

# CITY OF HARRISBURG

## 2021 APPROVED BUDGET



### **MAYOR**

Eric R. Papenfuse

Submitted to City Council  
November 24, 2020

### **CITY COUNCIL**

Wanda R. D. Williams, President

Benjamin J. Allatt, Vice-President

Shamaine Daniels, Member  
Westburn Majors, Member

Ausha Green, Member

David Madsen, Member  
Danielle Bowers, Member

**CITY CONTROLLER**  
Charles DeBrunner

**CITY TREASURER**  
Daniel Miller

# CITY OF HARRISBURG

# 2021 APPROVED BUDGET

## **PREPARED BY:**

Marc Woolley  
**Business Administrator**

Erika Regalado  
**Budget Manager**

Bryan L. McCutcheon  
**Accounting Manager**

## **SPECIAL ACKNOWLEDGEMENTS:**

Gabrielle Dedkova

Brenda Reidell

## TABLE OF CONTENTS

<u>Introduction</u>	<u>Page</u>	<u>Page</u>	
How to use the Budget Document .....	1	Neighborhood Fund .....	143
City of Harrisburg Vision, Mission, Values .....	2	State Liquid Fuels Tax Fund .....	148
City of Harrisburg Organizational Chart .....	3	Host Municipality Fees Fund .....	153
City of Harrisburg Organizational Structure .....	4	Capital Projects – Public Works .....	159
 <b><u>Budget Overview</u></b>		Debt Service Fund .....	163
Budget And Finance .....	7	Harrisburg Senators Fund .....	167
Budget Summary .....	12	Neighborhood Mitigation Fund .....	172
Resource Allocation Summary .....	14	Special Events & Projects Reimbursement Fund .....	176
Summary of Revenues .....	15	Fire Protection Fund .....	180
Summary of Expenditures .....	16	Police Protection Fund .....	184
 <b><u>General Fund</u></b>		Parks & Recreation Fund .....	188
Resource Allocation Summary .....	17	WHBG Fund .....	192
Revenue Analysis Summary .....	18	Event Fund .....	196
Revenue Analysis Detail .....	20	CIP .....	200
Expenditure Analysis Summary .....	29	Budget Ordinances .....	205
 <b><u>General Government</u></b>		Tax Ordinances .....	210
Office of the City Council .....	32	Glossaries .....	.....
Office of the Mayor .....	35		
Office of the City Controller .....	38		
Office of the City Treasurer .....	41		
Office of the City Solicitor .....	44		
Bureau of Communication .....	48		
Office of Social Equity/Affirmative Action .....	52		
 <b><u>Department of Administration</u></b>			
Office of the Business Administrator .....	59		
Bureau of Grants .....	62		
Bureau of Information Technology .....	65		
Bureau of Human Resources .....	68		
Bureau of Licensing, Taxation & Central Support .....	71		
Office of Business and Resource Development .....	74		
 <b><u>Department of Budget &amp; Finance</u></b>			
 <b><u>Department of Parks and Facilities</u></b>			
Bureau of Parks, Recreation, and Facilities .....	85		
Bureau of Neighborhood Services - Park Maintenance.....	89		
 <b><u>Department of Building and Housing</u></b>			
 <b><u>Department of Public Safety</u></b>			
Bureau of Codes .....	97		
Bureau of Police .....	100		
Bureau of Fire .....	108		
 <b><u>Department of Engineering and Planning</u></b>			
Bureau of Traffic and Engineering .....	117		
Bureau of Planning .....	121		
 <b><u>Department of Public Works</u></b>			
Bureau of Vehicle Management .....	127		
Bureau of Neighborhood Services - City Services.....	130		
 <b><u>General Expenses and Transfer to Other Funds</u></b>			
General Expenses.....	140		
Transfers.....	142		

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

This page provides an explanation of the format and content of the Fiscal Year (FY) 2021 Proposed 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 2021 and prior years.

### **Budget Detail**

These sections contain information on FY 2021, 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 2018 - 2020 Actuals, FY 2020 Adjusted Budget, and FY 2021 Proposed 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 Proposed Budget-Related Ordinances.

---

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

---

**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

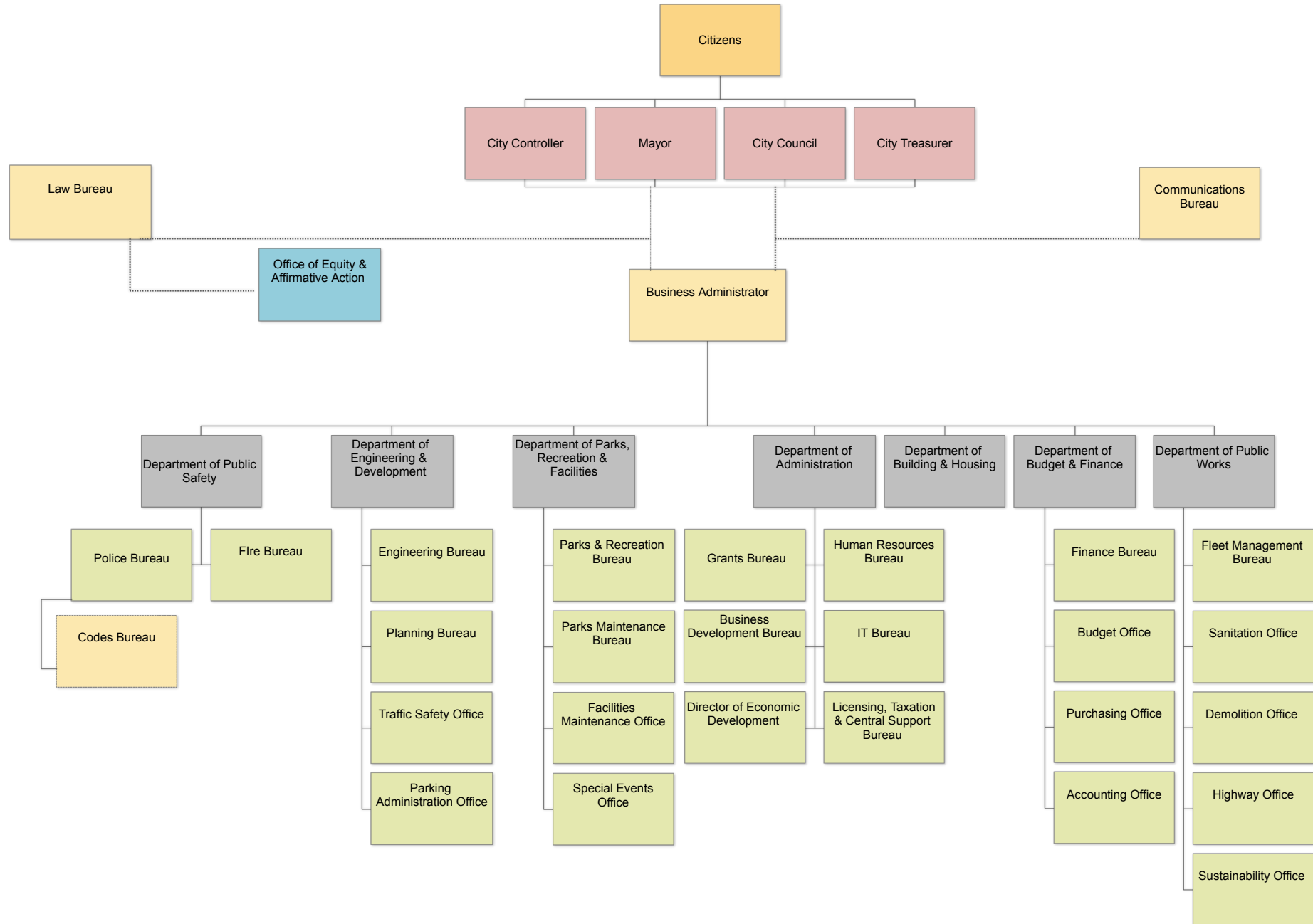
**OUR MISSION**

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 Senior Deputy Solicitor, 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>	2020 Actual Revenues at September 30, 2020 / 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 2020 revenues, 2021 revenues are projected.
<b>Method 2</b>	2020 Actual Revenues at September 30, 2020 / (2019 Actual Revenues at September 30, 2019 / 2019 Actual Revenues at December 31, 2019)
Explanation	A percentage of 2019 revenues are determined from revenue receipts at September 30, 2019. The 2020 actual revenues at September 30, 2020, are divided by the percentage collected at September 30, 2019, to project revenues for 2020. By reviewing revenue trends in conjunction with this method of projection for 2020 revenues, the 2021 revenues are projected.
<b>Method 3</b>	Percentage of 2019 Revenue Budget Collected at December 31, 2019 x 2020 Budget
Explanation	2020 revenues can be projected by multiplying the percentage of 2019 Budget which was collected at December 31, 2019, times the 2020 Budget. By reviewing the historical actuals to budget ratios, assumptions can be determined to assist in 2021 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 2021 Proposed Budget does not include data measuring a department's performance as the 2018, 2019 & 2020 actuals and 2021 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 2020.

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.

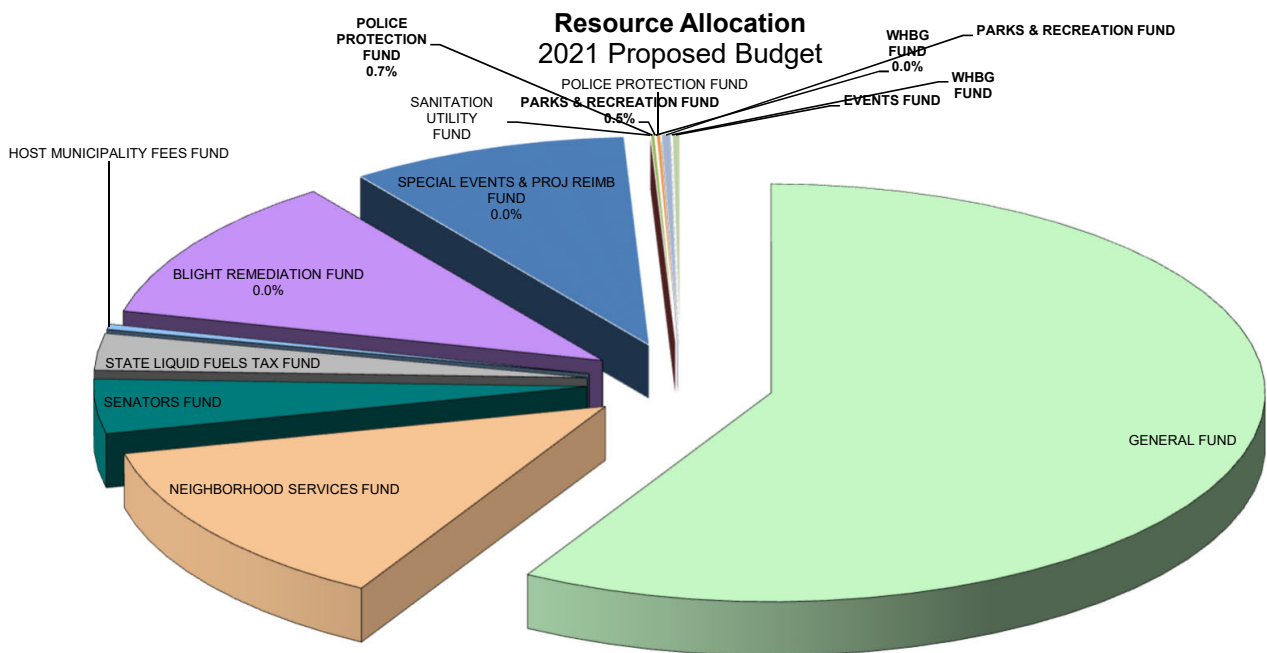
#### NEIGHBORHOOD SERVICES FUND

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.



