2011-15	3/15/11	3/17/11	Park and Rec	strain/sprain	shoulder/upper arm	fell on ice near dumpster - fell on shoulder and right side of body	report only	6/15/2011	\$0.00
WC 2011-16	3/16/11	3/17/11	Fire	foreign body	right eye	debris blew into right eye during roof operations at a house fire	report only	3/21/2011	\$0.00
WC 2011-17	3/17/11	3/22/11	PD	strain/sprain	neck/back	during Defensive Tactics training while engaged in a scenario	medical	3/2/2012	\$1,888.58
WC 2011-18	3/17/11	3/22/11	PD	irregular heartbeat	heart	after participating in defensive tactics training scenario	medical	6/23/2011	\$631.22

2011 Workers Compensation Claims

Claim #	Date of Injury	Date Injury Reported	Department	Description of Injury	Body Part(s) Affected	Reason	Status Report Only, Medical or Lost Time	Date Claim Closed	Total Incurred
WC 2011-19	3/17/11	3/22/11	PD	tooth chip	tooth	inadvertant strike to the jaw causing teeth to bang together during ground fighting training	medical	3/30/2011	\$0.00
WC 2011-20	3/4/11	3/22/11	PD	strain/sprain	left ear	slammed squad car door shut on head	report only	3/23/2011	\$0.00
WC 2011-21	3/17/11	3/22/11	PD	strain/sprain	right hand/thumb	thumb sprained during defensive tactics training	report only	3/30/2011	\$0.00
WC 2011-22	3/15/11	3/16/11	Fire	sole shoulder & thumb	shoulder and thumb	fell into hole in floor while fighting a fire	medical	3/30/2011	\$180.00
WC 2011-23	3/29/11	3/29/11	PW Streets	strain/sprain	left elbow	from shoveling asphalt for pot hole repairs	report only	4/4/2011	\$0.00
WC 2011-24	3/17/11	3/17/11	PD	strain/sprain	left knee	during Defensive Tactics training while engaged in a scenario	report only	4/5/2011	\$0.00
WC 2011-25	4/13/11	4/13/11	PW utilities	corneal abrasion	eye	poked in eye by branch while reading water meter	medical	6/13/2011	\$111.91
WC 2011-26	4/13/11	4/14/11	Fire	strain/sprain	lift bicep	strained when pulling rescue dummy from basement and worsened when bailed out of window onto ladder	report only	4/26/2011	\$0.00
WC 2011-27	5/6/11	5/11/11	PD	strain/sprain	neck	doing a lift assist of an elderly woman from floor to recliner with assistance	lost time (1 shift)	7/6/2011	\$277.50
WC 2011-28	4/14/11	6/2/11	PD	strain/sprain	left shoulder	standing on ladder to take rifle off shelf; burning and stinging in shoulder when lifting rifle	medical & lost time	4/16/2012	\$16,427.14
WC 2011-29	5/30/11	6/1/11	Park and Rec	scrapes & abrasions	elbow	riding bike, monitoring park trails, hit a slippery patch and bike went out from under him	medical	6/30/2011	\$500.00
WC 2011-30	6/16/11	6/16/11	Park and Rec	head	head	colleague was operating a crane, swung crane arm around which grazed the side of Greg's head	medical	8/18/2011	\$165.59
WC 2011-31	6/21/11	6/23/11	Park and Rec - Contracted EE	finger severed	right hand ring finger	crew was unclogging wood chipper, reached in and wheel squeezed finger	report only	6/30/2011	\$0.00
WC 2011-32	6/22/11	6/23/11	Police	neck strain	neck, left forehead	squad car hit light pole in parking lot	report only	6/27/2011	\$0.00
WC 2011-33	6/29/11	6/29/11	Police	knee strain	left knee	lifting a medical patient from the ground into car, felt pop & minor pain in left knee	report only	7/8/2011	\$0.00
WC 2011-34	7/5/11	7/5/11	Police	laceration/cut & exposure	left hand	officer patting down a suspect, cut hand due to glass on suspect's hand; made contact w/his blood	medical	10/4/2011	\$748.78
WC 2011-35	7/11/11	7/13/11	Police	laceration/cut	left hand	officer was bitten by dog as he tried to get dog out of the water at a beach	report only	7/15/2011	\$0.00
WC 2011-36	7/11/11	7/13/11	Park and Rec	exposure to blood	hands	a child in kid's program fell and hit head; Ben quickly put hands on child's head to stop bleeding	report only	10/12/2011	\$0.00

## 2011 Workers Compensation Claims

Claim #	Date of Injury	Date Injury Reported	Department	Description of Injury	Body Part(s) Affected	Reason	Status Report Only, Medical or Lost Time	Date Claim Closed	Total Incurred
WC 2011-37	7/14/11	7/15/11	Park and Rec	nasal fracture	nose	EE was spotting a child at gymnastics; child jumped on springboard, her head hit EE nose	medical	12/8/2011	\$206.23
WC 2011-38	7/12/11	7/19/11	PW Water & Sewer	open wound of finger	right index finger	checking fire hydrants, fiberglass splinters on hydrant flag went into hand (didn't realize until infected)	medical	11/1/2011	\$505.59
WC 2011-39	7/25/11	7/27/11	PW Streets	burn from hot asphalt	back of neck	coworker accidentally spilled asphalt mix outside of truck, onto employee	report only	7/27/2011	\$0.00
WC 2011-40	8/5/11	8/8/11	Park and Rec	wrist sprain	left wrist	during swimming lesson, swimmer jumped off diving board & slammed arm into instructor's wrist	report only	10/6/2011	\$0.00
WC 2011-41	7/19/11	8/12/11	Police	knee strain	Right knee	while running w/dog in K-9 training, took several bites, strained knee	medical	12/27/2011	\$1,867.24
WC 2011-42	8/18/11	8/18/11	Police	hand, thumb, wrist strain	Left hand, wrist	escorting subject to the squad car, he grabbed left thumb & wouldn't let go	report only	8/25/2011	\$0.00
WC 2011-43	8/26/11	8/26/11	Fire	neck injury	neck	while carrying fire hose upstairs during fire, FF tripped over hose, went head-first into wall, hurt neck	medical	12/16/2011	\$1,859.62
WC 2011-44	9/12/11	9/12/11	PW Solid Waste	lacerations	Left knee, Right arm	walking on sidewalk outside city hall, tripped and fell on uneven cement	report only	9/13/2011	\$0.00
WC 2011-45	9/14/11	9/16/11	Police	lacerations	Left thumb and hand	while placing feral cat into cage, cat clawed and lacerated L thumb & hand	report only	9/14/2011	\$0.00
WC 2011-46	9/19/11	9/19/11	PW Water & Sewer	inguinal hernia	right side groin area	while checking oil in a vehicle, EE sneezed and felt sharp pain in groin	Claim denied	9/27/2011	\$0.00
WC 2011-47	10/6/11	10/7/11	Police	assaulted by student in a middle school	chest, abdomen, stomach	in attempt to take out-of-control student into custody, officer was elbowed, kicked and hit	medical	12/7/2011	\$207.73
WC 2011-49	10/31/11	10/31/11	Police	contusion on face	Left cheek and eye	Suspect hit officer in the cheek/eye during a confrontation	report only	10/31/2011	\$0.00
WC 2011-50	11/3/11	11/3/11	Police	strain/sprain	Low back, upper right leg	bent over to pick up keys on ground, felt "twinge" in back, upper leg & buttocks	report only	11/11/2011	\$0.00
WC 2011-51	11/4/11	11/4/11	Police	strain/sprain	Right elbow, bicep	while helping lift a woman from the ground, felt pain in elbow; later, weakness and pain in arm	medical	11/11/2011	\$116.88
WC 2011-52	11/9/11	11/9/11	Fire	strain/sprain	Low back	while bending to pick up turnout gear for a call, heard "pop" and felt pain in lower back	medical	12/27/2011	\$168.00
WC 2011-53	11/16/11	11/16/11	PW Mechanic	Cut/Laceration	Lip and nose	while working w/a tire, tire iron slipped from grasp and hit EE in the mouth	medical	1/26/2012	\$717.82
WC 2011-54	12/16/11	12/16/11	Park Maintenance	strain/sprain	Low back & buttocks	while pulling hose backwards, slipped on icy path and fell onto buttocks and back	report only	12/22/2011	\$0.00
WC 2011-55	12/23/11	12/23/11	PW - Facilities	bruising	Right hip	while standing on a large pipe in control room, slipped and fell about 5 feet; landed on hip, on cement floor	medical	3/30/2012	\$126.79

