

# CITY OF HARRISBURG

## 2020 APPROVED BUDGET



### **MAYOR**

Eric R. Papenfuse

Approved by City Council  
December 17, 2019

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# CITY OF HARRISBURG

## 2020 APPROVED BUDGET

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## **HOW TO USE THE BUDGET DOCUMENT**

This page provides an explanation of the format and content of the Fiscal Year (FY) 2020 Approved Budget document. To find the exact location of this information, please refer to the Table of Contents. The major portions of the document are described as follows:

### **Introductory Information**

This introductory information consists of a pictorial presentation of the City's **Elected Officials** and **Organizational Chart**, and a narrative describing the City's **Organizational Structure**.

### **Budget Overview**

Contained within the Budget Overview is the **Budget and Finance** section. This section describes the financial and operating policies and procedures that guide the development of the City's budget. Additionally, the **Budget Summary** section provides the reader a series of financial summaries with information on revenues, expenditures, and staffing levels for FY 2020 and prior years.

### **Budget Detail**

These sections contain information on FY 2020, as well as historical revenue and expenditure information for the **General Fund, Special Revenue Funds, Debt Service Fund, and Utility Funds** operating budgets. Within each is an organizational chart and a brief description of the services provided. This detail of fund and corresponding department budgets is represented according to:

- Description of individual programs - a listing of the department, bureaus, offices/divisions, and corresponding functions.
- Summary of resources (revenue) and appropriations (expenditures) - total fund budget.
- Detailed information on the staffing compliment of all budgeted positions.
- Major Category detail - provides detail of revenues and expenditures for FY 2017 - 2019 Actuals, FY 2019 Adjusted Budget, and FY 2020 Approved Budget. Revenue line-items identify specific funding sources. Expenditure line-items are categorized as Personnel, Services, Supplies, and Other.
- Line-Item Detail- Provides detail of revenue and expenditures at the individual line-item level.

### **Appendices**

This section provides supplemental information on a variety of topics which include **Glossary of Terms, Glossary of Abbreviated Terms**, and the City's **Approved Budget-Related Ordinances**.

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**City Of Harrisburg**  
Our Vision, Mission and Values

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**OUR VISION**

Our City will be:

1. Financially stable
2. Fiscally responsible
3. A stable, cleaner, and safer community
4. A cultural, entertainment, and tourism destination
5. A business center for innovation and development in Central PA
6. A shining example of professional management in municipal government
7. Economic development model working with private sector, non-profits, and strategic partners
8. An excellent public infrastructure hub with well planned, maintained, and operated facilities

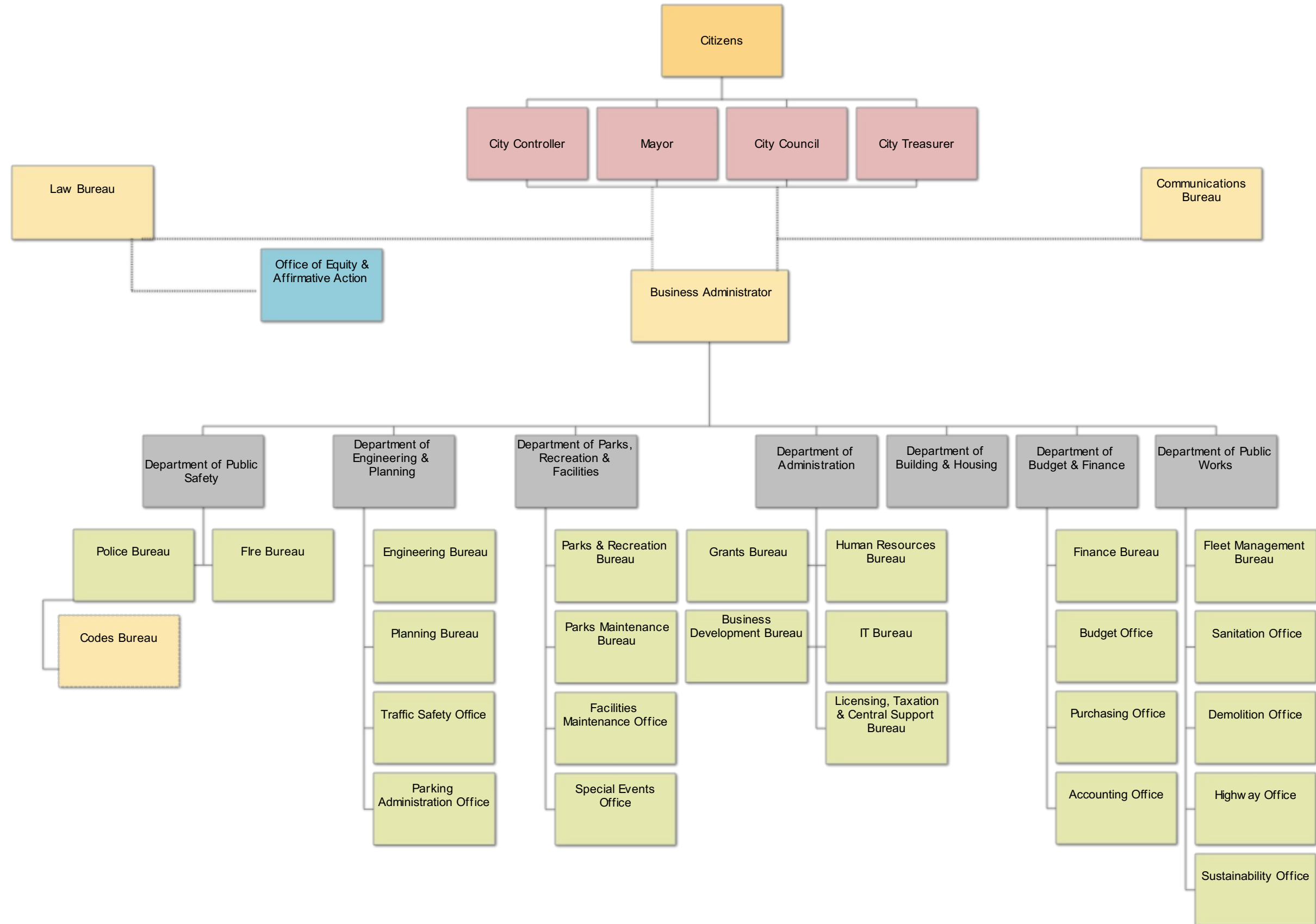
**OUR MISSION**

To implement the Act 47 Harrisburg Strong Plan, to gradually reduce the City's debt burden and eliminate its structural budget deficit, and to maintain and improve all City services to its citizens and guests. To provide professional management operations in order to manage resources effectively and efficiently while providing excellent public services and safety to all who live, work and visit our historic and vibrant capital.

**OUR VALUES**

1. Transparency
2. Honesty
3. Integrity
4. Dedication
5. Team work
6. Cooperation, coordination, collaboration, and communication
7. Dignity and respect

# CITY OF HARRISBURG ORGANIZATION CHART



# CITY OF HARRISBURG

## ORGANIZATIONAL STRUCTURE

The City of Harrisburg has a "Strong Mayor/Council" form of government. The Mayor is the full-time Chief Executive Officer, and City Council Members are the separate, part-time Legislative Body. The Mayor possesses the power to veto legislation. The veto would require a two-thirds vote of City Council to override. As the Chief Executive Officer, the Mayor prepares and submits the budget to City Council for review and approval. Organizationally, this provides the Mayor an institutional focus for planning, programming, and developing policy. In fact, the Mayor clearly and directly has the authority and responsibility to determine public policy relating to financial and administrative matters with appropriate oversight by City Council.

On March 19 (the anniversary of the City's Incorporation as a City in 1860), or another date, the Mayor has traditionally provided the "State of the City" address at a public event. This address presents the general state of the City's finances and overall economy and describes the policies established in the fiscal year budget approved by the Mayor and City Council. The Administration is charged with the responsibility of carrying out the Mayor's policies as set forth by the Budget and in Executive Orders issued throughout the year.

The Mayor, as chief executive, has the sole authority to select, direct, and oversee his/her Administration. As head of the Executive/Administrative Branch of government, the Mayor appoints the Business Administrator, whose appointment is confirmed by City Council. The Business Administrator is the Chief Administrative Officer of the City. This position is responsible for overseeing mayoral instruction to directors and deputy directors. With a top-down form of management, department/office directors and deputy directors are fully accountable for departmental operations. This includes overseeing supervisory line management to assure that the City's goals and priorities are met.

The formal organizational structure of the City comprises General Government operations and seven departments: Administration, Finance, Building and Housing, Parks, Recreation and Facilities, Engineering and Development, Public Safety and Public Works. The City's administrative focus is the department. The largest organizational component within a department is the bureau. The structural design of the bureau is closely tied to service output or function. Bureaus provide separation of duties within each department. With responsibilities delegated at such a definitive level, many bureaus can be interpreted as local government programs. A further delineation by division/unit emphasizes the distribution of workloads to achieve a specific output. To evaluate this output, the Budget staff has incorporated policy objectives and performance measurements into the budget document to analyze the effectiveness and efficiency of service delivery. Meeting organizational goals and objectives is the ultimate outcome each department is attempting to achieve.

To account for departmental and office fiscal transactions, the City utilizes the fund basis of accounting whereby all governmental activities are accounted for through a series of distinct funds which include reporting entities to control resources and demonstrate compliance with various legal and budget constraints affecting government. The General Fund accounts for all resources not otherwise devoted to specific activities and it finances many of the basic municipal functions. Other governmental funds include Special Revenue Funds, Capital Projects Fund, Host Fee Fund, State/Federal Grants Fund and Debt Service Fund. The City also has an expendable Trust Fund and one Utility Fund. The budget is organized by fund and is further identified by revenue and expenditure detail.

Some departments combine the operations of more than one fund. The Department of Engineering and Planning combines General Fund operations with the State Liquid Fuels Fund operations and the Department of Public Works combines General Fund and State Liquid Fuels Tax Fund operations with the Neighborhood Services Utility Fund, which is owned and operated solely by the City. Additionally, Parks, Recreation and Facilities department combines General Fund operations with the Neighborhood Services Utility Fund, Parks and Recreation Special Revenue Fund, and Events Fund.

General Government encompasses eight offices, which include separate offices for elected officials. The Office of City Council is made up of seven at-large elected members headed by the Council President. The City Clerk provides technical and administrative support to City Council.

The Office of the Mayor is the administrative office for all mayoral activities. The Mayor, who is elected at-large, is the highest ranking official.

The City Controller and the City Treasurer are part-time at-large elected officials. Each has an office to provide required public service. Both have full-time deputies who are delegated to carry out daily operations.

The Office of the City Solicitor, also referred to as the Law Bureau, is headed by the City's Chief Counsel, the City Solicitor, who is appointed by the Mayor and confirmed by City Council. This Office ensures that the policies adopted and actions taken by the Mayor and City Council fall within the limitations and authorities prescribed by federal, state, and local statutes and ordinances. Assisting the City Solicitor is the Deputy City Solicitor, Assistant City Solicitor, and support staff.

The Department of Administration works with the Mayor to establish and uphold policy by overseeing the administrative management and supervision of all City departments. The Business Administrator directly oversees the activities of the Bureaus of HR, IT, Tax Enforcement, and Economic and Business Development, and is responsible for the negotiation of all three collective bargaining contracts as well as the risk management, affirmative action and loss control functions of the City. The Business Administrator also oversees the work of the Department of Building and Housing, which is headed by a Director, who oversees efforts to maintain and improve the physical stock of the City's neighborhoods and is accountable for all administration of federal CDBG, HOME, LEAD and ESG programming and funds.

The Bureau of Information Technology is headed by a Director and oversees all of the City's information and communication systems.

The Bureau of Human Resources is headed by a Director and manages the City's human resource operation which includes payroll processing, maintenance of personnel records, recruitment, and administering the City's benefits programs.

The Bureau of Licensing, Taxation and Central Support is headed by a Director and is responsible for the billing and processing of property and mercantile taxes as well as certain collection activities on delinquent accounts and is oversees operations of the City's duplicating center.

The Department of Financial Management is headed by the Finance Director, who serves as Deputy Business Administrator of Finance, and oversees and administers all fiscal activities of the City, directing the Accounting, Budget, and Purchasing Offices and works in close conjunction with the Bureau of Grants Management.

The Department of Engineering and Planning consists of the Bureau of Engineering, Bureau of Planning and the Offices of Parking and Traffic Safety

The Department of Public Safety consists of the Bureaus of Codes, Police and Fire. The Mayor is the Director of this department.

The Bureau of Police is headed by the Commissioner, Deputy Police Chief and a Captain. These positions are all classified as management. Uniformed officers under the rank of captain are not classified as management personnel. Lieutenants, sergeants, and corporals fulfill supervisory roles. The Deputy Police Chief and Captain head the Uniformed Patrol, Criminal Investigation, and Technical Services divisions. Within these divisions, additional organizational components exist. Several of these sections or units carry out specified police activities. The variety of police operations and the number of approved personnel make it the largest and most complex bureau in the City's organization. The Police Accreditation Program accounts for some of the structural delineations in this bureau because many stipulations for accreditation require appropriate separation of duties.

The Bureau of Fire, headed by a Fire Chief and two Deputy Fire Chiefs, maintains three fire houses and a large complement of firefighting apparatus with full-time personnel to support these facilities. Other personnel are uniformed firefighters, some of whom are assigned to specific details such as fire safety and fire inspection.



The Department of Public Works is responsible for the Bureau of Vehicle Management in the General Fund and the Bureau of City Services in the Neighborhood Services fund. Besides regularly scheduled residential and commercial sanitation services, some of the services provided by the Department of Public Works require a twenty-four hour, seven-day-per-week schedule, especially as it relates to traffic and weather-related emergency management issues.

The Public Works Director is assisted by a Deputy Director. The deputy serves as the Deputy Director for Public Works Operations and directly supervises the work of all sanitation crews. The Bureau of Vehicle Management is managed by the Fleet Manager and is responsible for servicing all City vehicles and vehicular equipment.

# **BUDGET AND FINANCE**

## **SCOPE OF THE BUDGET**

The budget for the City of Harrisburg is a multifaceted document that expresses spending policy for the fiscal year, illustrates a resource allocation plan for the Administration to implement, describes the services provided, and provides a means of communication between citizens and elected officials.

The budget spells out a management strategy through specific objectives designed to provide the best services at the most efficient cost. With regard to the delivery of services, these objectives must produce measurable results as key indicators of the effectiveness and efficiency of government policies and programs. Programs must be evaluated every year to determine their legitimacy since limited resources must be allocated between existing programs and the need for new ones. Also, the success of programs and the efficiency with which policy goals are met constitute two performance measures by which managers are evaluated for tenure and annual salary increases.

Interplay between elected officials and input from citizens via budgetary hearings and public access to the budget, further enhances the democratic process involved in the public programming and financing. Elected officials, who experience a wide range of pressures and competing interests, must take the initiative to hold the line on budget growth. As the chief executive, the Mayor is at the center of the budgeting process, commanding a comprehensive perspective on disparate interests. It is the Mayor who takes the lead in determining budgetary policies within an environment of competing priorities and limited local government resources. City Council then examines the Mayor's proposed budget and has the opportunity to make amendments before approving it in final form.

In summary, the budget is a policy instrument, a financial plan, an operations guide, and a communicative device. The true art of budgeting reflects a combination of leadership, independent judgment, competent administration, and cooperation between the various branches of City government.

## **BUDGET PROCESS**

The budget for the City is compiled by the Bureau of Financial Management's Office of Budget and Analysis. The fiscal year for the City of Harrisburg is January 1 to December 31. The actual budget preparation process gets underway in July. One important element of this process is a cooperative effort between the Bureau of Financial Management and Bureau of Information Technology which produces the Position Control Salary Projection reports for all funds. This salary information is vital in preparing personnel projections because it incorporates proposed management increases and bargaining unit contractual increases. Such personnel data greatly assists department directors in determining salary costs for the budget requests.

The City has historically used an incremental budget technique in arriving at the requested figures. Incremental budgeting emphasizes changes in the costs of providing City services based on competing priorities. To evaluate these priorities, department directors/bureau chiefs examine historical trends of line-item costs using a three-year cost analysis to determine the needs of the department or office for the forthcoming year. The Office of Budget and Analysis reviews all requests for accuracy and completeness. This step usually occurs around the beginning of September. The Office of Budget and Analysis prepares the revenue projections for presentation to the Mayor, who evaluates the budget gap between revenue projections and expenditure requests. The Mayor meets with the Budget staff and conducts follow up meetings with Departmental Directors, Bureau Chiefs and other staff to determine the most viable means to balance the budget. Generally, multiple lengthy sessions over a period of 2 months are required before the budget is balanced and decisions regarding revenue and expenditure proposals are incorporated into the proposed budget document.

Based on the City's Administrative Code, the Mayor shall, not later than the month of November, require all department heads to submit requests for appropriations for the ensuing budget year, and to appear before the Mayor, the Business Administrator or Deputy BA at a public hearing, on the various requests, where each department and bureau directors substantiates their expenditure projections and justifies their requests

Pursuant to the City's Administrative Code, the Mayor's Proposed Budget is presented to City Council at the last legislative meeting in November, at which time the document becomes available to the public.

During Budget and Finance Committee meetings, set by City Council, all offices/departments present to Council an estimate of the revenues and expenditures required to provide public services during the ensuing fiscal year.

City Council then makes appropriations and adopts the budget by ordinance no later than December 31. During the month of January following a municipal election, however, City Council may amend the budget with proper notice for public inspection of the proposed budget amendment. Any amended budget ordinance must be adopted by City Council before the 16th day of February. Within 15 days after the adoption of the budget ordinance, a copy of the same must be filed with the Commonwealth of Pennsylvania, Department of Community and Economic Development.

**BUDGET CALENDAR**

August-September	<ul style="list-style-type: none"> <li>• Prepare and distribute expenditure request preparation manuals</li> <li>• Prepare and distribute revenue project manuals</li> <li>• Update title and divider pages, table of contents, and organization charts</li> <li>• Compile expenditure requests returned from office/department directors</li> <li>•</li> </ul>
September-October	<ul style="list-style-type: none"> <li>• Update the Budget and Finance section</li> <li>• Design cover for Budget</li> <li>• Develop revised revenue and expenditure projections based on Sept. 30</li> <li>• Fiscal Report projections and actual activity to date</li> <li>• Mayoral budget hearings and review process with department directors</li> <li>• Update and distribute narrative and performance measurement preparation manuals</li> <li>• Update narratives and performance measurements as submitted by office/department directors</li> </ul>
October	<ul style="list-style-type: none"> <li>• Prepare a preliminary Summary statement of projected revenues vs. proposed expenditures</li> <li>• 1st and 2nd rounds of budget review with Mayor and Office of Budget and Analysis staff</li> <li>• Update Budget Summary section</li> </ul>
November	<ul style="list-style-type: none"> <li>• Hold Public Hearings to discuss department head requested budgets</li> <li>• Final revision and proofreading of Mayor's Proposed Budget</li> <li>• Compiling, printing, and binding of Mayor's Proposed Budget</li> <li>• Mayor's Proposed Budget presented to City Council</li> </ul>
December	<ul style="list-style-type: none"> <li>• City Council budget hearings and adoption</li> </ul>

**REVENUE PROJECTIONS**

Using actual and projected data, various analyses are performed by the Bureau of Financial Management to project revenues. Revenue estimates are *mostly* based on three different projection methods which incorporate growth rates over the previous three years, current year receipts, and collection rates where applicable, and important input from department directors, as well as known variations in specific line item projections. Each projection method is tested against actual prior year revenues to determine validity. This validity test is conducted at the revenue line-item (detail) level, and only the projection methods deemed valid are utilized. In addition, unusual circumstances and one-time revenue sources are given appropriate consideration.

## REVENUE PROJECTION METHODS

<b>Method 1</b>	2019 Actual Revenues at September 30, 2019 / 9 months x 12 months
Explanation	A monthly average of current year revenues is calculated based on nine months of receipts, which are then annualized to project current year revenues. Based on revenue trends and this method of projection for 2019 revenues, 2020 revenues are projected.
<b>Method 2</b>	2019 Actual Revenues at September 30, 2019 / (2018 Actual Revenues at September 30, 2018 / 2018 Actual Revenues at December 31, 2018)
Explanation	A percentage of 2018 revenues are determined from revenue receipts at September 30, 2018. The 2019 actual revenues at September 30, 2019, are divided by the percentage collected at September 30, 2018, to project revenues for 2019. By reviewing revenue trends in conjunction with this method of projection for 2019 revenues, the 2020 revenues are projected.
<b>Method 3</b>	Percentage of 2018 Revenue Budget Collected at December 31, 2018 x 2019 Budget
Explanation	2019 revenues can be projected by multiplying the percentage of 2018 Budget which was collected at December 31, 2018, times the 2019 Budget. By reviewing the historical actuals to budget ratios, assumptions can be determined to assist in 2020 revenue projections.

## PERFORMANCE MEASUREMENTS

A Performance Program Budget (PPB) system utilizes specific program objectives to produce a desired output. The City currently does not present a formal programmatic budget; however, many aspects of the existing budget emulate the strategy of PPB. A program is a primary function of government which identifies clearly the delivery of a particular service to the taxpayers. The bureaus, divisions, and units actually represent individual City programs. An important exercise in preparing a PPB is determining performance measurements to meet specific program objectives.

The purpose of preparing performance measurements is to quantitatively determine the effectiveness and efficiency of departmental programs. The budget is the resource allocation plan for the City, and it identifies the financial input necessary to meet departmental objectives. Performance measurements, or indicators, measure the level of output against the input of budgeted funds. The end result should be to minimize the resources or dollars utilized to achieve a specified level of output.

From a policy standpoint, these measures can provide data to decision-makers to assist them in providing better services to citizens at the least possible cost. They also can provide direction in appropriating available resources, identifying areas of service which may require more resources, and addressing strengths and weaknesses in achieving the objectives of the services being provided.

Performance measurements are based on a management objective established by the department director. These measurements concentrate on the performance of the entire bureau or division, not on an individual's performance. The activities measured are those required to meet the overall objective of the department/bureau. If the measured activity achieves most of its objectives and receives a highly satisfactory rating, then it is considered to be effective.

The 2020 Approved Budget does not include data measuring a department's performance as the 2017, 2018 & 2019 actuals and 2020 projected measurement data was not complete before the preparation of this document.

Since the City's management reserves the right to establish goals and objectives to determine the cost of service delivery, quantitative analysis of City services assists management in providing the best possible service at the least possible cost. It is hoped in the future that citizen surveys can become part of performance measurements to determine taxpayer satisfaction. Given the limited resources of time and staffing, such a survey is currently impractical. To some degree, however, the election process itself is an indication of taxpayer satisfaction.

## **BUDGETARY ACCOUNTING AND CONTROLS**

A City Council ordinance establishes the annual budget for the General Fund, Special Revenue Funds, Debt Service Fund, and Proprietary Funds. Budgets for all funds are prepared on a cash basis with respect to revenues and on an items vouchered basis with respect to expenditures. Some Special Revenue Funds are exempted from legally adopted budgetary requirements, such as Grants Fund, Capital Projects Fund, and Expendable Trust Funds.

Grant programs accounted for in the Grant Programs Fund are administered under project budgets determined by contracts with state and federal grantor agencies. Effective expenditure control is achieved in the Capital Projects Fund through bond indenture provisions and project budgets. Control over spending in the Expendable Trust Fund is achieved by the use of internal spending limits.

The administration may authorize budgetary transfers up to \$20,000 between major category line items. However, no transfers shall be permitted into or within any personnel line-items to augment any individual wage or salary allocation previously established by City Council for any position without City Council approval, except to accommodate payments to employees as required under applicable laws or collective bargaining agreements. City Council approval is required for transfers in excess of \$20,000 along budgetary major category line-items. In the absence of budgeted financing, City Council may approve a supplemental appropriation from unappropriated fund balances; or from a new, unanticipated and unbudgeted revenue source(s) received during the course of the budget year. There were supplemental appropriations enacted during 2019.

Appropriations are authorized by ordinance at the fund level with the exception of the General Fund, which is appropriated at the functional office or department level except for the Office of Administration, which has separate budgets for administration and general expenditures. Appropriations are further defined through the establishment of more detailed line-item budgets.

### Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the governmental and proprietary fund types. Encumbrances outstanding at year end do not constitute expenditures or liabilities, but are re-appropriated in the succeeding year. The City records such encumbrances as reservations of fund balance in governmental funds which have fund balances at year end. Encumbrance accounting is used in proprietary fund types as a tool for budgetary control, but reserves are not reported. The subsequent year's appropriations provide authority to complete the transactions as expenditures.

## **FINANCIAL INFORMATION**

The management of the City is responsible for establishing and maintaining an internal control structure designed to ensure that assets are protected from loss, theft, or misuse and that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

### Independent Audit:

The City's Administrative Code requires an annual independent audit of the books of account, financial records, and transactions of the City by an independent certified public accounting firm. In addition, various bond indentures also require such an audit.

In addition to meeting the requirements set forth above, the audit has also been designed to comply with the Single Audit Act of 1984 and related OMB Circular A-133. The independent auditor's report on the basic financial statements, along with the combining and individual fund statements and schedules, is included in the financial section of the City's Comprehensive Annual Financial Report. The independent auditor's reports related specifically to the Single Audit are included in a separately issued single audit document.

#### Single Audit:

As a recipient of federal and state financial assistance, the City is also responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. The internal control structure is subject to periodic evaluation by management and internal audit staff of the City.

As part of the City's Single Audit, tests are made to determine the adequacy of the internal control structure, including that portion related to federal financial assistance programs and the City's compliance with applicable laws and regulations.

#### Audit Committee:

During 2007, the City of Harrisburg established an Audit Committee to provide independent review and oversight of the City's financial reporting processes, internal controls, and annual audit. The City's independent auditor now reports directly to the Audit Committee, versus management as in prior years. The Committee is made up of five voting members and the City Council Budget and Finance Committee Chair, or his/her designee, as an ex officio sixth non-voting member. Three members must be well-versed in accounting procedures and one member must be a CPA. No City employee may serve as a member of the Committee, with the exception of the ex-officio Budget and Finance Chair or his/her designee.

#### Cash Management:

The City's current investment policy is to minimize credit and market risk while maintaining a competitive yield on its portfolio. All cash which is temporarily idle is invested in interest bearing demand deposits, repurchase agreements, or statewide money market funds, thereby increasing the average yield on idle funds. A significant portion of the City's cash and investments is maintained in bank trust accounts under the management of trustees.

An ordinance of City Council requires that all deposits be held in insured, federally regulated banks or financial institutions and that all amounts in excess of federal insurance be fully collateralized in accordance with a state statute which requires banks to pledge a pool of eligible assets against the total of its public funds on deposit.

#### Basis of Accounting:

Although the annual budget is prepared on a cash basis with respect to both revenues received and expenditures disbursed for all funds, the Governmental Funds and Expendable Trust and Agency Funds are reported on the modified accrual basis of accounting for financial statement purposes. Revenues of these funds are recognized in the year in which they become both measurable and available within 60 days after year end to pay current year liabilities. The major revenue sources accrued by the City include real estate taxes, local income and services taxes, intergovernmental revenue, departmental earnings, and investment income. Revenues from other sources are recognized when received. Expenditures are generally recognized in the year the related fund liability is incurred. Principal and interest on general long-term obligations are recognized when due. Prepaid items and inventory purchases are reported as expenditures in the year the items are used. Expenditures for claims, judgments, compensated absences, and employer pension contributions are reported as the amount accrued during the year that normally would be liquidated with expendable available financial resources.

The accrual basis of accounting is utilized by proprietary fund types for financial statement reporting purposes. Under this method, revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred.

# BUDGET SUMMARY

## RESOURCE ALLOCATION

The following Resource Allocation chart lists resources and appropriations for each fund and provides a grand total for all City resources. The accounts of the City are organized on the basis of fund(s), each of which is considered to be a separate accounting entity. These funds are the General Fund, Special Revenue Funds, Debt Service Fund, and utility funds. The City of Harrisburg has established the following utility fund: the Neighborhood Services Fund. Although each fund is accounted for independently, the proper cooperation and interaction among all funds contribute to the overall effective and efficient management of City government.

### GENERAL FUND

The General Fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

### SPECIAL REVENUE FUNDS

Special Revenue Funds are defined as those funds used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

### STATE LIQUID FUELS TAX FUND

The State Liquid Fuels Tax Fund is used to account for State aid revenue for maintaining, lighting, building, and improving City roads and bridges in accordance with policies and procedures of the County Liquid Fuels Tax Act of 1931 and the Liquid Fuels Tax Act 655 of 1956 of the Commonwealth of Pennsylvania.

### HOST MUNICIPALITY FEES FUND

The Host Municipality Fees Fund is used to account for host municipality benefit fees received for critical environmental projects and related administrative costs, as mandated by Act 101 - The Municipal Waste Planning, Recycling, and Waste Reduction Act.

### SENATORS FUND

The Senators Fund accounts for the revenues and expenses associated with the payment of debt on the financing of a new stadium of the Harrisburg Senators, a minor league franchise formerly owned by the City.

### PARKS & RECREATION FUND

The Park & Recreation fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Parks & Recreation bureau, activities, and programming.

### NEIGHBORHOOD MITIGATION FUND

The Neighborhood Mitigation fund is responsible for the collection of fee revenue and related expenses of the City as they pertain to enforcement of ordinances regulating blight and local health, housing and safety codes and regulations, including expenses related to remediation of blighted conditions, as authorized

### SPECIAL EVENTS AND PROJECTS REIMBURSEMENT FUND

The Special Events and Projects Reimbursement Fund accounts for fee, service provision chargeback and contribution revenue, along with related expenses, for use in the maintenance and betterment of the City's Public Works department

### FIRE PROTECTION FUND

The Fire Protection fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Fire department and activities.

### POLICE PROTECTION FUND

The Police Protection fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Police department and activities.

#### WHBG FUND

The WHBG fund accounts for fee, contribution, advertising and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's government access cable television channel and station

#### EVENTS FUND

The Special Events Fund accounts for all revenue raised in support of the City's events, including the July 4th Celebration, Kipona, the Holiday Parade and New Year's Eve. This fund also accounts for related event expenses and is overseen by the Director of Business Development and the Events and Marketing Manager.

#### DEBT SERVICE FUND

The Debt Service Fund is used to account for the accumulation of resources, principally transfers from the General Fund and State Liquid Fuels Tax Fund, and proceeds from the sale/lease or use of City assets, for the payment of general long-term debt principal, interest, and related costs.

#### CAPITAL PROJECTS FUND

The Capital Projects Fund is used to account for financial resources to be used for the acquisition, construction, or improvement of major capital facilities (other than those financed by proprietary funds).

#### UTILITY FUND

Utility funds (also termed enterprise or proprietary funds) are used by a governmental entity to account for services provided to the general public on a user charge basis.

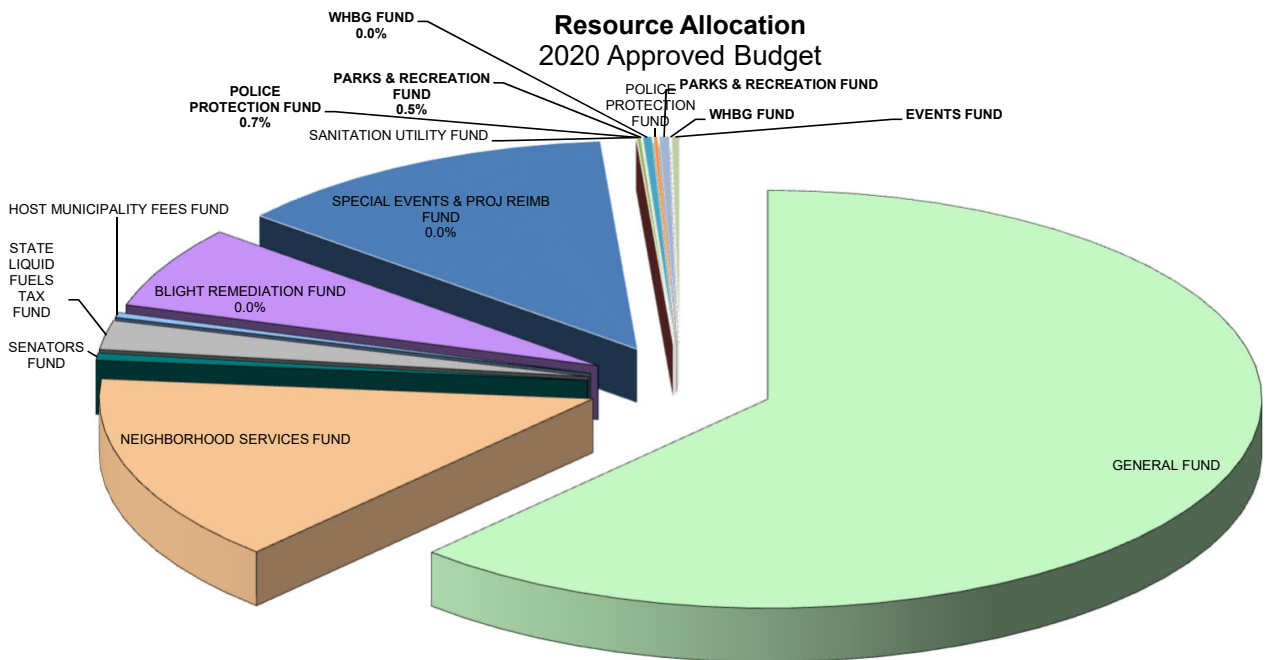
#### NEIGHBORHOOD SERVICES FUND

The Neighborhood Service Fund is used to account for the revenues and expenses associated with the provision of refuse collection and disposal services to residential, commercial, and industrial establishments of the City as well as Parks and Recreation maintenance services and road repair services, as those are related to the facilitation of refuse collection and disposal services, broadly defined.



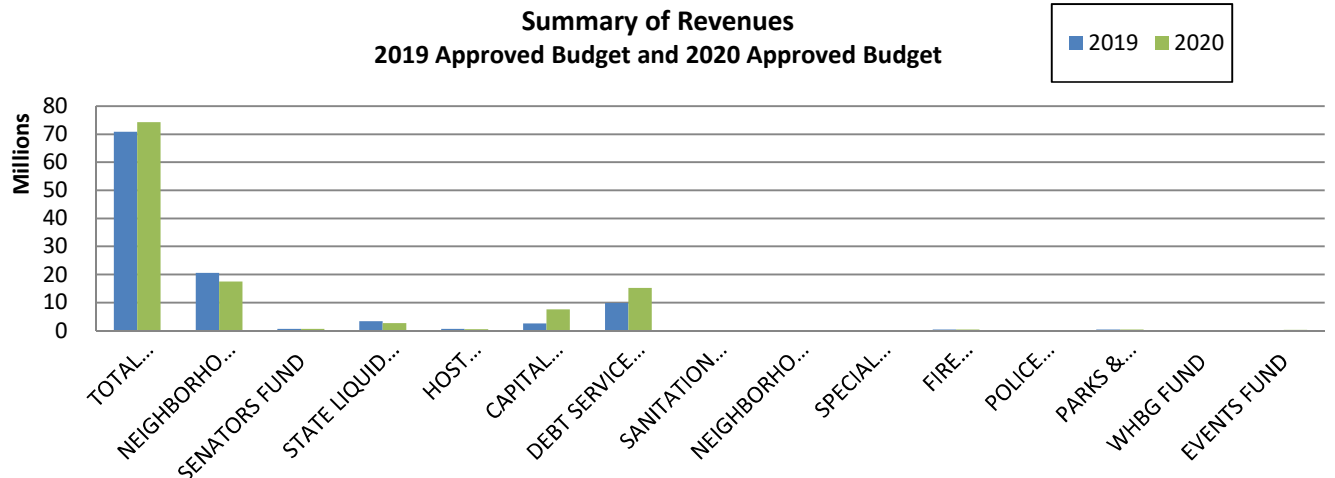
RESOURCE ALLOCATION  
2020 APPROVED BUDGET

RESOURCES		APPROPRIATIONS	
GENERAL FUND	74,317,446	GENERAL FUND	74,316,819
NEIGHBORHOOD SERVICES FUND	17,531,761	NEIGHBORHOOD SERVICES FUND	17,531,761
SENATORS FUND	674,690	SENATORS FUND	674,690
STATE LIQUID FUELS TAX FUND	2,705,131	STATE LIQUID FUELS TAX FUND	2,705,131
HOST MUNICIPALITY FEES FUND	455,594	HOST MUNICIPALITY FEES FUND	455,594
CAPITAL PROJECTS FUND	7,633,000	CAPITAL PROJECTS FUND	7,633,000
DEBT SERVICE FUND	15,273,638	DEBT SERVICE FUND	15,273,638
SANITATION UTILITY FUND	5,724	SANITATION UTILITY FUND	5,724
NEIGHBORHOOD MITIGATION FUND	156,000	NEIGHBORHOOD MITIGATION FUND	156,000
SPECIAL EVENTS & PROJ REIMB FUND	20,000	SPECIAL EVENTS & PROJ REIMB FUND	20,000
FIRE PROTECTION FUND	367,500	FIRE PROTECTION FUND	367,500
POLICE PROTECTION FUND	165,300	POLICE PROTECTION FUND	165,300
PARKS & RECREATION FUND	403,500	PARKS & RECREATION FUND	403,500
WHBG FUND	9,500	WHBG FUND	9,500
EVENTS FUND	320,000	EVENTS FUND	320,000
<b>TOTAL RESOURCES</b>	<b><u>120,038,783</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>120,038,156</u></b>



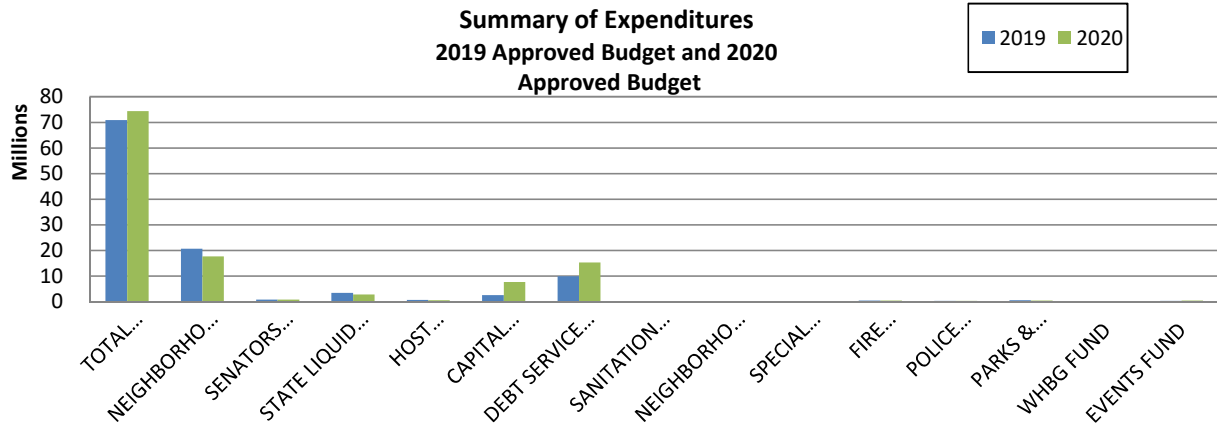
SUMMARY OF REVENUES  
2020 APPROVED BUDGET

FUND	2019 APPROVED BUDGET	2020 APPROVED BUDGET	2019-2020 INCREASE/ (DECREASE)
<b>GENERAL FUND</b>			
Real Estate Taxes	17,227,295	17,707,391	480,096
Transfer Taxes	649,000	800,000	151,000
Hotel Taxes	900,000	900,000	0
Local Services Taxes	6,099,149	6,714,405	615,256
Earned Income Taxes	11,544,297	12,175,314	631,017
Mercantile/Business Privilege Taxes	7,433,050	7,953,082	520,031
Departmental Revenues	9,448,703	9,472,029	23,326
Fines and Forfeits	813,102	845,102	32,000
Other Licenses and Permits	598,250	578,250	(20,000)
Interest Income	146,280	220,100	73,819
Property Income	34,123	34,123	0
Miscellaneous	2,297,582	2,450,825	153,242
Intergovernmental	6,858,466	6,114,022	(744,443)
Fund Balance Appropriation	6,782,736	8,352,803	1,570,067
<b>TOTAL GENERAL FUND</b>	<b>70,832,033</b>	<b>74,317,446</b>	<b>3,485,413</b>
NEIGHBORHOOD SERVICES FUND	20,592,769	17,531,761	(3,061,007)
SENATORS FUND	678,287	674,690	(3,597)
STATE LIQUID FUELS TAX FUND	3,379,112	2,705,131	(673,981)
HOST MUNICIPALITY FEES FUND	594,575	455,594	(138,981)
CAPITAL PROJECTS FUND	2,532,000	7,633,000	5,101,000
DEBT SERVICE FUND	9,833,638	15,273,638	5,440,000
SANITATION UTILITY FUND	5,151	5,724	572
NEIGHBORHOOD MITIGATION FUND	156,000	156,000	0
SPECIAL EVENTS & PROJ REIMB FUND	76,530	20,000	(56,530)
FIRE PROTECTION FUND	367,500	367,500	0
POLICE PROTECTION FUND	165,300	165,300	0
PARKS & RECREATION FUND	423,530	403,500	(20,030)
WHBG FUND	10,000	9,500	(500)
EVENTS FUND	181,000	320,000	139,000
<b>TOTAL REVENUE</b>	<b>109,827,424</b>	<b>120,038,783</b>	<b>10,211,359</b>



SUMMARY OF EXPENDITURES  
2020 APPROVED BUDGET

FUND	2019 APPROVED BUDGET	2020 APPROVED BUDGET	2019-2020 INCREASE/ (DECREASE)
<b>GENERAL FUND</b>			
General Government	2,441,535	2,388,933	(52,602)
Administration	3,490,597	3,714,762	224,165
Department Of Finance	729,608	738,851	9,243
Parks And Facilities	2,200,898	2,467,049	266,151
Public Safety	28,946,410	29,391,314	444,904
Department Of Engineering & Dev.	2,635,601	2,156,663	(478,938)
Public Works	2,355,926	2,449,276	93,350
General Expenses	15,385,162	14,268,225	(1,116,937)
Transfers To Other Funds	12,622,416	16,741,747	4,119,331
<b>TOTAL GENERAL FUND</b>	<b>70,808,153</b>	<b>74,316,819</b>	<b>3,508,666</b>
NEIGHBORHOOD SERVICES FUND	20,548,994	17,531,761	(3,017,233)
SENATORS FUND	678,287	674,690	(3,597)
STATE LIQUID FUELS TAX FUND	3,379,112	2,705,131	(673,981)
HOST MUNICIPALITY FEES FUND	594,575	455,594	(138,981)
CAPITAL PROJECTS FUND	2,532,000	7,633,000	5,101,000
DEBT SERVICE FUND	9,833,638	15,273,638	5,440,000
SANITATION FUND	5,151	5,724	573
NEIGHBORHOOD MITIGATION FUND	156,000	156,000	0
SPECIAL EVENTS & PROJ REIMB FUND	76,530	20,000	(56,530)
FIRE PROTECTION FUND	367,500	367,500	0
POLICE PROTECTION FUND	165,300	165,300	0
PARKS & RECREATION FUND	423,530	403,500	(20,030)
WHBG FUND	9,500	9,500	0
EVENTS FUND	181,000	320,000	139,000
<b>TOTAL EXPENDITURES</b>	<b>109,759,270</b>	<b>120,038,156</b>	<b>10,278,886</b>



GENERAL FUND  
RESOURCE ALLOCATION SUMMARY  
2020 APPROVED BUDGET

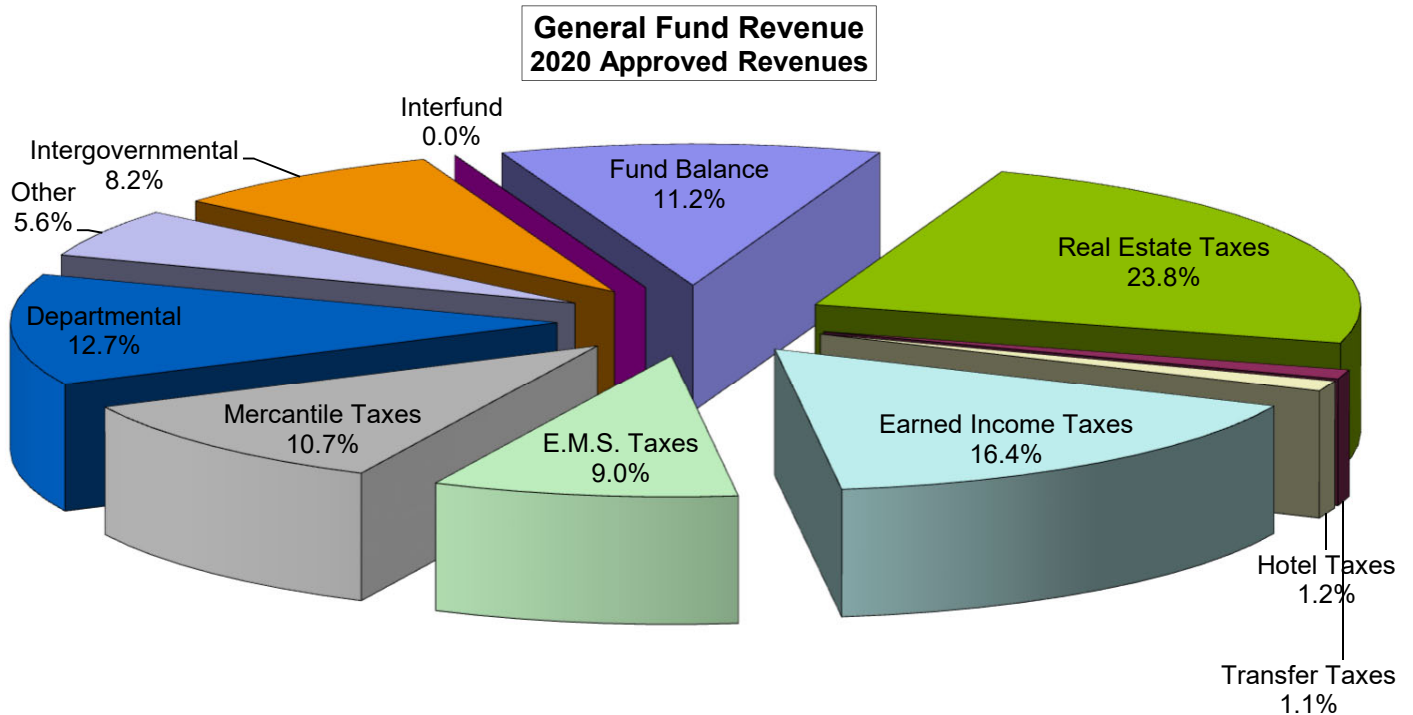
RESOURCES		APPROPRIATIONS	
REAL ESTATE TAXES	17,707,391	GENERAL GOVERNMENT	2,388,933
		ADMINISTRATION	3,714,762
TRANSFER TAXES	800,000	DEPARTMENT OF FINANCE	738,851
		PARKS AND FACILITIES	2,467,049
HOTEL TAXES	900,000	PUBLIC SAFETY	29,391,314
		DEPARTMENT OF ENGINEERING & DEV.	2,156,663
OCCUPATIONAL PRIVILEGE TAXES	0	PUBLIC WORKS	2,449,276
LOCAL SERVICES TAXES	6,714,405	TOTAL DEPARTMENTS	<u>43,306,848</u>
EARNED INCOME TAXES	12,175,314		
MERCANTILE/BUSINESS PRIVILEGE	7,953,082	OTHER:	
DEPARTMENTAL REVENUES	9,472,029	GENERAL EXPENSES	14,268,225
FINES AND FORFEITS	845,102	TRANSFERS TO OTHER FUNDS	16,741,747
BUSINESS LICENSES AND PERMITS	578,250	TOTAL OTHER	<u>31,009,971</u>
INTEREST INCOME	220,100		
PROPERTY INCOME	34,123		
MISCELLANEOUS REVENUE	2,450,825		
OTHER FINANCING SOURCES	0		
INTERGOVERNMENTAL REVENUE	6,114,022		
INTERFUND REVENUE	0		
FUND BALANCE APPROPRIATION	8,352,803		
TOTAL RESOURCES	<u>74,317,446</u>	TOTAL APPROPRIATIONS	<u>74,316,819</u>

GENERAL FUND  
REVENUE ANALYSIS SUMMARY  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD 12/31/2019	2019 Adopted Budget	2020 Approved Budget
TAXES					
REAL ESTATE TAXES					
Real Estate Current	15,350,370	15,466,089	15,068,892	14,937,489	15,406,137
Real Estate Prior	2,243,682	2,496,769	2,067,745	2,289,805	2,301,254
<b>TOTAL REAL ESTATE TAXES</b>	<b>17,594,052</b>	<b>17,962,858</b>	<b>17,136,637</b>	<b>17,227,295</b>	<b>17,707,391</b>
OTHER TAXES					
Transfer Taxes	642,804	1,026,603	1,026,697	649,000	800,000
Hotel Taxes	0	0	900,000	900,000	900,000
Local Services Taxes	7,413,159	6,726,219	6,824,394	6,099,149	6,714,405
Earned Income Taxes	11,446,980	11,895,302	12,761,772	11,544,297	12,175,314
Mercantile/Business Privilege	7,621,587	7,720,195	8,199,712	7,433,050	7,953,082
<b>TOTAL OTHER TAXES</b>	<b>27,124,530</b>	<b>27,368,319</b>	<b>29,712,574</b>	<b>26,625,496</b>	<b>28,542,801</b>
<b>TOTAL TAXES</b>	<b>44,718,582</b>	<b>45,331,177</b>	<b>46,849,211</b>	<b>43,852,790</b>	<b>46,250,192</b>
DEPARTMENTAL REVENUES					
Administration	1,090,501	1,126,360	1,151,460	1,093,171	700,565
Building and Housing Development	2,039,471	1,772,534	1,551,757	1,241,979	1,432,876
Public Safety	7,002,925	6,978,978	6,948,933	6,556,924	6,777,073
Public Works	665,914	633,302	610,176	545,397	551,256
Parks and Recreation	10,110	5,181	13,801	11,231	10,260
<b>TOTAL DEPT. REVENUES</b>	<b>10,808,922</b>	<b>10,516,354</b>	<b>10,276,127</b>	<b>9,448,703</b>	<b>9,472,029</b>

GENERAL FUND  
REVENUE ANALYSIS SUMMARY  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD 12/31/2019	2019 Adopted Budget	2020 Approved Budget
<b>OTHER REVENUES</b>					
Fines and Forfeits	855,222	874,079	744,652	813,102	845,102
Licenses and Permits	635,509	592,192	570,074	598,250	578,250
Interest Income	98,671	219,204	531,381	146,280	220,100
Property Income	61,635	34,730	130,106	34,123	34,123
Miscellaneous	3,502,765	2,048,547	2,531,737	2,297,582	2,450,825
Intergovernmental	5,483,587	6,499,183	7,030,302	6,858,466	6,114,022
Interfund	134,561	409,034	0	0	0
<b>TOTAL OTHER REVENUES</b>	<b>10,771,951</b>	<b>10,676,970</b>	<b>11,558,208</b>	<b>10,747,804</b>	<b>10,242,422</b>
<b>GENERAL FUND REVENUES</b>	<b>66,299,455</b>	<b>66,524,501</b>	<b>68,683,546</b>	<b>64,049,297</b>	<b>65,964,643</b>
Fund Balance Appropriation	0	0	0	6,782,736	8,352,803
<b>GENERAL FUND RESOURCES</b>	<b>66,299,455</b>	<b>66,524,501</b>	<b>68,683,546</b>	<b>70,832,033</b>	<b>74,317,446</b>



GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD 12/31/2019	2019 Adopted Budget	2020 Approved Budget
<b>TAXES</b>					
<b>REAL ESTATE TAXES</b>					
<b>CURRENT YEAR LEVY</b>					
Discount Period	12,115,846	12,805,439	12,626,287	11,919,242	12,680,838
Flat Period	1,812,227	1,574,400	1,531,210	1,823,098	1,532,214
Prior Year Flat	20,041	0	659	4,988	5,013
Penalty Period	1,522,202	1,328,478	1,084,270	1,299,050	1,305,546
Refund of Prior Year Taxes	(27,593)	(118,694)	(29,525)	(410)	(412)
<b>TOTAL CURRENT YEAR LEVY</b>	<b>15,442,722</b>	<b>15,589,623</b>	<b>15,212,901</b>	<b>15,045,969</b>	<b>15,523,199</b>
<b>CURRENT YEAR DISCOUNT AND PENALTY</b>					
Discount (2%)	(244,631)	(256,377)	(252,526)	(238,385)	(247,617)
Penalty (10%)	152,278	132,843	108,518	129,905	130,555
<b>TOTAL DISCOUNT &amp; PENALTY</b>	<b>(92,352)</b>	<b>(123,534)</b>	<b>(144,009)</b>	<b>(108,480)</b>	<b>(117,062)</b>
<b>TOTAL CURRENT YEAR TAXES</b>	<b>15,350,370</b>	<b>15,466,089</b>	<b>15,068,892</b>	<b>14,937,489</b>	<b>15,406,137</b>
<b>PRIOR YEARS' TAXES</b>					
Tax Liens - Principal	(54)	0	0	0	0
Tax Amount - 1st Year Prior	718,297	701,187	609,221	737,970	741,660
Tax Amount - 2nd Year Prior	937,808	981,877	946,862	980,474	985,377
Tax Amount - 3rd & More Prior Years	193,798	126,580	146,089	165,607	166,435
Penalty & Int - 1st Year Prior	95,583	94,198	81,665	100,246	100,747
Penalty & Int - 2nd Year Prior	219,866	228,727	222,681	231,540	232,697
Penalty & Int - 3rd & More Years	78,384	61,264	61,226	73,968	74,338
Tax Amount - Tax Sales	0	302,935	0	0	0
<b>TOTAL PRIOR YEARS' TAXES</b>	<b>2,243,682</b>	<b>2,496,769</b>	<b>2,067,745</b>	<b>2,289,805</b>	<b>2,301,254</b>
<b>TOTAL REAL ESTATE TAXES</b>	<b>17,594,052</b>	<b>17,962,858</b>	<b>17,136,637</b>	<b>17,227,295</b>	<b>17,707,391</b>
<b>OTHER TAXES</b>					
Transfer Taxes	642,804	1,026,603	1,026,697	649,000	800,000
Hotel Taxes	0	0	900,000	900,000	900,000
<b>LOCAL SERVICE TAXES</b>					
Tax Amount - Current Year	7,540,674	6,843,476	6,945,928	6,207,785	6,834,000
Penalty - Current Tax	(1)	0	0	0	0
Tax Amount - Prior Year	5,078	1,332	0	0	0
Local Service Tax Commission	(132,591)	(118,589)	(121,534)	(108,636)	(119,595)
<b>TOTAL L.S.T.</b>	<b>7,413,159</b>	<b>6,726,219</b>	<b>6,824,394</b>	<b>6,099,149</b>	<b>6,714,405</b>
<b>EARNED INCOME TAXES</b>					
Tax Amount - Current Year	11,615,106	12,068,564	12,941,109	11,716,000	12,356,320
E.I.T. Commissions	(168,126)	(173,262)	(179,338)	(169,882)	(179,167)
E.I.T. DCTCC Fees	0	0	0	(1,821)	(1,839)
<b>TOTAL E.I.T.</b>	<b>11,446,980</b>	<b>11,895,302</b>	<b>12,761,772</b>	<b>11,544,297</b>	<b>12,175,314</b>
<b>MERCANTILE/BUSINESS PRIVILEGE LICENSES</b>					
Business Privilege - Current Year	268,350	212,850	203,400	160,000	200,000

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD 12/31/2019	2019 Adopted Budget	2020 Approved Budget
Business Privilege - Prior Year	7,880	9,640	14,280	9,000	12,000
Landlord - Current Year	121,250	118,400	117,000	115,000	116,000
Landlord - Prior Year	17,920	22,060	23,030	10,000	15,000
Filing Fee/Court Cost Remittance	3,357	4,016	5,519	4,000	6,000
<b>MERCANTILE/BUSINESS TAXES</b>					
Current Year Tax	2,613,735	2,769,218	2,849,392	2,650,000	2,800,000
Prior Year Tax	134,488	135,428	178,596	100,000	135,000
Penalty	101,619	105,772	134,737	75,000	75,000
Interest	24,696	29,044	38,287	15,000	20,000
Amusement Tax	297,956	291,137	304,144	290,000	305,000
Amusement Tax - Prior Year	8,604	5,192	17,227	5,000	5,000
Amusement Tax Interest	1,839	1,580	7,738.89	1,050	1,082
Parking Tax	3,952,029	3,942,441	4,246,145	3,950,000	4,200,000
Parking License Fee	15,484	19,338	8,999	12,000	12,500
Parking License Fee - Prior Year	4,076	0	368	500	500
Parking License Fee - Interest	3,284	1,459	2,073	1,500	2,000
General License Tax	45,020	52,620	48,775	35,000	48,000
<b>TOTAL MERC./BUS. PRIV.</b>	<b>7,621,587</b>	<b>7,720,195</b>	<b>8,199,712</b>	<b>7,433,050</b>	<b>7,953,082</b>
<b>TOTAL OTHER TAXES</b>	<b>27,124,530</b>	<b>27,368,319</b>	<b>29,712,574</b>	<b>26,625,496</b>	<b>28,542,801</b>
<b>TOTAL TAXES</b>	<b>44,718,582</b>	<b>45,331,177</b>	<b>46,849,211</b>	<b>43,852,790</b>	<b>46,250,192</b>
<b>DEPARTMENTAL REVENUES</b>					
<b>ADMINISTRATION</b>					
Neighborhood Service Fund	811,063	811,063	811,063	811,063	405,531
Satisfaction Fees	380	347	320	245	245
Filing Fee Returns	1,410	225	320	1,372	1,372
Life Partnership Registry	25	50	50	25	25
Liens - Court Costs	16	0	0	0	0
Collection Revenue (School)	107,487	127,083	129,480	141,308	143,639
Collection Fees (School Merc.)	95,065	108,664	119,953	71,307	75,000
Returned Check Fee	4,293	4,101	4,195	4,660	4,660
Other Administration Revenue	70,762	74,828	86,079	63,098	70,000
Documents/Publications - Mercantile	1	0	0	92	92
<b>TOTAL ADMINISTRATION</b>	<b>1,090,501</b>	<b>1,126,360</b>	<b>1,151,460</b>	<b>1,093,171</b>	<b>700,565</b>
<b>BUILDING &amp; HOUSING DEVELOPMENT</b>					
Rooming House	13,215	11,880	10,565	8,200	8,200
Appeal Hearing Fees	0	800	0	800	800
License Renewal Fees	175,000	170,175	154,100	175,000	177,625
Permit Fees - Electrical	159,362	73,941	59,479	70,000	71,050
Permit Fees - Plumbing	61,571	66,956	52,842	50,000	50,750
Permit Fees - Building	979,800	699,029	542,050	400,000	500,000
Permit Fees - Low Voltage Electric	1,202	956	1,011	1,500	1,523
Permit Fees - Dumpster	3,785	4,475	3,425	2,800	2,842
Permit Fees - Demolition	23,013	36,933	22,488	20,000	20,300
Fire Prevention Code	59,718	49,666	49,237	50,000	50,750
Permit Fees - Special	4,102	5,131	1,697	2,500	2,538
Fees - Flood Plain Certification	1,645	1,680	2,305	1,000	1,015
Fees - Buyer Notification	26,425	28,215	35,320	20,000	25,000
Emergency Order Liens - Principal	0	0	1,266	0	0
Fees - Planning	2,084	15,374	14,820	6,020	8,000



GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD 12/31/2019	2019 Adopted Budget	2020 Approved Budget
Fees - City Health Inspection	109,680	89,885	83,640	75,000	76,125
Fees - Zoning Hearing Board	7,750	12,950	11,935	9,800	10,000
Permit Fees - Zoning	122,003	83,958	64,611	68,000	75,000
Rental Inspection	284,742	415,575	435,165	280,000	350,000
Publications and Maps	3,350	3,050	5,035	500	500
Warrant Services Fee	1,025	1,906	767	859	859
<b>TOTAL BUILDING &amp; HOUSING DEV.</b>	<b>2,039,471</b>	<b>1,772,534</b>	<b>1,551,757</b>	<b>1,241,979</b>	<b>1,432,876</b>
<b>PUBLIC SAFETY</b>					
Fire and Burglar Alarm	43,993	54,485	55,657	45,000	45,000
Vehicular Extraction Fees	10,942	0	0	10,942	10,942
Towing Fees	22,666	21,144	13,705	21,067	21,067
Police Investigation Reports	46,425	39,702	42,835	58,985	58,985
Booking Processing Fee	36,815	23,843	15,393	33,140	33,140
Fire Investigation Reports	1,697	1,384	1,525	1,624	1,624
Fire Inspection/Safety	0	0	1,655	200	200
Fees - Firefighter Application	0	0	9,040	0	0
Meter Bag Rental	49,388	53,896	31,912	24,000	28,800
Police Personnel Reimb.	37,219	27,736	16,617	44,500	44,500
ARRA COPS Grant	302,034	200,320	50,080	50,000	0
Police On Patrol	0	0	0	1,006	70,000
Domestic Violence Grant	3,000	0	0	2,302	0
FEMA/USAR Contract	218,520	133,791	128,811	20,000	20,000
HHA Reimbursement	315,540	198,993	248,440	250,000	250,000
Other Public Safety Revenue	5,051,423	5,064,832	5,162,039	5,040,000	5,100,000
Fees - Permit Parking	43,910	46,375	49,230	39,731	45,000
Fines and Costs	13,811	38,867	28,751	48,028	25,000
Drug Task Force Reimbursement	67,213	158,911	88,266	74,082	100,000
Highway Safety Program Reimburse.	11,890	22,500	12,011	11,890	11,890
Dog Licenses	8,400	8,644	7,177	8,000	8,000
Fees - Booting	3,000	1,575	2,850	2,925	2,925
Police Extra Duty Revenue	715,040	881,981	982,939	769,502	900,000
<b>TOTAL PUBLIC SAFETY</b>	<b>7,002,925</b>	<b>6,978,978</b>	<b>6,948,933</b>	<b>6,556,924</b>	<b>6,777,073</b>
<b>PUBLIC WORKS</b>					
Street Cut Inspect	250,000	250,000	250,000	250,000	250,000
VMC Charges- Fed Grant	1,665	1,671	1,941	0	0
VMC Charges - Sanitation	388,769	362,121	336,280	279,300	283,500
VMC Charges - State Liquid Fuels	5,658	0	0	0	0
Sewer Maintenance Liens - Principal	667	427	156	542	542
Sewer Maintenance Liens - Interest	214	290	16	214	214
Recycling Revenue - Demolition	0	2,084	665	0	0
Other Public Works Revenue	18,941	16,709	21,117	15,341	17,000
<b>TOTAL PUBLIC WORKS</b>	<b>665,914</b>	<b>633,302</b>	<b>610,176</b>	<b>545,397</b>	<b>551,256</b>
<b>PARKS AND RECREATION</b>					
Revenue - Pool #1	7,595	1,705	10,146	7,595	7,595
Revenue - Pool #2	2,320	3,231	3,495	2,320	2,500
Fees - Shade Trees	195	245	160	165	165
Other Parks and Recreation Rev.	0	0	0	1,151	0

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD 12/31/2019	2019 Adopted Budget	2020 Approved Budget
TOTAL PARKS AND RECREATION	10,110	5,181	13,801	11,231	10,260
TOTAL DEPARTMENT REVENUE	10,808,922	10,516,354	10,276,127	9,448,703	9,472,029
OTHER REVENUES					
FINES AND FORFEITS					
DJ - Traffic Violations	131,808	186,075	207,699	103,000	160,000
DJ - Summary Criminal Offenses	206,954	175,658	83,703	205,000	180,000
DJ - Codes Violations	92,567	88,332	72,606	80,000	80,000
City Parking Violations	423,493	422,889	380,527	425,102	425,102
Other Fines and Forfeits	400	1,125	118	0	0
TOTAL FINES AND FORFEITS	855,222	874,079	744,652	813,102	845,102
LICENSES AND PERMITS					
Alcoholic Beverage Licenses	28,250	27,800	28,300	28,250	28,250
Cable TV Franchise License	607,259	564,392	541,774	570,000	550,000
TOTAL LICENSES AND PERMITS	635,509	592,192	570,074	598,250	578,250
INTEREST INCOME					
Savings	0	0	0	1	0
Tax Appeal	0	0	0	41	0
Collection System	1	0	0	1	0
E.M.S. Tax Rebate Account Interest	57	0	0	3	0
Interest on CDs	0	0	0	19,780	100
PNI Loan Interest	0	0	0	6,454	0
Other Investments	98,613	219,204	531,381	120,000	220,000
TOTAL INTEREST INCOME	98,671	219,204	531,381	146,280	220,100
PROPERTY INCOME					
Rental Income	2,200	2,025	34,725	2,100	2,100
Easement Fees	32,023	32,705	33,506	32,023	32,023
Gain on Sale of Fixed Assets	27,412	0	61,875	0	0
TOTAL PROPERTY INCOME	61,635	34,730	130,106	34,123	34,123
MISCELLANEOUS					
Reimbursement for Loss/Damage	568	5,157	1,055	0	0
Stop Loss Recoveries	49,846	13,762	489,622	100,000	100,000
Work Comp-Excess Recovery	210	0	60,411	0	0
Demolition Collection	0	34,171	43,078	0	5,000
Reimbursement for Shares Extended	21,987	0	0	200,000	300,000
NLC Service Line Warranty	7,628	6,851	6,703	7,628	7,628
Receipt of Prior Year Revenue	419,301	0	0	0	0
Insurance Reimbursement for Loss	505,076	9,485	55,419	20,000	20,000
Contributions and Donations	475,000	251,000	252,835	250,000	260,000
Miscellaneous	0	950	2,633	0	0
Payments In Lieu of Taxes (PILOTS)	542,364	809,462	654,938	676,797	826,797
Municipal Tavern Games Tax	399	498	249	399	399
Refund of Expenditures	172,960	5,435	948	40,500	20,000
Express Script Rebate	262,247	1,103	16,835	262,247	40,000

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD 12/31/2019	2019 Adopted Budget	2020 Approved Budget
LED Electricity Rebate	173,628	0	0	0	0
Medicare Part D Program	124,145	142,652	165,894	90,000	120,000
Medical-Employee Contribution	641,211	765,967	773,195	641,011	750,000
Miscellaneous Lien - Principal	106,197	2,054	7,922	9,000	1,000
<b>TOTAL MISCELLANEOUS</b>	<b>3,502,765</b>	<b>2,048,547</b>	<b>2,531,737</b>	<b>2,297,582</b>	<b>2,450,825</b>
<b>OTHER FINANCING SOURCES</b>					
Settlement Recoveries	0	0	19,956	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>19,956</b>	<b>0</b>	<b>0</b>
<b>INTERGOVERNMENTAL</b>					
Pension System State Aid	2,639,729	2,894,903	3,310,806	2,885,583	3,310,806
Gaming Funds	0	0	0	251,000	203,000
Public Utility Realty Taxes	42,611	46,660	42,523	45,000	45,000
Grant Proceeds	159,897	0	160,000	160,000	184,500
Ground Lease Payment	1,058,301	1,460,125	1,275,290	1,275,201	1,313,458
Priority Parking Distribution	1,583,049	2,097,495	2,241,682	2,241,682	1,057,258
<b>TOTAL INTERGOVERNMENTAL</b>	<b>5,483,587</b>	<b>6,499,183</b>	<b>7,030,302</b>	<b>6,858,466</b>	<b>6,114,022</b>
<b>INTERFUND TRANSFERS</b>					
Capital Projects Fund	0	277,784	0	0	0
State & Fed Grants	0	131,250	0	0	0
Federal Grants	134,561	0	0	0	0
<b>TOTAL INTERFUND TRANSFERS</b>	<b>134,561</b>	<b>409,034</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL OTHER REVENUES</b>	<b>10,771,951</b>	<b>10,676,970</b>	<b>11,558,208</b>	<b>10,747,804</b>	<b>10,242,422</b>
<b>GENERAL FUND REVENUE</b>	<b>66,299,455</b>	<b>66,524,501</b>	<b>68,683,546</b>	<b>64,049,297</b>	<b>65,964,643</b>
Fund Balance Appropriation	0	0	0	6,782,736	8,352,803
<b>GENERAL FUND RESOURCES</b>	<b>66,299,455</b>	<b>66,524,501</b>	<b>68,683,546</b>	<b>70,832,033</b>	<b>74,317,446</b>