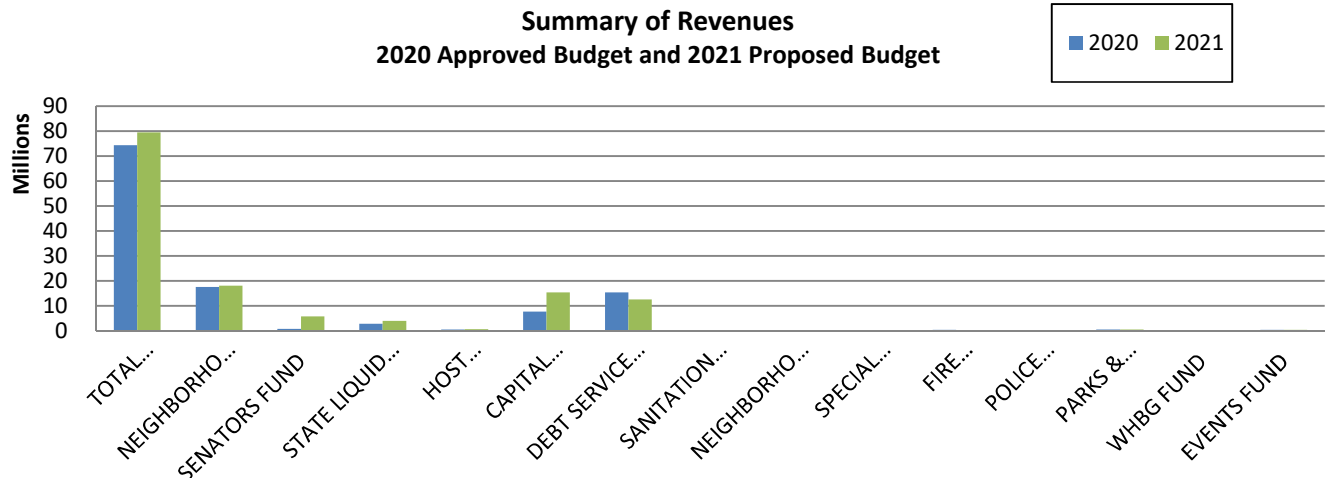
RESOURCE ALLOCATION  
2021 PROPOSED BUDGET

RESOURCES		APPROPRIATIONS	
GENERAL FUND	79,506,034	GENERAL FUND	79,506,034
NEIGHBORHOOD SERVICES FUND	17,956,800	NEIGHBORHOOD SERVICES FUND	17,956,800
SENATORS FUND	5,750,000	SENATORS FUND	5,750,000
STATE LIQUID FUELS TAX FUND	3,873,531	STATE LIQUID FUELS TAX FUND	3,873,531
HOST MUNICIPALITY FEES FUND	556,338	HOST MUNICIPALITY FEES FUND	556,338
CAPITAL PROJECTS FUND	15,303,530	CAPITAL PROJECTS FUND	15,303,530
DEBT SERVICE FUND	12,518,638	DEBT SERVICE FUND	12,518,638
SANITATION UTILITY FUND	0	SANITATION UTILITY FUND	0
NEIGHBORHOOD MITIGATION FUND	168,569	NEIGHBORHOOD MITIGATION FUND	168,569
SPECIAL EVENTS & PROJ REIMB FUND	21,300	SPECIAL EVENTS & PROJ REIMB FUND	20,000
FIRE PROTECTION FUND	23,300	FIRE PROTECTION FUND	21,000
POLICE PROTECTION FUND	169,300	POLICE PROTECTION FUND	165,300
PARKS & RECREATION FUND	409,300	PARKS & RECREATION FUND	409,200
WHBG FUND	5,000	WHBG FUND	5,000
EVENTS FUND	323,000	EVENTS FUND	322,100
<b>TOTAL RESOURCES</b>	<b>136,584,639</b>	<b>TOTAL APPROPRIATIONS</b>	<b>136,576,039</b>



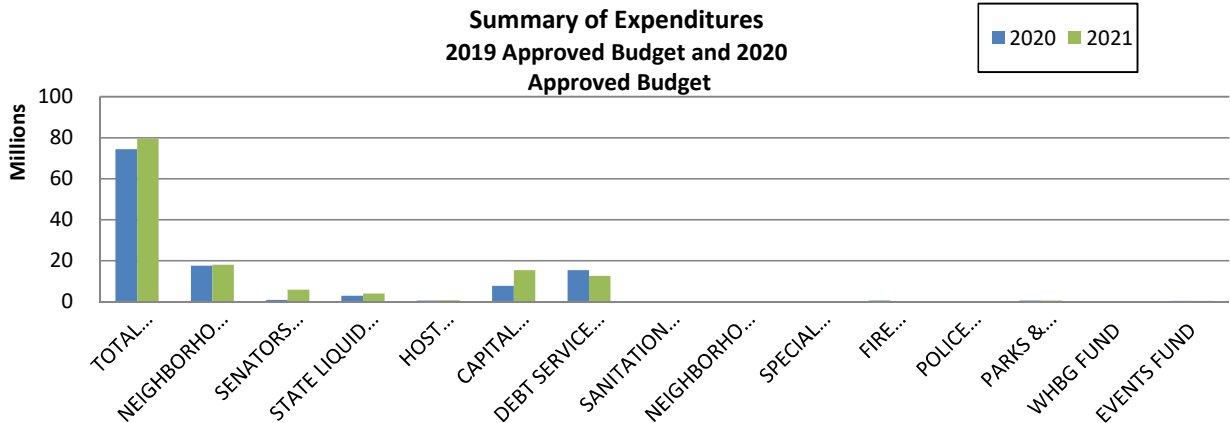
SUMMARY OF REVENUES  
2021 PROPOSED BUDGET

FUND	2020 APPROVED BUDGET	2021 PROPOSED BUDGET	2020-2021 INCREASE/ (DECREASE)
<b>GENERAL FUND</b>			
Real Estate Taxes	17,707,391	17,379,267	(328,123)
Transfer Taxes	800,000	800,000	0
Hotel Taxes	900,000	500,000	(400,000)
Local Services Taxes	6,714,405	6,775,107	60,702
Earned Income Taxes	12,175,314	12,337,933	162,619
Mercantile/Business Privilege Taxes	7,953,082	6,627,100	(1,325,981)
Departmental Revenues	9,472,029	9,513,445	41,415
Fines and Forfeits	845,102	840,102	(5,000)
Other Licenses and Permits	578,250	578,250	0
Interest Income	220,100	220,100	0
Property Income	34,123	34,123	0
Miscellaneous	2,450,825	2,496,379	45,554
Intergovernmental	6,114,022	3,535,617	(2,578,405)
Fund Balance Appropriation	8,352,803	15,190,175	6,837,372
<b>TOTAL GENERAL FUND</b>	<b>74,317,446</b>	<b>79,506,034</b>	<b>5,188,587</b>
NEIGHBORHOOD SERVICES FUND	17,531,761	17,956,800	425,038
SENATORS FUND	674,690	5,750,000	5,075,310
STATE LIQUID FUELS TAX FUND	2,705,131	3,873,531	1,168,400
HOST MUNICIPALITY FEES FUND	455,594	556,338	100,744
CAPITAL PROJECTS FUND	7,633,000	15,303,530	7,670,530
DEBT SERVICE FUND	15,273,638	12,518,638	(2,755,000)
SANITATION UTILITY FUND	5,724	0	(5,724)
NEIGHBORHOOD MITIGATION FUND	156,000	168,569	12,569
SPECIAL EVENTS & PROJ REIMB FUND	20,000	21,300	1,300
FIRE PROTECTION FUND	367,500	23,300	(344,200)
POLICE PROTECTION FUND	165,300	169,300	4,000
PARKS & RECREATION FUND	403,500	409,300	5,800
WHBG FUND	9,500	5,000	(4,500)
EVENTS FUND	320,000	323,000	3,000
<b>TOTAL REVENUE</b>	<b>120,038,783</b>	<b>136,584,639</b>	<b>16,545,855</b>



SUMMARY OF EXPENDITURES  
2021 PROPOSED BUDGET

FUND	2020 APPROVED BUDGET	2021 PROPOSED BUDGET	2020-2021 INCREASE/ (DECREASE)
<b>GENERAL FUND</b>			
General Government	2,388,933	2,668,187	279,254
Administration	3,714,762	4,089,076	374,314
Department Of Finance	738,851	762,204	23,353
Parks And Facilities	2,467,049	3,486,229	1,019,179
Public Safety	29,391,314	32,892,942	3,501,628
Department Of Engineering & Dev.	2,156,663	2,301,412	144,749
Public Works	2,449,276	2,563,699	114,423
General Expenses	14,268,225	13,373,648	(894,577)
Transfers To Other Funds	16,741,747	17,368,638	626,891
<b>TOTAL GENERAL FUND</b>	<b>74,316,819</b>	<b>79,506,034</b>	<b>5,189,215</b>
NEIGHBORHOOD SERVICES FUND	17,474,305	17,956,800	482,495
SENATORS FUND	674,690	5,750,000	5,075,310
STATE LIQUID FUELS TAX FUND	2,705,131	3,873,531	1,168,400
HOST MUNICIPALITY FEES FUND	455,594	556,338	100,744
CAPITAL PROJECTS FUND	7,633,000	15,303,530	7,670,530
DEBT SERVICE FUND	15,273,638	12,518,638	(2,755,000)
SANITATION FUND	5,724	0	(5,724)
NEIGHBORHOOD MITIGATION FUND	156,000	168,569	12,569
SPECIAL EVENTS & PROJ REIMB FUND	20,000	20,000	0
FIRE PROTECTION FUND	367,500	21,000	(346,500)
POLICE PROTECTION FUND	165,300	165,300	0
PARKS & RECREATION FUND	403,500	409,200	5,700
WHBG FUND	9,500	5,000	(4,500)
EVENTS FUND	320,000	322,100	2,100
<b>TOTAL EXPENDITURES</b>	<b>119,980,700</b>	<b>136,576,039</b>	<b>16,595,339</b>