2011 Workers Compensation Claims

Claim #	Date of Injury	Date Injury Reported	Department	Description of Injury	Body Part(s) Affected	Reason	Status Report Only, Medical or Lost Time	Date Claim Closed	Total Incurred
WC 2011-56	12/28/11	12/28/11	Police	irregular heartbeat	heart	while running after a suspect, began to experience irregular heartbeat	medical	4/10/2012	\$990.35
WC 2011-57	12/31/11	12/31/11	Police	pain, numbness	left elbow, right knee	Fell to the ground during physical confrontation with suspect	report only	1/6/2012	\$0.00

**2011 Total \$51,988.92**

2012 Workers Compensation Claims and Open Claims

Claim #	Date of Injury	Date Injury Reported	Department	Description of Injury	Body Part(s) Affected	Reason	Status - Report Only, Medical or Lost Time	Date Claim Closed	Costs Incurred to Date
WC 2010 56	12/29/10	1/6/11	PW-Utilities	Bruising	Lower back, right hip and leg	Slipped and fell on ice.	Medical & Lost Time		\$57,542.65
WC 2011-48	10/5/11	10/7/11	PW Water & Sewer	shoulder pain/strain	Right Shoulder	While operating gate valve on fire hydrant, felt strain/pain in shoulder.	Medical & Lost Time		\$51,147.60
WC 2012-01	1/5/12	1/6/12	Police	bruising and pain	Upper left chest/rib area	During training session, received a blow to the chest	Report Only	1/12/2012	\$0.00
WC 2012-02	1/12/12	1/12/12	Police	laceration and bruising	Right collar bone and right forearm	During K-9 training, received bites to the collarbone and forearm.	Report Only	1/27/2012	\$0.00
WC 2012-03	1/19/12	1/19/12	Police	strain/sprain	Back	Strained back while lifting a male during a call for service.	Medical	2/1/2012	\$172.36
WC 2012-04	2/6/12	2/6/12	Police	strain/sprain	Right knee	Chasing a suspect on foot, turned a corner and slipped on ice. Felt right leg twist, fell on ice.	Medical	5/14/2012	\$152.84
WC 2012-05	2/5/12	2/5/12	Police	strain/sprain	Right knee, Right elbow and Right hand	While running alongside train tracks with K-9 officer, tripped and fell.	Report Only	2/16/2012	\$0.00
WC 2012-06	5/11/08	12/30/11	Police	strain/sprain	Neck	Hit suspect vehicle head-on causing whiplash, head and neck pain.	Medical - reopened old claim		\$169.55
WC 2012-07	3/14/12	3/15/12	Police	torn muscle	Left pectoral muscle and arm	During training, experienced pop and tear in left chest. A bulge and bruising in the area began immediately.	Medical & Lost Time		\$26,162.55
WC 2012-08	3/14/12	3/15/12	Police	strain/sprain	Right elbow and arm	During training, made a punch toward a bag. Other officer moved bag so arm completely straightened. Felt pop, extreme pain.	Report Only	3/20/2012	\$0.00
WC 2012-09	3/14/12	3/15/12	Police	exposure	Face, eyes, mouth	Attempting to restrain male subject on a paramedic cot, subject spit in face, eyes, mouth.	Medical		\$1,386.94
WC 2012-10	2/16/12	3/15/12	Police	strain/sprain	Neck, back, shoulder	During training, opponent quickly applied a neck restraint move. Felt pain in shoulder & neck. Self-care worked on and off; pain worsened recently so filed claim.	Medical		\$2,181.28
WC 2012-11	3/14/12	3/16/12	Police	strain/sprain	Right knee	While ground fighting during training, used a restraining move on opponent; felt pain in right knee.	Medical		\$1,692.35
WC 2012-12	3/14/12	3/16/12	Police	strain/sprain	Lower back	Injured back in ground fight training	Medical		\$535.95
WC 2012-13	4/7/12	4/10/12	Police	overall soreness	Full body	Squad car driven by officer collided with another vehicle during high-speed chase. Officer evaluated in ER.	Medical		\$0.00

*Updated 5/15/12* **Incurred to Date** **\$141,144.07**

**Ongoing/Long-term Costs for Former Employees**

3/1/1993	3/31/1993	Police	strain/sprain	Multiple trunk injuries	Motor vehicle collision.	Medical & Lost Time		\$47,998.42
11/21/02	11/21/02	Police	strain/sprain	Neck and back area	While running after a suspect to make arrest, jumped over creek, inuring neck and back.	Medical & Lost Time		\$92,939.11
11/9/09	11/17/09	Police	strain/sprain	Right hand, wrist, arm	Officer attempted to stop suspect from running into street; strained pinky and wrist.	Medical & Lost Time		\$212,657.35

*Updated 5/15/12* **Incurred to Date** **\$353,594.88**

	Date of Loss	Unit #	Vehicle Description	Department	Description of Claim	Additional Comments	Date Closed	Amount Paid
Auto 2010-01	2/3/10	18	Engine 21	Fire	Chipped Windshield		2/11/2010	\$64.94
Auto 2010-02	2/8/10		Sterling Dump Truck	PW-Streets	Damage to passing vehicle	50/50 fault, claim split with other driver, no damage to plow/blade/wing	4/21/2010	\$2,202.07
Auto 2010-03	1/28/10	22	Rescue 21	Fire	Damage to pickup topper	Ladder was not secured to wall in fire station, ladder fell onto topper damaging --minimal damage per Tom V	5/10/2010	\$0.00
Auto 2010-04	2/11/10	103	Squad 103	PD	Rear passenger light assembly and bumper	Employee backed squad into someone's personal vehicle	4/22/2010	\$1,068.87
Auto 2010-05	3/29/10	182	2002 Ford Taurus	PD	Hit by driver who ran red light in Minneapolis	We were reimbursed by FedEx/Kinkos---No out of pocket costs for City	4/21/2010	\$3,137.07
Auto 2010-06	4/18/10	1002	Crown Victoria	PD	Resident backed into squad car	No claim per Tom V	4/30/2010	\$0.00
Auto 2010-07	5/8/10	109	Crown Victoria	PD	Backed into yellow cement pillar in parking garage	No claim per Tom V	5/8/2010	\$0.00
Auto 2010-08	6/11/10	191	Jeep	PD	Hit deer	Headlight assembly	6/14/2010	\$282.35
Auto 2010-09	5/27/10	1006/1003	Crown Victoria	PD	Squad 1006 rear ended squad 1003 in the entrance of parking lot	Minor, repaired in-house	6/15/2010	\$0.00
Auto 2010-10	6/18/10	BMW	BMW	PD	Vehicle was rear ended by adverse driver	We were reimbursed by Progressive Insurance, the other drivers coverage	7/15/2010	\$1,573.96
Auto 2010-11	6/25/10	1009	Crown Victoria	PD	Vehicle was damaged by water/excessive rainfall	Replace engine--possible \$7000 repair	7/26/2010	\$6,175.99
Auto 2010-12	6/24/10	102	Crown Victoria	PD	Vehicle was damaged during PIT maneuver	Repairs	7/2/2010	\$111.25
Auto 2010-13	7/6/10	1002	Crown Victoria	PD	Damaged front of car		8/4/2010	\$209.36
Auto 2010-14	7/17/10	106	Crown Victoria	PD	Minimal damage to rear bumper and knocked over light on entrance ramp	No damage to squad claim rec'd from MN DOT on 2/22/2011	2/22/2011	\$1,786.37
Auto 2010-15	7/22/10	407	Ford Taurus	Pool	front driver damage from other vehicle	Other driver had no insurance, may be unable to be reimbursed for damage	8/4/2010	\$979.41
Auto 2010-16	5/22/10	108	Crown Victoria	PD	Squad rear ended vehicle that stalled at green light	Claim not received until 8/20/2010		
Auto 2010-17	8/29/10	103	Crown Victoria	PD	Squad hit deer	Repair/replace driver headlight assembly	9/8/2010	\$133.28
Auto 2010-18	8/30/10	1009	Crown Victoria	PD	Graphics on hood damaged	Replace graphics		\$50.05