## 2020 Approved Budget

### Revenue Line Item

#### BUDGET UNIT: 01000100 GENERAL FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
301001 DISCOUNT PERIOD	\$12,115,846	\$12,805,439	\$12,626,287	\$11,919,242	\$12,680,838
301002 FLAT PERIOD	\$1,812,227	\$1,574,400	\$1,531,210	\$1,823,098	\$1,532,214
301003 PENALTY PERIOD	\$1,522,202	\$1,328,478	\$1,084,270	\$1,299,050	\$1,305,546
301004 REFUND PRIOR YR RE TAX	(\$27,593)	(\$118,694)	(\$29,525)	(\$410)	(\$412)
302001 DISCOUNT AMOUNT	(\$244,631)	(\$256,377)	(\$252,526)	(\$238,385)	(\$247,617)
302003 PENALTY AMOUNT	\$152,278	\$132,843	\$108,518	\$129,905	\$130,555
303000 PRIOR YR FLAT AMT	\$20,041	\$0	\$659	\$4,988	\$5,013
304001 TAX LIENS - PRINCIPAL	(\$54)	\$0	\$0	\$0	\$0
305001 TAX AMOUNT-1ST PRIOR YEAR	\$718,297	\$701,187	\$609,221	\$737,970	\$741,660
305002 TAX AMOUNT-2ND PRIOR YEAR	\$937,808	\$981,877	\$946,862	\$980,474	\$985,377
305003 TAX AMOUNT-3RD PRIOR YEAR	\$193,798	\$126,580	\$146,089	\$165,607	\$166,435
306001 PENALTY/INT 1ST YR PRIOR	\$95,583	\$94,198	\$81,665	\$100,246	\$100,747
306002 PENALTY/INT 2ND YR PRIOR	\$219,866	\$228,727	\$222,681	\$231,540	\$232,697
306003 PENALTY/INT 3RD YR PRIOR	\$78,384	\$61,264	\$61,226	\$73,968	\$74,338
307000 TAX AMOUNT/TAX SALES	\$0	\$302,935	\$0	\$0	\$0
<b>301100 REAL ESTATE TAXES</b>	<b>\$17,594,052</b>	<b>\$17,962,858</b>	<b>\$17,136,637</b>	<b>\$17,227,295</b>	<b>\$17,707,391</b>
309000 TRANSFER TAX REVENUE	\$642,804	\$1,026,603	\$1,026,697	\$649,000	\$800,000
<b>309100 TRANSFER TAXES</b>	<b>\$642,804</b>	<b>\$1,026,603</b>	<b>\$1,026,697</b>	<b>\$649,000</b>	<b>\$800,000</b>
310000 HOTEL TAX REVENUE	\$0	\$0	\$900,000	\$900,000	\$900,000
<b>310100 HOTEL TAXES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$900,000</b>	<b>\$900,000</b>	<b>\$900,000</b>
316000 EMERGENCY/MUN SERVICES	\$7,540,674	\$6,843,476	\$6,945,928	\$6,207,785	\$6,834,000
316003 CURR YR PENALTY	(\$1)	\$0	\$0	\$0	\$0
316006 EMS TAX PRIOR YEAR	\$5,078	\$1,332	\$0	\$0	\$0
316009 LOCAL SVCS TAX-COMMISSION	(\$132,591)	(\$118,589)	(\$121,534)	(\$108,636)	(\$119,595)
<b>316100 E.M.S. TAX</b>	<b>\$7,413,159</b>	<b>\$6,726,219</b>	<b>\$6,824,394</b>	<b>\$6,099,149</b>	<b>\$6,714,405</b>
321000 EIT - CURR YR	\$11,615,106	\$12,068,564	\$12,941,109	\$11,716,000	\$12,356,320
323001 EIT COMMISSIONS	(\$168,126)	(\$173,262)	(\$179,338)	(\$169,882)	(\$179,167)
323003 EIT-DCTCC FEES	\$0	\$0	\$0	(\$1,821)	(\$1,839)
<b>321100 EARNED INCOME TAX</b>	<b>\$11,446,980</b>	<b>\$11,895,302</b>	<b>\$12,761,772</b>	<b>\$11,544,297</b>	<b>\$12,175,314</b>
324001 MERCANTILE/BUS LIC CURR YR	\$268,350	\$212,850	\$203,400	\$160,000	\$200,000
324002 MERCANTILE/BUS LIC PR YR	\$7,880	\$9,640	\$14,280	\$9,000	\$12,000
324004 MERC/LANDLORD LIC CURR YR	\$121,250	\$118,400	\$117,000	\$115,000	\$116,000
324005 MERC/LANDLORD LIC PRIORYR	\$17,920	\$22,060	\$23,030	\$10,000	\$15,000
324020 FILE FEE/COURT COST REMIT	\$3,357	\$4,016	\$5,519	\$4,000	\$6,000
<b>324100 MERC/BUS PRIVIL LICENSES</b>	<b>\$418,757</b>	<b>\$366,966</b>	<b>\$363,229</b>	<b>\$298,000</b>	<b>\$349,000</b>
325001 MBP TAX - CURRENT YR	\$2,613,735	\$2,769,218	\$2,849,392	\$2,650,000	\$2,800,000
325002 MBP TAX - PRIOR YR	\$134,488	\$135,428	\$178,596	\$100,000	\$135,000
325003 MBP TAX - PENALTY	\$101,619	\$105,772	\$134,737	\$75,000	\$75,000
325004 MBP TAX - INTEREST	\$24,696	\$29,044	\$38,287	\$15,000	\$20,000
326001 MBP AMUSEMENT TAX	\$297,956	\$291,137	\$304,144	\$290,000	\$305,000
326002 MBP AMUSEMT TAX-PRIOR YR	\$8,604	\$5,192	\$17,227	\$5,000	\$5,000
326003 MBP AMUSEMENT TAX PENALTY	\$1,797	\$1,580	\$7,257	\$1,000	\$1,030
326004 MBP AMUSEMENT TAX - INT	\$42	\$0	\$481	\$50	\$52
327000 MBP PARKING TAXES CURRENT	\$3,952,029	\$3,942,441	\$4,246,145	\$3,950,000	\$4,200,000
327001 MBP PARKING FEE	\$15,484	\$19,338	\$8,999	\$12,000	\$12,500
327002 PARKING LICENSE FEE-PRIOR	\$4,076	\$0	\$368	\$500	\$500
327003 PARKING LICENSE FEE-PENAL	\$3,284	\$1,459	\$2,073	\$1,500	\$2,000
329000 MBP GENERAL LICENSE TAX	\$45,020	\$52,620	\$48,775	\$35,000	\$48,000
<b>325100 MERC/BUS TAXES</b>	<b>\$7,202,829</b>	<b>\$7,353,229</b>	<b>\$7,836,483</b>	<b>\$7,135,050</b>	<b>\$7,604,082</b>
340025 NEIGHBORHOOD SERVICES UTILITY	\$811,063	\$811,063	\$811,063	\$811,063	\$405,531
340040 SATISFACTION FEES	\$380	\$347	\$320	\$245	\$245
340050 FILING FEE RETURNS	\$1,410	\$225	\$320	\$1,372	\$1,372
340061 LIFE PARTNERSHIP REGISTRY	\$25	\$50	\$50	\$25	\$25
340065 LIENS - COURT COSTS	\$16	\$0	\$0	\$0	\$0
340080 COLLECTION REV (SCHOOL)	\$107,487	\$127,083	\$129,480	\$141,308	\$143,639
340081 COLLECTION FEES(SCHOOL)	\$95,065	\$108,664	\$119,953	\$71,307	\$75,000

## 2020 Approved Budget

### Revenue Line Item

#### BUDGET UNIT: 01000100 GENERAL FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
340085 NSF CHECK FEE	\$4,293	\$4,101	\$4,195	\$4,660	\$4,660
340090 OTHER ADMINISTRATIVE	\$70,762	\$74,828	\$86,079	\$63,098	\$70,000
340091 MERCANTILE DOCS/PUBLICATE	\$1	\$0	\$0	\$92	\$92
<b>340100 DEPT OF ADMIN REVENUES</b>	<b>\$1,090,501</b>	<b>\$1,126,360</b>	<b>\$1,151,460</b>	<b>\$1,093,171</b>	<b>\$700,565</b>
341001 ROOMING HOUSE	\$13,215	\$11,880	\$10,565	\$8,200	\$8,200
341002 APPEAL HEARING FEES	\$0	\$800	\$0	\$800	\$800
341011 LICENSE RENEWAL FEES	\$175,000	\$170,175	\$154,100	\$175,000	\$177,625
341020 ELECTRICAL PERMIT FEE	\$159,362	\$73,941	\$59,479	\$70,000	\$71,050
341021 PLUMBING PERMIT FEE	\$61,571	\$66,956	\$52,842	\$50,000	\$50,750
341022 BUILDING PERMIT FEE	\$979,800	\$699,029	\$542,050	\$400,000	\$500,000
341023 LOW VOLTAGE ELEC. PERMITS	\$1,202	\$956	\$1,011	\$1,500	\$1,523
341024 DUMPSTER PERMIT FEES	\$3,785	\$4,475	\$3,425	\$2,800	\$2,842
341025 DEMOLITION PERMIT FEES	\$23,013	\$36,933	\$22,488	\$20,000	\$20,300
341026 FIRE PREVENTION CODE	\$59,718	\$49,666	\$49,237	\$50,000	\$50,750
341027 SPECIAL PERMIT FEES	\$4,102	\$5,131	\$1,697	\$2,500	\$2,538
341028 FLOOD PLAIN CERTIFICATION	\$1,645	\$1,680	\$2,305	\$1,000	\$1,015
341030 BUYER NOTIFY FEES	\$26,425	\$28,215	\$35,320	\$20,000	\$25,000
341040 EMG ORD LIENS /PRINCIPAL	\$0	\$0	\$1,266	\$0	\$0
341050 PLANNING FEES	\$2,084	\$15,374	\$14,820	\$6,020	\$8,000
341051 HEALTH INSPECT FEES	\$109,680	\$89,885	\$83,640	\$75,000	\$76,125
341060 ZONING HEARING BOARD FEES	\$7,750	\$12,950	\$11,935	\$9,800	\$10,000
341061 PERMIT FEES-ZONING SIGN	\$122,003	\$83,958	\$64,611	\$68,000	\$75,000
341072 RENTAL INSPECTION INCOME	\$284,742	\$415,575	\$435,165	\$280,000	\$350,000
341080 SALE OF PUB/MAPS/GIS DATA	\$3,350	\$3,050	\$5,035	\$500	\$500
342011 WARRANT SERVICES FEES	\$1,025	\$1,906	\$767	\$859	\$859
<b>341100 DBHD REVENUES</b>	<b>\$2,039,471</b>	<b>\$1,772,534</b>	<b>\$1,551,757</b>	<b>\$1,241,979</b>	<b>\$1,432,876</b>
342008 BURG/FIRE ALARMS	\$43,993	\$54,485	\$55,657	\$45,000	\$45,000
342009 VEHICLE EXTRACTION FEES	\$10,942	\$0	\$0	\$10,942	\$10,942
342015 TOWING FEES	\$22,666	\$21,144	\$13,705	\$21,067	\$21,067
342020 POLICE INV REPORTS	\$46,425	\$39,702	\$42,835	\$58,985	\$58,985
342021 BOOKING PROCESSING FEE	\$36,815	\$23,843	\$15,393	\$33,140	\$33,140
342030 FIRE INV REPORTS	\$1,697	\$1,384	\$1,525	\$1,624	\$1,624
342031 FIRE INSPECTION/SAFETY	\$0	\$0	\$1,655	\$200	\$200
342043 FIREFIGHTER APP FEES	\$0	\$0	\$9,040	\$0	\$0
342050 METER BAG RENTAL	\$49,388	\$53,896	\$31,912	\$24,000	\$28,800
342061 POLICE PERSONNEL REIMB	\$37,219	\$27,736	\$16,617	\$44,500	\$44,500
342070 ARRA COPS	\$302,034	\$200,320	\$50,080	\$50,000	\$0
342074 POLICE ON PATROL	\$0	\$0	\$0	\$1,006	\$70,000
342079 DOMESTIC VIOLENCE GRANT	\$3,000	\$0	\$0	\$2,302	\$0
342086 FEMA/USAR CONTRACT	\$218,520	\$133,791	\$128,811	\$20,000	\$20,000
342089 HHA REIMBURSEMENT	\$315,540	\$198,993	\$248,440	\$250,000	\$250,000
342090 OTHER PUBLIC SAFETY	\$5,051,423	\$5,064,832	\$5,162,039	\$5,040,000	\$5,100,000
342091 PERMIT PARKING FEES	\$43,910	\$46,375	\$49,230	\$39,731	\$45,000
342092 FINE AND COSTS	\$13,811	\$38,867	\$28,751	\$48,028	\$25,000
342093 DRUG TASK FORCE REIMBURS	\$67,213	\$158,911	\$88,266	\$74,082	\$100,000
342094 HIGHWAY SAFETY GRANT	\$11,890	\$22,500	\$12,011	\$11,890	\$11,890
342098 DOG AND CAT LICENSES	\$8,400	\$8,644	\$7,177	\$8,000	\$8,000
342099 BOOTING FEES	\$3,000	\$1,575	\$2,850	\$2,925	\$2,925
342901 POLICE EXTRA DUTY	\$715,040	\$881,981	\$982,939	\$769,502	\$900,000
<b>342100 DEPT OF PUBLIC SAFETY</b>	<b>\$7,002,925</b>	<b>\$6,978,978</b>	<b>\$6,948,933</b>	<b>\$6,556,924</b>	<b>\$6,777,073</b>
343002 STREET CUT INSPECT	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
343035 VMC CHRGS - FED GRANT	\$1,665	\$1,671	\$1,941	\$0	\$0
343037 VMC CHRGS/SANITATION FUND	\$388,769	\$362,121	\$336,280	\$279,300	\$283,500
343040 VMC CHRGS/STATE LIQ FUEL	\$5,658	\$0	\$0	\$0	\$0
343051 SEWER MAINT LIENS-PRINCIP	\$667	\$427	\$156	\$542	\$542
343052 SEWER MAINT LIENS-PENALTY	\$214	\$290	\$16	\$214	\$214

## 2020 Approved Budget

### Revenue Line Item

#### BUDGET UNIT: 01000100 GENERAL FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
343083 RECYCLING REV.-DEMOLITION	\$0	\$2,084	\$665	\$0	\$0
343090 OTHER PUB WORKS	\$18,941	\$16,709	\$21,117	\$15,341	\$17,000
<b>343100 DEPT OF PUBLIC WORKS</b>	<b>\$665,914</b>	<b>\$633,302</b>	<b>\$610,176</b>	<b>\$545,397</b>	<b>\$551,256</b>
345001 POOL #1	\$7,595	\$1,705	\$10,146	\$7,595	\$7,595
345002 POOL #2	\$2,320	\$3,231	\$3,495	\$2,320	\$2,500
345011 SHADE TREE FEES	\$195	\$245	\$160	\$165	\$165
345090 OTHER PARKS & REC	\$0	\$0	\$0	\$1,151	\$0
<b>345100 DEPT OF PARKS &amp; REC</b>	<b>\$10,110</b>	<b>\$5,181</b>	<b>\$13,801</b>	<b>\$11,231</b>	<b>\$10,260</b>
346012 DJ-TRAFF VIOLATINS	\$131,808	\$186,075	\$207,699	\$103,000	\$160,000
346013 DJ-SUMMARY CRIMINAL OFF	\$206,954	\$175,658	\$83,703	\$205,000	\$180,000
346015 DJ-CODES VIOLATIONS	\$92,567	\$88,332	\$72,606	\$80,000	\$80,000
346020 PARK TICKETS-VIO FINE	\$423,493	\$422,889	\$380,527	\$425,102	\$425,102
346090 OTHER FINES & FORFEITS	\$400	\$1,125	\$118	\$0	\$0
<b>346100 FINES &amp; FORFEITS</b>	<b>\$855,222</b>	<b>\$874,079</b>	<b>\$744,652</b>	<b>\$813,102</b>	<b>\$845,102</b>
347010 ALCOHOLIC BEVERAGE LICENS	\$28,250	\$27,800	\$28,300	\$28,250	\$28,250
347020 TV FRANCHISE LICENSE	\$607,259	\$564,392	\$541,774	\$570,000	\$550,000
<b>347100 LICENSES &amp; PERMITS</b>	<b>\$635,509</b>	<b>\$592,192</b>	<b>\$570,074</b>	<b>\$598,250</b>	<b>\$578,250</b>
350000 SAVINGS ACCT INTEREST	\$0	\$0	\$0	\$1	\$0
350001 TAX APPEAL INT EARNINGS	\$0	\$0	\$0	\$41	\$0
350003 INT SAVINGS-COLL SYSTEM	\$1	\$0	\$0	\$1	\$0
350070 EMS TAX INTEREST	\$57	\$0	\$0	\$3	\$0
351000 INT ON CDS	\$0	\$0	\$0	\$19,780	\$100
351091 PNI LOAN INTEREST	\$0	\$0	\$0	\$6,454	\$0
352000 INT ON INVSTMTS/GRANT	\$98,613	\$219,204	\$531,381	\$120,000	\$220,000
<b>350100 INTEREST INCOME</b>	<b>\$98,671</b>	<b>\$219,204</b>	<b>\$531,381</b>	<b>\$146,280</b>	<b>\$220,100</b>
355000 RENTAL INCOME	\$2,200	\$2,025	\$34,725	\$2,100	\$2,100
356000 EASEMENT FEES	\$32,023	\$32,705	\$33,506	\$32,023	\$32,023
358090 SALE OF ASSETS	\$27,412	\$0	\$61,875	\$0	\$0
<b>355100 RENTAL INCOME</b>	<b>\$61,635</b>	<b>\$34,730</b>	<b>\$130,106</b>	<b>\$34,123</b>	<b>\$34,123</b>
380000 REIMB FOR LOSS /DAMAGE	\$568	\$5,157	\$1,055	\$0	\$0
380002 STOP LOSS RECOVERIES	\$49,846	\$13,762	\$489,622	\$100,000	\$100,000
380003 WORK COMP-EXCESS RECOVERY	\$210	\$0	\$60,411	\$0	\$0
380005 DEMOLITION COLLECTION	\$0	\$34,171	\$43,078	\$0	\$5,000
380007 REIMB FOR SHARED EXPENDS	\$21,987	\$0	\$0	\$200,000	\$300,000
380008 NLC SVC LINE WARRANTY PR	\$7,628	\$6,851	\$6,703	\$7,628	\$7,628
380010 RECEIPT OF PRIOR YEAR REV	\$419,301	\$0	\$0	\$0	\$0
380033 INSURANCE REIMB FOR LOSS	\$505,076	\$9,485	\$55,419	\$20,000	\$20,000
382000 CONTRIBUTIONS AND DONAT	\$475,000	\$251,000	\$252,835	\$250,000	\$260,000
384000 MISCELLANEOUS CONT.	\$0	\$950	\$2,633	\$0	\$0
384001 P.I.L.O.T.S.	\$542,364	\$809,462	\$654,938	\$676,797	\$826,797
384010 MUNICIP TAVERN GAMES TAX	\$399	\$498	\$249	\$399	\$399
385000 REFUNDS OF EXPENDITURES	\$172,960	\$5,435	\$948	\$40,500	\$20,000
385003 EXPRESS SCRIPT REBATE	\$262,247	\$1,103	\$16,835	\$262,247	\$40,000
385004 LED ELECTRICITY REBATE	\$173,628	\$0	\$0	\$0	\$0
385006 MEDICARE PART D PROGRAM	\$124,145	\$142,652	\$165,894	\$90,000	\$120,000
385018 MEDICAL-EMPLOYEE CONTR	\$641,211	\$765,967	\$773,195	\$641,011	\$750,000
385090 MISCELLANEOUS	\$106,197	\$2,054	\$7,922	\$9,000	\$1,000
<b>380100 MISCELLANEOUS</b>	<b>\$3,502,765</b>	<b>\$2,048,547</b>	<b>\$2,531,737</b>	<b>\$2,297,582</b>	<b>\$2,450,825</b>
359011 TEMP UNAPPLIED REV-LIENS	\$0	\$0	\$19,956	\$0	\$0
<b>389000 OTHER FIN SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$19,956</b>	<b>\$0</b>	<b>\$0</b>
392000 PENSION SYSTEM STATE AID	\$2,639,729	\$2,894,903	\$3,310,806	\$2,885,583	\$3,310,806
393000 GAMING FUNDS	\$0	\$0	\$0	\$251,000	\$203,000
394000 PUB UTILTY REALTY TAX	\$42,611	\$46,660	\$42,523	\$45,000	\$45,000
396000 GRANT PROCEEDS	\$159,897	\$0	\$160,000	\$160,000	\$184,500
397002 GROUND LEASE PAYMENTS	\$1,058,301	\$1,460,125	\$1,275,290	\$1,275,201	\$1,313,458

## 2020 Approved Budget

Revenue Line Item

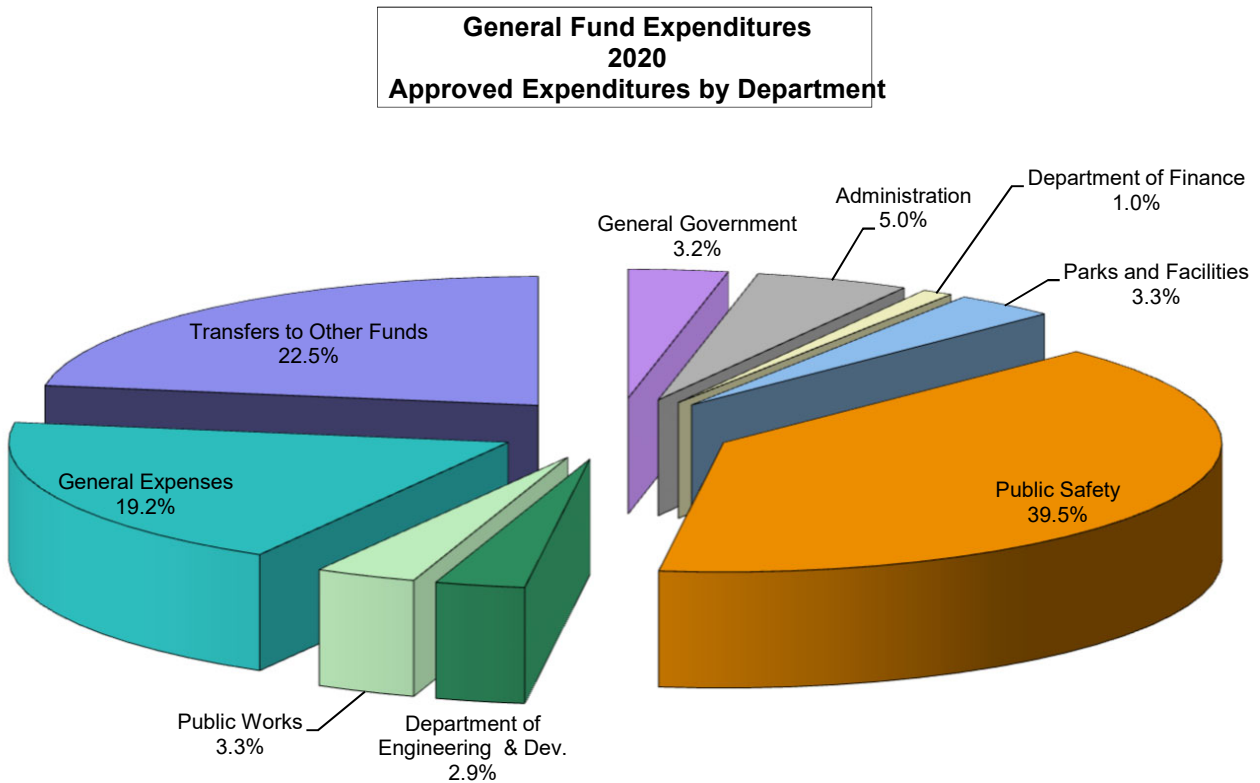
### BUDGET UNIT: 01000100 GENERAL FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
397003 PRIORITY PARKING CITY PAYMENT	\$1,583,049	\$2,097,495	\$2,241,682	\$2,241,682	\$1,057,258
<b>390100 INTERGOVERNMENTAL</b>	<b>\$5,483,587</b>	<b>\$6,499,183</b>	<b>\$7,030,302</b>	<b>\$6,858,466</b>	<b>\$6,114,022</b>
398006 CAPITOL PROJECTS FUND	\$0	\$277,784	\$0	\$0	\$0
398011 STATE & FED GRANTS FUND	\$0	\$131,250	\$0	\$0	\$0
398014 FEDERAL GRANTS	\$134,561	\$0	\$0	\$0	\$0
<b>398100 INTERFUND TRANSFERS</b>	<b>\$134,561</b>	<b>\$409,034</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$6,782,736	\$8,352,803
<b>399100 EST CASH CARRYOVER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,782,736</b>	<b>\$8,352,803</b>
<b>01000100 GENERAL FUND</b>	<b>\$66,299,455</b>	<b>\$66,524,501</b>	<b>\$68,683,546</b>	<b>\$70,832,033</b>	<b>\$74,317,446</b>

**GENERAL FUND  
EXPENDITURE ANALYSIS SUMMARY  
2020 APPROVED BUDGET**

Account Name	2017 Actual	2018 Actual	2019 Actual YTD 12/31/2019	2020 Approved Budget
General Government	1,941,384	2,041,414	1,949,585	2,388,933
Administration	2,346,385	2,307,814	2,717,538	3,714,762
Department of Finance	617,343	602,351	567,289	738,851
Parks and Facilities	978,665	1,389,957	1,696,819	2,467,049
Public Safety	25,191,814	28,126,592	28,448,583	29,391,314
Department of Engineering & Dev.	4,045,491	4,062,991	3,224,707	2,156,663
Public Works	1,409,572	1,670,957	1,635,898	2,449,276
General Expenses	13,414,848	12,352,937	13,227,022	14,268,225
Transfers to Other Funds	13,414,421	10,644,356	14,230,663	16,741,747
<b>TOTAL GENERAL FUND</b>	<b>63,359,925</b>	<b>63,199,368</b>	<b>67,698,104</b>	<b>74,316,819</b>

Personnel	38,639,129	38,675,517	40,554,760	44,646,770
Services	4,951,820	6,833,348	5,917,241	6,781,728
Supplies	1,789,366	2,347,103	2,137,803	2,958,201
Other	17,979,610	15,343,400	19,088,300	19,930,119
<b>TOTAL GENERAL FUND</b>	<b>63,359,925</b>	<b>63,199,368</b>	<b>67,698,104</b>	<b>74,316,819</b>





EXPENDITURE ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>GENERAL GOVERNMENT</b>					
<u>0101 OFFICE OF CITY COUNCIL</u>					
Personnel	265,486	282,899	288,912	289,580	303,035
Services	46,040	47,072	41,929	114,200	114,200
Supplies	16,930	8,829	8,996	11,000	11,000
Other	2,662	0	679	3,400	3,400
TOTALS	331,118	338,800	340,516	418,180	431,635
<u>0102 OFFICE OF THE MAYOR</u>					
Personnel	205,527	176,036	224,167	235,378	242,213
Services	6,078	3,374	10,988	16,380	17,480
Supplies	2,941	7,938	6,576	14,187	14,187
Other	1,255	0	0	0	0
TOTALS	215,800	187,348	241,731	265,945	273,880
<u>0103 OFFICE OF CITY CONTROLLER</u>					
Personnel	145,090	151,002	151,665	153,698	154,190
Services	183	0	40	10,500	10,500
Supplies	3,162	882	1,401	9,200	9,200
Other	0	0	0	0	0
TOTALS	148,435	151,884	153,106	173,398	173,890
<u>0104 OFFICE OF CITY TREASURER</u>					
Personnel	307,649	340,497	346,567	347,911	357,216
Services	32,344	32,227	33,273	61,900	62,700
Supplies	2,801	7,520	472	12,000	11,000
Other	0	12,854	0	0	0
TOTALS	342,794	393,097	380,312	421,811	430,916
<u>0105 OFFICE OF CITY SOLICITOR</u>					
Personnel	346,079	373,362	393,861	454,200	490,240
Services	203,251	174,042	137,930	232,742	233,277
Supplies	27,957	28,792	31,413	50,750	41,065
Other	1,195	0	0	0	0
TOTALS	578,482	576,197	563,204	737,692	764,582
<u>0114 BUREAU OF COMMUNICATION</u>					
Personnel	211,966	286,320	193,123	292,161	201,985
Services	11,185	20,530	18,337	33,600	29,800
Supplies	22,805	11,149	13,045	16,500	14,500
Other	0	0	0	0	0
TOTALS	245,956	317,999	224,505	342,261	246,285
<u>0115 OFFICE OF SOCIAL EQUITY/AFFIRMATIVE ACTION</u>					
Personnel	75,591	66,648	43,427	67,673	67,745
Services	1,899	6,046	1,891	11,100	0
Supplies	1,309	3,393	892	3,475	0
Other	0	0	0	0	0
TOTALS	78,800	76,088	46,210	82,248	67,745
<b>TOTAL GENERAL GOVERNMENT</b>					
Personnel	1,557,388	1,676,764	1,641,722	1,840,601	1,816,624
Services	300,979	283,291	244,387	480,422	467,957
Supplies	77,905	68,504	62,796	117,112	100,952
Other	5,112	12,854	679	3,400	3,400
TOTAL EXPENDITURES	1,941,384	2,041,414	1,949,585	2,441,535	2,388,933

POSITION ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
GENERAL GOVERNMENT					
Office of City Council	9.00	9.00	9.00	9.00	9.00
Office of the Mayor	4.00	5.00	8.00	4.00	4.00
Office of City Controller	3.00	3.00	3.00	3.00	3.00
Office of City Treasurer	6.75	6.75	6.75	6.75	6.75
Office of City Solicitor	5.00	6.00	5.00	6.00	6.00
Communication	6.00	6.00	5.00	5.00	4.00
Office Social Equity/Affirmative Action	1.00	0.00	0.00	1.00	1.00
TOTAL POSITIONS	34.75	35.75	36.75	34.75	33.75

**OFFICE OF CITY COUNCIL**

Harrisburg's City Council is the Legislative Branch of City government. The City Council consists of seven members who are elected at large. The City Council President is elected by the Council members and presides over the Council meetings. In the event of illness or absence, the Vice-President presides over the meetings. City Council considers and evaluates legislative concerns through a study committee structure consisting of committees on Administration, Budget & Finance, Building & Housing, Community & Economic Development, Parks & Recreation, Public Safety, and Public Works. City Council also confirms all department directors and certain other Mayoral appointees. Council is also required, by the Third Class Optional City Code of Pennsylvania, to pass an annual budget by December 31 of each fiscal year.

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EXPENDITURE ANALYSIS DETAIL  
2020 APPROVED BUDGET

General Fund

0101 City Council

**Allocation Plan**

**Position Control**

	<b>2019 Adopted</b>	<b>2020 Approved</b>
<b>PERSONNEL</b>		
Salaries-Mgmt	269,000	281,500
Fringe Benefits	20,580	21,535
<b>TOTAL</b>	<b>289,580</b>	<b>303,035</b>
<b>SERVICES</b>		
Communications	23,700	23,700
Professional Services	40,000	40,000
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	500	500
Contracted Services	50,000	50,000
<b>TOTAL</b>	<b>114,200</b>	<b>114,200</b>
<b>SUPPLIES</b>		
Supplies	11,000	11,000
Minor Capital Equipment	0	0
<b>TOTAL</b>	<b>11,000</b>	<b>11,000</b>
<b>OTHER</b>		
	3,400	3,400
<b>TOTAL APPROPRIATION</b>	<b>418,180</b>	<b>431,635</b>

<b>JOB CLASSIFICATION</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Council Members	7	7	141,500	141,500
City Clerk	1	1	76,500	80,000
Assistant City Clerk	1	1	51,000	60,000
<b>Total Management</b>	<b>9</b>	<b>9</b>	<b>269,000</b>	<b>281,500</b>
FICA			20,580	21,535
<b>Total Fringe Benefits</b>			<b>20,580</b>	<b>21,535</b>
<b>TOTAL</b>	<b>9</b>	<b>9</b>	<b>289,580</b>	<b>303,035</b>

**GENERAL GOVERNMENT**

CITY COUNCIL - 0101

EMPLOYEE	POSITION	ANNIV. /			2019	2020	2020	2020	2020	2020	2020	FRINGE	TOTAL
		D.O.H.	END OF YR	GRADE/STEP	ANNUAL	2020	2020	LUMP SUM	FICA	BENEFITS			
					SALARY	INCREASE	INCREASE	LONG.	SALARY				
	CITY CLERK	4	6	2009	\$ 76,500.00	3,500.00	0.00	0.00	80,000.00	0.00	6,120.00	0.00	86,120.00
	ASSISTANT CITY CLERK	5	22	2017	\$ 51,000.00	9,000.00	0.00	0.00	60,000.00	0.00	4,590.00	0.00	64,590.00
	PRESIDENT	1	3	2006	\$ 21,500.00	0.00	0.00	0.00	21,500.00	0.00	1,645.00	0.00	23,145.00
	VICE PRESIDENT	1	6	2014	\$ 20,000.00	0.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00
	COUNCIL MEMBER	10	9	2018	\$ 20,000.00	0.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00
	COUNCIL MEMBER	1	6	2014	\$ 20,000.00	0.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00
	COUNCIL MEMBER	10	24	2017	\$ 20,000.00	0.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00
	COUNCIL MEMBER	9	12	2017	\$ 20,000.00	0.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00
	COUNCIL MEMBER	1	4	2016	\$ 20,000.00	0.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00
9.00	MANAGEMENT TOTALS				269,000.00	12,500.00	0.00	0.00	281,500.00	0.00	21,535.00	0.00	303,035.00
9.00	TOTAL				269,000.00	12,500.00	0.00	0.00	281,500.00	0.00	21,535.00	0.00	303,035.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>281,500.00</b>	<b>0.00</b>	<b>21,535.00</b>	<b>0.00</b>	<b>303,035.00</b>

**NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).**

## 2020 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01000101 OFFICE OF CITY COUNCIL

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$247,070	\$263,346	\$268,942	\$269,000	\$281,500
<b>414100 SALARIES/WAGES</b>	<b>\$247,070</b>	<b>\$263,346</b>	<b>\$268,942</b>	<b>\$269,000</b>	<b>\$281,500</b>
419001 SOCIAL SECURITY	\$18,415	\$19,552	\$19,970	\$20,580	\$21,535
<b>419100 FRINGE BENEFITS</b>	<b>\$18,415</b>	<b>\$19,552</b>	<b>\$19,970</b>	<b>\$20,580</b>	<b>\$21,535</b>
<b>419995 PERSONNEL</b>	<b>\$265,486</b>	<b>\$282,899</b>	<b>\$288,912</b>	<b>\$289,580</b>	<b>\$303,035</b>
420010 ADVERTISING	\$452	\$0	\$0	\$7,000	\$7,000
420020 PRINTING	\$4,590	\$719	\$82	\$15,000	\$15,000
420030 PHOTOGRAPHY	\$500	\$0	\$0	\$500	\$500
420041 E-MAIL/INTERNET	\$1,195	\$1,195	\$1,195	\$1,200	\$1,200
420050 POSTAGE	\$0	\$0	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$6,738</b>	<b>\$1,914</b>	<b>\$1,277</b>	<b>\$23,700</b>	<b>\$23,700</b>
421010 LEGAL	\$2,520	\$3,711	\$2,921	\$40,000	\$40,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$2,520</b>	<b>\$3,711</b>	<b>\$2,921</b>	<b>\$40,000</b>	<b>\$40,000</b>
425050 COMMUNICATIONS EQUIPMENT	\$524	\$186	\$0	\$500	\$500
425090 MAINT SERV CONTRACT	\$962	\$679	\$0	\$0	\$0
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$1,486</b>	<b>\$865</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>
429009 ADMIN/TRUSTEE FEE	\$30	\$0	\$0	\$0	\$0
429014 CONTRACTED PERSONNEL SVS.	\$2,806	\$0	\$0	\$0	\$0
429015 TRAVEL	\$8,202	\$11,222	\$13,114	\$20,000	\$20,000
429016 CONFERENCES	\$284	\$5,409	\$4,585	\$2,000	\$2,000
429017 MEMBERSHIPS	\$23,974	\$23,949	\$20,032	\$28,000	\$28,000
<b>429100 CONTRACTED SRVC</b>	<b>\$35,297</b>	<b>\$40,581</b>	<b>\$37,731</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b>429995 SERVICES</b>	<b>\$46,040</b>	<b>\$47,072</b>	<b>\$41,929</b>	<b>\$114,200</b>	<b>\$114,200</b>
430009 OFFICE	\$246	\$0	\$0	\$1,000	\$1,000
430015 WEB SERVICES	\$75	\$0	\$0	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$6,487	\$7,854	\$8,021	\$10,000	\$10,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$6,808</b>	<b>\$7,854</b>	<b>\$8,021</b>	<b>\$11,000</b>	<b>\$11,000</b>
439015 OFFICE EQUIPMENT	\$10,122	\$975	\$975	\$0	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$10,122</b>	<b>\$975</b>	<b>\$975</b>	<b>\$0</b>	<b>\$0</b>
<b>439995 SUPPLIES</b>	<b>\$16,930</b>	<b>\$8,829</b>	<b>\$8,996</b>	<b>\$11,000</b>	<b>\$11,000</b>
453049 LEASE PURCHASE	\$2,662	\$0	\$679	\$3,400	\$3,400
<b>453100 CAPITAL OUTLAY</b>	<b>\$2,662</b>	<b>\$0</b>	<b>\$679</b>	<b>\$3,400</b>	<b>\$3,400</b>
<b>499995 OTHER</b>	<b>\$2,662</b>	<b>\$0</b>	<b>\$679</b>	<b>\$3,400</b>	<b>\$3,400</b>
<b>01000101 CITY COUNCIL</b>	<b>\$331,118</b>	<b>\$338,800</b>	<b>\$340,516</b>	<b>\$418,180</b>	<b>\$431,635</b>

## OFFICE OF THE MAYOR

The Mayor is the Chief Executive Officer of Harrisburg's government. The Mayor is an elected official, is full-time, and is the sole appointing authority of all department and office directors and Mayor's Office staff. Department heads must be confirmed by a majority of City Council before appointment is permanent. Senior City government officials, including department and office heads, comprise the Mayor's Cabinet. The Mayor has broad discretionary, executive, and administrative authority under the provisions of the Third Class Optional City Code of Pennsylvania, the City's Charter, and the Codified Ordinances of the City of Harrisburg. The Mayor also heads the Executive/Administrative Branch of City government. The Mayor is automatically a member of several public or quasi-public boards of directors, including the Tri-County Planning Commission and the Harrisburg Area Transportation Study Group (HATS). The Mayor is the sole appointing authority of members of most boards, commissions and task forces, with City Council confirmation required for many of these appointees.

The Mayor has broad policy-making authority, and by Executive Order or other action, can direct the use of municipal resources, including the setting of priorities for the use of resources. The Office can assume an initiative role in matters, projects, and policies of a Citywide or regional nature. In the event of a civil emergency or natural disaster, the Mayor, under State and City laws, has the sole authority to declare a state of emergency and to direct or redirect governmental and other response to such events. Administratively, the Mayor has contracting authority and no valid or binding contract involving the municipal government exists without the Mayor's and City Controller's signatures.

### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

General Fund

0102 Mayor's Office

#### Allocation Plan

#### Position Control

<i><b>PERSONNEL</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	218,650	225,000
Fringe Benefits	16,728	17,213
<b>TOTAL</b>	<b>235,378</b>	<b>242,213</b>
<i><b>SERVICES</b></i>		
Communications	4,800	5,400
Professional Services	0	0
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	500	500
Contracted Services	11,080	11,580
<b>TOTAL</b>	<b>16,380</b>	<b>17,480</b>
<i><b>SUPPLIES</b></i>		
Supplies	6,530	6,530
Minor Capital Equipment	7,657	7,657
<b>TOTAL</b>	<b>14,187</b>	<b>14,187</b>
<i><b>OTHER</b></i>	0	0
<b>TOTAL APPROPRIATION</b>	<b>265,945</b>	<b>273,880</b>

<i><b>JOB CLASSIFICATION</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Mayor	1	1	80,000	80,000
Sr Advisor To Mayor For Ed/Youth/Civic Enggmt	1	1	30,700	30,000
Special Assistant To The Mayor	1	1	62,500	65,000
Confidential Secretary	1	1	45,450	50,000
<b>Total Management</b>	<b>4</b>	<b>4</b>	<b>218,650</b>	<b>225,000</b>
FICA			16,728	17,213
<b>Total Fringe Benefits</b>			<b>16,728</b>	<b>17,213</b>
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>235,378</b>	<b>242,213</b>

**GENERAL GOVERNMENT**

MAYOR - 0102

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019 END OF YR SALARY	2020 GRADE/STEP INCREASE	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	MAYOR	1 6 2014	\$ 80,000.00	0.00	0.00	0.00	80,000.00	0.00	6,120.00	0.00	86,120.00
<b>VACANT</b>	<b>SR ADVISOR TO MAYOR FOR ED/YOUTH/CIVIC ENGGMT</b>	<b>1 6 2014</b>	<b>\$ 30,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>2,295.00</b>	<b>0.00</b>	<b>32,295.00</b>
	SPECIAL ASSISTANT TO THE MAYOR	1 2 2018	\$ 62,500.00	2,500.00	0.00	0.00	65,000.00	0.00	4,973.00	0.00	69,973.00
	CONFIDENTIAL SECRETARY (MAYOR'S OFFICE)	6 25 2018	\$ 48,000.00	2,000.00	0.00	0.00	50,000.00	0.00	3,825.00	0.00	53,825.00
4.00	MANAGEMENT TOTALS		220,500.00	4,500.00	0.00	0.00	225,000.00	0.00	17,213.00	0.00	242,213.00
4.00	TOTAL		220,500.00	4,500.00	0.00	0.00	225,000.00	0.00	17,213.00	0.00	242,213.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>225,000.00</b>	<b>0.00</b>	<b>17,213.00</b>	<b>0.00</b>	<b>242,213.00</b>

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01000102 OFFICE OF THE MAYOR

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$191,462	\$164,043	\$208,855	\$218,650	\$225,000
<b>414100 SALARIES/WAGES</b>	<b>\$191,462</b>	<b>\$164,043</b>	<b>\$208,855</b>	<b>\$218,650</b>	<b>\$225,000</b>
419001 SOCIAL SECURITY	\$14,065	\$11,994	\$15,312	\$16,728	\$17,213
<b>419100 FRINGE BENEFITS</b>	<b>\$14,065</b>	<b>\$11,994</b>	<b>\$15,312</b>	<b>\$16,728</b>	<b>\$17,213</b>
<b>419995 PERSONNEL</b>	<b>\$205,527</b>	<b>\$176,036</b>	<b>\$224,167</b>	<b>\$235,378</b>	<b>\$242,213</b>
420010 ADVERTISING	\$0	\$0	\$362	\$2,000	\$2,000
420020 PRINTING	\$330	\$1,189	\$2,048	\$2,500	\$3,100
420040 TELEPHONE	\$1,591	\$0	\$0	\$0	\$0
420050 POSTAGE	\$5	\$0	\$0	\$300	\$300
<b>420100 COMMUNICATIONS</b>	<b>\$1,925</b>	<b>\$1,189</b>	<b>\$2,410</b>	<b>\$4,800</b>	<b>\$5,400</b>
425000 OFFICE EQUIPMENT	\$0	\$0	\$0	\$500	\$500
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>
429001 TUITION/TRAINING	\$0	\$585	\$398	\$1,000	\$1,000
429009 ADMIN/TRUSTEE FEE	\$0	\$61	\$30	\$80	\$80
429014 CONTRACTED PERSONNEL SVS.	\$1,494	\$0	\$5,787	\$3,000	\$3,000
429015 TRAVEL	\$0	\$0	\$0	\$1,500	\$1,500
429016 CONFERENCES	\$1,159	\$0	\$0	\$2,500	\$3,000
429017 MEMBERSHIPS	\$1,500	\$1,539	\$2,362	\$3,000	\$3,000
<b>429100 CONTRACTED SRVC</b>	<b>\$4,153</b>	<b>\$2,185</b>	<b>\$8,578</b>	<b>\$11,080</b>	<b>\$11,580</b>
<b>429995 SERVICES</b>	<b>\$6,078</b>	<b>\$3,374</b>	<b>\$10,988</b>	<b>\$16,380</b>	<b>\$17,480</b>
430009 OFFICE	\$2,941	\$4,770	\$3,090	\$6,230	\$6,230
430099 MISC SUPPLIES AND EXP	\$0	\$264	\$264	\$300	\$300
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$2,941</b>	<b>\$5,034</b>	<b>\$3,355</b>	<b>\$6,530</b>	<b>\$6,530</b>
439015 OFFICE EQUIPMENT	\$0	\$2,904	\$3,222	\$7,657	\$7,657
<b>439100 MINOR CAPITAL</b>	<b>\$0</b>	<b>\$2,904</b>	<b>\$3,222</b>	<b>\$7,657</b>	<b>\$7,657</b>
<b>439995 SUPPLIES</b>	<b>\$2,941</b>	<b>\$7,938</b>	<b>\$6,576</b>	<b>\$14,187</b>	<b>\$14,187</b>
453049 LEASE PURCHASE	\$1,255	\$0	\$0	\$0	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$1,255</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$1,255</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>01000102 OFFICE OF THE MAYOR</b>	<b>\$215,800</b>	<b>\$187,348</b>	<b>\$241,731</b>	<b>\$265,945</b>	<b>\$273,880</b>



## OFFICE OF THE CITY CONTROLLER

The Office of City Controller is an autonomous office of City government headed by the City Controller, an independently elected official. This office is responsible for the review and approval of all expenditures and obligations of the City. Performing the internal audit function requires that all purchase orders, warrants, contracts, and agreements be reviewed for compliance with the Third Class City Code, other State laws, City of Harrisburg administrative policies, and City ordinances. The signature of the City Controller is a legal requirement on all of the aforementioned documents. This office also issues monthly financial reports to the Mayor and City Council, which analyze revenues and expenditures for all budgeted funds.

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### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

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General Fund

0103 City Controller's Office

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#### Allocation Plan

#### Position Control

<i><b>PERSONNEL</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	95,000	96,500
Salaries-BU	45,821	46,731
Fringe Benefits	10,924	10,959
<b>TOTAL</b>	<b>151,745</b>	<b>154,190</b>
<i><b>SERVICES</b></i>		
Communications	1,500	1,500
Professional Services	8,000	8,000
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	1,000	1,000
Contracted Services	0	0
<b>TOTAL</b>	<b>10,500</b>	<b>10,500</b>
<i><b>SUPPLIES</b></i>		
Supplies	2,250	2,250
Minor Capital Equipment	6,950	6,950
<b>TOTAL</b>	<b>9,200</b>	<b>9,200</b>
<i><b>OTHER</b></i>	0	0
<b>TOTAL APPROPRIATION</b>	<b>171,445</b>	<b>173,890</b>

<i><b>JOB CLASSIFICATION</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
City Controller	1	1	20,000	20,000
Chief Deputy Controller	1	1	75,000	76,500
<b>Total Management</b>	<b>2</b>	<b>2</b>	<b>95,000</b>	<b>96,500</b>
Auditor II	1	1	45,281	46,191
Payroll Related Expenses			540	540
<b>Total Bargaining Unit</b>	<b>1</b>	<b>1</b>	<b>45,821</b>	<b>46,731</b>
FICA			10,924	10,959
<b>Total Fringe Benefits</b>			<b>10,924</b>	<b>10,959</b>
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>151,745</b>	<b>154,190</b>

**CITY CONTROLLER**

CITY CONTROLLER - 0103

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>ANNIV. /</u> <u>D.O.H.</u>	<u>2019</u> <u>END OF YR</u>	<u>2020</u> <u>GRADE/STEP</u>	<u>2020</u> <u>ANNUAL</u>	<u>2020</u> <u>LONG.</u>	<u>2020</u> <u>SALARY</u>	<u>2020</u> <u>LUMP SUM</u>	<u>FICA</u>	<u>FRINGE</u> <u>BENEFITS</u>	<u>TOTAL</u>	
	CHIEF DEPUTY CONTROLLER	2   1	1999	\$ 75,000.00	1,500.00	0.00	0.00	76,500.00	0.00	5,853.00	0.00	82,353.00
	CITY CONTROLLER	1   6	2014	\$ 20,000.00	0.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00
2.00	MANAGEMENT TOTALS			95,000.00	1,500.00	0.00	0.00	96,500.00	0.00	7,383.00	0.00	103,883.00
	AUDITOR II	1   12	2015	\$ 45,733.61	0.00	457.34	0.00	46,191.00	0.00	3,534.00	0.00	49,725.00
1.00	BARGAINING UNIT TOTALS			45,733.61	0.00	457.34	0.00	46,191.00	0.00	3,534.00	0.00	49,725.00
	WORKING OUT OF CLASS	1   12	2015	\$ 540.00	0.00	0.00	0.00	\$ 540.00	0.00	42.00	0.00	582.00
3.00	TOTAL			141,273.61	1,500.00	457.34	0.00	143,231.00	0.00	10,959.00	0.00	154,190.00
	OVERTIME							0.00	0.00	0.00	0.00	0.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>143,231.00</b>	<b>0.00</b>	<b>10,959.00</b>	<b>0.00</b>	<b>154,190.00</b>

**NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).**

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01000103 OFFICE OF CITY CONTROLLER

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$135,070	\$140,640	\$141,323	\$142,774	\$143,231
<b>414100 SALARIES/WAGES</b>	<b>\$135,070</b>	<b>\$140,640</b>	<b>\$141,323</b>	<b>\$142,774</b>	<b>\$143,231</b>
419001 SOCIAL SECURITY	\$10,020	\$10,363	\$10,342	\$10,924	\$10,959
<b>419100 FRINGE BENEFITS</b>	<b>\$10,020</b>	<b>\$10,363</b>	<b>\$10,342</b>	<b>\$10,924</b>	<b>\$10,959</b>
<b>419995 PERSONNEL</b>	<b>\$145,090</b>	<b>\$151,002</b>	<b>\$151,665</b>	<b>\$153,698</b>	<b>\$154,190</b>
420041 E-MAIL/INTERNET	\$82	\$0	\$40	\$1,500	\$1,500
<b>420100 COMMUNICATIONS</b>	<b>\$82</b>	<b>\$0</b>	<b>\$40</b>	<b>\$1,500</b>	<b>\$1,500</b>
421030 CONSULTING	\$61	\$0	\$0	\$8,000	\$8,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$61</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,000</b>	<b>\$8,000</b>
425090 MAINT SERV CONTRACT	\$40	\$0	\$0	\$1,000	\$1,000
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$40</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>429995 SERVICES</b>	<b>\$183</b>	<b>\$0</b>	<b>\$40</b>	<b>\$10,500</b>	<b>\$10,500</b>
430009 OFFICE	\$353	\$882	\$1,140	\$2,250	\$2,250
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$353</b>	<b>\$882</b>	<b>\$1,140</b>	<b>\$2,250</b>	<b>\$2,250</b>
439015 OFFICE EQUIPMENT	\$2,809	\$0	\$261	\$6,950	\$6,950
<b>439100 MINOR CAPITAL</b>	<b>\$2,809</b>	<b>\$0</b>	<b>\$261</b>	<b>\$6,950</b>	<b>\$6,950</b>
<b>439995 SUPPLIES</b>	<b>\$3,162</b>	<b>\$882</b>	<b>\$1,401</b>	<b>\$9,200</b>	<b>\$9,200</b>
<b>01000103 CITY CONTROLLER</b>	<b>\$148,435</b>	<b>\$151,884</b>	<b>\$153,106</b>	<b>\$173,398</b>	<b>\$173,890</b>

**OFFICE OF THE CITY TREASURER**

The Office of City Treasurer is headed by the City Treasurer, an independently elected official. The City Treasurer is responsible for the collection, safekeeping, and investment of City revenues; including all fees, fines, and taxes. The City Treasurer also serves as collector for Harrisburg School District taxes. Computer technology advancements have improved the collection of payments and the reporting of such receipts. Examples include: direct debit; processing scannable tax, utility bills and parking tickets; various banking software; acceptance of credit and debit cards for all payments; automatic payment plan options; electronic funds transfer acceptance; computerized processing of multiple payments; computerized returned check procedures; and the use of computer generated lists to process payments. Additional improvements still in the testing phase include: internet payments, on-line bill payment, on-line electronic check acceptance.

All monies collected are invested utilizing several money management techniques to optimize interest earnings while ensuring the safety of funds. Economic trends and monitoring of the financial markets allow for maximized yield investment strategies.

The City Treasurer must sign all checks disbursed for payroll and the receipt of goods or services, in addition to coordinating all electronic fund transfers and receipts. This office is responsible for obtaining all information necessary for issuing Municipal Fire Certificates in accordance with the City and State fire insurance escrow laws. Treasury prepares and distributes to departments monthly reports for City investments, paid invoices, credit card activity, and the cumulative history of insufficient funds checks. On a daily basis, Treasury monitors the City's bank accounts electronically. The Treasurer also executes funding transfers for debt service payments on all outstanding City bond and note issues. This office has the authority to manage all bank accounts of the City, including the transfer of funds between different bank accounts and the reconciliation to the City's general ledger.

EXPENDITURE ANALYSIS DETAIL  
2020 APPROVED BUDGET

General Fund

0104 City Treasurer's Office

Allocation Plan			Position Control				
	2019 Adopted	2020 Approved	JOB CLASSIFICATION	2019 Adopted	2020 Approved	2019 Adopted	2020 Approved
<b>PERSONNEL</b>							
Salaries-Mgmt	155,660	163,624	City Treasurer	1	1	20,000	20,000
Salaries-BU	168,205	168,205	Deputy Treasurer	1	1	76,500	81,200
Overtime	0	0	Assistant Deputy Treasurer	1	1	59,160	62,424
Fringe Benefits	24,727	25,387	<b>Total Management</b>	<b>3</b>	<b>3</b>	<b>155,660</b>	<b>163,624</b>
Temporary	0	0					
<b>TOTAL</b>	<b>348,592</b>	<b>357,216</b>					
<b>SERVICES</b>							
Communications	14,000	13,500	Auditor II	1	1	46,884	46,884
Professional Services	10,000	10,000	Lead Cashier	1	1	45,147	45,147
Utilities	0	0	Customer Service Representative (Billing)	0.75	0.75	31,474	31,474
Insurance	3,000	2,000	Accounting Clerk V	1	1	44,700	44,700
Rentals	0	0	<b>Total Bargaining Unit</b>	<b>3.75</b>	<b>3.75</b>	<b>168,205</b>	<b>168,205</b>
Maintenance & Repairs	31,500	33,500	Overtime			0	0
Contracted Services	3,400	3,700	FICA			24,727	25,387
<b>TOTAL</b>	<b>61,900</b>	<b>62,700</b>	<b>Total Fringe Benefits</b>			<b>24,727</b>	<b>25,387</b>
<b>SUPPLIES</b>			<b>TOTAL</b>	<b>6.75</b>	<b>6.75</b>	<b>348,592</b>	<b>357,216</b>
Supplies	5,000	4,000					
Minor Capital Equipment	7,000	7,000					
<b>TOTAL</b>	<b>12,000</b>	<b>11,000</b>					
<b>OTHER</b>	0	0					
<b>TOTAL APPROPRIATION</b>	<b>422,492</b>	<b>430,916</b>					

**GENERAL GOVERNMENT**

CITY TREASURER - 0104

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019 END OF YR	2019 SALARY	2020 GRADE/STEP	2020 INCREASE	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	DEPUTY TREASURER	1 8	2007	\$ 76,500.00		4,700.00	0.00	0.00	81,200.00	0.00	6,212.00	0.00	87,412.00
	ASSISTANT DEPUTY TREASURER	1 25	2016	\$ 59,160.00		3,264.00	0.00	0.00	62,424.00	0.00	4,776.00	0.00	67,200.00
	CITY TREASURER	7 5	2016	\$ 20,000.00		0.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00
3.00	MANAGEMENT TOTALS			155,660.00		7,964.00	0.00	0.00	163,624.00	0.00	12,518.00	0.00	176,142.00
	AUDITOR II	8 12	1996	\$ 45,733.61		0.00	457.34	692.86	46,884.00	0.00	3,587.00	0.00	50,471.00
	LEAD CASHIER	9 27	1999	\$ 44,257.00		0.00	442.57	447.00	45,147.00	0.00	3,454.00	0.00	48,601.00
	CUSTOMER SERVICE REPRESENTATIVE (BILLING) 75%	5 15	2017	\$ 31,162.42		0.00	311.62	0.00	31,474.00	0.00	2,408.00	0.00	33,882.00
	ACCOUNTING CLERK V	1 23	2017	\$ 44,257.00		0.00	442.57	0.00	44,700.00	0.00	3,420.00	0.00	48,120.00
3.75	BARGAINING UNIT TOTALS			165,410.03		0.00	1,654.10	1,139.86	168,205.00	0.00	12,869.00	0.00	181,074.00
6.75	TOTAL			321,070.03		7,964.00	1,654.10	1,139.86	331,829.00	0.00	25,387.00	0.00	357,216.00
	OVERTIME								0.00	0.00	0.00	0.00	0.00
	TEMPORARY								0.00	0.00	0.00	0.00	0.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>								<b>331,829.00</b>	<b>0.00</b>	<b>25,387.00</b>	<b>0.00</b>	<b>357,216.00</b>

**NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).**

\* 25% of salary and FICA are reflected in Neighborhood Services (2562)

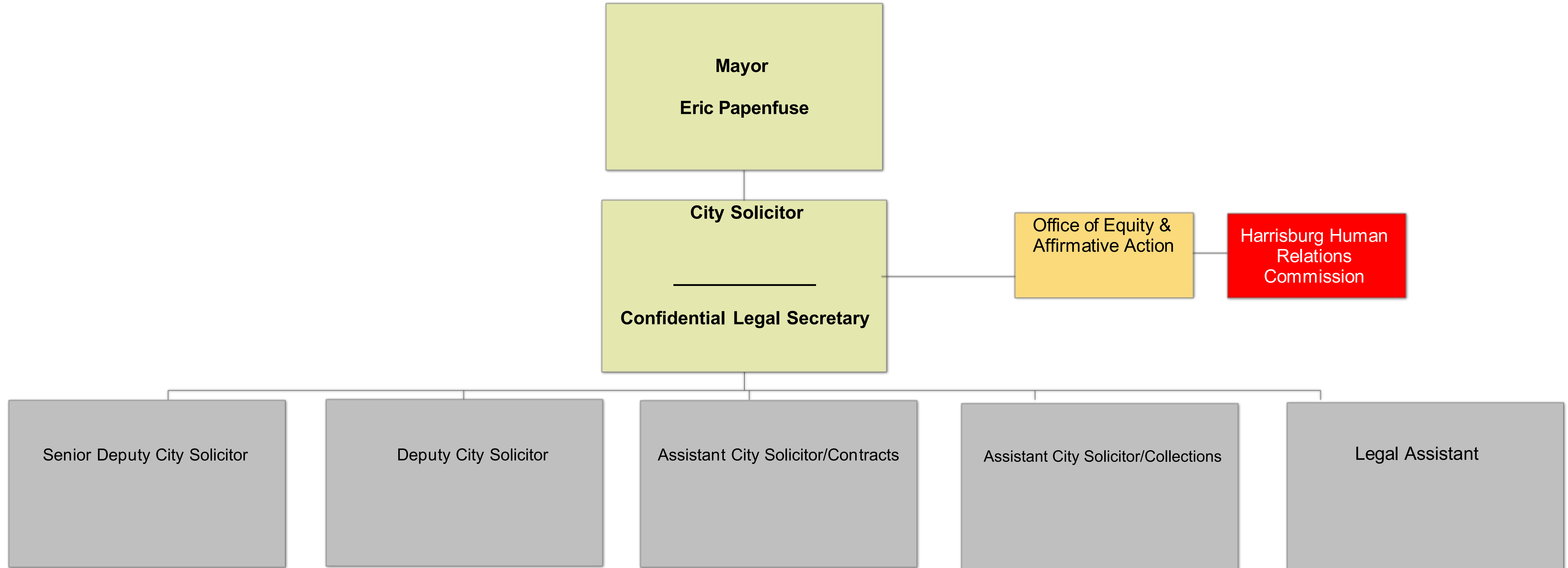
# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01000104 OFFICE OF CITY TREASURER

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$286,154	\$316,733	\$322,237	\$323,184	\$331,829
<b>414100 SALARIES/WAGES</b>	<b>\$286,154</b>	<b>\$316,733</b>	<b>\$322,237</b>	<b>\$323,184</b>	<b>\$331,829</b>
419001 SOCIAL SECURITY	\$21,494	\$23,763	\$24,330	\$24,727	\$25,387
<b>419100 FRINGE BENEFITS</b>	<b>\$21,494</b>	<b>\$23,763</b>	<b>\$24,330</b>	<b>\$24,727</b>	<b>\$25,387</b>
<b>419995 PERSONNEL</b>	<b>\$307,649</b>	<b>\$340,497</b>	<b>\$346,567</b>	<b>\$347,911</b>	<b>\$357,216</b>
420010 ADVERTISING	\$0	\$0	\$0	\$500	\$500
420020 PRINTING	\$2,857	\$3,515	\$4,116	\$5,000	\$6,000
420040 TELEPHONE	\$895	\$238	\$480	\$2,500	\$1,000
420050 POSTAGE	\$865	\$0	\$0	\$6,000	\$6,000
<b>420100 COMMUNICATIONS</b>	<b>\$4,617</b>	<b>\$3,753</b>	<b>\$4,596</b>	<b>\$14,000</b>	<b>\$13,500</b>
421010 LEGAL	\$0	\$0	\$0	\$10,000	\$10,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$10,000</b>
423090 PUBLIC OFF PREM	\$0	\$1,619	\$1,619	\$3,000	\$2,000
<b>423100 INSURANCE</b>	<b>\$0</b>	<b>\$1,619</b>	<b>\$1,619</b>	<b>\$3,000</b>	<b>\$2,000</b>
425000 OFFICE EQUIPMENT	\$0	\$0	\$0	\$2,500	\$2,500
425090 MAINT SERV CONTRACT	\$26,123	\$26,160	\$26,938	\$29,000	\$31,000
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$26,123</b>	<b>\$26,160</b>	<b>\$26,938</b>	<b>\$31,500</b>	<b>\$33,500</b>
429014 CONTRACTED PERSONNEL SVS.	\$1,530	\$0	\$0	\$2,000	\$2,000
429015 TRAVEL	\$0	\$0	\$0	\$200	\$500
429016 CONFERENCES	\$0	\$500	\$0	\$1,000	\$1,000
429017 MEMBERSHIPS	\$75	\$195	\$120	\$200	\$200
<b>429100 CONTRACTED SRVC</b>	<b>\$1,605</b>	<b>\$695</b>	<b>\$120</b>	<b>\$3,400</b>	<b>\$3,700</b>
<b>429995 SERVICES</b>	<b>\$32,344</b>	<b>\$32,227</b>	<b>\$33,273</b>	<b>\$61,900</b>	<b>\$62,700</b>
430008 DATA PROCESSING	\$0	\$0	\$0	\$1,000	\$1,000
430009 OFFICE	\$980	\$573	\$472	\$1,000	\$1,000
430042 TOOLS & HARDWARE	\$0	\$104	\$0	\$2,000	\$1,000
430099 MISC SUPPLIES AND EXP	\$315	\$390	\$0	\$1,000	\$1,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$1,295</b>	<b>\$1,067</b>	<b>\$472</b>	<b>\$5,000</b>	<b>\$4,000</b>
439015 OFFICE EQUIPMENT	\$1,506	\$6,453	\$0	\$7,000	\$7,000
<b>439100 MINOR CAPITAL</b>	<b>\$1,506</b>	<b>\$6,453</b>	<b>\$0</b>	<b>\$7,000</b>	<b>\$7,000</b>
<b>439995 SUPPLIES</b>	<b>\$2,801</b>	<b>\$7,520</b>	<b>\$472</b>	<b>\$12,000</b>	<b>\$11,000</b>
452000 BUILDINGS AND STRUCTURES	\$0	\$12,854	\$0	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$12,854</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$0</b>	<b>\$12,854</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>01000104 CITY TREASURER</b>	<b>\$342,794</b>	<b>\$393,097</b>	<b>\$380,312</b>	<b>\$421,811</b>	<b>\$430,916</b>

# Law Bureau



## OFFICE OF THE CITY SOLICITOR

The City Solicitor's Office is responsible for handling all legal matters affecting the City. This entails providing legal counsel to the Mayor, the City Controller, the City Treasurer, and City Council.

This office manages all legal action taken by the City and defends or supervises the defense of actions filed against the City, including all labor law matters. It reviews and provides administrative legal support for all bond issuances prepares and files all proofs of claim on behalf of the City in bankruptcy proceedings and represents the City in all such proceedings. It also plays a significant role in major projects undertaken by the City and handles real estate transfers and loan closings for the Department of Community and Economic Development.

Law Bureau staff prosecutes codes violations, violations of City ordinances, bad check cases, and other criminal offenses in the name of the Commonwealth, and participate in all tax assessment appeals filed by property owners. The Office drafts or reviews, for form and legality, all legislation considered by Council and all City contracts. The City Solicitor provides legal opinions to department directors, bureau chiefs, and their staff, to assure legal compliance in matters affecting their departments and assists the Department of Administration's efforts to recover delinquent taxes and utilities. The City Solicitor's opinion on legal matters is final within City government.