GENERAL FUND  
RESOURCE ALLOCATION SUMMARY  
2021 PROPOSED BUDGET

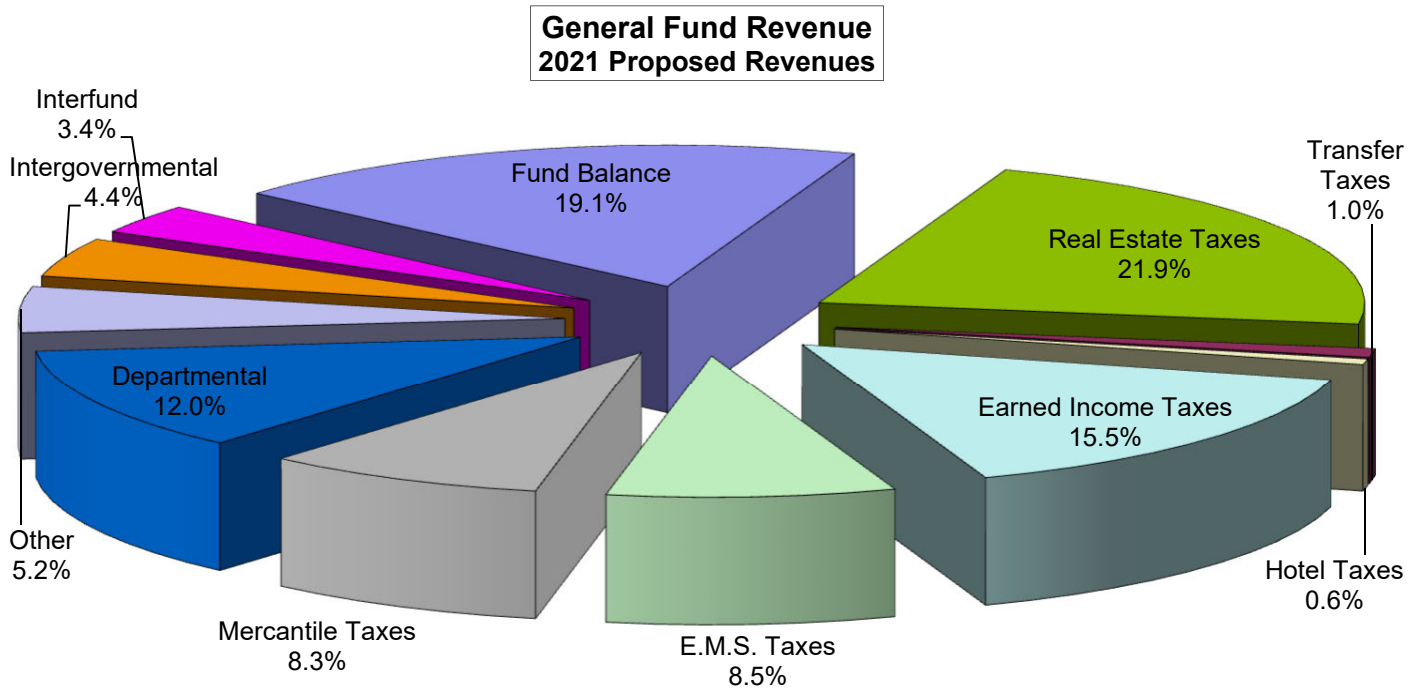
RESOURCES		APPROPRIATIONS	
REAL ESTATE TAXES	17,379,267	GENERAL GOVERNMENT	2,668,187
		ADMINISTRATION	4,089,076
TRANSFER TAXES	800,000	DEPARTMENT OF FINANCE	762,204
		PARKS AND FACILITIES	3,486,229
HOTEL TAXES	500,000	PUBLIC SAFETY	32,892,942
		DEPARTMENT OF ENGINEERING & DEV.	2,301,412
OCCUPATIONAL PRIVILEGE TAXES	0	PUBLIC WORKS	2,563,699
LOCAL SERVICES TAXES	6,775,107	TOTAL DEPARTMENTS	<u>48,763,748</u>
EARNED INCOME TAXES	12,337,933		
MERCANTILE/BUSINESS PRIVILEGE	6,627,100	OTHER:	
DEPARTMENTAL REVENUES	9,513,445	GENERAL EXPENSES	13,373,648
		TRANSFERS TO OTHER FUNDS	17,368,638
FINES AND FORFEITS	840,102		
BUSINESS LICENSES AND PERMITS	578,250	TOTAL OTHER	<u>30,742,285</u>
INTEREST INCOME	220,100		
PROPERTY INCOME	34,123		
MISCELLANEOUS REVENUE	2,496,379		
OTHER FINANCING SOURCES	0		
INTERGOVERNMENTAL REVENUE	3,535,617		
INTERFUND REVENUE	2,678,434		
FUND BALANCE APPROPRIATION	15,190,175		
TOTAL RESOURCES	<u>79,506,034</u>	TOTAL APPROPRIATIONS	<u>79,506,033</u>

GENERAL FUND  
REVENUE ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD 11/13/2020	2020 Adopted Budget	2021 Proposed Budget
TAXES					
REAL ESTATE TAXES					
Real Estate Current	15,466,089	15,172,491	14,030,887	15,406,137	15,248,478
Real Estate Prior	2,496,769	2,067,745	1,833,549	2,301,254	2,130,789
<b>TOTAL REAL ESTATE TAXES</b>	<b>17,962,858</b>	<b>17,240,236</b>	<b>15,864,436</b>	<b>17,707,391</b>	<b>17,379,267</b>
OTHER TAXES					
Transfer Taxes	1,026,603	1,026,697	685,744	800,000	800,000
Hotel Taxes	0	900,000	0	900,000	500,000
Local Services Taxes	6,726,219	6,824,394	5,232,100	6,714,405	6,775,107
Earned Income Taxes	11,895,302	12,761,772	10,332,021	12,175,314	12,337,933
Mercantile/Business Privilege	7,720,195	8,200,696	6,553,575	7,953,082	6,627,100
<b>TOTAL OTHER TAXES</b>	<b>27,368,319</b>	<b>29,713,559</b>	<b>22,803,440</b>	<b>28,542,801</b>	<b>27,040,141</b>
<b>TOTAL TAXES</b>	<b>45,331,177</b>	<b>46,953,795</b>	<b>38,667,876</b>	<b>46,250,192</b>	<b>44,419,408</b>
DEPARTMENTAL REVENUES					
Administration	1,126,360	1,151,510	272,574	700,565	371,490
Building and Housing Development	1,772,534	1,561,585	1,194,703	1,432,876	1,372,459
Public Safety	6,978,978	6,949,364	1,899,232	6,777,073	6,875,073
Public Works	633,302	610,176	345,616	551,256	884,163
Parks and Recreation	5,181	13,801	265	10,260	10,260
<b>TOTAL DEPT. REVENUES</b>	<b>10,516,354</b>	<b>10,286,436</b>	<b>3,712,390</b>	<b>9,472,029</b>	<b>9,513,445</b>

GENERAL FUND  
REVENUE ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD 11/13/2020	2020 Adopted Budget	2021 Proposed Budget
<b>OTHER REVENUES</b>					
Fines and Forfeits	874,079	745,232	483,897	845,102	840,102
Licenses and Permits	592,192	570,074	419,428	578,250	578,250
Interest Income	219,204	531,381	331,727	220,100	220,100
Property Income	34,730	130,106	37,028	34,123	34,123
Miscellaneous	2,048,547	2,531,737	1,921,399	2,450,825	2,496,379
Intergovernmental	6,499,183	7,030,302	3,728,062	6,114,022	3,535,617
Interfund	409,034	0	0	0	2,678,434
<b>TOTAL OTHER REVENUES</b>	<b>10,676,970</b>	<b>11,558,788</b>	<b>6,921,542</b>	<b>10,242,422</b>	<b>10,383,005</b>
<b>GENERAL FUND REVENUES</b>	<b>66,524,501</b>	<b>68,799,019</b>	<b>49,301,809</b>	<b>65,964,643</b>	<b>64,315,858</b>
Fund Balance Appropriation	0	0	0	8,352,803	15,190,175
<b>GENERAL FUND RESOURCES</b>	<b>66,524,501</b>	<b>68,799,019</b>	<b>49,301,809</b>	<b>74,317,446</b>	<b>79,506,034</b>



GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD 11/13/2020	2020 Adopted Budget	2021 Proposed Budget
TAXES					
REAL ESTATE TAXES					
CURRENT YEAR LEVY					
Discount Period	12,805,439	12,626,295	12,224,000	12,680,838	12,552,134
Flat Period	1,574,400	1,531,210	1,921,438	1,532,214	1,642,360
Prior Year Flat	0	659	111	5,013	330
Penalty Period	1,328,478	1,178,445	120,304	1,305,546	1,253,461
Refund of Prior Year Taxes	(118,694)	(29,525)	(10)	(412)	(74,110)
<b>TOTAL CURRENT YEAR LEVY</b>	<b>15,589,623</b>	<b>15,307,083</b>	<b>14,265,843</b>	<b>15,523,199</b>	<b>15,374,175</b>
CURRENT YEAR DISCOUNT AND PENALTY					
Discount (2%)	(256,377)	(252,526)	(244,481)	(247,617)	(251,043)
Penalty (10%)	132,843	117,935	9,525	130,555	125,346
<b>TOTAL DISCOUNT &amp; PENALTY</b>	<b>(123,534)</b>	<b>(134,591)</b>	<b>(234,956)</b>	<b>(117,062)</b>	<b>(125,697)</b>
<b>TOTAL CURRENT YEAR TAXES</b>	<b>15,466,089</b>	<b>15,172,491</b>	<b>14,030,887</b>	<b>15,406,137</b>	<b>15,248,478</b>
PRIOR YEARS' TAXES					
Tax Liens - Principal	0	0	(2)	0	0
Tax Amount - 1st Year Prior	701,187	609,221	665,462	741,660	655,204
Tax Amount - 2nd Year Prior	981,877	946,862	798,264	985,377	964,369
Tax Amount - 3rd & More Prior Years	126,580	146,089	66,785	166,435	136,335
Penalty & Int - 1st Year Prior	94,198	81,665	90,629	100,747	87,932
Penalty & Int - 2nd Year Prior	228,727	222,681	186,312	232,697	225,704
Penalty & Int - 3rd & More Years	61,264	61,226	26,100	74,338	61,245
Tax Amount - Tax Sales	302,935	0	0	0	0
<b>TOTAL PRIOR YEARS' TAXES</b>	<b>2,496,769</b>	<b>2,067,745</b>	<b>1,833,549</b>	<b>2,301,254</b>	<b>2,130,789</b>
<b>TOTAL REAL ESTATE TAXES</b>	<b>17,962,858</b>	<b>17,240,236</b>	<b>15,864,436</b>	<b>17,707,391</b>	<b>17,379,267</b>
OTHER TAXES					
Transfer Taxes	1,026,603	1,026,697	685,744	800,000	800,000
Hotel Taxes	0	900,000	0	900,000	500,000
LOCAL SERVICE TAXES					
Tax Amount - Current Year	6,843,476	6,945,928	5,319,729	6,834,000	6,894,702
Penalty - Current Tax	0	0	0	0	0
Tax Amount - Prior Year	1,332	0	116	0	0
Local Service Tax Commission	(118,589)	(121,534)	(87,744)	(119,595)	(119,595)
<b>TOTAL L.S.T.</b>	<b>6,726,219</b>	<b>6,824,394</b>	<b>5,232,100</b>	<b>6,714,405</b>	<b>6,775,107</b>
EARNED INCOME TAXES					
Tax Amount - Current Year	12,068,564	12,941,109	10,483,829	12,356,320	12,521,332
E.I.T. Commissions	(173,262)	(179,338)	(151,808)	(179,167)	(181,559)
E.I.T. DCTCC Fees	0	0	0	(1,839)	(1,839)
<b>TOTAL E.I.T.</b>	<b>11,895,302</b>	<b>12,761,772</b>	<b>10,332,021</b>	<b>12,175,314</b>	<b>12,337,933</b>
MERCANTILE/BUSINESS PRIVILEGE LICENSES					
Business Privilege - Current Year	212,850	204,100	73,950	200,000	200,000

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD 11/13/2020	2020 Adopted Budget	2021 Proposed Budget
Business Privilege - Prior Year	9,640	14,280	15,360	12,000	12,000
Landlord - Current Year	118,400	117,100	107,650	116,000	115,000
Landlord - Prior Year	22,060	23,030	27,860	15,000	20,000
Filing Fee/Court Cost Remittance	4,016	5,519	10,136	6,000	8,000
<b>MERCANTILE/BUSINESS TAXES</b>					
Current Year Tax	2,769,218	2,849,457	2,798,038	2,800,000	2,000,000
Prior Year Tax	135,428	178,596	149,713	135,000	135,000
Penalty	105,772	134,757	90,937	75,000	75,000
Interest	29,044	38,287	23,271	20,000	20,000
Amusement Tax	291,137	304,144	203,258	305,000	200,000
Amusement Tax - Prior Year	5,192	17,227	949	5,000	1,000
Amusement Tax Interest	1,580	7,739	709.61	1,082	1,100
Parking Tax	3,942,441	4,246,145	3,023,009	4,200,000	3,800,000
Parking License Fee	19,338	8,999	9,766	12,500	10,000
Parking License Fee - Prior Year	0	368	0	500	0
Parking License Fee - Interest	1,459	2,073	2,033	2,000	0
General License Tax	52,620	48,875	16,935	48,000	30,000
<b>TOTAL MERC./BUS. PRIV.</b>	<b>7,720,195</b>	<b>8,200,696</b>	<b>6,553,575</b>	<b>7,953,082</b>	<b>6,627,100</b>
<b>TOTAL OTHER TAXES</b>	<b>27,368,319</b>	<b>29,713,559</b>	<b>22,803,440</b>	<b>28,542,801</b>	<b>27,040,141</b>
<b>TOTAL TAXES</b>	<b>45,331,177</b>	<b>46,953,795</b>	<b>38,667,876</b>	<b>46,250,192</b>	<b>44,419,408</b>
<b>DEPARTMENTAL REVENUES</b>					
<b>ADMINISTRATION</b>					
Neighborhood Service Fund	811,063	811,063	0	405,531	0
Satisfaction Fees	347	320	213	245	245
Filing Fee Returns	225	320	199	1,372	1,372
Return of Advanced Costs	0	0	31	0	0
Metro	0	0	1,275	0	0
Life Partnership Registry	50	50	25	25	25
Collection Revenue (School)	127,083	129,480	99,609	143,639	220,095
Collection Fees (School Merc.)	108,664	119,953	87,509	75,000	75,000
Returned Check Fee	4,101	4,195	3,598	4,660	4,660
Other Administration Revenue	74,828	86,129	80,116	70,000	70,000
Documents/Publications - Mercantile	0	0	0	92	92
<b>TOTAL ADMINISTRATION</b>	<b>1,126,360</b>	<b>1,151,510</b>	<b>272,574</b>	<b>700,565</b>	<b>371,490</b>
<b>BUILDING &amp; HOUSING DEVELOPMENT</b>					
Rooming House	11,880	10,565	2,335	8,200	8,200
Appeal Hearing Fees	800	0	800	800	800
License Renewal Fees	170,175	157,600	74,475	177,625	170,000
Permit Fees - Electrical	73,941	59,479	76,006	71,050	58,000
Permit Fees - Plumbing	66,956	52,992	55,429	50,750	50,000
Permit Fees - Building	699,029	542,304	421,965	500,000	380,000
Permit Fees - Low Voltage Electric	956	1,011	1,840	1,523	1,500
Permit Fees - Dumpster	4,475	3,425	2,750	2,842	3,000
Permit Fees - Demolition	36,933	22,488	50,605	20,300	25,000
Fire Prevention Code	49,666	49,507	24,023	50,750	49,000
Permit Fees - Special	5,131	1,697	2,513	2,538	2,500
Fees - Flood Plain Certification	1,680	2,305	1,840	1,015	2,100
Fees - Buyer Notification	28,215	35,410	29,503	25,000	25,000
Emergency Order Liens - Principal	0	1,266	0	0	0



GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD 11/13/2020	2020 Adopted Budget	2021 Proposed Budget
Fees - Planning	15,374	14,820	15,359	8,000	8,000
Fees - City Health Inspection	89,885	83,815	33,720	76,125	75,000
Fees - Zoning Hearing Board	12,950	11,935	11,995	10,000	10,000
Permit Fees - Zoning	83,958	64,630	61,582	75,000	68,000
Rental Inspection	415,575	440,535	324,965	350,000	435,000
Publications and Maps	3,050	5,035	2,275	500	500
Permit Fees for Safety Inspections	0	0	75	0	0
Warrant Services Fee	1,906	767	648	859	859
<b>TOTAL BUILDING &amp; HOUSING DEV.</b>	<b>1,772,534</b>	<b>1,561,585</b>	<b>1,194,703</b>	<b>1,432,876</b>	<b>1,372,459</b>
<b>PUBLIC SAFETY</b>					
Fire and Burglar Alarm	54,485	56,007	55,605	45,000	45,000
Vehicular Extraction Fees	0	0	0	10,942	10,942
Towing Fees	21,144	13,705	10,630	21,067	21,067
Police Investigation Reports	39,702	42,850	30,086	58,985	58,985
Booking Processing Fee	23,843	15,393	9,629	33,140	33,140
Fire Investigation Reports	1,384	1,525	1,950	1,624	1,624
Fire Inspection/Safety	0	1,655	160	200	200
Fees - Firefighter Application	0	9,040	0	0	0
Meter Bag Rental	53,896	31,912	65,636	28,800	28,800
Police Personnel Reimb.	27,736	16,617	9,436	44,500	44,500
ARRA COPS Grant	200,320	50,080	0	0	0
Police On Patrol	0	0	0	70,000	70,000
FEMA/USAR Contract	133,791	128,811	123,989	20,000	20,000
HHA Reimbursement	198,993	248,440	419,555	250,000	250,000
Other Public Safety Revenue	5,064,832	5,162,039	118,387	5,100,000	5,100,000
Fees - Permit Parking	46,375	49,240	38,041	45,000	45,000
Fines and Costs	38,867	28,751	12,451	25,000	25,000
Drug Task Force Reimbursement	158,911	88,266	102,721	100,000	100,000
Highway Safety Program Reimburse.	22,500	12,011	8,851	11,890	11,890
Dog Licenses	8,644	7,233	4,790	8,000	6,000
Fees - Booting	1,575	2,850	0	2,925	2,925
Police Extra Duty Revenue	881,981	982,939	887,315	900,000	1,000,000
<b>TOTAL PUBLIC SAFETY</b>	<b>6,978,978</b>	<b>6,949,364</b>	<b>1,899,232</b>	<b>6,777,073</b>	<b>6,875,073</b>
<b>PUBLIC WORKS</b>					
Street Cut Inspect	250,000	250,000	0	250,000	582,907
VMC Charges- Fed Grant	1,671	1,941	0	0	0
VMC Charges - Sanitation	362,121	336,280	315,016	283,500	283,500
Sewer Maintenance Liens - Principal	427	156	166	542	542
Sewer Maintenance Liens - Interest	290	16	425	214	214
Recycling Revenue - Demolition	2,084	665	593	0	0
Other Public Works Revenue	16,708.5	21,117.4	29,415.2	17,000	17,000
<b>TOTAL PUBLIC WORKS</b>	<b>633,302</b>	<b>610,176</b>	<b>345,616</b>	<b>551,256</b>	<b>884,163</b>
<b>PARKS AND RECREATION</b>					
Revenue - Pool #1	1,705	10,146	0	7,595	7,595
Revenue - Pool #2	3,231	3,495	0	2,500	2,500
Fees - Shade Trees	245	160	265	165	165
<b>TOTAL PARKS AND RECREATION</b>	<b>5,181</b>	<b>13,801</b>	<b>265</b>	<b>10,260</b>	<b>10,260</b>