## 2010 Automobile Claims

	Date of Loss	Unit #	Vehicle Description	Department	Description of Claim	Additional Comments	Date Closed	Amount Paid
Auto 2010-19	9/13/10	34	E-21	FD	Chipped Windshield	Replaced	9/29/2010	\$64.95
Auto 2010-20	9/13/10	590	International	Parks	Broken windshield	Replaced	9/28/2010	\$304.63
Auto 2010-21	9/15/10	181	Ford Taurus	PD	Chipped Windshield	Repaired	10/12/2010	\$234.90
Auto 2010-22	10/13/10	498	Jeep Cherokee	Eng	Chipped Windshield	repaired	10/27/2010	\$64.95
Auto 2010-23	11/13/10	598	Ford	PW-Streets	Broken shaft on sander	replaced/repaired	12/14/2010	\$273.66
Auto 2010-24	11/21/10	CSO Truck	Ford	CSO	dented Bumper	minor damage	12/3/2010	\$0.00
Auto 2010-25	11/16/10	5005	Chevrolet		Broken Tail light	replaced	12/14/10	\$110.41
Auto 2010-26	11/30/10		Sterling Dump Truck	PW-Streets	Damage to wing/plow	hit manhole cover on road with plow blade, considerable damage includes repairs and towing charges	2/15/11	\$30,332.08
Auto 2010-27	12/3/10	1750	Ford F series	CSO	Ripped off step sides	Tom already replaced with better running boards, no risk cost associated with claim	12/14/201	\$0.00
Auto 2010-28	12/1/10	905	Jeep Grand Cherokee	PD-SIU	Driver Door Damage	Wind whipped door		
Auto 2010-29	12/11/10	599	Pick up with Plow	Parks Maint	backed into vehicle	no call from driver of vehicle for claim	12/14/10	\$0.00
Auto 2010-30	11/30/10	5005	Chevy 2500	Parks Maint	Bumper and Corner Panel Dented	Hit light pole in parking lot	2/1/11	\$110.41
Auto 2010-31	12/12/10	5008	GMC Pick UP	PW Utilities	Damaged to drivers rear taillight	replace. Repair		
Auto 2010-32	12/30/10	279	Sterling Dump Truck	PW Streets	Cosmetic damage to residents garage door	assigned to LMCIT	2/15/11	\$1,626.75
Auto 2010-33	12/27/10	E21	Fire Engine	Fire	Slid on ice into wooden structure	damage to light assembly, wheel chock holder	2/15/2011	\$86.95
Auto 2010-34	12/29/10	402	Chev Silverado	Engineer	Cracked windshield	replaced	1/19/2011	\$231.68
Auto 2010-35	12/30/10	599	Pick up with Plow	Parks Maint	pushed in drivers door	Damage to side of truck		

**Total Incurred \$51,216.34**

## 2011 Auto Claims

Date of Loss	Department	Unit Number	Description of Claim	Status or Resolution	Date Closed	Amount Paid	Comments
1/13/2011	Police	1012	Backed into icy snow bank. Rear passenger bumper damage.	PO 2011-540	2/2/2011	\$1,077.53	
1/15/2011	Police	108	Backing out of stall and scraped against yellow concrete pillar. Scratch/paint transfer passenger side rear wheel well.	Report only	1/18/2011	\$0.00	
2/8/2011	Park & Rec	5006	Backed into mailbox while plowing. Cracked tail light cover on drivers side.	PO 2011-1150	3/22/2011	\$110.41	
4/7/2011	Assessing	6084	Fender scrape on driver's side back bumper. Not sure how damage occurred. Reported to Cal 4/7/2011	PO 2011-1644	5/6/2011	\$458.00	
4/6/2011	Police	1006	Backing out of parking space and didn't see vehicle behind squad car. Backed into front passenger side bumper with rear passenger side of squad car.	PO 2011-2215	6/24/2011	\$224.27	
3/26/2011	Police	98	Officer backed squad, collided with a tree. Scratches on rear driver's side bumper.		5/19/2012	\$458.00	
4/6/2011		413	During routine service found cracked windshield.	PO 2011-1491	4/25/2011	\$238.96	
5/4/2011	Police	1006	While making a u-turn to pull a speeding vehicle over, the front right wheel struck the curb. Bent wheel rim.	Report only	6/21/2011	\$0.00	
5/19/2011	Police	1001	Owner of personal car backed into Squad car. Dent in rear quarter panel.	100% subrogation recovery			
6/4/2011	Police	145	Backed into a post while backing out of parking stall. Left rear bumper dented.	Vehicle not repaired - Report only	7/25/2011	\$0.00	
5/31/2011	Police	103	Squad car parked in garage at Police Officer's residence. Wall mounted shelf fell on vehicle. Dent and scratches to hood of vehicle.	Was able to fix damage in house.	7/19/2011	\$0.00	
6/22/2011	Police	109	Police Officer hit cement light pole in Lowes parking lot after an investigative stop. Significant damage to entire front of squad car.	Car totaled. Received \$858.51 LMCIT and \$2,500.00 Total Loss Brokers	7/14/2011	\$0.00	
6/22/2011	Police	181	Rock hit windshield of squad car traveling westbound on I94. Spiderweb cracking in far left side of windshield extending 2-3 inches out into the windshield.	PO 2011-2247	6/28/2011	\$243.19	

## 2011 Auto Claims

Date of Loss	Department	Unit Number	Description of Claim	Status or Resolution	Date Closed	Amount Paid	Comments
6/23/2011	Police	1009	Backing into stall struck the yellow cement pillar with the passenger side mirror. Damage to mirror and scraped the passenger door molding.	PO 2011-2246	6/28/2011	\$131.12	
5/11/2011		182	2 rock chips in windshield found during routine inspection.	PO 2011-1759	5/16/2011	\$84.95	
7/2/2011	Police	1011	Officer looking for suspect & pulled squad car up to block garage doors. Officer hit large rock. Small dent and scratches on passenger side rear quarter panel. Dent in quarter panel was pulled out.	Repairs done in house	12/8/2011	\$0.00	
6/9/2011	Police	1007	Arrestee kicked loose handle assembly on interior of rear passenger door. Arrestee may be required to pay restitution (28.88 parts + 65.48 labor = \$94.36)	PO 2011-2202	6/23/2011	\$28.88	
6/20/2011	Park & Rec	4003	P&R employee backed into building at LaCompte Playfield. Dent and scratches on rear passenger side bumper.	PO 2011-2512	7/28/2011	\$710.46	
8/4/2011	Police	1014	Police Officer forgot to close right rear passenger door before leaving underground garage. Open door hit yellow steel post. Minor dent and yellow paint transfer.	Report only	8/4/2011	\$0.00	
8/2/2011	Police	4001	2"x1" paint flaking on top center of rear bumper of unmarked squad car.	Report only	8/10/2011	\$0.00	
9/16/2011	Public Works	362	City vehicle was parked, unoccupied, in Maint facility lot. Visiting vehicle/driver misjudged clearance and hit bumper of city vehicle.	PO 2011-3322	10/4/2011	\$784.46	10/11/11 reimbursement from adverse driver's auto ins. \$784.46
8/26/2011	Fire	TW-11	Vehicle had to make wider turn to get truck into position. While making turn the left side of vehicle ran over curb causing wheel chock, mounting brackets and body of vehicle to be damaged.	Damages repaired in-house by fire department	1/13/2012	\$150.00	
9/25/2011	Police	1002	Squad hit gate at entrance to police department parking lot.	Repairs done in-house	11/9/2011	\$0.00	