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### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

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General Fund

0105 City Solicitor's Office

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#### Allocation Plan

#### Position Control

<i><b>PERSONNEL</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	421,920	455,400
Temporary	0	0
Fringe Benefits	32,280	34,840
<b>TOTAL</b>	<b>454,200</b>	<b>490,240</b>
<i><b>SERVICES</b></i>		
Communications	4,000	5,040
Professional Services	214,500	214,790
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	0	0
Contracted Services	14,242	13,447
<b>TOTAL</b>	<b>232,742</b>	<b>233,277</b>
<i><b>SUPPLIES</b></i>		
Supplies	38,750	33,825
Minor Capital Equipment	12,000	7,240
<b>TOTAL</b>	<b>50,750</b>	<b>41,065</b>
<i><b>OTHER</b></i>	0	0
<b>TOTAL APPROPRIATION</b>	<b>737,692</b>	<b>764,582</b>

<i><b>JOB CLASSIFICATION</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
City Solicitor	1	1	95,000	96,900
Sr. Deputy City Solicitor	1	1	86,700	90,000
Deputy City Solicitor	1	1	76,500	85,000
Assist. City Solicitor/Contracts	1	1	68,000	76,500
Confidential Legal Secretary II	1	1	48,720	52,000
Legal Assistant	1	1	52,000	55,000
Reallocation			(5,000)	0
<b>Total Management</b>	<b>6</b>	<b>6</b>	<b>421,920</b>	<b>455,400</b>
Overtime			0	0
FICA			32,280	34,840
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>32,280</b>	<b>34,840</b>
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>454,200</b>	<b>490,240</b>



**GENERAL GOVERNMENT**

CITY SOLICITOR - 0105

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019 END OF YR	2020 GRADE/STEP	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL	
	CITY SOLICITOR	1 6	2014	\$ 95,000.00	1,900.00	0.00	0.00	96,900.00	0.00	7,413.00	0.00	104,313.00
	SENIOR DEPUTY CITY SOLICITOR	8 21	2017	\$ 86,700.00	3,300.00	0.00	0.00	90,000.00	0.00	6,885.00	0.00	96,885.00
<b>VACANT</b>	<b>DEPUTY CITY SOLICITOR</b>	<b>2 5</b>	<b>2018</b>	<b>\$ 76,500.00</b>	<b>8,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>85,000.00</b>	<b>0.00</b>	<b>6,503.00</b>	<b>0.00</b>	<b>91,503.00</b>
	ASSISTANT CITY SOLICITOR (CONTRACTS)	5 6	2019	\$ 68,000.00	8,500.00	0.00	0.00	76,500.00	0.00	5,853.00	0.00	82,353.00
	CONFIDENTIAL LEGAL SECRETARY II	9 12	2011	\$ 48,720.00	3,280.00	0.00	0.00	52,000.00	0.00	3,978.00	0.00	55,978.00
	LEGAL ASSISTANT	4 29	2019	\$ 52,000.00	3,000.00	0.00	0.00	55,000.00	0.00	4,208.00	0.00	59,208.00
6.00	TOTAL			426,920.00	28,480.00	0.00	0.00	455,400.00	0.00	34,840.00	0.00	490,240.00
	OVERTIME							0.00	0.00	0.00	0.00	0.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>455,400.00</b>	<b>0.00</b>	<b>34,840.00</b>	<b>0.00</b>	<b>490,240.00</b>

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

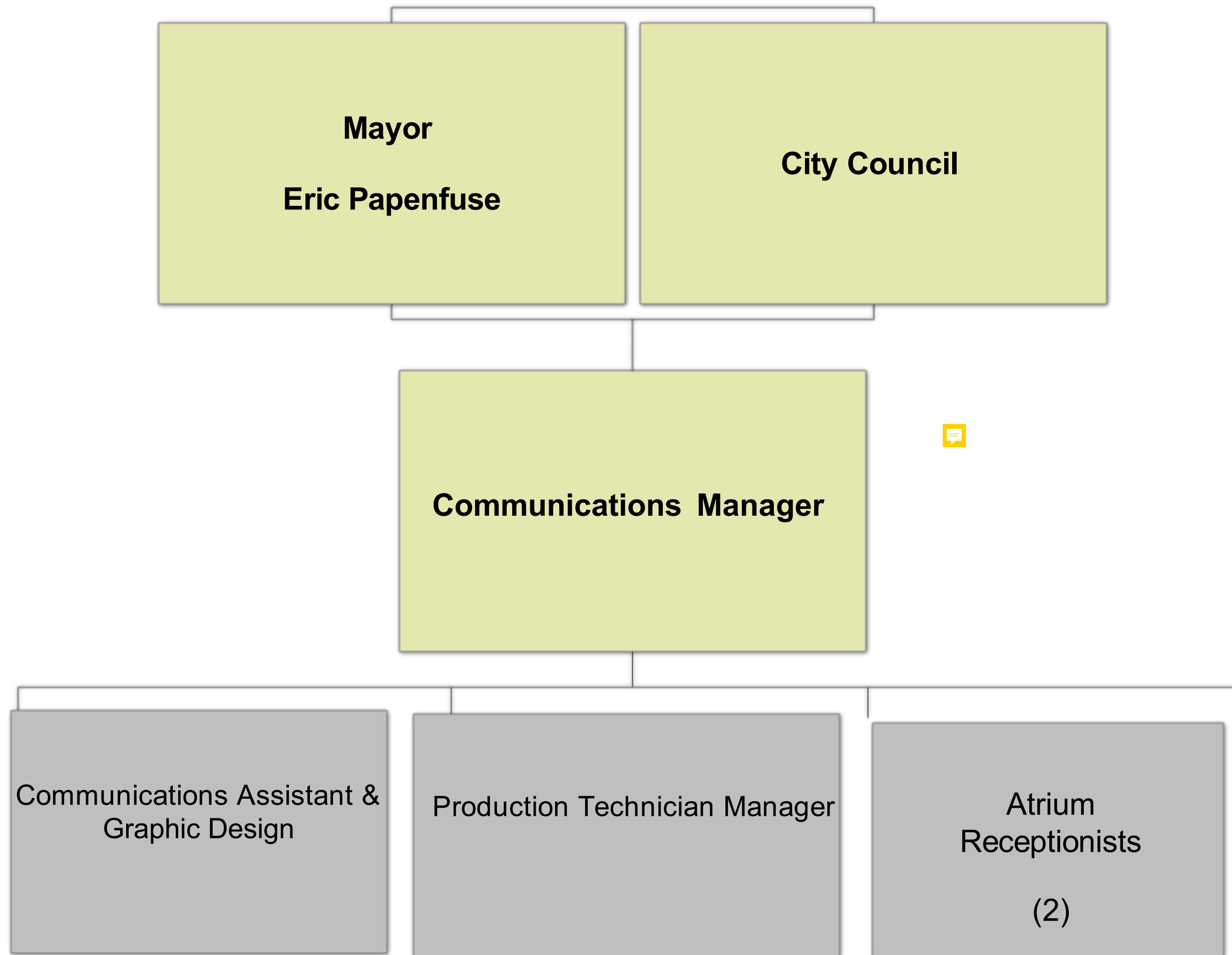
# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01000105 OFFICE OF CITY SOLICITOR

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$322,189	\$347,400	\$366,429	\$421,920	\$455,400
<b>414100 SALARIES/WAGES</b>	<b>\$322,189</b>	<b>\$347,400</b>	<b>\$366,429</b>	<b>\$421,920</b>	<b>\$455,400</b>
419001 SOCIAL SECURITY	\$23,890	\$25,962	\$27,433	\$32,280	\$34,840
<b>419100 FRINGE BENEFITS</b>	<b>\$23,890</b>	<b>\$25,962</b>	<b>\$27,433</b>	<b>\$32,280</b>	<b>\$34,840</b>
<b>419995 PERSONNEL</b>	<b>\$346,079</b>	<b>\$373,362</b>	<b>\$393,861</b>	<b>\$454,200</b>	<b>\$490,240</b>
420010 ADVERTISING	\$1,410	\$1,797	\$1,219	\$2,000	\$2,040
420020 PRINTING	\$1,672	\$905	\$2,460	\$2,000	\$3,000
420040 TELEPHONE	\$3,086	\$0	\$0	\$0	\$0
420050 POSTAGE	\$121	\$0	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$6,289</b>	<b>\$2,702</b>	<b>\$3,679</b>	<b>\$4,000</b>	<b>\$5,040</b>
421010 LEGAL	\$191,011	\$166,202	\$129,517	\$200,000	\$200,000
421030 CONSULTING	\$0	\$0	\$0	\$12,000	\$12,240
421060 STENOGRAPHER	\$330	\$350	\$736	\$1,000	\$1,020
421080 FILING FEES	\$708	\$724	\$147	\$1,500	\$1,530
<b>421100 PROFESSIONAL SRVC</b>	<b>\$192,048</b>	<b>\$167,276</b>	<b>\$130,400</b>	<b>\$214,500</b>	<b>\$214,790</b>
429001 TUITION/TRAINING	\$1,775	\$1,040	\$1,274	\$4,000	\$4,080
429009 ADMIN/TRUSTEE FEE	\$30	\$30	\$61	\$42	\$43
429014 CONTRACTED PERSONNEL SVS.	\$580	\$0	\$0	\$4,000	\$3,000
429015 TRAVEL	\$0	\$9	\$0	\$1,500	\$1,530
429016 CONFERENCES	\$0	\$0	\$350	\$1,500	\$1,530
429017 MEMBERSHIPS	\$2,529	\$2,985	\$2,166	\$3,200	\$3,264
<b>429100 CONTRACTED SRVC</b>	<b>\$4,914</b>	<b>\$4,065</b>	<b>\$3,851</b>	<b>\$14,242</b>	<b>\$13,447</b>
<b>429995 SERVICES</b>	<b>\$203,251</b>	<b>\$174,042</b>	<b>\$137,930</b>	<b>\$232,742</b>	<b>\$233,277</b>
430002 SOFTWARE	\$0	\$1,036	\$0	\$3,000	\$3,060
430003 SUBSCRIPTIONS	\$25,068	\$25,493	\$30,666	\$35,000	\$30,000
430009 OFFICE	\$502	\$873	\$747	\$750	\$765
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$25,570</b>	<b>\$27,402</b>	<b>\$31,413</b>	<b>\$38,750</b>	<b>\$33,825</b>
439015 OFFICE EQUIPMENT	\$2,387	\$1,390	\$0	\$12,000	\$7,240
<b>439100 MINOR CAPITAL</b>	<b>\$2,387</b>	<b>\$1,390</b>	<b>\$0</b>	<b>\$12,000</b>	<b>\$7,240</b>
<b>439995 SUPPLIES</b>	<b>\$27,957</b>	<b>\$28,792</b>	<b>\$31,413</b>	<b>\$50,750</b>	<b>\$41,065</b>
453049 LEASE PURCHASE	\$1,195	\$0	\$0	\$0	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$1,195</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$1,195</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>01000105 CITY SOLICITOR</b>	<b>\$578,482</b>	<b>\$576,197</b>	<b>\$563,204</b>	<b>\$737,692</b>	<b>\$764,582</b>

# COMMUNICATIONS BUREAU



## BUREAU OF COMMUNICATION

The Bureau of Communications manages all internal and external communications and marketing for government operations of the City of Harrisburg. It is responsible for graphic, photo, video, audio and information services, as well as for the City's 311 system and atrium Help Desk. The bureau organizes news conferences, issues news releases, media advisories as well as online and social media communications. The Bureau of Communications also manages media relations, organizes informational events and campaigns, as well as manages WHBG Channel 20, the government access cable television channel and station. The bureau manages relations with adjacent government agencies to ensure compliance with the City's Cable Television Franchise agreement.

### EXPENDITURE ANALYSIS DETAIL 2020 PROPOSED BUDGET

General Fund

0114 Communication

#### Allocation Plan

#### Position Control

<i><b>PERSONNEL</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<i><b>JOB CLASSIFICATION</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	231,145	146,975	Communications Director	1	0	71,050	0
Salaries-BU	40,251	40,654	Community Services Coordinator	1	0	55,550	0
Fringe Benefits	20,765	14,356	Production Tech Mgr (WHBG)	1	0	55,825	0
Overtime	0	0	Communications Manager	0	1	65,000	65,975
<b>TOTAL</b>	<b>292,161</b>	<b>201,985</b>	Commu. Asstn & Graphic Design Spclt	1	1	50,000	51,000
			Production Technician (Part-Time)	0	1	20,000	30,000
			Reallocation			(86,280)	
<b>SERVICES</b>			<b>Total Management</b>	<b>4</b>	<b>3</b>	<b>231,145</b>	<b>146,975</b>
Communications	2,600	4,500	Atrium Receptionist	1	1	40,251	40,654
Professional Services	0	0	<b>Total Bargaining Unit</b>	<b>1</b>	<b>1</b>	<b>40,251</b>	<b>40,654</b>
Utilities	0	0	Overtime			0	0
Insurance	0	0	FICA			20,765	14,356
Rentals	18,000	10,000	<b>Total Fringe Benefits</b>			<b>20,765</b>	<b>14,356</b>
Maintenance & Repairs	500	500	<b>TOTAL</b>	<b>5</b>	<b>4</b>	<b>292,161</b>	<b>201,985</b>
Contracted Services	12,500	14,800					
<b>TOTAL</b>	<b>33,600</b>	<b>29,800</b>					
<b>SUPPLIES</b>							
Supplies	10,500	9,000					
Minor Capital Equipment	6,000	5,500					
<b>TOTAL</b>	<b>16,500</b>	<b>14,500</b>					
<b>OTHER</b>	0	0					
<b>TOTAL APPROPRIATION</b>	<b>342,261</b>	<b>246,285</b>					

**BUREAU OF COMMUNICATION**

Bureau of Communication - 0114

EMPLOYEE	POSITION	ANNIV. /		2019	2020	2020	2020	2020	2020	2020	FRINGE	TOTAL	
		D.O.H.	END OF YR	GRADE/STEP	ANNUAL	LONG.	SALARY	LUMP SUM	FICA	BENEFITS			
	COMMUNICATIONS MANAGER	10	23	2012	\$ 65,000.00	975.00	0.00	0.00	65,975.00	0.00	5,048.00	0.00	71,023.00
	COMMUNICATIONS ASSISTN & GRAPHIC DESIGN SPCLT	12	13	2017	\$ 50,000.00	1,000.00	0.00	0.00	51,000.00	0.00	3,902.00	0.00	54,902.00
	PRODUCTION TECHNICIAN (PART-TIME)	8	5	2019	\$ 20,000.00	10,000.00	0.00	0.00	30,000.00	0.00	2,295.00	0.00	32,295.00
3.00	MANAGEMENT TOTALS				135,000.00	11,975.00	0.00	0.00	146,975.00	0.00	11,245.00	0.00	158,220.00
	ATRIUM RECEPTIONIST	1	25	2016	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00
1.00	BARGAINING UNIT TOTALS				40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00
4.00	TOTAL				175,251.05	11,975.00	402.51	0.00	187,629.00	0.00	14,356.00	0.00	201,985.00
OVERTIME									0.00	0.00	0.00	0.00	0.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>187,629.00</b>	<b>0.00</b>	<b>14,356.00</b>	<b>0.00</b>	<b>201,985.00</b>

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2020 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01010114 BUREAU OF COMMUNICATION

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$197,475	\$266,587	\$179,530	\$271,396	\$187,629
416000 OVERTIME	\$0	\$0	\$207	\$0	\$0
<b>414100 SALARIES/WAGES</b>	<b>\$197,475</b>	<b>\$266,587</b>	<b>\$179,737</b>	<b>\$271,396</b>	<b>\$187,629</b>
419001 SOCIAL SECURITY	\$14,491	\$19,733	\$13,387	\$20,765	\$14,356
<b>419100 FRINGE BENEFITS</b>	<b>\$14,491</b>	<b>\$19,733</b>	<b>\$13,387</b>	<b>\$20,765</b>	<b>\$14,356</b>
<b>419995 PERSONNEL</b>	<b>\$211,966</b>	<b>\$286,320</b>	<b>\$193,123</b>	<b>\$292,161</b>	<b>\$201,985</b>
420010 ADVERTISING	\$0	\$1,107	\$54	\$2,500	\$2,500
420030 PHOTOGRAPHY	\$0	\$3,664	\$0	\$0	\$2,000
420040 TELEPHONE	\$3,055	\$0	\$0	\$0	\$0
420050 POSTAGE	\$0	\$0	(\$25)	\$100	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$3,055</b>	<b>\$4,771</b>	<b>\$29</b>	<b>\$2,600</b>	<b>\$4,500</b>
424020 WEB/SOFTWARE SERVICES	\$0	\$8,905	\$14,035	\$18,000	\$10,000
<b>424100 RENTALS</b>	<b>\$0</b>	<b>\$8,905</b>	<b>\$14,035</b>	<b>\$18,000</b>	<b>\$10,000</b>
425090 MAINT SERV CONTRACT	\$0	\$0	\$0	\$500	\$500
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>
429001 TUITION/TRAINING	\$795	\$0	\$1,112	\$4,500	\$2,500
429009 ADMIN/TRUSTEE FEE	\$30	\$0	\$91	\$0	\$0
429090 MISC CONTRACTED SRVCS	\$7,304	\$6,853	\$3,070	\$8,000	\$12,300
<b>429100 CONTRACTED SRVC</b>	<b>\$8,130</b>	<b>\$6,853</b>	<b>\$4,273</b>	<b>\$12,500</b>	<b>\$14,800</b>
<b>429995 SERVICES</b>	<b>\$11,185</b>	<b>\$20,530</b>	<b>\$18,337</b>	<b>\$33,600</b>	<b>\$29,800</b>
430003 SUBSCRIPTIONS	\$0	\$0	\$2,000	\$2,500	\$0
430004 AUDIO-VISUAL	\$2,650	\$3,895	\$3,108	\$3,500	\$3,500
430009 OFFICE	\$1,269	\$1,761	\$0	\$0	\$1,000
430015 WEB SERVICES	\$9,059	\$976	\$0	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$1,880	\$1,463	\$3,088	\$4,500	\$4,500
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$14,858</b>	<b>\$8,094</b>	<b>\$8,196</b>	<b>\$10,500</b>	<b>\$9,000</b>
439015 OFFICE EQUIPMENT	\$7,947	\$3,055	\$4,850	\$6,000	\$5,500
<b>439100 MINOR CAPITAL</b>	<b>\$7,947</b>	<b>\$3,055</b>	<b>\$4,850</b>	<b>\$6,000</b>	<b>\$5,500</b>
<b>439995 SUPPLIES</b>	<b>\$22,805</b>	<b>\$11,149</b>	<b>\$13,045</b>	<b>\$16,500</b>	<b>\$14,500</b>
<b>01010114 COMMUNICATION</b>	<b>\$245,956</b>	<b>\$317,999</b>	<b>\$224,505</b>	<b>\$342,261</b>	<b>\$246,285</b>

**OFFICE OF SOCIAL EQUITY/AFFIRMATIVE ACTION**

The Office is charged with the monitoring of City Government services and business practices to ensure that the City of Harrisburg is in compliance with federal and state anti-discrimination laws and regulations relating to equal opportunity and affirmative action programs. This office executes and assesses the City of Harrisburg's affirmative action/equal opportunity program.

EXPENDITURE ANALYSIS DETAIL  
2020 PROPOSED BUDGET

General Fund

0115 Social Equity/Affirmative Action

**Allocation Plan**

**Position Control**

		2019	2020			2019	2020	2019	2020
		Adopted	Approved			Adopted	Approved	Adopted	Approved
<b>PERSONNEL</b>				<b>JOB CLASSIFICATION</b>					
	Salaries-Mgmt	62,930	62,930	Dir. of Social Equity/Affir Action	1	1	62,930	62,930	
	Fringe Benefits	4,743	4,815						
	<b>TOTAL</b>	<b>67,673</b>	<b>67,745</b>	<b>Total Management</b>	<b>1</b>	<b>1</b>	<b>62,930</b>	<b>62,930</b>	
<b>SERVICES</b>									
	Communications	500	0	FICA			4,743	4,815	
	Professional Services	5,000	0	<b>Total Fringe Benefits</b>			<b>4,743</b>	<b>4,815</b>	
	Utilities	0	0	<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>67,673</b>	<b>67,745</b>	
	Insurance	0	0						
	Rentals	0	0						
	Maintenance & Repairs	0	0						
	Contracted Services	5,600	0						
	<b>TOTAL</b>	<b>11,100</b>	<b>0</b>						
<b>SUPPLIES</b>									
	Supplies	3,475	0						
	Minor Capital Equipment	0	0						
	<b>TOTAL</b>	<b>3,475</b>	<b>0</b>						
<b>OTHER</b>									
		0	0						
<b>TOTAL APPROPRIATION</b>		<b>82,248</b>	<b>67,745</b>						

OFFICE OF SOCIAL EQUITY/AFFIRMATIVE ACTION

SOCIAL EQUITY/AFFIRMATIVE ACTION - 0115

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>ANNIV. / D.O.H.</u>	<u>2019 END OF YR SALARY</u>	<u>2020 GRADE/STEP INCREASE</u>	<u>2020 ANNUAL INCREASE</u>	<u>2020 LONG.</u>	<u>2020 SALARY</u>	<u>2020 LUMP SUM</u>	<u>FICA</u>	<u>FRINGE BENEFITS</u>	<u>TOTAL</u>	
<b>VACANT</b>	<b>POSITION</b>	<b>DIRECTOR OF SOCIAL EQUITY/AFFIRMATIVE ACTION</b>	<b>7   10   2017</b>	<b>\$ 62,930.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,930.00</b>	<b>0.00</b>	<b>4,815.00</b>	<b>0.00</b>	<b>67,745.00</b>
1.00	MANAGEMENT TOTALS		62,930.00	0.00	0.00	0.00	62,930.00	0.00	4,815.00	0.00	67,745.00	
1.00	TOTAL		62,930.00	0.00	0.00	0.00	62,930.00	0.00	4,815.00	0.00	67,745.00	
<b>TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS</b>								<b>62,930.00</b>	<b>0.00</b>	<b>4,815.00</b>	<b>0.00</b>	<b>67,745.00</b>

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).



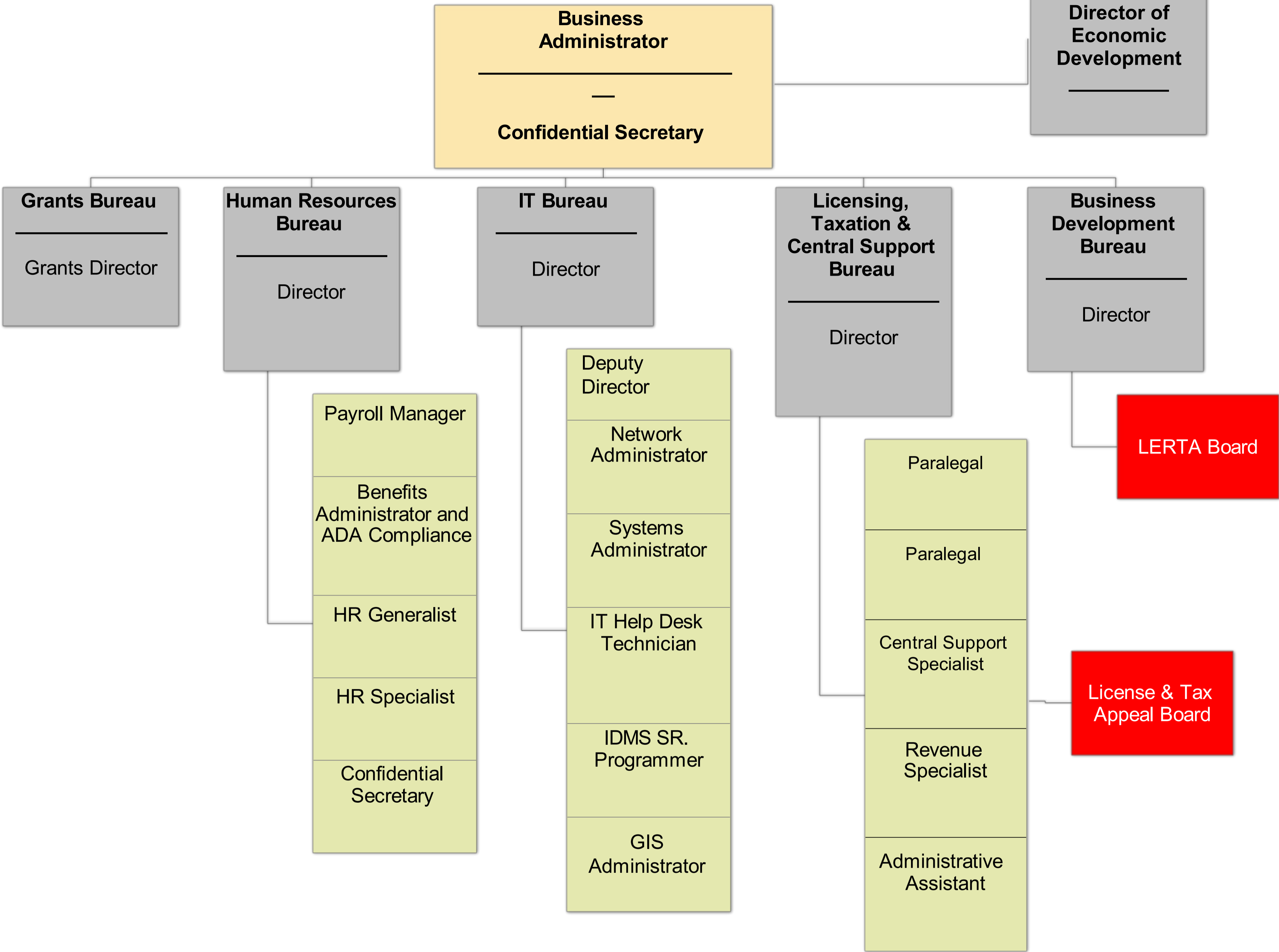
# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01010115 OFFICE OF SOCIAL EQUITY/AFFIRMATIVE ACTION

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$70,333	\$62,000	\$40,399	\$62,930	\$62,930
<b>414100 SALARIES/WAGES</b>	<b>\$70,333</b>	<b>\$62,000</b>	<b>\$40,399</b>	<b>\$62,930</b>	<b>\$62,930</b>
419001 SOCIAL SECURITY	\$5,258	\$4,648	\$3,028	\$4,743	\$4,815
<b>419100 FRINGE BENEFITS</b>	<b>\$5,258</b>	<b>\$4,648</b>	<b>\$3,028</b>	<b>\$4,743</b>	<b>\$4,815</b>
<b>419995 PERSONNEL</b>	<b>\$75,591</b>	<b>\$66,648</b>	<b>\$43,427</b>	<b>\$67,673</b>	<b>\$67,745</b>
420010 ADVERTISING	\$0	\$0	\$491	\$500	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$491</b>	<b>\$500</b>	<b>\$0</b>
421060 STENOGRAPHER	\$0	\$0	\$0	\$5,000	\$0
<b>421100 PROFESSIONAL SRVC</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>
429001 TUITION/TRAINING	\$1,899	\$5,058	\$1,400	\$5,600	\$0
429090 MISC CONTRACTED SRVCS	\$0	\$988	\$0	\$0	\$0
<b>429100 CONTRACTED SRVC</b>	<b>\$1,899</b>	<b>\$6,046</b>	<b>\$1,400</b>	<b>\$5,600</b>	<b>\$0</b>
<b>429995 SERVICES</b>	<b>\$1,899</b>	<b>\$6,046</b>	<b>\$1,891</b>	<b>\$11,100</b>	<b>\$0</b>
430009 OFFICE	\$0	\$2,992	\$0	\$645	\$0
430099 MISC SUPPLIES AND EXP	\$0	\$251	\$892	\$2,830	\$0
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$0</b>	<b>\$3,243</b>	<b>\$892</b>	<b>\$3,475</b>	<b>\$0</b>
439015 OFFICE EQUIPMENT	\$1,309	\$150	\$0	\$0	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$1,309</b>	<b>\$150</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>439995 SUPPLIES</b>	<b>\$1,309</b>	<b>\$3,393</b>	<b>\$892</b>	<b>\$3,475</b>	<b>\$0</b>
<b>01010115 SOCIAL EQUITY/AFFIRMATIVE ACTION</b>	<b>\$78,800</b>	<b>\$76,088</b>	<b>\$46,210</b>	<b>\$82,248</b>	<b>\$67,745</b>

# DEPARTMENT OF ADMINISTRATION



EXPENDITURE ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>DEPARTMENT OF ADMINISTRATION</b>					
<b><u>0110 OFFICE OF THE BUSINESS ADMINISTRATOR</u></b>					
Personnel	103,529	200,088	170,925	175,470	258,361
Services	44	45,920	50,247	65,550	70,525
Supplies	1,832	1,951	3,997	5,100	5,568
Other	0	0	0	0	0
TOTALS	105,405	247,959	225,169	246,120	334,454
<b><u>0113 BUREAU OF GRANTS</u></b>					
Personnel	0	0	58,005	60,392	69,973
Services	0	0	204	4,000	4,000
Supplies	0	0	0	500	500
Other	0	0	0	0	0
TOTALS	0	0	58,209	64,892	74,473
<b><u>0116 BUREAU OF INFORMATION TECHNOLOGY</u></b>					
Personnel	297,297	415,170	444,282	506,012	487,569
Services	432,768	402,539	376,331	616,797	582,466
Supplies	73,189	184,717	187,513	170,580	291,155
Other	524,788	130,386	521,233	701,839	750,188
TOTALS	1,328,041	1,132,812	1,529,359	1,995,228	2,111,378
<b><u>0117 BUREAU OF HUMAN RESOURCES</u></b>					
Personnel	244,840	285,117	321,677	366,680	376,554
Services	47,628	44,713	70,378	123,925	74,645
Supplies	1,374	1,336	2,679	2,200	2,200
Other	6,690	0	0	0	0
TOTALS	300,531	331,166	394,733	492,805	453,399

EXPENDITURE ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<u>0124 BUREAU OF LICENSING, TAXATION &amp; CENTRAL SUPPORT</u>					
Personnel	257,197	233,457	257,976	328,049	339,129
Services	117,069	195,459	176,245	254,372	280,295
Supplies	36,251	42,463	34,596	43,192	58,172
Other	87,369	0	0	0	0
TOTALS	<u>497,885</u>	<u>471,379</u>	<u>468,816</u>	<u>625,613</u>	<u>677,597</u>
<u>0139 BUSINESS AND RESOURCE DEVELOPMENT</u>					
Personnel	111,850	122,075	41,000	61,189	57,636
Services	1,113	2,163	150	4,750	5,525
Supplies	1,561	259	102	0	300
Other	0	0	0	0	0
TOTALS	<u>114,524</u>	<u>124,497</u>	<u>41,252</u>	<u>65,939</u>	<u>63,461</u>
TOTAL DEPARTMENT OF ADMINISTRATION					
Personnel	1,014,712	1,255,907	1,293,864	1,497,792	1,589,222
Services	598,621	690,795	673,555	1,069,394	1,017,456
Supplies	114,206	230,726	228,887	221,572	357,895
Other	618,846	130,386	521,233	701,839	750,188
TOTAL EXPENDITURES	<u><u>2,346,385</u></u>	<u><u>2,307,814</u></u>	<u><u>2,717,538</u></u>	<u><u>3,490,597</u></u>	<u><u>3,714,762</u></u>

POSITION ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>ADMINISTRATION</b>					
Office of the Business Administrator	1.00	1.00	0.00	3.00	3.00
Bureau of Grants	1.00	1.00	1.00	1.00	1.00
Information Technology	5.00	7.00	6.00	8.00	7.00
Human Resources	4.00	5.00	6.00	6.00	6.00
Licensing, Taxation and Central Support	5.00	4.00	4.00	5.00	6.00
Business and Resource Development	2.00	3.00	0.00	1.00	1.00
TOTAL POSITIONS	18.00	21.00	17.00	24.00	24.00

## OFFICE OF THE BUSINESS ADMINISTRATOR

The Department of Administration is headed by the Chief of Staff/Business Administrator who is appointed by the Mayor and confirmed by City Council. The Department of Administration performs the risk management, technological, personnel, and central administrative functions of the City. The Chief of Staff/Business Administrator has the authority to oversee the direct management of all City departments which are under the administrative jurisdiction of the Mayor, as well as inter-action with agencies which are outside of the Executive Branch and directly manages six bureaus: Business Development, Communication, Community Development, Information Technology, Human Resources and Licensing, Taxation and Central Support. The Chief of Staff/Business Administrator serves as the Mayor's designee on various Boards and Commissions.

The Chief of Staff/Business Administrator conducts scheduled labor management meetings with each of the union groups throughout the year and resolves issues which could result in grievances whenever possible, acts as the Third-Step Hearing Officer for Union grievances in the Mayor's stead. Also, the Chief of Staff/Business Administrator has the responsibility for contract negotiations with all three union groups.

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### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

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General Fund

0110 Office of Business Administrator

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#### Allocation Plan

#### Position Control

<i>PERSONNEL</i>	2019 Adopted	2020 Approved
Salaries-Mgmt	163,000	240,000
Fringe Benefits	12,470	18,361
<b>TOTAL</b>	<b>175,470</b>	<b>258,361</b>
<i>SERVICES</i>		
Communications	850	1,200
Professional Services	60,000	60,000
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	0	0
Contracted Services	4,700	9,325
<b>TOTAL</b>	<b>65,550</b>	<b>70,525</b>
<i>SUPPLIES</i>		
Supplies	2,700	3,168
Minor Capital Equipment	2,400	2,400
<b>TOTAL</b>	<b>5,100</b>	<b>5,568</b>
<i>OTHER</i>	0	0
<b>TOTAL APPROPRIATION</b>	<b>246,120</b>	<b>334,454</b>

<i>JOB CLASSIFICATION</i>	2019 Adopted	2020 Approved	2019 Adopted	2020 Approved
Business Administrator	1	1	115,000	115,000
Director of DCED	1	1	0	75,000
Confidential Secretary Reallocation	1	1	48,000	50,000
<b>Total Management</b>	<b>3</b>	<b>3</b>	<b>163,000</b>	<b>240,000</b>
FICA			12,470	18,361
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>12,470</b>	<b>18,361</b>
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>175,470</b>	<b>258,361</b>

**BUSINESS ADMINISTRATOR**

BUSINESS ADMINISTRATOR - 0110

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019 END OF YR	2019 SALARY	2020 GRADE/STEP	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	BUSINESS ADMINISTRATOR	10   2	2017	\$ 115,000.00		0.00	0.00	115,000.00	0.00	8,798.00	0.00	123,798.00
	DIRECTOR - DEPARTMENT OF ECONOMIC DEVELOPMENT	9   30	2019	\$ 75,000.00		0.00	0.00	75,000.00	0.00	5,738.00	0.00	80,738.00
	CONFIDENTIAL SECRETARY TO THE BA	4   29	2019	\$ 48,000.00		2,000.00	0.00	50,000.00	0.00	3,825.00	0.00	53,825.00
3.00	MANAGEMENT TOTALS			238,000.00		2,000.00	0.00	240,000.00	0.00	18,361.00	0.00	258,361.00
3.00	TOTAL			238,000.00		2,000.00	0.00	240,000.00	0.00	18,361.00	0.00	258,361.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>								<b>240,000.00</b>	<b>0.00</b>	<b>18,361.00</b>	<b>0.00</b>	<b>258,361.00</b>

**NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).**

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01010110 OFFICE OF BUSINESS ADMINISTRATOR

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$96,411	\$186,099	\$158,802	\$163,000	\$240,000
<b>414100 SALARIES/WAGES</b>	<b>\$96,411</b>	<b>\$186,099</b>	<b>\$158,802</b>	<b>\$163,000</b>	<b>\$240,000</b>
419001 SOCIAL SECURITY	\$7,118	\$13,989	\$12,124	\$12,470	\$18,361
<b>419100 FRINGE BENEFITS</b>	<b>\$7,118</b>	<b>\$13,989</b>	<b>\$12,124</b>	<b>\$12,470</b>	<b>\$18,361</b>
<b>419995 PERSONNEL</b>	<b>\$103,529</b>	<b>\$200,088</b>	<b>\$170,925</b>	<b>\$175,470</b>	<b>\$258,361</b>
420010 ADVERTISING	\$0	\$0	\$339	\$700	\$1,000
420020 PRINTING	\$0	\$97	\$136	\$150	\$200
420040 TELEPHONE	(\$45)	\$0	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>(\$45)</b>	<b>\$97</b>	<b>\$475</b>	<b>\$850</b>	<b>\$1,200</b>
421030 CONSULTING	\$0	\$45,000	\$47,500	\$60,000	\$60,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$0</b>	<b>\$45,000</b>	<b>\$47,500</b>	<b>\$60,000</b>	<b>\$60,000</b>
429001 TUITION/TRAINING	\$89	\$823	\$1,271	\$3,000	\$5,725
429015 TRAVEL	\$0	\$0	\$0	\$300	\$600
429016 CONFERENCES	\$0	\$0	\$1,000	\$1,400	\$3,000
<b>429100 CONTRACTED SRVC</b>	<b>\$89</b>	<b>\$823</b>	<b>\$2,271</b>	<b>\$4,700</b>	<b>\$9,325</b>
<b>429995 SERVICES</b>	<b>\$44</b>	<b>\$45,920</b>	<b>\$50,247</b>	<b>\$65,550</b>	<b>\$70,525</b>
430002 SOFTWARE	\$0	\$0	\$566	\$900	\$668
430009 OFFICE	\$681	\$1,662	\$1,564	\$1,800	\$2,500
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$681</b>	<b>\$1,662</b>	<b>\$2,130</b>	<b>\$2,700</b>	<b>\$3,168</b>
439015 OFFICE EQUIPMENT	\$1,151	\$289	\$1,867	\$2,400	\$2,400
<b>439100 MINOR CAPITAL</b>	<b>\$1,151</b>	<b>\$289</b>	<b>\$1,867</b>	<b>\$2,400</b>	<b>\$2,400</b>
<b>439995 SUPPLIES</b>	<b>\$1,832</b>	<b>\$1,951</b>	<b>\$3,997</b>	<b>\$5,100</b>	<b>\$5,568</b>
<b>01010110 BUSINESS ADMINISTRATOR</b>	<b>\$105,405</b>	<b>\$247,959</b>	<b>\$225,169</b>	<b>\$246,120</b>	<b>\$334,454</b>



## BUREAU OF GRANTS

The Bureau of Grant Management is responsible for all grant writing, administration and reporting of all grant funding activity of the City

### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

General Fund

0113 Bureau of Grants

#### Allocation Plan

#### Position Control

<i><b>PERSONNEL</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	56,100	65,000
Fringe Benefits	4,292	4,973
<b>TOTAL</b>	<b>60,392</b>	<b>69,973</b>
<i><b>SERVICES</b></i>		
Communications	500	500
Professional Services	1,000	1,000
Utilities	0	0
Insurance	0	0
Rentals	1,500	1,500
Maintenance & Repairs	0	0
Contracted Services	1,000	1,000
<b>TOTAL</b>	<b>4,000</b>	<b>4,000</b>
<i><b>SUPPLIES</b></i>		
Supplies	500	500
Minor Capital Equipment	0	0
<b>TOTAL</b>	<b>500</b>	<b>500</b>
<i><b>OTHER</b></i>	0	0
<b>TOTAL APPROPRIATION</b>	<b>64,892</b>	<b>74,473</b>

<i><b>JOB CLASSIFICATION</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Grants Director	1	1	56,100	65,000
<b>Total Management</b>	<b>1</b>	<b>1</b>	<b>56,100</b>	<b>65,000</b>
FICA			4,292	4,973
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>4,292</b>	<b>4,973</b>
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>60,392</b>	<b>69,973</b>

**GRANTS MANAGEMENT**

BUREAU OF GRANTS- 0113

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>ANNIV. /</u> <u>D.O.H.</u>	<u>2019</u> <u>END OF YR</u>	<u>2020</u> <u>GRADE/STEP</u>	<u>2020</u> <u>ANNUAL</u>	<u>2020</u> <u>LONG.</u>	<u>2020</u> <u>SALARY</u>	<u>2020</u> <u>LUMP SUM</u>	<u>FICA</u>	<u>FRINGE</u> <u>BENEFITS</u>	<u>TOTAL</u>		
												<u>2018</u>	<u>SALARY</u>
	GRANTS DIRECTOR	2	26	2018	\$ 56,100.00	8,900.00	0.00	0.00	65,000.00	0.00	4,973.00	0.00	69,973.00
1.00	MANAGEMENT TOTALS				56,100.00	8,900.00	0.00	0.00	65,000.00	0.00	4,973.00	0.00	69,973.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>65,000.00</b>	<b>0.00</b>	<b>4,973.00</b>	<b>0.00</b>	<b>69,973.00</b>

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01010113 BUREAU OF GRANTS

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$0	\$0	\$53,959	\$56,100	\$65,000
<b>414100 SALARIES/WAGES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$53,959</b>	<b>\$56,100</b>	<b>\$65,000</b>
419001 SOCIAL SECURITY	\$0	\$0	\$4,045	\$4,292	\$4,973
<b>419100 FRINGE BENEFITS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,045</b>	<b>\$4,292</b>	<b>\$4,973</b>
<b>419995 PERSONNEL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$58,005</b>	<b>\$60,392</b>	<b>\$69,973</b>
420010 ADVERTISING	\$0	\$0	\$0	\$500	\$500
<b>420100 COMMUNICATIONS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>
421020 AUDIT	\$0	\$0	\$0	\$1,000	\$1,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$1,000</b>
424020 WEB/SOFTWARE SERVICES	\$0	\$0	\$204	\$1,500	\$1,500
<b>424100 RENTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$204</b>	<b>\$1,500</b>	<b>\$1,500</b>
429001 TUITION/TRAINING	\$0	\$0	\$0	\$1,000	\$1,000
<b>429100 CONTRACTED SRVC</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>429995 SERVICES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$204</b>	<b>\$4,000</b>	<b>\$4,000</b>
430009 OFFICE	\$0	\$0	\$0	\$500	\$500
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>
<b>439995 SUPPLIES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>
<b>01010113 BUREAU OF GRANTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$58,209</b>	<b>\$64,892</b>	<b>\$74,473</b>

## BUREAU OF INFORMATION TECHNOLOGY

The Bureau of Information Technology is responsible for the administration of the City's blend of mainframe, network and cloud-based computer systems. These systems are utilized by General Government and the Departments of Administration, Community and Economic Development, Public Safety and Public Works.

The bureau programs, controls, troubleshoots and monitors a wide array of mainframe-based systems used throughout the City's operations. Examples of these systems include the computerized billing system for property real estate taxes, mercantile taxes and licenses; billings for disposal and refuse charges; human resource management; Treasury accounts receivable system, insurance claims management; field reports for all service calls for police; and Codes licenses, permits, inspections and complaints.

The bureau also provides technical support and maintenance for the City's network of personal computers, laptops and mobile devices; and is responsible for the installation, maintenance, and troubleshooting of servers, routers, switches, and firewalls for the City's Local Area Network (LAN) and Wide Area Network (WAN). Responsibilities extend to troubleshooting of computer software, hardware, peripherals, telecommunications systems and services, and related equipment.

The bureau partners with various local, state and national organizations to extend and expand the technological capabilities of the City's operations. Evaluating emerging technologies and vendor offerings assists with the process of modernizing and streamlining processes and systems deployed throughout the City.

Daily responsibilities include: monitoring, configuring, and troubleshooting server backups and restoring systems; monitoring virus activity and cyber threats through a central management console; implementing LAN and local printer services; moving, adding, deleting and upgrading software.

### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

General Fund

0116 Information Technology

#### Allocation Plan

#### Position Control

<i><b>PERSONNEL</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	446,085	452,918
Salaries-BU	23,964	0
Fringe Benefits	35,963	34,651
Overtime	0	0
<b>TOTAL</b>	<b>506,012</b>	<b>487,569</b>
<i><b>SERVICES</b></i>		
Communications	500	500
Professional Services	314,000	229,000
Rentals	0	5,600
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	207,430	247,199
Contracted Services	94,867	100,167
<b>TOTAL</b>	<b>616,797</b>	<b>582,466</b>
<i><b>SUPPLIES</b></i>		
Supplies	95,580	206,155
Minor Capital Equipment	75,000	85,000
<b>TOTAL</b>	<b>170,580</b>	<b>291,155</b>
<i><b>OTHER</b></i>	701,839	750,188
<b>TOTAL APPROPRIATION</b>	<b>1,995,228</b>	<b>2,111,378</b>

<i><b>JOB CLASSIFICATION</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Director of IT	1	1	82,500	84,150
Deputy Director/ Public	1	1	75,480	76,990
Network Administrator	1	1	65,975	66,635
SR. IDMS Programmer	1	1	60,855	60,855
GIS Administrator	1	1	60,000	62,000
Systems Administrator	1	1	55,825	56,383
Help Desk/PC Specialist	1	1	45,450	45,905
Reallocation				
<b>Total Management</b>	<b>7</b>	<b>7</b>	<b>446,085</b>	<b>452,918</b>
Computer Operator III	1	0	23,964	0
<b>Total Bargaining Unit</b>	<b>1</b>	<b>0</b>	<b>23,964</b>	<b>0</b>
Overtime			0	0
FICA			35,963	34,651
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>35,963</b>	<b>34,651</b>
<b>TOTAL</b>	<b>8</b>	<b>7</b>	<b>506,012</b>	<b>487,569</b>

**INFORMATION TECHNOLOGY**

INFORMATION TECHNOLOGY 0116

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019 END OF YR	2020 GRADE/STEP	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL		
	DIRECTOR - BUREAU OF INFORMATION TECHNOLOGY	7	24	2017	\$ 82,500.00	1,650.00	0.00	0.00	84,150.00	0.00	6,438.00	0.00	90,588.00
	DEPUTY DIRECTOR/PUBLIC SAFETY NETWORK ADMNTR	8	21	2017	\$ 75,480.00	1,509.60	0.00	0.00	76,990.00	0.00	5,890.00	0.00	82,880.00
	NETWORK ADMINISTRATOR	7	5	2016	\$ 65,975.00	659.75	0.00	0.00	66,635.00	0.00	5,098.00	0.00	71,733.00
<b>VACANT</b>	<b>POSITION</b>	<b>7</b>	<b>2</b>	<b>2018</b>	<b>\$ 60,855.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>60,855.00</b>	<b>0.00</b>	<b>4,656.00</b>	<b>0.00</b>	<b>65,511.00</b>
	GIS ADMINISTRATION	9	3	2019	\$ 62,000.00	0.00	0.00	0.00	62,000.00	0.00	4,743.00	0.00	66,743.00
	SYSTEMS ADMINISTRATOR	1	29	2018	\$ 55,825.00	558.25	0.00	0.00	56,383.00	0.00	4,314.00	0.00	60,697.00
	HELP DESK/PC SPECIALIST	9	8	2014	\$ 45,450.00	454.50	0.00	0.00	45,905.00	0.00	3,512.00	0.00	49,417.00
7.00	MANAGEMENT TOTALS				448,085.00	4,832.10	0.00	0.00	452,918.00	0.00	34,651.00	0.00	487,569.00
7.00	TOTAL				448,085.00	4,832.10	0.00	0.00	452,918.00	0.00	34,651.00	0.00	487,569.00
	OVERTIME								0.00	0.00	0.00	0.00	0.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>								<b>452,918.00</b>	<b>0.00</b>	<b>34,651.00</b>	<b>0.00</b>	<b>487,569.00</b>

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01010116 BUREAU OF INFORMATION TECHNOLOGY

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$276,591	\$386,207	\$413,281	\$470,049	\$452,918
<b>414100 SALARIES/WAGES</b>	<b>\$276,591</b>	<b>\$386,207</b>	<b>\$413,281</b>	<b>\$470,049</b>	<b>\$452,918</b>
419001 SOCIAL SECURITY	\$20,705	\$28,963	\$31,001	\$35,963	\$34,651
<b>419100 FRINGE BENEFITS</b>	<b>\$20,705</b>	<b>\$28,963</b>	<b>\$31,001</b>	<b>\$35,963</b>	<b>\$34,651</b>
<b>419995 PERSONNEL</b>	<b>\$297,297</b>	<b>\$415,170</b>	<b>\$444,282</b>	<b>\$506,012</b>	<b>\$487,569</b>
420010 ADVERTISING	\$198	\$222	\$538	\$500	\$500
420040 TELEPHONE	\$2,556	\$0	\$0	\$0	\$0
420041 E-MAIL/INTERNET	\$29,983	\$1,250	\$0	\$0	\$0
420050 POSTAGE	\$59	\$0	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$32,796</b>	<b>\$1,472</b>	<b>\$538</b>	<b>\$500</b>	<b>\$500</b>
421030 CONSULTING	\$248,312	\$177,739	\$145,275	\$314,000	\$229,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$248,312</b>	<b>\$177,739</b>	<b>\$145,275</b>	<b>\$314,000</b>	<b>\$229,000</b>
424020 WEB/SOFTWARE SERVICES	\$0	\$105	\$69	\$0	\$5,600
<b>424100 RENTALS</b>	<b>\$0</b>	<b>\$105</b>	<b>\$69</b>	<b>\$0</b>	<b>\$5,600</b>
425090 MAINT SERV CONTRACT	\$144,687	\$146,531	\$214,710	\$201,430	\$240,605
425099 OTHER CONT MAINT	\$0	\$5,966	\$6,145	\$6,000	\$6,594
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$144,687</b>	<b>\$152,498</b>	<b>\$220,855</b>	<b>\$207,430</b>	<b>\$247,199</b>
429001 TUITION/TRAINING	\$0	\$2,175	\$2,245	\$8,000	\$13,000
429009 ADMIN/TRUSTEE FEE	\$30	\$0	\$0	\$0	\$0
429015 TRAVEL	\$0	\$0	\$0	\$1,400	\$1,400
429016 CONFERENCES	\$0	\$0	\$0	\$1,000	\$1,000
429070 STORAGE	\$6,943	\$6,463	\$7,349	\$7,200	\$7,500
429090 MISC CONTRACTED SRVCS	\$0	\$62,087	\$0	\$77,267	\$77,267
<b>429100 CONTRACTED SRVC</b>	<b>\$6,973</b>	<b>\$70,725</b>	<b>\$9,594</b>	<b>\$94,867</b>	<b>\$100,167</b>
<b>429995 SERVICES</b>	<b>\$432,768</b>	<b>\$402,539</b>	<b>\$376,331</b>	<b>\$616,797</b>	<b>\$582,466</b>
430002 SOFTWARE	\$59,631	\$159,212	\$104,251	\$84,180	\$185,155
430008 DATA PROCESSING	\$3,797	\$3,797	\$10,886	\$10,800	\$20,400
430009 OFFICE	\$378	\$445	\$620	\$600	\$600
430015 WEB SERVICES	\$4,091	\$56	\$104	\$0	\$0
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$67,896</b>	<b>\$163,510</b>	<b>\$115,861</b>	<b>\$95,580</b>	<b>\$206,155</b>
439015 OFFICE EQUIPMENT	\$5,293	\$21,207	\$71,652	\$75,000	\$85,000
<b>439100 MINOR CAPITAL</b>	<b>\$5,293</b>	<b>\$21,207</b>	<b>\$71,652</b>	<b>\$75,000</b>	<b>\$85,000</b>
<b>439995 SUPPLIES</b>	<b>\$73,189</b>	<b>\$184,717</b>	<b>\$187,513</b>	<b>\$170,580</b>	<b>\$291,155</b>
452014 SECURITY UPGRADE	\$0	\$29,284	\$0	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$29,284</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
453049 LEASE PURCHASE	\$40,003	\$101,102	\$111,206	\$141,839	\$106,188
453007 EQUIPMENT-DATA PROCESSING	\$137,760	\$0	\$0	\$0	\$0
453051 EQUIPMENT-DATA PROCESSING	\$347,025	\$0	\$410,027	\$560,000	\$644,000
<b>453100 CAPITAL OUTLAY</b>	<b>\$524,788</b>	<b>\$101,102</b>	<b>\$521,233</b>	<b>\$701,839</b>	<b>\$750,188</b>
<b>499995 OTHER</b>	<b>\$524,788</b>	<b>\$130,386</b>	<b>\$521,233</b>	<b>\$701,839</b>	<b>\$750,188</b>
<b>01010116 INFORMATION TECHNOLOGY</b>	<b>\$1,328,041</b>	<b>\$1,132,812</b>	<b>\$1,529,359</b>	<b>\$1,995,228</b>	<b>\$2,111,378</b>

## BUREAU OF HUMAN RESOURCES

The Bureau of Human Resources is comprised of two primary functions: Human Resources Administration and Payroll. Human Resources oversees and administers a wide range of centralized personnel services for City Government including, but not limited to: recruitment for management positions; testing, screening, hiring and processing individuals to fill vacant bargaining-unit positions; enforces civil service rules and regulations and administers the promotional processes, where applicable, for the Harrisburg Police, Fire and Non-Uniform Civil Service Commission; unemployment compensation matters; conducts new hire orientation sessions and exit interviews; labor relations matters; benefits administration, including management of health care for active employees and retirees, pension plans, and leave benefits; worker's compensation program; and drug and alcohol testing. The Bureau assists the Business Administrator and the department directors in developing job descriptions for management and bargaining-unit positions.

Payroll is responsible for processing the City's biweekly payroll, maintaining payroll records and managing federal, state and local tax deductions as well as other mandatory payroll deductions and voluntary contributions. Staff is also responsible for ensuring all withholding reporting requirements are met. Staff works closely with all timekeepers to ensure smooth and accurate payroll processing. Staff also effectuates scheduled salary increases for bargaining-unit employees and merit pay increases based on performance evaluations for management personnel.

### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

General Fund

0117 Human Resources

#### Allocation Plan

#### Position Control

<i><b>PERSONNEL</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<i><b>JOB CLASSIFICATION</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	340,620	349,793	Director	1	1	75,000	80,000
Fringe Benefits	26,060	26,761	Personnel Manager	1	1	62,500	65,000
<b>TOTAL</b>	<b>366,680</b>	<b>376,554</b>	Benefit Admin/ADA Cmpl Officer	1	1	59,160	60,343
			Human Resources Generalist	1	1	48,960	48,000
<i><b>SERVICES</b></i>			Confidential Secretary	1	1	45,000	45,450
Communications	3,250	3,250	HR Specialist	1	1	50,000	51,000
Professional Services	9,000	9,000	<b>Total Management</b>	<b>6</b>	<b>6</b>	<b>340,620</b>	<b>349,793</b>
Utilities	0	0					
Insurance	0	0	FICA			26,060	26,761
Rentals	0	0	Concessions				0
Maintenance & Repairs	0	0	<b>Total Fringe Benefits</b>			<b>26,060</b>	<b>26,761</b>
Contracted Services	111,675	62,395	<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>366,680</b>	<b>376,554</b>
<b>TOTAL</b>	<b>123,925</b>	<b>74,645</b>					
<i><b>SUPPLIES</b></i>							
Supplies	2,200	2,200					
Minor Capital Equipment	0	0					
<b>TOTAL</b>	<b>2,200</b>	<b>2,200</b>					
<i><b>OTHER</b></i>							
	0	0					
<b>TOTAL APPROPRIATION</b>	<b>492,805</b>	<b>453,399</b>					

**HUMAN RESOURCES**

HUMAN RESOURCES - 0117

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>ANNIV. / D.O.H.</u>	<u>2019 END OF YR SALARY</u>	<u>2020 GRADE/STEP INCREASE</u>	<u>2020 ANNUAL INCREASE</u>	<u>2020 LONG.</u>	<u>2020 SALARY</u>	<u>2020 LUMP SUM</u>	<u>FICA</u>	<u>FRINGE BENEFITS</u>	<u>TOTAL</u>
	DIRECTOR OF HUMAN RESOURCES	11 13 2007	\$ 75,000.00	5,000.00	0.00	0.00	80,000.00	0.00	6,120.00	0.00	86,120.00
	PERSONNEL MANAGER	1 22 1990	\$ 62,500.00	2,500.00	0.00	0.00	65,000.00	0.00	4,973.00	0.00	69,973.00
	BENEFIT ADMIN/ADA CMPL OFFICER	6 1 2009	\$ 59,160.00	1,183.20	0.00	0.00	60,343.00	0.00	4,617.00	0.00	64,960.00
	HUMAN RESOURCES GENERALIST	10 15 2019	\$ 46,000.00	2,000.00	0.00	0.00	48,000.00	0.00	3,672.00	0.00	51,672.00
	CONFIDENTIAL SECRETARY - HUMAN RESOURCES	4 16 2018	\$ 45,000.00	450.00	0.00	0.00	45,450.00	0.00	3,477.00	0.00	48,927.00
	HR SPECIALIST	1 1 2019	\$ 50,000.00	1,000.00	0.00	0.00	51,000.00	0.00	3,902.00	0.00	54,902.00
6.00	MANAGEMENT TOTALS		337,660.00	12,133.20	0.00	0.00	349,793.00	0.00	26,761.00	0.00	376,554.00
6.00	TOTAL		337,660.00	12,133.20	0.00	0.00	349,793.00	0.00	26,761.00	0.00	376,554.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>349,793.00</b>	<b>0.00</b>	<b>26,761.00</b>	<b>0.00</b>	<b>376,554.00</b>

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).



# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01010117 BUREAU OF HUMAN RESOURCES

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$227,988	\$265,519	\$299,568	\$340,620	\$349,793
<b>414100 SALARIES/WAGES</b>	<b>\$227,988</b>	<b>\$265,519</b>	<b>\$299,568</b>	<b>\$340,620</b>	<b>\$349,793</b>
419001 SOCIAL SECURITY	\$16,852	\$19,598	\$22,109	\$26,060	\$26,761
<b>419100 FRINGE BENEFITS</b>	<b>\$16,852</b>	<b>\$19,598</b>	<b>\$22,109</b>	<b>\$26,060</b>	<b>\$26,761</b>
<b>419995 PERSONNEL</b>	<b>\$244,840</b>	<b>\$285,117</b>	<b>\$321,677</b>	<b>\$366,680</b>	<b>\$376,554</b>
420010 ADVERTISING	\$0	\$0	\$0	\$250	\$250
420020 PRINTING	\$1,737	\$1,086	\$1,269	\$2,000	\$2,000
420050 POSTAGE	\$551	\$0	\$39	\$1,000	\$1,000
<b>420100 COMMUNICATIONS</b>	<b>\$2,289</b>	<b>\$1,086</b>	<b>\$1,308</b>	<b>\$3,250</b>	<b>\$3,250</b>
421051 NON-CDL DRUG/ALC/MED TEST	\$1,349	\$1,796	\$1,937	\$2,000	\$2,000
421052 CDL DRUG/ALC/MED TESTING	\$2,762	\$2,072	\$3,745	\$5,000	\$5,000
421053 CREDIT REPORTS	\$800	\$901	\$1,135	\$2,000	\$2,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$4,911</b>	<b>\$4,769</b>	<b>\$6,817</b>	<b>\$9,000</b>	<b>\$9,000</b>
429001 TUITION/TRAINING	\$122	\$0	\$199	\$11,300	\$11,900
429009 ADMIN/TRUSTEE FEE	\$0	\$0	\$30	\$75	\$75
429014 CONTRACTED PERSONNEL SVS.	\$40,306	\$38,859	\$48,190	\$50,000	\$50,000
429017 MEMBERSHIPS	\$0	\$0	\$209	\$300	\$420
429090 MISC CONTRACTED SRVCS	\$0	\$0	\$13,624	\$50,000	\$0
<b>429100 CONTRACTED SRVC</b>	<b>\$40,428</b>	<b>\$38,859</b>	<b>\$62,253</b>	<b>\$111,675</b>	<b>\$62,395</b>
<b>429995 SERVICES</b>	<b>\$47,628</b>	<b>\$44,713</b>	<b>\$70,378</b>	<b>\$123,925</b>	<b>\$74,645</b>
430001 EDUCATIONAL	\$0	\$0	\$0	\$500	\$500
430002 SOFTWARE	\$0	\$42	\$0	\$200	\$200
430003 SUBSCRIPTIONS	\$0	\$0	\$0	\$200	\$200
430006 PHOTOGRAPHY	\$167	\$0	\$0	\$300	\$300
430009 OFFICE	\$1,207	\$1,293	\$2,679	\$1,000	\$1,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$1,374</b>	<b>\$1,336</b>	<b>\$2,679</b>	<b>\$2,200</b>	<b>\$2,200</b>
<b>439995 SUPPLIES</b>	<b>\$1,374</b>	<b>\$1,336</b>	<b>\$2,679</b>	<b>\$2,200</b>	<b>\$2,200</b>
453049 LEASE PURCHASE	\$1,196	\$0	\$0	\$0	\$0
453015 OFFICE EQUIPMENT	\$5,494	\$0	\$0	\$0	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$6,690</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$6,690</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>01010117 HUMAN RESOURCES</b>	<b>\$300,531</b>	<b>\$331,166</b>	<b>\$394,733</b>	<b>\$492,805</b>	<b>\$453,399</b>

## BUREAU OF LICENSING, TAXATION AND CENTRAL SUPPORT

The Tax and Enforcement unit bills and collects mercantile, business privilege, parking, and amusement taxes as well as various license fees for the City and the Harrisburg School District. This unit also administers the dog licensing program and manages all activities associated with the City's burglar and fire alarm program. A civil collection program is in place to collect all delinquent taxes.

The Bureau also includes the Duplication Center which is responsible for the daily handling of incoming and outgoing mail, processing printing jobs for all City departments and the distribution of office supplies.

### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

General Fund

0124 Licensing, Taxation and Central Support

#### Allocation Plan

#### Position Control

<b>PERSONNEL</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>JOB CLASSIFICATION</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	75,000	80,000	Tax & Enforcement Administrator	1	1	75,000	80,000
Salaries-BU	226,734	232,026					
Overtime	3,000	3,000	<b>Total Management</b>	<b>1</b>	<b>1</b>	<b>75,000</b>	<b>80,000</b>
Fringe Benefits	23,315	24,103					
<b>TOTAL</b>	<b>328,049</b>	<b>339,129</b>	Revenue Generalist II	1	1	46,411	39,505
			Paralegal	1	2	93,978	101,104
<b>SERVICES</b>			Administrative Assistant I	1	1	42,745	44,542
Communications	208,100	223,600	Central Support Specialist	1	1	43,600	46,875
Professional Services	16,000	31,000	Reallocation				
Utilities	0	0	<b>Total Bargaining Unit</b>	<b>4</b>	<b>5</b>	<b>226,734</b>	<b>232,026</b>
Insurance	0	0	Overtime			3,000	3,000
Rentals	1,020	1,020	FICA			23,315	24,103
Maintenance & Repairs	26,852	20,975	Concessions			0	0
Contracted Services	2,400	3,700	<b>Total Fringe Benefits</b>			<b>23,315</b>	<b>24,103</b>
<b>TOTAL</b>	<b>254,372</b>	<b>280,295</b>	<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>328,049</b>	<b>339,129</b>
<b>SUPPLIES</b>							
Supplies	38,192	51,172					
Minor Capital Equipment	5,000	7,000					
<b>TOTAL</b>	<b>43,192</b>	<b>58,172</b>					
<b>OTHER</b>							
	0	0					
<b>TOTAL APPROPRIATION</b>	<b>625,613</b>	<b>677,597</b>					

**BUREAU OF LICENSING, TAXATION AND CENTRAL SUPPORT**

LICENSING, TAXATION AND CENTRAL SUPPORT 0124

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019 END OF YR	2020 GRADE/STEP	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL	
	TAX & ENFORCEMENT ADMINISTRATOR	10   21   1996	\$ 75,000.00	5,000.00	0.00	0.00	80,000.00	0.00	6,120.00	0.00	86,120.00	
1.00	MANAGEMENT TOTALS		75,000.00	5,000.00	0.00	0.00	80,000.00	0.00	6,120.00	0.00	86,120.00	
<b>VACANT</b>	<b>POSITION</b>	<b>REVENUE SPECIALIST</b>	<b>2   4   2019</b>	<b>\$ 39,113.52</b>	<b>0.00</b>	<b>391.14</b>	<b>0.00</b>	<b>39,505.00</b>	<b>0.00</b>	<b>3,023.00</b>	<b>0.00</b>	<b>42,528.00</b>
		ADMINISTRATIVE ASSISTANT II	10   3   2016	\$ 44,101.12	0.00	441.01	0.00	44,542.00	0.00	3,408.00	0.00	47,950.00
		PARALEGAL II	8   8   2016	\$ 50,051.28	0.00	500.51	0.00	50,552.00	0.00	3,868.00	0.00	54,420.00
<b>VACANT</b>	<b>POSITION</b>	<b>PARALEGAL II</b>	<b>1   1   2019</b>	<b>\$ 50,051.28</b>	<b>0.00</b>	<b>500.51</b>	<b>0.00</b>	<b>50,552.00</b>	<b>0.00</b>	<b>3,868.00</b>	<b>0.00</b>	<b>54,420.00</b>
		CENTRAL SUPPORT SPECIALIST	7   8   1991	\$ 45,501.15	0.00	455.01	919.12	46,875.00	0.00	3,586.00	0.00	50,461.00
5.00	BARGAINING UNIT TOTALS		228,818.35	0.00	2,288.18	919.12	232,026.00	0.00	17,753.00	0.00	249,779.00	
6.00	TOTAL		<b>303,818.35</b>	<b>5,000.00</b>	<b>2,288.18</b>	<b>919.12</b>	<b>312,026.00</b>	<b>0.00</b>	<b>23,873.00</b>	<b>0.00</b>	<b>335,899.00</b>	
	OVERTIME						3,000.00	0.00	230.00	0.00	3,230.00	
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>						<b>315,026.00</b>	<b>0.00</b>	<b>24,103.00</b>	<b>0.00</b>	<b>339,129.00</b>	

**NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).**

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01010124 BUREAU OF LICENSING, TAXATION & CENTRAL SUPPORT

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$239,301	\$217,195	\$240,042	\$301,734	\$312,026
416000 OVERTIME	\$0	\$0	\$151	\$3,000	\$3,000
<b>414100 SALARIES/WAGES</b>	<b>\$239,301</b>	<b>\$217,195</b>	<b>\$240,193</b>	<b>\$304,734</b>	<b>\$315,026</b>
419001 SOCIAL SECURITY	\$17,896	\$16,263	\$17,783	\$23,315	\$24,103
<b>419100 FRINGE BENEFITS</b>	<b>\$17,896</b>	<b>\$16,263</b>	<b>\$17,783</b>	<b>\$23,315</b>	<b>\$24,103</b>
<b>419995 PERSONNEL</b>	<b>\$257,197</b>	<b>\$233,457</b>	<b>\$257,976</b>	<b>\$328,049</b>	<b>\$339,129</b>
420010 ADVERTISING	\$0	\$0	\$0	\$1,000	\$1,000
420020 PRINTING	\$6,573	\$5,509	\$6,032	\$7,100	\$12,600
420040 TELEPHONE	\$473	\$0	\$0	\$0	\$0
420050 POSTAGE	\$85,853	\$160,441	\$131,809	\$200,000	\$210,000
<b>420100 COMMUNICATIONS</b>	<b>\$92,899</b>	<b>\$165,950</b>	<b>\$137,842</b>	<b>\$208,100</b>	<b>\$223,600</b>
421040 COLLECTION(OPT & LIENS)	\$398	\$523	\$693	\$6,000	\$6,000
421080 FILING FEES	\$5,645	\$6,183	\$13,767	\$10,000	\$25,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$6,043</b>	<b>\$6,706</b>	<b>\$14,460</b>	<b>\$16,000</b>	<b>\$31,000</b>
424020 WEB/SOFTWARE SERVICES	\$0	\$0	\$1,020	\$1,020	\$1,020
<b>424100 RENTALS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,020</b>	<b>\$1,020</b>	<b>\$1,020</b>
425090 MAINT SERV CONTRACT	\$17,341	\$21,058	\$21,195	\$26,852	\$20,975
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$17,341</b>	<b>\$21,058</b>	<b>\$21,195</b>	<b>\$26,852</b>	<b>\$20,975</b>
429016 CONFERENCES	\$522	\$987	\$1,637	\$2,000	\$3,500
429017 MEMBERSHIPS	\$50	\$0	\$90	\$100	\$200
429090 MISC CONTRACTED SRVCS	\$213	\$758	\$0	\$300	\$0
<b>429100 CONTRACTED SRVC</b>	<b>\$785</b>	<b>\$1,745</b>	<b>\$1,727</b>	<b>\$2,400</b>	<b>\$3,700</b>
<b>429995 SERVICES</b>	<b>\$117,069</b>	<b>\$195,459</b>	<b>\$176,245</b>	<b>\$254,372</b>	<b>\$280,295</b>
430002 SOFTWARE	\$6,028	\$5,167	\$3,172	\$4,192	\$3,172
430005 DUPLICATING	\$20,138	\$17,615	\$16,960	\$20,000	\$20,000
430009 OFFICE	\$6,120	\$5,021	\$9,854	\$14,000	\$28,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$32,285</b>	<b>\$27,803</b>	<b>\$29,986</b>	<b>\$38,192</b>	<b>\$51,172</b>
439015 OFFICE EQUIPMENT	\$3,966	\$14,659	\$4,610	\$5,000	\$7,000
<b>439100 MINOR CAPITAL</b>	<b>\$3,966</b>	<b>\$14,659</b>	<b>\$4,610</b>	<b>\$5,000</b>	<b>\$7,000</b>
<b>439995 SUPPLIES</b>	<b>\$36,251</b>	<b>\$42,463</b>	<b>\$34,596</b>	<b>\$43,192</b>	<b>\$58,172</b>
453015 OFFICE EQUIPMENT	\$87,369	\$0	\$0	\$0	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$87,369</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$87,369</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>01010124 BUREAU OF LICENSING, TAX.</b>	<b>\$497,885</b>	<b>\$471,379</b>	<b>\$468,816</b>	<b>\$625,613</b>	<b>\$677,597</b>

## BUREAU OF BUSINESS & RESOURCE DEVELOPMENT

The Bureau of Business Development's goal is to create thriving commercial corridors, increase economic vitality, healthy neighborhoods, create thriving commercial corridors, increase economic vitality in underserved areas, and assist, promote and encourage job creation, industrial activity, and entrepreneurship within the City.