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD 11/13/2020	2020 Adopted Budget	2021 Proposed Budget
TOTAL DEPARTMENT REVENUE	10,516,354	10,286,436	3,712,390	9,472,029	9,513,445
OTHER REVENUES					
FINES AND FORFEITS					
DJ - Traffic Violations	186,075	207,699	166,461	160,000	160,000
DJ - Summary Criminal Offenses	175,658	83,703	58,709	180,000	180,000
DJ - Codes Violations	88,332	72,606	54,400	80,000	75,000
City Parking Violations	422,889	381,107	204,287	425,102	425,102
Other Fines and Forfeits	1,125	118	41	0	0
TOTAL FINES AND FORFEITS	874,079	745,232	483,897	845,102	840,102
LICENSES AND PERMITS					
Alcoholic Beverage Licenses	27,800	28,300	24,750	28,250	28,250
Cable TV Franchise License	564,392	541,774	394,678	550,000	550,000
TOTAL LICENSES AND PERMITS	592,192	570,074	419,428	578,250	578,250
INTEREST INCOME					
Education	0	0	19,246	0	0
E.M.S.Tax Rebate Account Interest	0	0	0	0	0
Interest on CDs	0	0	63,532	100	100
Other Investments	219,204	531,381	248,949	220,000	220,000
TOTAL INTEREST INCOME	219,204	531,381	331,727	220,100	220,100
PROPERTY INCOME					
Rental Income	2,025	34,725	30,659	2,100	2,100
Easement Fees	32,705	33,506	0	32,023	32,023
Gain on Sale of Fixed Assets	0	61,875	6,370	0	0
TOTAL PROPERTY INCOME	34,730	130,106	37,028	34,123	34,123
MISCELLANEOUS					
Reimbursement for Loss/Damage	5,157	1,055	201	0	0
Stop Loss Recoveries	13,762	489,622	0	100,000	100,000
Work Comp-Excess Recovery	0	60,411	5,238	0	0
Demolition Collection	34,171	43,078	0	5,000	5,000
Reimbursement for Shares Extended	0	0	0	300,000	300,000
NLC Service Line Warranty	6,851	6,703	5,853	7,628	7,628
Insurance Reimbursement for Loss	9,485	55,419	0	20,000	20,000
Contributions and Donations	251,000	252,835	359,200	260,000	260,000
Miscellaneous	950	2,633	3,221	0	0
Payments In Lieu of Taxes (PILOTS)	809,462	654,938	727,143	826,797	840,000
Municipal Tavern Games Tax	498	249	101	399	399
Refund of Expenditures	5,435	948	42,889	20,000	20,000
Express Script Rebate	1,103	16,835	0	40,000	0
Medicare Part D Program	142,652	165,894	116,399	120,000	120,000
Medical-Employee Contribution	765,967	773,195	660,590	750,000	819,879
Miscellaneous Lien - Principal	2,054	7,922	565	1,000	3,472
TOTAL MISCELLANEOUS	2,048,547	2,531,737	1,921,399	2,450,825	2,496,379

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD 11/13/2020	2020 Adopted Budget	2021 Proposed Budget
<b>OTHER FINANCING SOURCES</b>					
Settlement Recoveries	0	19,956	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>19,956</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>INTERGOVERNMENTAL</b>					
Pension System State Aid	2,894,903	3,310,806	3,163,377	3,310,806	3,306,117
Gaming Funds	0	0	0	203,000	0
Public Utility Realty Taxes	46,660	42,523	45,966	45,000	45,000
Grant Proceeds	0	160,000	0	184,500	184,500
Ground Lease Payment	1,460,125	1,275,290	287,388	1,313,458	0
Priority Parking Distribution	2,097,495	2,241,682	231,331	1,057,258	0
<b>TOTAL INTERGOVERNMENTAL</b>	<b>6,499,183</b>	<b>7,030,302</b>	<b>3,728,062</b>	<b>6,114,022</b>	<b>3,535,617</b>
<b>INTERFUND TRANSFERS</b>					
Capital Projects Fund	277,784	0	0	0	0
State & Fed Grants	131,250	0	0	0	0
Federal Grants	0	0	0	0	2,516,434
Neighborhood Services Fund	0	0	0	0	162,000
<b>TOTAL INTERFUND TRANSFERS</b>	<b>409,034</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,678,434</b>
<b>TOTAL OTHER REVENUES</b>	<b>10,676,970</b>	<b>11,558,788</b>	<b>6,921,542</b>	<b>10,242,422</b>	<b>10,383,005</b>
<b>GENERAL FUND REVENUE</b>	<b>66,524,501</b>	<b>68,799,019</b>	<b>49,301,809</b>	<b>65,964,643</b>	<b>64,315,858</b>
Fund Balance Appropriation	0	0	0	8,352,803	15,190,175
<b>GENERAL FUND RESOURCES</b>	<b>66,524,501</b>	<b>68,799,019</b>	<b>49,301,809</b>	<b>74,317,446</b>	<b>79,506,034</b>

## 2021 Proposed Budget

### Revenue Line Item

#### BUDGET UNIT: 01000100 GENERAL FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
301001 DISCOUNT PERIOD	\$12,805,439	\$12,626,295	\$12,224,000	\$12,680,838	\$12,552,134
301002 FLAT PERIOD	\$1,574,400	\$1,531,210	\$1,921,438	\$1,532,214	\$1,642,360
301003 PENALTY PERIOD	\$1,328,478	\$1,178,445	\$120,304	\$1,305,546	\$1,253,461
301004 REFUND PRIOR YR RE TAX	(\$118,694)	(\$29,525)	(\$10)	(\$412)	(\$74,110)
302001 DISCOUNT AMOUNT	(\$256,377)	(\$252,526)	(\$244,481)	(\$247,617)	(\$251,043)
302003 PENALTY AMOUNT	\$132,843	\$117,935	\$9,525	\$130,555	\$125,346
303000 PRIOR YR FLAT AMT	\$0	\$659	\$111	\$5,013	\$330
304001 TAX LIENS - PRINCIPAL	\$0	\$0	(\$2)	\$0	\$0
305001 TAX AMOUNT-1ST PRIOR YEAR	\$701,187	\$609,221	\$665,462	\$741,660	\$655,204
305002 TAX AMOUNT-2ND PRIOR YEAR	\$981,877	\$946,862	\$798,264	\$985,377	\$964,369
305003 TAX AMOUNT-3RD PRIOR YEAR	\$126,580	\$146,089	\$66,785	\$166,435	\$136,335
306001 PENALTY/INT 1ST YR PRIOR	\$94,198	\$81,665	\$90,629	\$100,747	\$87,932
306002 PENALTY/INT 2ND YR PRIOR	\$228,727	\$222,681	\$186,312	\$232,697	\$225,704
306003 PENALTY/INT 3RD YR PRIOR	\$61,264	\$61,226	\$26,100	\$74,338	\$61,245
307000 TAX AMOUNT/TAX SALES	\$302,935	\$0	\$0	\$0	\$0
<b>301100 REAL ESTATE TAXES</b>	<b>\$17,962,858</b>	<b>\$17,240,236</b>	<b>\$15,864,436</b>	<b>\$17,707,391</b>	<b>\$17,379,267</b>
309000 TRANSFER TAX REVENUE	\$1,026,603	\$1,026,697	\$685,744	\$800,000	\$800,000
<b>309100 TRANSFER TAXES</b>	<b>\$1,026,603</b>	<b>\$1,026,697</b>	<b>\$685,744</b>	<b>\$800,000</b>	<b>\$800,000</b>
310000 HOTEL TAX REVENUE	\$0	\$900,000	\$0	\$900,000	\$500,000
<b>310100 HOTEL TAXES</b>	<b>\$0</b>	<b>\$900,000</b>	<b>\$0</b>	<b>\$900,000</b>	<b>\$500,000</b>
316000 EMERGENCY/MUN SERVICES	\$6,843,476	\$6,945,928	\$5,319,729	\$6,834,000	\$6,894,702
316006 EMS TAX PRIOR YEAR	\$1,332	\$0	\$116	\$0	\$0
316009 LOCAL SVCS TAX-COMMISSION	(\$118,589)	(\$121,534)	(\$87,744)	(\$119,595)	(\$119,595)
<b>316100 E.M.S. TAX</b>	<b>\$6,726,219</b>	<b>\$6,824,394</b>	<b>\$5,232,100</b>	<b>\$6,714,405</b>	<b>\$6,775,107</b>
321000 EIT - CURR YR	\$12,068,564	\$12,941,109	\$10,483,829	\$12,356,320	\$12,521,332
323001 EIT COMMISSIONS	(\$173,262)	(\$179,338)	(\$151,808)	(\$179,167)	(\$181,559)
323003 EIT-DCTCC FEES	\$0	\$0	\$0	(\$1,839)	(\$1,839)
<b>321100 EARNED INCOME TAX</b>	<b>\$11,895,302</b>	<b>\$12,761,772</b>	<b>\$10,332,021</b>	<b>\$12,175,314</b>	<b>\$12,337,933</b>
324001 MERCANTILE/BUS LIC CURR YR	\$212,850	\$204,100	\$73,950	\$200,000	\$200,000
324002 MERCANTILE/BUS LIC PR YR	\$9,640	\$14,280	\$15,360	\$12,000	\$12,000
324004 MERC/LANDLORD LIC CURR YR	\$118,400	\$117,100	\$107,650	\$116,000	\$115,000
324005 MERC/LANDLORD LIC PRIORYR	\$22,060	\$23,030	\$27,860	\$15,000	\$20,000
324020 FILE FEE/COURT COST REMIT	\$4,016	\$5,519	\$10,136	\$6,000	\$8,000
<b>324100 MERC/BUS PRIVIL LICENSES</b>	<b>\$366,966</b>	<b>\$364,029</b>	<b>\$234,956</b>	<b>\$349,000</b>	<b>\$355,000</b>
325001 MBP TAX - CURRENT YR	\$2,769,218	\$2,849,457	\$2,798,038	\$2,800,000	\$2,000,000
325002 MBP TAX - PRIOR YR	\$135,428	\$178,596	\$149,713	\$135,000	\$135,000
325003 MBP TAX - PENALTY	\$105,772	\$134,757	\$90,937	\$75,000	\$75,000
325004 MBP TAX - INTEREST	\$29,044	\$38,287	\$23,271	\$20,000	\$20,000
326001 MBP AMUSEMENT TAX	\$291,137	\$304,144	\$203,258	\$305,000	\$200,000
326002 MBP AMUSEMT TAX-PRIOR YR	\$5,192	\$17,227	\$949	\$5,000	\$1,000
326003 MBP AMUSEMENT TAX PENALTY	\$1,580	\$7,257	\$705	\$1,030	\$1,000
326004 MBP AMUSEMENT TAX - INT	\$0	\$481	\$5	\$52	\$100
327000 MBP PARKING TAXES CURRENT	\$3,942,441	\$4,246,145	\$3,023,009	\$4,200,000	\$3,800,000
327001 MBP PARKING FEE	\$19,338	\$8,999	\$9,766	\$12,500	\$10,000
327002 PARKING LICENSE FEE-PRIOR	\$0	\$368	\$0	\$500	\$0
327003 PARKING LICENSE FEE-PENAL	\$1,459	\$2,073	\$2,033	\$2,000	\$0
329000 MBP GENERAL LICENSE TAX	\$52,620	\$48,875	\$16,935	\$48,000	\$30,000
<b>325100 MERC/BUS TAXES</b>	<b>\$7,353,229</b>	<b>\$7,836,668</b>	<b>\$6,318,619</b>	<b>\$7,604,082</b>	<b>\$6,272,100</b>
340025 NEIGHBORHOOD SERVICES UTILITY	\$811,063	\$811,063	\$0	\$405,531	\$0
340040 SATISFACTION FEES	\$347	\$320	\$213	\$245	\$245
340050 FILING FEE RETURNS	\$225	\$320	\$199	\$1,372	\$1,372
340055 ADVANCED COSTS RETURN	\$0	\$0	\$31	\$0	\$0
340060 METRO	\$0	\$0	\$1,275	\$0	\$0
340061 LIFE PARTNERSHIP REGISTRY	\$50	\$50	\$25	\$25	\$25
340080 COLLECTION REV (SCHOOL)	\$127,083	\$129,480	\$99,609	\$143,639	\$220,095
340081 COLLECTION FEES(SCHOOL)	\$108,664	\$119,953	\$87,509	\$75,000	\$75,000