### 2011 Auto Claims

Date of Loss	Department	Unit Number	Description of Claim	Status or Resolution	Date Closed	Amount Paid	Comments
12/12/2010	Public Works	5008	Snow plow slid into snow/ice bank when backing up	PO 2011-3378	10/6/2011	\$5,870.85	City pd \$5000 deductible. Received payment from LMCIT for \$870.85.
1/1/2010 and 12/30/2010	Public Works	599	Two separate accidents while plowing snow on two different occasions. Damage to vehicle was caused by impacting with snow banks while snow plowing.	PO 2011-3323	10/4/2011	\$3,245.91 <u>\$3,193.26</u> \$6,439.17	
11/6/2011	Police	1004	Drove over lip on I494 (for speed enforcement purposes). Driveshaft disconnected at rear differential.	PO 2011-3915	1/13/2012	346.58 parts <u>130.96 labor</u> 477.54	
12/24/2011	Police	1009	During a traffic stop of a intoxicated driver Police Officer exited squad car; the intoxicated driver placed his vehicle into reverse & drove into squad car. Front passenger quarter panel and door damage.	PO 2012-0353 and PO 2012-032	1/31/2012	\$31.54 graphics \$61.50 headlamp <u>\$225.20 labor</u> \$318.24	LMCIT subrogated the portion related to the crash = \$225.20
12/30/2011	Police	1010	Police Officer made a u-turn to catch suspended driver; hit a curb and bent the front passenger side rim.	one hour of labor using an in-house rim	1/25/2012	\$32.74	

**Total Incurred      \$15,958.26**

### 2012 Auto Claims

City Claim Number	Date of Loss	Date Reported to LMC	Department	Unit Number	Description of Claim	Status or Resolution	Date Closed	Amount Paid
Auto 2012-01	1/5/2012	1/11/2012	Police	101	Officer drove squad through a snow covered grass area; hit a pole, damaging parking light on front drivers side	Paid invoice, sent to LMC to apply to aggregate deductible	1/19/2012	\$31.54 parts <u>\$65.48 labor</u> \$97.02
Auto 2012-02	1/6/2012	1/13/2012	Police	1005	Replacement Windshield due to crack	Paid invoice, sent to LMC to apply to aggregate deductible	1/18/2012	\$182.69
Auto 2012-03	1/6/2012	1/13/2012	Fire	30	Replacement Windshield due to crack	Paid invoice, sent to LMC to apply to aggregate deductible	1/18/2012	\$214.59
Auto 2012-04	1/11/2012	1/25/2012	PW - Utilities	228	While curling excavator bucket in, the bucket hit the windshield breaking wiper and wiper arm	Paid invoice, sent to LMC to apply to aggregate deductible	2/1/2012	\$186.22 parts <u>\$32.74 labor</u> \$218.96
Auto 2012-05	1/27/2012	1/30/2012	Police	1011	Squad running speed detail pulled out of median to chase speeder; passenger side struck sign post damaging side mirror, front passenger door and rear fender.	Paid invoice, sent to LMC to apply to aggregate deductible	2/21/2012	\$3,707.30
Auto 2012-06	1/18/2012	2/9/2012	Police	1014	Report of vehicle overheating. Mechanic inspection showed damage to radiator, requiring replacement.	Paid invoice, sent to LMC to apply to aggregate deductible	2/27/2012	\$239.09 parts <u>\$196.44 labor</u> \$435.53
Auto 2012-07	2/8/2012	2/9/2012	PW - Utilities	277	Mechanic discovered cracked windshield, requiring replacement	Paid invoice, sent to LMC to apply to aggregate deductible	2/14/2012	\$164.18
Auto 2012-08	2/6/2012	2/17/2012	PW - Parks Maintenance	5013	Object hit windshield, chipping it, while employee was driving truck	Paid invoice, sent to LMC to apply to aggregate deductible	2/23/2012	\$39.95
Auto 2012-09	2/29/2012	3/9/2012	Police	1017	Squad was stuck in snow. Passing motorist offered to push the squad to free it from snow. Damaged right tail light lens.	Paid invoice, sent to LMC to apply to aggregate deductible	3/9/2012	\$97.99 parts <u>\$65.48 labor</u> \$163.47
Auto 2012-10	3/12/2012	3/21/2012	PW	253	Cracked windshield, needs replacement. Date/cause unknown.	Paid invoice, sent to LMC to apply to aggregate deductible	3/22/2012	\$176.64

### 2012 Auto Claims

City Claim Number	Date of Loss	Date Reported to LMC	Department	Unit Number	Description of Claim	Status or Resolution	Date Closed	Amount Paid
Auto 2012-11	4/7/2012	4/10/2012	Police	1016	During high speed pursuit through an intersection, squad hit another vehicle on the passenger side.			
Auto 2012-12	4/7/2012	4/10/2012	Police	1012	Squad was parked next to damaged squad 1016, protecting 1016 from oncoming traffic; squad 1016 rolled back and hit 1012; dent and scuffs to lower half of driver's door.	Paid invoice, sent to LMC to apply to aggregate deductible	4/25/2012	\$953.48
Auto 2012-13	4/3/2012	4/24/2012	PW - Parks Maintenance	568	Employee backed into another city vehicle; rear bumper and fender were damaged by toe hook on other vehicle.			

<b>Total Incurred To Date</b>	<b>\$6,353.81</b>
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Claim #	Date of Loss	Reported to LMC	Department	Description of Claim	Resolution	Date Closed	Amount Paid
Property 2010-01	1/14/10	2/11/10	Housing	Vicksburg Crossing--Damage to apartment from fire	No subrogation avail with renters insurance	1/1/2011	\$6,085.00
Property 2010-02	1/22/10		PW-Utilities	Dump truck backed into skid steer unit 233	No damage to truck, only to skid steer	2/12/2010	\$962.64
Property 2010-03	2/2/10		Parks Maint	Driver used plow to pull stuck vehicle, damaged plow assembly	Replace	2/23/2010	\$266.88
Property 2010-04	3/15/10		Parks Maint	Zachary ball fields concession stand and playground equip	Vandalism: spray paint, no follow up by Park and Rec, no invoices sent to me to pay	5/7/2010	\$0.00
Property 2010-05	2/10/10		Parks Maint	Bass Lake ball fields, broken outdoor lights	Vandalism: broken lights	3/22/2010	\$897.00
Prop 2010-06	2/14/10		Parks Maint	Toro snow blower broken windshield equip #521	Door swung open with wind, hit hockey goal and broke while clearing snow	3/31/2010	\$806.33
Prop 2010-07	2/17/10		Parks Maint	Damage to turning ram, Equip #527		2/2/2011	\$886.82
Prop 2010-08	3/13/10		Ice Center	Damage to glass leading into entry way	Closed	7/7/2010	\$1,962.06
Prop 2010-09	3/29/10		Parks Maint	NW Blvd Parks Building, vandalism		3/31/2010	\$0.00
Prop 2010-10	2/12/10		Streets	Glass on rental loader	Replace	2/24/2010	\$544.13
Prop 2010-11	4/12/10		Parks Maint	Vandalism		4/30/2010	\$0.00
Prop 2010-12	4/14/10		Ice Center	Vandalism, graffiti		4/30/2010	\$275.00
Prop 2010-13	5/9/10		Parks Maint	Hilde Perf Center, Vandalism, broken window	glass replaced	7/7/2010	\$1,836.68
Prop 2010-14	5/10/10		Parks Maint	Plymouth Creek Warming house Vandalism, graffiti	nothing turned in by parks maint	7/23/2010	\$0.00
Prop 2010-15	5/4/10		Parks Maint	Sidewalks in front of middle school, Vandalism, graffiti	nothing turned in by parks maint	7/23/2010	\$0.00
Prop 2010-16	5/10/10		Parks Maint	Walking path tunnel under 38th Ave, vandalism, graffiti	nothing turned in by parks maint	11/23/2010	\$0.00
Prop 2010-17	5/19/10		Parks Maint	Plymouth Playfields, Stolen aluminum benches/bleachers	email to LL for follow up 7/23/2010, nothing sent in by lowell for payment,	1/1/2011	\$0.00
Prop 2010-18	5/7/10	6/22/10	Parks Maint	Maple Creek Playfields, damage to blue plastic slide	Asked LMCIT to add to our annual aggregate deductible	6/22/2010	\$1,148.56