### EXPENDITURE ANALYSIS DETAIL 2019 PROPOSED BUDGET

General Fund

0139 Business and Resource Development

#### Allocation Plan

#### Position Control

	2019 Adjusted	2020 Approved
<b>PERSONNEL</b>		
Salaries-Mgmt	56,840	53,540
Fringe Benefits	4,349	4,096
<b>TOTAL</b>	<b>61,189</b>	<b>57,636</b>
<b>SERVICES</b>		
Communications	3,500	4,775
Professional Services	500	0
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	0	0
Contracted Services	750	750
<b>TOTAL</b>	<b>4,750</b>	<b>5,525</b>
<b>SUPPLIES</b>		
Supplies	0	300
Minor Capital Equipment	0	0
<b>TOTAL</b>	<b>0</b>	<b>300</b>
<b>OTHER</b>		
	0	0
<b>TOTAL APPROPRIATION</b>	<b>65,939</b>	<b>63,461</b>

<b>JOB CLASSIFICATION</b>	2019 Adjusted	2020 Approved	2019 Adjusted	2020 Approved
Director of Business Dev./LERTA				
Admin.	1	1	56,840	53,540
Reallocation				
<b>Total Management</b>	<b>1</b>	<b>1</b>	<b>56,840</b>	<b>53,540</b>
FICA			4,349	4,096
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>4,349</b>	<b>4,096</b>
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>61,189</b>	<b>57,636</b>

**DEPARTMENT OF ADMINISTRATION**

BUREAU OF BUSINESS & RESOURCE DEVELOPMENT - 0139

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>ANNIV. / D.O.H.</u>	<u>2019 END OF YR SALARY</u>	<u>2020 GRADE/STEP INCREASE</u>	<u>2020 ANNUAL INCREASE</u>	<u>2020 LONG.</u>	<u>2020 SALARY</u>	<u>2020 LUMP SUM</u>	<u>FICA</u>	<u>FRINGE BENEFITS</u>	<u>TOTAL</u>
	DIRECTOR OF BUSINESS DEVELOPMENT/LERTA ADMN	9   3   2019	\$ 53,540.00	0.00	0.00	0.00	53,540.00	0.00	4,096.00	0.00	57,636.00
1.00	MANAGEMENT TOTALS		53,540.00	0.00	0.00	0.00	53,540.00	0.00	4,096.00	0.00	57,636.00
1.00	TOTAL		53,540.00	0.00	0.00	0.00	53,540.00	0.00	4,096.00	0.00	57,636.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>53,540.00</b>	<b>0.00</b>	<b>4,096.00</b>	<b>0.00</b>	<b>57,636.00</b>

**NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).**

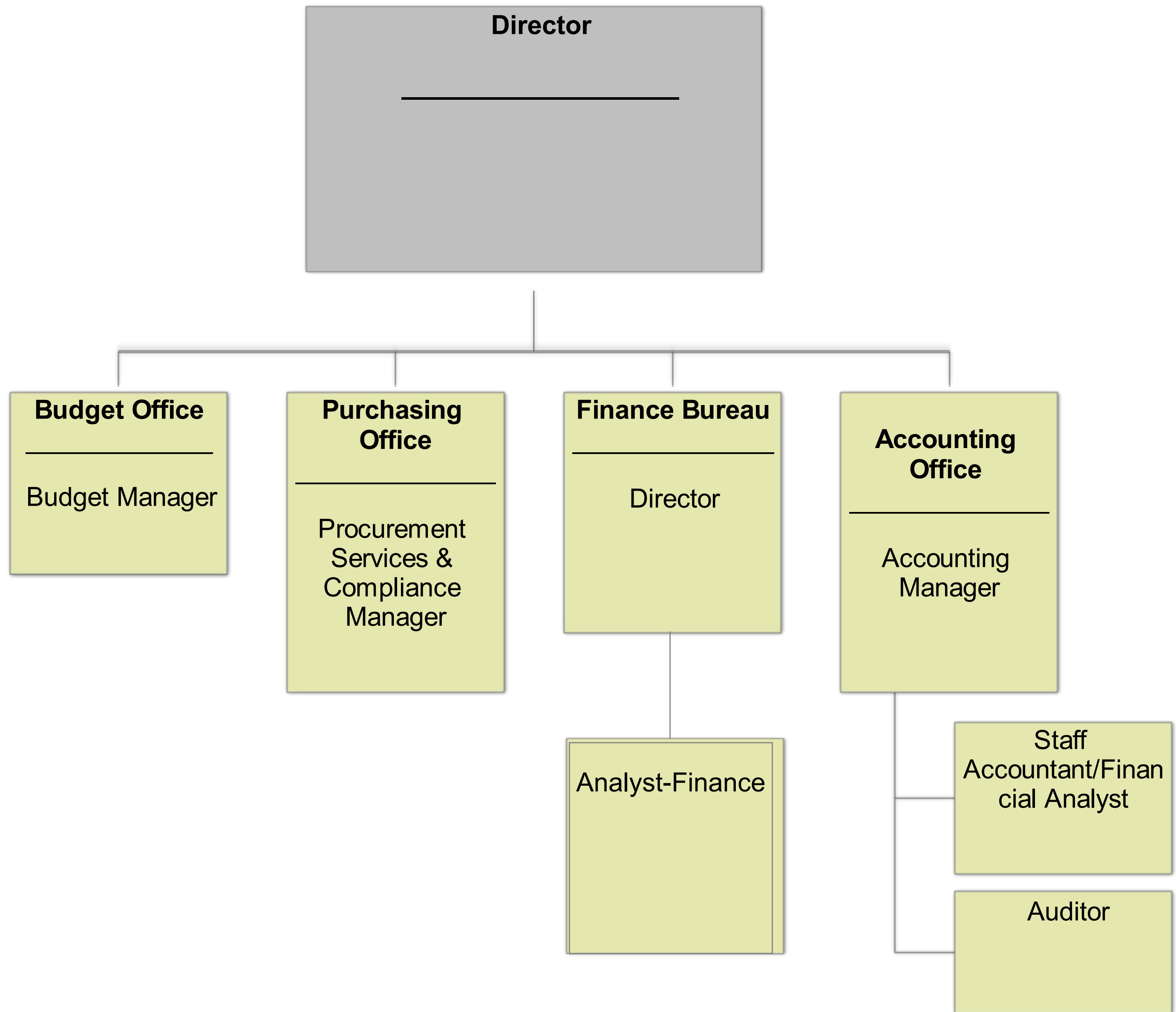
# 2020 Approved Budget

Expenditure Line Item

**BUDGET UNIT: 01030139 BUREAU OF BUSINESS & RESOURCE DEVELOPMENT**

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$104,154	\$113,639	\$38,110	\$56,840	\$53,540
<b>414100 SALARIES/WAGES</b>	<b>\$104,154</b>	<b>\$113,639</b>	<b>\$38,110</b>	<b>\$56,840</b>	<b>\$53,540</b>
419001 SOCIAL SECURITY	\$7,696	\$8,436	\$2,890	\$4,349	\$4,096
<b>419100 FRINGE BENEFITS</b>	<b>\$7,696</b>	<b>\$8,436</b>	<b>\$2,890</b>	<b>\$4,349</b>	<b>\$4,096</b>
<b>419995 PERSONNEL</b>	<b>\$111,850</b>	<b>\$122,075</b>	<b>\$41,000</b>	<b>\$61,189</b>	<b>\$57,636</b>
420010 ADVERTISING	\$1,113	\$0	\$0	\$0	\$1,200
420020 PRINTING	\$0	\$1,203	\$0	\$3,500	\$3,575
<b>420100 COMMUNICATIONS</b>	<b>\$1,113</b>	<b>\$1,203</b>	<b>\$0</b>	<b>\$3,500</b>	<b>\$4,775</b>
421060 STENOGRAPHER	\$0	\$0	\$0	\$500	\$0
<b>421100 PROFESSIONAL SRVC</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$0</b>
424020 WEB/SOFTWARE SERVICES	\$0	\$960	\$0	\$0	\$0
<b>424100 RENTALS</b>	<b>\$0</b>	<b>\$960</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
429016 CONFERENCES	\$0	\$0	\$150	\$750	\$750
<b>429100 CONTRACTED SRVC</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>	<b>\$750</b>	<b>\$750</b>
<b>429995 SERVICES</b>	<b>\$1,113</b>	<b>\$2,163</b>	<b>\$150</b>	<b>\$4,750</b>	<b>\$5,525</b>
430002 SOFTWARE	\$840	\$0	\$0	\$0	\$0
430009 OFFICE	\$721	\$0	\$0	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$0	\$259	\$102	\$0	\$300
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$1,561</b>	<b>\$259</b>	<b>\$102</b>	<b>\$0</b>	<b>\$300</b>
<b>439995 SUPPLIES</b>	<b>\$1,561</b>	<b>\$259</b>	<b>\$102</b>	<b>\$0</b>	<b>\$300</b>
<b>01030139 BUSINESS &amp; RESOURCE DEV.</b>	<b>\$114,524</b>	<b>\$124,497</b>	<b>\$41,252</b>	<b>\$65,939</b>	<b>\$63,461</b>

# DEPARTMENT OF BUDGET & FINANCE





EXPENDITURE ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
DEPARTMENT OF BUDGET AND FINANCE					
<u>0112 BUREAU OF FINANCIAL MANAGEMENT</u>					
Personnel	422,724	440,226	391,289	449,615	458,021
Services	177,853	157,333	170,307	267,893	268,730
Supplies	16,766	4,791	5,693	12,100	12,100
Other	0	0	0	0	0
TOTALS	<u>617,343</u>	<u>602,351</u>	<u>567,289</u>	<u>729,608</u>	<u>738,851</u>
TOTAL DEPARTMENT OF BUDGET AND FINANCE					
Personnel	422,724	440,226	391,289	449,615	458,021
Services	177,853	157,333	170,307	267,893	268,730
Supplies	16,766	4,791	5,693	12,100	12,100
Other	0	0	0	0	0
TOTAL EXPENDITURES	<u><u>617,343</u></u>	<u><u>602,351</u></u>	<u><u>567,289</u></u>	<u><u>729,608</u></u>	<u><u>738,851</u></u>

## BUREAU OF FINANCIAL MANAGEMENT

The Department of Financial Management is responsible for the overall fiscal management of the City. This includes the management of all funds, accounting for all assets and financial activity, the production of all financial documents, and the administration of Debt Service, General Expenses, and Transfers to Other Funds. This Department also aids in the administration of the City's three pension plans. For the Department to complete these tasks, it is organized into four offices.

The Accounting Office manages the cash flow and accounts payable functions for the City. This office also oversees the City's computerized accounting and financial reporting systems, and is responsible for preparation of the annual audit and development of the Comprehensive Annual Financial Report.

The Office of Budget and Analysis is responsible for the preparation, development, distribution, and monitoring of the City's annual budget which is submitted to Council at the last Legislative Session in November. This office also prepares the Mid-Year Fiscal Report, which highlights the financial status of all budgeted funds as of June 30th of the current year compared to June 30th of the previous year. The Mid-Year report also projects the financial performance for the current year-end.

The Purchasing Office is responsible for overseeing the procurement of most City materials, supplies, and services. All procurement documentation is compiled and stored within the Purchasing Office. Furthermore, this office must assure fair and equitable distribution of City contracts and agreements for capital and non-capital products and services, including the preparation and advertising of public bids and the awarding of those contracts. This office also administers insurance claims and collection activities.

### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

General Fund

0112 Financial Management

Allocation Plan			Position Control				
PERSONNEL	2019 Adopted	2020 Approved	JOB CLASSIFICATION	2019 Adopted	2020 Approved	2019 Adopted	2020 Approved
Salaries-Mgmt	371,700	379,048	Director of Financial Mgmt.	1	1	80,000	81,200
Salaries-BU	45,962	46,422	Accounting Manager	1	1	66,300	70,000
Fringe Benefits	31,953	32,551	Procurement Services and Compliance Manager	1	1	61,200	62,424
<b>TOTAL</b>	<b>449,615</b>	<b>458,021</b>	Budget Manager	1	1	61,200	62,424
<b>SERVICES</b>			Staff Accountant/Financial Analyst	1	1	55,000	55,000
Communications	4,200	4,200	Analyst - Finance	1	1	48,000	48,000
Professional Services	214,000	214,000	Reallocation			0	
Utilities	0	0	<b>Total Management</b>	<b>6</b>	<b>6</b>	<b>371,700</b>	<b>379,048</b>
Insurance	0	0	Auditor II	1	1	45,962	46,422
Rentals	900	900	<b>Total Bargaining Unit</b>	<b>1</b>	<b>1</b>	<b>45,962</b>	<b>46,422</b>
Maintenance & Repairs	27,893	28,730	FICA			31,953	32,551
Contracted Services	20,900	20,900	Concessions			0	0
<b>TOTAL</b>	<b>267,893</b>	<b>268,730</b>	<b>Total Fringe Benefits</b>			<b>31,953</b>	<b>32,551</b>
<b>SUPPLIES</b>			<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>449,615</b>	<b>458,021</b>
Supplies	7,900	7,900					
Minor Capital Equipment	4,200	4,200					
<b>TOTAL</b>	<b>12,100</b>	<b>12,100</b>					
<b>OTHER</b>							
	0	0					
<b>TOTAL APPROPRIATION</b>	<b>729,608</b>	<b>738,851</b>					

**FINANCIAL MANAGEMENT**

FINANCIAL MANAGEMENT - 0112

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019 END OF YR	2020 GRADE/STEP	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL		
												2019 SALARY	2020 INCREASE
	DIRECTOR OF FINANCIAL MANAGEMENT	1	6	2014	\$ 80,000.00	1,200.00	0.00	0.00	81,200.00	0.00	6,212.00	0.00	87,412.00
	ACCOUNTING MANAGER	11	5	2012	\$ 66,300.00	3,700.00	0.00	0.00	70,000.00	0.00	5,355.00	0.00	75,355.00
	PROCUREMENT SERVICES AND COMPLIANCE MANAGER	1	12	2015	\$ 61,200.00	1,224.00	0.00	0.00	62,424.00	0.00	4,776.00	0.00	67,200.00
	BUDGET MANAGER	8	11	2015	\$ 61,200.00	1,224.00	0.00	0.00	62,424.00	0.00	4,776.00	0.00	67,200.00
<b>VACANT</b>	<b>POSITION</b>	<b>1</b>	<b>9</b>	<b>2017</b>	<b>\$ 55,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>55,000.00</b>	<b>0.00</b>	<b>4,208.00</b>	<b>0.00</b>	<b>59,208.00</b>
	ANALYST - FINANCE	2	4	2019	\$ 48,000.00	0.00	0.00	0.00	48,000.00	0.00	3,672.00	0.00	51,672.00
6.00	MANAGEMENT TOTALS				371,700.00	7,348.00	0.00	0.00	379,048.00	0.00	28,999.00	0.00	408,047.00
	AUDITOR II	4	17	2006	\$ 45,733.61	0.00	457.34	230.95	46,422.00	0.00	3,552.00	0.00	49,974.00
1.00	BARGAINING UNIT TOTALS				45,733.61	0.00	457.34	230.95	46,422.00	0.00	3,552.00	0.00	49,974.00
7.00	TOTAL				417,433.61	7,348.00	457.34	230.95	425,470.00	0.00	32,551.00	0.00	458,021.00
OVERTIME									0.00	0.00	0.00	0.00	0.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>425,470.00</b>	<b>0.00</b>	<b>32,551.00</b>	<b>0.00</b>	<b>458,021.00</b>

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

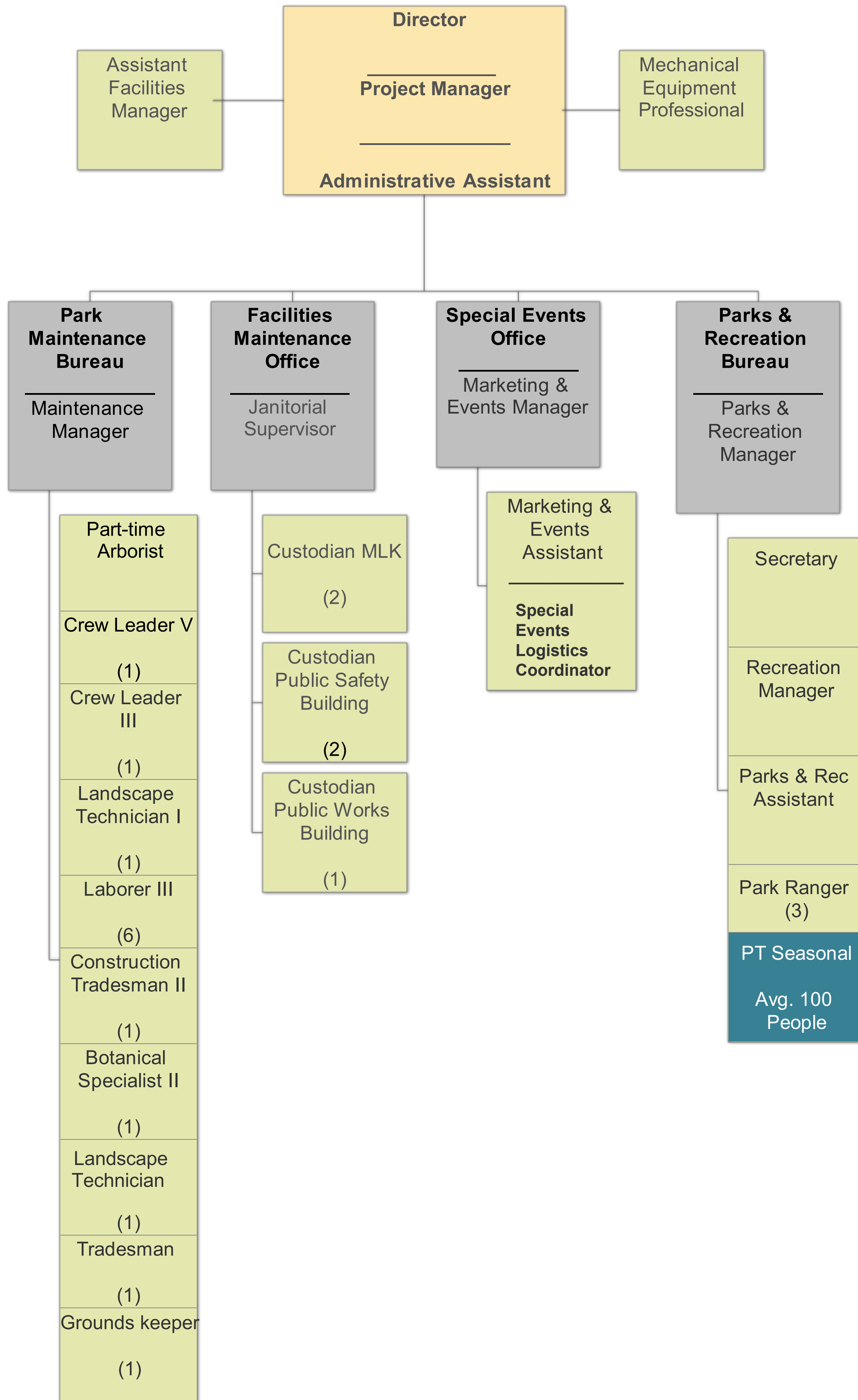
# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01010112 DEPARTMENT OF FINANCIAL MANAGEMENT

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$393,472	\$409,632	\$364,122	\$417,662	\$425,470
<b>414100 SALARIES/WAGES</b>	<b>\$393,472</b>	<b>\$409,632</b>	<b>\$364,122</b>	<b>\$417,662</b>	<b>\$425,470</b>
419001 SOCIAL SECURITY	\$29,253	\$30,594	\$27,167	\$31,953	\$32,551
<b>419100 FRINGE BENEFITS</b>	<b>\$29,253</b>	<b>\$30,594</b>	<b>\$27,167</b>	<b>\$31,953</b>	<b>\$32,551</b>
<b>419995 PERSONNEL</b>	<b>\$422,724</b>	<b>\$440,226</b>	<b>\$391,289</b>	<b>\$449,615</b>	<b>\$458,021</b>
420010 ADVERTISING	\$3,155	\$2,349	\$3,175	\$3,200	\$3,200
420020 PRINTING	\$801	\$1,269	\$859	\$1,000	\$1,000
420040 TELEPHONE	\$635	\$0	\$0	\$0	
420050 POSTAGE	\$1,070	\$0	\$0	\$0	
<b>420100 COMMUNICATIONS</b>	<b>\$5,660</b>	<b>\$3,618</b>	<b>\$4,034</b>	<b>\$4,200</b>	<b>\$4,200</b>
421020 AUDIT	\$119,700	\$127,510	\$128,621	\$172,000	\$172,000
421030 CONSULTING	\$19,080	\$1,994	\$13,100	\$40,000	\$40,000
421050 OTHER PROFESSIONAL FEES	\$0	\$0	\$0	\$2,000	\$2,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$138,780</b>	<b>\$129,504</b>	<b>\$141,721</b>	<b>\$214,000</b>	<b>\$214,000</b>
424020 WEB/SOFTWARE SERVICES	\$0	\$729	\$827	\$900	\$900
<b>424100 RENTALS</b>	<b>\$0</b>	<b>\$729</b>	<b>\$827</b>	<b>\$900</b>	<b>\$900</b>
425090 MAINT SERV CONTRACT	\$24,699	\$22,023	\$23,125	\$27,893	\$28,730
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$24,699</b>	<b>\$22,023</b>	<b>\$23,125</b>	<b>\$27,893</b>	<b>\$28,730</b>
429001 TUITION/TRAINING	\$191	\$109	\$398	\$5,000	\$5,000
429009 ADMIN/TRUSTEE FEE	\$30	\$30	\$202	\$100	\$100
429015 TRAVEL	\$0	\$15	\$0	\$0	\$0
429017 MEMBERSHIPS	\$0	\$0	\$0	\$800	\$800
429090 MISC CONTRACTED SRVCS	\$8,493	\$1,305	\$0	\$15,000	\$15,000
<b>429100 CONTRACTED SRVC</b>	<b>\$8,714</b>	<b>\$1,459</b>	<b>\$600</b>	<b>\$20,900</b>	<b>\$20,900</b>
<b>429995 SERVICES</b>	<b>\$177,853</b>	<b>\$157,333</b>	<b>\$170,307</b>	<b>\$267,893</b>	<b>\$268,730</b>
430003 SUBSCRIPTIONS	\$452	\$0	\$298	\$5,500	\$5,500
430009 OFFICE	\$7,071	\$4,791	\$2,283	\$2,400	\$2,400
430099 MISC SUPPLIES AND EXP	\$32	\$0	\$146	\$0	
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$7,556</b>	<b>\$4,791</b>	<b>\$2,728</b>	<b>\$7,900</b>	<b>\$7,900</b>
439015 OFFICE EQUIPMENT	\$9,210	\$0	\$2,965	\$4,200	\$4,200
<b>439100 MINOR CAPITAL</b>	<b>\$9,210</b>	<b>\$0</b>	<b>\$2,965</b>	<b>\$4,200</b>	<b>\$4,200</b>
<b>439995 SUPPLIES</b>	<b>\$16,766</b>	<b>\$4,791</b>	<b>\$5,693</b>	<b>\$12,100</b>	<b>\$12,100</b>
<b>01010112 FINANCIAL MANAGEMENT</b>	<b>\$617,343</b>	<b>\$602,351</b>	<b>\$567,289</b>	<b>\$729,608</b>	<b>\$738,851</b>

# DEPARTMENT OF PARKS, RECREATION AND FACILITIES



EXPENDITURE ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>DEPARTMENT OF PARKS AND FACILITIES</b>					
<b><u>0180 BUREAU OF PARKS, RECREATION &amp; FACILITIES</u></b>					
Personnel	416,357	456,118	821,206	948,494	1,007,217
Services	193,466	119,767	253,854	421,075	479,473
Supplies	116,575	139,224	231,713	306,379	328,206
Other	123,709	585,212	390,045	524,950	652,153
TOTALS	850,107	1,300,320	1,696,819	2,200,898	2,467,049
<b><u>2584 PARK MAINTENANCE</u></b>					
Personnel	0	0	809,435	969,279	1,063,149
Services	0	46,360	44,362	191,100	178,625
Supplies	0	68,128	129,204	225,400	175,856
Other	0	11,227	85,618	100,000	352,666
TOTALS	0	125,716	1,068,618	1,485,779	1,770,296
<b>DEPARTMENT OF PARKS AND FACILITIES</b>					
Personnel	540,445	543,625	1,630,641	1,917,773	2,070,366
Services	193,466	166,128	298,216	612,175	658,098
Supplies	119,046	207,482	360,917	531,779	504,062
Other	125,709	598,439	475,663	624,950	1,004,819
TOTAL EXPENDITURES	978,665	1,515,673	2,765,437	3,686,677	4,237,345

POSITION ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adjusted Budget	2020 Approved Budget
DEPARTMENT OF PARKS AND FACILITIES					
Parks, Recreation and Facilities	9.00	4.00	14.50	14.50	15.75
Parks Maintenance	<u>0.00</u>	<u>0.00</u>	<u>16.25</u>	<u>19.75</u>	<u>19.75</u>
TOTAL POSITIONS	9.00	4.00	30.75	34.25	35.50

## BUREAU OF PARKS, RECREATION & FACILITIES

The Bureau of Parks & Recreation provides quality leisure time programming and services to individuals of all ages with an emphasis on youth. The Bureau acts as stewards of the City's recreational and horticultural resources including parks, playgrounds, green spaces, as well as all physical plant facilities of the City, including the MLK and Public Works Buildings.

### EXPENDITURE ANALYSIS DETAIL 2019 PROPOSED BUDGET

General Fund

0180 Parks, Recreation & Facilities

Allocation Plan			Position Control				
	2019 Adopted	2020 Approved	JOB CLASSIFICATION	2019 Adopted	2020 Approved	2019 Adopted	2020 Approved
<b>PERSONNEL</b>							
Salaries-Mgmt	317,270	359,465	Facilities Director (75%)	0.75	0.75	56,250	60,000
Salaries-BU	353,812	338,298	Marketing And Events Manager	1	1	56,100	65,000
Temporary Employees	200,000	230,000	Marketing And Events Assistant	1	1	45,675	46,132
Overtime	10,000	10,000	Recreation Director	1	1	60,600	61,206
Fringe Benefits	67,412	69,454	Assistant Facilities Manager	1	1	55,000	50,000
<b>TOTAL</b>	<b>948,494</b>	<b>1,007,217</b>	Recreation/Pool Manager	1	1	43,645	47,127
<b>SERVICES</b>			P&R Project Manager (25%)	0	0.25	0	15,000
Communications	4,600	4,600	Spec.Events Logistics Coorinator (Pt)	0	1	0	15,000
Professional Services	15,000	67,192	<b>Total Management</b>	<b>5.75</b>	<b>7.00</b>	<b>317,270</b>	<b>359,465</b>
Utilities	0	0	Park Ranger	3	3	114,557	112,062
Insurance	0	0	Parks & Rec. Secretary I	1	1	40,251	40,654
Rentals	46,156	53,156	Parks And Facilities Assistant	1	1	47,459	43,172
Maintenance & Repairs	294,919	247,223	Laborer II	3.75	3.75	151,545	142,410
Contracted Services	60,400	107,302	<b>Total Bargaining Unit</b>	<b>8.75</b>	<b>8.75</b>	<b>353,812</b>	<b>338,298</b>
<b>TOTAL</b>	<b>421,075</b>	<b>479,473</b>	Temporary Employees			200,000	230,000
<b>SUPPLIES</b>			Overtime			10,000	10,000
Supplies	274,880	309,406	FICA			67,412	69,454
Minor Capital Equipment	31,500	18,800	Concessions			0	0
<b>TOTAL</b>	<b>306,380</b>	<b>328,206</b>	<b>Total Fringe Benefits</b>			<b>67,412</b>	<b>69,454</b>
<b>OTHER</b>			<b>TOTAL</b>	<b>14.50</b>	<b>15.75</b>	<b>948,494</b>	<b>1,007,217</b>
	524,950	652,153					
<b>TOTAL APPROPRIATION</b>	<b>2,200,899</b>	<b>2,467,049</b>					



DEPARTMENT OF PARKS AND FACILITIES

BUREAU OF PARKS, RECREATION, & FACILITIES - 0180

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019	2020	2020	2020 LONG.	2020	2020	2020	FICA	FRINGE BENEFITS	TOTAL
			END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE		SALARY	LUMP SUM				
	FACILITIES DIRECTOR (75%)	4 16	2018 \$ 56,250.00	3,750.00	0.00	0.00	60,000.00	0.00	4,590.00	0.00	64,590.00	
<b>NEW</b>	<b>POSITION</b> P&R PROJECT MANAGER (25%)	1 1	2020 \$ -	0.00	0.00	0.00	15,000.00	0.00	1,148.00	0.00	16,148.00	
	MARKETING AND EVENTS MANAGER	4 4	2016 \$ 56,100.00	8,900.00	0.00	0.00	65,000.00	0.00	4,973.00	0.00	69,973.00	
	MARKETING AND EVENTS ASSISTANT	6 26	2018 \$ 45,675.00	456.75	0.00	0.00	46,132.00	0.00	3,530.00	0.00	49,662.00	
<b>NEW</b>	<b>POSITION</b> SPECIAL EVENTS LOGISTICS COORDINATOR (PT)	1 1	2020 \$ -	0.00	0.00	0.00	15,000.00	0.00	1,148.00	0.00	16,148.00	
	RECREATION MANAGER	10 6	2014 \$ 60,600.00	606.00	0.00	0.00	61,206.00	0.00	4,683.00	0.00	65,889.00	
	ASSISTANT FACILITIES MANAGER	9 30	2019 \$ 50,000.00	0.00	0.00	0.00	50,000.00	0.00	3,825.00	0.00	53,825.00	
	RECREATION/POOL MANAGER	10 31	2016 \$ 46,660.00	466.60	0.00	0.00	47,127.00	0.00	3,606.00	0.00	50,733.00	
7	MANAGEMENT TOTALS		315,285.00	14,179.35	0.00	0.00	359,465.00	0.00	27,503.00	0.00	386,968.00	
<b>VACANT</b>	<b>POSITION</b> LABORER II (75%)	1 1	2019 \$ 26,972.57	754.70	277.27	0.00	28,005.00	0.00	2,143.00	0.00	30,148.00	
	LABORER II (75%)	2 19	2019 \$ 26,972.57	754.70	277.27	0.00	28,005.00	0.00	2,143.00	0.00	30,148.00	
	LABORER II (75%)	11 13	2017 \$ 27,727.27	787.51	285.15	0.00	28,800.00	0.00	2,204.00	0.00	31,004.00	
	LABORER II (75%)	6 25	2018 \$ 27,727.27	787.51	285.15	0.00	28,800.00	0.00	2,204.00	0.00	31,004.00	
	LABORER II (75%)	4 17	2017 \$ 28,514.78	0.00	285.15	0.00	28,800.00	0.00	2,204.00	0.00	31,004.00	
	PARK RANGER	4 15	2019 \$ 30,568.91	6,400.78	369.70	0.00	37,339.00	0.00	2,857.00	0.00	40,196.00	
	PARK RANGER	7 18	2017 \$ 38,019.71	0.00	380.20	0.00	38,400.00	0.00	2,938.00	0.00	41,338.00	
<b>VACANT</b>	<b>POSITION</b> PARK RANGER	3 11	2019 \$ 30,568.91	5,394.51	359.63	0.00	36,323.00	0.00	2,779.00	0.00	39,102.00	
<b>VACANT</b>	<b>POSITION</b> PARKS AND RECREATION SECRETARY I	12 28	2016 \$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00	
	PARKS AND FACILITIES ASSISTANT	12 28	2016 \$ 42,744.86	0.00	427.45	0.00	43,172.00	0.00	3,303.00	0.00	46,475.00	
8.75	BARGAINING UNIT TOTALS		320,067.89	14,879.72	3,349.48	0.00	338,298.00	0.00	25,886.00	0.00	364,184.00	
15.50	TOTAL		635,352.89	29,059.07	3,349.48	0.00	697,763.00	0.00	53,389.00	0.00	751,152.00	
	VARIOUS POSITIONS - MAINT. & REC. PROGRAMS		\$ -	0.00	0.00	0.00	230,000.00	0.00	15,300.00	0.00	215,300.00	
	OVERTIME						10,000.00	0.00	765.00	0.00	10,765.00	
	TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS						937,763.00	0.00	69,454.00	0.00	1,007,217.00	

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01080180 BUREAU OF PARKS, RECREATION, & FACILITIES

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$225,897	\$261,969	\$521,244	\$671,082	\$697,763
415000 TEMPORARY	\$156,227	\$155,620	\$234,775	\$200,000	\$230,000
416000 OVERTIME	\$4,805	\$6,386	\$7,420	\$10,000	\$10,000
<b>414100 SALARIES/WAGES</b>	<b>\$386,929</b>	<b>\$423,975</b>	<b>\$763,439</b>	<b>\$881,082</b>	<b>\$937,763</b>
419001 SOCIAL SECURITY	\$29,428	\$32,143	\$57,768	\$67,412	\$69,454
<b>419100 FRINGE BENEFITS</b>	<b>\$29,428</b>	<b>\$32,143</b>	<b>\$57,768</b>	<b>\$67,412</b>	<b>\$69,454</b>
<b>419995 PERSONNEL</b>	<b>\$416,357</b>	<b>\$456,118</b>	<b>\$821,206</b>	<b>\$948,494</b>	<b>\$1,007,217</b>
420010 ADVERTISING	\$1,319	\$742	\$0	\$4,600	\$4,600
420040 TELEPHONE	\$4,422	\$0	\$0	\$0	\$0
420050 POSTAGE	\$242	\$0	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$5,983</b>	<b>\$742</b>	<b>\$0</b>	<b>\$4,600</b>	<b>\$4,600</b>
421030 CONSULTING	\$56,506	\$1,850	\$0	\$15,000	\$67,192
<b>421100 PROFESSIONAL SRVC</b>	<b>\$56,506</b>	<b>\$1,850</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$67,192</b>
424020 WEB/SOFTWARE SERVICES	\$0	\$0	\$0	\$1,156	\$1,156
424060 OTHER RENTALS	\$32,891	\$32,695	\$33,730	\$45,000	\$52,000
<b>424100 RENTALS</b>	<b>\$32,891</b>	<b>\$32,695</b>	<b>\$33,730</b>	<b>\$46,156</b>	<b>\$53,156</b>
425030 BUILDING MAINT	\$0	\$0	\$10,213	\$12,000	\$12,000
425031 POOLS/RECREATIONAL EQUIP	\$44,147	\$29,052	\$32,043	\$30,000	\$31,500
425080 SERVICE CONTRACTS	\$244	\$1,738	\$255	\$1,000	\$26,350
425090 MAINT SERV CONTRACT	\$598	\$346	\$135,382	\$246,919	\$172,373
425099 OTHER CONT MAINT	\$0	\$0	\$4,713	\$5,000	\$5,000
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$44,989</b>	<b>\$31,136</b>	<b>\$182,605</b>	<b>\$294,919</b>	<b>\$247,223</b>
429001 TUITION/TRAINING	\$1,099	\$3,861	\$2,788	\$5,300	\$11,500
429009 ADMIN/TRUSTEE FEE	\$0	\$0	\$149	\$100	\$102
429090 MISC CONTRACTED SRVCS	\$40,418	\$38,536	\$20,197	\$40,000	\$79,000
429015 TRAVEL	\$11,580	\$10,947	\$14,385	\$15,000	\$16,700
<b>429100 CONTRACTED SRVC</b>	<b>\$53,098</b>	<b>\$53,344</b>	<b>\$37,519</b>	<b>\$60,400</b>	<b>\$107,302</b>
<b>429995 SERVICES</b>	<b>\$193,466</b>	<b>\$119,767</b>	<b>\$253,854</b>	<b>\$421,075</b>	<b>\$479,473</b>
430009 OFFICE	\$2,319	\$2,897	\$3,187	\$3,500	\$7,600
430011 CUSTODIAL	\$0	\$0	\$18,529	\$21,000	\$21,000
430013 FIREFIGHTING	\$0	\$0	\$4,921	\$5,000	\$5,000
430014 WEARING APPAREL	\$0	\$0	\$500	\$500	\$1,500
430029 BLDG MAINT SUPPLIES	\$0	\$0	\$28,249	\$31,148	\$52,139
430037 CHEMICALS	\$25,551	\$10,358	\$22,171	\$27,500	\$28,000
430041 PLAYGRND &/OR POOL SUPPLY	\$42,255	\$76,045	\$74,981	\$115,000	\$95,000
430042 TOOLS & HARDWARE	\$0	\$0	\$8,399	\$8,867	\$10,967
430099 MISC SUPPLIES AND EXP	\$39,346	\$46,157	\$52,446	\$62,364	\$88,200
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$109,471</b>	<b>\$135,458</b>	<b>\$213,383</b>	<b>\$274,879</b>	<b>\$309,406</b>
439015 OFFICE EQUIPMENT	\$2,803	\$3,766	\$3,871	\$4,500	\$8,800
439020 BUILDINGS & STRUCTURES	\$4,300	\$0	\$14,460	\$27,000	\$10,000
<b>439100 MINOR CAPITAL</b>	<b>\$7,103</b>	<b>\$3,766</b>	<b>\$18,330</b>	<b>\$31,500</b>	<b>\$18,800</b>
<b>439995 SUPPLIES</b>	<b>\$116,575</b>	<b>\$139,224</b>	<b>\$231,713</b>	<b>\$306,379</b>	<b>\$328,206</b>
452014 SECURITY UPGRADE	\$0	\$2,667	\$0	\$0	
452000 BUILDINGS AND STRUCTURES	\$89,885	\$159,306	\$0	\$0	\$25,000
<b>450100 CAPITAL OUTLAY</b>	<b>\$89,885</b>	<b>\$161,973</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>
452008 BUILDING IMPROVEMENTS	\$19,800	\$0	\$204,746	\$239,950	\$400,350
452012 POOL IMPROVEMENTS	\$12,770	\$11,975	\$0	\$0	\$0
<b>452100 BUILDING AND STRUCTURES</b>	<b>\$32,570</b>	<b>\$11,975</b>	<b>\$204,746</b>	<b>\$239,950</b>	<b>\$400,350</b>

# **2020 Approved Budget**

## Expenditure Line Item

### **BUDGET UNIT: 01080180 BUREAU OF PARKS, RECREATION, & FACILITIES**

<b>Account</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual YTD (12/31)</b>	<b>2019 Adopted Budget</b>	<b>2020 Approved Budget</b>
453049 LEASE PURCHASE	\$1,255	\$0	\$0	\$0	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$1,255</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
454004 IMPROVEMENT-PLAYGROUND	\$0	\$411,264	\$185,299	\$285,000	\$226,803
<b>454004 MOTOR EQUIPMENT/VEHICLE</b>	<b>\$0</b>	<b>\$411,264</b>	<b>\$185,299</b>	<b>\$285,000</b>	<b>\$226,803</b>
<b>499995 OTHER</b>	<b>\$123,709</b>	<b>\$585,212</b>	<b>\$390,045</b>	<b>\$524,950</b>	<b>\$652,153</b>
<b>01080180 BUREAU OF PARKS, REC, &amp; FACILITIES</b>	<b>\$850,107</b>	<b>\$1,300,320</b>	<b>\$1,696,819</b>	<b>\$2,200,898</b>	<b>\$2,467,049</b>

**BUREAU OF NEIGHBORHOOD SERVICES  
PARK MAINTENANCE**

The Park Maintenance department, in the Neighborhood Service Bureau, cultivates and ensures the health and cleanliness of all 28 parks and playgrounds in the city. As well as, trims and cares for the estimated 49,000 Non-Shade Trees in the jurisdiction of Harrisburg and the green belt system. Furthermore, it is responsible for planting new trees, plowing and removing snow from major traffic arteries and eliminating unsightly graffiti.

EXPENDITURE ANALYSIS DETAIL  
2020 APPROVED BUDGET

Neighborhood Services Fund

2584 Park Maintenance

**Allocation Plan**

**Position Control**

	2019 Adopted	2020 Approved
Salaries-Mgmt.	186,750	199,100
Salaries-BU	708,636	712,234
Overtime	5,000	56,250
Fringe Benefits	68,893	75,565
Temporary	0	20,000
<b>TOTAL</b>	<b>969,279</b>	<b>1,063,149</b>
<b>SERVICES</b>		
Communications	2,500	1,500
Professional Services	0	0
Utilities	0	0
Insurance	0	0
Rentals	5,000	28,000
Maintenance & Repairs	140,000	72,525
Contracted Services	43,600	76,600
<b>TOTAL</b>	<b>191,100</b>	<b>178,625</b>
<b>SUPPLIES</b>		
Supplies	224,400	170,556
Minor Capital Equipment	1,000	5,300
<b>TOTAL</b>	<b>225,400</b>	<b>175,856</b>
<b>OTHER</b>	100,000	352,666
<b>TOTAL APPROPRIATION</b>	<b>1,485,779</b>	<b>1,770,296</b>

JOB CLASSIFICATION	2019 Adopted	2020 Approved	2019 Adopted	2020 Approved
Facilities Director (25%)	0.25	0.25	18,750	20,000
P&R Project Manager (25%)	0	0.25	0	15,000
Janitorial Supervisor	1	1	55,000	56,100
Maintenance Manager	1	1	55,000	58,000
Mech. Equipment Prof.	1	1	58,000	50,000
<b>Total Management</b>	<b>3.25</b>	<b>3.50</b>	<b>186,750</b>	<b>199,100</b>
Labor III	6	6	238,095	243,924
Laborer II	1.25	1.25	50,616	45,070
Construction Tradesman II	1	1	50,802	51,310
Tradesman	1	1	41,683	41,891
Botanical Specialist II	1	1	50,802	51,310
Crew Leader III	1	1	46,989	47,459
Crew Leader V	1	1	53,749	54,287
Landscape Technician I	2	2	81,727	83,782
Stadium Groundskeeper	1	1	50,802	51,310
Secretary I	1	0	40,251	0
Admin Assistant I	0	1	0	41,891
Working out of Class			3,120	0
<b>Total Bargaining Unit</b>	<b>16.25</b>	<b>16.25</b>	<b>708,636</b>	<b>712,234</b>
Temporary Employees			0	20,000
Overtime			5,000	56,250
FICA			68,893	75,565
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>68,893</b>	<b>75,565</b>
<b>TOTAL</b>	<b>19.50</b>	<b>19.75</b>	<b>969,279</b>	<b>1,063,149</b>

DEPARTMENT OF PARKS AND FACILITIES

NEIGHBORHOOD SERVICES PARK MAINTENANCE- 2584

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019	2020	2020	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL	
			END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE							
	FACILITIES DIRECTOR (25%)	4 16 2018	\$ 18,750.00	1,250.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00	
<b>NEW</b>	<b>POSITION</b>	<b>P&amp;R PROJECT MANAGER (25%)</b>	<b>4 16 2018</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>1,148.00</b>	<b>0.00</b>	<b>16,148.00</b>
	JANITORIAL SUPERVISOR	3 20 2019	\$ 55,000.00	1,100.00	0.00	0.00	56,100.00	0.00	4,292.00	0.00	60,392.00	
	MAINTENANCE MANAGER	5 29 2019	\$ 58,000.00	0.00	0.00	0.00	58,000.00	0.00	4,437.00	0.00	62,437.00	
	MECHANICAL EQUIPMENT PROFESSIONAL	4 15 2019	\$ 50,000.00	0.00	0.00	0.00	50,000.00	0.00	3,825.00	0.00	53,825.00	
3.50	MANAGEMENT TOTALS		181,750.00	2,350.00	0.00	0.00	199,100.00	0.00	15,232.00	0.00	214,332.00	
	ADMINISTRATIVE ASSISTANT I	6 25 2018	\$ 41,476.07	0.00	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00	
	BOTANICAL SPECIALIST II	3 24 1997	\$ 50,051.28	0.00	500.51	758.28	51,310.00	0.00	3,926.00	0.00	55,236.00	
	CONSTRUCTION TRADESMAN II	7 11 1994	\$ 50,051.28	0.00	500.51	758.28	51,310.00	0.00	3,926.00	0.00	55,236.00	
	CREW LEADER III	9 6 2016	\$ 46,988.73	0.00	469.89	0.00	47,459.00	0.00	3,631.00	0.00	51,090.00	
	CREW LEADER V	5 8 2000	\$ 53,217.22	0.00	532.17	537.49	54,287.00	0.00	4,153.00	0.00	58,440.00	
	LABORER II 25%	2 19 2019	\$ 6,743.14	2,499.28	92.42	0.00	9,335.00	0.00	715.00	0.00	10,050.00	
<b>VACANT</b>	<b>POSITION</b>	<b>LABORER II 25%</b>	<b>2 19 2019</b>	<b>\$ 6,743.14</b>	<b>2,499.28</b>	<b>92.42</b>	<b>0.00</b>	<b>9,335.00</b>	<b>0.00</b>	<b>715.00</b>	<b>0.00</b>	<b>10,050.00</b>
	LABORER II 25%	11 13 2017	\$ 6,931.82	2,573.11	95.05	0.00	9,600.00	0.00	735.00	0.00	10,335.00	
	LABORER II 25%	6 25 2018	\$ 6,931.82	2,573.11	95.05	0.00	9,600.00	0.00	735.00	0.00	10,335.00	
	LABORER II 25%	4 17 2017	\$ 7,128.70	0.00	71.29	0.00	7,200.00	0.00	551.00	0.00	7,751.00	
<b>VACANT</b>	<b>POSITION</b>	<b>LABORER III PARK MAINT (40hrs)</b>	<b>10 31 2017</b>	<b>\$ 39,113.52</b>	<b>1,137.53</b>	<b>402.51</b>	<b>0.00</b>	<b>40,654.00</b>	<b>0.00</b>	<b>3,111.00</b>	<b>0.00</b>	<b>43,765.00</b>
<b>VACANT</b>	<b>POSITION</b>	<b>LABORER III PARK MAINT (40hrs)</b>	<b>10 31 2017</b>	<b>\$ 39,113.52</b>	<b>1,137.53</b>	<b>402.51</b>	<b>0.00</b>	<b>40,654.00</b>	<b>0.00</b>	<b>3,111.00</b>	<b>0.00</b>	<b>43,765.00</b>
<b>VACANT</b>	<b>POSITION</b>	<b>LABORER III PARK MAINT (40hrs)</b>	<b>10 31 2017</b>	<b>\$ 39,113.52</b>	<b>1,137.53</b>	<b>402.51</b>	<b>0.00</b>	<b>40,654.00</b>	<b>0.00</b>	<b>3,111.00</b>	<b>0.00</b>	<b>43,765.00</b>
	LABORER III PARK MAINT (40hrs)	7 24 2017	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00	
	LABORER III PARK MAINT (40hrs)	3 20 2017	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00	
	LABORER III PARK MAINT (40hrs)	4 3 2017	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00	
	STADIUM GROUNDSKEEPER	5 4 1998	\$ 50,051.28	0.00	500.51	758.28	51,310.00	0.00	3,926.00	0.00	55,236.00	
	TRADESMAN	3 20 2017	\$ 41,476.07	0.00	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00	
	LANDSCAPE TECHNICIAN I	10 10 2017	\$ 41,476.07	0.00	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00	
	LANDSCAPE TECHNICIAN I	2 17 2009	\$ 41,476.07	0.00	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00	
16.25	BARGAINING UNIT TOTALS		729,087.44	13,557.37	7,023.94	2,812.32	712,234.00	0.00	54,499.00	0.00	766,733.00	
19.50	TOTAL		910,837.44	15,907.37	7,023.94	2,812.32	911,334.00	0.00	69,731.00	0.00	981,065.00	
<b>WORKING OUT OF CLASS</b>							<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>OVERTIME</b>							<b>56,250.00</b>	<b>0.00</b>	<b>4,304.00</b>	<b>0.00</b>	<b>60,554.00</b>	
<b>TEMPORARY</b>							<b>20,000.00</b>	<b>0.00</b>	<b>1,530.00</b>	<b>0.00</b>	<b>21,530.00</b>	
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>987,584.00</b>	<b>0.00</b>	<b>75,565.00</b>	<b>0.00</b>	<b>1,063,149.00</b>	

\*\*\*\* 75% of salary and FICA are reflected in City Treasurer (0180).

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 25062584 PARK MAINTENANCE

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$0	\$0	\$685,480	\$895,386	\$911,334
415000 TEMPORARY	\$0	\$0	\$0	\$0	\$20,000
416000 OVERTIME	\$0	\$0	\$68,090	\$5,000	\$56,250
<b>414100 SALARIES/WAGES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$753,570</b>	<b>\$900,386</b>	<b>\$987,584</b>
419001 SOCIAL SECURITY	\$0	\$0	\$55,865	\$68,893	\$75,565
<b>419100 FRINGE BENEFITS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,865</b>	<b>\$68,893</b>	<b>\$75,565</b>
<b>419995 PERSONNEL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$809,435</b>	<b>\$969,279</b>	<b>\$1,063,149</b>
420010 ADVERTISING	\$0	\$0	\$0	\$1,000	\$1,000
420020 PRINTING	\$0	\$0	\$360	\$500	\$500
420050 POSTAGE	\$0	\$0	\$0	\$1,000	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$360</b>	<b>\$2,500</b>	<b>\$1,500</b>
424060 OTHER RENTALS	\$0	\$409	\$2,768	\$5,000	\$5,000
424061 UNIFORM RENTALS	\$0	\$0	\$0	\$0	\$23,000
<b>424100 RENTALS</b>	<b>\$0</b>	<b>\$409</b>	<b>\$2,768</b>	<b>\$5,000</b>	<b>\$28,000</b>
425010 VEHICULAR EQUIPMENT	\$0	\$0	\$4,502	\$10,000	\$10,000
425030 BUILDING MAINT	\$0	\$15,896	\$4,483	\$40,000	\$41,400
425090 MAINT SERV CONTRACT	\$0	\$2,642	\$25,450	\$90,000	\$21,125
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$0</b>	<b>\$18,538</b>	<b>\$34,435</b>	<b>\$140,000</b>	<b>\$72,525</b>
429001 TUITION/TRAINING	\$0	\$7,540	\$2,070	\$10,000	\$11,000
429015 TRAVEL	\$0	\$0	\$0	\$3,000	\$3,000
429016 CONFERENCES	\$0	\$0	\$0	\$3,000	\$3,000
429017 MEMBERSHIPS	\$0	\$0	\$309	\$1,600	\$2,600
429014 CONTRACTED PERSONNEL SVS.	\$0	\$4,625	\$1,396	\$8,000	\$0
429090 MISC CONTRACTED SRVCS	\$0	\$15,249	\$3,024	\$18,000	\$57,000
<b>429100 CONTRACTED SRVC</b>	<b>\$0</b>	<b>\$27,414</b>	<b>\$6,799</b>	<b>\$43,600</b>	<b>\$76,600</b>
<b>429995 SERVICES</b>	<b>\$0</b>	<b>\$46,360</b>	<b>\$44,362</b>	<b>\$191,100</b>	<b>\$178,625</b>
430001 EDUCATIONAL	\$0	\$0	\$0	\$600	\$600
430002 SOFTWARE	\$0	\$0	\$0	\$0	\$7,956
430009 OFFICE	\$0	\$433	\$1,325	\$2,800	\$2,800
430011 CUSTODIAL	\$0	\$5,502	\$9,501	\$7,800	\$7,800
430012 PERSONAL SAFETY	\$0	\$2,380	\$3,607	\$2,600	\$5,500
430014 WEARING APPAREL	\$0	\$0	\$0	\$0	\$1,500
430029 BLDG MAINT SUPPLIES	\$0	\$13,828	\$60,963	\$95,000	\$17,000
430030 SNOW CONTROL	\$0	\$1,988	\$1,150	\$2,000	\$2,000
430032 CONCRETE	\$0	\$0	\$2,282	\$5,000	\$8,000
430037 CHEMICALS	\$0	\$2,025	\$350	\$4,400	\$4,400
430040 BOTANICAL	\$0	\$21,469	\$33,070	\$75,000	\$75,000
430041 PLAYGROUND	\$0	\$0	\$0	\$4,000	\$4,000
430042 TOOLS & HARDWARE	\$0	\$8,954	\$11,593	\$17,000	\$17,000
430050 MOTOR FUELS/LUBRICANTS	\$0	\$0	\$0	\$1,000	\$1,000
430051 TIRES & BATTERIES	\$0	\$0	\$0	\$0	\$5,000
430052 VEHICLE PARTS & SUPPLIES	\$0	\$2,400	\$3,977	\$5,000	\$7,500
430099 MISC SUPPLIES AND EXP	\$0	\$9,149	\$1,387	\$2,200	\$3,500
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$0</b>	<b>\$68,128</b>	<b>\$129,204</b>	<b>\$224,400</b>	<b>\$170,556</b>
439015 OFFICE EQUIPMENT	\$0	\$0	\$0	\$1,000	\$3,500
439099 MISC EQUIPMENT	\$0	\$0	\$0	\$0	\$1,800
<b>439100 MINOR CAPITAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$5,300</b>
<b>439995 SUPPLIES</b>	<b>\$0</b>	<b>\$68,128</b>	<b>\$129,204</b>	<b>\$225,400</b>	<b>\$175,856</b>
452014 SECURITY UPGRADE	\$0	\$11,227	\$0	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$11,227</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
452008 BUILDING IMPROVEMENTS	\$0	\$0	\$40,000	\$40,000	\$0
<b>452100 BUILDING AND STRUCTURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$0</b>
453004 EQUIPMENT-VEHICLE	\$0	\$0	\$35,743	\$60,000	\$342,791

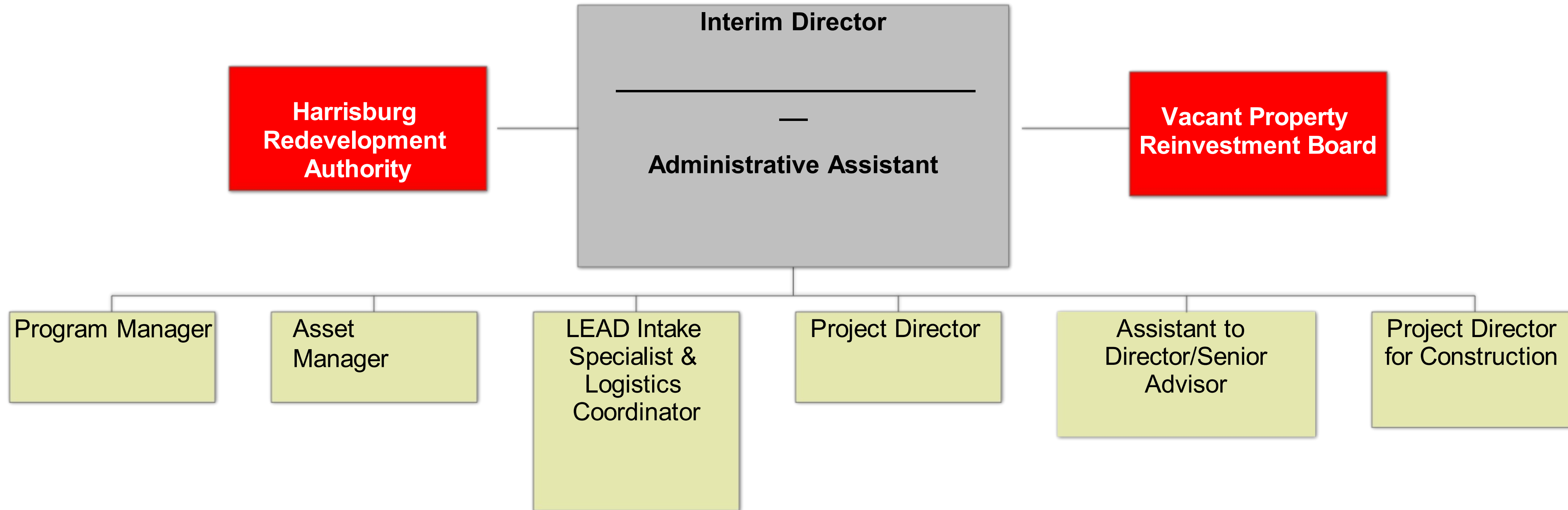
# 2020 Approved Budget

Expenditure Line Item

## **BUDGET UNIT: 25062584 PARK MAINTENANCE**

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
453099 EQUIPMENT-OTHER	\$0	\$0	\$9,875	\$0	\$9,875
<b>453100 CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$45,618</b>	<b>\$60,000</b>	<b>\$352,666</b>
<b>499995 OTHER</b>	<b>\$0</b>	<b>\$11,227</b>	<b>\$85,618</b>	<b>\$100,000</b>	<b>\$352,666</b>
<b>25062584 PARK MAINT. NEIGHBORHOOD SVC</b>	<b>\$0</b>	<b>\$125,716</b>	<b>\$1,068,618</b>	<b>\$1,485,779</b>	<b>\$1,770,296</b>

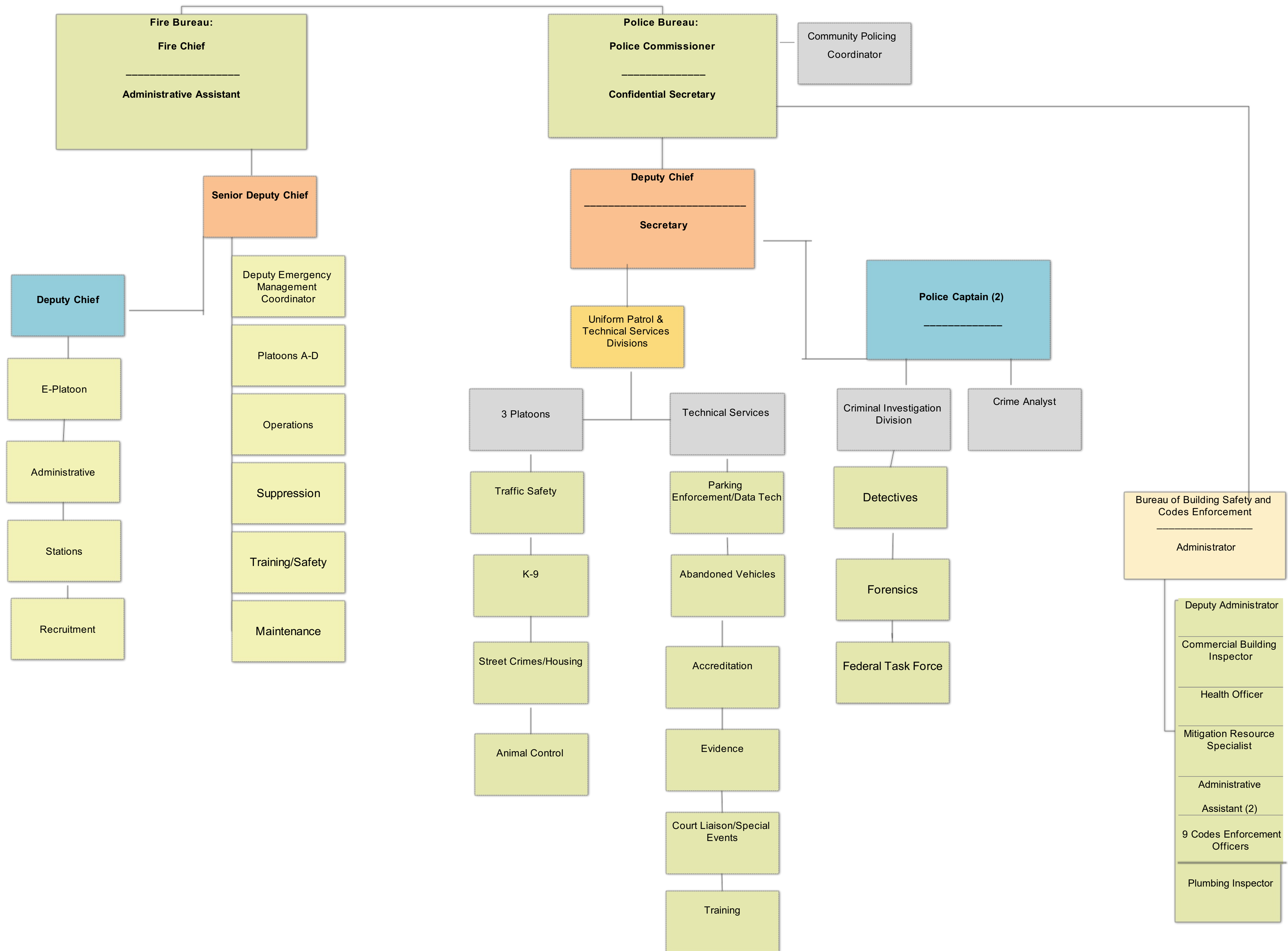
# DEPARTMENT OF BUILDING & HOUSING







# DEPARTMENT OF PUBLIC SAFETY



EXPENDITURE ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>PUBLIC SAFETY</b>					
<b><u>0137 BUREAU OF CODES</u></b>					
Personnel	739,683	805,088	865,526	900,194	916,987
Services	23,878	8,848	16,189	29,250	29,250
Supplies	11,448	12,591	8,891	19,200	19,200
Other	1,095	0	0	0	0
TOTALS	776,104	826,527	890,605	948,644	965,437
<b><u>0142 BUREAU OF POLICE</u></b>					
Personnel	14,932,153	15,406,521	15,937,750	16,704,009	17,770,397
Services	769,036	695,498	693,397	1,056,277	956,283
Supplies	300,183	232,680	197,262	341,615	429,608
Other	152,901	1,888,561	2,005,344	1,010,000	556,000
TOTALS	16,154,273	18,223,261	18,833,752	19,111,901	19,712,287
<b><u>0151 BUREAU OF FIRE</u></b>					
Personnel	7,452,516	7,464,857	7,536,942	7,935,765	7,842,925
Services	364,008	530,363	364,477	371,350	373,100
Supplies	256,753	307,307	259,995	303,750	264,565
Other	188,160	774,277	562,811	275,000	233,000
TOTALS	8,261,437	9,076,804	8,724,225	8,885,865	8,713,590
<b>TOTAL PUBLIC SAFETY</b>					
Personnel	23,124,352	23,676,467	24,340,217	25,539,968	26,530,309
Services	1,156,922	1,234,710	1,074,063	1,456,877	1,358,633
Supplies	568,384	552,578	466,147	664,565	713,373
Other	342,156	2,662,838	2,568,154	1,285,000	789,000
TOTAL EXPENDITURES	25,191,814	28,126,592	28,448,583	28,946,410	29,391,314

POSITION ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
PUBLIC SAFETY					
Bureau of Codes	15.00	17.00	17.00	16.94	16.94
Bureau of Police	145.00	151.00	152.00	165.00	170.00
Bureau of Fire	<u>81.00</u>	<u>84.00</u>	<u>81.00</u>	<u>86.00</u>	<u>90.00</u>
TOTAL POSITIONS	241.00	252.00	250.00	267.94	276.94

## BUREAU OF CODES

The Bureau of Codes is responsible for the enforcement of building construction, electrical standards, plumbing, health and sanitation, and property maintenance codes for residential and commercial structures.

The Bureau processes all permits relating to building construction, electrical and plumbing work, as well as assisting with zoning compliance. The Bureau also issues licenses for electricians, plumbers, and rooming houses. The building, electrical and plumbing inspectors perform progressive inspections on new construction, rehabilitation, and alteration projects.

The Building Inspector enforces the building codes on all construction activity for new construction and rehabilitation work on all commercial and residential structures. The Codes Enforcement Officers inspect for code violations in existing structures and vacant lots, including but not limited to, high grass and weeds, sanitation, plumbing, heating, electrical, vector problems and structural violations.

The Bureau ensures compliance with federal guidelines by regulation development in floodplains. Promotion of safe flood measures and preventative actions to decrease damage are sent to property owners, lenders and insurance agents. Through the Community Rating System these steps have rewarded property owners in the Special Flood Hazard Areas a 20% savings on flood insurance premiums annually.

### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

General Fund

0137 Codes

#### Allocation Plan

#### Position Control

<i><b>PERSONNEL</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<i><b>JOB CLASSIFICATION</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	181,560	187,839	Codes Administrator	1	1	71,400	72,900
Salaries-BU	653,656	663,489	Asst. Codes Administrator	1	1	61,200	65,000
Overtime	1,000	1,000	Health Officer/ ADA Compliance Officer	1	1	48,960	49,939
Fringe Benefits	63,978	64,659	Reallocation			0	
<b>TOTAL</b>	<b>900,194</b>	<b>916,987</b>	<b>Total Management</b>	<b>3</b>	<b>3</b>	<b>181,560</b>	<b>187,839</b>
<i><b>SERVICES</b></i>			Mitigation Resource Specialist	0.94	0.94	47,928	43,172
Communications	6,000	6,000	Codes Enforcement Off. V	2	2	84,221	89,350
Professional Services	14,000	14,000	Codes Enforcement Off. IV	1	1	54,015	49,005
Utilities	0	0	Codes Enforcement Off. III	1	1	50,552	47,459
Insurance	0	0	Codes Enforcement Off. II	1	1	48,520	47,459
Rentals	0	0	Codes Enforcement Off. I	4	4	184,980	193,434
Maintenance & Repairs	0	0	Plumbing Inspector II	1	1	37,336	44,542
Contracted Services	9,250	9,250	Administrative Assistant I	2	2	95,552	101,609
<b>TOTAL</b>	<b>29,250</b>	<b>29,250</b>	Commercial Codes Official III	1	1	50,552	47,459
<i><b>SUPPLIES</b></i>			Reallocation			0	
Supplies	19,200	19,200	<b>Total Bargaining Unit</b>	<b>13.94</b>	<b>13.94</b>	<b>653,656</b>	<b>663,489</b>
Minor Capital Equipment	0	0	Overtime			1,000	1,000
<b>TOTAL</b>	<b>19,200</b>	<b>19,200</b>	FICA			63,978	64,659
<i><b>OTHER</b></i>			Concessions			0	0
	0	0	<b>Total Fringe Benefits</b>			<b>63,978</b>	<b>64,659</b>
<b>TOTAL APPROPRIATION</b>	<b>948,644</b>	<b>965,437</b>	<b>TOTAL</b>	<b>16.94</b>	<b>16.94</b>	<b>900,194</b>	<b>916,987</b>

**PUBLIC SAFETY**

CODES - 0137

EMPLOYEE	POSITION	ANNIV. /			2019	2020	2020	2020	2020	2020	2020	FRINGE	TOTAL
		D.O.H.			END OF YR	GRADE/STEP	ANNUAL	LONG.	SALARY	LUMP SUM	FICA	BENEFITS	
					SALARY	INCREASE	INCREASE						
	CODES ADMINISTRATOR	7	17	1995	\$ 71,400.00	1,500.00	0.00	0.00	72,900.00	0.00	5,577.00	0.00	78,477.00
	DEPUTY CODES ADMINISTRATOR	3	19	2007	\$ 61,200.00	3,800.00	0.00	0.00	65,000.00	0.00	4,973.00	0.00	69,973.00
	HEALTH OFFICER	12	14	2015	\$ 48,960.00	979.20	0.00	0.00	49,939.00	0.00	3,821.00	0.00	53,760.00
3.00	MANAGEMENT TOTALS				181,560.00	6,279.20	0.00	0.00	187,839.00	0.00	14,371.00	0.00	202,210.00
	MITIGATION RESOURCE SPECIALIST	9	3	2019	\$ 35,254.66	7,490.20	427.45	0.00	43,172.00	0.00	3,303.00	0.00	46,475.00
	CODES ENFORCEMENT OFFICER I	5	14	2018	\$ 45,501.15	1,487.58	469.89	0.00	47,459.00	0.00	3,631.00	0.00	51,090.00
	ADMINISTRATIVE ASSISTANT I	7	1	2019	\$ 34,213.39	7,262.68	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00
	CODES ENFORCEMENT OFFICER II	9	14	2015	\$ 48,520.02	0.00	485.20	0.00	49,005.00	0.00	3,749.00	0.00	52,754.00
	CODES ENFORCEMENT OFFICER I	1	8	2018	\$ 45,501.15	1,487.58	469.89	0.00	47,459.00	0.00	3,631.00	0.00	51,090.00
	CODES ENFORCEMENT OFFICER I	2	21	2017	\$ 46,988.73	0.00	469.89	0.00	47,459.00	0.00	3,631.00	0.00	51,090.00
	CODES ENFORCEMENT OFFICER I	4	17	2017	\$ 46,988.73	0.00	469.89	0.00	47,459.00	0.00	3,631.00	0.00	51,090.00
	CODES ENFORCEMENT OFFICER I	7	28	2014	\$ 46,988.73	0.00	469.89	0.00	47,459.00	0.00	3,631.00	0.00	51,090.00
	CODES ENFORCEMENT OFFICER III	2	16	1999	\$ 50,051.28	0.00	500.51	505.52	51,057.00	0.00	3,906.00	0.00	54,963.00
	CODES ENFORCEMENT OFFICER I	4	30	2018	\$ 45,501.15	1,487.58	469.89	0.00	47,459.00	0.00	3,631.00	0.00	51,090.00
	ADMINISTRATIVE ASSISTANT II	4	4	2016	\$ 44,101.12	0.00	441.01	0.00	44,542.00	0.00	2,857.00	0.00	47,399.00
	PLUMBING INSPECTOR II	8	12	2002	\$ 50,051.28	0.00	500.51	505.52	51,057.00	0.00	3,906.00	0.00	54,963.00
	COMMERCIAL CODES OFFICIAL I	2	21	2017	\$ 50,051.28	0.00	500.51	0.00	50,552.00	0.00	3,868.00	0.00	54,420.00
	CODES ENFORCEMENT OFFICER I	6	26	2017	\$ 46,988.73	0.00	469.89	0.00	47,459.00	0.00	3,631.00	0.00	51,090.00
14.00	BARGAINING UNIT TOTALS				636,701.40	19,215.61	6,559.17	1,011.04	663,489.00	0.00	50,211.00	0.00	713,700.00
17.00	TOTAL				818,261.40	25,494.81	6,559.17	1,011.04	851,328.00	0.00	64,582.00	0.00	915,910.00
OVERTIME									1,000.00	0.00	77.00	0.00	1,077.00
<b>TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>852,328.00</b>	<b>0.00</b>	<b>64,659.00</b>	<b>0.00</b>	<b>916,987.00</b>

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

\* 10% of salary and FICA is reflected under Special fund (50)

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01030137 BUREAU OF CODES

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$688,133	\$748,248	\$803,896	\$835,216	\$851,328
416000 OVERTIME	\$0	\$686	\$884	\$1,000	\$1,000
<b>414100 SALARIES/WAGES</b>	<b>\$688,133</b>	<b>\$748,935</b>	<b>\$804,780</b>	<b>\$836,216</b>	<b>\$852,328</b>
419001 SOCIAL SECURITY	\$51,550	\$56,154	\$60,746	\$63,978	\$64,659
<b>419100 FRINGE BENEFITS</b>	<b>\$51,550</b>	<b>\$56,154</b>	<b>\$60,746</b>	<b>\$63,978</b>	<b>\$64,659</b>
<b>419995 PERSONNEL</b>	<b>\$739,683</b>	<b>\$805,088</b>	<b>\$865,526</b>	<b>\$900,194</b>	<b>\$916,987</b>
420010 ADVERTISING	\$383	\$171	\$171	\$3,000	\$3,000
420020 PRINTING	\$2,235	\$1,896	\$3,327	\$3,000	\$3,000
420040 TELEPHONE	\$429	\$0	\$0	\$0	\$0
420050 POSTAGE	\$6,336	\$0	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$9,383</b>	<b>\$2,067</b>	<b>\$3,498</b>	<b>\$6,000</b>	<b>\$6,000</b>
421010 LEGAL	\$3,900	\$606	\$3,263	\$4,000	\$4,000
421030 CONSULTING	\$0	\$0	\$0	\$7,500	\$7,500
421015 MEDICAL LAB SERV	\$0	\$0	\$0	\$500	\$500
421060 STENOGRAPHER	\$238	\$0	\$250	\$2,000	\$2,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$4,138</b>	<b>\$606</b>	<b>\$3,513</b>	<b>\$14,000</b>	<b>\$14,000</b>
429001 TUITION/TRAINING	\$6,733	\$5,574	\$8,452	\$8,000	\$8,000
429009 ADMIN/TRUSTEE FEE	\$0	\$30	\$30	\$0	\$0
429015 TRAVEL	\$968	\$0	\$0	\$0	\$0
429017 MEMBERSHIPS	\$255	\$570	\$695	\$1,250	\$1,250
429090 MISC CONTRACTED SRVCS	\$2,400	\$0	\$0	\$0	\$0
<b>429100 CONTRACTED SRVC</b>	<b>\$10,356</b>	<b>\$6,174</b>	<b>\$9,178</b>	<b>\$9,250</b>	<b>\$9,250</b>
<b>429995 SERVICES</b>	<b>\$23,878</b>	<b>\$8,848</b>	<b>\$16,189</b>	<b>\$29,250</b>	<b>\$29,250</b>
430001 EDUCATIONAL	\$1,364	\$3,029	\$554	\$1,200	\$1,200
430002 SOFTWARE	\$0	\$0	\$223	\$3,000	\$3,000
430009 OFFICE	\$2,256	\$1,520	\$1,655	\$2,000	\$2,000
430014 WEARING APPAREL	\$6,683	\$5,967	\$3,143	\$8,000	\$8,000
430042 TOOLS & HARDWARE	\$384	\$2,075	\$650	\$5,000	\$5,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$10,686</b>	<b>\$12,591</b>	<b>\$6,225</b>	<b>\$19,200</b>	<b>\$19,200</b>
439015 OFFICE EQUIPMENT	\$762	\$0	\$2,666	\$0	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$762</b>	<b>\$0</b>	<b>\$2,666</b>	<b>\$0</b>	<b>\$0</b>
<b>439995 SUPPLIES</b>	<b>\$11,448</b>	<b>\$12,591</b>	<b>\$8,891</b>	<b>\$19,200</b>	<b>\$19,200</b>
453049 LEASE PURCHASE	\$1,095	\$0	\$0	\$0	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$1,095</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$1,095</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>01030137 CODES</b>	<b>\$776,104</b>	<b>\$826,527</b>	<b>\$890,605</b>	<b>\$948,644</b>	<b>\$965,437</b>

## BUREAU OF POLICE

### Office of the Police Chief

The Commanding Officer of the Bureau is the Chief of Police. This office is responsible for the management of available resources to ensure that the Bureau's goals and objectives are achieved. The Chief's Office is responsible for the direct supervision of one Administrative Support staff, Internal Affairs Unit, Street Crimes Unit, FBI Task Force, Community Policing, and Animal Control.

The Harrisburg Bureau of Police is a PLEAC accredited agency. The Bureau attained this prestigious status in 2003 from the PA Chiefs of Police Association Accreditation Committee, and was last reaccredited in 2014.