## 2021 Proposed Budget

### Revenue Line Item

#### BUDGET UNIT: 01000100 GENERAL FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
340085 NSF CHECK FEE	\$4,101	\$4,195	\$3,598	\$4,660	\$4,660
340090 OTHER ADMINISTRATIVE	\$74,828	\$86,129	\$80,116	\$70,000	\$70,000
340091 MERCANTILE DOCS/PUBLICATE	\$0	\$0	\$0	\$92	\$92
<b>340100 DEPT OF ADMIN REVENUES</b>	<b>\$1,126,360</b>	<b>\$1,151,510</b>	<b>\$272,574</b>	<b>\$700,565</b>	<b>\$371,490</b>
341001 ROOMING HOUSE	\$11,880	\$10,565	\$2,335	\$8,200	\$8,200
341002 APPEAL HEARING FEES	\$800	\$0	\$800	\$800	\$800
341011 LICENSE RENEWAL FEES	\$170,175	\$157,600	\$74,475	\$177,625	\$170,000
341020 ELECTRICAL PERMIT FEE	\$73,941	\$59,479	\$76,006	\$71,050	\$58,000
341021 PLUMBING PERMIT FEE	\$66,956	\$52,992	\$55,429	\$50,750	\$50,000
341022 BUILDING PERMIT FEE	\$699,029	\$542,304	\$421,965	\$500,000	\$380,000
341023 LOW VOLTAGE ELEC. PERMITS	\$956	\$1,011	\$1,840	\$1,523	\$1,500
341024 DUMPSTER PERMIT FEES	\$4,475	\$3,425	\$2,750	\$2,842	\$3,000
341025 DEMOLITION PERMIT FEES	\$36,933	\$22,488	\$50,605	\$20,300	\$25,000
341026 FIRE PREVENTION CODE	\$49,666	\$49,507	\$24,023	\$50,750	\$49,000
341027 SPECIAL PERMIT FEES	\$5,131	\$1,697	\$2,513	\$2,538	\$2,500
341028 FLOOD PLAIN CERTIFICATION	\$1,680	\$2,305	\$1,840	\$1,015	\$2,100
341030 BUYER NOTIFY FEES	\$28,215	\$35,410	\$29,503	\$25,000	\$25,000
341040 EMG ORD LIENS /PRINCIPAL	\$0	\$1,266	\$0	\$0	\$0
341050 PLANNING FEES	\$15,374	\$14,820	\$15,359	\$8,000	\$8,000
341051 HEALTH INSPECT FEES	\$89,885	\$83,815	\$33,720	\$76,125	\$75,000
341060 ZONING HEARING BOARD FEES	\$12,950	\$11,935	\$11,995	\$10,000	\$10,000
341061 PERMIT FEES-ZONING SIGN	\$83,958	\$64,630	\$61,582	\$75,000	\$68,000
341062 PERMIT FEES-SAFETY INSPECT	\$0	\$0	\$75	\$0	\$0
341072 RENTAL INSPECTION INCOME	\$415,575	\$440,535	\$324,965	\$350,000	\$435,000
341080 SALE OF PUB/MAPS/GIS DATA	\$3,050	\$5,035	\$2,275	\$500	\$500
342011 WARRANT SERVICES FEES	\$1,906	\$767	\$648	\$859	\$859
<b>341100 DBHD REVENUES</b>	<b>\$1,772,534</b>	<b>\$1,561,585</b>	<b>\$1,194,703</b>	<b>\$1,432,876</b>	<b>\$1,372,459</b>
342008 BURG/FIRE ALARMS	\$54,485	\$56,007	\$55,605	\$45,000	\$45,000
342009 VEHICLE EXTRACTION FEES	\$0	\$0	\$0	\$10,942	\$10,942
342015 TOWING FEES	\$21,144	\$13,705	\$10,630	\$21,067	\$21,067
342020 POLICE INV REPORTS	\$39,702	\$42,850	\$30,086	\$58,985	\$58,985
342021 BOOKING PROCESSING FEE	\$23,843	\$15,393	\$9,629	\$33,140	\$33,140
342030 FIRE INV REPORTS	\$1,384	\$1,525	\$1,950	\$1,624	\$1,624
342031 FIRE INSPECTION/SAFETY	\$0	\$1,655	\$160	\$200	\$200
342043 FIREFIGHTER APP FEES	\$0	\$9,040	\$0	\$0	\$0
342050 METER BAG RENTAL	\$53,896	\$31,912	\$65,636	\$28,800	\$28,800
342061 POLICE PERSONNEL REIMB	\$27,736	\$16,617	\$9,436	\$44,500	\$44,500
342070 ARRA COPS	\$200,320	\$50,080	\$0	\$0	\$0
342074 POLICE ON PATROL	\$0	\$0	\$0	\$70,000	\$70,000
342086 FEMA/USAR CONTRACT	\$133,791	\$128,811	\$123,989	\$20,000	\$20,000
342089 HHA REIMBURSEMENT	\$198,993	\$248,440	\$419,555	\$250,000	\$250,000
342090 OTHER PUBLIC SAFETY	\$5,064,832	\$5,162,039	\$118,387	\$5,100,000	\$5,100,000
342091 PERMIT PARKING FEES	\$46,375	\$49,240	\$38,041	\$45,000	\$45,000
342092 FINE AND COSTS	\$38,867	\$28,751	\$12,451	\$25,000	\$25,000
342093 DRUG TASK FORCE REIMBURS	\$158,911	\$88,266	\$102,721	\$100,000	\$100,000
342094 HIGHWAY SAFETY GRANT	\$22,500	\$12,011	\$8,851	\$11,890	\$11,890
342098 DOG AND CAT LICENSES	\$8,644	\$7,233	\$4,790	\$8,000	\$6,000
342099 BOOTING FEES	\$1,575	\$2,850	\$0	\$2,925	\$2,925
342901 POLICE EXTRA DUTY	\$881,981	\$982,939	\$887,315	\$900,000	\$1,000,000
<b>342100 DEPT OF PUBLIC SAFETY</b>	<b>\$6,978,978</b>	<b>\$6,949,364</b>	<b>\$1,899,232</b>	<b>\$6,777,073</b>	<b>\$6,875,073</b>
343002 STREET CUT INSPECT	\$250,000	\$250,000	\$0	\$250,000	\$582,907
343035 VMC CHRGS - FED GRANT	\$1,671	\$1,941	\$0	\$0	\$0
343037 VMC CHRGS/SANITATION FUND	\$362,121	\$336,280	\$315,016	\$283,500	\$283,500
343051 SEWER MAINT LIENS-PRINCIP	\$427	\$156	\$166	\$542	\$542
343052 SEWER MAINT LIENS-PENALTY	\$290	\$16	\$425	\$214	\$214