Claim #	Date of Loss	Reported to LMC	Department	Description of Claim	Resolution	Date Closed	Amount Paid
Prop 2010-19	6/25/10	6/30/10	Parks Maint, Utilities etc	Storm Damage: trees, playground mulch and roof of Mission Farms Lift Station	Reported to LMCIT along with Squad 1009, possible \$10,000 claim for roof	1/7/2010	\$2,352.20
Prop 2010-20	7/16/10		Parks Maint	Turtle Lake Playground--burned to the ground due to arson	\$25,000 Estimate	3/3/2011	\$26,532.00
Prop 2010-21	7/20/10	7/21/10	Utilities	1st Ave and Cheshire, water main break by contractor for cable utilities	contractor at fault, estimated loss \$10-\$12K	1/1/2011	\$0.00
Prop 2010-22	8/2/10	8/4/10	Parks Maint	Zachary ball fields warming house building, broken 3 windows, spray paint etc, vandalism	\$6000.00 estimate	12/14/2010	\$1,646.44
Prop 2010-23	8/5/10	8/5/10	Utilities	Electrical Flash Arc from fan installation on roof,	Possible subrogation with roofer/sub contractor, total subtracted from Excel Roofing total for 2008 hail damage repair	12/14/2010	\$1,989.70
Prop 2010-24	8/16/10	8/17/10	Parks Maint	Graffiti of E Medicine Lake retaining wall	\$3000 professional services estimate to clean/remove vandalism <b>Claim denied by LMCIT, not covered by insurance</b>	8/24/2010	\$0.00
Prop 2010-25	8/16/10	n/a	Parks Maint	Millennium Gardens sign broken with a large rock--vandalism	\$600 estimate to replace wooden sign--no invoice submitted by parks	11/23/2010	\$0.00
Prop 2010-26	8/13/10	n/a	Parks Maint	Gateway Park-Vandalism, broke off monkey bars	\$700-\$800 estimate to replace/fix damaged equipment--no invoice submitted by parks	11/23/2010	\$0.00
Prop 2010-27	6/15/10		Facilities	City Hall Equipt Breakdown, condensor - air condition repair on roof of city hall	Reimbrused \$16212.80, (less \$1000 deductible)	8/24/2010	\$17,212.80
Prop 2010-28	8/10/10		Streets	Leeboy paver damaged by passing streets vehicle	repairs	8/24/2010	\$168.99
Prop 2010-29	7/27/10		Utilities	Stress crack on glass excavator	glass replaced	8/10/2010	\$66.53
Prop 2010-30	10/29/10		PW Mechanics	Broken glass	glass replaced	11/12/2010	\$356.96
Prop 2010-31	12/6/10		Parks Maitn	Broken Glass on Toro Groundsmanager	glass replaces	12/14/2010	\$761.83
Prop 2010-32	12/15/10		PW Streets	Broken glass on skid steer #221	glass replaced	12/23/2010	\$356.96

**Total Incurred \$67,115.51**

## 2011 Property Claims

Claim #	Date of Loss	Reported to LMC	Department	Description of Claim	Resolution	Date Closed	Amount Paid
Prop 2011-01	1/25/11	n/a	Police	Squad damaged security gate	Per Mark Jones, able to fix in house	1/27/2011	\$0.00
Prop 2011-02	1/28/11	n/a	Parks Maint	Broken windows at Bass Lake Warming House	replace	3/21/2011	\$695.33
Prop 2011-03	5/9/11	5/17/11	Parks Maint	4 broken windows at Hilde Performance Center	replace	6/15/2011	\$2,351.22
Prop 2011-04	7/25/11	7/27/11	PW - Streets	Single car property damage; resident drove into fire hydrant	fixed by PW staff; subrogated to driver of car; her insurance pd \$241.20 for damages	8/31/2011	\$0.00
Prop 2011-05	8/9/2011	n/a	Police	Mold and mildew damage in the police gun range due to leaking water; supplies, furniture, ceiling tile needed cleaning or replacement	hired abatement company, industrial hygiene consultant, replaced supplies & interior items		\$6,221.02
Prop 2011-06	8/6/11	n/a	Parks Maint	Broken Windows at Olive Lane Park & Ride bus shelter	replace	9/9/2011	\$832.88
Prop 2011-07	8/26/11	n/a	Parks Maint	Broken Windows at Nathan Lane Park & Ride bus shelter	replace	9/12/2011	\$393.80
Prop 2011-08	7/26/11	n/a	PW - Streets	Repair for signal light at Old Rockford Rd & Peony; had no power after lightning strike	repaired by vendor	8/19/2011	\$5,604.42
Prop 2011-09	8/13/11	n/a	PW - Streets	Single car damage to fire hydrant; the crash caused water main break, and caused street to cave in	some repair done by city, some by contractor; subrogated full amt to driver - Rcvd \$11,345.26 on 2/29/12	2/29/2012	\$0.00
Prop 2011-10	8/8/11	n/a	PW - Streets	Semi truck backing into parking lot ran over a fire hydrant at 2500 block of Niagra Lane N	repaired by vendor; subrogated full amount to driver - \$8634.46	10/19/2011	\$0.00

**Total Incurred    \$5,998.22**

## 2012 Property Claims

Claim #	Date of Loss	Reported to LMC	Department	Description of Claim	Resolution	Date Closed	Amount Paid
Prop 2012-01	12/10/11	n/a	PW - Utilities	Single car damage to fire hydrant (uninsured property)	City repaired hydrant and subrogated to resident. Resident's insurance company paid in full - \$3,469.20.	4/9/2012	\$0.00
Prop 2012-02	11/20/11	n/a	PW - Utilities	Single car damage to fire hydrant, knocking it off pedestal (uninsured property)	City repaired hydrant and subrogated to resident. Resident's insurance company paid in full - \$474.48.	2/2/2012	\$0.00
Prop 2012-03	1/20/12	n/a	PW - Utilities	Single car damage to fire hydrant (uninsured property)	City repaired hydrant and subrogated to resident. Resident's insurance company paid in full - \$1,271.96.	4/9/2012	\$0.00
Prop 2012-04	5/3/12	n/a	PW - Streets	Semi truck damaged fire hydrant during a turn at 835 Hwy 169 (uninsured property)	Repair done by city - \$372.44. Subrogated to driver's insurance company 5/9/12		
Prop 2012-05	4/12/2012	5/9/2012	PW - Utilities	Water main break at Xenium Ln & 24th Ave. caused severe damage to street, curb & gutter (uninsured property)	Repair done by contractors - main line repair, curb & gutter, road repair/closure signs	5/15/2012	\$85,194.26