### Uniformed Patrol Division

The largest Division of the Bureau is the Uniformed Patrol Division, which is commanded by the Bureau's Uniformed Patrol Commander. The Division consists of three Platoons. Also under the Division are the specialty units which include the K-9 Unit, and Housing Police Unit. These Uniformed Officers respond directly to the public's calls for service and are on the "Front Line" of Law Enforcement every day.

### Technical Services Division

The Technical Services Division is comprised of Units which support the Patrol and Criminal Investigative Divisions and service the community in a variety of functions. The Bureau's Training Unit, Property Management Unit, Court Liaison/Special Events Officer, Abandoned Vehicle Officer, Accreditation Officer, Police Data Technicians and Records Center Staff are assigned to the Technical Services Division.

The Parking Enforcement Unit is also part of the Technical Services Division. Parking Enforcement personnel are responsible for enforcing the parking ordinances of the City of Harrisburg and the parking statutes of the Commonwealth of Pennsylvania.

### Criminal Investigation Division

The Criminal Investigation Division investigates adult and juvenile crimes referred by the Uniformed Patrol Division, and law enforcement community. The Division is broken down into the Adult Offender, Juvenile Offender, Organized Crime and Vice Control, Special Operations, Forensic, Arson Unit, one Administrative Support staff and The Dauphin County Victim/Witness Assistance Program. The primary goal of this Division is to resolve crime through investigation.

**BUREAU OF POLICE**

EXPENDITURE ANALYSIS DETAIL  
2020 APPROVED BUDGET

General Fund

0142 Bureau of Police

**Allocation Plan**

**Position Control**

<i>PERSONNEL</i>	2019	2020	<i>JOB CLASSIFICATION</i>	2019	2020	2019	2020
	Adopted	Approved		Adopted	Approved	Adopted	Approved
Salaries-Mgmt	444,462	666,339	Comissioner	1	1	101,234	110,100
Salaries-BU	10,112,158	10,907,924	Deputy Police Chief	1	1	92,798	100,925
Salaries- Police Extra Duty	769,502	900,000	Police Captain	1	2	88,580	192,674
Overtime	577,216	666,107	Spec. Asst. to Commissioner	1	1	56,100	61,100
Fringe Benefits	216,110	237,306	Crime Analyst	1	1	50,750	53,540
Miscellaneous	4,584,561	4,392,721	Community Policing Coordinator	1	1	55,000	58,000
<b>TOTAL</b>	<b>16,704,009</b>	<b>17,770,397</b>	Accreditation Officer	0	1	0	45,000
			Court Liaison & Special Events				
<i>SERVICES</i>			Coordinator	0	1	0	45,000
Communications	4,905	5,820	Reallocation			0	
Professional Services	98,175	97,690	<b>Total Management</b>	<b>6</b>	<b>9</b>	<b>444,462</b>	<b>666,339</b>
Utilities	0	0	Detective	22	19	1,466,624	1,509,250
Insurance	442,959	417,929	Forensic Investigator	3	5	220,721	396,000
Rentals	0	0	Police Officer	100	99	6,161,620	6,383,962
Maintenance & Repairs	265,666	155,818	Police Officer - SRO	0	2	0	140,500
Contracted Services	244,572	279,026	Police Corporal	11	9	796,977	700,750
<b>TOTAL</b>	<b>1,056,277</b>	<b>956,283</b>	Police Lieutenant	4	6	336,700	526,500
			Police Sergeant	9	10	704,614	821,000
<i>SUPPLIES</i>			Secretary I	1	1	39,114	40,654
Supplies	306,550	391,358	Police Data Technician I	0	1	0	81,396
Minor Capital Equipment	35,065	38,250	Police Data Technician II	4	4	176,179	90,198
<b>TOTAL</b>	<b>341,615</b>	<b>429,608</b>	Parking Enforcement Office I	1	1	35,963	37,339
			Parking Enforcement Office II	1	1	38,020	39,505
<i>OTHER</i>			Dog Law Enforcement Officer III	1	1	40,251	51,563
	1,010,000	556,000	Dog Law Enforcement Officer II	1	1	51,052	44,542
			Administrative Assistant II	1	1	44,322	44,765
			Reallocation				
<b>TOTAL APPROPRIATION</b>	<b>19,111,901</b>	<b>19,712,287</b>	<b>Total Bargaining Unit</b>	<b>159</b>	<b>161</b>	<b>10,112,158</b>	<b>10,907,924</b>
			Police Extra Duty			769,502	900,000
			Overtime			577,216	666,107
			FICA			216,110	237,306
			<b>Total Fringe Benefits</b>			<b>216,110</b>	<b>237,306</b>
			Sick Leave Buy-Back			79,998	79,998
			Severance Pay			210,000	210,000
			Uniform Allowance			71,000	71,000
			College Credits			12,000	12,000
			Loss Time & Med			300,000	300,000
			Police Pension Plan			3,714,804	3,718,465
			Medicare Part B			1,259	1,259
			Bonus			195,500	0
			Total Miscellaneous			4,584,561	4,392,721
			<b>TOTAL</b>	<b>165</b>	<b>170</b>	<b>16,704,009</b>	<b>17,770,397</b>







PUBLIC SAFETY

POLICE BUREAU - 0142

EMPLOYEE	POSITION	ANNIV. / IN JOB SINCE D.O.H.	2019 END OF YR SALARY	2020 GRADE/STEP INCREASE	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL		
VACANT	POSITION	TRAINEE & FTO TRAINING	1 1 2020	\$ 48,367.81	0.00	1,709.11	0.00	25,038.50	0.00	364.00	0.00	25,402.50	
VACANT	POSITION	TRAINEE & FTO TRAINING	1 1 2020	\$ 48,367.81	0.00	1,709.11	0.00	25,038.50	0.00	364.00	0.00	25,402.50	
VACANT	POSITION	TRAINEE & FTO TRAINING	1 1 2020	\$ 48,367.81	0.00	1,709.11	0.00	25,038.50	0.00	364.00	0.00	25,402.50	
VACANT	POSITION	TRAINEE & FTO TRAINING	1 1 2020	\$ 48,367.81	0.00	1,709.11	0.00	25,038.50	0.00	364.00	0.00	25,402.50	
VACANT	POSITION	TRAINEE & FTO TRAINING	1 1 2020	\$ 48,367.81	0.00	1,709.11	0.00	50,077.00	0.00	727.00	0.00	50,804.00	
VACANT	POSITION	TRAINEE & FTO TRAINING	1 1 2020	\$ 48,367.81	0.00	1,709.11	0.00	50,077.00	0.00	727.00	0.00	50,804.00	
VACANT	POSITION	TRAINEE & FTO TRAINING	1 1 2020	\$ 48,367.81	0.00	1,709.11	0.00	50,077.00	0.00	727.00	0.00	50,804.00	
VACANT	POSITION	TRAINEE & FTO TRAINING	1 1 2020	\$ -	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
NEW	POSITION	TRAINEE & FTO TRAINING	1 1 2020	\$ -	0.00	0.00	0.00	50,077.00	0.00	727.00	0.00	50,804.00	
		ADMINISTRATIVE ASSISTANT II	1 7 2008	\$ 44,101.12	0.00	441.01	222.71	44,765.00	0.00	3,425.00	0.00	48,190.00	
		DOG LAW ENFORCEMENT OFFICER II	10 3 2016	\$ 44,101.12	0.00	441.01	0.00	44,542.00	0.00	3,408.00	0.00	47,950.00	
		DOG LAW ENFORCEMENT OFFICER III	11 4 1985	\$ 50,051.28	0.00	500.51	1,011.04	51,563.00	0.00	3,945.00	0.00	55,508.00	
		PARKING ENFORCEMENT OFFICER I	4 23 2018	\$ 36,969.69	0.00	369.70	0.00	37,339.00	0.00	2,857.00	0.00	40,196.00	
VACANT	POSITION	PARKING ENFORCEMENT OFFICER II	1 25 2016	\$ 39,113.52	0.00	391.14	0.00	39,505.00	0.00	3,023.00	0.00	42,528.00	
		POLICE DATA TECHNICIAN I	8 17 2015	\$ 41,476.07	0.00	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00	
		POLICE DATA TECHNICIAN I	1 2 2019	\$ 39,113.52	0.00	391.14	0.00	39,505.00	0.00	3,023.00	0.00	42,528.00	
		POLICE DATA TECHNICIAN II	9 14 1998	\$ 44,101.12	0.00	441.01	668.13	45,210.00	0.00	3,459.00	0.00	48,669.00	
		POLICE DATA TECHNICIAN II	12 31 2001	\$ 44,101.12	0.00	441.01	445.42	44,988.00	0.00	3,442.00	0.00	48,430.00	
		SECRETARY I	5 30 2017	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00	
161.00 BARGAINING UNIT TOTALS					9,711,219.56	0.00	1,244,432.31	2,347.30	10,907,924.00	0.00	184,895.00	0.00	11,092,819.00
170.00 TOTAL					10,155,681.56	35,540.00	1,244,432.31	2,347.30	11,574,263.00	0.00	210,844.00	0.00	11,785,107.00
POLICE EXTRA DUTY								900,000.00	0.00	13,050.00	0.00	913,050.00	
OVERTIME								666,107.00	0.00	9,206.60	0.00	675,313.60	
SIGNING BONUS								0.00	0.00	0.00	0.00		
SICK LEAVE BUY-BACK								79,997.56	0.00	1,159.96	0.00	81,157.53	
SUBTOTAL-SALARIES/WAGES								13,220,367.56	0.00	234,260.56	0.00	13,454,628.12	
SEVERANCE PAY								210,000.00	0.00	3,045.00	0.00	213,045.00	
MEDICARE-PART B								1,258.80	0.00	0.00	0.00	1,258.80	
LOSS TIME & MED								300,000.00	0.00	0.00	0.00	300,000.00	
POLICE PENSION PLAN								3,718,464.88	0.00	0.00	0.00	3,718,464.88	
CLOTHING ALLOWANCE								71,000.00	0.00	0.00	0.00	71,000.00	
COLLEGE CREDITS								12,000.00	0.00	0.00	0.00	12,000.00	
TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS								17,533,091.24	0.00	237,305.56	0.00	17,770,396.80	

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01040142 BUREAU OF POLICE

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$9,452,903	\$9,600,622	\$9,823,887	\$10,556,620	\$11,574,263
414900 SALARIES/WAGES-EXTRA DUTY	\$715,162	\$882,294	\$1,065,822	\$769,502	\$900,000
416000 OVERTIME	\$584,542	\$651,201	\$580,411	\$577,216	\$666,107
414002 SIGNING BONUS	\$205,500	\$195,500	\$180,500	\$195,500	\$0
417000 SICK LEAVE/VACAT BUY-BACK	\$31,128	\$63,619	\$64,951	\$79,998	\$79,998
<b>414100 SALARIES/WAGES</b>	<b>\$10,989,234</b>	<b>\$11,393,236</b>	<b>\$11,715,572</b>	<b>\$12,178,836</b>	<b>\$13,220,368</b>
419001 SOCIAL SECURITY	\$184,457	\$192,728	\$198,539	\$216,110	\$237,306
419005 SEVERANCE PAY	\$155,026	\$80,724	\$74,223	\$210,000	\$210,000
419007 MEDICARE - PART B	\$0	\$0	\$0	\$1,259	\$1,259
419012 LOSS TIME & MED	\$200,000	\$262,199	\$156,712	\$300,000	\$300,000
419020 POLICE PENSION PLAN A	\$3,319,118	\$3,400,136	\$3,714,804	\$3,714,804	\$3,718,465
419028 CLOTHING ALLOWANCE	\$72,417	\$65,900	\$66,400	\$71,000	\$71,000
419049 COLLEGE CREDITS	\$11,900	\$11,600	\$11,500	\$12,000	\$12,000
<b>419100 FRINGE BENEFITS</b>	<b>\$3,942,918</b>	<b>\$4,013,286</b>	<b>\$4,222,178</b>	<b>\$4,525,173</b>	<b>\$4,550,029</b>
<b>419995 PERSONNEL</b>	<b>\$14,932,153</b>	<b>\$15,406,521</b>	<b>\$15,937,750</b>	<b>\$16,704,009</b>	<b>\$17,770,397</b>
420010 ADVERTISING	\$479	\$2,854	\$494	\$4,000	\$3,920
420020 PRINTING	\$0	\$1,813	\$1,092	\$605	\$1,300
420030 PHOTOGRAPHY	\$0	\$914	\$0	\$300	\$600
420040 TELEPHONE	\$41,574	\$0	\$0	\$0	\$0
420050 POSTAGE	\$6,247	\$15	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$48,300</b>	<b>\$5,596</b>	<b>\$1,586</b>	<b>\$4,905</b>	<b>\$5,820</b>
421010 LEGAL	\$0	\$14,656	\$0	\$0	\$0
421016 MEDICAL/PSYCHOLOGICAL EXA	\$9,196	\$5,345	\$7,036	\$13,175	\$25,190
421050 OTHER PROFESSIONAL FEES	\$3,830	\$11,722	\$19,810	\$35,000	\$47,500
421070 ARBITRATION	\$46,626	\$3,999	\$11,601	\$50,000	\$25,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$59,652</b>	<b>\$35,722</b>	<b>\$38,447</b>	<b>\$98,175</b>	<b>\$97,690</b>
423011 AUTO DEDUCT	\$28,490	\$6,459	\$7,367	\$65,000	\$35,000
423021 GEN LIAB DEDUCT	\$500	\$0	\$0	\$1,000	\$1,000
423080 POLICE PROF PREM	\$275,389	\$274,587	\$261,112	\$280,030	\$285,000
423081 POLICE PROF DEDUCT	\$154,242	\$99,983	\$111,003	\$96,929	\$96,929
<b>423100 INSURANCE</b>	<b>\$458,621</b>	<b>\$381,030</b>	<b>\$379,482</b>	<b>\$442,959</b>	<b>\$417,929</b>
425000 OFFICE EQUIPMENT	\$189	\$1,184	\$285	\$2,000	\$2,000
425010 VEHICULAR EQUIPMENT	\$2,711	\$6,442	\$12,004	\$12,500	\$26,600
425090 MAINT SERV CONTRACT	\$27,457	\$66,186	\$70,659	\$221,610	\$97,662
425099 OTHER CONT MAINT	\$2,838	\$26,556	\$29,481	\$29,556	\$29,556
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$33,194</b>	<b>\$100,368</b>	<b>\$112,428</b>	<b>\$265,666</b>	<b>\$155,818</b>
429001 TUITION/TRAINING	\$38,129	\$34,241	\$51,293	\$88,755	\$125,324
429009 ADMIN/TRUSTEE FEE	\$609	\$643	\$731	\$652	\$0
429010 PRISONER CARE	\$593	\$455	\$560	\$800	\$1,000
429016 CONFERENCES	\$0	\$1,882	\$2,300	\$8,110	\$9,577
429017 MEMBERSHIPS	\$1,430	\$2,075	\$2,405	\$2,655	\$2,325
429060 TOWING	\$3,270	\$3,165	\$1,980	\$6,200	\$6,200
429090 MISC CONTRACTED SRVCS	\$125,237	\$130,322	\$102,185	\$137,400	\$134,600
<b>429100 CONTRACTED SRVC</b>	<b>\$169,269</b>	<b>\$172,783</b>	<b>\$161,454</b>	<b>\$244,572</b>	<b>\$279,026</b>
<b>429995 SERVICES</b>	<b>\$769,036</b>	<b>\$695,498</b>	<b>\$693,397</b>	<b>\$1,056,277</b>	<b>\$956,283</b>
430002 SOFTWARE	\$0	\$21,669	\$5,298	\$18,200	\$87,700
430003 SUBSCRIPTIONS	\$1,005	\$7,346	\$8,793	\$21,173	\$24,111
430006 PHOTOGRAPHY	\$0	\$0	\$0	\$300	\$300

## 2020 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01040142 BUREAU OF POLICE

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
430009 OFFICE	\$13,492	\$21,822	\$35,259	\$79,705	\$70,880
430012 PERSONAL SAFETY	\$76,700	\$88,299	\$53,138	\$43,995	\$85,882
430014 WEARING APPAREL	\$65,534	\$55,111	\$53,697	\$96,000	\$111,555
430016 MEDICAL/LAB	\$5,294	\$10,183	\$10,429	\$14,927	\$4,030
430052 VEHICLE PARTS & SUPPLIES	\$4,389	\$14,635	\$15,103	\$32,250	\$6,900
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$166,415</b>	<b>\$219,064</b>	<b>\$181,716</b>	<b>\$306,550</b>	<b>\$391,358</b>
439015 OFFICE EQUIPMENT	\$28,074	\$5,161	\$15,545	\$33,265	\$38,250
439030 VEHICULAR EQUIPMENT	\$79,435	\$8,455	\$0	\$1,800	\$0
439060 OPERATIONS EQUIPMENT	\$26,259	\$0	\$0	\$0	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$133,768</b>	<b>\$13,616</b>	<b>\$15,545</b>	<b>\$35,065</b>	<b>\$38,250</b>
<b>439995 SUPPLIES</b>	<b>\$300,183</b>	<b>\$232,680</b>	<b>\$197,262</b>	<b>\$341,615</b>	<b>\$429,608</b>
450000 LAND	\$0	\$625	\$0	\$0	\$0
452000 BUILDINGS AND STRUCTURES	\$0	\$537,993	\$714,437	\$0	\$25,000
<b>450100 CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$538,618</b>	<b>\$714,437</b>	<b>\$0</b>	<b>\$25,000</b>
452008 BUILDING IMPROVEMENTS	\$0	\$13,261	\$81,689	\$0	\$0
<b>452100 BUILDING AND STRUCTURES</b>	<b>\$0</b>	<b>\$13,261</b>	<b>\$81,689</b>	<b>\$0</b>	<b>\$0</b>
453000 OPERATIONS EQUIPMENT	\$0	\$0	\$204,422	\$0	
453004 EQUIPMENT-VEHICLE	\$142,226	\$515,549	\$380,679	\$380,000	\$531,000
453039 EQUIPMENT-COMMUNICATION	\$0	\$802,500	\$386,095	\$400,000	\$0
453049 LEASE PURCHASE	\$1,917	\$0	\$0	\$0	\$0
453051 EQUIPMENT-DATA PROCESSING	\$8,759	\$18,634	\$238,021	\$230,000	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$152,901</b>	<b>\$1,336,683</b>	<b>\$1,209,217</b>	<b>\$1,010,000</b>	<b>\$531,000</b>
<b>499995 OTHER</b>	<b>\$152,901</b>	<b>\$1,888,561</b>	<b>\$2,005,344</b>	<b>\$1,010,000</b>	<b>\$556,000</b>
<b>01040142 POLICE</b>	<b>\$16,154,273</b>	<b>\$18,223,261</b>	<b>\$18,833,752</b>	<b>\$19,111,901</b>	<b>\$19,712,287</b>

## BUREAU OF FIRE

The Harrisburg Bureau of Fire exists to serve the City of Harrisburg, and when needed, the greater Harrisburg metropolitan area by providing effective fire suppression, emergency medical services, tactical rescue, urban search and rescue, water rescue, hazardous materials response, fire prevention, codes enforcement, and public safety education.

The Bureau of Fire is a team of highly motivated diverse individuals dedicated in common to public interaction and providing efficient services. This involves the use of modern fire and rescue equipment, integrated up-to-date training and safety techniques, computer technology, and cooperation with surrounding fire, rescue, and EMS agencies to provide the best service available by making public safety and protection our perpetual primary priority.

Effective suppression of fires involves arriving at the scene of an emergency quickly so the persons can be rescued and the fire can be attacked to prevent the spread of fire. It is the goal of the Bureau of Fire not to allow a fire to extend beyond the room, floor, or building of origin that is found involved in fire when arriving on scene. To effectively carry out our mission, the Bureau of Fire responds from three fire stations with five pieces of front line apparatus that are staffed 24/7 by at least 15 firefighters and fire officers.

The Bureau also maintains a fleet of boats; water rescue related tools and equipment, as well as highly trained staff. These resources provide advanced capabilities to deal with incidents on the Susquehanna River and its islands, as well as the small lakes and streams that are contained within the borders of the City. The water craft are also deployed to assist stranded motorists during street flooding events.

The Bureau of Fire, by providing effective emergency medical services, has fostered a close working relationship with Pinnacle Health's Community LifeTeam to assist in providing prompt EMS care to the citizens and visitors to our City. All Bureau of Fire apparatus is equipped with Automated External Defibrillators (AED's) and is able to provide prompt response. All new Fire Bureau recruits are required to maintain EMT status for the duration of their employment.

The Bureau of Fire is proactive in teaching fire prevention and preventing fires and other emergencies before they occur. The Fire Prevention Officer interacts on a daily basis with schools, daycares, and businesses to provide quality fire prevention materials and training. The Fire Inspector conducts fire inspections for the vast array of businesses in the City by taking a proactive approach. The Fire Inspector also initiates inspections from complaints received from residents and business owners, and works collectively with the Bureau of Codes to successfully mitigate hazardous conditions.

The Bureau of Fire is also responsible for effectively running the City's Emergency Operations Center during natural and man-made disasters, coordinating and running the Rescue 1 program, providing manpower for the PA Urban Search and Rescue Task Force, administering the Juvenile Fire Setter Intervention Program, maintaining an active role in the South Central PA Counter Terrorism Task Force, actively participating with the Dauphin County Hazardous Materials Response Team, as well as many other required and fiduciary responsibilities.

# BUREAU OF FIRE

## EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

General Fund

0151 Fire

### Allocation Plan

### Position Control

<i><b>PERSONNEL</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<i><b>JOB CLASSIFICATION</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	314,636	315,636	Fire Chief	1	1	94,795	94,795
Salaries-BU	5,267,113	5,489,363	Senior Deputy Chief	1	1	86,895	86,895
Overtime	675,000	475,000	Deputy Chief	1	1	82,946	82,946
Premium	355,000	362,100	Administrative Assistant I	1	1	50,000	51,000
Fringe Benefits	102,783	102,920	<b>Total Management</b>	<b>4</b>	<b>4</b>	<b>314,636</b>	<b>315,636</b>
Miscellaneous	1,221,233	1,097,906					
<b>TOTAL</b>	<b>7,935,765</b>	<b>7,842,925</b>	Battalion Chief	4	4	315,667	316,684
<i><b>SERVICES</b></i>			Captain	4	4	302,997	303,214
Communications	2,000	2,000	Lieutenant	8	8	585,843	587,627
Professional Services	27,500	21,750	Firefighter Driver/Operator	50	50	3,244,409	3,256,114
Utilities	34,500	31,500	Firefighter I	4	10	204,549	553,988
Insurance	0	0	Firefighter-Probationary	12	10	613,648	471,737
Rentals	0	0	Reallocation				
Maintenance & Repairs	205,500	221,000	<b>Total Bargaining Unit</b>	<b>82</b>	<b>86</b>	<b>5,267,113</b>	<b>5,489,363</b>
Contracted Services	101,850	96,850					
<b>TOTAL</b>	<b>371,350</b>	<b>373,100</b>	Overtime			675,000	475,000
<i><b>SUPPLIES</b></i>			Premium			355,000	362,100
Supplies	222,250	189,565	FICA			102,783	102,920
Minor Capital Equipment	81,500	75,000	Total Fringe Benefits			102,783	102,920
<b>TOTAL</b>	<b>303,750</b>	<b>264,565</b>	Severance Pay			110,000	85,000
<i><b>OTHER</b></i>			College Credits			10,000	15,000
	275,000	233,000	Medicare - Part B			85,000	85,000
<b>TOTAL APPROPRIATION</b>	<b>8,885,865</b>	<b>8,713,590</b>	Sick Leave Buy-Back			150,000	150,000
			Hearing Aids			500	500
			Fire Pension Plan			495,733	442,406
			Clothing Allowance			85,000	85,000
			Clothing Maint.			10,000	10,000
			Loss Time & Med			275,000	225,000
			<b>Total Miscellaneous</b>			<b>1,221,233</b>	<b>1,097,906</b>
			<b>TOTAL</b>	<b>86</b>	<b>90</b>	<b>7,935,765</b>	<b>7,842,925</b>

PUBLIC SAFETY

FIRE - 0151

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019 END OF YR SALARY	2020 GRADE/STEP INCREASE	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	FIRE CHIEF	3 9 2000	\$ 94,795.00	0.00	0.00	0.00	94,795.00	0.00	1,375.00	0.00	96,170.00
	DEPUTY CHIEF	3 7 2005	\$ 82,946.00	0.00	0.00	0.00	82,946.00	0.00	1,203.00	0.00	84,149.00
	SENIOR DEPUTY CHIEF	8 27 1990	\$ 86,895.00	0.00	0.00	0.00	86,895.00	0.00	1,260.00	0.00	88,155.00
	ADMINISTRATIVE ASSISTANT TO THE FIRE CHIEF	8 10 2015	\$ 50,000.00	1,000.00	0.00	0.00	51,000.00	0.00	3,902.00	0.00	54,902.00
4.00	MANAGEMENT TOTALS		314,636.00	1,000.00	0.00	0.00	315,636.00	0.00	7,740.00	0.00	323,376.00

	BATTALION CHIEF	3 11 1996	\$ 68,688.98	0.00	1,373.78	9,108.16	79,170.92	0.00	1,148.00	0.00	80,318.92
	BATTALION CHIEF	3 2 2001	\$ 68,688.98	0.00	1,373.78	9,108.16	79,170.92	0.00	1,148.00	0.00	80,318.92
	BATTALION CHIEF	3 3 2003	\$ 68,688.98	0.00	1,373.78	9,108.16	79,170.92	0.00	1,148.00	0.00	80,318.92
	BATTALION CHIEF	3 9 2000	\$ 68,688.98	0.00	1,373.78	9,108.16	79,170.92	0.00	1,148.00	0.00	80,318.92
	FIRE CAPTAIN	3 3 2003	\$ 66,206.79	0.00	1,324.14	8,779.02	76,309.95	0.00	1,107.00	0.00	77,416.95
	FIRE CAPTAIN	3 7 2005	\$ 66,206.79	0.00	1,324.14	8,779.02	76,309.95	0.00	1,107.00	0.00	77,416.95
	FIRE CAPTAIN	3 3 2008	\$ 66,206.79	0.00	1,324.14	6,753.09	74,284.02	0.00	1,078.00	0.00	75,362.02
VACANT	FIRE CAPTAIN	3 7 2005	\$ 66,206.79	0.00	1,324.14	8,779.02	76,309.95	0.00	1,107.00	0.00	77,416.95
	FIRE LIEUTENANT	3 3 2003	\$ 64,297.39	0.00	1,285.95	8,525.83	74,109.18	0.00	1,075.00	0.00	75,184.18
	FIRE LIEUTENANT	3 17 1997	\$ 64,297.39	0.00	1,285.95	8,525.83	74,109.18	0.00	1,075.00	0.00	75,184.18
	FIRE LIEUTENANT	3 9 2000	\$ 64,297.39	0.00	1,285.95	8,525.83	74,109.18	0.00	1,075.00	0.00	75,184.18
	FIRE LIEUTENANT	8 29 2003	\$ 64,297.39	0.00	1,285.95	8,525.83	74,109.18	0.00	1,075.00	0.00	75,184.18
	FIRE LIEUTENANT	3 16 1998	\$ 64,297.39	0.00	1,285.95	8,525.83	74,109.18	0.00	1,075.00	0.00	75,184.18
	FIRE LIEUTENANT	3 6 2006	\$ 64,297.39	0.00	1,285.95	7,870.00	73,453.34	0.00	1,066.00	0.00	74,519.34
	FIRE LIEUTENANT	8 27 1990	\$ 64,297.39	0.00	1,285.95	8,525.83	74,109.18	0.00	1,075.00	0.00	75,184.18
	FIRE LIEUTENANT	6 4 2012	\$ 64,297.39	0.00	1,285.95	3,935.00	69,518.34	0.00	1,009.00	0.00	70,527.34
	FIREFIGHTER DRIVER/OPERATOR	3 3 2008	\$ 59,523.94	0.00	1,190.48	6,071.44	66,785.86	0.00	969.00	0.00	67,754.86
	FIREFIGHTER DRIVER/OPERATOR	3 24 2014	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	3 7 2005	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	3 7 2005	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	6 4 2012	\$ 59,523.94	0.00	1,190.48	3,642.87	64,357.28	0.00	934.00	0.00	65,291.28
	FIREFIGHTER DRIVER/OPERATOR	3 3 2008	\$ 59,523.94	0.00	1,190.48	6,071.44	66,785.86	0.00	969.00	0.00	67,754.86
	FIREFIGHTER DRIVER/OPERATOR	3 24 2014	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	3 17 1997	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	8 31 2009	\$ 59,523.94	0.00	1,190.48	5,464.30	66,178.72	0.00	960.00	0.00	67,138.72
	FIREFIGHTER DRIVER/OPERATOR	3 16 2015	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	9 8 1998	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	3 24 2014	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	3 13 1995	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	8 29 2003	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	8 29 2003	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	3 13 1995	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	3 3 2008	\$ 59,523.94	0.00	1,190.48	6,071.44	66,785.86	0.00	969.00	0.00	67,754.86
	FIREFIGHTER DRIVER/OPERATOR	3 24 2014	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	6 4 2012	\$ 59,523.94	0.00	1,190.48	3,642.87	64,357.28	0.00	934.00	0.00	65,291.28
	FIREFIGHTER DRIVER/OPERATOR	3 6 2006	\$ 59,523.94	0.00	1,190.48	7,285.73	68,000.15	0.00	987.00	0.00	68,987.15
	FIREFIGHTER DRIVER/OPERATOR	3 3 2003	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	3 24 2014	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	3 24 2014	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	6 4 2012	\$ 59,523.94	0.00	1,190.48	3,642.87	64,357.28	0.00	934.00	0.00	65,291.28
	FIREFIGHTER DRIVER/OPERATOR	6 4 2012	\$ 59,523.94	0.00	1,190.48	3,642.87	64,357.28	0.00	934.00	0.00	65,291.28
	FIREFIGHTER DRIVER/OPERATOR	3 6 2006	\$ 59,523.94	0.00	1,190.48	7,285.73	68,000.15	0.00	987.00	0.00	68,987.15
	FIREFIGHTER DRIVER/OPERATOR	3 9 2000	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	6 4 2012	\$ 59,523.94	0.00	1,190.48	3,642.87	64,357.28	0.00	934.00	0.00	65,291.28
	FIREFIGHTER DRIVER/OPERATOR	3 6 2006	\$ 59,523.94	0.00	1,190.48	7,285.73	68,000.15	0.00	987.00	0.00	68,987.15
	FIREFIGHTER DRIVER/OPERATOR	3 7 2005	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	3 24 2014	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	3 16 2015	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	3 16 2015	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	8 29 2003	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	3 24 2014	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	3 8 1999	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	3 16 2015	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	6 4 2012	\$ 59,523.94	0.00	1,190.48	3,642.87	64,357.28	0.00	934.00	0.00	65,291.28
	FIREFIGHTER DRIVER/OPERATOR	3 24 2014	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	3 3 2003	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	3 24 2014	\$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
	FIREFIGHTER DRIVER/OPERATOR	6 4 2012	\$ 59,523.94	0.00	1,190.48	3,642.87	64,357.28	0.00	934.00	0.00	65,291.28
	FIREFIGHTER DRIVER/OPERATOR	8 27 1990	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	8 27 1990	\$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
	FIREFIGHTER DRIVER/OPERATOR	6 4 2012	\$ 59,523.94	0.00	1,190.48	3,642.87	64,357.28	0.00	934.00	0.00	65,291.28



PUBLIC SAFETY

FIRE - 0151

EMPLOYEE		POSITION	ANNIV. / D.O.H.	2019 END OF YR SALARY	2020 GRADE/STEP INCREASE	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
VACANT	POSITION	FIREFIGHTER DRIVER/OPERATOR	3 8	1999 \$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
VACANT	POSITION	FIREFIGHTER DRIVER/OPERATOR	6 4	2012 \$ 59,523.94	0.00	1,190.48	3,642.87	64,357.28	0.00	934.00	0.00	65,291.28
VACANT	POSITION	FIREFIGHTER DRIVER/OPERATOR	3 9	2000 \$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
VACANT	POSITION	FIREFIGHTER DRIVER/OPERATOR	3 9	2000 \$ 59,523.94	0.00	1,190.48	0.00	60,714.42	0.00	881.00	0.00	61,595.42
		FIREFIGHTER/INSPECTOR	8 7	1989 \$ 59,523.94	0.00	1,190.48	7,892.87	68,607.29	0.00	995.00	0.00	69,602.29
		FIREFIGHTER I	3 6	2018 \$ 50,134.62	2,785.26	1,058.40	0.00	53,978.28	0.00	783.00	0.00	54,761.28
		FIREFIGHTER I	3 6	2018 \$ 50,134.62	2,785.26	1,058.40	0.00	53,978.28	0.00	783.00	0.00	54,761.28
		FIREFIGHTER I	1 30	2017 \$ 52,919.88	2,785.26	1,114.10	0.00	56,819.24	0.00	824.00	0.00	57,643.24
		FIREFIGHTER I	3 6	2018 \$ 50,134.62	2,785.26	1,058.40	0.00	53,978.28	0.00	783.00	0.00	54,761.28
		FIREFIGHTER I	1 30	2017 \$ 52,919.88	2,785.26	1,114.10	0.00	56,819.24	0.00	824.00	0.00	57,643.24
		FIREFIGHTER I	1 30	2017 \$ 52,919.88	2,785.26	1,114.10	0.00	56,819.24	0.00	824.00	0.00	57,643.24
		FIREFIGHTER I	3 6	2018 \$ 50,134.62	2,785.26	1,058.40	0.00	53,978.28	0.00	783.00	0.00	54,761.28
		FIREFIGHTER I	3 6	2018 \$ 50,134.62	2,785.26	1,058.40	0.00	53,978.28	0.00	783.00	0.00	54,761.28
		FIREFIGHTER I	1 30	2017 \$ 52,919.88	2,785.26	1,114.10	0.00	56,819.24	0.00	824.00	0.00	57,643.24
		FIREFIGHTER I	1 30	2017 \$ 52,919.88	2,785.26	1,114.10	0.00	56,819.24	0.00	824.00	0.00	57,643.24
		FIREFIGHTER - TRAINEE	1 30	2017 \$ 52,919.88	2,785.26	1,114.10	0.00	56,819.24	0.00	824.00	0.00	57,643.24
		FIREFIGHTER - TRAINEE	1 30	2017 \$ 52,919.88	2,785.26	1,114.10	0.00	56,819.24	0.00	824.00	0.00	57,643.24
		FIREFIGHTER - TRAINEE	1 30	2017 \$ 52,919.88	2,785.26	1,114.10	0.00	56,819.24	0.00	824.00	0.00	57,643.24
		FIREFIGHTER - TRAINEE	1 30	2017 \$ 52,919.88	2,785.26	1,114.10	0.00	56,819.24	0.00	824.00	0.00	57,643.24
		FIREFIGHTER - TRAINEE	3 6	2018 \$ 50,134.62	2,785.26	1,058.40	0.00	53,978.28	0.00	783.00	0.00	54,761.28
NEW	POSITION	FIREFIGHTER - TRAINEE	1 30	2020 \$ 37,349.37	0.00	746.99	0.00	38,096.35	0.00	553.00	0.00	38,649.35
NEW	POSITION	FIREFIGHTER - TRAINEE	1 30	2020 \$ 37,349.37	0.00	746.99	0.00	38,096.35	0.00	553.00	0.00	38,649.35
NEW	POSITION	FIREFIGHTER - TRAINEE	1 30	2020 \$ 37,349.37	0.00	746.99	0.00	38,096.35	0.00	553.00	0.00	38,649.35
NEW	POSITION	FIREFIGHTER - TRAINEE	1 30	2020 \$ 37,349.37	0.00	746.99	0.00	38,096.35	0.00	553.00	0.00	38,649.35
VACANT	POSITION	FIREFIGHTER - TRAINEE	1 30	2017 \$ 37,349.37	0.00	746.99	0.00	38,096.35	0.00	553.00	0.00	38,649.35
86.00	BARGAINING UNIT TOTALS			4,993,992.67	41,778.91	100,715.43	352,876.13	5,489,363.15	0.00	79,635.00	0.00	5,568,998.15
90.00	TOTAL			5,308,628.67	42,778.91	100,715.43	352,876.13	5,804,999.15	0.00	87,375.00	0.00	5,892,374.15
<b>OVERTIME</b>								<b>475,000.00</b>	0.00	6,887.50	0.00	481,887.50
<b>PREMIUM TIME</b>								<b>362,100.00</b>	0.00	5,250.45	0.00	367,350.45
<b>SICK-LEAVE BUY BACK</b>								<b>150,000.00</b>	0.00	2,175.50	0.00	152,175.50
<b>SUBTOTAL-SALARIES/WAGES</b>								<b>6,792,099.15</b>	<b>0.00</b>	101,688.45	0.00	6,893,787.60
<b>SEVERANCE PAY</b>								<b>85,000.00</b>	0.00	1,232.50	0.00	86,232.50
<b>MEDICARE-PART B</b>								<b>85,000.00</b>	0.00	0.00	0.00	85,000.00
<b>LOSS TIME &amp; MED</b>								<b>225,000.00</b>	0.00	0.00	0.00	225,000.00
<b>FIRE PENSION PLAN</b>								<b>442,405.76</b>	0.00	0.00	0.00	442,405.76
<b>HEARING AID-FIR</b>								<b>500.00</b>	0.00	0.00	0.00	500.00
<b>CLOTHING ALLOWANCE</b>								<b>85,000.00</b>	0.00	0.00	0.00	85,000.00
<b>CLOTHING MAINT ALLOWANCE</b>								<b>10,000.00</b>	0.00	0.00	0.00	10,000.00
<b>COLLEGE CREDITS</b>								<b>15,000.00</b>	0.00	0.00	0.00	15,000.00
<b>BONUS</b>								<b>60,000.00</b>	0.00	0.00	0.00	60,000.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>								<b>7,740,004.91</b>	<b>0.00</b>	<b>102,919.95</b>	<b>0.00</b>	<b>7,902,925.86</b>

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01040151 BUREAU OF FIRE

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$5,057,782	\$5,231,273	\$5,404,022	\$5,581,749	\$5,804,999
416000 OVERTIME	\$935,349	\$701,078	\$633,231	\$675,000	\$475,000
416001 PREMIUM	\$325,112	\$350,730	\$361,653	\$355,000	\$362,100
417000 SICK LEAVE/VACAT BUY-BACK	\$149,159	\$166,539	\$179,454	\$150,000	\$150,000
<b>414100 SALARIES/WAGES</b>	<b>\$6,467,402</b>	<b>\$6,449,620</b>	<b>\$6,578,360</b>	<b>\$6,761,749</b>	<b>\$6,792,099</b>
419001 SOCIAL SECURITY	\$95,579	\$94,338	\$97,243	\$102,783	\$102,920
419005 SEVERANCE PAY	\$112,987	\$10,475	\$51,551	\$110,000	\$85,000
419007 MEDICARE - PART B	\$80,190	\$80,391	\$94,993	\$85,000	\$85,000
419012 LOSS TIME & MED	\$274,417	\$196,026	\$106,350	\$275,000	\$225,000
419023 FIRE PENSION PLAN B	\$327,146	\$535,723	\$495,733	\$495,733	\$442,406
419027 HEARING AID -FIRE	\$0	\$0	\$0	\$500	\$500
419028 CLOTHING ALLOWANCE	\$82,372	\$84,185	\$90,015	\$85,000	\$85,000
419029 CLOTHING MAINT ALLOWANCE	\$4,739	\$4,715	\$7,798	\$10,000	\$10,000
419049 COLLEGE CREDITS	\$7,684	\$9,384	\$14,900	\$10,000	\$15,000
<b>419100 FRINGE BENEFITS</b>	<b>\$985,114</b>	<b>\$1,015,237</b>	<b>\$958,582</b>	<b>\$1,174,016</b>	<b>\$1,050,826</b>
<b>419995 PERSONNEL</b>	<b>\$7,452,516</b>	<b>\$7,464,857</b>	<b>\$7,536,942</b>	<b>\$7,935,765</b>	<b>\$7,842,925</b>
420010 ADVERTISING	\$1,994	\$897	\$1,906	\$2,000	\$2,000
420040 TELEPHONE	\$10,766	\$0	\$0	\$0	\$0
420041 E-MAIL/INTERNET	\$5,049	\$0	\$0	\$0	\$0
420050 POSTAGE	\$311	\$0	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$18,120</b>	<b>\$897</b>	<b>\$1,906</b>	<b>\$2,000</b>	<b>\$2,000</b>
421016 MEDICAL/PSYCHOLOGICAL EXA	\$2,100	\$1,050	\$0	\$2,500	\$1,750
421050 OTHER PROFESSIONAL FEES	\$0	\$9,494	\$394	\$0	\$0
421070 ARBITRATION	\$6,811	\$13,441	\$2,279	\$25,000	\$20,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$8,911</b>	<b>\$23,985</b>	<b>\$2,674</b>	<b>\$27,500</b>	<b>\$21,750</b>
422000 SEWERAGE	\$2,541	\$2,391	\$906	\$4,000	\$4,000
422010 WATER	\$7,820	\$7,952	\$9,375	\$10,000	\$10,000
422030 HEAT	\$11,296	\$14,492	\$12,400	\$20,000	\$17,000
422080 SEWERAGE MAINT CHARGES	\$381	\$358	\$136	\$500	\$500
<b>422100 UTILITIES &amp; SRVC</b>	<b>\$22,036</b>	<b>\$25,192</b>	<b>\$22,817</b>	<b>\$34,500</b>	<b>\$31,500</b>
425000 OFFICE EQUIPMENT	\$402	\$259	\$930	\$1,000	\$1,000
425010 VEHICULAR EQUIPMENT	\$144,467	\$304,130	\$187,961	\$140,000	\$160,000
425030 BUILDING MAINT	\$73,425	\$67,159	\$36,569	\$40,000	\$40,000
425050 COMMUNICATIONS EQUIPMENT	\$7,168	\$6,738	\$6,515	\$8,500	\$8,000
425060 OPERATIONS EQUIPMENT	\$7,693	\$9,535	\$9,968	\$10,000	\$9,000
425090 MAINT SERV CONTRACT	\$3,258	\$3,855	\$5,531	\$6,000	\$3,000
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$236,413</b>	<b>\$391,676</b>	<b>\$247,474</b>	<b>\$205,500</b>	<b>\$221,000</b>
429001 TUITION/TRAINING	\$69,773	\$86,013	\$81,675	\$85,000	\$85,000
429009 ADMIN/TRUSTEE FEE	\$213	\$152	\$274	\$350	\$350
429016 CONFERENCES	\$3,745	\$0	\$2,549	\$3,500	\$3,500
429017 MEMBERSHIPS	\$929	\$1,000	\$1,838	\$3,000	\$3,000
429090 MISC CONTRACTED SRVCS	\$3,867	\$1,447	\$3,271	\$10,000	\$5,000
<b>429100 CONTRACTED SRVC</b>	<b>\$78,527</b>	<b>\$88,613</b>	<b>\$89,606</b>	<b>\$101,850</b>	<b>\$96,850</b>
<b>429995 SERVICES</b>	<b>\$364,008</b>	<b>\$530,363</b>	<b>\$364,477</b>	<b>\$371,350</b>	<b>\$373,100</b>
430001 EDUCATIONAL	\$4,843	\$10,907	\$14,640	\$15,000	\$15,000
430002 SOFTWARE	\$4,865	\$5,837	\$26,175	\$9,000	\$18,565
430008 DATA PROCESSING	\$0	\$0	\$0	\$500	\$0
430009 OFFICE	\$2,095	\$4,384	\$3,174	\$4,500	\$4,500

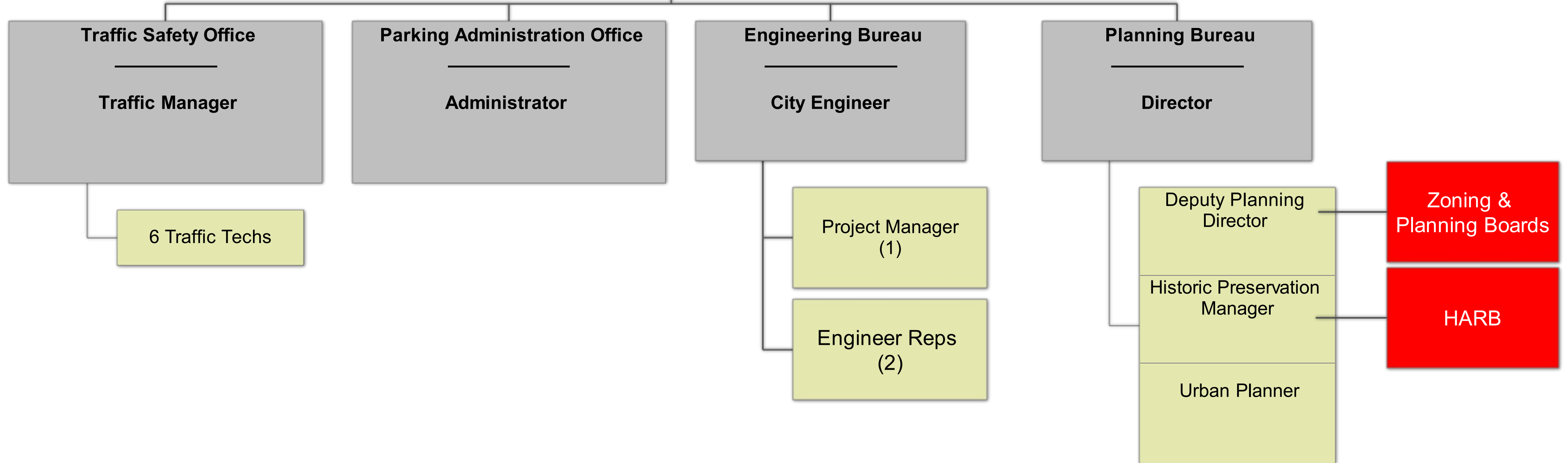
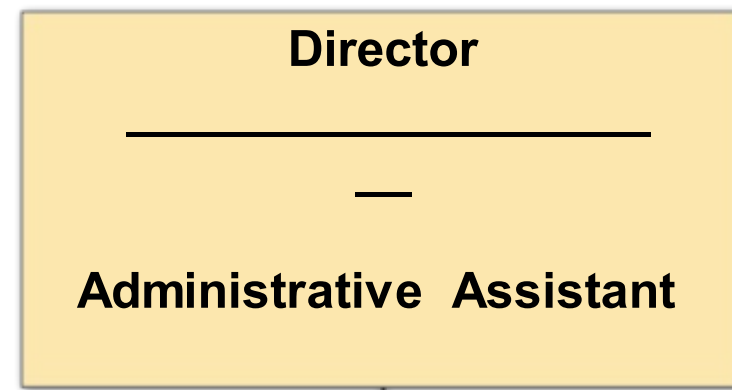
## 2020 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01040151 BUREAU OF FIRE

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
430011 CUSTODIAL	\$6,152	\$9,524	\$9,647	\$9,000	\$7,000
430012 PERSONAL SAFETY	\$5,315	\$9,473	\$22,183	\$10,000	\$10,000
430013 FIREFIGHTING	\$10,206	\$15,828	\$18,077	\$17,500	\$17,500
430014 WEARING APPAREL	\$56,043	\$49,310	\$60,251	\$57,500	\$57,500
430016 MEDICAL/LAB	\$0	\$0	\$0	\$250	\$0
430020 FIRE HEALTH AND SAFETY	\$3,918	\$3,853	\$3,899	\$4,000	\$4,000
430029 BLDG MAINT SUPPLIES	\$22,547	\$19,755	\$7,210	\$25,000	\$15,000
430042 TOOLS & HARDWARE	\$29,685	\$27,417	\$30,007	\$30,000	\$17,500
430051 TIRES & BATTERIES	\$12,264	\$19,625	\$5,886	\$15,000	\$15,000
430052 VEHICLE PARTS & SUPPLIES	\$23,093	\$12,224	\$5,059	\$25,000	\$8,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$181,026</b>	<b>\$188,137</b>	<b>\$206,208</b>	<b>\$222,250</b>	<b>\$189,565</b>
439015 OFFICE EQUIPMENT	\$1,737	\$0	\$0	\$0	\$0
439060 OPERATIONS EQUIPMENT	\$73,991	\$119,170	\$53,787	\$81,500	\$75,000
<b>439100 MINOR CAPITAL</b>	<b>\$75,728</b>	<b>\$119,170</b>	<b>\$53,787</b>	<b>\$81,500</b>	<b>\$75,000</b>
<b>439995 SUPPLIES</b>	<b>\$256,753</b>	<b>\$307,307</b>	<b>\$259,995</b>	<b>\$303,750</b>	<b>\$264,565</b>
452014 SECURITY UPGRADE	\$0	\$40,231	\$12,515	\$0	\$0
453000 OPERATIONS EQUIPMENT	\$26,164	\$20,890	\$373,823	\$0	\$80,000
<b>450100 CAPITAL OUTLAY</b>	<b>\$26,164</b>	<b>\$61,121</b>	<b>\$386,338</b>	<b>\$0</b>	<b>\$80,000</b>
452008 BUILDING IMPROVEMENTS	\$29,737	\$661,657	\$139,472	\$125,000	\$25,000
<b>452100 BUILDING AND STRUCTURES</b>	<b>\$29,737</b>	<b>\$661,657</b>	<b>\$139,472</b>	<b>\$125,000</b>	<b>\$25,000</b>
453032 AUTOMOTIVE	\$132,259	\$51,499	\$0	\$0	\$0
453049 LEASE PURCHASE	\$0	\$0	\$37,000	\$150,000	\$128,000
<b>453100 CAPITAL OUTLAY</b>	<b>\$132,259.00</b>	<b>\$51,499.29</b>	<b>\$37,000.00</b>	<b>\$150,000.00</b>	<b>\$128,000.00</b>
<b>499995 OTHER</b>	<b>\$188,160</b>	<b>\$774,277</b>	<b>\$562,811</b>	<b>\$275,000</b>	<b>\$233,000</b>
<b>01040151 FIRE</b>	<b>\$8,261,437</b>	<b>\$9,076,804</b>	<b>\$8,724,225</b>	<b>\$8,885,865</b>	<b>\$8,713,590</b>

# DEPARTMENT OF ENGINEERING & PLANNING



EXPENDITURE ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>DEPARTMENT OF ENGINEERING &amp; PLANNING</b>					
<b><u>0160 BUREAU OF TRAFFIC &amp; ENGINEERING</u></b>					
Personnel	759,565	783,696	721,624	795,528	791,133
Services	1,155,434	1,812,077	1,280,079	727,526	655,470
Supplies	203,877	465,922	283,032	353,165	358,300
Other	1,772,791	870,583	726,310	455,947	9,830
<b>TOTALS</b>	<u>3,891,668</u>	<u>3,932,278</u>	<u>3,011,044</u>	<u>2,332,166</u>	<u>1,814,733</u>
<b><u>0135 BUREAU OF PLANNING</u></b>					
Personnel	92,516	84,777	155,798	201,435	239,430
Services	58,404	44,332	54,070	98,000	100,000
Supplies	2,903	1,603	3,795	4,000	2,500
Other	0	0	0	0	0
<b>TOTALS</b>	<u>153,824</u>	<u>130,713</u>	<u>213,663</u>	<u>303,435</u>	<u>341,930</u>
<b>TOTAL DEPARTMENT OF ENGINEERING &amp; PLANNING</b>					
Personnel	852,081	868,473	877,422	996,963	1,030,563
Services	1,213,839	1,856,409	1,334,149	825,526	755,470
Supplies	206,781	467,525	286,827	357,165	360,800
Other	1,772,791	870,583	726,310	455,947	9,830
<b>TOTAL EXPENDITURES</b>	<u><u>4,045,491</u></u>	<u><u>4,062,991</u></u>	<u><u>3,224,707</u></u>	<u><u>2,635,601</u></u>	<u><u>2,156,663</u></u>

POSITION ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>ENGINEERING &amp; PLANNING</b>					
Traffic & Engineering	18.00	17.00	12.50	13.00	13.00
Planning	1.00	2.00	2.00	3.40	4.00
TOTAL POSITIONS	19.00	19.00	14.50	16.40	17.00

## BUREAU OF TRAFFIC & ENGINEERING

The Bureau of Traffic and Engineering, headed by the City Engineer, provides professional engineering services for the maintenance of City streets and utility systems. The Office also ensures the construction of City streets and utility systems are in accordance with City ordinance, state laws, and sound engineering practices. This office also maintains signalized intersections, streetlight repair, and the installation of all traffic control signs as well as the City's GIS System and manages capital improvement projects for the City.

EXPENDITURE ANALYSIS DETAIL  
2020 APPROVED BUDGET

General Fund

0160 Office of Traffic & Engineering

**Allocation Plan**

**Position Control**

<i><b>PERSONNEL</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<i><b>JOB CLASSIFICATION</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	275,180	283,225	City Engineer	1	1	91,350	93,177
Salaries-Bargaining Unit	428,809	416,680	Administrator for Parking	1	1	60,900	62,118
Overtime	35,000	35,000	Project Manager	1	1	60,000	65,000
Fringe Benefits	56,539	56,228	Traffic Signal & Streetlight Mng.	1	1	62,930	62,930
<b>TOTAL</b>	<b>795,528</b>	<b>791,133</b>	<b>Total Management</b>	<b>4</b>	<b>4</b>	<b>275,180</b>	<b>283,225</b>
<i><b>SERVICES</b></i>			Engineer's Representative I	2	1	97,897	47,459
Communications	5,026	5,550	Engineer's Representative II	0	1	0	49,740
Professional Services	123,000	50,000	Administrative Assistant I	1	1	43,600	44,036
Utilities	412,000	419,420	Traffic Engineering Technician I	2	4	91,002	170,126
Insurance	0	0	Traffic Engineering Technician II	2	0	91,002	0
Rentals	12,000	12,000	Traffic Engineering Technician IV	0	2	0	105,319
Maintenance & Repairs	146,000	115,000	Traffic Engineering Technician V	2	0	105,308	0
Contracted Services	29,500	53,500	Reallocation			0	
<b>TOTAL</b>	<b>727,526</b>	<b>655,470</b>	<b>Total Bargaining Unit</b>	<b>9</b>	<b>9</b>	<b>428,809</b>	<b>416,680</b>
<i><b>SUPPLIES</b></i>			Overtime			35,000	35,000
Supplies	350,165	355,300	FICA			56,539	56,228
Minor Capital Equipment	3,000	3,000	Concessions			0	0
<b>TOTAL</b>	<b>353,165</b>	<b>358,300</b>	<b>Total Fringe Benefits</b>			<b>56,539</b>	<b>56,228</b>
<i><b>OTHER</b></i>			<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>795,528</b>	<b>791,133</b>
	455,947	9,830					
<b>TOTAL APPROPRIATION</b>	<b>2,332,166</b>	<b>1,814,733</b>					

DEPARTMENT OF ENGINEERING & PLANNING

Bureau of Traffic & Engineering - 0160

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019 END OF YR SALARY	2020 GRADE/STEP INCREASE	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	CITY ENGINEER	5 19 2014	\$ 91,350.00	1,827.00	0.00	0.00	93,177.00	0.00	7,129.00	0.00	100,306.00
	ADMINISTRATOR FOR PARKING	7 1 2015	\$ 60,900.00	1,218.00	0.00	0.00	62,118.00	0.00	4,753.00	0.00	66,871.00
	PROJECT MANAGER	4 29 2019	\$ 60,000.00	5,000.00	0.00	0.00	65,000.00	0.00	4,973.00	0.00	69,973.00
<b>VACANT</b>	<b>POSITION</b>	<b>3 28 2016</b>	<b>\$ 62,930.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,930.00</b>	<b>0.00</b>	<b>4,815.00</b>	<b>0.00</b>	<b>67,745.00</b>
4.00	MANAGEMENT TOTALS		275,180.00	8,045.00	0.00	0.00	283,225.00	0.00	21,670.00	0.00	304,895.00
	ADMINISTRATIVE ASSISTANT I	6 23 1980	\$ 42,744.86	0.00	427.45	863.45	44,036.00	0.00	3,369.00	0.00	47,405.00
	ENGINEER'S REPRESENTATIVE I	5 29 2018	\$ 45,501.15	1,487.58	469.89	0.00	47,459.00	0.00	3,631.00	0.00	51,090.00
	ENGINEER'S REPRESENTATIVE II	7 31 1995	\$ 48,520.02	0.00	485.20	735.08	49,740.00	0.00	3,806.00	0.00	53,546.00
	TRAFFIC ENGINEERING TECHNICIAN I	6 15 2015	\$ 42,744.86	0.00	427.45	0.00	43,172.00	0.00	3,303.00	0.00	46,475.00
	TRAFFIC ENGINEERING TECHNICIAN I	3 18 2019	\$ 40,251.05	1,225.02	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00
	TRAFFIC ENGINEERING TECHNICIAN I	5 28 2019	\$ 34,213.39	7,262.68	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00
	TRAFFIC ENGINEERING TECHNICIAN I	9 5 2017	\$ 42,744.86	0.00	427.45	0.00	43,172.00	0.00	3,303.00	0.00	46,475.00
	TRAFFIC ENGINEERING TECHNICIAN IV	5 8 2017	\$ 51,621.63	0.00	516.22	0.00	52,138.00	0.00	3,989.00	0.00	56,127.00
	TRAFFIC ENGINEERING TECHNICIAN IV	8 27 1990	\$ 51,621.63	0.00	516.22	1,042.76	53,181.00	0.00	4,069.00	0.00	57,250.00
9.00	BARGAINING UNIT TOTALS		399,963.45	9,975.28	4,099.39	2,641.28	416,680.00	0.00	31,880.00	0.00	448,560.00
13.00	TOTAL		675,143.45	18,020.28	4,099.39	2,641.28	699,905.00	0.00	53,550.00	0.00	753,455.00
	OVERTIME						35,000.00	0.00	2,678.00	0.00	37,678.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>						<b>734,905.00</b>	<b>0.00</b>	<b>56,228.00</b>	<b>0.00</b>	<b>791,133.00</b>

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

\* 25% of salary and FICA are reflected in Neighborhood Services (2562).

\*\* 15% of salary and FICA are reflected in VMC (0172); 70% of salary and FICA are reflected in Neighborhood Services (2562).



# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01060160 OFFICE OF TRAFFIC AND ENGINEERING

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$664,442	\$679,364	\$629,519	\$703,989	\$699,905
416000 OVERTIME	\$42,263	\$49,582	\$41,619	\$35,000	\$35,000
<b>414100 SALARIES/WAGES</b>	<b>\$706,706</b>	<b>\$728,946</b>	<b>\$671,138</b>	<b>\$738,989</b>	<b>\$734,905</b>
419001 SOCIAL SECURITY	\$52,860	\$54,751	\$50,486	\$56,539	\$56,228
<b>419100 FRINGE BENEFITS</b>	<b>\$52,860</b>	<b>\$54,751</b>	<b>\$50,486</b>	<b>\$56,539</b>	<b>\$56,228</b>
<b>419995 PERSONNEL</b>	<b>\$759,565</b>	<b>\$783,696</b>	<b>\$721,624</b>	<b>\$795,528</b>	<b>\$791,133</b>
420010 ADVERTISING	\$568	\$855	\$0	\$1,500	\$1,500
420040 TELEPHONE	\$4,059	\$1,144	\$176	\$3,526	\$3,550
420050 POSTAGE	\$81	\$44	\$126	\$0	\$500
<b>420100 COMMUNICATIONS</b>	<b>\$4,708</b>	<b>\$2,044</b>	<b>\$302</b>	<b>\$5,026</b>	<b>\$5,550</b>
421030 CONSULTING	\$98,716	\$168,236	\$184,910	\$83,000	\$50,000
421050 OTHER PROFESSIONAL FEES	\$383,790	\$977,905	\$652,438	\$40,000	\$0
<b>421100 PROFESSIONAL SRVC</b>	<b>\$482,506</b>	<b>\$1,146,141</b>	<b>\$837,348</b>	<b>\$123,000</b>	<b>\$50,000</b>
422000 SEWERAGE	\$6,019	\$7,012	\$7,543	\$6,000	\$6,120
422010 WATER	\$20,031	\$22,939	\$25,389	\$20,000	\$20,400
422020 ELECTRICITY	\$232,977	\$184,225	\$195,253	\$210,000	\$214,200
422030 HEAT	\$105,533	\$102,473	\$94,129	\$125,000	\$127,500
422060 POWER-STREET LIGHTS	\$0	\$50,000	\$50,450	\$50,000	\$50,000
422080 SEWERAGE MAINT CHARGES	\$901	\$1,050	\$1,134	\$1,000	\$1,200
<b>422100 UTILITIES &amp; SRVC</b>	<b>\$365,460</b>	<b>\$367,698</b>	<b>\$373,898</b>	<b>\$412,000</b>	<b>\$419,420</b>
424060 OTHER RENTALS	\$0	\$4,655	\$1,252	\$12,000	\$12,000
<b>424100 RENTALS</b>	<b>\$0</b>	<b>\$4,655</b>	<b>\$1,252</b>	<b>\$12,000</b>	<b>\$12,000</b>
425020 TRAFFIC CONTROL/RESP.MAIN	\$82,670	\$128,558	\$43,597	\$130,000	\$100,000
425021 STREET LIGHTS	\$0	\$1,765	\$1,958	\$15,000	\$15,000
425030 BUILDING MAINT	\$73,908	\$29,956	\$645	\$0	\$0
425090 MAINT SERV CONTRACT	\$132,776	\$98,726	\$2,713	\$0	\$0
425099 OTHER CONT MAINT	\$0	\$7,693	\$117	\$1,000	\$0
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$289,355</b>	<b>\$266,697</b>	<b>\$49,030</b>	<b>\$146,000</b>	<b>\$115,000</b>
429001 TUITION/TRAINING	\$9,320	\$24,416	\$17,624	\$28,000	\$22,500
429018 PERMITS	\$86	\$340	\$21	\$500	\$0
429090 MISC CONTRACTED SRVCS	\$4,000	\$86	\$604	\$1,000	\$31,000
<b>429100 CONTRACTED SRVC</b>	<b>\$13,406</b>	<b>\$24,842</b>	<b>\$18,249</b>	<b>\$29,500</b>	<b>\$53,500</b>
<b>429995 SERVICES</b>	<b>\$1,155,434</b>	<b>\$1,812,077</b>	<b>\$1,280,079</b>	<b>\$727,526</b>	<b>\$655,470</b>
430002 SOFTWARE	\$12,938	\$38,303	\$28,490	\$31,300	\$31,300
430009 OFFICE	\$973	\$2,552	\$1,177	\$2,500	\$2,500
430011 CUSTODIAL	\$16,524	\$11,605	\$907	\$0	\$3,000
430013 FIREFIGHTING	\$0	\$936	\$0	\$0	\$0
430014 WEARING APPAREL	\$2,033	\$947	\$537	\$2,500	\$2,500
430029 BLDG MAINT SUPPLIES	\$8,669	\$17,572	\$2	\$0	\$0
430033 STREET SIGN	\$28,087	\$19,998	\$34,923	\$25,000	\$25,000
430034 TRAFFIC CONTROL	\$82,710	\$198,481	\$116,258	\$105,000	\$105,000
430042 TOOLS & HARDWARE	\$3,516	\$6,276	\$1,266	\$10,000	\$10,000
430055 MECH EQUIP PARTS	\$2,055	\$1,862	\$0	\$1,000	\$1,000
430056 STREET LIGHTS	\$32,424	\$162,979	\$97,472	\$172,865	\$175,000
430099 MISC SUPPLIES AND EXP	\$2,267	\$2,539	\$13	\$0	\$0
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$192,196</b>	<b>\$464,051</b>	<b>\$281,047</b>	<b>\$350,165</b>	<b>\$355,300</b>
439015 OFFICE EQUIPMENT	\$11,682	\$1,871	\$1,985	\$3,000	\$3,000
<b>439100 MINOR CAPITAL</b>	<b>\$11,682</b>	<b>\$1,871</b>	<b>\$1,985</b>	<b>\$3,000</b>	<b>\$3,000</b>

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01060160 OFFICE OF TRAFFIC AND ENGINEERING

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>439995 SUPPLIES</b>	<b>\$203,877</b>	<b>\$465,922</b>	<b>\$283,032</b>	<b>\$353,165</b>	<b>\$358,300</b>
452000 BUILDINGS AND STRUCTURES	\$694,216	\$50,539	\$91,335	\$0	\$0
453000 OPERATIONS EQUIPMENT	\$176,916	\$302,768	\$0	\$0	\$0
454022 IMPROVEMENT-SIDEWALK RAMP	\$8,645	\$0	\$0	\$0	\$0
452014 SECURITY UPGRADE	\$0	\$18,904	\$0	\$0	\$0
458030 STREETLIGHTS	\$141,229	\$102,307	\$229	\$0	\$0
458060 STREETS AND ROADS	\$322,423	\$155,254	\$376,259	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$1,343,429</b>	<b>\$629,773</b>	<b>\$467,823</b>	<b>\$0</b>	<b>\$0</b>
453049 LEASE PURCHASE					\$9,830
453051 EQUIPMENT-DATA PROCESSING	\$55,706	\$0	\$0	\$0	\$0
453090 OTHER CAPITAL EQUIPMENT	\$373,655	\$240,810	\$258,487	\$455,947	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$429,362</b>	<b>\$240,810</b>	<b>\$258,487</b>	<b>\$455,947</b>	<b>\$9,830</b>
<b>499995 OTHER</b>	<b>\$1,772,791</b>	<b>\$870,583</b>	<b>\$726,310</b>	<b>\$455,947</b>	<b>\$9,830</b>
<b>01060160 BUREU OF TRAFFIC AND ENGINEERING</b>	<b>\$3,891,668</b>	<b>\$3,932,278</b>	<b>\$3,011,044</b>	<b>\$2,332,166</b>	<b>\$1,814,733</b>

## BUREAU OF PLANNING

The Bureau of Planning promotes development and reinvestment in the City of Harrisburg in order to preserve neighborhoods while fostering economic development. The Planning Bureau reviews development proposals to insure that new development is consistent with the City's Comprehensive Plan as well as the Zoning Code and the Subdivision and Land Development Code. The Planning Bureau provides staff support to three citizen land use boards: the Harrisburg Planning Commission, the Zoning Hearing Board, and the Harrisburg Architectural Review Board (HARB).

In addition to its core responsibilities of current and long-range planning, the Bureau is also the primary contact for Census preparation efforts as well as land development review, architectural compliance, and assistance in the preparation of maps to support planning efforts.

The Planning Bureau's most significant project is the completion of the new Zoning Code for the City of Harrisburg and completion of the Historic District Design and Preservation Guide. The Bureau is also assisting with the completion of a revised City Comprehensive Plan.