## 2021 Proposed Budget

### Revenue Line Item

#### BUDGET UNIT: 01000100 GENERAL FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
343082 OTHER RECYCLING REVENUE	\$0	\$0	\$29,297	\$0	\$0
343083 RECYCLING REV.-DEMOLITION	\$2,084	\$665	\$593	\$0	\$0
343088 ELEC VEH CHRGR STATION REV	\$0	\$0	\$118	\$0	\$0
343090 OTHER PUB WORKS	\$16,709	\$21,117	\$0	\$17,000	\$17,000
<b>343100 DEPT OF PUBLIC WORKS</b>	<b>\$633,302</b>	<b>\$610,176</b>	<b>\$345,616</b>	<b>\$551,256</b>	<b>\$884,163</b>
345001 POOL #1	\$1,705	\$10,146	\$0	\$7,595	\$7,595
345002 POOL #2	\$3,231	\$3,495	\$0	\$2,500	\$2,500
345011 SHADE TREE FEES	\$245	\$160	\$265	\$165	\$165
<b>345100 DEPT OF PARKS &amp; REC</b>	<b>\$5,181</b>	<b>\$13,801</b>	<b>\$265</b>	<b>\$10,260</b>	<b>\$10,260</b>
346012 DJ-TRAFF VIOLATIONS	\$186,075	\$207,699	\$166,461	\$160,000	\$160,000
346013 DJ-SUMMARY CRIMINAL OFF	\$175,658	\$83,703	\$58,709	\$180,000	\$180,000
346015 DJ-CODES VIOLATIONS	\$88,332	\$72,606	\$54,400	\$80,000	\$75,000
346020 PARK TICKETS-VIO FINE	\$422,889	\$381,107	\$204,287	\$425,102	\$425,102
346090 OTHER FINES & FORFEITS	\$1,125	\$118	\$41	\$0	\$0
<b>346100 FINES &amp; FORFEITS</b>	<b>\$874,079</b>	<b>\$745,232</b>	<b>\$483,897</b>	<b>\$845,102</b>	<b>\$840,102</b>
347010 ALCOHOLIC BEVERAGE LICENS	\$27,800	\$28,300	\$24,750	\$28,250	\$28,250
347020 TV FRANCHISE LICENSE	\$564,392	\$541,774	\$394,678	\$550,000	\$550,000
<b>347100 LICENSES &amp; PERMITS</b>	<b>\$592,192</b>	<b>\$570,074</b>	<b>\$419,428</b>	<b>\$578,250</b>	<b>\$578,250</b>
350009 INTEREST EARNINGS EDCL	\$0	\$0	\$19,246	\$0	\$0
351000 INT ON CDS	\$0	\$0	\$63,532	\$100	\$100
352000 INT ON INVSTMTS/GRANT	\$219,204	\$531,381	\$248,949	\$220,000	\$220,000
<b>350100 INTEREST INCOME</b>	<b>\$219,204</b>	<b>\$531,381</b>	<b>\$331,727</b>	<b>\$220,100</b>	<b>\$220,100</b>
355000 RENTAL INCOME	\$2,025	\$34,725	\$30,659	\$2,100	\$2,100
356000 EASEMENT FEES	\$32,705	\$33,506	\$0	\$32,023	\$32,023
358090 SALE OF ASSETS	\$0	\$61,875	\$6,370	\$0	\$0
<b>355100 RENTAL INCOME</b>	<b>\$34,730</b>	<b>\$130,106</b>	<b>\$37,028</b>	<b>\$34,123</b>	<b>\$34,123</b>
380000 REIMB FOR LOSS /DAMAGE	\$5,157	\$1,055	\$201	\$0	\$0
380002 STOP LOSS RECOVERIES	\$13,762	\$489,622	\$0	\$100,000	\$100,000
380003 WORK COMP-EXCESS RECOVERY	\$0	\$60,411	\$5,238	\$0	\$0
380005 DEMOLITION COLLECTION	\$34,171	\$43,078	\$0	\$5,000	\$5,000
380007 REIMB FOR SHARED EXPENDS	\$0	\$0	\$0	\$300,000	\$300,000
380008 NLC SVC LINE WARRANTY PR	\$6,851	\$6,703	\$5,853	\$7,628	\$7,628
380033 INSURANCE REIMB FOR LOSS	\$9,485	\$55,419	\$0	\$20,000	\$20,000
382000 CONTRIBUTIONS AND DONAT	\$251,000	\$252,835	\$359,200	\$260,000	\$260,000
384000 MISCELLANEOUS CONT.	\$950	\$2,633	\$3,221	\$0	\$0
384001 P.I.L.O.T.S.	\$809,462	\$654,938	\$727,143	\$826,797	\$840,000
384010 MUNICI TAVERN GAMES TAX	\$498	\$249	\$101	\$399	\$399
385000 REFUNDS OF EXPENDITURES	\$5,435	\$948	\$42,889	\$20,000	\$20,000
385003 EXPRESS SCRIPT REBATE	\$1,103	\$16,835	\$0	\$40,000	\$0
385006 MEDICARE PART D PROGRAM	\$142,652	\$165,894	\$116,399	\$120,000	\$120,000
385018 MEDICAL-EMPLOYEE CONTR	\$765,967	\$773,195	\$660,590	\$750,000	\$819,879
385090 MISCELLANEOUS	\$2,054	\$7,922	\$565	\$1,000	\$3,472
<b>380100 MISCELLANEOUS</b>	<b>\$2,048,547</b>	<b>\$2,531,737</b>	<b>\$1,921,399</b>	<b>\$2,450,825</b>	<b>\$2,496,379</b>
359011 TEMP UNAPPLIED REV-LIENS	\$0	\$19,956	\$0	\$0	\$0
<b>389000 OTHER FIN SOURCES</b>	<b>\$0</b>	<b>\$19,956</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
392000 PENSION SYSTEM STATE AID	\$2,894,903	\$3,310,806	\$3,163,377	\$3,310,806	\$3,306,117
393000 GAMING FUNDS	\$0	\$0	\$0	\$203,000	\$0
394000 PUB UTILITY REALTY TAX	\$46,660	\$42,523	\$45,966	\$45,000	\$45,000
396000 GRANT PROCEEDS	\$0	\$160,000	\$0	\$184,500	\$184,500
397002 GROUND LEASE PAYMENTS	\$1,460,125	\$1,275,290	\$287,388	\$1,313,458	\$0

## 2021 Proposed Budget

Revenue Line Item

**BUDGET UNIT: 01000100 GENERAL FUND**

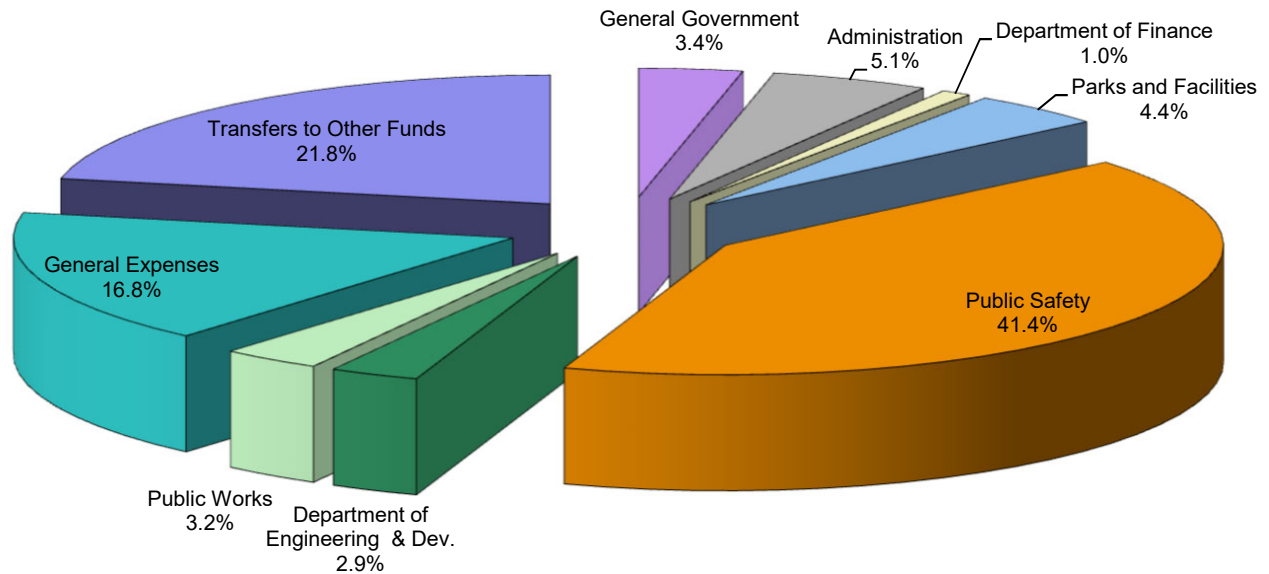
Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
397003 PRIORITY PARKING CITY PAYMENT	\$2,097,495	\$2,241,682	\$231,331	\$1,057,258	\$0
<b>390100 INTERGOVERNMENTAL</b>	<b>\$6,499,183</b>	<b>\$7,030,302</b>	<b>\$3,728,062</b>	<b>\$6,114,022</b>	<b>\$3,535,617</b>
398006 CAPITOL PROJECTS FUND	\$277,784	\$0	\$0	\$0	\$0
398011 STATE & FED GRANTS FUND	\$131,250	\$0	\$0	\$0	\$0
398014 FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$2,516,434
398025 NEIGHBORHOOD SVCS FUND	\$0	\$0	\$0	\$0	\$162,000
<b>398100 INTERFUND TRANSFERS</b>	<b>\$409,034</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,678,434</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$8,352,803	\$15,190,175
<b>399100 EST CASH CARRYOVER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,352,803</b>	<b>\$15,190,175</b>
<b>01000100 GENERAL FUND</b>	<b>\$66,524,501</b>	<b>\$68,799,019</b>	<b>\$49,301,809</b>	<b>\$74,317,446</b>	<b>\$79,506,034</b>

**GENERAL FUND  
EXPENDITURE ANALYSIS SUMMARY  
2021 PROPOSED BUDGET**

Account Name	2018 Actual	2019 Actual	2020 Actual YTD 11/13/2020	2021 Proposed Budget
General Government	2,041,414	1,949,585	1,570,921	2,668,187
Administration	2,307,814	2,717,538	2,423,993	4,089,076
Department of Finance	602,351	567,289	437,340	762,204
Parks and Facilities	1,389,957	1,696,819	911,438	3,486,229
Public Safety	28,126,592	28,449,019	23,734,121	32,892,942
Department of Engineering & Dev.	4,062,991	3,224,707	1,584,235	2,301,412
Public Works	1,670,957	1,635,898	1,345,218	2,563,699
General Expenses	12,352,937	13,228,422	10,321,620	13,373,648
Transfers to Other Funds	10,644,356	14,230,663	10,312,396	17,368,638
<b>TOTAL GENERAL FUND</b>	<b>63,199,368</b>	<b>67,699,940</b>	<b>52,641,282</b>	<b>79,506,034</b>

Personnel	38,675,517	40,554,760	34,647,022	46,333,053
Services	6,833,348	5,919,078	4,855,049	7,077,709
Supplies	2,347,103	2,137,803	1,673,282	3,295,104
Other	15,343,400	19,088,300	11,465,928	22,800,167
<b>TOTAL GENERAL FUND</b>	<b>63,199,368</b>	<b>67,699,940</b>	<b>52,641,281</b>	<b>79,506,034</b>