Claim #	Date of Loss	Reported to LMC	Claimant	Department	Address	Description of Claim	Resolution	Date Closed	Amount Paid
Liab 2010-01	1/6/10		Todd Hanson	Public Works-Streets		Contractor with a plow, pushes snow 15 into pine trees, apparently damaging trees	Lara photographed damage, claim form sent, unable to address until spring when snow melts, Gary Smith following up with contractor, no claim filed by resident as of 7/1/2010	7/1/2010	\$0.00
Liab 2010-02	1/21/10		Jim Helseth	Public Works-Utilities	1215 Kingsview	Claim for water main break, leak in city line of water line	Claim sent 1-21-2010 to his email	3/22/2010	\$0.00
Liab 2010-03	2/15/10		Lori Krumm	Public Works-Streets	Pothole located on Vicksburg Lane North	Damaged rim, alignment of vehicle due to pot holes	Claim form sent 2/16/10, no response by claimant, file closed	3/26/210	\$0.00
Liab 2010-04	2/14/10		Linda Allison	Public Works-Utilities	4260 Trenton	Sewer back up	Claim denied by LMCIT	3/9/2010	\$0.00
Liab 2010-05	2/14/10		Rodger Holland	Public Works-Utilities	10315 Old Rockford Road	Sewer back up	Claim denied by LMCIT	3/9/2010	\$0.00
Liab 2010-06	2/22/10		Kimberly Carlsen	Public Works-Utilities	3525 Rosewood Lane	Sewer back up	Claim denied by LMCIT	3/10/2010	\$0.00
Liab 2010-07	1/7/10		Qwest CMR Claims			Damage to pedestal box (\$4127)	Claim denied by LMCIT	3/26/2010	\$0.00
Liab 2010-08	3/9/10	3/8/10	Various	Transit	Station 73	Station 73 flooded and froze, cars slid around parking ramp	Claim denied	4/27/2010	\$0.00
Liab 2010-09	3/15/10		Peggy Farah	Public Works-Streets	18015 17th Ave North	Mailbox damage	Claim denied	3/31/2010	\$0.00
Liab 2010-10	4/26/10		Cory Havlick	Public Works-Streets	Pothole located on Vicksburg Lane North	Tire-rim damage on son's vehicle from pot hole	No response to email inquiry on location of pot hole, no claim sent to city closing file	5/7/2010	\$0.00
Liab 2010-11	5/21/10		XXXXXX			EEO Commission, Discrimination Charge	Claim sent to LMCIT and city attorney		
Liab 2010-12	4/25/10		Veronica Walker	PD	964 Zanzibar Lane North	Police kicked in front door, while proceeding with welfare check	Repair of front door/frame	6/2/2010	\$454.00
Liab 2010-13	5/31/10	11/5/10	Beth Schupanitz	Parks and Recreation	Medicine Lake Beach	Child cut had on glass in beach area	send claim form 6/4/2010, resident did not return claim form until 11/5/2010, claim sent to LMCIT, Claim denied by LMCIT	1/21/2011	\$0.00
Liab 2010-14	5/17/10		Mark Smith	Transit		Passenger on First Transit bus	Sent claim to LMCIT, claim handled by First Transit	7/7/2010	\$0.00
Liab 2010-15	5/19/10	6/21/10	Ivar Grondahl	Public Works-Facilities		Rear bumper damage from cement light pole in City Hall parking lot	claim denied by LMCIT	8/5/200	\$0.00
Liab 2010-16	6/15/10	6/22/10	Michael Spohn	HR		MN Department of Human Rights, Disability Claim	Sent claim to LMCIT		
Liab 2010-17	6/4/10		Shaundra Chapman	Fire		Damage by security gate to vehicle, reported by Sara Cwayna,	Windshield replaced	8/24/2010	\$208.91
Liab 2010-18	6/23/10	7/1/10	Julie Hartigan	Comm Development	11106 Sunset Trail	\$50,000 claim against the city, attorney assigned	Claim denied by LMCIT attorney	7/23/2010	\$0.00
Liab 2010-19	6/25/10	7/1/10	Several	Public Works	5301 Empire Lane 5305 Empire Lane 14033 51st Ave N	Runoff Damage to landscaping due to rainfall	Claim denied by LMCIT	8/23/2010	\$0.00
Liab 2010-20	7/2/10	7/6/10	Jaipan Carter	Park and Rec	West Med Lake Beach	Per claimant lifeguard boat fell on top of her, losing consciousness and hospital visit	Sent claim to LMCIT, per adjustor attorney has not filed proper claim, file closed until we receive a claim	12/31/2010	\$0.00

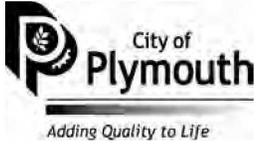
Claim #	Date of Loss	Reported to LMC	Claimant	Department	Address	Description of Claim	Resolution	Date Closed	Amount Paid
Liab 2010-21			Deborah Halvorson			Settlement with Lifetime fitness	Settlement	7/7/2010	\$1,300.00
Liab 2010-22			Wally Charles		3150 East Medicine Lake Blvd	Land Dispute	Appraisal Completed	7/21/2010	\$380.00
Liab 2010-23	6/22/10		Qwest CMR Claims	Public Works-Utilities	5460 Vicksburg Lane	Damage to buried Qwest lines	Nodland Construction responsible, not the city	7/21/2010	\$0.00
Liab 2010-24	7/7/10		Mark Bomchill	Public Works-Utilities	9905 31st Ave N	Damage to house, due to leaking water meter.	Claim form never returned to city	12/31/2010	\$0.00
Liab 2010-25	7/16/10	7/20/10	Villages Homeowners Assn/Hadley Hills Lake Assn	Public Works-Utilities	180705 11th Ave North	Seeking reimbursement for electrician charges for damaged power line to aerator.		7/28/2010	\$1,708.89
Liab 2010-26	8/26/10	7/30/10	XXXXXX	XXXXXX		Sexual Harassment Claim	File with Human Resources, claim closed	12/31/2010	\$0.00
Liab 2010-27	8/3/10		Kassim Arba	PD	3905 Lancaster Lane N, #117	Vehicle towed after crime, to investigate robbery	Reimburse towing, storage and impound charged	8/31/2010	\$168.28
Liab 2010-28	9/8/10		Healthier Stevens	Ice Center		Spouse hit in head by flying puck at ice arena	No claim received by the city, only inquiry by phone call	12/31/2010	\$0.00
Liab 2010-29	9/2/10	9/21/10	Justin Kolz	Parks Maintenance	1220 61st Ave North	Sump pump drainage onto city paved trail	Sidewalk not city property, will no longer maintain	12/31/2010	\$0.00
Liab 2010-30	10/12/10	10/18/10	Lyn Donoghue	Parks Maintenance	2720 Foxgate Drive	Son injured by soccer goal at Wayzata East Middle School	Claim denied by LMCIT	11/5/2010	\$0.00
Liab 2010-31	10/16/10	10/18/10	Dorothy Willard	Fire	Fire Station 3	Resident tripped on uneven sidewalk at open house	Claim denied by LMCIT	10/28/2010	\$0.00
Liab 2010-32	8/25/10		Janet Robertz	Parks Maintenance	Rockford Road train tunnel	Resident fell and broke arm while running on parks trail.	Claim denied by LMCIT	1/18/2011	\$0.00
Liab 2010-33	8/1/10		Robert Burk	PW-Street	4962 Comstock Lane N	Resident complaint of white paint on vehicle from street marking contractor	contractor reimbursed resident for cost of professional cleaning	10/29/2010	\$0.00
Liab 2010-34	11/17/10		Patty Moore	CD Inspections	12505 53rd Ave N	Inspector error in 2002, led to wrong product being used on deck.	reimburse for deck support replacement	1/18/2011	\$1,897.00
Liab 2010-35	12/14/10		William Murphy	Plymouth Creek Center	3355 Olive Lane North	Claimant was hit in the head by a soccer ball while walking in the field house	Resident wants reimbursemn for his broken glasses Claim denied by LMCIT	1/7/2011	\$0.00
Liab 2010-36	12/5/10		Jerome Newquist	PW-Street	3105 Shadeview Lane	Resident claims plow hit and damaged \$400 mailbox during snow removal	In the spring PW will address mailbox, resident advised either we fix or \$100, not both, no more than \$100	3/1/2011	\$0.00
Liab 2010-37	12/11/10	12/16/10	Linda & David Brinkman	PW-Street	4235 Fernbrook Lane	Per resident mailbox hit side of minivan causing damage	sent claim to LMCIT, reimbursed residents for \$500.00	1/18/2011	\$500.00
Liab 2010-38	11/29/10			PW-Street	4058 Glacier Lane North	Fence damaged by snow plow	repair replace fence	12/23/2010	\$870.00
Liab 2010-40	12/14/10	2/22/11	Quest CMR Claims	Parks Maintenance	Trenton Cir N and 10th St N	Damaged Quest pedestal box	denied claim, \$3900 claim received on 2/22/2011, sent to LMCIT	1/17/2011	\$0.00