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EXPENDITURE ANALYSIS DETAIL  
2020 APPROVED BUDGET

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General Fund

0135 Planning

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**Allocation Plan**

**Position Control**

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<i><b>PERSONNEL</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<i><b>JOB CLASSIFICATION</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt	187,120	222,413	Director of Planning (80%)	0.80	1	52,520	66,943
Fringe Benefits	14,315	17,017	Deputy Director Pln/Zoning (80%)	0.80	1	44,000	55,000
			Urban Planner (80%)	0.80	1	40,600	51,750
			Historic Preservation Spec/Archivist	1	1	50,000	48,720
<b>TOTAL</b>	<b>201,435</b>	<b>239,430</b>	<b>Total Management</b>	<b>3.40</b>	<b>4</b>	<b>187,120</b>	<b>222,413</b>
<i><b>SERVICES</b></i>			FICA			14,315	17,015
Communications	18,000	28,000	Concessions			0	0
Professional Services	77,500	63,500	<b>Total Fringe Benefits</b>			<b>14,315</b>	<b>17,015</b>
Utilities	0	0					
Insurance	0	0	<b>TOTAL</b>	<b>3.40</b>	<b>4</b>	<b>201,435</b>	<b>239,428</b>
Rentals	0	0					
Maintenance & Repairs	0	0					
Contracted Services	2,500	8,500					
<b>TOTAL</b>	<b>98,000</b>	<b>100,000</b>					
<i><b>SUPPLIES</b></i>							
Supplies	2,000	1,500					
Minor Capital Equipment	2,000	1,000					
<b>TOTAL</b>	<b>4,000</b>	<b>2,500</b>					
<i><b>OTHER</b></i>							
	0	0					
<b>TOTAL APPROPRIATION</b>	<b>303,435</b>	<b>341,930</b>					

**DEPARTMENT OF ENGINEERING & PLANNING**

PLANNING - 0135

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019 END OF YR	2019 GRADE/STEP	2019 SALARY	2020 INCREASE	2020 ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	DIRECTOR OF PLANNING	12	17	2012	\$ 65,630.00	1,312.60	0.00	0.00	66,943.00	0.00	5,122.00	0.00	72,065.00
	DEPUTY DIRECTOR FOR PLANNING/ ZONING	1	22	2019	\$ 55,000.00	0.00	0.00	0.00	55,000.00	0.00	4,208.00	0.00	59,208.00
	URBAN PLANNER	4	23	2018	\$ 51,750.00	0.00	0.00	0.00	51,750.00	0.00	3,959.00	0.00	55,709.00
	HISTORIC PRESERVATION SPECIALIST/ARCHIVIST	4	29	2019	\$ 48,000.00	720.00	0.00	0.00	48,720.00	0.00	3,728.00	0.00	52,448.00
4.00	MANAGEMENT TOTALS				220,380.00	2,032.60	0.00	0.00	222,413.00	0.00	17,017.00	0.00	239,430.00
4.00	TOTAL				220,380.00	2,032.60	0.00	0.00	222,413.00	0.00	17,017.00	0.00	239,430.00
<b>TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>222,413.00</b>	<b>0.00</b>	<b>17,017.00</b>	<b>0.00</b>	<b>239,430.00</b>

**NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).**

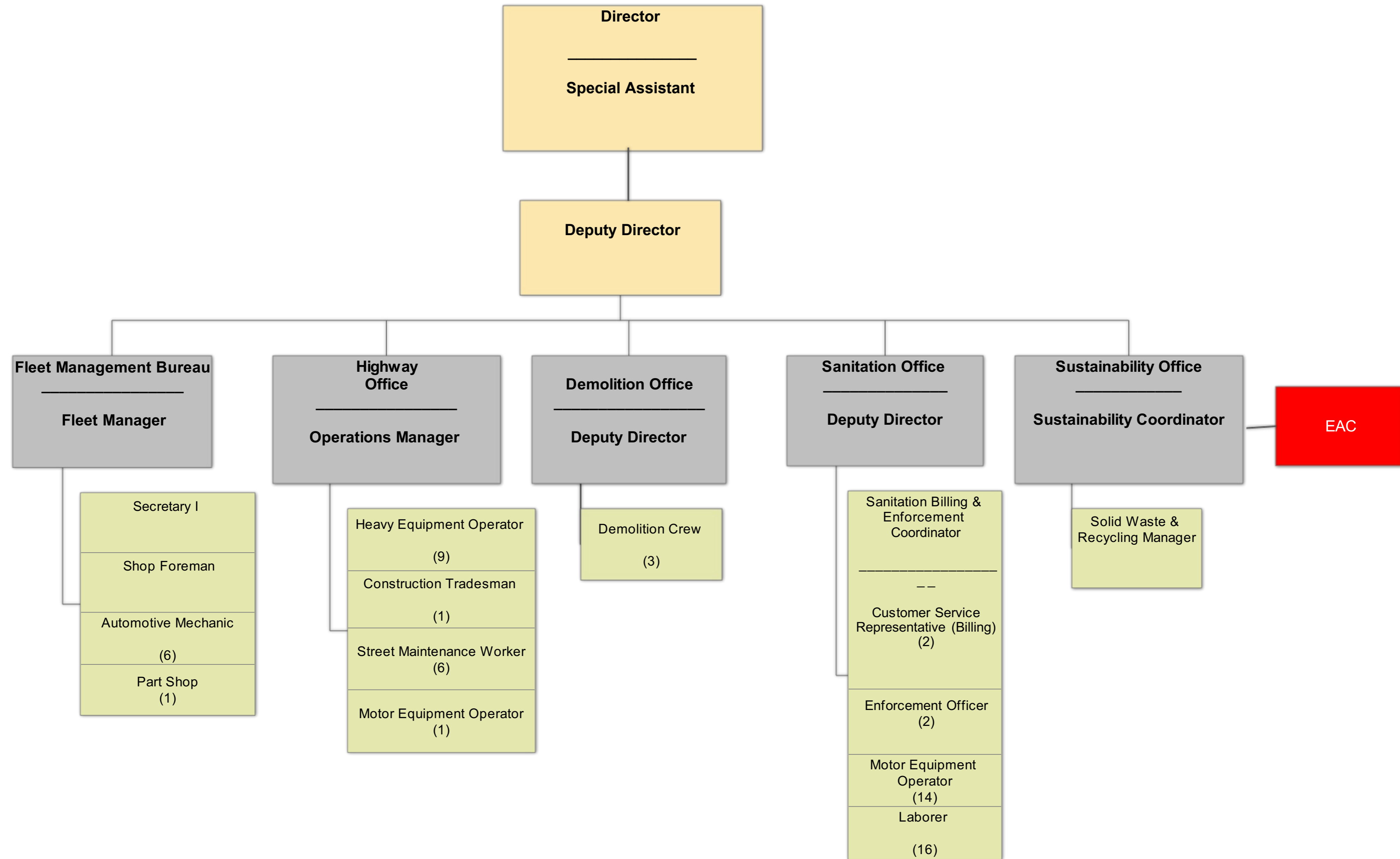
# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01030135 BUREAU OF PLANNING

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$86,066	\$78,866	\$144,929	\$187,120	\$222,413
<b>414100 SALARIES/WAGES</b>	<b>\$86,066</b>	<b>\$78,866</b>	<b>\$144,929</b>	<b>\$187,120</b>	<b>\$222,413</b>
419001 SOCIAL SECURITY	\$6,450	\$5,912	\$10,868	\$14,315	\$17,017
<b>419100 FRINGE BENEFITS</b>	<b>\$6,450</b>	<b>\$5,912</b>	<b>\$10,868</b>	<b>\$14,315</b>	<b>\$17,017</b>
<b>419995 PERSONNEL</b>	<b>\$92,516</b>	<b>\$84,777</b>	<b>\$155,798</b>	<b>\$201,435</b>	<b>\$239,430</b>
420010 ADVERTISING	\$6,147	\$10,807	\$7,428	\$15,000	\$18,000
420020 PRINTING	\$2,877	\$506	\$620	\$3,000	\$10,000
420050 POSTAGE	\$67	\$0	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$9,090</b>	<b>\$11,313</b>	<b>\$8,048</b>	<b>\$18,000</b>	<b>\$28,000</b>
421010 LEGAL	\$26,752	\$30,439	\$25,698	\$35,000	\$35,000
421030 CONSULTING	\$20,000	\$0	\$16,968	\$40,000	\$25,000
421060 STENOGRAPHER	\$1,965	\$2,241	\$1,921	\$2,500	\$3,500
<b>421100 PROFESSIONAL SRVC</b>	<b>\$48,717</b>	<b>\$32,680</b>	<b>\$44,586</b>	<b>\$77,500</b>	<b>\$63,500</b>
424020 WEB/SOFTWARE SERVICES	\$0	\$180	\$204	\$0	\$0
<b>424100 RENTALS</b>	<b>\$0</b>	<b>\$180</b>	<b>\$204</b>	<b>\$0</b>	<b>\$0</b>
429001 TUITION/TRAINING	\$327	\$0	\$831	\$2,500	\$4,500
429016 CONFERENCES	\$0	\$0	\$400	\$0	\$4,000
429017 MEMBERSHIPS	\$270	\$160	\$0	\$0	\$0
<b>429100 CONTRACTED SRVC</b>	<b>\$597</b>	<b>\$160</b>	<b>\$1,231</b>	<b>\$2,500</b>	<b>\$8,500</b>
<b>429995 SERVICES</b>	<b>\$58,404</b>	<b>\$44,332</b>	<b>\$54,070</b>	<b>\$98,000</b>	<b>\$100,000</b>
430001 EDUCATIONAL	\$0	\$0	\$0	\$500	\$0
430009 OFFICE	\$391	\$0	\$1,437	\$1,500	\$1,500
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$391</b>	<b>\$0</b>	<b>\$1,437</b>	<b>\$2,000</b>	<b>\$1,500</b>
439015 OFFICE EQUIPMENT	\$2,512	\$1,603	\$2,358	\$2,000	\$1,000
<b>439100 MINOR CAPITAL</b>	<b>\$2,512</b>	<b>\$1,603</b>	<b>\$2,358</b>	<b>\$2,000</b>	<b>\$1,000</b>
<b>439995 SUPPLIES</b>	<b>\$2,903</b>	<b>\$1,603</b>	<b>\$3,795</b>	<b>\$4,000</b>	<b>\$2,500</b>
<b>01030135 PLANNING</b>	<b>\$153,824</b>	<b>\$130,713</b>	<b>\$213,663</b>	<b>\$303,435</b>	<b>\$341,930</b>

# DEPARTMENT OF PUBLIC WORKS



EXPENDITURE ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>DEPARTMENT OF PUBLIC WORKS</b>					
<b><u>0172 FLEET MANAGEMENT</u></b>					
Personnel	479,223	465,149	331,523	554,824	423,645
Services	225,028	231,892	243,733	452,527	484,256
Supplies	686,276	871,609	852,317	1,028,575	1,059,375
Other	19,045	102,308	208,324	320,000	482,000
<b>TOTALS</b>	<u>1,409,572</u>	<u>1,670,957</u>	<u>1,635,898</u>	<u>2,355,926</u>	<u>2,449,276</u>
<b><u>2562 CITY SERVICES</u></b>					
Personnel	4,583,613	4,765,866	3,852,701	4,524,543	4,762,402
Services	8,140,847	8,089,092	8,192,413	9,471,716	8,971,899
Supplies	541,394	587,984	385,200	692,000	479,000
Other	1,501,981	2,352,837	3,945,143	4,374,956	1,548,164
<b>TOTALS</b>	<u>14,767,836</u>	<u>15,795,780</u>	<u>16,375,457</u>	<u>19,063,215</u>	<u>15,761,465</u>
<b>TOTAL DEPARTMENT OF PUBLIC WORKS</b>					
Personnel	5,062,836	5,231,015	4,184,224	5,079,367	5,186,047
Services	8,365,876	8,320,984	8,436,146	9,924,243	9,456,155
Supplies	1,227,671	1,459,593	1,237,517	1,720,575	1,538,375
Other	1,521,026	2,455,145	4,153,467	4,694,956	2,030,164
<b>TOTAL EXPENDITURES</b>	<u><u>16,177,408</u></u>	<u><u>17,466,737</u></u>	<u><u>18,011,356</u></u>	<u><u>21,419,141</u></u>	<u><u>18,210,741</u></u>

POSITION ANALYSIS SUMMARY  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
PUBLIC WORKS					
Fleet Management	9.00	7.00	4.50	10.15	10.15
City Services	<u>68.00</u>	<u>67.00</u>	<u>52.00</u>	<u>59.10</u>	<u>61.10</u>
TOTAL POSITIONS	77.00	74.00	56.50	69.25	71.25



## BUREAU OF FLEET MANAGEMENT

The Bureau of Fleet Management is responsible for the administration, maintenance, and repair of the City's vehicular equipment fleet. The fleet consists of over 300 vehicles and pieces of equipment ranging from tractor trailers, articulated wheel loaders, fire apparatus, motor cycles and police vehicles, to small equipment such as tractors and lawnmowers.

The administration of the Bureau includes: preparation of the annual budget submission, equipment specifying, titling, licensing, maintaining of state inspection records, surplus disposal, and the scheduled maintenance and repair of all City-owned vehicles. Other associated activities include, but are not limited to, the maintaining of automated reports/records; a parts and supply inventory; a fuels/lubricants management program; and the testing and evaluation of programs, such as alternate fuels, to determine the feasibility of adoption for City operations. The Bureau has also adopted a new program to keep computerized records to help maintain efficiency in the fleet.

### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

General Fund

0172 Vehicle Management

Allocation Plan			Position Control				
PERSONNEL	2019 Adopted	2020 Approved	JOB CLASSIFICATION	2019 Adopted	2020 Approved	2019 Adopted	2020 Approved
Salaries-Mgmt	75,150	76,514	Fleet Manager	1	1	60,900	61,814
Salaries-BU	428,241	305,021	Public Works Director	0.15	0.15	14,250	14,700
Overtime	12,000	12,000					
Fringe Benefits	39,433	30,110	<b>Total Management</b>	<b>1.15</b>	<b>1.15</b>	<b>75,150</b>	<b>76,514</b>
<b>TOTAL</b>	<b>554,824</b>	<b>423,645</b>	Automotive Mechanic I	2	2	82,952	82,142
<b>SERVICES</b>			Automotive Mechanic IV	4	4	205,410	84,131
Communications	500	1,050	Shop Foreman	1	1	53,217	52,138
Professional Services	0	0	Parts Person II	1	1	46,411	40,654
Utilities	0	0	Secretary I	1	1	40,251	45,956
Insurance	0	0	Reallocation			0	
Rentals	5,752	6,952	<b>Total Bargaining Unit</b>	<b>9</b>	<b>9</b>	<b>428,241</b>	<b>305,021</b>
Maintenance & Repairs	386,110	342,560	Overtime			12,000	12,000
Contracted Services	60,165	133,694	FICA			39,433	30,110
<b>TOTAL</b>	<b>452,527</b>	<b>484,256</b>	Concessions			0	0
<b>SUPPLIES</b>			Total Fringe Benefits			39,433	30,110
Supplies	1,028,575	1,059,375	<b>TOTAL</b>	<b>10.15</b>	<b>10.15</b>	<b>554,824</b>	<b>423,645</b>
Minor Capital Equipment	0	0					
<b>TOTAL</b>	<b>1,028,575</b>	<b>1,059,375</b>					
<b>OTHER</b>	<b>320,000</b>	<b>482,000</b>					
<b>TOTAL APPROPRIATION</b>	<b>2,355,926</b>	<b>2,449,276</b>					

**PUBLIC WORKS**

VEHICLE MANAGEMENT CENTER - 0172

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019			2020			2020			FRINGE BENEFITS	TOTAL
			END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA				
	FLEET MANAGER-BUREAU OF VEHICLE MAINTENANCE	1 22	2018	\$ 60,900.00	913.50	0.00	0.00	61,814.00	0.00	4,729.00	0.00	66,543.00	
	DIRECTOR (PUBLIC WORKS) (15%)	9 16	1996	\$ 13,500.00	1,200.00	0.00	0.00	14,700.00	0.00	1,125.00	0.00	15,825.00	
1.15	MANAGEMENT			74,400.00	2,113.50	0.00	0.00	76,514.00	0.00	5,854.00	0.00	82,368.00	
	AUTOMOTIVE MECHANIC I	8 5	2019	\$ 33,246.49	6,606.03	398.53	0.00	40,251.00	0.00	3,080.00	0.00	43,331.00	
	AUTOMOTIVE MECHANIC I	9 26	2016	\$ 41,476.07	0.00	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00	
	AUTOMOTIVE MECHANIC I	6 17	2019	\$ 33,246.49	0.00	332.46	0.00	33,579.00	0.00	2,569.00	0.00	36,148.00	
VACANT	POSITION	3 5	2018	\$ 50,051.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
VACANT	POSITION	3 5	2018	\$ 50,051.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
VACANT	POSITION	3 5	2018	\$ 50,051.28	0.00	500.51	0.00	50,552.00	0.00	3,868.00	0.00	54,420.00	
	SHOP FOREMAN	3 5	2018	\$ 51,621.63	0.00	516.22	0.00	52,138.00	0.00	3,989.00	0.00	56,127.00	
	SECRETARY I	9 26	2016	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00	
	PARTS PERSON II	11 2	2015	\$ 45,501.15	0.00	455.01	0.00	45,956.00	0.00	3,516.00	0.00	49,472.00	
9.00	BARGAINING UNIT TOTALS			395,496.72	6,606.03	3,020.00	0.00	305,021.00	0.00	23,338.00	0.00	328,359.00	
10.15	TOTAL			469,896.72	8,719.53	3,020.00	0.00	381,535.00	0.00	29,192.00	0.00	410,727.00	
	OVERTIME							12,000.00	0.00	918.00	0.00	12,918.00	
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>393,535.00</b>	<b>0.00</b>	<b>30,110.00</b>	<b>0.00</b>	<b>423,645.00</b>	

**NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).**

\* 15% of salary and FICA are reflected in Traffic and Engineering (0160); 70% of salary and FICA are reflected in Neighborhood Services (2562).

## 2020 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01060172 BUREAU OF VEHICLE MANAGEMENT

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$435,243	\$427,013	\$300,918	\$503,391	\$381,535
416000 OVERTIME	\$10,524	\$5,767	\$7,604	\$12,000	\$12,000
<b>414100 SALARIES/WAGES</b>	<b>\$445,766</b>	<b>\$432,781</b>	<b>\$308,522</b>	<b>\$515,391</b>	<b>\$393,535</b>
419001 SOCIAL SECURITY	\$33,456	\$32,368	\$23,001	\$39,433	\$30,110
<b>419100 FRINGE BENEFITS</b>	<b>\$33,456</b>	<b>\$32,368</b>	<b>\$23,001</b>	<b>\$39,433</b>	<b>\$30,110</b>
<b>419995 PERSONNEL</b>	<b>\$479,223</b>	<b>\$465,149</b>	<b>\$331,523</b>	<b>\$554,824</b>	<b>\$423,645</b>
420020 PRINTING	\$482	\$376	\$459	\$500	\$1,050
420050 POSTAGE	\$30	\$0	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$512</b>	<b>\$376</b>	<b>\$459</b>	<b>\$500</b>	<b>\$1,050</b>
424050 OFFICE EQUIPMENT	\$1,675	\$1,606	\$1,856	\$1,752	\$2,952
424061 UNIFORM RENTALS	\$3,209	\$4,483	\$3,262	\$4,000	\$4,000
<b>424100 RENTALS</b>	<b>\$4,884</b>	<b>\$6,089</b>	<b>\$5,118</b>	<b>\$5,752</b>	<b>\$6,952</b>
425010 VEHICULAR EQUIPMENT	\$141,451	\$167,495	\$181,912	\$245,500	\$250,000
425015 DAMAGED AUTO BODY REPAIRS	\$66,025	\$43,049	\$37,329	\$75,000	\$70,000
425030 BUILDING MAINT	\$3,320	\$7,725	\$3,278	\$10,000	\$13,000
425060 OPERATIONS EQUIPMENT	\$673	\$0	\$158	\$2,310	\$6,260
425090 MAINT SERV CONTRACT	\$3,433	\$5,526	\$6,576	\$53,300	\$3,300
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$214,902</b>	<b>\$223,795</b>	<b>\$229,252</b>	<b>\$386,110</b>	<b>\$342,560</b>
429001 TUITION/TRAINING	\$270	\$150	\$1,127	\$4,165	\$9,194
429005 NUISANCE	\$60	\$0	\$0	\$1,000	\$1,000
429060 TOWING	\$4,400	\$1,483	\$7,560	\$7,000	\$8,500
429090 MISC CONTRACTED SRVCS	\$0	\$0	\$218	\$48,000	\$115,000
<b>429100 CONTRACTED SRVC</b>	<b>\$4,730</b>	<b>\$1,632</b>	<b>\$8,904</b>	<b>\$60,165</b>	<b>\$133,694</b>
<b>429995 SERVICES</b>	<b>\$225,028</b>	<b>\$231,892</b>	<b>\$243,733</b>	<b>\$452,527</b>	<b>\$484,256</b>
430001 EDUCATIONAL	\$588	\$205	\$1,685	\$250	\$250
430002 SOFTWARE	\$3,118	\$3,912	\$6,015	\$6,200	\$18,500
430006 PHOTOGRAPHY	\$0	\$0	\$0	\$125	\$0
430009 OFFICE	\$580	\$497	\$798	\$500	\$500
430012 PERSONAL SAFETY	\$985	\$1,011	\$2,458	\$2,500	\$3,125
430013 FIREFIGHTING	\$1,514	\$1,878	\$2,498	\$2,500	\$2,500
430014 WEARING APPAREL	\$0	\$0	\$417	\$0	\$0
430037 CHEMICALS	\$558	\$611	\$1,501	\$1,500	\$1,500
430042 TOOLS & HARDWARE	\$3,025	\$601	\$3,245	\$5,000	\$8,500
430050 MOTOR FUELS/LUBRICANTS	\$498,703	\$576,709	\$522,059	\$650,000	\$650,000
430051 TIRES & BATTERIES	\$78,126	\$64,827	\$82,732	\$115,000	\$120,000
430052 VEHICLE PARTS & SUPPLIES	\$96,204	\$218,713	\$221,836	\$238,000	\$245,000
430053 VEHICLE REPAIR TOOLS	\$0	\$2,645	\$7,073	\$7,000	\$9,500
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$683,401</b>	<b>\$871,609</b>	<b>\$852,317</b>	<b>\$1,028,575</b>	<b>\$1,059,375</b>
439030 VEHICULAR EQUIPMENT	\$2,876	\$0	\$0	\$0	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$2,876</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>439995 SUPPLIES</b>	<b>\$686,276</b>	<b>\$871,609</b>	<b>\$852,317</b>	<b>\$1,028,575</b>	<b>\$1,059,375</b>
453004 EQUIPMENT-VEHICLE	\$9,215	\$0	\$0	\$0	\$0
453049 LEASE PURCHASE	\$9,830	\$79,286	\$208,324	\$320,000	\$470,000
453000 OPERATIONS EQUIPMENT	\$0	\$23,021	\$0	\$0	\$12,000
<b>453100 CAPITAL OUTLAY</b>	<b>\$19,045</b>	<b>\$102,308</b>	<b>\$208,324</b>	<b>\$320,000</b>	<b>\$482,000</b>
<b>499995 OTHER</b>	<b>\$19,045</b>	<b>\$102,308</b>	<b>\$208,324</b>	<b>\$320,000</b>	<b>\$482,000</b>
<b>01060172 VEHICLE MANAGEMENT</b>	<b>\$1,409,572</b>	<b>\$1,670,957</b>	<b>\$1,635,898</b>	<b>\$2,355,926</b>	<b>\$2,449,276</b>

**BUREAU OF  
CITY SERVICES**

The Bureau of City Services is responsible for weekly refuse collection, recyclables collection, and transportation of both to the Harrisburg Resource Recovery Facility and Penn Waste's Recycling Facility. Residential customers are provided weekly service while commercial accounts are collected up to seven times weekly. Special collections and neighborhood non-bulk collections are provided on a call-in basis in addition to regular weekly services. In addition, the Bureau empties 250 sidewalk receptacles weekly and cleans, cares for and maintains all Parks and Recreation facilities.

EXPENDITURE ANALYSIS DETAIL  
2020 APPROVED BUDGET

Utility Fund

25 Neighborhood Services - City Services

Allocation Plan			Position Control				
PERSONNEL	2019	2020	JOB CLASSIFICATION	2019	2020	2019	2020
	Adopted	Approved		Adopted	Approved	Adopted	Approved
Salaries-Mgmt	347,850	427,727	Director (Public Works)	0.85	0.85	80,750	84,050
Salaries-BU	2,420,018	2,413,601	Deputy Director	1.00	1.00	80,000	85,000
Temporary Employees	0	0	Solid Waste Logistic & Composting Coordinator	1.00	1.00	58,870	59,753
Overtime	220,000	168,750	Public Works Assistant	0.00	1.00	0	60,000
Working Out of Class	3,120	0	Assistant City Solicitor/Collections Sanitation Billing & Enforcement Coordinator	1.00	1.00	69,360	76,500
Fringe Benefits	1,221,555	1,438,324					
Miscellaneous	247,000	247,000					
Signing Bonus	65,000	67,000					
<b>TOTAL</b>	<b>4,524,543</b>	<b>4,762,402</b>	<b>Total Management</b>	<b>4.85</b>	<b>5.85</b>	<b>347,850</b>	<b>427,727</b>
<b>SERVICES</b>			Laborer III	16	16	656,946	664,669
Communications	66,500	64,500	Motor Equipment Operator	17	17	754,044	728,670
Professional Services	313,500	288,500	Heavy Equipment Operator I	1	3	45,501	123,181
Utilities	7,123,036	7,202,375	Heavy Equipment Operator II	0	1	0	49,005
Insurance	108,187	114,563	Heavy Equipment Operator III	5	2	249,225	101,104
Rentals	125,000	75,000	Construction Tradesman	1	1	49,248	51,310
Maintenance & Repairs	450,000	325,000	Solid Waste Education & Enforcement Technician	1	2	45,501	91,912
Contracted Services	1,285,493	901,962	Customer Service Representative (Billing)	1.25	2.25	56,876	102,735
<b>TOTAL</b>	<b>9,471,716</b>	<b>8,971,899</b>	Demolition Crew Leader	1	1	53,749	54,287
<b>SUPPLIES</b>			Demolition Specialist I	2	2	91,685	92,602
Supplies	652,000	446,000	Streets Maintenance Worker I	1	2	41,476	73,392
Minor Capital Equipment	40,000	33,000	Streets Maintenance Worker II	1	1	45,956	47,933
<b>TOTAL</b>	<b>692,000</b>	<b>479,000</b>	Streets Maintenance Worker III	4	3	196,263	148,975
<b>OTHER</b>			Administrative Assistant I	1	1	42,745	43,172
	4,374,956	1,548,164	Administrative Resource Specialist	1	0	50,552	0
<b>TOTAL APPROPRIATION</b>	<b>19,063,215</b>	<b>15,761,465</b>	Atrium Receptionist	1	1	40,251	40,654
			Reallocation				
			<b>Total Bargaining Unit</b>	<b>54.25</b>	<b>55.25</b>	<b>2,420,018</b>	<b>2,413,601</b>
			Working Out of Class			3,120	0
			Temporary Employees			0	0
			Overtime			220,000	168,750
			FICA			321,555	338,324
			Healthcare Benefits			900,000	1,100,000
			<b>Total Fringe Benefits</b>			<b>1,221,555</b>	<b>1,438,324</b>
			Sick Leave Buy-Back			10,000	10,000
			Severance Pay			70,000	70,000
			Unemployment Compensation			15,000	15,000
			Workers' Compensation			5,000	5,000
			Loss/Time Medical			147,000	147,000
			<b>Total Miscellaneous</b>			<b>247,000</b>	<b>247,000</b>
			<b>TOTAL</b>	<b>59.10</b>	<b>61.10</b>	<b>4,459,543</b>	<b>4,695,402</b>

PUBLIC WORKS

NEIGHBORHOOD SERVICES - 2562

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2019	2020	2020	2020 LONG.	2020 SALARY	2020 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
			END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE						
	DIRECTOR (PUBLIC WORKS) (85%)	9 16 1996	\$ 80,750.00	3,300.00	0.00	0.00	84,050.00	0.00	6,430.00	0.00	90,480.00
	DEPUTY DIRECTOR FOR PUBLIC WORKS	4 3 1995	\$ 80,000.00	5,000.00	0.00	0.00	85,000.00	0.00	6,503.00	0.00	91,503.00
<b>NEW</b>	<b>POSITION</b>	<b>1 1 2020</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>60,000.00</b>	<b>0.00</b>	<b>4,590.00</b>	<b>0.00</b>	<b>64,590.00</b>
	SOLID WASTE LOGISTICS/COMPOSTING COORDINATOR	8 14 2017	\$ 58,870.00	883.05	0.00	0.00	59,753.00	0.00	4,572.00	0.00	64,325.00
	ASSISTANT CITY SOLICITOR/COLLECTIONS	6 11 2018	\$ 61,200.00	15,300.00	0.00	0.00	76,500.00	0.00	5,853.00	0.00	82,353.00
	SANITATION BILLING & ENFORCEMENT COORDINATOR	3 9 2015	\$ 58,870.00	3,554.00	0.00	0.00	62,424.00	0.00	4,776.00	0.00	67,200.00
5.85	MANAGEMENT TOTALS		339,690.00	28,037.05	0.00	0.00	427,727.00	0.00	32,724.00	0.00	460,451.00

	LABORER III	2 20 2018	\$ 39,113.52	0.00	391.14	0.00	39,505.00	0.00	3,023.00	0.00	42,528.00
	LABORER III	3 21 2016	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00
	LABORER III	11 27 1989	\$ 42,744.86	0.00	427.45	863.45	44,036.00	0.00	3,369.00	0.00	47,405.00
	LABORER III	8 7 1995	\$ 42,744.86	0.00	427.45	647.58	43,820.00	0.00	3,353.00	0.00	47,173.00
	LABORER III	7 30 2001	\$ 42,744.86	0.00	427.45	431.72	43,604.00	0.00	3,336.00	0.00	46,940.00
	LABORER III	2 22 2016	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00
	LABORER III	2 22 2016	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00
<b>VACANT</b>	<b>POSITION</b>	<b>10 31 2016</b>	<b>\$ 40,251.05</b>	<b>0.00</b>	<b>402.51</b>	<b>0.00</b>	<b>40,654.00</b>	<b>0.00</b>	<b>3,111.00</b>	<b>0.00</b>	<b>43,765.00</b>
<b>VACANT</b>	<b>POSITION</b>	<b>8 7 2017</b>	<b>\$ 40,251.05</b>	<b>0.00</b>	<b>402.51</b>	<b>0.00</b>	<b>40,654.00</b>	<b>0.00</b>	<b>3,111.00</b>	<b>0.00</b>	<b>43,765.00</b>
	LABORER III	11 24 2008	\$ 41,476.07	0.00	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00
	LABORER III	8 1 2011	\$ 41,476.07	0.00	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00
	LABORER III	6 30 2014	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00
	LABORER III	5 18 2015	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00
	LABORER III	11 3 2015	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00
	LABORER III	9 28 1992	\$ 42,744.86	0.00	427.45	863.45	44,036.00	0.00	3,369.00	0.00	47,405.00
	LABORER III	4 3 2017	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00
	MOTOR EQUIPMENT OPERATOR	8 19 2019	\$ 35,254.66	0.00	352.55	0.00	35,607.00	0.00	2,724.00	0.00	38,331.00
	MOTOR EQUIPMENT OPERATOR	3 25 2013	\$ 45,501.15	0.00	455.01	0.00	45,956.00	0.00	3,516.00	0.00	49,472.00
	MOTOR EQUIPMENT OPERATOR	8 5 2019	\$ 35,254.66	0.00	352.55	0.00	35,607.00	0.00	2,724.00	0.00	38,331.00
	MOTOR EQUIPMENT OPERATOR	8 7 2017	\$ 44,101.12	0.00	441.01	0.00	44,542.00	0.00	3,408.00	0.00	47,950.00
<b>VACANT</b>	<b>POSITION</b>	<b>4 15 2019</b>	<b>\$ 35,254.66</b>	<b>0.00</b>	<b>352.55</b>	<b>0.00</b>	<b>35,607.00</b>	<b>0.00</b>	<b>2,724.00</b>	<b>0.00</b>	<b>38,331.00</b>
<b>VACANT</b>	<b>POSITION</b>	<b>3 25 2013</b>	<b>\$ 44,101.12</b>	<b>0.00</b>	<b>441.01</b>	<b>0.00</b>	<b>44,542.00</b>	<b>0.00</b>	<b>3,408.00</b>	<b>0.00</b>	<b>47,950.00</b>
	MOTOR EQUIPMENT OPERATOR	9 13 1999	\$ 46,988.73	0.00	469.89	474.59	47,933.00	0.00	3,667.00	0.00	51,600.00
	MOTOR EQUIPMENT OPERATOR	11 13 2018	\$ 41,476.07	0.00	414.76	0.00	41,891.00	0.00	3,205.00	0.00	45,096.00
	MOTOR EQUIPMENT OPERATOR	5 9 1995	\$ 46,988.73	0.00	469.89	711.88	48,170.00	0.00	3,686.00	0.00	51,856.00
	MOTOR EQUIPMENT OPERATOR	3 16 2009	\$ 45,501.15	0.00	455.01	0.00	45,956.00	0.00	3,516.00	0.00	49,472.00
	MOTOR EQUIPMENT OPERATOR	9 8 2015	\$ 44,101.12	0.00	441.01	0.00	44,542.00	0.00	3,408.00	0.00	47,950.00
	MOTOR EQUIPMENT OPERATOR	7 8 2019	\$ 35,254.66	0.00	352.55	0.00	35,607.00	0.00	2,724.00	0.00	38,331.00
<b>VACANT</b>	<b>POSITION</b>	<b>3 20 2017</b>	<b>\$ 44,101.12</b>	<b>0.00</b>	<b>441.01</b>	<b>0.00</b>	<b>44,542.00</b>	<b>0.00</b>	<b>3,408.00</b>	<b>0.00</b>	<b>47,950.00</b>
	MOTOR EQUIPMENT OPERATOR	3 21 2016	\$ 44,101.12	0.00	441.01	0.00	44,542.00	0.00	3,408.00	0.00	47,950.00
	MOTOR EQUIPMENT OPERATOR	8 24 2015	\$ 44,101.12	0.00	441.01	0.00	44,542.00	0.00	3,408.00	0.00	47,950.00
	MOTOR EQUIPMENT OPERATOR	7 13 2015	\$ 44,101.12	0.00	441.01	0.00	44,542.00	0.00	3,408.00	0.00	47,950.00
	MOTOR EQUIPMENT OPERATOR	5 18 2015	\$ 44,101.12	0.00	441.01	0.00	44,542.00	0.00	3,408.00	0.00	47,950.00
	HEAVY EQUIPMENT OPERATOR I	7 8 2019	\$ 37,485.95	0.00	374.86	0.00	37,861.00	0.00	2,897.00	0.00	40,758.00
	HEAVY EQUIPMENT OPERATOR I	7 8 2019	\$ 37,485.95	0.00	374.86	0.00	37,861.00	0.00	2,897.00	0.00	40,758.00
	HEAVY EQUIPMENT OPERATOR I	10 24 2011	\$ 46,988.73	0.00	469.89	0.00	47,459.00	0.00	3,631.00	0.00	51,090.00
	HEAVY EQUIPMENT OPERATOR II	9 21 2015	\$ 48,520.02	0.00	485.20	0.00	49,005.00	0.00	3,749.00	0.00	52,754.00
	HEAVY EQUIPMENT OPERATOR III	3 20 2017	\$ 50,051.28	0.00	500.51	0.00	50,552.00	0.00	3,868.00	0.00	54,420.00
	HEAVY EQUIPMENT OPERATOR III	10 10 2017	\$ 50,051.28	0.00	500.51	0.00	50,552.00	0.00	3,868.00	0.00	54,420.00
	CONSTRUCTION TRADESMAN	3 16 1998	\$ 48,520.02	1,531.26	500.51	758.28	51,310.00	0.00	3,926.00	0.00	55,236.00
	SOLID WASTE EDUCATION/ENFORCEMENT TECHNICIAN	5 2 2016	\$ 45,501.15	0.00	455.01	0.00	45,956.00	0.00	3,516.00	0.00	49,472.00
<b>NEW</b>	<b>POSITION</b>	<b>5 2 2016</b>	<b>\$ 45,501.15</b>	<b>0.00</b>	<b>455.01</b>	<b>0.00</b>	<b>45,956.00</b>	<b>0.00</b>	<b>3,516.00</b>	<b>0.00</b>	<b>49,472.00</b>
	CUSTOMER SERVICE REPRESENTATIVE (BILLING)	5 4 2015	\$ 45,501.15	0.00	455.01	0.00	45,956.00	0.00	3,516.00	0.00	49,472.00
<b>NEW</b>	<b>POSITION</b>	<b>5 4 2015</b>	<b>\$ 45,501.15</b>	<b>0.00</b>	<b>455.01</b>	<b>0.00</b>	<b>45,956.00</b>	<b>0.00</b>	<b>3,516.00</b>	<b>0.00</b>	<b>49,472.00</b>

		CUSTOMER SERVICE REPRESENTATIVE (BILLING) 25%	5	15	2017	\$ 10,715.60	0.00	107.16	0.00	10,823.00	0.00	828.00	0.00	11,651.00
		DEMOLITION CREW LEADER	2	11	2002	\$ 53,217.22	0.00	532.17	537.49	54,287.00	0.00	4,153.00	0.00	58,440.00
		DEMOLITION SPECIALIST I	6	7	1999	\$ 45,501.15	0.00	455.01	459.56	46,416.00	0.00	3,551.00	0.00	49,967.00
		DEMOLITION SPECIALIST I	3	20	2006	\$ 45,501.15	0.00	455.01	229.78	46,186.00	0.00	3,534.00	0.00	49,720.00
		STREETS MAINTENANCE WORKER II	7	2	2001	\$ 46,988.73	0.00	469.89	474.59	47,933.00	0.00	3,667.00	0.00	51,600.00
		STREETS MAINTENANCE WORKER III	3	12	2001	\$ 48,520.02	0.00	485.20	490.05	49,495.00	0.00	3,787.00	0.00	53,282.00
		STREETS MAINTENANCE WORKER I	10	7	2019	\$ 36,333.13	0.00	363.33	0.00	36,696.00	0.00	2,808.00	0.00	39,504.00
		STREETS MAINTENANCE WORKER III	7	27	1992	\$ 48,520.02	0.00	485.20	980.10	49,985.00	0.00	3,824.00	0.00	53,809.00
		STREETS MAINTENANCE WORKER III	5	8	2000	\$ 48,520.02	0.00	485.20	490.05	49,495.00	0.00	3,787.00	0.00	53,282.00
		STREETS MAINTENANCE WORKER I	7	8	2019	\$ 36,333.13	0.00	363.33	0.00	36,696.00	0.00	2,808.00	0.00	39,504.00
		ADMINISTRATIVE ASSISTANT I	7	24	2017	\$ 42,744.86	0.00	427.45	0.00	43,172.00	0.00	3,303.00	0.00	46,475.00
		ATRIUM RECEPTIONIST	5	31	2016	\$ 40,251.05	0.00	402.51	0.00	40,654.00	0.00	3,111.00	0.00	43,765.00

55.25 BARGAINING UNIT TOTALS 2,379,841.89 1,531.26 23,813.73 8,412.57 2,413,601.00 0.00 184,670.00 0.00 2,598,271.00

61.10 TOTAL 2,719,531.89 29,568.31 23,813.73 8,412.57 2,841,328.00 0.00 217,394.00 0.00 3,058,722.00

OVERTIME										168,750.00	0.00	12,910.00	0.00	181,660.00
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SIGNING BONUS										67,000.00	0.00	4,973.00	0.00	71,973.00
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SICK-LEAVE BUY BACK										10,000.00	0.00	765.00	0.00	10,765.00
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**SUBTOTAL 3,087,078.00 0.00 236,042.00 0.00 3,323,120.00**

MEDICAL										1,100,000.00	0.00	84,150.00	0.00	1,184,150.00
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SEVERANCE PAY										70,000.00	0.00	5,355.00	0.00	75,355.00
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UNEMPLOYMENT COMPENSATION										15,000.00	0.00	1,148.00	0.00	16,148.00
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WORKERS COMP-ADJ FEES										5,000.00	0.00	383.00	0.00	5,383.00
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LOSS TIME & MED										147,000.00	0.00	11,246.00	0.00	158,246.00
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CONCESSIONS & VACANCIES										0.00	0.00	0.00	0.00	0.00
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**TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS 4,424,078.00 0.00 338,324.00 0.00 4,762,402.00**

\* 15% of salary and FICA are reflected in VMC (0172).  
 \*\*\*\* 75% of salary and FICA are reflected in City Treasurer (0104).

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 25062562 CITY SERVICES

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$2,840,511	\$3,117,574	\$2,399,357	\$2,770,988	\$2,841,328
416000 OVERTIME	\$209,592	\$212,574	\$171,479	\$220,000	\$168,750
414002 SIGNING BONUS	\$57,000	\$49,000	\$64,604	\$65,000	\$67,000
417000 SICK LEAVE/VACAT BUY-BACK	\$7,534	\$9,813	\$11,219	\$10,000	\$10,000
<b>414100 SALARIES/WAGES</b>	<b>\$3,114,637</b>	<b>\$3,388,961</b>	<b>\$2,646,660</b>	<b>\$3,065,988</b>	<b>\$3,087,078</b>
419001 SOCIAL SECURITY	\$239,531	\$255,518	\$197,954	\$321,555	\$338,324
419002 MEDICAL	\$965,931	\$945,703	\$902,417	\$900,000	\$1,100,000
419005 SEVERANCE PAY	\$104,226	\$49,130	\$18,961	\$70,000	\$70,000
419010 UNEMPLOYMENT COMPENSAT	\$14,310	\$7,547	\$14,222	\$15,000	\$15,000
419011 WORKERS' COMP-ADJ FEES	\$2,564	\$3,806	\$3,809	\$5,000	\$5,000
419012 LOSS TIME & MED	\$142,414	\$115,201	\$68,678	\$147,000	\$147,000
<b>419100 FRINGE BENEFITS</b>	<b>\$1,468,976</b>	<b>\$1,376,905</b>	<b>\$1,206,041</b>	<b>\$1,458,555</b>	<b>\$1,675,324</b>
<b>419995 PERSONNEL</b>	<b>\$4,583,613</b>	<b>\$4,765,866</b>	<b>\$3,852,701</b>	<b>\$4,524,543</b>	<b>\$4,762,402</b>
420010 ADVERTISING	\$1,415	\$0	\$231	\$2,500	\$2,500
420020 PRINTING	\$21,707	\$19,885	\$14,105	\$22,000	\$20,000
420040 TELEPHONE	\$35,937	\$42,194	\$42,255	\$40,000	\$40,000
420050 POSTAGE	\$21,904	\$2,471	\$0	\$2,000	\$2,000
<b>420100 COMMUNICATIONS</b>	<b>\$80,963</b>	<b>\$64,550</b>	<b>\$56,591</b>	<b>\$66,500</b>	<b>\$64,500</b>
421010 LEGAL	\$0	\$0	\$75,421	\$250,000	\$225,000
421020 AUDIT	\$7,000	\$8,500	\$8,500	\$8,500	\$8,500
421040 COLLECTION(OPT & LIENS)	\$0	\$0	\$0	\$2,000	\$2,000
421050 OTHER PROFESSIONAL FEES	\$95	\$95	\$0	\$0	\$0
421070 ARBITRATION	\$0	\$0	\$0	\$5,000	\$5,000
421080 FILING FEES	\$0	\$2,100	\$366	\$8,000	\$8,000
421030 CONSULTING	\$2,441	\$18,755	\$45,472	\$40,000	\$40,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$9,536</b>	<b>\$29,449</b>	<b>\$129,759</b>	<b>\$313,500</b>	<b>\$288,500</b>
422000 SEWERAGE	\$17,248	\$5,521	\$19,215	\$18,000	\$18,000
422010 WATER	\$88,299	\$39,769	\$127,983	\$120,000	\$125,000
422020 ELECTRICITY	\$61,335	\$49,988	\$62,412	\$60,000	\$70,000
422030 HEAT	\$59,098	\$87,455	\$70,236	\$100,000	\$90,000
422040 PROPERTY TAXES	\$105,644	\$1,506	\$3,857	\$0	\$0
422060 POWER-STREET LIGHTS	\$60,657	\$55,042	\$38,012	\$65,000	\$65,000
422080 SEWERAGE MAINT CHARGES	\$3,342	\$815	\$4,068	\$5,000	\$5,000
422090 REFUSE	\$36	\$26	\$0	\$36	\$0
422091 DISPOSAL	\$5,963,436	\$6,146,058	\$6,254,191	\$6,355,000	\$6,513,875
422093 RECYCLING DISPOSAL	\$0	\$11,123	\$69,195	\$400,000	\$100,000
422096 STEELTON DISPOSAL	\$0	\$0	\$80,697	\$0	\$200,000
422097 STEELTON RECYCLING DISPOS	\$0	\$0	\$0	\$0	\$10,000
422098 STEELTON ADMIN FEE	\$0	\$0	\$1,391	\$0	\$5,500
<b>422100 UTILITIES &amp; SRVC</b>	<b>\$6,359,095</b>	<b>\$6,397,304</b>	<b>\$6,731,256</b>	<b>\$7,123,036</b>	<b>\$7,202,375</b>
423002 STOP/LOSS PREMIUM	\$37,324	\$47,708	\$45,065	\$49,370	\$53,320
423010 AUTOMOBILE PREM	\$21,450	\$21,487	\$20,338	\$23,870	\$25,064
423011 AUTO DEDUCT	\$3,202	\$19,163	\$26,459	\$26,250	\$27,563
423020 GENERAL LIABILITY PREM	\$5,587	\$5,570	\$5,295	\$6,217	\$6,217
423095 EXCESS LIABILITY	\$2,228	\$2,222	\$2,113	\$2,480	\$2,400
<b>423100 INSURANCE</b>	<b>\$69,791</b>	<b>\$96,151</b>	<b>\$99,269</b>	<b>\$108,187</b>	<b>\$114,563</b>
424060 OTHER RENTALS	\$96,454	\$1,659	\$5,135	\$75,000	\$25,000
424061 UNIFORM RENTALS	\$35,231	\$41,669	\$46,196	\$50,000	\$50,000

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 25062562 CITY SERVICES

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>424100 RENTALS</b>	<b>\$131,685</b>	<b>\$43,329</b>	<b>\$51,331</b>	<b>\$125,000</b>	<b>\$75,000</b>
425010 VEHICULAR EQUIPMENT	\$201,419	\$184,380	\$112,635	\$200,000	\$200,000
425030 BUILDING MAINT	\$7,777	\$4,820	\$130	\$0	\$0
425031 POOLS/RECREATIONAL EQUIP	\$0	\$375	\$0	\$0	\$0
425050 COMMUNICATIONS EQUIPMENT	\$0	\$430	\$0	\$0	\$0
425090 MAINT SERV CONTRACT	\$76,251	\$52,567	\$29,013	\$250,000	\$125,000
425099 OTHER CONT MAINT	\$1,273	\$563	\$0	\$0	\$0
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$286,720</b>	<b>\$243,135</b>	<b>\$141,778</b>	<b>\$450,000</b>	<b>\$325,000</b>
429001 TUITION/TRAINING	\$0	\$0	\$2,109	\$10,000	\$7,000
429003 GENERAL ADMIN. CHARGES	\$811,063	\$811,063	\$811,063	\$811,063	\$405,532
429009 ADMIN/TRUSTEE FEE	\$305	\$668	\$548	\$400	\$400
429011 DEMOLITION & CLEARING	\$4,125	\$256,449	\$84,768	\$250,000	\$250,000
429013 INCINERATOR TRUCK PERMIT	\$4,300	\$3,950	\$5,250	\$7,000	\$7,000
429014 CONTRACTED PERSONNEL SVS.	\$0	\$16,800	\$3,502	\$7,000	\$7,000
429090 MISC CONTRACTED SRVCS	\$383,244	\$126,245	\$75,189	\$200,000	\$225,000
429095 BANK SERV CHARGES	\$22	\$0	\$0	\$30	\$30
<b>429100 CONTRACTED SRVC</b>	<b>\$1,203,058</b>	<b>\$1,215,174</b>	<b>\$982,428</b>	<b>\$1,285,493</b>	<b>\$901,962</b>
<b>429995 SERVICES</b>	<b>\$8,140,847</b>	<b>\$8,089,092</b>	<b>\$8,192,413</b>	<b>\$9,471,716</b>	<b>\$8,971,899</b>
430001 EDUCATIONAL	\$2,190	\$5,362	\$1,425	\$10,000	\$7,000
430002 SOFTWARE	\$9,041	\$21,365	\$23,761	\$16,000	\$16,000
430009 OFFICE	\$8,657	\$6,193	\$6,954	\$5,000	\$3,000
430011 CUSTODIAL	\$8,292	\$6,238	\$0	\$0	\$0
430012 PERSONAL SAFETY	\$7,185	\$13,034	\$24,638	\$12,000	\$18,000
430014 WEARING APPAREL	\$8,607	\$7,263	\$13,334	\$12,000	\$12,000
430029 BLDG MAINT SUPPLIES	\$16,445	\$3,933	\$0	\$0	\$0
430030 SNOW CONTROL	\$49,003	\$35,972	\$53,937	\$55,000	\$55,000
430031 ASPHALT	\$9,363	\$65,807	\$13,144	\$60,000	\$60,000
430032 CONCRETE	\$2,558	\$4,270	\$1,178	\$5,000	\$5,000
430037 CHEMICALS	\$1,202	\$0	\$0	\$30,000	\$0
430040 BOTANICAL	\$16,355	\$8,576	\$0	\$0	\$0
430042 TOOLS & HARDWARE	\$26,770	\$26,899	\$10,811	\$25,000	\$20,000
430050 MOTOR FUELS/LUBRICANTS	\$150,000	\$149,000	\$155,000	\$155,000	\$155,000
430051 TIRES & BATTERIES	\$22,000	\$30,000	\$30,000	\$30,000	\$30,000
430052 VEHICLE PARTS & SUPPLIES	\$24,037	\$21,183	\$20,000	\$20,000	\$20,000
430055 MECH EQUIP PARTS	\$1,464	\$0	\$3,093	\$7,000	\$0
430063 DEMOLITION SUPPLIES	\$38,629	\$15,846	\$0	\$100,000	\$25,000
430064 COMMERCIAL TRASH TOTERS	\$9,974	\$33,196	\$0	\$20,000	\$2,500
430065 RESIDENTIAL RECYCL TOTERS	\$9,986	\$5,268	\$0	\$20,000	\$2,500
430066 RESIDENTIAL TRASH TOTERS	\$28,216	\$16,875	\$0	\$20,000	\$2,500
430067 COMMERCIAL RECYCL TOTERS	\$9,974	\$17,497	\$0	\$20,000	\$2,500
430099 MISC SUPPLIES AND EXP	\$31,423	\$53,441	\$17,278	\$30,000	\$10,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$491,371</b>	<b>\$547,218</b>	<b>\$374,553</b>	<b>\$652,000</b>	<b>\$446,000</b>
439015 OFFICE EQUIPMENT	\$9,482	\$3,633	\$6,154	\$10,000	\$8,000
439020 BUILDINGS & STRUCTURES	\$2,268	\$4,026	\$203	\$5,000	\$5,000
439030 VEHICULAR EQUIPMENT	\$2,800	\$0	\$0	\$0	\$0
439099 MISC EQUIPMENT	\$35,474	\$33,107	\$4,290	\$25,000	\$20,000
<b>439100 MINOR CAPITAL</b>	<b>\$50,023</b>	<b>\$40,765</b>	<b>\$10,647</b>	<b>\$40,000</b>	<b>\$33,000</b>
<b>439995 SUPPLIES</b>	<b>\$541,394</b>	<b>\$587,984</b>	<b>\$385,200</b>	<b>\$692,000</b>	<b>\$479,000</b>



## 2020 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 25062562 CITY SERVICES

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
447030 INTEREST PMT	\$144	\$0	\$0	\$0	\$0
<b>447100 INTEREST EXPENSE</b>	<b>\$144</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
448030 PRINCIPAL PMT	\$4,660	\$0	\$0	\$0	\$0
<b>448100 PRINCIPAL PAID</b>	<b>\$4,660</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
452000 BUILDINGS AND STRUCTURES	\$129,606	\$128,162	\$2,287,511	\$2,500,000	\$0
453000 OPERATIONS EQUIPMENT	\$0	\$3,224	\$0	\$0	\$0
452008 BUILDING IMPROVEMENTS	\$0	\$6,825	\$0	\$0	\$0
452014 SECURITY UPGRADE	\$0	\$41,829	\$0	\$0	\$0
454000 MOTOR EQUIPMENT	\$28,992	\$0	\$0	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$158,597</b>	<b>\$180,039</b>	<b>\$2,287,511</b>	<b>\$2,500,000</b>	<b>\$0</b>
453004 EQUIPMENT-VEHICLE	\$941,193	\$1,224,113	\$923,533	\$990,859	\$748,000
453030 MOTOR VEHICLE/EQUIPMENT	\$0	\$87,838	\$0	\$0	\$0
453039 EQUIPMENT-COMMUNICATION	\$0	\$133,112	\$0	\$0	\$0
453049 LEASE PURCHASE	\$396,342	\$651,940	\$734,099	\$734,097	\$700,164
453099 EQUIPMENT-OTHER	\$0	\$75,796	\$0	\$150,000	\$100,000
<b>453100 CAPITAL OUTLAY</b>	<b>\$1,337,536</b>	<b>\$2,172,799</b>	<b>\$1,657,632</b>	<b>\$1,874,956</b>	<b>\$1,548,164</b>
485000 REFUND PRIOR YEAR REVENUE	\$1,044	\$0	\$0	\$0	\$0
<b>480100 NON-EXP ITEMS</b>	<b>\$1,044</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$1,501,981</b>	<b>\$2,352,837</b>	<b>\$3,945,143</b>	<b>\$4,374,956</b>	<b>\$1,548,164</b>
<b>25062562 NEIGHBORHOOD SERVICES</b>	<b>\$14,767,836</b>	<b>\$15,795,780</b>	<b>\$16,375,457</b>	<b>\$19,063,215</b>	<b>\$15,761,465</b>

## GENERAL EXPENSES

This group of accounts is used to reflect all expenses in the General Fund which are not directly related to any one particular departmental operation. Examples include specific personnel costs, such as medical, dental and prescription drug costs, pension plan contributions, employee severance pay, workers' compensation, loss/time medical payments, and other miscellaneous expenses, including telephone services, insurance(s), and various subsidies and grants to local units.

## TRANSFERS TO OTHER FUNDS

This group of accounts is used to reflect transfers to other City funds and related entities, either to fund for payment of general obligation debt or to supplement operations.

### EXPENDITURE ANALYSIS SUMMARY 2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b><u>0188 GENERAL EXPENSES</u></b>					
Personnel	10,648,205	9,748,905	10,857,515	12,034,046	11,791,169
Services					
Communications	30,424	130,224	143,077	159,899	163,097
Professional Fees	77,552	72,886	124,138	164,100	167,382
Insurance	949,472	2,031,305	1,563,734	2,488,480	1,567,490
Contracted Services	27,664	24,736	92,243	36,064	51,785
Total Services	1,085,112	2,259,151	1,923,193	2,848,543	1,949,754
Supplies					
Supplies	1	9,759	845	25,000	25,500
Minor Capital Equipment	0	2,257	2,577	0	0
Total Supplies	1	12,016	3,422	25,000	25,500
Other					
Capital Outlay	487	4,730	8,419	0	0
Subsidies and Grants	255,996	307,406	427,073	477,573	501,802
Liability Insurance Claim	402,617	0	0	0	0
Refund of Prior Year Revenue	20,780	19,877	7,400	0	0
Return of Prior Year Grant Rev.	0	383	0	0	0
Fines and Settlements	1,001,650	0	0	0	0
TRAN Costs	0	470	0	0	0
Total Other	1,681,530	332,865	442,892	477,573	501,802
Total General Expenses	13,414,848	12,352,937	13,227,022	15,385,162	14,268,225
<b><u>0189 TRANSFERS TO OTHER FUNDS</u></b>					
Capital Projects - Public Works	500,000	200,000	2,532,000	2,532,000	1,685,000
Debt Service Fund Transfer	9,699,834	9,858,806	10,918,643	9,833,638	14,797,106
State Grants Fund Transfer	325,796	32,167	0	0	0
Blight Remediation Fund Transfer	0	4,000	0	0	0
Federal Grants Fund Transfer	2,625,870	250,000	0	0	0
Neighborhood Services	0	29,701	470,000	0	0
Senators Fund	262,921	239,681	256,778	256,778	259,641
CDBG Fund	0	0	53,241	0	0
Special Events Fund	0	30,000	0	0	0
Total Transfers	13,414,421	10,644,356	14,230,663	12,622,416	16,741,747

EXPENDITURE ANALYSIS DETAIL  
2020 APPROVED BUDGET

General Fund

0188 General Expenses

Account Name	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>WAGES/BENEFITS</b>					
Salaries/Social Security	13,904	12,215	13,738	19,125	24,363
Temporary Employment	0	0	3,360	50,000	51,000
Medical Benefits	10,034,106	9,157,579	10,107,539	11,125,000	10,893,750
Signing Bonus	55,650	44,000	59,000	65,000	56,000
Sick Leave Buy-Back	6,318	4,726	2,169	7,321	7,467
Severance Pay	170,427	150,958	200,207	200,000	204,000
Medicare	10,513	12,572	19,148	27,988	28,548
Unemployment Compensation	36,639	45,496	35,335	54,737	55,832
<b>TOTAL WAGES/BENEFITS</b>	<b>10,327,557</b>	<b>9,427,546</b>	<b>10,440,496</b>	<b>11,549,171</b>	<b>11,320,960</b>
<b>WORKERS' COMPENSATION</b>					
Workers' Compensation Adj. Fees	25,704	38,389	38,514	60,000	61,200
Loss Time & Medical	161,957	128,546	228,421	250,000	230,637
State Fees/Assessments	28,846	43,722	27,944	45,000	45,900
Excess Policy & Bond	104,141	110,702	122,140	129,875	132,473
<b>TOTAL WORKERS COMP.</b>	<b>320,648</b>	<b>321,360</b>	<b>417,019</b>	<b>484,875</b>	<b>470,210</b>
<b>PENSION CONTRIBUTIONS</b>					
<b>TOTAL PERSONNEL</b>	<b>10,648,205</b>	<b>9,748,905</b>	<b>10,857,515</b>	<b>12,034,046</b>	<b>11,791,169</b>
<b>COMMUNICATIONS</b>					
Telephone/Cell Phones	30,424	130,224	143,077	159,899	163,097
<b>TOTAL COMMUNICATIONS</b>	<b>30,424</b>	<b>130,224</b>	<b>143,077</b>	<b>159,899</b>	<b>163,097</b>
<b>PROFESSIONAL FEES</b>					
Legal Fees	2,025	0	1,203	20,000	20,400
Consulting	73,527	72,886	122,934	140,000	142,800
Other	2,000	0	0	4,100	4,182
<b>TOTAL PROFESSIONAL FEES</b>	<b>77,552</b>	<b>72,886</b>	<b>124,138</b>	<b>164,100</b>	<b>167,382</b>
<b>UTILITIES</b>					

EXPENDITURE ANALYSIS DETAIL  
2020 APPROVED BUDGET

General Fund

0188 General Expenses

Account Name	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>INSURANCE</b>					
Stop Loss - Premium	392,076	434,210	417,360	521,225	490,000
Automobile - Premium	88,617	88,359	84,023	94,617	96,509
Automobile - Deductible	3,767	3,815	15,318	42,000	42,840
General Liability - Premium	59,277	59,104	56,204	63,290	64,556
General Liability - Deductible	97,617	80,637	156,795	67,000	68,340
Liability Insurance Claims and Settlements	0	1,045,000	444,164	1,400,000	400,000
Boiler & Machinery - Premium	5,782	5,173	7,382	6,170	6,293
Property & Crime - Premium	129,332	116,574	176,304	110,234	185,823
Inland Marine - Premium	19,146	20,623	31,470	21,631	33,044
Flood - Premium	35,167	37,999	38,982	40,748	40,931
Public Official Liability - Premium	45,076	44,945	42,739	48,128	44,876
Public Official Liability - Deductible	9,752	31,189	32,441	5,250	30,696
Excess Liability - Premium	63,864	63,678	60,553	68,187	63,581
<b>TOTAL INSURANCE</b>	<b>949,472</b>	<b>2,031,305</b>	<b>1,563,734</b>	<b>2,488,480</b>	<b>1,567,490</b>
<b>CONTRACTED SERVICES</b>					
Maintenance Service Contract	18,245	8,962	9,538	20,792	21,208
Contracted Personnel Services	2,110	7,772	0	0	0
Bank Administration/Trustee Fees	4,260	6,211	4,742	10,000	10,200
Membership Dues	3,049	1,791	1,768	5,272	5,377
Miscellaneous	0	0	2,321	0	0
Permits and/or Fees	0	0	73,875	0	15,000
<b>TOTAL CONTRACTED SERVICES</b>	<b>27,664</b>	<b>24,736</b>	<b>92,243</b>	<b>36,064</b>	<b>51,785</b>
<b>TOTAL SERVICES</b>	<b>1,085,112</b>	<b>2,259,151</b>	<b>1,923,193</b>	<b>2,848,543</b>	<b>1,949,754</b>
<b>SUPPLIES &amp; EXPENSES</b>					
Data Processing	0	7,369	0	25,000	25,500
Custodial	0	2,390	845	0	0
Miscellaneous	1	0	0	0	0
<b>TOTAL SUPPLIES &amp; EXPENSES</b>	<b>1</b>	<b>9,759</b>	<b>845</b>	<b>25,000</b>	<b>25,500</b>
<b>MINOR CAPITAL EQUIPMENT</b>					
Operations Equipment	0	2,257	2,577	0	0
<b>TOTAL MINOR CAPITAL EQUIPMENT</b>	<b>0</b>	<b>2,257</b>	<b>2,577</b>	<b>0</b>	<b>0</b>
<b>TOTAL SUPPLIES</b>	<b>1</b>	<b>12,016</b>	<b>3,422</b>	<b>25,000</b>	<b>25,500</b>

EXPENDITURE ANALYSIS DETAIL  
2020 APPROVED BUDGET

General Fund

0188 General Expenses

Account Name	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>CAPITAL OUTLAY</b>					
Lease/Purchase Capital Equipment	487	0	0	0	0
Equipment - Pentamation System	0	4,730	1,920	0	0
Operations Equipment	0	0	6,499	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>487</b>	<b>4,730</b>	<b>8,419</b>	<b>0</b>	<b>0</b>
<b>SUBSIDIES &amp; GRANTS</b>					
Grants to Local Units	0	0	82,500	110,000	135,000
Capital Area Transit	255,996	307,406	344,573	344,573	361,802
Walk to Work Program	0	0	0	23,000	5,000
<b>TOTAL SUBSIDIES &amp; GRANTS</b>	<b>255,996</b>	<b>307,406</b>	<b>427,073</b>	<b>477,573</b>	<b>501,802</b>
Liability Insurance Claim	402,617	0	0	0	0
Refund of Prior Year Revenue	20,780	19,877	7,400	0	0
Fines and Settlements	1,001,650	0	0	0	0
Return of Prior Year Grant Revenue	0	383	0	0	0
Interest Expense	0	470	0	0	0
<b>TOTAL OTHER</b>	<b>1,681,530</b>	<b>332,865</b>	<b>442,892</b>	<b>477,573</b>	<b>501,802</b>
<b>TOTAL GENERAL EXPENSES</b>	<b>13,414,848</b>	<b>12,352,937</b>	<b>13,227,022</b>	<b>15,385,162</b>	<b>14,268,225</b>

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01010188 GENERAL EXPENSES

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
415000 TEMPORARY	\$0	\$0	\$3,360	\$50,000	\$51,000
417000 SICK LEAVE/VACAT BUY-BACK	\$6,318	\$4,726	\$2,169	\$7,321	\$7,467
414002 SIGNING BONUS	\$55,650	\$44,000	\$59,000	\$65,000	\$56,000
419006 MANDATORY MEDICARE	\$10,513	\$12,572	\$19,148	\$27,988	\$28,548
<b>414100 SALARIES/WAGES</b>	<b>\$72,482</b>	<b>\$61,298</b>	<b>\$83,677</b>	<b>\$150,309</b>	<b>\$143,015</b>
419001 SOCIAL SECURITY	\$13,904	\$12,215	\$13,738	\$19,125	\$24,363
419002 MEDICAL	\$10,034,106	\$9,157,579	\$10,107,539	\$11,125,000	\$10,893,750
419005 SEVERANCE PAY	\$170,427	\$150,958	\$200,207	\$200,000	\$204,000
419010 UNEMPLOYMENT COMPENSAT	\$36,639	\$45,496	\$35,335	\$54,737	\$55,832
419011 WORKERS' COMP-ADJ FEES	\$25,704	\$38,389	\$38,514	\$60,000	\$61,200
419012 LOSS TIME & MED	\$161,957	\$128,546	\$228,421	\$250,000	\$230,637
419014 STATE FEES & ASSESSMENTS	\$28,846	\$43,722	\$27,944	\$45,000	\$45,900
419015 EXCESS POLICY & BOND	\$104,141	\$110,702	\$122,140	\$129,875	\$132,473
<b>419100 FRINGE BENEFITS</b>	<b>\$10,575,723</b>	<b>\$9,687,607</b>	<b>\$10,773,839</b>	<b>\$11,883,737</b>	<b>\$11,648,154</b>
<b>419995 PERSONNEL</b>	<b>\$10,648,205</b>	<b>\$9,748,905</b>	<b>\$10,857,515</b>	<b>\$12,034,046</b>	<b>\$11,791,169</b>
420040 TELEPHONE	\$30,424	\$130,224	\$143,077	\$159,899	\$163,097
<b>420100 COMMUNICATIONS</b>	<b>\$30,424</b>	<b>\$130,224</b>	<b>\$143,077</b>	<b>\$159,899</b>	<b>\$163,097</b>
421010 LEGAL	\$2,025	\$0	\$1,203	\$20,000	\$20,400
421030 CONSULTING	\$73,527	\$72,886	\$122,934	\$140,000	\$142,800
421050 OTHER PROFESSIONAL FEES	\$2,000	\$0	\$0	\$4,100	\$4,182
<b>421100 PROFESSIONAL SRVC</b>	<b>\$77,552</b>	<b>\$72,886</b>	<b>\$124,138</b>	<b>\$164,100</b>	<b>\$167,382</b>
423002 STOP/LOSS PREMIUM	\$392,076	\$434,210	\$417,360	\$521,225	\$490,000
423010 AUTOMOBILE PREM	\$88,617	\$88,359	\$84,023	\$94,617	\$96,509
423011 AUTO DEDUCT	\$3,767	\$3,815	\$15,318	\$42,000	\$42,840
423020 GENERAL LIABILITY PREM	\$59,277	\$59,104	\$56,204	\$63,290	\$64,556
423021 GEN LIAB DEDUCT	\$97,617	\$80,637	\$156,795	\$67,000	\$68,340
423023 LIABILITY SETT. CLAIMS	\$0	\$1,045,000	\$444,164	\$1,400,000	\$400,000
423030 BOILER	\$5,782	\$5,173	\$7,382	\$6,170	\$6,293
423040 PROPERTY & CRIME PREM	\$129,332	\$116,574	\$176,304	\$110,234	\$185,823
423050 INLAND MARINE	\$19,146	\$20,623	\$31,470	\$21,631	\$33,044
423060 FLOOD PREM	\$35,167	\$37,999	\$38,982	\$40,748	\$40,931
423090 PUBLIC OFF PREM	\$45,076	\$44,945	\$42,739	\$48,128	\$44,876
423091 PUBLIC OFF DEDUCT	\$9,752	\$31,189	\$32,441	\$5,250	\$30,696
423095 EXCESS LIABILITY	\$63,864	\$63,678	\$60,553	\$68,187	\$63,581
<b>423100 INSURANCE</b>	<b>\$949,472</b>	<b>\$2,031,305</b>	<b>\$1,563,734</b>	<b>\$2,488,480</b>	<b>\$1,567,490</b>
425090 MAINT SERV CONTRACT	\$18,245	\$8,962	\$9,538	\$20,792	\$21,208
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$18,245</b>	<b>\$8,962</b>	<b>\$9,538</b>	<b>\$20,792</b>	<b>\$21,208</b>
429009 ADMIN/TRUSTEE FEE	\$4,260	\$6,211	\$4,742	\$10,000	\$10,200
429014 CONTRACTED PERSONNEL SVS.	\$2,110	\$7,772	\$0	\$0	\$0
429017 MEMBERSHIPS	\$3,049	\$1,791	\$1,768	\$5,272	\$5,377
429090 MISC CONTRACTED SRVCS	\$0	\$0	\$2,321	\$0	\$0
429018 PERMITS AND/OR FEES	\$0	\$0	\$73,875	\$0	\$15,000
<b>429100 CONTRACTED SRVC</b>	<b>\$9,419</b>	<b>\$15,773</b>	<b>\$82,706</b>	<b>\$15,272</b>	<b>\$30,577</b>
<b>429995 SERVICES</b>	<b>\$1,085,112</b>	<b>\$2,259,151</b>	<b>\$1,923,192</b>	<b>\$2,848,543</b>	<b>\$1,949,754</b>
430002 SOFTWARE	\$0	\$7,369	\$0	\$25,000	\$25,500
430011 CUSTODIAL	\$0	\$2,390	\$845	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$1	\$0	\$0	\$0	\$0
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$1</b>	<b>\$9,759</b>	<b>\$845</b>	<b>\$25,000</b>	<b>\$25,500</b>

## 2020 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01010188 GENERAL EXPENSES

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
439060 OPERATIONS EQUIPMENT	\$0	\$2,257	\$2,577	\$0	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$0.00</b>	<b>\$2,256.74</b>	<b>\$2,576.56</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>439995 SUPPLIES</b>	<b>\$1</b>	<b>\$12,016</b>	<b>\$3,422</b>	<b>\$25,000</b>	<b>\$25,500</b>
447030 INTEREST PMT	\$0	\$470	\$0	\$0	\$0
<b>447100 INTEREST EXPENSE</b>	<b>\$0</b>	<b>\$470</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
453000 OPERATIONS EQUIPMENT	\$0	\$0	\$6,499	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,499</b>	<b>\$0</b>	<b>\$0</b>
453006 EQUIPMENT-PENTAMATION SYS	\$0	\$4,730	\$1,920	\$0	\$0
453049 LEASE PURCHASE	\$487	\$0	\$0	\$0	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$487</b>	<b>\$4,730</b>	<b>\$1,920</b>	<b>\$0</b>	<b>\$0</b>
462000 GRANTS TO LOCAL UNITS	\$0	\$0	\$82,500	\$110,000	\$135,000
462002 GRANTS TO CAT	\$255,996	\$307,406	\$344,573	\$344,573	\$361,802
464005 WALK TO WORK PROGRAM	\$0	\$0	\$0	\$23,000	\$5,000
<b>460100 SUBSIDIES &amp; GRANTS</b>	<b>\$255,996</b>	<b>\$307,406</b>	<b>\$427,073</b>	<b>\$477,573</b>	<b>\$501,802</b>
481055 LIABILITY INSURANCE CLAIM	\$402,617	\$0	\$0	\$0	\$0
<b>480000 NON-EXPENDITURE ITEMS</b>	<b>\$402,617</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
485000 REFUND PRIOR YEAR REVENUE	\$20,780	\$19,877	\$7,400	\$0	\$0
485001 REF/RET PRYR GRNT REVENUE	\$0	\$383	\$0	\$0	\$0
485002 FINES AND SETTLEMENTS	\$1,001,650	\$0	\$0	\$0	\$0
<b>480100 NON-EXP ITEMS</b>	<b>\$1,022,430</b>	<b>\$20,259</b>	<b>\$7,400</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$1,681,530</b>	<b>\$332,865</b>	<b>\$442,892</b>	<b>\$477,573</b>	<b>\$501,802</b>
<b>01010188 GENERAL EXPENSES</b>	<b>\$13,414,848</b>	<b>\$12,352,937</b>	<b>\$13,227,022</b>	<b>\$15,385,162</b>	<b>\$14,268,225</b>

# **2020 Approved Budget**

## Expenditure Line Item

### **BUDGET UNIT: 01010189 FUND TRANSFERS**

<b>Account</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual YTD (12/31)</b>	<b>2019 Adopted Budget</b>	<b>2020 Approved Budget</b>
481006 CAPITOL PROJECTS FUND	\$500,000	\$200,000	\$2,532,000	\$2,532,000	\$1,685,000
481007 DEBT SERVICE FUND TRANS	\$9,699,834	\$9,858,806	\$10,918,643	\$9,833,638	\$14,797,106
481011 STATE GRANTS FUND	\$325,796	\$32,167	\$0	\$0	\$0
481012 BLIGHT REMED FUND TRANS	\$0	\$4,000	\$0	\$0	\$0
481014 FEDERAL GRANTS	\$2,625,870	\$250,000	\$0	\$0	\$0
481025 NEIGHBORHOOD SVCS FUND	\$0	\$29,701	\$470,000	\$0	\$0
481026 SENATORS FUND	\$262,921	\$239,681	\$256,778	\$256,778	\$259,641
481056 SPECIAL EVENTS FUND	\$0	\$30,000	\$0	\$0	\$0
481130 CDBG FUND	\$0	\$0	\$53,241	\$0	\$0
<b>481000 INTERFUND TRANSFERS</b>	<b>\$13,414,421</b>	<b>\$10,644,356</b>	<b>\$14,230,663</b>	<b>\$12,622,416</b>	<b>\$16,741,747</b>
<b>499995 OTHER</b>	<b>\$13,414,421</b>	<b>\$10,644,356</b>	<b>\$14,230,663</b>	<b>\$12,622,416</b>	<b>\$16,741,747</b>
<b>01010189 FUND TRANSFERS</b>	<b>\$13,414,421</b>	<b>\$10,644,356</b>	<b>\$14,230,663</b>	<b>\$12,622,416</b>	<b>\$16,741,747</b>



BUREAU OF NEIGHBORHOOD SERVICES

2020 APPROVED BUDGET

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	1,000	PERSONNEL	5,825,551
GARBAGE/REFUSE COLLECTION	4,182,098	SERVICES	9,150,524
DISPOSAL	10,949,633	SUPPLIES	654,856
STATE GRANTS	609,265	OTHER	1,900,830
OTHER REVENUE	289,784		
TRANSFERS	5,151		
FUND BALANCE APPROPRIATION	1,494,830	TOTAL APPROPRIATION	<u>17,531,761</u>
TOTAL RESOURCES	<u>17,531,761</u>		

BUREAU OF NEIGHBORHOOD SERVICES

2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Investment Income	21,670	53,189	117,396	1,000	1,000
Garbage/Refuse Collection	3,927,261	4,264,653	4,851,299	3,851,697	4,182,098
Disposal	10,363,342	9,997,210	12,183,965	10,432,000	10,949,633
State Grants	93,582	58,282	66,497	347,725	609,265
Other Revenue	217,910	417,838	1,278,035	1,012,965	289,784
Transfers	5,305,078	29,701	720,000	5,151	5,151
<b>TOTAL REVENUE</b>	<b>19,928,842</b>	<b>14,820,873</b>	<b>19,217,193</b>	<b>15,650,538</b>	<b>16,036,931</b>
Fund Balance Appropriation	0	0	0	4,942,231	1,494,830
<b>TOTAL RESOURCES</b>	<b>19,928,842</b>	<b>14,820,873</b>	<b>19,217,193</b>	<b>20,592,769</b>	<b>17,531,761</b>

<b>REVENUE ANALYSIS DETAIL</b>					
Interest-Savings Account	0	0	0	0	0
Interest-Other	21,670	53,189	117,396	1,000	1,000
Gain on Sale of Assets	0	0	0	0	0
Garbage/Refuse Collection	3,927,987	4,256,496	4,651,143	3,825,000	4,150,000
Filling Fee/ Court Cost Remittance	0	0	0	1,000	1,000
Other Public Works Revenue	7,791	16,857	13,986	8,000	8,000
Other Operational Revenue	0	0	850,000	900,000	0
Sanitation Liens-Principal	0	0	181,011	10,000	25,000
Sanitation Liens-Interest	0	0	11,858	2,500	0
Sanitation Escrow	(726)	8,158	7,287	14,197	7,098
Steelton Admin Fee	0	0	3,917	0	5,500
Steelton Special Pick-Up	0	0	919	0	0
Disposal Escrow	75,911	213,065	212,856	0	100,000
State Grants	93,582	58,282	66,497	347,725	609,265
Ready to Dispose Charges	10,363,342	9,997,210	10,990,982	10,404,000	10,412,080
Disposal Liens-Principal	0	0	908,688	24,000	150,000
Disposal Liens-Interest	0	0	51,794	4,000	25,000
Steelton Refuse and Disposal Charges	0	0	232,502	0	362,553
Medical-Employee Contributions	97,243	173,529	195,950	103,681	175,000
Refund of Expenditures	1,064	3,387	187	284	284
Sale of Assets	3,655	0	0	0	0
Contributions	0	1,000	0	0	0
Miscellaneous	32,246	10,000	220	0	0
General Fund - Transfer	0	29,701	470,000	0	0
Federal/State Grants - Transfer	355,613	0	250,000	0	0
Sanitation Fund - Transfer	1,025,939	0	0	5,151	5,151
Disposal Fund - Transfer	3,923,525	0	0	0	0
<b>TOTAL REVENUE</b>	<b>19,928,842</b>	<b>14,820,873</b>	<b>19,217,193</b>	<b>15,650,538</b>	<b>16,036,931</b>

BUREAU OF NEIGHBORHOOD SERVICES

2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
Fund Balance Appropriation	0	0	0	4,942,231	1,494,830
<b>TOTAL RESOURCES</b>	<u>19,928,842</u>	<u>14,820,873</u>	<u>19,217,193</u>	<u>20,592,769</u>	<u>17,531,761</u>

EXPENDITURE ANALYSIS SUMMARY

Personnel	4,583,613	4,765,866	4,662,136	5,493,822	5,825,551
Services	8,140,847	8,135,452	8,236,775	9,662,816	9,150,524
Supplies	541,394	656,112	514,404	917,400	654,856
Other	1,501,981	2,364,064	4,030,761	4,474,956	1,900,830
<b>TOTAL EXPENDITURES</b>	<u>14,767,836</u>	<u>15,921,495</u>	<u>17,444,076</u>	<u>20,548,994</u>	<u>17,531,761</u>

EXPENDITURE ANALYSIS SUMMARY

2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>DEPARTMENT OF NEIGHBORHOOD SERVICES</b>					
<b><u>2562 CITY SERVICES</u></b>					
Personnel	4,583,613	4,765,866	3,852,701	4,524,543	4,762,402
Services	8,140,847	8,089,092	8,192,413	9,471,716	8,971,899
Supplies	541,394	587,984	385,200	692,000	479,000
Other	1,501,981	2,352,837	3,945,143	4,374,956	1,548,164
TOTALS	<u>14,767,836</u>	<u>15,795,780</u>	<u>16,375,457</u>	<u>19,063,215</u>	<u>15,761,465</u>
<b><u>2584 PARKS MAINTENANCE</u></b>					
Personnel	0	0	809,435	969,279	1,063,149
Services	0	46,360	44,362	191,100	178,625
Supplies	0	68,128	129,204	225,400	175,856
Other	0	11,227	85,618	100,000	352,666
TOTALS	<u>0</u>	<u>125,716</u>	<u>1,068,618</u>	<u>1,485,779</u>	<u>1,770,296</u>
<b>TOTAL DEPARTMENT OF NEIGHBORHOOD SERVICES</b>					
Personnel	4,583,613	4,765,866	4,662,136	5,493,822	5,825,551
Services	8,140,847	8,135,452	8,236,775	9,662,816	9,150,524
Supplies	541,394	656,112	514,404	917,400	654,856
Other	1,501,981	2,364,064	4,030,761	4,474,956	1,900,830
TOTAL EXPENDITURES	<u><u>14,767,836</u></u>	<u><u>15,921,495</u></u>	<u><u>17,444,076</u></u>	<u><u>20,548,994</u></u>	<u><u>17,531,761</u></u>

## 2020 Approved Budget

### Revenue Line Item

#### BUDGET UNIT: 25062500 NEIGHBORHOOD SERVICES

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
324020 FILE FEE/COURT COST REMIT	\$0	\$0	\$0	\$1,000	\$1,000
<b>324100 MERC/BUS PRIVIL LICENSES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$1,000</b>
343090 OTHER PUB WORKS	\$7,791	\$16,857	\$13,986	\$8,000	\$8,000
<b>343100 DEPT PUBLIC WORKS REVENUE</b>	<b>\$7,791</b>	<b>\$16,857</b>	<b>\$13,986</b>	<b>\$8,000</b>	<b>\$8,000</b>
352000 INT ON INVSTMTS/GRANT	\$21,670	\$53,189	\$117,396	\$1,000	\$1,000
<b>350100 INTEREST INCOME</b>	<b>\$21,670</b>	<b>\$53,189</b>	<b>\$117,396</b>	<b>\$1,000</b>	<b>\$1,000</b>
358090 SALE OF ASSETS	\$3,655	\$0	\$0	\$0	\$0
<b>355100 RENTAL REVENUE</b>	<b>\$3,655</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
367007 GARBAGE AND REFUSE COLL	\$3,927,987	\$4,256,496	\$4,651,143	\$3,825,000	\$4,150,000
367009 OTHER COLLECTION FEE REV	\$0	\$0	\$850,000	\$900,000	\$0
367040 SANITATION ESCROW	(\$726)	\$8,158	\$7,287	\$14,197	\$7,098
367051 COLLECTION LIENS PRINC	\$0	\$0	\$181,011	\$10,000	\$25,000
367052 COLLECTION LIENS INT	\$0	\$0	\$11,858	\$2,500	\$0
390001 STEELTON ADMIN FEE	\$0	\$0	\$3,917	\$0	\$5,500
<b>367100 COLLECTION FEE</b>	<b>\$3,927,261</b>	<b>\$4,264,653</b>	<b>\$5,705,215</b>	<b>\$4,751,697</b>	<b>\$4,187,598</b>
368004 READY TO DISP. CHARGES	\$10,363,342	\$9,997,210	\$10,990,982	\$10,404,000	\$10,412,080
368040 DISPOSAL ESCROW	\$75,911	\$213,065	\$212,856	\$0	\$100,000
368051 DISP RTS INC LIENS PRIN.	\$0	\$0	\$908,688	\$24,000	\$150,000
368052 DISP RTS INC. LIENS -INT.	\$0	\$0	\$51,794	\$4,000	\$25,000
390003 STEELTON SPECIAL PICK-UP	\$0	\$0	\$919	\$0	\$0
390004 STEELTON REF/DISP CHARGES	\$0	\$0	\$232,502	\$0	\$362,553
<b>368100 DISPOSAL FEE</b>	<b>\$10,439,253</b>	<b>\$10,210,275</b>	<b>\$12,397,741</b>	<b>\$10,432,000</b>	<b>\$11,049,633</b>
382000 CONTRIBUTIONS AND DONAT	\$0	\$1,000	\$0	\$0	\$0
384000 MISCELLANEOUS CONT.	\$0	\$0	\$220	\$0	\$0
385003 EXPRESS SCRIPT REBATE	\$18,934	\$0	\$0	\$0	\$0
385006 MEDICARE PART D PROGRAM	\$13,313	\$0	\$0	\$0	\$0
385018 MEDICAL-EMPLOYEE CONTRIB	\$97,243	\$173,529	\$195,950	\$103,681	\$175,000
385000 REFUNDS OF EXPENDITURES	\$1,064	\$3,387	\$187	\$284	\$284
385090 MISCELLANEOUS	\$0	\$10,000	\$0	\$0	\$0
<b>380100 MISCELLANEOUS</b>	<b>\$130,553</b>	<b>\$187,916</b>	<b>\$196,358</b>	<b>\$103,965</b>	<b>\$175,284</b>
396000 GRANT PROCEEDS	\$93,582	\$58,282	\$66,497	\$347,725	\$609,265
<b>390100 INTERGOVERNMENTAL</b>	<b>\$93,582</b>	<b>\$58,282</b>	<b>\$66,497</b>	<b>\$347,725</b>	<b>\$609,265</b>
398001 GENERAL FUND	\$0	\$29,701	\$470,000	\$0	\$0
398011 STATE & FED GRANTS FUND	\$0	\$0	\$250,000	\$0	\$0
398014 FEDERAL GRANTS	\$355,613	\$0	\$0	\$0	\$0
398027 SANITATION UTILITY FUND	\$1,025,939	\$0	\$0	\$5,151	\$5,151
398028 DISPOSAL UTILITY FUND	\$3,923,525	\$0	\$0	\$0	\$0
<b>398100 INTERFUND TRANSFERS</b>	<b>\$5,305,078</b>	<b>\$29,701</b>	<b>\$720,000</b>	<b>\$5,151</b>	<b>\$5,151</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$4,942,231	\$1,494,830
<b>399100 EST CASH CARRYOVER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,942,231</b>	<b>\$1,494,830</b>
<b>25062500 NEIGHBORHOOD SERVICES FUND</b>	<b>\$19,928,842</b>	<b>\$14,820,873</b>	<b>\$19,217,193</b>	<b>\$20,592,769</b>	<b>\$17,531,761</b>

STATE LIQUID FUELS TAX FUND

The State Liquid Fuels Tax Fund is funded by an annual Commonwealth of Pennsylvania State Liquid Fuels Tax allocation and investment income. This fund is used to account for state aid revenue expended primarily for streets and traffic lighting, traffic controls, and maintaining City roads and bridges in accordance with policies and procedures of the County Liquid Fuels Tax Act of 1931 and the Liquid Fuels Tax Act 655 of 1956 of the Commonwealth of Pennsylvania.

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RESOURCE ALLOCATION  
2020 APPROVED BUDGET

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RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	10,427	SERVICES	423,300
LIQUID FUELS TAX RECEIPTS	1,384,142	SUPPLIES	336,600
FUND BALANCE APPROPRIATION	1,310,562	OTHER	1,945,231
TOTAL RESOURCES	2,705,131	TOTAL APPROPRIATION	2,705,131

STATE LIQUID FUELS TAX FUND  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Investment Income	16,237	39,348	70,656	10,427	10,427
Liquid Fuels Tax Receipts	1,326,297	1,390,667	1,421,351	1,384,142	1,384,142
<b>TOTAL REVENUE</b>	<u>1,342,534</u>	<u>1,430,015</u>	<u>1,492,007</u>	<u>1,394,569</u>	<u>1,394,569</u>
Fund Balance Appropriation	0	0	0	1,984,543	1,310,562
<b>TOTAL RESOURCES</b>	<u>1,342,534</u>	<u>1,430,015</u>	<u>1,492,007</u>	<u>3,379,112</u>	<u>2,705,131</u>

<b>REVENUE ANALYSIS DETAIL</b>					
Interest-Savings Account	0	0	0	0	0
Interest-Other	16,237	39,348	70,656	10,427	10,427
Liquid Fuels Tax Receipts	1,326,297	1,390,667	1,421,351	1,384,142	1,384,142
<b>TOTAL REVENUE</b>	<u>1,342,534</u>	<u>1,430,015</u>	<u>1,492,007</u>	<u>1,394,569</u>	<u>1,394,569</u>
Fund Balance Appropriation	0	0	0	1,984,543	1,310,562
<b>TOTAL RESOURCES</b>	<u>1,342,534</u>	<u>1,430,015</u>	<u>1,492,007</u>	<u>3,379,112</u>	<u>2,705,131</u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>					
Personnel	0	0	0	0	0
Services	338,398	288,690	265,283	415,000	423,300
Supplies	63,496	209,869	135,170	330,000	336,600
Other	602,410	314,346	162,273	2,634,112	1,945,231
<b>TOTAL EXPENDITURES</b>	<u>1,004,304</u>	<u>812,905</u>	<u>562,726</u>	<u>3,379,112</u>	<u>2,705,131</u>

EXPENDITURE ANALYSIS DETAIL  
2020 APPROVED BUDGET

Special Revenue Fund

2020 State Liquid Fuels

Allocation Plan

SERVICES	2019 Adopted	2020 Approved
Communications	0	0
Professional Services	0	0
Utilities	415,000	423,300
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	0	0
Contracted Services	0	0
TOTAL	415,000	423,300
SUPPLIES		
Supplies	330,000	336,600
Minor Capital Equipment	0	0
TOTAL	330,000	336,600
OTHER		
	2,634,112	1,945,231
TOTAL APPROPRIATION	3,379,112	2,705,131



## 2020 Approved Budget

Revenue Line Item

### BUDGET UNIT: 20062000 STATE LIQUID FUELS TAX FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
352000 INT ON INVSTMTS/GRANT	\$16,237	\$39,348	\$70,656	\$10,427	\$10,427
<b>350100 INTEREST INCOME</b>	<b>\$16,237</b>	<b>\$39,348</b>	<b>\$70,656</b>	<b>\$10,427</b>	<b>\$10,427</b>
396000 GRANT PROCEEDS	\$1,326,297	\$1,390,667	\$1,421,351	\$1,384,142	\$1,384,142
<b>390100 INTERGOVERNMENTAL</b>	<b>\$1,326,297</b>	<b>\$1,390,667</b>	<b>\$1,421,351</b>	<b>\$1,384,142</b>	<b>\$1,384,142</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$1,984,543	\$1,310,562
<b>399100 EST CASH CARRYOVER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,984,543</b>	<b>\$1,310,562</b>
<b>20062000 STATE LIQUID FUELS TAX FUND</b>	<b>\$1,342,534</b>	<b>\$1,430,015</b>	<b>\$1,492,007</b>	<b>\$3,379,112</b>	<b>\$2,705,131</b>

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 20062020 STATE LIQUID FUELS TAX FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
422060 POWER-STREET LIGHTS	\$288,743	\$237,593	\$209,606	\$360,000	\$367,200
422070 POWER-TRAFFIC LIGHTS	\$49,655	\$51,097	\$55,677	\$55,000	\$56,100
<b>422100 UTILITIES &amp; SRVC</b>	<b>\$338,398</b>	<b>\$288,690</b>	<b>\$265,283</b>	<b>\$415,000</b>	<b>\$423,300</b>
<b>429995 SERVICES</b>	<b>\$338,398</b>	<b>\$288,690</b>	<b>\$265,283</b>	<b>\$415,000</b>	<b>\$423,300</b>
430030 SNOW CONTROL	\$23,247	\$128,485	\$95,479	\$175,000	\$178,500
430031 ASPHALT	\$26,859	\$13,836	\$21,138	\$75,000	\$76,500
430032 CONCRETE	\$816	\$0	\$517	\$5,000	\$5,100
430033 STREET SIGN	\$0	\$10,000	\$9,893	\$10,000	\$10,200
430034 TRAFFIC CONTROL	\$12,694	\$57,548	\$8,142	\$65,000	\$66,300
430038 SEWER GRATES/MANHOLE CVR	(\$119)	\$0	\$0	\$0	\$0
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$63,496</b>	<b>\$209,869</b>	<b>\$135,170</b>	<b>\$330,000</b>	<b>\$336,600</b>
<b>439995 SUPPLIES</b>	<b>\$63,496</b>	<b>\$209,869</b>	<b>\$135,170</b>	<b>\$330,000</b>	<b>\$336,600</b>
447030 INTEREST PMT	\$0	\$0	\$0	\$42,500	\$42,500
<b>447100 INTEREST EXPENSE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$42,500</b>	<b>\$42,500</b>
448030 PRINCIPAL PMT	\$0	\$0	\$0	\$181,612	\$181,612
<b>448100 PRINCIPAL PMT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$181,612</b>	<b>\$181,612</b>
458060 STREETS AND ROADS	\$597,010	\$314,346	\$162,273	\$2,410,000	\$1,721,119
<b>450100 CAPITAL OUTLAY</b>	<b>\$597,010</b>	<b>\$314,346</b>	<b>\$162,273</b>	<b>\$2,410,000</b>	<b>\$1,721,119</b>
453004 EQUIPMENT-VEHICLE	\$5,400	\$0	\$0	\$0	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$5,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$602,410</b>	<b>\$314,346</b>	<b>\$162,273</b>	<b>\$2,634,112</b>	<b>\$1,945,231</b>
<b>20062020 STATE LIQUID FUELS TAX FUND</b>	<b>\$1,004,304</b>	<b>\$812,905</b>	<b>\$562,726</b>	<b>\$3,379,112</b>	<b>\$2,705,131</b>

HOST MUNICIPALITY FEES FUND

The Host Municipality Fees Fund is funded by quarterly amounts of host municipality benefit fees received from The Harrisburg Authority for waste tonnage received and disposed at the Harrisburg Resource Recovery Facility, as mandated by Act 101 - The Municipal Waste Planning, Recycling, and Waste Reduction Act. The Fund will be used to account for this fee revenue with the proceeds being made available as a funding source for critical environmental projects and related administrative costs.

RESOURCE ALLOCATION 2020 APPROVED BUDGET			
RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME/ GRANTS	50,817	PERSONNEL	131,594
ACT 101 HOST MUNICIPALITY FEES	360,000	SERVICES	99,000
FUND BALANCE APPROPRIATION	44,777	SUPPLIES	10,000
TOTAL RESOURCES	<u>455,594</u>	OTHER	215,000
		TOTAL APPROPRIATION	<u>455,594</u>

HOST MUNICIPALITY FEES FUND  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Investment Income	1,870	8,264	10,817	6,307	50,817
Act 101 Host Municipality Fees	323,733	320,437	343,464	320,000	360,000
<b>TOTAL REVENUE</b>	<u>325,603</u>	<u>328,701</u>	<u>354,281</u>	<u>326,307</u>	<u>410,817</u>
Fund Balance Appropriation	0	0	0	268,268	44,777
<b>TOTAL RESOURCES</b>	<u><u>325,603</u></u>	<u><u>328,701</u></u>	<u><u>354,281</u></u>	<u><u>594,575</u></u>	<u><u>455,594</u></u>

<b>REVENUE ANALYSIS DETAIL</b>					
Interest-Savings Account	1,870	8,264	10,817	6,307	10,817
Grants	0	0	0	0	40,000
Act 101 Host Municipality Fees	323,733	320,437	343,464	320,000	360,000
<b>TOTAL REVENUE</b>	<u>325,603</u>	<u>328,701</u>	<u>354,281</u>	<u>326,307</u>	<u>410,817</u>
Fund Balance Appropriation	0	0	0	268,268	44,777
<b>TOTAL RESOURCES</b>	<u><u>325,603</u></u>	<u><u>328,701</u></u>	<u><u>354,281</u></u>	<u><u>594,575</u></u>	<u><u>455,594</u></u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>					
Personnel	101,378	128,402	136,910	162,075	131,594
Services	29,605	77,609	58,620	130,000	99,000
Supplies	3,838	11,813	21,562	145,000	10,000
Other	122,000	243,980	158,482	157,500	215,000
<b>TOTAL EXPENDITURES</b>	<u><u>256,821</u></u>	<u><u>461,804</u></u>	<u><u>375,575</u></u>	<u><u>594,575</u></u>	<u><u>455,594</u></u>

## HOST MUNICIPALITY FEES FUND

### EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

Special Revenue Fund

2110 Host Municipality Fees

#### Allocation Plan

#### Position Control

<i><b>PERSONNEL</b></i>		<b>2019 Adopted</b>	<b>2020 Approved</b>	<i><b>JOB CLASSIFICATION</b></i>		<b>2019 Adopted</b>	<b>2020 Approved</b>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Salaries-Mgmt		150,555	122,242	Director of Planning (20%)		0.20	0.00	13,130	0
Fringe Benefits		11,520	9,352	Deputy Director Pln/Zoning (20%)		0.20	0.00	11,000	0
				Urban Planner (20%)		0.20	0.00	10,150	0
<b>TOTAL</b>		<b>162,075</b>	<b>131,594</b>	Sustainability Manager		1.00	1.00	55,825	62,242
				Solid Waste & Recycling Manager		1.00	1.00	30,450	30,000
				Arborist		1.00	1.00	30,000	30,000
				<b>Total Management</b>		<b>3.60</b>	<b>3.00</b>	<b>150,555</b>	<b>122,242</b>
				FICA				11,520	9,352
				<b>Total Fringe Benefits</b>				<b>11,520</b>	<b>9,352</b>
				<b>TOTAL</b>		<b>3.60</b>	<b>3.00</b>	<b>162,075</b>	<b>131,594</b>
<hr/>									
<i><b>SERVICES</b></i>									
Communications		5,000	2,000						
Professional Services		0	0						
Utilities		0	0						
Insurance		0	0						
Rentals		0	0						
Maintenance & Repairs		0	0						
Contracted Services		125,000	97,000						
<b>TOTAL</b>		<b>130,000</b>	<b>99,000</b>						
<hr/>									
<i><b>SUPPLIES</b></i>									
Supplies		25,000	10,000						
Minor Capital Equipment		120,000	0						
<b>TOTAL</b>		<b>145,000</b>	<b>10,000</b>						
<hr/>									
<i><b>OTHER</b></i>									
		157,500	215,000						
<b>TOTAL APPROPRIATION</b>		<b>594,575</b>	<b>455,594</b>						

**HOST FEE FUND**

HOST FEE FUND - 2110

EMPLOYEE	POSITION	ANNIV. / D.O.H.			2019	2020	2020	2020	2020	2020	2020	FICA	FRINGE	TOTAL
					END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE	LONG.	SALARY	LUMP SUM		BENEFITS		
	SUSTAINABILITY COORDINATOR	2	5	2018	\$ 55,825.00	6,417.00	0.00	0.00	62,242.00	0.00	4,762.00	0.00	67,004.00	
	RECYCLING MANAGER	9	16	2014	\$ 30,000.00	0.00	0.00	0.00	30,000.00	0.00	2,295.00	0.00	32,295.00	
	ARBORIST	6	12	2019	\$ 55,000.00	0.00	0.00	0.00	30,000.00	0.00	2,295.00	0.00	32,295.00	
3.00	MANAGEMENT TOTALS				140,825.00	6,417.00	0.00	0.00	122,242.00	0.00	9,352.00	0.00	131,594.00	
3.00	TOTAL				140,825.00	6,417.00	0.00	0.00	122,242.00	0.00	9,352.00	0.00	131,594.00	
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>122,242.00</b>	<b>0.00</b>	<b>9,352.00</b>	<b>0.00</b>	<b>131,594.00</b>	

\* 80% of salary and FICA are reflected in the Bureau of Planning (0135).

## 2020 Approved Budget

Revenue Line Item

### BUDGET UNIT: 21212100 HOST MUNICIPALITY FEES FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
352000 INT ON INVSTMTS/GRANT	\$1,870	\$8,264	\$10,817	\$6,307	\$10,817
<b>350100 INT INCOME</b>	<b>\$1,870</b>	<b>\$8,264</b>	<b>\$10,817</b>	<b>\$6,307</b>	<b>\$10,817</b>
385000 REFUNDS OF EXPENDITURES	\$149	\$0	\$0	\$0	\$0
385018 MEDICAL-EMPLOYEE CONTR	\$2,029	\$3,223	\$3,347	\$0	\$0
<b>380100 MISCELLANEOUS</b>	<b>\$2,178</b>	<b>\$3,223</b>	<b>\$3,347</b>	<b>\$0</b>	<b>\$0</b>
396000 GRANT PROCEEDS	\$0	\$0	\$0	\$0	\$40,000
390121 ACT101 HOST MUNICIPAL FEE	\$323,733	\$320,437	\$343,464	\$320,000	\$360,000
<b>390100 INTERGOVERNMENTAL</b>	<b>\$323,733</b>	<b>\$320,437</b>	<b>\$343,464</b>	<b>\$320,000</b>	<b>\$400,000</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$268,268	\$44,777
<b>399100 EST CASH CARRYOVER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$268,268</b>	<b>\$44,777</b>
<b>21212100 HOST FEES FUND</b>	<b>\$327,781</b>	<b>\$331,924</b>	<b>\$357,628</b>	<b>\$594,575</b>	<b>\$455,594</b>

# 2020 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 21212110 HOST MUNICIPALITY FEES FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$95,858	\$119,506	\$127,419	\$150,555	\$122,242
<b>414100 SALARIES/WAGES</b>	<b>\$95,858</b>	<b>\$119,506</b>	<b>\$127,419</b>	<b>\$150,555</b>	<b>\$122,242</b>
419001 SOCIAL SECURITY	\$7,060	\$8,896	\$9,491	\$11,520	\$9,352
419005 SEVERANCE PAY	(\$1,541)	\$0	\$0	\$0	\$0
<b>419100 FRINGE BENEFITS</b>	<b>\$5,520</b>	<b>\$8,896</b>	<b>\$9,491</b>	<b>\$11,520</b>	<b>\$9,352</b>
<b>419995 PERSONNEL</b>	<b>\$101,378</b>	<b>\$128,402</b>	<b>\$136,910</b>	<b>\$162,075</b>	<b>\$131,594</b>
420020 PRINTING	\$0	\$0	\$245	\$5,000	\$2,000
<b>420100 COMMUNICATIONS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$245</b>	<b>\$5,000</b>	<b>\$2,000</b>
429090 MISC CONTRACTED SRVCS	\$29,605	\$77,609	\$58,376	\$125,000	\$97,000
<b>429100 CONTRACTED SRVC</b>	<b>\$29,605</b>	<b>\$77,609</b>	<b>\$58,376</b>	<b>\$125,000</b>	<b>\$97,000</b>
<b>429995 SERVICES</b>	<b>\$29,605</b>	<b>\$77,609</b>	<b>\$58,620</b>	<b>\$130,000</b>	<b>\$99,000</b>
430040 BOTANICAL	\$0	\$3,590	\$0	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$3,838	\$8,223	\$21,562	\$25,000	\$10,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$3,838</b>	<b>\$11,813</b>	<b>\$21,562</b>	<b>\$25,000</b>	<b>\$10,000</b>
439011 COMPOSTING	\$0	\$0	\$0	\$120,000	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,000</b>	<b>\$0</b>
<b>439995 SUPPLIES</b>	<b>\$3,838</b>	<b>\$11,813</b>	<b>\$21,562</b>	<b>\$145,000</b>	<b>\$10,000</b>
453030 MOTOR VEHICLE/EQUIPMENT	\$112,000	\$0	\$0	\$0	\$60,000
<b>453100 CAPITAL OUTLAY</b>	<b>\$112,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$60,000.00</b>
462000 GRANTS TO LOCAL UNITS	\$0	\$243,980	\$127,500	\$127,500	\$125,000
463000 MATCHING SHARE GRANTS	\$10,000	\$0	\$30,982	\$30,000	\$30,000
<b>460100 SUBSIDIES &amp; GRANTS</b>	<b>\$10,000</b>	<b>\$243,980</b>	<b>\$158,482</b>	<b>\$157,500</b>	<b>\$155,000</b>
<b>499995 OTHER</b>	<b>\$122,000</b>	<b>\$243,980</b>	<b>\$158,482</b>	<b>\$157,500</b>	<b>\$215,000</b>
<b>21212110 HOST MUNICIPALITY FEES FUND</b>	<b>\$256,821</b>	<b>\$461,804</b>	<b>\$375,575</b>	<b>\$594,575</b>	<b>\$455,594</b>



CAPITAL PROJECTS FUND

The Capital Projects Fund is used to account for financial resources to be used for the acquisition, construction, or improvement of major capital facilities (other than those financed by proprietary funds).

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RESOURCE ALLOCATION  
2020 APPROVED BUDGET

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RESOURCES		APPROPRIATIONS	
PUBLIC WORKS PROJECTS	0	PUBLIC WORKS PROJECTS	0
ENGINEERING PROJECTS	526,333	ENGINEERING PROJECTS	7,633,000
FUND BALANCE APPROPRIATION	1,685,000		
TOTAL RESOURCES	<u>2,211,333</u>	TOTAL APPROPRIATION	<u>7,633,000</u>

CAPITAL PROJECTS FUND  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Investment Income	0	0	0	0	0
Grants	0	2,380,532	1,387,078	0	3,736,667
Transfers-General Fund	500,000	200,000	2,532,000	2,532,000	1,685,000
<b>TOTAL REVENUE</b>	<u>500,000</u>	<u>2,580,532</u>	<u>3,919,078</u>	<u>2,532,000</u>	<u>5,421,667</u>
Fund Balance Appropriation	0	0	0	0	2,211,333
<b>TOTAL RESOURCES</b>	<u>500,000</u>	<u>2,580,532</u>	<u>3,919,078</u>	<u>2,532,000</u>	<u>7,633,000</u>

<b>REVENUE ANALYSIS DETAIL</b>					
Interest-Savings Account	0	0	0	0	0
Interest-Other	0	0	0	0	0
Grants	0	2,380,532	1,387,078	0	3,736,667
Transfers-General Fund	500,000	200,000	2,532,000	2,532,000	1,685,000
<b>TOTAL REVENUE</b>	<u>500,000</u>	<u>2,580,532</u>	<u>3,919,078</u>	<u>2,532,000</u>	<u>5,421,667</u>
Fund Balance Appropriation	0	0	0	0	2,211,333
<b>TOTAL RESOURCES</b>	<u>500,000</u>	<u>2,580,532</u>	<u>3,919,078</u>	<u>2,532,000</u>	<u>7,633,000</u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>					
PUBLIC WORKS PROJECTS	117,342	2,017,866	3,826,241	0	0
ENGINEERING PROJECTS	130,265	277,784	4,058,504	2,532,000	7,633,000
<b>TOTAL EXPENDITURES</b>	<u>247,607</u>	<u>2,295,650</u>	<u>7,884,745</u>	<u>2,532,000</u>	<u>7,633,000</u>

## 2020 Approved Budget

Revenue Line Item

### BUDGET UNIT: CAPITAL PROJECTS FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
396000 GRANT PROCEEDS	\$0	\$2,380,532	\$1,387,078	\$0	\$0
398001 GENERAL FUND	\$500,000	\$200,000	\$0	\$0	\$0
<b>06066006 PUBLIC WORKS PROJECTS</b>	<b>\$500,000</b>	<b>\$2,580,532</b>	<b>\$1,387,078</b>	<b>\$0</b>	<b>\$0</b>
389007 LOAN PROCEEDS	\$0	\$0	\$2,000,000	\$0	\$0
396000 GRANT PROCEEDS	\$0	\$0	\$0	\$0	\$3,736,667
398014 FEDERAL GRANTS	\$0	\$0	\$1,275,755	\$0	\$0
398001 GENERAL FUND	\$0	\$0	\$2,532,000	\$2,532,000	\$1,685,000
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$0	\$2,211,333
<b>06006007 ENGINEERING PROJECTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,807,755</b>	<b>\$2,532,000</b>	<b>\$7,633,000</b>
<b>06 CAPITAL PROJECTS FUND</b>	<b>\$500,000</b>	<b>\$2,580,532</b>	<b>\$7,194,833</b>	<b>\$2,532,000</b>	<b>\$7,633,000</b>

# 2020 Approved Budget

## Expenditure Line Item

### 06 CAPITAL PROJECTS FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
458060 STREETS AND ROADS	\$117,342	\$2,017,866	\$3,826,241	\$0	\$0
<b>06066006 PUBLIC WORKS PROJECTS</b>	<b>\$117,342</b>	<b>\$2,017,866</b>	<b>\$3,826,241</b>	<b>\$0</b>	<b>\$0</b>
458060 STREETS AND ROADS	\$0	\$0	\$2,141,069	\$2,532,000	\$7,633,000
454022 IMPROV-SIDEWALK ADA/RAMP	\$0	\$0	\$1,917,435	\$0	\$0
458030 STREETLIGHTS	\$130,265	\$0	\$0	\$0	\$0
481001 GENERAL FUND TRANSFERS	\$0	\$277,784	\$0	\$0	\$0
<b>06006007 ENGINEERING PROJECTS</b>	<b>\$130,265</b>	<b>\$277,784</b>	<b>\$4,058,504</b>	<b>\$2,532,000</b>	<b>\$7,633,000</b>
<b>06 CAPITAL PROJECTS FUND</b>	<b>\$223,543</b>	<b>\$2,295,650</b>	<b>\$7,884,745</b>	<b>\$2,532,000</b>	<b>\$7,633,000</b>

DEBT SERVICE FUND  
RESOURCE ALLOCATION  
2020 APPROVED BUDGET

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	0	DEBT SERVICE	14,887,498
RENTAL INCOME-COMMERCE PARK	0	OTHER	386,140
PROCEEDS FROM SALE/ LEASE OF ASSETS	0		
CITY GUARANTEE FEES	0		
TRANSFERS	14,797,106		
FUND BALANCE APPROPRIATION	476,532		
TOTAL RESOURCES	<u>15,273,638</u>	TOTAL APPROPRIATION	<u>15,273,638</u>

DEBT SERVICE FUND  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
REVENUE ANALYSIS DETAIL					
Special Parking Fees-City Island	0	0	0	0	0
Interest on Savings Account	118	1,434	4,347	0	0
Interest on Other Investments	0	0	0	0	0
Park Permit - Commerce Bank Park	0	0	0	0	0
Miscellaneous	0	0	0	0	0
Transfers-General Fund	9,699,834	9,866,020	10,918,643	9,833,638	14,797,106
<b>TOTAL REVENUE</b>	<u>9,699,952</u>	<u>9,867,454</u>	<u>10,922,991</u>	<u>9,833,638</u>	<u>14,797,106</u>
Fund Balance Appropriation	0	0	0	0	476,532
<b>TOTAL RESOURCES</b>	<u>9,699,952</u>	<u>9,867,454</u>	<u>10,922,991</u>	<u>9,833,638</u>	<u>15,273,638</u>

EXPENDITURE ANALYSIS DETAIL					
PA INFRA BANK NOTES	297,742	297,742	0	0	0
CAPITAL LEASE	78,814	0	0	0	0
REV BONDS SER A-2 OF 2005	34,744	0	0	0	0
HRA GUARANTEED REVENUE BONDS	500,000	500,000	860,253	700,000	1,140,000
GO SER D-F OF 97	8,437,138	8,682,138	8,747,498	8,747,498	13,747,498
STREETLIGHTS	386,140	386,140	386,140	386,140	386,140
USE OF RESIDUAL ARTI PROCEEDS	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<u>9,734,578</u>	<u>9,866,020</u>	<u>9,993,891</u>	<u>9,833,638</u>	<u>15,273,638</u>

## 2020 Approved Budget

Revenue Line Item

### BUDGET UNIT: 07700700 DEBT SERVICE FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
352000 INT ON INVSTMTS/GRANT	\$118	\$1,434	\$4,347	\$0	\$0
<b>350100 INTEREST INCOME</b>	<b>\$118</b>	<b>\$1,434</b>	<b>\$4,347</b>	<b>\$0</b>	<b>\$0</b>
398001 GENERAL FUND	\$9,699,834	\$9,866,020	\$10,918,643	\$9,833,638	\$14,797,106
<b>398100 INTERFUND TRANSFERS</b>	<b>\$9,699,834</b>	<b>\$9,866,020</b>	<b>\$10,918,643</b>	<b>\$9,833,638</b>	<b>\$14,797,106</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$0	\$476,532
<b>399100 EST CASH CARRYOVER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$476,532</b>
<b>07700700 DEBT SERVICE FUND</b>	<b>\$9,699,952</b>	<b>\$9,867,454</b>	<b>\$10,922,991</b>	<b>\$9,833,638</b>	<b>\$15,273,638</b>

## 2020 Approved Budget

### Expenditure Line Item

#### 07 DEBT SERVICE FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
447030 INTEREST PMT	\$23,123	\$11,795	\$0	\$0	\$0
448030 PRINCIPAL PMT	\$274,619	\$285,947	\$0	\$0	\$0
<b>07700703 PA INFRA BANK NOTES</b>	<b>\$297,742</b>	<b>\$297,742</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
447030 INTEREST PMT	\$2,359	\$0	\$0	\$0	\$0
448030 PRINCIPAL PMT	\$76,456	\$0	\$0	\$0	\$0
<b>07700704 CAPITAL LEASE</b>	<b>\$78,814</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
447030 INTEREST PMT	\$34,744	\$0	\$0	\$0	\$0
<b>07700709 REV BONDS SER A-2 OF 2005</b>	<b>\$34,744</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
448030 PRINCIPAL PMT	\$500,000	\$500,000	\$860,253	\$700,000	\$1,140,000
<b>07700713 HRA REV BONDS-SER A 1998</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$860,253</b>	<b>\$700,000</b>	<b>\$1,140,000</b>
447030 INTEREST PMT	\$78,068	\$66,955	\$55,441	\$55,441	\$43,511
448030 PRINCIPAL PMT	\$308,072	\$319,185	\$330,699	\$330,699	\$342,628
<b>07700760 STREETLIGHT</b>	<b>\$386,140</b>	<b>\$386,140</b>	<b>\$386,140</b>	<b>\$386,140</b>	<b>\$386,140</b>
447030 INTEREST PMT	\$5,171	\$6,160	\$28,785	\$29,564	\$32,120
448030 PRINCIPAL PMT	\$8,431,967	\$8,675,978	\$8,718,713	\$8,717,934	\$13,715,378
<b>07700797 GO SER D-F OF 97</b>	<b>\$8,437,138</b>	<b>\$8,682,138</b>	<b>\$8,747,498</b>	<b>\$8,747,498</b>	<b>\$13,747,498</b>
<b>07 DEBT SERVICE FUND</b>	<b>\$9,734,578</b>	<b>\$9,866,020</b>	<b>\$9,993,891</b>	<b>\$9,833,638</b>	<b>\$15,273,638</b>



HARRISBURG SENATORS FUND

The Senators Fund accounts for the revenues and expenses associated with the payment of debt on the financing of a new stadium of the Harrisburg Senators, a minor league franchise formerly owned by the City.

RESOURCE ALLOCATION  
2020 APPROVED BUDGET

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	0	PERSONNEL	0
PARKING FEES	17,857	SERVICES	25,000
PARK PERMIT - COMMERCE BANK PARK	379,738	SUPPLIES	0
GENERAL FUND TRANSFER	259,641	OTHER	649,690
FUND BALANCE APPROPRIATION	17,454	TOTAL APPROPRIATION	<u>674,690</u>
TOTAL RESOURCES	<u>674,690</u>		

HARRISBURG SENATORS FUND  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Investment Income	0	0	0	0	0
Parking Fees	108,646	62,016	87,792	17,857	17,857
Park Permit	379,738	379,738	379,738	379,738	379,738
Transfers	262,921	239,681	256,778	239,681	259,641
<b>TOTAL REVENUE</b>	<u>751,305</u>	<u>681,435</u>	<u>724,308</u>	<u>637,276</u>	<u>657,236</u>
Fund Balance Appropriation	0	0	0	0	17,454
<b>TOTAL RESOURCES</b>	<u>751,305</u>	<u>681,435</u>	<u>724,308</u>	<u>637,276</u>	<u>674,690</u>

<b>REVENUE ANALYSIS DETAIL</b>					
Interest-Savings Account	0	0	0	0	0
Interest-Other	0	0	0	0	0
Parking Fees	108,646	62,016	87,792	17,857	17,857
Park Permit - Commerce Bank Park	379,738	379,738	379,738	379,738	379,738
Transfers-General Fund	262,921	239,681	256,778	239,681	259,641
<b>TOTAL REVENUE</b>	<u>751,305</u>	<u>681,435</u>	<u>724,308</u>	<u>637,276</u>	<u>657,236</u>
Fund Balance Appropriation	0	0	0	0	17,454
<b>TOTAL RESOURCES</b>	<u>751,305</u>	<u>681,435</u>	<u>724,308</u>	<u>637,276</u>	<u>674,690</u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>					
Personnel	0	0	0	0	0
Services	25,000	25,000	25,000	25,000	25,000
Supplies	0	0	0	0	0
Other	616,738	644,569	642,043	653,287	649,690
<b>TOTAL EXPENDITURES</b>	<u>641,738</u>	<u>669,569</u>	<u>667,043</u>	<u>678,287</u>	<u>674,690</u>

# HARRISBURG SENATORS FUND

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## EXPENDITURE ANALYSIS DETAIL 2020 APPROVED BUDGET

Special Revenue Fund

2626 Harrisburg Senators Fund

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### Allocation Plan

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<i><b>SERVICES</b></i>	<b>2019 Adopted</b>	<b>2020 Approved</b>
Communications	0	0
Professional Services	0	0
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	25,000	25,000
Contracted Services	0	0
<b>TOTAL</b>	<b>25,000</b>	<b>25,000</b>
<i><b>SUPPLIES</b></i>		
Supplies	0	0
Minor Capital Equipment	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>
<i><b>OTHER</b></i>	653,287	649,690
<b>TOTAL APPROPRIATION</b>	<b>678,287</b>	<b>674,690</b>

## 2020 Approved Budget

Revenue Line Item

### BUDGET UNIT: 26262600 HARRISBURG SENATORS FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
345081 SPEC PARK FEES-CITY ISLAN	\$108,646	\$62,016	\$87,792	\$17,857	\$17,857
<b>345100 DEPT OF PARKS &amp; REC</b>	<b>\$108,646</b>	<b>\$62,016</b>	<b>\$87,792</b>	<b>\$17,857</b>	<b>\$17,857</b>
355002 METRO BANK PARK	\$379,738	\$379,738	\$379,738	\$379,738	\$379,738
<b>355100 RENTAL REVENUE</b>	<b>\$379,738</b>	<b>\$379,738</b>	<b>\$379,738</b>	<b>\$379,738</b>	<b>\$379,738</b>
398001 GENERAL FUND	\$262,921	\$239,681	\$256,778	\$239,681	\$259,641
<b>398100 INTERFUND TRANSFERS</b>	<b>\$262,921</b>	<b>\$239,681</b>	<b>\$256,778</b>	<b>\$239,681</b>	<b>\$259,641</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$0	\$17,454
<b>399100 EST CASH CARRYOVER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$17,454</b>
<b>26262600 HARRISBURG SENATORS FUND</b>	<b>\$751,305</b>	<b>\$681,435</b>	<b>\$724,308</b>	<b>\$637,276</b>	<b>\$674,690</b>

# 2020 Approved Budget

## Expenditure Line Item

### Budget Unit: 26262610 HARRISBURG SENATORS FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
425030 BUILDING MAINT	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>
<b>429995 SERVICES</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>
447030 INTEREST PMT	\$291,738	\$304,569	\$282,043	\$293,287	\$274,690.00
<b>447100 INTEREST EXPENSE</b>	<b>\$291,738</b>	<b>\$304,569</b>	<b>\$282,043</b>	<b>\$293,287</b>	<b>\$274,690</b>
448030 PRINCIPAL PMT	\$325,000	\$340,000	\$360,000	\$360,000	\$375,000
<b>448100 PRINCIPAL PAID</b>	<b>\$325,000</b>	<b>\$340,000</b>	<b>\$360,000</b>	<b>\$360,000</b>	<b>\$375,000</b>
<b>499995 OTHER</b>	<b>\$616,738</b>	<b>\$644,569</b>	<b>\$642,043</b>	<b>\$653,287</b>	<b>\$649,690</b>
<b>26262610 HARRISBURG SENATORS FUND</b>	<b>\$641,738</b>	<b>\$669,569</b>	<b>\$667,043</b>	<b>\$678,287</b>	<b>\$674,690</b>

NEIGHBORHOOD MITIGATION FUND

The Neighborhood Mitigation fund is responsible for the collection of fee revenue and related expenses of the City as they pertain to enforcement of ordinances regulating blight and local health, housing and safety codes and regulations, including expenses related to remediation of blighted conditions, as authorized.

RESOURCE ALLOCATION  
2020 APPROVED BUDGET

RESOURCES		APPROPRIATIONS	
SALVAGE	3,000	SALVAGE	8,000
LAND BANK	0	LAND BANK	0
PERMIT PENALTY	10,000	PERMIT PENALTY	48,000
FORECLOSURE PROPERTY REGISTRY	35,000	FORECLOSURE PROPERTY REGISTRY	100,000
FUND BALANCE PROPRIATION	108,000		
TOTAL RESOURCES	<u>156,000</u>	TOTAL APPROPRIATION	<u>156,000</u>

NEIGHBORHOOD MITIGATION FUND  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
REVENUE ANALYSIS DETAIL					
SALVAGE	16,799	16,337	12,256	0	3,000
LAND BANK	0	0	0	0	0
PERMIT PENALTY	12,235	26,490	18,309	10,000	10,000
FORECLOSURE PROPERTY REGISTRY	46,100	48,900	38,200	35,000	35,000
<b>TOTAL REVENUE</b>	<u><u>75,135</u></u>	<u><u>91,727</u></u>	<u><u>68,765</u></u>	<u><u>45,000</u></u>	<u><u>48,000</u></u>
FUND BALANCE APPROPRIATION	0	0	0	111,000	108,000
<b>TOTAL RESOURCES</b>	<u><u>75,135</u></u>	<u><u>91,727</u></u>	<u><u>68,765</u></u>	<u><u>156,000</u></u>	<u><u>156,000</u></u>

EXPENDITURE ANALYSIS DETAIL					
SALVAGE	0	0	0	8,000	8,000
LAND BANK	0	0	0	0	0
PERMIT PENALTY	23,770	17,033	12,691	48,000	48,000
FORECLOSURE PROPERTY REGISTRY	0	6,876	38,734	100,000	100,000
<b>TOTAL EXPENDITURES</b>	<u><u>23,770</u></u>	<u><u>23,910</u></u>	<u><u>51,424</u></u>	<u><u>156,000</u></u>	<u><u>156,000</u></u>

## 2020 Approved Budget

### Revenue Line Item

#### **BUDGET UNIT: NEIGHBORHOOD MITIGATION FUND**

<b>Account</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual YTD (12/31)</b>	<b>2019 Adopted Budget</b>	<b>2020 Approved Budget</b>
343083 RECYCLING REV-DEMOLITION	\$15,919	\$11,676	\$5,090	\$0	\$3,000
352000 INT ON INVSTMTS/GRANT	\$880	\$4,661	\$7,166	\$0	\$0
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$8,000	\$5,000
<b>50505001 SALVAGE</b>	<b>\$16,799</b>	<b>\$16,337</b>	<b>\$12,256</b>	<b>\$8,000</b>	<b>\$8,000</b>
341003 MITIGATION FEES	\$7,210	\$18,170	\$13,904	\$7,000	\$7,000
341022 BUILDING PERMIT FEES	\$5,025	\$4,320	\$4,405	\$3,000	\$3,000
398001 GENERAL FUND	\$0	\$4,000	\$0	\$0	\$0
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$38,000	\$38,000
<b>50505003 PERMIT PENALTY</b>	<b>\$12,235</b>	<b>\$26,490</b>	<b>\$18,309</b>	<b>\$48,000</b>	<b>\$48,000</b>
341042 CODES ENFORCEMENT APP FEE	\$46,100	\$48,900	\$38,200	\$35,000	\$35,000
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$65,000	\$65,000
<b>50505004 FORECLOSURE PROPERTY REGISTRY</b>	<b>\$46,100</b>	<b>\$48,900</b>	<b>\$38,200</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>50 NEIGHBORHOOD MITIGATION FUND</b>	<b>\$75,135</b>	<b>\$91,727</b>	<b>\$68,765</b>	<b>\$156,000</b>	<b>\$156,000</b>



## 2020 Approved Budget

### Expenditure Line Item

#### 50 NEIGHBORHOOD MITIGATION FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
439099 MISC EQUIPMENT	\$0	\$0	\$0	\$8,000	\$8,000
<b>50505001 SALVAGE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,000</b>	<b>\$8,000</b>
414000 SALARIES & WAGES	\$0	\$0	\$0	\$0	\$5,089
419001 SOCIAL SECURITY	\$0	\$0	\$0	\$0	\$3,309
429090 MISC CONTRACTED SRVCS	\$17,950	\$11,895	\$10,758	\$18,000	\$18,000
430014 WEARING APPAREL	\$925	\$0	\$0	\$3,500	\$3,500
430042 TOOLS & HARDWARE	\$2,897	\$1,180	\$0	\$7,500	\$7,500
430099 MISC SUPPLIES AND EXP	\$1,668	\$3,649	\$1,328	\$13,000	\$13,000
439099 MISC EQUIPMENT	\$329	\$309	\$605	\$6,000	\$6,000
<b>50505003 PERMIT PENALTY</b>	<b>\$23,770</b>	<b>\$17,033</b>	<b>\$12,691</b>	<b>\$48,000</b>	<b>\$48,000</b>
429011 DEMOLITION & CLEARING	\$0	\$0	\$28,053	\$0	\$0
429090 MISC CONTRACTED SRVCS	\$0	\$6,876	\$10,681	\$100,000	\$100,000
<b>50505004 FORECLOSURE PROPERTY REGISTRY</b>	<b>\$0</b>	<b>\$6,876</b>	<b>\$38,734</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>50 NEIGHBORHOOD MITIGATION FUND</b>	<b>\$23,770</b>	<b>\$23,910</b>	<b>\$51,424</b>	<b>\$156,000</b>	<b>\$156,000</b>

SPECIAL EVENTS & PROJECTS REIMBURSEMENT FUND

The Special Events and Projects Reimbursement Fund is a repository for funds generated from contributions from citizens interested in supporting the functions of the Department and revenue from the sale of recyclable materials collected by the Department. This fund is used for maintaining and supporting the various endeavors of the Department of Public Works as determined by the Director of the Department as agreed to by the City Council.

RESOURCE ALLOCATION  
2020 APPROVED BUDGET

RESOURCES		APPROPRIATIONS	
SPECIAL EVENTS & PROJ REIMB FUND	0	SPECIAL EVENTS & PROJ REIMB FUND	0
PUBLIC WORKS PROJECTS	20,000	PUBLIC WORKS PROJECTS	20,000
FUND BALANCE APPROPRIATION	0		
TOTAL RESOURCES	<u>20,000</u>	TOTAL APPROPRIATION	<u>20,000</u>

SPECIAL EVENTS & PROJECTS REIMBURSEMENT FUND  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
REVENUE ANALYSIS DETAIL					
SPECIAL EVENTS & PROJ REIMB FUND	268	1,728	2,970	0	0
PUBLIC WORKS PROJECTS	70,535	63,105	16,458	76,530	20,000
TOTAL REVENUE	<u>70,803</u>	<u>64,834</u>	<u>19,428</u>	<u>76,530</u>	<u>20,000</u>
FUND BALANCE APPROPRIATION	0	0	0	0	0
TOTAL RESOURCES	<u>70,803</u>	<u>64,834</u>	<u>19,428</u>	<u>76,530</u>	<u>20,000</u>

EXPENDITURE ANALYSIS DETAIL					
SPECIAL EVENTS & PROJ REIMB FUND	0	0	0	0	0
PUBLIC WORKS PROJECTS	0	43,670	5,250	76,530	20,000
TOTAL EXPENDITURES	<u>0</u>	<u>43,670</u>	<u>5,250</u>	<u>76,530</u>	<u>20,000</u>

## 2020 Approved Budget

Revenue Line Item

### BUDGET UNIT: SPECIAL EVENTS & PROJECTS REIMBURSEMENT FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
352000 INT ON INVSTMTS/GRANT	\$268	\$1,728	\$2,970	\$0	\$0
<b>51505100 SPECIAL EVENTS &amp; PROJ REIMB FUND</b>	<b>\$268</b>	<b>\$1,728</b>	<b>\$2,970</b>	<b>\$0</b>	<b>\$0</b>
343090 OTHER PUB WORKS	\$13,889	\$14,870	\$1,282	\$20,000	\$5,000
343082 OTHER RECYCLING REVENUE	\$56,646	\$48,236	\$15,176	\$56,530	\$15,000
<b>51505101 PUBLIC WORKS PROJECTS</b>	<b>\$70,535</b>	<b>\$63,105</b>	<b>\$16,458</b>	<b>\$76,530</b>	<b>\$20,000</b>
<b>51 SPECIAL EVENTS &amp; PROJECTS</b>	<b>\$70,803</b>	<b>\$64,834</b>	<b>\$19,428</b>	<b>\$76,530</b>	<b>\$20,000</b>

## 2020 Approved Budget

### Expenditure Line Item

#### 51 SPECIAL EVENTS & PROJECTS REIMBURSEMENT FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
424020 WEB/SOFTWARE SERVICES	\$0	\$5,250	\$5,250	\$0	\$0
424060 OTHER RENTALS	\$0	\$0	\$0	\$10,000	\$1,000
429090 MISC CONTRACTED SRVCS	\$0	\$0	\$0	\$10,000	\$0
430002 SOFTWARE	\$0	\$0	\$0	\$5,000	\$5,000
430012 PERSONAL SAFETY	\$0	\$0	\$0	\$10,000	\$1,000
430064 COMMERCIAL TRASH TOTERS	\$0	\$6,920	\$0	\$5,000	\$1,000
430065 RESIDENTIAL RECYCL TOTERS	\$0	\$4,725	\$0	\$5,000	\$1,000
430066 RESIDENTIAL TRASH TOTERS	\$0	\$13,725	\$0	\$5,000	\$1,000
430067 COMMERCIAL RECYCL TOTERS	\$0	\$13,050	\$0	\$5,000	\$5,000
430099 MISC SUPPLIES AND EXP	\$0	\$0	\$0	\$21,530	\$5,000
<b>51505101 PUBLIC WORKS PROJECTS</b>	<b>\$0</b>	<b>\$43,670</b>	<b>\$5,250</b>	<b>\$76,530</b>	<b>\$20,000</b>
<b>51 SPECIAL EVENTS &amp; PROJECTS REIMB</b>	<b>\$0</b>	<b>\$43,670</b>	<b>\$5,250</b>	<b>\$76,530</b>	<b>\$20,000</b>

FIRE PROTECTION FUND

The Fire Protection fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Fire department and activities.

RESOURCE ALLOCATION  
2020 APPROVED BUDGET

RESOURCES		APPROPRIATIONS	
FIRE SAFETY HOUSE	0	FIRE SAFETY HOUSE	0
SHARP TEAM	85,500	SHARP TEAM	357,000
URBAN SEARCH	0	URBAN SEARCH	7,500
SMOKE DETECT	0	SMOKE DETECT	3,000
FUND BALANCE APPROPRIATION	282,000		
TOTAL RESOURCES	<u>367,500</u>	TOTAL APPROPRIATION	<u>367,500</u>

FIRE PROTECTION FUND  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
REVENUE ANALYSIS DETAIL					
FIRE SAFETY HOUSE	0	0	0	0	0
SHARP TEAM	109,658	124,654	28,055	357,000	85,500
URBAN SEARCH	0	0	0	7,500	0
SMOKE DETECT	0	0	0	3,000	0
TOTAL REVENUE	<u>109,658</u>	<u>124,654</u>	<u>28,055</u>	<u>367,500</u>	<u>85,500</u>
FUND BALANCE APPROPRIATION	0	0	0	282,000	282,000
TOTAL RESOURCES	<u><u>109,658</u></u>	<u><u>124,654</u></u>	<u><u>28,055</u></u>	<u><u>649,500</u></u>	<u><u>367,500</u></u>

EXPENDITURE ANALYSIS DETAIL					
FIRE SAFETY HOUSE	0	0	0	0	0
SHARP TEAM	63,560	93,883	14,308	357,000	357,000
URBAN SEARCH	0	0	0	7,500	7,500
SMOKE DETECT	665	0	0	3,000	3,000
TOTAL EXPENDITURES	<u><u>64,225</u></u>	<u><u>93,883</u></u>	<u><u>14,308</u></u>	<u><u>367,500</u></u>	<u><u>367,500</u></u>

## 2020 Approved Budget

### Revenue Line Item

#### **BUDGET UNIT: FIRE PROTECTION FUND**

<b>Account</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual YTD (12/31)</b>	<b>2019 Adopted Budget</b>	<b>2020 Approved Budget</b>
342090 OTHER PUBLIC SAFETY	\$80,263	\$2,000	\$19	\$75,000	\$75,000
342092 FINE AND COSTS	\$0	\$0	\$400	\$0	\$0
352000 INT ON INVSTMTS/GRANT	\$455	\$3,105	\$5,202	\$0	\$0
355000 RENTAL INCOME	\$11,667	\$10,245	\$15,724	\$8,000	\$8,000
382000 CONTRIBUTIONS AND DONAT	\$17,273	\$109,304	\$6,710	\$2,500	\$2,500
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$271,500	\$271,500
<b>52505202 SHARP TEAM</b>	<b>\$109,658</b>	<b>\$124,654</b>	<b>\$28,055</b>	<b>\$357,000</b>	<b>\$357,000</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$7,500	\$7,500
<b>52505203 URBAN SEARCH</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,500</b>	<b>\$7,500</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$3,000	\$3,000
<b>52505204 SMOKE DETECT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>52 FIRE PROTECTION FUND</b>	<b>\$109,658</b>	<b>\$124,654</b>	<b>\$28,055</b>	<b>\$367,500</b>	<b>\$367,500</b>



## 2020 Approved Budget

### Expenditure Line Item

#### 52 FIRE PROTECTION FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
429001 TUITION/TRAINING	\$63,560	\$68,787	\$3,249	\$85,000	\$85,000
439060 OPERATIONS EQUIPMENT	\$0	\$19,996	\$0	\$12,000	\$12,000
452008 BUILDING IMPROVEMENTS	\$0	\$0	\$0	\$210,000	\$210,000
453000 OPERATIONS EQUIPMENT	\$0	\$5,100	\$11,058	\$50,000	\$50,000
<b>52505202 SHARP TEAM</b>	<b>\$63,560</b>	<b>\$93,883</b>	<b>\$14,308</b>	<b>\$357,000</b>	<b>\$357,000</b>
439060 OPERATIONS EQUIPMENT	\$0	\$0	\$0	\$7,500	\$7,500
<b>52505203 URBAN SEARCH AND RESCUE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,500</b>	<b>\$7,500</b>
430001 EDUCATIONAL	\$665	\$0	\$0	\$3,000	\$3,000
<b>52505204 SMOKE DETECTOR</b>	<b>\$665</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>52 FIRE PROTECTION FUND</b>	<b>\$64,225</b>	<b>\$93,883</b>	<b>\$14,308</b>	<b>\$367,500</b>	<b>\$367,500</b>

POLICE PROTECTION FUND

The Police Protection fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Police department and activities

RESOURCE ALLOCATION  
2020 APPROVED BUDGET

RESOURCES		APPROPRIATIONS	
ILLEGAL GUN PROGRAM	0	ILLEGAL GUN PROGRAM	2,400
POLICE TRAINING	75,000	POLICE TRAINING	85,000
K-9 EMERGENCY	0	K-9 EMERGENCY	2,500
K-9	0	K-9	7,400
POLICE PROJECTS	0	POLICE PROJECTS	20,000
FED FORFEITURE	0	FED FORFEITURE	48,000
DARE PROGRAM	0	DARE PROGRAM	0
PROTECT HBG LEGAL DEFENSE	0	PROTECT HBG LEGAL DEFE	0
PA GAMING CONTRL BRD GRANT	0	PA GAMING CONTRL BRD GI	0
FUND BALANCE APPROPRIATION	90,300		
TOTAL RESOURCES	<u>165,300</u>	TOTAL APPROPRIATION	<u>165,300</u>

POLICE PROTECTION FUND  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
REVENUE ANALYSIS DETAIL					
ILLEGAL GUN PROGRAM	0	0	0	0	0
POLICE TRAINING	78,923	143,759	106,639	75,000	75,000
K-9 EMERGENCY	0	0	0	0	0
K-9	0	0	0	0	0
POLICE PROJECTS	1,205	3,635	6,390	0	0
FED FORFEITURE	10,000	0	0	0	0
DARE PROGRAM	0	0	0	0	0
PROTECT HBG LEGAL DEFENSE	0	0	0	0	0
PA GAMING CONTRL BRD GRANT	1,656	5,191	9,139	0	0
TOTAL REVENUE	<u>91,784</u>	<u>152,586</u>	<u>122,168</u>	<u>75,000</u>	<u>75,000</u>
FUND BALANCE APPROPRIATION	0	0	0	90,300	90,300
TOTAL RESOURCES	<u><u>91,784</u></u>	<u><u>152,586</u></u>	<u><u>122,168</u></u>	<u><u>165,300</u></u>	<u><u>165,300</u></u>

EXPENDITURE ANALYSIS DETAIL					
ILLEGAL GUN PROGRAM	0	0	0	2,400	2,400
POLICE TRAINING	57,149	42,595	68,385	85,000	85,000
K-9 EMERGENCY	0	0	0	2,500	2,500
K-9	0	0	0	7,400	7,400
POLICE PROJECTS	1,238	25,977	17,797	20,000	20,000
FED FORFEITURE	4,318	12,000	23,613	48,000	48,000
DARE PROGRAM	0	0	0	0	0
PROTECT HBG LEGAL DEFENSE	0	0	0	0	0
PA GAMING CONTRL BRD GRANT	133,119	84,369	0	0	0
TOTAL EXPENDITURES	<u><u>195,824</u></u>	<u><u>164,941</u></u>	<u><u>109,795</u></u>	<u><u>165,300</u></u>	<u><u>165,300</u></u>

## 2020 Approved Budget

### Revenue Line Item

#### BUDGET UNIT: POLICE PROTECTION FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$2,400	\$2,400
<b>53505301 ILLEGAL GUN PROGRAM</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,400</b>	<b>\$2,400</b>
342088 PA STATE POLICE REIMBURSE	\$78,923	\$143,759	\$106,639	\$75,000	\$75,000
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$10,000	\$10,000
<b>53505302 POLICE TRAINING</b>	<b>\$78,923</b>	<b>\$143,759</b>	<b>\$106,639</b>	<b>\$85,000</b>	<b>\$85,000</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$2,500	\$2,500
<b>53505303 K-9 EMERGENCY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,500</b>	<b>\$2,500</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$7,400	\$7,400
<b>53505304 K-9</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,400</b>	<b>\$7,400</b>
382000 CONTRIBUTIONS AND DONAT	\$1,000	\$2,420	\$5,750	\$0	\$0
384000 MISCELLANEOUS CONT.	\$205	\$1,215	\$640	\$0	\$0
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$20,000	\$20,000
<b>53505305 POLICE PROJECTS</b>	<b>\$1,205</b>	<b>\$3,635</b>	<b>\$6,390</b>	<b>\$20,000</b>	<b>\$20,000</b>
346090 OTHER FINES & FORFEITS	\$10,000	\$0	\$0	\$0	\$0
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$48,000	\$48,000
<b>53505306 FED FORFEITURE</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$48,000</b>	<b>\$48,000</b>
352000 INT ON INVSTMTS/GRANT	\$1,404	\$5,191	\$9,139	\$0	\$0
385018 MEDICAL-EMPLOYEE CONTR	\$252	\$0	\$0	\$0	\$0
<b>53505309 PA GAMING GRANT</b>	<b>\$1,656</b>	<b>\$5,191</b>	<b>\$9,139</b>	<b>\$0</b>	<b>\$0</b>
<b>53 POLICE PROTECTION FUND</b>	<b>\$91,784</b>	<b>\$152,586</b>	<b>\$122,168</b>	<b>\$165,300</b>	<b>\$165,300</b>

# 2020 Approved Budget

## Expenditure Line Item

### 53 POLICE PROTECTION FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
430099 MISC SUPPLIES AND EXP	\$0	\$0	\$0	\$2,400	\$2,400
<b>53505301 ILLEGAL GUN PROGRAM</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,400</b>	<b>\$2,400</b>
429001 TUITION/TRAINING	\$57,149	\$42,595	\$68,385	\$85,000	\$85,000
<b>53505302 POLICE TRAINING</b>	<b>\$57,149</b>	<b>\$42,595</b>	<b>\$68,385</b>	<b>\$85,000</b>	<b>\$85,000</b>
430016 MEDICAL/LAB	\$0	\$0	\$0	\$2,500	\$2,500
<b>53505303 K-9 EMERGENCY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,500</b>	<b>\$2,500</b>
429001 TUITION/TRAINING	\$0	\$0	\$0	\$7,400	\$7,400
<b>53505304 K-9</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,400</b>	<b>\$7,400</b>
425030 BUILDING MAINT	\$0	\$4,925	\$0	\$10,000	\$10,000
430009 OFFICE	\$1,238	\$0	\$0	\$0	\$0
439015 OFFICE EQUIPMENT	\$0	\$0	\$0	\$10,000	\$10,000
452014 SECURITY UPGRADE	\$0	\$21,052	\$0	\$0	\$0
454022 IMPROV-SIDEWALK ADA/RAMP	\$0	\$0	\$17,797	\$0	\$0
<b>53505305 POLICE PROJECTS</b>	<b>\$1,238</b>	<b>\$25,977</b>	<b>\$17,797</b>	<b>\$20,000</b>	<b>\$20,000</b>
430002 SOFTWARE	\$0	\$0	\$0	\$10,000	\$10,000
430012 PERSONAL SAFETY	\$0	\$0	\$1,851	\$4,000	\$4,000
439015 OFFICE EQUIPMENT	\$4,318	\$0	\$0	\$0	\$0
453004 EQUIPMENT-VEHICLE	\$0	\$0	\$21,762	\$22,000	\$22,000
450000 LAND	\$0	\$12,000	\$0	\$12,000	\$12,000
<b>53505306 FED FORFEITURE</b>	<b>\$4,318</b>	<b>\$12,000</b>	<b>\$23,613</b>	<b>\$48,000</b>	<b>\$48,000</b>
414000 SALARIES & WAGES	\$12,339	\$0	\$0	\$0	\$0
419001 SOCIAL SECURITY	\$928	\$0	\$0	\$0	\$0
429001 TUITION/TRAINING	\$1,399	\$0	\$0	\$0	\$0
429090 MISC CONTRACTED SRVCS	\$11,982	\$0	\$0	\$0	\$0
430011 CUSTODIAL	\$4,436	\$0	\$0	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$1,753	\$0	\$0	\$0	\$0
453004 EQUIPMENT-VEHICLE	\$0	\$14,775	\$0	\$0	\$0
481001 GENERAL FUND TRANSFERS	\$40	\$0	\$0	\$0	\$0
485000 REFUND PRIOR YEAR REVENUE	\$100,242	\$69,594	\$0	\$0	\$0
<b>53505309 PA GAMING CONTRL BRD GRNT</b>	<b>\$133,119</b>	<b>\$84,369</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>53 POLICE PROTECTION FUND</b>	<b>\$195,824</b>	<b>\$164,941</b>	<b>\$109,795</b>	<b>\$165,300</b>	<b>\$165,300</b>

PARKS & RECREATION FUND

The Park & Recreation fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Parks & Recreation bureau, activities, and programming.