Total Incurred \$3,267.00

Claim #	Date of Loss	Reported to LMC	Claimant	Department	Address	Description of Claim	Resolution	Date Closed	Amount Paid
Liab 2011-01	12/30/10	1/18/11	Donald Fox	PD	11007 48th Ave	Resident alleges his rights were violated	Denied by LMCIT	3/4/2011	\$0.00
Liab 2011-02	1/11/11	2/1/11	Wendy Schwartkopf	PW-Streets		Hit a pot hole, caused damage to vehicle	Claim denied by LMCIT stating that this report of pot holes was the first on this street, no finding of negligence	3/2/2011	\$0.00
Liab 2011-03	2/11/11		Todd Hanson	PW-Streets	13710 61st Ave N	Damaged to trees due to snow being pushed back by plow, sent claim form 2/11, notified Gary Smith			
Liab 2011-04	2/11/11	2/14/11	Kevin Jones	PD		Summons, complaint	as of 6/8/11, nothing further in file, need to contact adjuster		
Liab 2011-05	2/24/11	3/21/11	John Fedie	PW-Utilities	491 Pineview Lane N	resident claims that a water main leak (that was unreported for 3 months) caused damage to his patio, fence etc.	LMCIT denied claim, stating the City was not negligent in regard to the water damage	5/11/2011	\$0.00
Liab 2011-06	2/19/11	3/1/11	Valentyna Palamarchuk	PW Streets	unknown	Claimant crashed on Schmidt Lake road, wants city to pay for totalled vehicle and her increase in insurance.	Lisa denied the claim, spoke with claimant on 3/2, advised to work with her auto insurer	3/21/2011	\$0.00
Liab 2011-07	11/9/09	3/25/11	Rob Gardner	PD		Employee suit regarding personal injuries sustained during course of employment with PD			
Liab 2011-08	8/28/10	4/8/11	Lynn Cochrane	Park Mtce & Forestry	11745 26th Ave N.	Resident walking along bike path, leaned on a fence which gave way; she fell and got a broken rib	LMCIT ruling was for City to pay resident's out of pocket medical expenses to equal her deductible	9/6/2011	\$1,000.00
Liab 2011-09	3/24/11	4/15/11	William Messmer	PW-Streets	Vicksburg Lane, north of 42nd Avenue	Undercarriage of car was damaged due to pot hole	Denied by LMCIT	5/6/11	\$0.00
Liab 2011-10	5/1/11	5/5/11	Dan McLean	PW-Streets	56th & Vinewood	Damage to vehicle; manhole ring popped off and damaged underside, wheel well & bumper	Denied by LMCIT, but claimant pursued small claims court. LMCIT attorney represented the city; the city prevailed in court.	5/12/2011	\$849.75 Atty Fees
Liab 2011-11	11/1/10	6/8/11	Christiane O'Rourke	Park Mtce & Forestry	1181 Vagabond Ct. N	Damage to invisible fencing in the ground after tree planted by City	Park & Rec processed as a reimbursement to H/O; we are submitting claim after H/O was paid out	6/9/2011	\$103.18
Liab 2011-12	5/18/11	6/10/11	Ann Fuller/State Farm	Park Mtce & Forestry	16924 - 51st Ave N	Letter from State Farm stating Plymouth may be liable for incident at this address	LMCIT contacted State Farm and was told they aren't pursuing subrogation; closed claim	8/28/2011	\$0.00
Liab 2011-13	12/16/10	6/22/11	Xcel Energy	PW-Streets	Campus Drive & Xenium Lane	Damage to Electric Load Break Center from snow plow	LMCIT denied claim stating that Xcel could not show it was the city's plow that damaged the load breaker box	9/6/2011	\$0.00
Liab 2011-14	8/8/11	N/A		PW - Sewer & Water	5005 Harbor Lane N.	Hit invisible dog fence while digging	Employees repaired invisible fence; homeowner was home and aware of the situation	8/11/2011	\$0.00
Liab 2011-15	8/8/11	N/A		PW - Sewer & Water	5005 Harbor Lane N.	Hit an unmarked electrical line while digging	Ees spoke with Xcel Energy and this line is assumed to be abandoned - no damage or outage reported	8/11/2011	\$0.00
Liab 2011-16	8/9/11	n/a		Parks Maint	Plymouth Creek Playfield 35th & Fernbrook	Hand digging near electrical line, tree root wrapped around line, shovel damaged the electrical line	Xcel came to repair the line and reset the blown fusible link on the pole	8/10/2011	\$0.00
Liab 2011-17	8/30/11	9/16/11	Corrie Ann McKeen	PW - Water	5054 Arrowood Lane N.	Meter reader was installing new meter in basement; pipe leaked extensively onto floor	Filed claim with LMCIT although no expenses incurred yet		

Claim #	Date of Loss	Reported to LMC	Claimant	Department	Address	Description of Claim	Resolution	Date Closed	Amount Paid
Liab 2011-18	9/27/11	9/30/11	Keith Richards	PW - Streets	Shadyview Lane N. & 26th Avenue N.	While re-paving, city dump truck was backing to paver. Car was sent around the paver at the same time. Dump truck backed into moving car.	LMCIT found city liable; vehicle was totalled. Resident was reimbursed cost of totalled vehicle + auto rental fees.	1/31/2012	\$3,912.90
Liab 2011-19	9/22/11	10/28/11	City of Plymouth	PD	3730 Zinnia Lane N.	Police responded to medical alarm. No response from inside house. Entered home by kicking in door. Paid for company to repair door.	LMCIT denied claim stating that the city was not liable for damage to home. Police offered to pay but were not negligent, therefore not liable.	10/31/2011	\$261.95
Liab 2011-20	11/15/09	11/23/11	xxxxxxx	PD & Armstrong High School		Summons and complaint alleging invasion of privacy, assault, false accusation, defamation			
Liab 2011-21	11/2/11	12/1/11	John Moreland	Parks Maint/Streets	Bike Trail on Medicine Lake Blvd E. and Revere Lane N.	While riding bike, right shoulder hit a road sign that was bent into the trail. Injured shoulder, damaged helmet and bike.			\$231.27
Liab 2011-22	4/1/11	12/5/11	Howard Osten	PW - Streets	14720 - 13th Place N.	During snowplow operations, plow damaged corner of wooden retaining wall. Resident turned claim into city in December.	LMCIT denied negligence and advised homeowner their retaining wall was in city's right of way and, as such, is at risk of damage during plowing.	1/15/2012	\$0.00
Liab 2011-23	2/19/11	12/12/11	Valentyna Palamarchuk	PW - Streets	13700 Valley View Rd, #347 Eden Prairie, MN 55344	Lost control of vehicle on Schmidt Lake Rd. due to ice/debris in road.	Opened new claim, submitted to LMCIT, after receiving letter from claimant requesting payment for damages. Claim Denied.	12/15/2011	\$0.00
Liab 2011-24	12/20/11	n/a	Bednar Trucking	PW - Streets	27th Avenue & Fernbrook	Employee driving plow truck passed semi-truck; plow wing hit left side exterior mirror	Auto liability deductible is \$50,000 per occurrence, so city paid for mirror replacement rather than submit to ins.	12/30/2011	\$591.43
Liab 2011-25	12/12/11	1/10/12	Amy Kane, Hunder Properties	PW - Utilities	1025 Evergreen Lane	City marked the wrong location for main water line hook-up. Damaged the line when digging	LMCIT denied claim; resident changed the water line hook-up from the as-builts without notifying city	1/31/2012	\$0.00
								<b>Total Incurred</b>	<b>\$6,100.73</b>