RESOURCE ALLOCATION  
2020 APPROVED BUDGET

RESOURCES		APPROPRIATIONS	
CITY ISLAND	110,500	CITY ISLAND	141,500
RESERVOIR PARK	32,000	RESERVOIR PARK	182,000
EVENTS	0	EVENTS	0
HIGHMARK	60,000	HIGHMARK	80,000
GRANT PROCEEDS	0	GENERAL SALARIES	0
FUND BALANCE PROPRIATION	201,000		
TOTAL RESOURCES	<u>403,500</u>	TOTAL APPROPRIATION	<u>403,500</u>

PARKS & RECREATION FUND  
2020 APPROVED BUDGET

	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
REVENUE ANALYSIS DETAIL					
CITY ISLAND	114,081	159,197	113,481	141,530	110,500
RESERVOIR PARK	12,378	10,105	19,625	6,500	32,000
EVENTS	200	0	0	0	0
HIGHMARK	80,000	70,000	60,000	70,000	60,000
GRANT PROCEEDS	1,107	5,042	7,793	0	0
TOTAL REVENUE	<u>206,659</u>	<u>239,302</u>	<u>193,106</u>	<u>218,030</u>	<u>202,500</u>
FUND BALANCE APPROPRIATION	0	0	0	31,030	201,000
TOTAL RESOURCES	<u>206,659</u>	<u>239,302</u>	<u>193,106</u>	<u>249,060</u>	<u>403,500</u>

EXPENDITURE ANALYSIS DETAIL					
CITY ISLAND	128,548	118,332	45,347	141,500	141,500
RESERVOIR PARK	23,703	23,948	1,889	182,000	182,000
EVENTS	41,637	0	0	0	0
HIGHMARK	82,959	71,775	81,111	100,030	80,000
GENERAL SALARIES	0	0	0	0	0
TOTAL EXPENDITURES	<u>276,847</u>	<u>214,055</u>	<u>128,347</u>	<u>423,530</u>	<u>403,500</u>

## 2020 Approved Budget

### Revenue Line Item

#### **BUDGET UNIT: PARKS & RECREATION FUND**

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
345029 PARK PERMIT FEES-OTHER	\$66,290	\$101,721	\$89,453	\$75,000	\$75,000
355005 RENT INCOME P & R	\$47,636	\$57,476	\$24,029	\$40,000	\$33,500
382000 CONTRIBUTIONS AND DONATION	\$0	\$0	\$0	\$1,000	\$2,000
385000 REFUNDS OF EXPENDITURES	\$155	\$0	\$0	\$1,000	\$0
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$24,530	\$31,000
<b>54505401 CITY ISLAND</b>	<b>\$114,081</b>	<b>\$159,197</b>	<b>\$113,481</b>	<b>\$141,530</b>	<b>\$141,500</b>
347090 OTHER LICENSES/PERMITS	\$12,378	\$10,105	\$19,625	\$9,500	\$8,500
382000 CONTRIBUTIONS AND DONATION	\$0	\$0	\$0	\$0	\$2,000
398054 PARKS AND RECREATION FUND	\$0	\$0	\$0	\$0	\$21,500
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$6,500	\$150,000
<b>54505402 RESERVOIR PARK</b>	<b>\$12,378</b>	<b>\$10,105</b>	<b>\$19,625</b>	<b>\$16,000</b>	<b>\$182,000</b>
347090 OTHER LICENSES/PERMITS	\$200	\$0	\$0	\$0	\$0
<b>54505403 EVENTS</b>	<b>\$200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
382000 CONTRIBUTIONS AND DONATION	\$80,000	\$70,000	\$60,000	\$70,000	\$60,000
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$0	\$20,000
<b>54505404 HIGHMARK</b>	<b>\$80,000</b>	<b>\$70,000</b>	<b>\$60,000</b>	<b>\$70,000</b>	<b>\$80,000</b>
352000 INT ON INVSTMTS/GRANT	\$1,107	\$5,042	\$7,793	\$0	\$0
<b>54505400 GENERAL SALARIES</b>	<b>\$1,107</b>	<b>\$5,042</b>	<b>\$7,793</b>	<b>\$0</b>	<b>\$0</b>
<b>54 PARKS &amp; RECREATION FUND</b>	<b>\$207,765</b>	<b>\$244,344</b>	<b>\$200,899</b>	<b>\$227,530</b>	<b>\$403,500</b>



## 2020 Approved Budget

### Expenditure Line Item

#### 54 PARKS & RECREATION FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
420040 TELEPHONE	\$169	\$1,063	\$859	\$3,000	\$3,000
422020 ELECTRICITY	\$18,636	\$14,784	\$12,264	\$18,000	\$18,000
425090 MAINT SERV CONTRACT	\$3,465	\$0	\$1,026	\$3,500	\$3,500
429080 POLICE SERVICES	\$2,500	\$0	\$150	\$2,000	\$2,000
429090 MISC CONTRACTED SRVCS	\$22,234	\$17,966	\$400	\$30,000	\$30,000
430012 PERSONAL SAFETY	\$3,625	\$0	\$0	\$0	\$0
430041 PLAYGRND &/OR POOL SUPPLY	\$10,000	\$9,872	\$0	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$25,040	\$25,996	\$10,648	\$30,000	\$30,000
452000 BUILDINGS AND STRUCTURES	\$8,128	\$6,153	\$0	\$35,000	\$35,000
452008 BUILDING IMPROVEMENTS	\$14,750	\$0	\$0	\$0	\$0
481054 PARKS & RECREATION FUND	\$0	\$22,500	\$0	\$0	\$0
481056 SPECIAL EVENTS FUND	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
<b>54505401 CITY ISLAND</b>	<b>\$128,548</b>	<b>\$118,332</b>	<b>\$45,347</b>	<b>\$141,500</b>	<b>\$141,500</b>
425090 MAINT SERV CONTRACT	\$1,384	\$620	\$0	\$0	\$0
425094 MANSION MAINTENANCE	\$4,487	\$5,204	\$0	\$7,500	\$7,500
429090 MISC CONTRACTED SRVCS	\$13,929	\$5,414	\$983	\$14,000	\$14,000
430099 MISC SUPPLIES AND EXP	\$3,171	\$7,611	\$907	\$9,000	\$9,000
439015 OFFICE EQUIPMENT	\$732	\$0	\$0	\$1,500	\$1,500
453099 EQUIPMENT-OTHER	\$0	\$5,099	\$0	\$150,000	\$150,000
<b>54505402 RESERVOIR PARK</b>	<b>\$23,703</b>	<b>\$23,948</b>	<b>\$1,889</b>	<b>\$182,000</b>	<b>\$182,000</b>
429083 FIREWORK-MINOR EVENT	\$7,000	\$0	\$0	\$0	\$0
481056 SPECIAL EVENTS FUND	\$34,637	\$0	\$0	\$0	\$0
<b>54505403 EVENTS</b>	<b>\$41,637</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
414000 SALARIES & WAGES	\$46,115	\$42,910	\$35,553	\$46,477	\$32,000
419001 SOCIAL SECURITY	\$3,528	\$3,283	\$2,719	\$3,553	\$4,000
429015 TRAVEL	\$22,890	\$22,360	\$29,475	\$39,000	\$32,000
430099 MISC SUPPLIES AND EXP	\$10,427	\$3,222	\$13,364	\$11,000	\$12,000
<b>54505404 HIGHMARK</b>	<b>\$82,959</b>	<b>\$71,775</b>	<b>\$81,111</b>	<b>\$100,030</b>	<b>\$80,000</b>
<b>54 PARKS &amp; RECREATION FUND</b>	<b>\$276,847</b>	<b>\$214,055</b>	<b>\$128,347</b>	<b>\$423,530</b>	<b>\$403,500</b>

WHBG FUND

The WHBG fund accounts for fees, contributions and sponsorship revenue for maintenance of the City's government access cable television channel, station facilities and programming management.

RESOURCE ALLOCATION  
2020 APPROVED BUDGET

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RESOURCES		APPROPRIATIONS	
WHBG BROADCASTING NTKW	9,500	WHBG FUND	9,500
FUND BALANCE PROPRIATION	0		
TOTAL RESOURCES	<u>9,500</u>	TOTAL APPROPRIATION	<u>9,500</u>

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WHBG FUND  
2020 APPROVED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (12/31)	2020 Adopted Budget	2021 Approved Budget
REVENUE ANALYSIS DETAIL					
WHBG BROADCASTING NETWORK	7,979	4,786	2,088	10,000	9,500
TOTAL REVENUE	<u>7,979</u>	<u>4,786</u>	<u>2,088</u>	<u>10,000</u>	<u>9,500</u>
FUND BALANCE APPROPRIATION	0	0	0	0	0
TOTAL RESOURCES	<u>7,979</u>	<u>4,786</u>	<u>2,088</u>	<u>10,000</u>	<u>9,500</u>

EXPENDITURE ANALYSIS DETAIL					
CONSULTING	0	0	0	1,000	1,000
CONTRACTED PERSONNEL SERVICES	0	0	0	6,000	6,000
TUITION/TRAINING	0	0	0	1,000	1,000
SUPPLIES AND EXPENSES	0	0	0	1,500	1,500
TOTAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,500</u>	<u>9,500</u>

## 2020 Approved Budget

Revenue Line Item

### BUDGET UNIT: WHBG FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
352000 INT ON INVSTMTS/GRANT	\$479	\$736	\$1,313	\$0	\$0
384007 HBG BROADCASTING NTKW	\$7,500	\$4,050	\$775	\$10,000	\$9,500
<b>55505500 WHBG FUND</b>	<b>\$7,979</b>	<b>\$4,786</b>	<b>\$2,088</b>	<b>\$10,000</b>	<b>\$9,500</b>

# 2020 Approved Budget

## Expenditure Line Item

### 55 WHBG FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
421030 CONSULTING	\$0	\$0	\$0	\$1,000	\$1,000
429001 TUITION/TRAINING	\$0	\$0	\$0	\$1,000	\$1,000
429014 CONTRACTED PERSONNEL SVS.	\$0	\$0	\$0	\$6,000	\$6,000
430099 MISC SUPPLIES AND EXP	\$0	\$0	\$0	\$1,500	\$1,500
<b>55505510 WHBG FUND</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,500</b>	<b>\$9,500</b>

EVENTS FUND

The Special Events Fund accounts for all revenue raised in support of the City's events, including the July 4th Celebration, Kipona, the Holiday Parade and New Year's Eve. This fund also accounts for related event expenses and is overseen by the Director of Business Development and the Events and Marketing Manager.

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RESOURCE ALLOCATION  
2020 APPROVED BUDGET

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RESOURCES		APPROPRIATIONS	
CONTRIBUTIONS & DONATIONS	71,000	EVENTS	199,000
PARK PERMIT FEES	0	ARTFEST	121,000
OTHER LICENSE FEES	229,000		
TRANSFERS	20,000		
FUND BALANCE APPROPRIATION	0	TOTAL APPROPRIATION	320,000
TOTAL RESOURCES	320,000		

EVENTS FUND  
2020 APPROVED BUDGET

Account Name	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Donations & Contributions	52,221	28,400	52,850	55,000	54,000
Interest of Savings	318	1,129	2,585	0	0
Park Permit Fee	0	0	0	5,000	0
Other License Fees	61,160	116,550	73,275	65,000	125,000
Transfers	0	0	0	0	20,000
Artfest - License & Permits	0	0	73,275	65,000	104,000
Artfest - Donations and Contribution	0	0	20,000	20,000	17,000
<b>TOTAL REVENUE</b>	<u>113,699</u>	<u>146,079</u>	<u>221,985</u>	<u>210,000</u>	<u>320,000</u>
Fund Balance Appropriation	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<u>113,699</u>	<u>146,079</u>	<u>221,985</u>	<u>210,000</u>	<u>320,000</u>

<b>REVENUE ANALYSIS DETAIL</b>					
Donations & Contributions	52,221	28,400	52,850	55,000	54,000
Interest of Savings	318	1,129	2,585	0	0
Park Permit Fee	0	0	0	5,000	0
Other License Fees	61,160	116,550	73,275	65,000	125,000
Transfers- General Fund	0	0	0	0	0
Transfers- Parks & Rec Special Fund	54,637	20,000	20,000	20,000	20,000
Artfest - License & Permits	0	0	0	0	104,000
Artfest - Donations and Contribution	0	0	0	0	17,000
<b>TOTAL REVENUE</b>	<u>168,336</u>	<u>166,079</u>	<u>148,710</u>	<u>145,000</u>	<u>320,000</u>
Fund Balance Appropriation	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<u>168,336</u>	<u>166,079</u>	<u>148,710</u>	<u>145,000</u>	<u>320,000</u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>					
Events	116,879	162,157	115,991	181,000	199,000
Arfest	0	0	0	0	121,000
<b>TOTAL EXPENDITURES</b>	<u>116,879</u>	<u>162,157</u>	<u>115,991</u>	<u>181,000</u>	<u>320,000</u>

## 2020 Approved Budget

### Revenue Line Item

#### **BUDGET UNIT: EVENTS FUND**

<b>Account</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual YTD (12/31)</b>	<b>2019 Adopted Budget</b>	<b>2020 Approved Budget</b>
345029 PARK PERMIT FEES-OTHER	\$0	\$0	\$0	\$5,000	\$0
347090 OTHER LICENSES/PERMITS	\$61,160	\$116,550	\$73,275	\$65,000	\$125,000
352000 INT ON INVSTMTS/GRANT	\$318	\$1,129	\$2,585	\$0	\$0
382000 CONTRIBUTIONS AND DONATION	\$52,221	\$28,400	\$52,850	\$55,000	\$54,000
385018 MEDICAL-EMPLOYEE CONTR	\$56	\$98	\$0	\$0	\$0
398054 PARKS AND RECREATION FUND	\$54,637	\$20,000	\$20,000	\$20,000	\$20,000
<b>56015601 EVENTS</b>	<b>\$168,391</b>	<b>\$166,177</b>	<b>\$148,710</b>	<b>\$145,000</b>	<b>\$199,000</b>
347090 OTHER LICENSES/PERMITS	\$0	\$0	\$0	\$0	\$104,000
382000 CONTRIBUTIONS AND DONATION	\$0	\$0	\$0	\$0	\$17,000
<b>56015602 ARTFEST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$121,000</b>
<b>56 EVENTS FUND</b>	<b>\$168,391</b>	<b>\$166,177</b>	<b>\$148,710</b>	<b>\$145,000</b>	<b>\$320,000</b>



## 2020 Approved Budget

### Expenditure Line Item

#### 56 EVENTS FUND

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
414000 SALARIES & WAGES	\$2,788	\$2,592	\$0	\$0	\$0
419001 SOCIAL SECURITY	\$208	\$192	\$0	\$0	\$0
424020 WEB/SOFTWARE SERVICES	\$0	\$0	\$960	\$0	\$0
429081 FIREWORK-JULY 4	\$15,750	\$15,000	\$14,000	\$16,000	\$18,000
429082 FIREWORK-KIPONA	\$15,000	\$13,000	\$12,000	\$15,000	\$16,000
429083 FIREWORK-MINOR EVENT	\$0	\$13,000	\$5,000	\$8,000	\$5,000
429084 MISC CONTR SRVCS-JULY 4	\$9,915	\$9,555	\$11,324	\$11,000	\$19,000
429085 MISC CONTR SRVCS-KIPONA	\$58,764	\$52,400	\$61,689	\$70,000	\$75,000
429086 MISC CONTR SRVCS-MIN EVT	\$13,620	\$56,159	\$10,998	\$60,000	\$65,000
430099 MISC SUPPLIES AND EXP	\$834	\$259	\$20	\$1,000	\$1,000
<b>56015601 EVENTS</b>	<b>\$116,879</b>	<b>\$162,157</b>	<b>\$115,991</b>	<b>\$181,000</b>	<b>\$199,000</b>
429014 CONTRACTED PERSONNEL SVS.	\$0	\$0	\$0	\$0	\$20,000
429086 MISC CONTR SRVCS-MIN EVT	\$0	\$0	\$0	\$0	\$100,000
430099 MISC SUPPLIES AND EXP	\$0	\$0	\$0	\$0	\$100
430009 OFFICE	\$0	\$0	\$0	\$0	\$900
<b>56015602 ARTSFEST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$121,000</b>
<b>56 EVENTS FUND</b>	<b>\$116,879</b>	<b>\$162,157</b>	<b>\$115,991</b>	<b>\$181,000</b>	<b>\$320,000</b>



# Capital Projects 2020

## GENERAL FUND

### ADMINISTRATION

#### BUREAU OF INFORMATION TECHNOLOGY

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\$	264,000	VOIP Phone System Replacement - \$203k Gaming Grant (Approved in prior year but did not commence/complete)
\$	250,000	DCIT & DREV System Replacement
\$	75,000	Printer Fleet Replacement
\$	61,525	Cisco Server & Nimble SAN Lease (Year 3 of 3)
\$	42,000	Office 365
\$	30,000	Security Cameras - Reservoir Park (15)
\$	25,000	Security Cameras - MLK Building (15)
\$	2,663	Sharp Electronics- Printer Lease

**\$ 750,188**

**TOTAL -ADMINISTRATION**

**\$ 750,188**

### PARKS AND FACILITIES

#### BUREAU OF FACILITIES & PARKS & RECREATION

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\$	250,000	GESA
\$	226,803	4th and Dauphin Playground (Approved in prior year but did not commence/complete)
\$	65,000	Life Safety - ATS replacement of non-working transfer switch for emergency power back-up
\$	22,000	Access Control - Public Works Building
\$	17,975	Access Control - MLK Building
\$	17,075	Access control - Public Safety Building
\$	17,000	Security Cameras - Brownstone and Mansion Buildings
\$	15,000	Brownstone security & shelving
\$	11,300	Elevator Access Control - Public Safety Building
\$	10,000	Repairing & Replacing Fencing

**\$ 652,153**

**TOTAL - PARKS AND FACILITIES**

**\$ 652,153**

## **PUBLIC SAFETY**

### **BUREAU OF POLICE**

---

\$ 260,000 Patrol Vehicles  
\$ 100,000 Patrol Command Van (if grant funded 50%)  
\$ 113,000 Vice Surveillance Van (if grant funded)  
\$ 43,000 Community Policing Van (50% cost covered by 2018 JAG grant)  
\$ 25,000 Renovation/Re-Purpose old Communications Center For Patrol use  
\$ 15,000 Street Crimes Unit - Used Cars

---

**\$ 556,000**

### **BUREAU OF FIRE**

---

\$ 128,000 Lease purchase of new apparatus  
\$ 80,000 Equipment for new apparatus (Amkus vehicle rescue tools)  
\$ 25,000 Fire Station captial repairs

---

**\$ 233,000**

**TOTAL - PUBLIC SAFETY**

---

**\$ 789,000**

### **BUREAU OF VEHICLE MANAGEMENT**

---

\$ 470,000 VMC Vehicle Leasing  
\$ 12,000 Flooring

**TOTAL - PUBLIC WORKS**

---

**\$ 482,000**

**TOTAL - GENERAL FUND**

---

**\$ 2,673,341**



# Capital Projects 2020

## NEIGHBORHOOD SERVICES FUND

### **BUDGET UNIT: 25062562 CITY SERVICES**

---

\$	550,000	2 bulk items collection trucks to replace 2 aging trucks (via DEP Grant of \$467,500)
\$	354,810	Lease payment of 7 refuse trucks (Year 2 of 5)
\$	211,415	Lease payment of 6 dump trucks (Year 3 of 5)
\$	129,588	Lease payment of 2 front-end loaders (Year 3 of 5)
\$	250,000	Outsourced demolition
\$	120,000	Small Packer - To assist with waste collection in alleys, City parks, and Steelton
\$	100,000	remaining 902 grant for glass recycling program
\$	78,000	Cameras for sanitation fleet (13)
\$	4,350	Lease payment of backhoe (Year 5 of 5)

### **BUDGET UNIT: 25062584 PARK MAINTENANCE**

\$	150,000	1-ton dump truck w/brine uplife & V body
\$	120,000	Flatbed with drop sides
\$	34,066	TORO 7500 96" 37HP DIESEL
\$	14,000	Two (2) UTVs
\$	12,025	74946 TORO 6000 34HP 60" GAS
\$	12,700	7497 TORO 6000 34HP 72" GAS
\$	9,875	Equipment replacement

**\$ 2,150,830**

**TOTAL - NEIGHBORHOOD SERVICES FUND**

**\$ 2,150,830**



## Capital Projects 2020

### STATE LIQUID FUELS TAX FUND

---

\$	908,070	Grant match and design for Chestnut St and Walnut St (East West Connector)
\$	821,119	Vision Zero (2nd street)
\$	<b>1,729,189</b>	

**TOTAL - STATE LIQUID FUELS TAX FUND**     \$     **1,729,189**



## Capital Projects 2020

### CAPITAL PROJECTS FUND

\$	3,650,000	7th st construction - \$517k City share (Approved in prior year but did not commence)
\$	1,600,000	Vision Zero (2nd Street)
\$	500,000	CFA grant for Chestnut St and Walnut St (East West Connector)
\$	305,000	2nd Street Final Design (Professional Fee - Approved in prior year but did not complete)
\$	300,000	7th st. - Design and Inspection Fees (Approved in prior year but did not commence)
\$	270,000	MulDer Sq construction costs (non RCAP eligible - approved in prior year but did not commence)
\$	205,000	3rd St EV charging Stations
\$	163,000	Herr St ADA curb ramps (contingent on PennDOT grant supplement)
\$	150,000	Maclay St. ADA curb/ramps overruns (Approved in prior year but did not complete)
\$	150,000	Green Light Go Project 2 (Forster St. signal improvements - Approved in prior year but did not complete)
\$	140,000	MulDer Sq construction inspection (Professional Fee - approved in prior year but did not complete)
\$	65,000	Green Light Go Proj 1 overruns (PennDOT)
\$	85,000	Vision Zero (high Impact Area signal upgrades)
\$	50,000	Herr St. Underpass - City Share (Approved in prior year but did not commence)
<b>\$</b>	<b>7,633,000</b>	

**TOTAL - CAPITAL PROJECTS FUND**

**\$ 7,633,000**

## 2020 Approved Budget

Revenue Line Item

**BUDGET UNIT: 27272700 SANITATION FUND**

Account	2017 Actual	2018 Actual	2019 Actual YTD (12/31)	2019 Adopted Budget	2020 Approved Budget
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$5,151	\$5,724
<b>27272700 SANITATION FUND</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,151</b>	<b>\$5,724</b>

# **2020 Approved Budget**

Expenditure Line Item

## **BUDGET UNIT: 27272710 SANITATION FUND**

<b>Account</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual YTD (12/31)</b>	<b>2019 Adopted Budget</b>	<b>2020 Approved Budget</b>
481025 NEIGHBORHOOD SVCS FUND	\$1,025,939	\$0	\$0	\$5,151	\$5,724
<b>27272710 SANITATION FUND</b>	<b>\$1,025,939</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,151</b>	<b>\$5,724</b>



Moved by:



An Ordinance establishing the budget for the Municipal Government of the City of Harrisburg for the year Two Thousand Twenty (2020).

**SECTION 1. GENERAL FUND**

**\$74,316,819**

Appropriations in the amount of **Seventy Four Million Three Hundred Sixteen Thousand Eight Hundred Nineteen Dollars** are hereby made to the General Fund as specified in Exhibit "A" and summarized as follows:

**FOR: GENERAL GOVERNMENT**

**\$2,388,933**

**To: City Council (0101):**

Personnel	\$	303,035	
Services	\$	114,200	
Supplies	\$	11,000	
Other	\$	3,400	
<b>Total - City Council</b>			\$ 431,635

**To: Mayor's Office (0102):**

Personnel	\$	242,213	
Services	\$	17,480	
Supplies	\$	14,187	
Other	\$	-	
<b>Total - Mayor's Office</b>			\$ 273,880

**To: City Controller's Office (0103):**

Personnel	\$	154,190	
Services	\$	10,500	
Supplies	\$	9,200	
Other	\$	-	
<b>Total - City Controller's Office</b>			\$ 173,890

**To: City Treasurer's Office (0104):**

Personnel	\$	357,216	
Services	\$	62,700	
Supplies	\$	11,000	
Other	\$	-	
<b>Total - City Treasurer's Office</b>			\$ 430,916

**To: City Solicitor's Office (0105):**

Personnel	\$	490,240	
Services	\$	233,277	
Supplies	\$	41,065	
Other	\$	-	
<b>Total - City Solicitor's Office</b>			\$ 764,582

**To: Bureau of Communication (0114):**

Personnel	\$	201,985	
Services	\$	29,800	
Supplies	\$	14,500	
Other	\$	-	
<b>Total - Communication</b>			\$ 246,285

**To: Office of Social Equity/Affirmative Action (0115):**

Personnel	\$	67,745	
Services	\$	-	
Supplies	\$	-	
Other	\$	-	
<b>Total - Social Equity/Affirmative Action</b>			\$ 67,745

**FOR: DEPARTMENT OF ADMINISTRATION**

**\$3,714,762**

**To: Office of the Business Administrator (0110):**

71	Personnel	\$	258,361		
72	Services	\$	70,525		
73	Supplies	\$	5,568		
74	Other	\$	-		
75	Total - Business Administrator			\$	334,454
76					
77	To: Bureau of Grants (0113):				
78	Personnel	\$	69,973		
79	Services	\$	4,000		
80	Supplies	\$	500		
81	Other	\$	-		
82	Total - Grants Management			\$	74,473
83					
84	To: Bureau of Information Technology (0116):				
85	Personnel	\$	487,569		
86	Services	\$	582,466		
87	Supplies	\$	291,155		
88	Other	\$	750,188		
89	Total - Information Technology			\$	2,111,378
90					
91	To: Bureau of Human Resources (0117):				
92	Personnel	\$	376,554		
93	Services	\$	74,645		
94	Supplies	\$	2,200		
95	Other	\$	-		
96	Total - Human Resources			\$	453,399
97					
98	To: Bureau of Licensing, Taxation & Central Support (0124):				
99	Personnel	\$	339,129		
100	Services	\$	280,295		
101	Supplies	\$	58,172	\$	-
102	Other	\$	-		
103	Total - Licensing, Taxation & Central Support			\$	677,597
104					
105	To: Bureau of Business Development (0139):				
106	Personnel	\$	57,636		
107	Services	\$	5,525		
108	Supplies	\$	300		
109	Other	\$	-		
110	Total - Business Development			\$	63,461
111					
112	FOR: DEPARTMENT OF BUDGET AND FINANCE				\$738,851
113					
114	To: Bureau of Financial Management (0112):				
115	Personnel	\$	458,021		
116	Services	\$	268,730		
117	Supplies	\$	12,100		
118	Other	\$	-		
119	Total - Financial Management			\$	738,851
120					
121					
122	FOR: DEPARTMENT OF PARKS, RECREATION AND FACILITIES				\$2,467,049
123					
124	To: Bureau of Parks & Recreation (0180):				
125	Personnel	\$	1,007,217		
126	Services	\$	479,473		
127	Supplies	\$	328,206		
128	Other	\$	652,153		
129	Total - Parks & Recreation			\$	2,467,049
130					
131	FOR: DEPARTMENT OF PUBLIC SAFETY				\$29,391,314
132					
133	To: Bureau of Codes Enforcement (0137):				
134	Personnel	\$	916,987		
135	Services	\$	29,250		
136	Supplies	\$	19,200		
137	Other	\$	-		
138	Total - Codes Enforcement			\$	965,437

139				
140	<b>To: Bureau of Police (0142):</b>			
141	<b>Personnel</b>	\$	17,770,397	
142	<b>Services</b>	\$	956,283	
143	<b>Supplies</b>	\$	429,608	
144	<b>Other</b>	\$	556,000	
145	<b>Total - Bureau of Police</b>			\$ 19,712,287
146				
147	<b>To: Bureau of Fire (0151):</b>			
148	<b>Personnel</b>	\$	7,842,925	
149	<b>Services</b>	\$	373,100	
150	<b>Supplies</b>	\$	264,565	
151	<b>Other</b>	\$	233,000	
152	<b>Total - Bureau of Fire</b>			\$ 8,713,590
153				
154	<b>FOR: DEPARTMENT OF ENGINEERING &amp; PLANNING</b>			\$2,156,663
155				
156	<b>To: Office of the Director (0160):</b>			
157	<b>Personnel</b>	\$	791,133	
158	<b>Services</b>	\$	655,470	
159	<b>Supplies</b>	\$	358,300	
160	<b>Other</b>	\$	9,830	
161	<b>Total - Office of the Director</b>			\$ 1,814,733
162				
163	<b>To: Bureau of Planning (0135):</b>			
164	<b>Personnel</b>	\$	239,430	
165	<b>Services</b>	\$	100,000	
166	<b>Supplies</b>	\$	2,500	
167	<b>Other</b>	\$	-	
168	<b>Total - Planning</b>			\$ 341,930
169				
170	<b>FOR: DEPARTMENT OF PUBLIC WORKS</b>			\$2,449,276
171				
172	<b>To: Bureau of Vehicle Management (0172):</b>			
173	<b>Personnel</b>	\$	423,645	
174	<b>Services</b>	\$	484,256	
175	<b>Supplies</b>	\$	1,059,375	
176	<b>Other</b>	\$	482,000	
177	<b>Total - Vehicle Management</b>			\$ 2,449,276
178				
179	<b>FOR: GENERAL EXPENSES (0188):</b>			\$14,268,225
180				
181	<b>Personnel</b>	\$	11,791,169	
182	<b>Services</b>	\$	1,949,754	
183	<b>Supplies</b>	\$	25,500	
184	<b>Other</b>	\$	501,802	
185	<b>Total -</b>			\$ 14,268,225
186				
187	<b>FOR: TRANSFERS TO OTHER FUNDS (0189):</b>			\$16,741,747
188				
189	<b>To: Capital Projects Fund</b>	\$	1,685,000	
190	<b>To: Debt Service Fund Trans</b>	\$	14,797,106	
191	<b>To: Senators Fund</b>	\$	259,641	
192	<b>To: Special Events Fund</b>	\$	-	
193	<b>To: Neighborhood Svcs Fund</b>	\$	-	
194	<b>Total - Transfers</b>			\$ 16,741,747
195				
196	<b>SECTION 2. STATE LIQUID FUELS TAX FUND</b>			\$2,705,131
197				
198	Appropriations in the amount of <b>Two Million Seven Hundred Five Thousand One Hundred Thirty One Dollars</b>			
199	are hereby made to the State Liquid Fuels Tax Fund as specified in Exhibit "A" and summarized as follows:			
200				
201	<b>To: State Liquid Fuels Tax Fund (2020)</b>			
202	<b>Personnel</b>	\$	-	
203	<b>Services</b>	\$	423,300	
204	<b>Supplies</b>	\$	336,600	
205	<b>Other</b>	\$	1,945,231	
206	<b>Total - State Liquid Fuels Tax Fund</b>			\$ 2,705,131
207				

208 **SECTION 3. HOST MUNICIPALITY FEES FUND** **\$455,594**  
 209  
 210

211 Appropriations in the amount of **Four Hundred Fifty Five Thousand Five Hundred Ninety Four Dollars**  
 212 are hereby made to the Host Municipality Fees Fund as specified in Exhibit "A" and summarized as follows:  
 213

214 **To: Host Municipality Fees Fund (2110):**

215	Personnel	\$	131,594	
216	Services	\$	99,000	
217	Supplies	\$	10,000	
218	Other	\$	<u>215,000</u>	
219	<b>Total – Host Municipality Fees Fund:</b>			\$ 455,594

222 **SECTION 4. DEBT SERVICE FUND** **\$15,273,638**  
 223

224 Appropriations in the amount of **Fifteen Million Two Hundred Seventy Three Thousand Six Hundred Thirty Eight Dollars**  
 225 are hereby made to the Debt Service Fund as specified in Exhibit "A" and summarized as follows:  
 226

227 **To: Debt Service Fund** **\$ 15,273,638**  
 228  
 229

232 **SECTION 5. NEIGHBORHOOD SERVICES FUND** **\$17,531,761**  
 233

234 Appropriations in the amount of **Seventeen Million Five Hundred Thirty One Thousand Seven Hundred Sixty One Dollars**  
 235 are hereby made to the Neighborhood Services Fund as specified in Exhibit "A" and summarized as follows:  
 236

237 **To: Bureau of Neighborhood Services (2562):**

238	Personnel	\$	4,762,402	
239	Services	\$	8,971,899	
240	Supplies	\$	479,000	
241	Other	\$	<u>1,548,164</u>	
242	<b>Total – City Services</b>			\$ 15,761,465

243 **To: Bureau of Neighborhood Services (2584):**

244	Personnel	\$	1,063,149	
245	Services	\$	178,625	
246	Supplies	\$	175,856	
247	Other	\$	<u>352,666</u>	
248	<b>Total – Park Maintenance Services</b>			\$ 1,770,296

250 **SECTION 6. SENATORS FUND** **\$674,690**  
 251

252 Appropriations in the amount of **Six Hundred Seventy Four Thousand Six Hundred Ninety Dollars**  
 253 are hereby made to the Senators Fund as specified in Exhibit "A" and summarized as follows:  
 254

255 **To: Senators Fund (26):**

256	Personnel	\$	-	
257	Services	\$	25,000	
258	Supplies	\$	-	
259	Other	\$	<u>649,690</u>	
260	<b>Total – Senators Fund</b>			\$ 674,690

262 **SECTION 7. CAPITAL PROJECTS – PUBLIC WORKS** **\$7,633,000**  
 263

264 Appropriations in the amount of **Seven Million Six Hundred Thirty Three Thousand Dollars**  
 265 are hereby made to the Capital Projects Fund as specified in Exhibit "A" and summarized as follows:  
 266

267 **To: Capital Projects (06):**

268	Public Works Projects	\$	-	
269	Engineering Projects	\$	<u>7,633,000</u>	
270	<b>Total – Capital Projects Fund</b>			\$ 7,633,000

271  
 272  
 273

274 **SECTION 8. NEIGHBORHOOD MITIGATION** **\$156,000**

275 Appropriations in the amount of **One Hundred Fifty Six Thousand Dollars**  
 276 are hereby made to the Neighborhood Mitigation Fund as specified in Exhibit "A" and summarized as follows:

277

278 **To: Neighborhood Mitigation Fund :**

280 <b>Salvage</b>	\$	8,000	
281 <b>Land Bank</b>	\$	-	
282 <b>Permit Penalty</b>	\$	48,000	
283 <b>Foreclosure Property Registry</b>	\$	100,000	
284 <b>Total – Neighborhood Mitigation Fund</b>	\$		<b>156,000</b>

286 **SECTION 9. SPECIAL EVENTS & PROJECTS REIMB FUND** **\$20,000**

287 Appropriations in the amount of **Twenty Thousand Dollars**  
 288 are hereby made to the Special Events & Projects Reimb Fund as specified in Exhibit "A" and summarized as follows:

289

290 **To: Special Events & Projects Reimb Fund** **\$ 20,000**

291 **SECTION 10. FIRE PROTECTION FUND** **\$367,500**

292 Appropriations in the amount of **Three Hundred Sixty Seven Thousand Five Hundred Dollars**  
 293 are hereby made to the Fire Protection Fund as specified in Exhibit "A" and summarized as follows:

294

295 **To: Fire Protection Fund**

301 <b>Operations Equipment</b>	\$	357,000	
302 <b>Tuition/Training</b>	\$	7,500	
303 <b>Educational</b>	\$	3,000	
304 <b>Total – Fire Protection Fund</b>	\$		<b>367,500</b>

305 **SECTION 11. POLICE PROTECTION FUND** **\$165,300**

306 Appropriations in the amount of **One Hundred Sixty Five Thousand Three Hundred Dollars**  
 307 are hereby made to the Police Protection Fund as specified in Exhibit "A" and summarized as follows:

308

309 **To: Police Protection Fund**

313 <b>Illegal Gun Program</b>	\$	2,400	
314 <b>Police Training</b>	\$	85,000	
315 <b>K-9 Emergency</b>	\$	2,500	
316 <b>K-9</b>	\$	7,400	
317 <b>Police Projects</b>	\$	20,000	
318 <b>Fed Forfeiture</b>	\$	48,000	
319 <b>Dare Program</b>	\$	-	
320 <b>Protect Hbg Legal Defense</b>	\$	-	
321 <b>Pa Gaming Contrl Brd Grnt</b>	\$	-	
322 <b>Total – Police Protection Fund</b>	\$		<b>165,300</b>

323 **SECTION 12. PARKS & RECREATION FUND** **\$403,500**

324 Appropriations in the amount of **Four Hundred Three Thousand Five Hundred Dollars**  
 325 are hereby made to the Parks & Recreation Fund as specified in Exhibit "A" and summarized as follows:

326

327 **To: Parks & Recreation Fund :**

331 <b>City Island</b>	\$	141,500	
332 <b>Reservoir Park</b>	\$	182,000	
333 <b>Events</b>	\$	-	
334 <b>Highmark</b>	\$	80,000	
335 <b>General Revenue</b>	\$	-	

336	<b>Total – Parks &amp; Recreation Fund</b>	\$	<b>403,500</b>	
337				
338	<b>SECTION 13. WHBG FUND</b>			<b>\$9,500</b>
339				
340	Appropriations in the amount of <b>Nine Thousand Five Hundred Dollars</b>			
341	are hereby made to the WHBG Fund as specified in Exhibit "A" and summarized as follows:			
342				
343	<b>To: WHBG Fund</b>	\$	<b>9,500</b>	
344				
345				
346	<b>SECTION 14. EVENTS FUND</b>			<b>\$320,000</b>
347				
348	Appropriations in the amount of <b>Three Hundred Twenty Thousand Dollars</b>			
349	are hereby made to the Events Fund as specified in Exhibit "A" and summarized as follows:			
350				
351	<b>To: Events Fund (56):</b>			
352	<b>Events</b>	\$	<b>199,000</b>	
353	<b>Artsfest</b>	\$	<b>121,000</b>	
354	<b>To: Events Fund</b>	\$	<b>320,000</b>	
355				
356				
357	<b>SECTION 15. SANITATION FUND AND DISPOSAL FUND</b>			<b>\$5,724</b>
358				
359	Appropriations in the amount of <b>Five Thousand Seven Hundred Twenty Four Dollars</b>			
360	are hereby made to the Sanitation and Disposal as specified in Exhibit "A" and summarized as follows:			
361				
362	<b>To: Sanitation Fund (27)</b>	\$	<b>5,724</b>	
363	<b>To: Disposal Fund (28)</b>	\$	<b>-</b>	
364				
365	<b>SECTION 16. ESTIMATED RESOURCES</b>			
366				
367	The estimated resources of the City of Harrisburg for the year 2020 are as follows:			
368				
369	<b>GENERAL FUND</b>			<b>\$74,317,446</b>
370				
371	<b>STATE LIQUID FUELS TAX FUND</b>			<b>\$2,705,131</b>
372				
373	<b>HOST MUNICIPALITY FEES FUND</b>			<b>\$455,594</b>
374				
375	<b>DEBT SERVICE FUND</b>			<b>\$15,273,638</b>
376				
377	<b>NEIGHBORHOOD SERVICES FUND</b>			<b>\$17,531,761</b>
378				
379	<b>SENATORS FUND</b>			<b>\$674,690</b>
380				
381	<b>CAPITAL PROJECTS – PUBLIC WORKS</b>			<b>\$7,633,000</b>
382				
383	<b>NEIGHBORHOOD MITIGATION</b>			<b>\$156,000</b>
384				
385	<b>SPECIAL EVENTS &amp; PROJECTS REIMB FUND</b>			<b>\$20,000</b>
386				
387	<b>FIRE PROTECTION FUND</b>			<b>\$367,500</b>

388		
389	<b>POLICE PROTECTION FUND</b>	<b>\$165,300</b>
390		
391	<b>PARKS &amp; RECREATION FUND</b>	<b>\$403,500</b>
392		
393	<b>WHBG FUND</b>	<b>\$9,500</b>
394		
395	<b>EVENTS FUND</b>	<b>\$320,000</b>
396		
397	<b>SANITATION FUND</b>	<b>\$5,724</b>
398		
399	<b>DISPOSAL FUND</b>	<b>\$0</b>
400		
401	<b><u>TOTAL 2020 PROPOSED BUDGET</u></b>	<b><u>\$120,038,783</u></b>
402		

403  
404 **SECTION 17. DELEGATION**

405  
406 Appropriate City officials are authorized and directed to take such actions as are necessary to effectuate this ordinance.

407  
408 **SECTION 18. SEVERABILITY**

409  
410 If any provision, sentence, clause, section, or part of this ordinance or the application thereof to any person or circumstance is for any  
411 reason found to be unconstitutional, illegal or invalid by a court of competent jurisdiction, such unconstitutionality, illegality or invalidity shall not  
412 affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this ordinance. It is hereby declared as the intent of the  
413 Council of the City of Harrisburg that this ordinance would have been adopted had such unconstitutional, illegal or invalid provision, sentence,  
414 clause, section, or part not been included herein.  
415

416 **SECTION 19. REPEALER**

417  
418 All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

419  
420 **SECTION 20. EFFECTIVE DATE**

421  
422 This ordinance shall take effect in accordance with the provisions of the law.  
423

424  
425  
426  
427 Seconded by: Wanda R. O. Williams

428  
429  
430 City Council: \_\_\_\_\_

431  
432  
433 Signed by the Mayor: [Signature]  
434

Passed by City Council December 17, 2019

Wanda R. D. Williams

President of City Council

Attest

Kan Hat

City Clerk

Approved

Returned to City Council with objections

[Signature]

Mayor

12/17/19

Date

YEAS		NAYS
<input checked="" type="checkbox"/>	MR. ALLATT	
<input checked="" type="checkbox"/>	MS. BOWERS	
<input checked="" type="checkbox"/>	MS. DANIELS	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	MS. GREEN	
<input checked="" type="checkbox"/>	MR. MADSEN	
<input checked="" type="checkbox"/>	MR. MAJORS	
<input checked="" type="checkbox"/>	MS. WILLIAMS	

Yeas

6

Nays

1



BILL NO. 15 of 2019

Moved by: Ben J. Allard

An Ordinance amending the Codified Ordinances of the City of Harrisburg, Title V, Licensing and Taxation, Part V, Real Estate Taxes, Chapter 5-501, Property Tax, by establishing for the year Two Thousand Twenty (2020) a tax levy on land and improvements and providing for the distribution of taxes levied and assessed and providing for a tax rebate for the difference between the tax due and attributable to the year Two Thousand Twenty (2020) tax levy over the tax due and attributable to the year Two Thousand Six (2006) tax levy for qualifying senior citizens.

**WHEREAS**, Ordinance 26 of 2006 established the current tax rate levied and assessed against all taxable land improvements thereon; and

**WHEREAS**, The City of Harrisburg recognizes the severe economic plight of certain senior citizens who are property owners with fixed incomes who are faced with rising costs of living and constantly increasing tax and inflation burdens which threaten their homesteads and self-sufficiency; and

**WHEREAS**, The City of Harrisburg considers it to be a matter of sound public policy to make special provision for property tax rebates to that class of senior citizens who are real property taxpayers and whose household income is within the poverty guidelines as determined by the United States Department of Health and Human Services; and

**WHEREAS**, The City of Harrisburg wishes to provide property tax rebates to that class of senior citizens who qualify for same.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF HARRISBURG, AND IT IS HEREBY ENACTED BY AUTHORITY OF THE SAME**, as follows:

Sections 5-501.1, 5-501.2, 5-501.3, and 5-501.6 of the Codified Ordinance are deleted in their entireties and replaced as follows:

**SECTION 1. 5-501.1 TAX LEVY ON LAND**

There is hereby levied and assessed against all land within the City of Harrisburg, which is taxable for City purposes, exclusive of buildings and site improvements located thereon, if any, and upon all persons owning said land, a tax at the rate of Thirty and Ninety-Seven Hundredths Mills (.03097) per dollar for the fiscal year 2020. For purposes of computing said tax, the valuation of said land as taken from other books and records of the Dauphin County Assessor of Taxes shall

46 be used. Said tax amounts to Three Dollars and Nine and Seven Tenths Cents (\$3.097) on each  
47 \$100.00 of assessed value.

48  
49

50 **SECTION 2. 5-501.2 TAX LEVY ON BUILDING AND IMPROVEMENTS**

51

52 There is hereby levied and assessed against all buildings and site improvements, whether  
53 residential, commercial or otherwise, within the City of Harrisburg, which are taxable for the City  
54 purposes, exclusive of the land on which such buildings and site improvements are located and  
55 upon all persons owning such buildings and site improvements, a tax at the rate of Five and Sixteen  
56 Hundredths Mills (.005160) per dollar for fiscal year 2020. For purposes of computing said tax,  
57 the valuation of said buildings and site improvements as taken from the books and records of the  
58 Dauphin County Tax Assessment Office shall be used. Said tax amounts to Fifty-One and Six  
59 Tenths Cents (\$.516) on each \$100.00 of assessed value.

60

61

62 **SECTION 3. 5-501.3 TAX DISTRIBUTION**

63

64 The tax levied and assessed pursuant to Sections 5-501.1 and 5-501.2 is amended to read  
65 as follows:

66

67 (a) For General Revenue, Two and Four Hundred Fifty-Four Thousandths of One Mill  
68 (.002454) or Twenty-Four and Fifty-Four Hundredths Cents (\$.2454) on each \$100.00 of assessed  
69 value.

70

71 (b) For payment of Debt Service, i.e., payment on bonded indebtedness, Six and Three  
72 Hundred Fifty-Six Thousandths of One Mill (.006356) or Sixty-Three and Fifty-Six Hundredths  
73 Cents (\$.6356) on each \$100.00 of assessed value.

74

75 (c) For a contribution to the Police and Fire Pension Plans, Five Hundred Twenty-Four  
76 Thousandths of One Mill (.000524) or Five and Twenty-Four Hundredths Cents (\$.0524) on  
77 each \$100.00 of assessed value.

78

79 (d) For a contribution for recreation purposes, One and Five Hundred Twenty-One  
80 Thousandths of One Mill (.001521) or Fifteen and Twenty-One Hundredths Cents (\$.1521) on  
81 each \$100.00 of assessed value.

82

83

\* \* \* \* \*

84

85 **SECTION 4. 5-501.6 SENIOR CITIZEN PROPERTY TAX REBATE**

86

87 (a) Definitions:

88

89 (1) Assessed Value: The taxable value of property as determined by the Dauphin  
90 County Board of Property Assessment, Appeals and Review.

91

92 (2) Eligible Taxpayer: An owner and occupant of a principal residence in the City  
93 of Harrisburg who is:

94  
95 a. A single person sixty-five (65) years of age or older during a calendar year  
96 in which the City of Harrisburg real property taxes are due and assessed; or

97  
98 b. Married persons in either of the following situations:

99  
100 1. Both spouses are the deeded owners and either one or both are sixty-five  
101 (65) years of age or older during a calendar year in which the City of Harrisburg real property  
102 taxes are due and assessed; or

103  
104 2. One spouse is the deeded owner and that spouse is sixty-five (65) or  
105 older during a calendar year in which the City of Harrisburg real property taxes are due and  
106 assessed.

107  
108 (3) Household Income. All income received by an eligible taxpayer during a calendar  
109 year.

110  
111 (4) Income. All income from whatever source derived, including but not limited to,  
112 salaries, wages, bonuses, commissions, income from self-employment, alimony, support money,  
113 cash public assistance and relief, the gross amount of any pensions or annuities including railroad  
114 retirement benefits, all benefits received under the Federal Social Security Act (except Medicare  
115 benefits), all benefits received under state unemployment insurance laws and veterans' disability  
116 payments, all interest received from the federal or any state government, or any instrumentality or  
117 political subdivision thereof, realized capital gains, rentals, workers compensation and the gross  
118 amount of loss of time insurance benefits, life insurance benefits and proceeds (except the first  
119 five thousand dollars (\$5,000.00) of the total of death benefit payment), and gifts of cash or  
120 property (other than transfers by gift between members of a household) in excess of a total value  
121 of three hundred dollars (\$300.00), but shall not include surplus food or other relief in kind  
122 supplied by a government agency or property tax or rent rebate or inflation dividend.

123  
124 (5) Person. A natural person.

125  
126 (6) Poverty Guidelines. The gross amount of income based on size of household as  
127 determined by the United States Department of Health and Human Services to determine the  
128 amount of Americans living in poverty and to determine financial eligibility for certain programs.

129  
130 (7) Principal Residence. The dwelling house of the eligible taxpayer including the  
131 principal house and lots used in connection therewith, which contribute to enjoyment, comfort and  
132 convenience.

133  
134 (8) Property Tax Rebate. The amount equal to the difference between the property tax  
135 due and attributable to the year Two Thousand Twenty (2020) tax levy as indicated in Sections 5-  
136 501.1 and 5-501.2 of this Chapter and the Two Thousand Six (2006) tax levy indicated in  
137 Ordinance 26 of 2006.

138  
139 (a) Participation in the Senior Citizen Property Tax Rebate Program  
140

141 (1) Any eligible taxpayer paying property taxes in the City of Harrisburg whose total  
142 household income does not exceed the poverty guidelines may apply to the Office of the City  
143 Treasurer for a property tax rebate. For purposes of calculating total household income, the  
144 applicant shall use only fifty percent (50%) of applicable Social Security Benefits, SSI Benefits,  
145 and Railroad Retirement Benefits.  
146

147 (2) In order to be eligible to participate in the Senior Citizen Property Tax Rebate  
148 Program, the applicant must meet the following conditions:  
149

150 a. The applicant must be a single person sixty-five (65) years of age or older  
151 during the calendar year; or be married persons with both spouses being the deeded owners of the  
152 property and either or both spouses being sixty-five (65) years of age or older during the calendar  
153 year; or be married persons with one spouse being the deeded owner of the property and that spouse  
154 being sixty-five (65) years of age or older during the calendar year.  
155

156 b. The property owned by the applicant must be the principal residence and  
157 domicile of the applicant.  
158

159 c. The applicant's total household income must not exceed the poverty  
160 guidelines as determined by the United States Department of Health and Human Services for the  
161 tax year for which the rebate is sought.  
162

163 d. The applicant must have remitted payment for the full amount of the year  
164 Two Thousand Twenty (2020) tax levy prior to making application for the Senior Citizen Property  
165 Tax Rebate Program or the applicant must remit payment for the full amount of the year Two  
166 Thousand Twenty (2020) tax levy at the time of making application for the Senior Citizen Property  
167 Tax Rebate Program. In either case, no rebate will be forthcoming until payment in full is received  
168 by the City and properly credited to the applicant's property tax account. Applicants paying the  
169 Two Thousand Twenty (2020) property tax by installments as indicated in Section 5-501.4(b) of  
170 this Chapter shall not be eligible for the Senior Citizen Property Tax Rebate Program.  
171

172 e. Any other criteria set by the City of Harrisburg or the Office of the City  
173 Treasurer reasonably necessary to effectuate this Ordinance.  
174

175 (3). Applications for the Senior Citizen Property Tax Rebate Program must be completed  
176 in their entirety and received in the Office of the City Treasurer no later than 4:00 p.m. on Friday,  
177 May 29, 2020. Failure to submit completed applications before the indicated deadline shall forfeit  
178 participation in the Senior Citizen Property Tax Rebate Program even if the taxpayer would have  
179 otherwise qualified as an eligible taxpayer.  
180

181 (c) City Treasurer Duties.  
182

183 (1) The City Treasurer shall independently certify those applicants who are eligible  
184 taxpayers and whose household income does not exceed the poverty guidelines for the tax year for  
185 which a rebate is sought.  
186

187 (2) The City Treasurer shall deny participation in the Senior Citizen Property Tax Rebate  
188 Program to any applicant as to whom it is determined that a delinquency exists for any City of  
189 Harrisburg tax, sanitation disposal and refuse charges, fees, or municipal claims.  
190

191 (3) The City Treasurer shall have the authority to issue rules and regulations with respect  
192 to the administration of the Senior Citizen Tax Rebate Program. Such rules and regulations shall  
193 include, but not limited to, reasonable proof of household income, proof of residence, proof of  
194 qualification for or receipt of a property rebate under the Property Tax and Rent Rebate Program  
195 or the Taxpayer Relief Act or any other reasonable requirements and conditions as may be  
196 necessary to operate the Senior Citizen Property Tax Rebate Program.  
197

198  
199 **SECTION 5. DELEGATION**  
200

201 Appropriate City officials are authorized and directed to take such actions as are necessary  
202 to effectuate this Ordinance.  
203

204  
205 **SECTION 6. SEVERABILITY**  
206

207 If any provision, sentence, clause, section, or part of this ordinance or the application  
208 thereof to any person or circumstance is for any reason found to be unconstitutional, illegal or  
209 invalid by a court of competent jurisdiction, such unconstitutionality, illegality or invalidity shall  
210 not effect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this  
211 Ordinance. It is hereby declared as the intent of the Council of the City of Harrisburg that this  
212 ordinance would have been adopted had such unconstitutional, illegal or invalid provision,  
213 sentence, clause, section, or part not been included herein.  
214

215  
216 **SECTION 7. REPEALER**  
217

218 All ordinances or parts of ordinances in conflict herewith be and the same are hereby  
219 repealed.  
220

221  
222 **SECTION 8. EFFECTIVE DATE**  
223

224 This ordinance shall take effect in accordance with the provisions of the law and shall  
225 expire on December 31, 2020 unless extended by approval of City Council.  
226

227  
228 Seconded by: *Abdul O. Williams*

229  
230  
231  
232  
233

Passed by Council: 12-17-19

Signed by the Mayor: [Signature]

Passed by City Council December 17, 2019

Wanda R. H. Williams  
President of City Council

Attest [Signature]  
City Clerk

Approved  
 Returned to City Council with objections

[Signature]  
Mayor  
12/17/19  
Date

YEAS	NAYS
<input checked="" type="checkbox"/> MR. ALLATT	
<input checked="" type="checkbox"/> MS. BOWERS	
<input checked="" type="checkbox"/> MS. DANIELS	
<input checked="" type="checkbox"/> MS. GREEN	
<input checked="" type="checkbox"/> MR. MADSEN	
<input checked="" type="checkbox"/> MR. MAJORS	
<input checked="" type="checkbox"/> MS. WILLIAMS	
Yeas <u>7</u>	
Nays <u>0</u>	

**INTER**

**OFFICE**

# MEMO

To: HARRISBURG CITY COUNCIL  
From: Kirk Petroski, City Clerk  
LEGISLATIVE APPROVAL FORM

Date:

**LEGISLATIVE APPROVAL FORM/CERTIFICATE OF ACCEPTANCE**

**BILL NO. 15 -2019**      **RESOLUTION NO. -2019**

**THE ABOVE LISTED ITEM WAS WRITTEN AND PREPARED FOR FINAL INTRODUCTION AT THE HARRISBURG CITY SOLICITOR'S OFFICE ON:**

Ryanne E. Baldock  
**Sr. Deputy City Solicitor**

11/26/2019  
**Date**

Requested by Department/Bureau: Finance

Department/Bureau Contact Person: Bruce Weber / Bryan McCutcheon

For Action on or before:

The attached was received in the Office of the City Clerk for introduction on  
11/26/19

Received by: Chandra [Signature]

Date: 11/26/19

# **GLOSSARIES**



## GLOSSARY OF TERMS

### A -

**ACCRUAL BASIS** - The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods or services are received (whether or not cash disbursements are made at that time).

**ACTIVITIES** - Specific services performed to accomplish program objectives and goals.

**AGENCY FUND** - Permanently established endowments where the annual income is used at the discretion of the organization in pursuit of a particular mandate.

**ALLOCATION** - The assignment or distribution of available resources such as revenue, personnel, buildings, and equipment among various City departments, bureaus, divisions, or offices.

**APPROPRIATION** - An authorization made by City Council which permits the City to incur obligations and to make expenditures or resources.

**APPROVED (ADOPTED) BUDGET** - The revenue and expenditure plan for the City for the fiscal year as enacted by City Council.

**ARBITRAGE** - Excess investment profits earned on the investment of lower-cost, tax-exempt bond proceeds.

**ASSESSED VALUATION** - The value placed upon real and personal property by the County tax assessor/appraiser as the basis for levying taxes.

**ASSET** - Property owned by the City which has monetary value.

**AUDIT** - Prepared by an independent certified public accounting firm, the primary objective of an audit is to determine if the City's general purpose financial statements present fairly the City's financial position and results of operations in conformity with the generally accepted accounting principles.

### B -

**BALANCED BUDGET** - Proposed revenues and other resources equal proposed appropriations.

**BOND** - A long-term promise to repay a specified amount of money (the face value amount of the bond) on a particular date (maturity date). Bonds are primarily used to finance capital projects.

**BUDGET** - A plan of financial operation comprised of an estimate of proposed expenditures for a fiscal year and the proposed means of financing those expenditures to fund City services in accordance with adopted policy.

**BUDGET CALENDAR** - The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

**BUDGET DOCUMENT** - A compilation of the spending and funding plans for the various funds, along with supporting narrative, schedules, tables, and charts which, in total, comprises the annual resource allocation plan.

**BUDGET ORDINANCE** - An ordinance considered and adopted by City Council to formally enact the proposed budget as amended.

**BUDGET TRANSFER** - Adjustment made to the budget during the fiscal year to properly account for unanticipated changes that occur in revenues and/or expenditures and for program initiatives approved during the fiscal year.

**BUREAU** - The largest organizational component within a department which design is tied to service output or function.

### C -

**CAPITAL IMPROVEMENT PLAN (CIP)** - A multi-year plan to provide for equipment acquisition, improvement to public facilities, and construction of new facilities.

**CAPITAL OUTLAY** - Expenditures relating to the purchase of equipment, facility modifications, land, and other fixed assets.

**CAPITAL PROJECTS FUND** - A fund to account for the acquisition or construction of major capital facilities.

**CASH BASIS** - The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when actually paid.

## GLOSSARY OF TERMS

**CREDIT RATING** - The credit worthiness of an entity, as evaluated by independent agencies such as Moody's Investors Service, Inc. and Standard and Poor's Corp.

### D -

**DEBT SERVICE** - Payment of interest and principal on an obligation resulting from issuance of bonds and notes.

**DEBT SERVICE FUND** - A fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

**DEFICIT** - An excess of liabilities and reserves of a fund over its assets.

**DEPARTMENT** - The largest organizational component of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

**DESIGNATED FUND BALANCE** - A portion of unreserved fund balance assigned by City policy for a specific future use.

**DIVISION** - The largest organizational component within a bureau which design is tied to a specific service output or function.

### E -

**ENCUMBRANCE** - A reservation of funds for an anticipated expenditure prior to actual payment for an item. Funds are reserved or encumbered once a contract obligation has been signed for an item, but prior to the cash payment actually being dispersed.

**ENTERPRISE FUND** - A fund used to account for revenues received for goods and services provided to the general public on a continuous basis and primarily financed through user charges.

**EXPENDABLE TRUST FUND** - Funds whose principal and income may be expended in the course of their designated operations. These funds may also be used to account for endowments whose principal may be expended in the course of their designated operations.

**EXPENDITURE** - Actual outlay of money for goods or services.

**EXPENSE** - Expenditures and other obligations (e.g., encumbrances) to expend money for goods and services.

### F -

**FICA** - City's portion of mandatory Social Security contribution (6.20%) and mandatory Medicare contribution (1.45%) for its employees payable to the federal government.

**FISCAL YEAR (FY)** - A twelve-month period designated as the operating year for an entity. The fiscal year for the City of Harrisburg is January 1 - December 31.

**FIXED ASSET** - Asset of a long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined fixed assets as those with an expected useful life in excess of one year and an acquisition cost in excess of \$5,000.

**FRINGE BENEFITS** - Health and welfare related benefits for all full-time employees, such as medical, dental, vision, and life insurance coverage, and a prescription drug plan which are included in the employee's compensation package.

**FUND** - An accounting entity that records all financial transactions for specified activities or government functions. The six fund types used by the City are - General Fund, Capital Projects Fund, Debt Service Fund, Special Revenue Funds, Propriety (Utility) Funds, and Trust and Agency Funds.

**FUND BALANCE** - A cumulative excess of revenues over expenditures segregated by fund.

### G -

**GENERAL OBLIGATION BOND and NOTE** - Forms of borrowing (debt financing) which reflect written promises from the City to repay sums of money on specific dates at specified interest rates backed by the full faith, credit, and taxing power of the municipality.

**GOVERNMENTAL FUNDS** - Funds that account for the services provided to the general citizenry as opposed to a specific group. These funds focus on current financial resources, emphasizing budgetary control and available cash.

**GRANT** - A sum of money allotted from a specific governmental or non-profit organization to be used under certain circumstances for a designated purpose(s).

## GLOSSARY OF TERMS

### I -

**INFRASTRUCTURE** - The basic physical framework or foundation of the City, referring to its buildings, roads, bridges, sidewalks, water system, and sewer system.

**INTERFUND TRANSFER** - A transfer of money from one fund of the City to another fund of the City.

### L -

**LIABILITY** - Debt or other legal obligations arising out of transactions in the past which must be paid, renewed, or refunded at some future date.

**LINE-ITEM BUDGET** - A budget that lists detailed expenditure categories such as salary, postage, and maintenance service contracts. The specific amount budgeted is also listed by category.

**LONG-TERM DEBT** - Debt with a maturity of more than one year after date of issuance.

### M -

**MILL** - A taxation unit equal to one dollar of tax obligation for every \$1,000 of assessed valuation of property.

**MILLAGE** - The total tax obligation per \$1,000 of assessed valuation of property.

**MODIFIED ACCRUAL** - The method of accounting that is a mixture of both cash and accrual bases concepts. Revenues are recorded when they are both measurable and available to meet current liabilities. Expenditures are recorded when goods or services are received.

### N -

**NOTE** - A short-term promise to repay a specified amount of money (the face value of the note) on a particular date (maturity date). Notes are primarily used to supplement current cash flow in anticipation of taxes and other revenues to be received, or to provide interim financing for capital projects in anticipation of the issuance of bonds.

### O -

**OBJECTIVE** - A statement of purpose defined more specifically than a goal. (A goal may include several related objectives.) An objective normally indicates anticipated levels of achievement and is usually time limited and quantifiable.

**OPERATING EXPENSES** - Ongoing costs associated with sustaining City government operations such as: communications, professional fees, utilities, insurance, rentals, maintenance and repairs, contracted services, supplies, and minor capital.

**ORGANIZATIONAL CHART** - A chart representing the authority, responsibility, and relationships among departments, bureaus, and divisions within the City organization.

### P -

**PART I CRIME** - Crimes that are classified as felonies, which are punishable by imprisonment. These crimes are more severe than a misdemeanor. These crimes consist of murder, rape, homicides, burglary, etc.

**PART II CRIME** - Crimes that are classified as misdemeanors, which are less offensive than felonies. These crimes consist of terroristic threats, trespassing, misconduct, theft, etc.

**PART-TIME POSITION** - A position regularly scheduled for no more than 25 hours per week.

**PERFORMANCE-BASED BUDGETING** - A method of allocating resources to achieve specific objectives based on program goals and measured results.

**PERFORMANCE INDICATOR** - A variable measuring the degree of goal and objective fulfillment achieved by programs.

**PERSONNEL SERVICES** - Expenditures relating to compensating employees of the City including wages, salaries, and special pay such as longevity, holiday, vacation, sick, personal, and bereavement; overtime and shift differential; fringe benefits such as FICA, health, and life insurances; and miscellaneous expenditures such as pension plan contributions, workers' compensation, and unemployment compensation costs.

**PROGRAM** - An organized set of activities directed toward a common purpose or goal that an agency undertakes or proposes to carry out its responsibilities.

## GLOSSARY OF TERMS

**PROPOSED BUDGET** - The City's resource allocation plan for the fiscal year as prepared and recommended by the Mayor for consideration by City Council.

**PROPRIETARY FUND** - A fund that accounts for businesslike operations that intend to recover their full cost through charges to customers and users.

### R -

**RESOURCE ALLOCATION PLAN** - The City's revenue and expenditure plan for the fiscal year.

**REVENUE** - Money received or collected by the City through taxation, licenses, grants, fees, fines, forfeitures, charges, investments, and interfund transfers.

**REVENUE BOND** - Long-term borrowing that is backed by the revenues from a specific project such as a water or sewer system improvement.

**RISK MANAGEMENT** - The coordinated and continuous effort to minimize potential financial and human resource losses arising from workers' compensation, liability, and property exposures.

### S -

**SPECIAL REVENUE FUND** - A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

### T -

**TAX & REVENUE ANTICIPATION NOTE** – Short-term note issued on the premise that future tax collections and other revenues will be sufficient to meet repayment obligations, generally by the end of the calendar year.

**TAX BASE** - The total value of taxable property in the City.

### U -

**UNIT** - The smallest organizational component within a bureau which by design further delineates the distribution of workload to achieve a specific output or function.

### Y -

**YIELD** - The rate of return earned on an investment based on the cost of the investment.

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## GLOSSARY OF ABBREVIATED TERMS

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- ADA - Americans with Disabilities Act
- AFSCME - American Federation of State, County, and Municipal Employees
  - AID - Assistance for Impact Delegation Team
  - ARB - Architectural Review Board
- AWTF - Advanced Wastewater Treatment Facility
  - BTU - British Thermal Unit
  - BU - Bargaining Unit
  - CAC - Community Action Commission
  - CAD - Computer Aided Dispatch
- CAFR - Comprehensive Annual Financial Report
  - CAT - Capital Area Transit
  - CBD - Central Business District
- CCU H.E.L.P. - Christian Churches United H.E.L.P.
  - C/D - Construction/Demolition Wastes
- CDBG - Community Development Block Grant
- CDC - Community Development Corporation
- CED - Community & Economic Development
- CFM - Cubic Feet Per Minute
- CIP - Capital Improvement Plan
- CLG - Certified Local Government
- CREDC - Capital Region Economic Development Corporation
- DARE - Drug Abuse Resistance and Education
- DBHD - Department of Building and Housing Development
  - DEP - Department of Environmental Protection
  - DID - Downtown Improvement District
  - DJ - District Justice
- DOA - Department of Administration
- DPW - Department of Public Works
  - EIT - Earned Income Tax
- EMS - Emergency and Municipal Services Tax
- EOP - Emergency Operation Plan
- EPA - Environmental Protection Agency
- EZ COMP - Enterprise Zone Competitive Grant
- FEMA - Federal Emergency Management Agency
- FERC - Federal Energy Regulatory Commission
- FICA - Federal Insurance Contributions Act
- FMV - Fair Market Value
- FOP - Fraternal Order of Police
- FTE - Full-time Equivalent
- FY - Fiscal Year
- GAAP - Generally Accepted Accounting Principles
- GFOA - Government Finance Officers Association of the United States and Canada
  - GIS - Geographic Information System
  - G.O. - General Obligation
- HACC - Harrisburg Area Community College
- HAND - Housing and Neighborhood Development
- HARB - Harrisburg Architectural Review Board
- HATS - Harrisburg Area Transportation Study Group
  - HBN - Harrisburg Broadcasting Network
- HCEA - Harrisburg Community Economic Affairs
  - HDC - Harestown Development Corporation
  - HHA - Harrisburg Housing Authority
- HoDAG - Housing Development Action Grant
  - HOP - Home Ownership Opportunity Program

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## GLOSSARY OF ABBREVIATED TERMS

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HPA - Harrisburg Parking Authority  
HPC - Harrisburg Planning Commission  
HRA - Harrisburg Redevelopment Authority  
HRRF - Harrisburg Resource Recovery Facility  
HU - Harrisburg University  
HUD - Housing and Urban Development  
IAFF - International Association of Firefighters  
LED - Light Emitting Diode  
LTAP - Local Transportation Assistance Program  
MBE/WBE - Minority Business Enterprise/Women's Business Enterprise  
MCI - Managing Criminal Investigation  
MCL - Maximum Contamination Level  
MGMT - Management  
MOED - Mayor's Office for Economic Development and Special Projects  
MSA - Metropolitan Statistical Area  
MSW - Municipal Solid Waste  
NMAAH - National Museum of African American History  
NPDES - National Pollution Discharge Elimination System  
NTU - Nephelometric Turbidity Unit  
OBID - Office of Business and Industrial Development  
OMBE - Office of Minority Business Enterprise  
OPT - Occupational Privilege Tax  
PAL - Police Athletic League  
PASSHE - Pennsylvania State System of Higher Education  
PA-TF1 - Pennsylvania Task Force 1  
PBB - Performance-Based Budgeting  
PennDOT - Pennsylvania Department of Transportation  
PIB - Pennsylvania Infrastructure Bank  
PIDA - Pennsylvania Industrial Development Authority  
pH - Percent Hydrogen  
PHEAA - Pennsylvania Higher Education Assistance Agency  
PPB - Performance Program Budget  
PRPS - Pennsylvania Recreation and Park Society  
PSB - Public Safety Building  
PSECU - Pennsylvania State Employees Credit Union  
PSU - Pennsylvania State University  
REDDI - Regional Economic Development District Initiatives  
RTS - Ready to Serve  
SARAA - Susquehanna Area Regional Airport Authority  
SBF - Small Business First  
SHARP - Special Hazards Advanced Rescue Personnel  
T & A - Trust and Agency  
TAP - Traffic Accident Prevention  
THA - The Harrisburg Authority  
TRAN - Tax & Revenue Anticipation Note  
TUH - Temple University Harrisburg  
UCR - Uniform Crime Reporting  
UDAG - Urban Development Action Grant  
USAR - Urban Search and Rescue  
USGS - United States Geological Service  
VMC - Vehicle Management Center  
WHBG - TV station run by Harrisburg Broadcasting Network  
WPCACP - Water Pollution Control Association of Central Pennsylvania  
ZHB - Zoning Hearing Board