Claim #	Date of Loss	Reported to LMC	Claimant	Department	Address	Description of Claim	Resolution	Date Closed	Amount Paid
Liab 2012-01	1/22/10	1/27/12	Ronald Rosen & June Trnka	Plymouth Police & Champlin Police	908 Downs Road Champlin, MN	Allegations - violation of privacy, trespass - against Champlin officers. Plymouth named because of providing back-up with K-9 on investigation of alarm.			
Liab 2012-02	2/29/12	3/6/12	Brandy Strom	Police	8100 - 36th Ave. N, #108 New Hope, MN 55427	Car stuck in snow in lane of traffic was pushed out by CSO vehicle. Damage of \$988.41 to car's bumper.	LMCIT denied claim but the police department accepted responsibility for damages incurred because of staff not following proper procedure.		
Liab 2012-03	2/29/12	3/9/12	Joe Lomando	Public Works - Utilities/Streets	1325 Oakview Ln. N. Plymouth, MN 55441	Car was damaged after driving into large pot hole in turn lane on NB Cty Rd 6 to Hwy 55 East. History of water main break & city work at that location.	LMCIT denied claim stating the city was not negligent. The pot hole was repaired after it was reported.	3/27/2012	\$0.00
Liab 2012-04	3/11/12	3/30/12	Mark Christianson	Public Works - Utilities	13310 34th Avenue N. Plymouth, MN 55441	Basement was damaged due to water coming in after a main break under the street. Claim amount = \$7,374.78.	LMCIT denied claim; the city repaired the water main break as soon as it was made aware of the problem.	4/12/2012	\$0.00
Liab 2012-05	3/2/12	4/30/12	Deborah Tabbert	Public Works - Streets	320 Blake Road, #605 Hopkins, MN 55343	While parking car in Lifetime Fitness lot, struck a snowbank in the parking lane damaging front bumper and grill.	LMCIT denied claim; damage to vehicle was avoidable in that claimant could have parked elsewhere & is responsible to know vehicle's clearance limitations.	5/8/2012	\$0.00



To: Mayor and City Council

**SPECIAL  
COUNCIL MEETING**

Prepared by: Laurie Ahrens, City Manager

May 22, 2012

Item: **Set Future Study Sessions**

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**1. ACTION REQUESTED:**

Review the pending study session list and schedule meetings as desired.

Staff is suggesting scheduling a budget study session on August 21 at 6:00 p.m., and if needed, a study session on August 28 at 5:30 p.m.

**PENDING STUDY SESSION TOPICS:**

(at least 3 Council members have approved the following study items on the list)

- Discuss trails (fall 2012)
- Invite county commissioner to discuss County Road 47
- Discuss traffic signals

**OTHER REQUESTS FOR STUDY SESSION TOPICS:**

- Update with City Manager
- Update on Northwest Greenway acquisition
- Funding infrastructure improvements in Northwest Plymouth

**2. ATTACHMENTS:**

Official City Calendars

SUN	MON	TUES	WED	THUR	FRI	SAT
					1	2
3	4	5	6 7:00 PM PLANNING COMMISSION MEETING Council Chambers	7	8	9
10	11	12 <b>CANCELLED</b> REGULAR COUNCIL MEETING Council Chambers	13 7:00 PM ENVIRONMENTAL QUALITY COMMITTEE (EQC) MEETING Council Chambers	14 7:00 PM PARK & REC ADVISORY COMMISSION (PRAC) MEETING Council Chambers	15	16
17	18	19	20 7:00 PM PLANNING COMMISSION MEETING Council Chambers	21	22	23
24	25	26 5:30 PM SPECIAL COUNCIL MEETING Receive Transit Report from Plymouth Advisory Committee on Transit (PACT) Medicine Lake Room 7:00 PM REGULAR COUNCIL MEETING Council Chambers	27 7:00 PM PLYMOUTH ADVISORY COMMITTEE ON TRANSIT (PACT) STUDY SESSION Medicine Lake Room	28 7:00 PM HRA MEETING Medicine Lake Room	29	30 8:00 AM MUSIC IN PLYMOUTH 5K FUN RUN Hilde Performance Center

Modified on 05/10/12

# July 2012

SUN	MON	TUES	WED	THUR	FRI	SAT
1	2	3 5:00 PM MUSIC IN PLYMOUTH Hilde Performance Center	4  INDEPENDENCE DAY CITY OFFICES CLOSED  CANCELLED PLANNING COMMISSION MEETING Council Chambers	5	6	7
8	9	10 7:00 PM REGULAR COUNCIL MEETING Council Chambers	11 7:00 PM ENVIRONMENTAL QUALITY COMMITTEE (EQC) MEETING Council Chambers	12	13	14
15	16	17	18 7:00 PM PLANNING COMMISSION MEETING Council Chambers	19	20	21
22	23	24 7:00 PM REGULAR COUNCIL MEETING Council Chambers	25 7:00 PM PLYMOUTH ADVISORY COMMITTEE ON TRANSIT (PACT) STUDY SESSION Medicine Lake Room	26 7:00 PM HRA MEETING Medicine Lake Room	27	28
29	30	31				

Modified on 05/03/12

# August 2012

SUN	MON	TUES	WED	THUR	FRI	SAT
			1 7:00 PM PLANNING COMMISSION MEETING Council Chambers	2 7:00 PM HUMAN RIGHTS COMMITTEE MEETING Medicine Lake Room	3	4
5	6	7 2:30-5:00 PM NIGHT TO UNITE KICKOFF Plymouth Creek Center  6:30-9:30 PM NIGHT TO UNITE	8 7:00 PM ENVIRONMENTAL QUALITY COMMITTEE (EQC) MEETING Council Chambers	9	10	11
12	13	14  PRIMARY ELECTION DAY  8:00 PM REGULAR COUNCIL MEETING Council Chambers	15 7:00 PM PLANNING COMMISSION MEETING Council Chambers	16	17	18
19	20	21	22 7:00 PM PLYMOUTH ADVISORY COMMITTEE ON TRANSIT (PACT) MEETING Medicine Lake Room	23 7:00 PM HRA MEETING Medicine Lake Room	24	25
26	27	28 7:00 PM REGULAR COUNCIL MEETING Council Chambers	29	30	31	

Modified on 05/03/12

SUN	MON	TUES	WED	THUR	FRI	SAT
						1
2	3  LABOR DAY CITY OFFICES CLOSED	4	5 7:00 PM PLANNING COMMISSION MEETING Council Chambers	6	7	8
9	10	11 7:00 PM REGULAR COUNCIL MEETING Council Chambers	12 7:00 PM ENVIRONMENTAL QUALITY COMMITTEE (EQC) MEETING Council Chambers	13 7:00 PM PARK & REC ADVISORY COMMISSION (PRAC) MEETING Council Chambers	14	15
16	17	18 7:00 PM REGULAR COUNCIL MEETING Council Chambers	19 7:00 PM PLANNING COMMISSION MEETING Council Chambers	20	21	22
<i>Rosh HaShanah Begins at Sunset</i>	23	24	25 <i>Yom Kippur Begins at Sunset</i>	26 7:00 PM PLYMOUTH ADVISORY COMMITTEE ON TRANSIT (PACT) STUDY SESSION Medicine Lake Room	27 7:00 PM HRA MEETING Medicine Lake Room	28
30 <i>Modified on 05/03/12</i>						29 9:00 AM PLYMOUTH FIREFIGHTERS 5K Fire Station #2  11:30 AM PLYMOUTH ON PARADE CELEBRATION City Center Area