**General Fund Expenditures  
2021  
Proposed Expenditures by Department**





EXPENDITURE ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>GENERAL GOVERNMENT</b>					
<u>0101 OFFICE OF CITY COUNCIL</u>					
Personnel	282,899	288,912	255,505	303,035	310,356
Services	47,072	41,929	25,103	114,200	114,200
Supplies	8,829	8,996	2,509	11,000	11,000
Other	0	679	0	3,400	3,400
TOTALS	338,800	340,516	283,117	431,635	438,956
<u>0102 OFFICE OF THE MAYOR</u>					
Personnel	176,036	224,167	176,841	242,213	244,689
Services	3,374	10,988	5,132	17,480	28,080
Supplies	7,938	6,576	3,213	14,187	14,187
Other	0	0	0	0	0
TOTALS	187,348	241,731	185,185	273,880	286,956
<u>0103 OFFICE OF CITY CONTROLLER</u>					
Personnel	151,002	151,665	129,762	154,190	162,041
Services	0	40	40	10,500	5,291
Supplies	882	1,401	515	9,200	9,200
Other	0	0	0	0	0
TOTALS	151,884	153,106	130,317	173,890	176,532
<u>0104 OFFICE OF CITY TREASURER</u>					
Personnel	340,497	346,567	278,817	357,216	376,283
Services	32,227	33,273	36,717	62,700	62,700
Supplies	7,520	472	1,226	11,000	84,000
Other	12,854	0	0	0	0
TOTALS	393,097	380,312	316,760	430,916	522,983
<u>0105 OFFICE OF CITY SOLICITOR</u>					
Personnel	373,362	393,861	306,818	490,240	582,108
Services	174,042	137,930	150,147	233,277	233,277
Supplies	28,792	31,413	15,095	41,065	43,565
Other	0	0	11,099	0	0
TOTALS	576,197	563,204	483,159	764,582	858,950
<u>0114 BUREAU OF COMMUNICATION</u>					
Personnel	286,320	193,123	155,045	201,985	253,400
Services	20,530	18,337	8,835	29,800	40,800
Supplies	11,149	13,045	8,502	14,500	14,500
Other	0	0	0	0	0
TOTALS	317,999	224,505	172,382	246,285	308,700
<u>0115 OFFICE OF SOCIAL EQUITY/AFFIRMATIVE ACTION</u>					
Personnel	66,648	43,427	0	67,745	64,590
Services	6,046	1,891	0	0	8,920
Supplies	3,393	892	0	0	1,600
Other	0	0	0	0	0
TOTALS	76,088	46,210	0	67,745	75,110
<b>TOTAL GENERAL GOVERNMENT</b>					
Personnel	1,676,764	1,641,722	1,302,788	1,816,624	1,993,467
Services	283,291	244,387	225,974	467,957	493,268
Supplies	68,504	62,796	31,060	100,952	178,052
Other	12,854	679	11,099	3,400	3,400
TOTAL EXPENDITURES	2,041,414	1,949,585	1,570,921	2,388,933	2,668,187

POSITION ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
GENERAL GOVERNMENT					
Office of City Council	9.00	9.00	9.00	9.00	9.00
Office of the Mayor	5.00	7.00	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	5.75	6.75	6.75
Office of City Solicitor	6.00	5.00	6.00	6.00	8.00
Communication	6.00	5.00	5.00	4.00	5.00
Office Social Equity/Affirmative Action	0.00	0.00	0.00	1.00	1.00
TOTAL POSITIONS	35.75	35.75	36.75	33.75	36.75

**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.

EXPENDITURE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

General Fund

0101 City Council

**Allocation Plan**

**Position Control**

	<b>2020 Adopted</b>	<b>2021 Proposed</b>
<b>PERSONNEL</b>		
Salaries-Mgmt	281,500	288,300
Fringe Benefits	21,535	22,056
<b>TOTAL</b>	<b>303,035</b>	<b>310,356</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>431,635</b>	<b>438,956</b>

<b>JOB CLASSIFICATION</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>
Council Members	7	7	141,500	141,500
City Clerk	1	1	80,000	81,600
Assistant City Clerk	1	1	60,000	65,200
<b>Total Management</b>	<b>9</b>	<b>9</b>	<b>281,500</b>	<b>288,300</b>
FICA			21,535	22,056
<b>Total Fringe Benefits</b>			<b>21,535</b>	<b>22,056</b>
<b>TOTAL</b>	<b>9</b>	<b>9</b>	<b>303,035</b>	<b>310,356</b>

**GENERAL GOVERNMENT**

CITY COUNCIL - 0101

EMPLOYEE	POSITION	ANNIV. /			2020	2021	2021	2021	2021	2021	2021	FRINGE	TOTAL
		D.O.H.	END OF YR	GRADE/STEP	ANNUAL	2021	2021	2021	LUMP SUM	FICA	BENEFITS		
					SALARY	INCREASE	INCREASE	LONG.	SALARY				
	CITY CLERK	4	6	2009	\$ 80,000.00	1,600.00	0.00	0.00	81,600.00	0.00	6,243.00	0.00	87,843.00
	ASSISTANT CITY CLERK	5	22	2017	\$ 60,000.00	5,200.00	0.00	0.00	65,200.00	0.00	4,988.00	0.00	70,188.00
	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				281,500.00	6,800.00	0.00	0.00	288,300.00	0.00	22,056.00	0.00	310,356.00
9.00	TOTAL				281,500.00	6,800.00	0.00	0.00	288,300.00	0.00	22,056.00	0.00	310,356.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>288,300.00</b>	<b>0.00</b>	<b>22,056.00</b>	<b>0.00</b>	<b>310,356.00</b>

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

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01000101 OFFICE OF CITY COUNCIL

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$263,346	\$268,942	\$237,856	\$281,500	\$288,300
<b>414100 SALARIES/WAGES</b>	<b>\$263,346</b>	<b>\$268,942</b>	<b>\$237,856</b>	<b>\$281,500</b>	<b>\$288,300</b>
419001 SOCIAL SECURITY	\$19,552	\$19,970	\$17,649	\$21,535	\$22,056
<b>419100 FRINGE BENEFITS</b>	<b>\$19,552</b>	<b>\$19,970</b>	<b>\$17,649</b>	<b>\$21,535</b>	<b>\$22,056</b>
<b>419995 PERSONNEL</b>	<b>\$282,899</b>	<b>\$288,912</b>	<b>\$255,505</b>	<b>\$303,035</b>	<b>\$310,356</b>
420010 ADVERTISING	\$0	\$0	\$0	\$7,000	\$7,000
420020 PRINTING	\$719	\$82	\$551	\$15,000	\$15,000
420030 PHOTOGRAPHY	\$0	\$0	\$0	\$500	\$500
420041 E-MAIL/INTERNET	\$1,195	\$1,195	\$1,195	\$1,200	\$1,200
<b>420100 COMMUNICATIONS</b>	<b>\$1,914</b>	<b>\$1,277</b>	<b>\$1,746</b>	<b>\$23,700</b>	<b>\$23,700</b>
421010 LEGAL	\$3,711	\$2,921	\$3,136	\$40,000	\$40,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$3,711</b>	<b>\$2,921</b>	<b>\$3,136</b>	<b>\$40,000</b>	<b>\$40,000</b>
425050 COMMUNICATIONS EQUIPMENT	\$186	\$0	\$0	\$500	\$500
425090 MAINT SERV CONTRACT	\$679	\$0	\$0	\$0	\$0
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$865</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>
429015 TRAVEL	\$11,222	\$13,114	\$0	\$20,000	\$20,000
429016 CONFERENCES	\$5,409	\$4,585	\$0	\$2,000	\$2,000
429017 MEMBERSHIPS	\$23,949	\$20,032	\$20,221	\$28,000	\$28,000
<b>429100 CONTRACTED SRVC</b>	<b>\$40,581</b>	<b>\$37,731</b>	<b>\$20,221</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b>429995 SERVICES</b>	<b>\$47,072</b>	<b>\$41,929</b>	<b>\$25,103</b>	<b>\$114,200</b>	<b>\$114,200</b>
430009 OFFICE	\$0	\$0	\$0	\$1,000	\$1,000
430099 MISC SUPPLIES AND EXP	\$7,854	\$8,021	\$2,509	\$10,000	\$10,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$7,854</b>	<b>\$8,021</b>	<b>\$2,509</b>	<b>\$11,000</b>	<b>\$11,000</b>
439015 OFFICE EQUIPMENT	\$975	\$975	\$0	\$0	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$975</b>	<b>\$975</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>439995 SUPPLIES</b>	<b>\$8,829</b>	<b>\$8,996</b>	<b>\$2,509</b>	<b>\$11,000</b>	<b>\$11,000</b>
453049 LEASE PURCHASE	\$0	\$679	\$0	\$3,400	\$3,400
<b>453100 CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$679</b>	<b>\$0</b>	<b>\$3,400</b>	<b>\$3,400</b>
<b>499995 OTHER</b>	<b>\$0</b>	<b>\$679</b>	<b>\$0</b>	<b>\$3,400</b>	<b>\$3,400</b>
<b>01000101 CITY COUNCIL</b>	<b>\$338,800</b>	<b>\$340,516</b>	<b>\$283,117</b>	<b>\$431,635</b>	<b>\$438,956</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 2021 PROPOSED BUDGET

General Fund

0102 Mayor's Office

#### Allocation Plan

#### Position Control

<i><b>PERSONNEL</b></i>	<b>2020 Adopted</b>	<b>2021 Proposed</b>
Salaries-Mgmt	225,000	227,300
Fringe Benefits	17,213	17,389
<b>TOTAL</b>	<b>242,213</b>	<b>244,689</b>
<i><b>SERVICES</b></i>		
Communications	5,400	10,400
Professional Services	0	0
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	500	500
Contracted Services	11,580	17,180
<b>TOTAL</b>	<b>17,480</b>	<b>28,080</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>273,880</b>	<b>286,956</b>

<i><b>JOB CLASSIFICATION</b></i>	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>
Mayor	1	1	80,000	80,000
Sr Advisor To Mayor For Ed/Youth/Civic Enggmt	1	1	30,000	30,000
Special Assistant To The Mayor	1	1	65,000	66,300
Confidential Secretary	1	1	50,000	51,000
<b>Total Management</b>	<b>4</b>	<b>4</b>	<b>225,000</b>	<b>227,300</b>
FICA			17,213	17,389
<b>Total Fringe Benefits</b>			<b>17,213</b>	<b>17,389</b>
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>242,213</b>	<b>244,689</b>

**GENERAL GOVERNMENT**

MAYOR - 0102

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR SALARY	2021 GRADE/STEP INCREASE	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 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	\$ 65,000.00	1,300.00	0.00	0.00	66,300.00	0.00	5,072.00	0.00	71,372.00
	CONFIDENTIAL SECRETARY (MAYOR'S OFFICE)	6 25 2018	\$ 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		225,000.00	2,300.00	0.00	0.00	227,300.00	0.00	17,389.00	0.00	244,689.00
4.00	TOTAL		225,000.00	2,300.00	0.00	0.00	227,300.00	0.00	17,389.00	0.00	244,689.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>227,300.00</b>	<b>0.00</b>	<b>17,389.00</b>	<b>0.00</b>	<b>244,689.00</b>

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

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01000102 OFFICE OF THE MAYOR

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$164,043	\$208,855	\$164,879	\$225,000	\$227,300
<b>414100 SALARIES/WAGES</b>	<b>\$164,043</b>	<b>\$208,855</b>	<b>\$164,879</b>	<b>\$225,000</b>	<b>\$227,300</b>
419001 SOCIAL SECURITY	\$11,994	\$15,312	\$11,962	\$17,213	\$17,389
<b>419100 FRINGE BENEFITS</b>	<b>\$11,994</b>	<b>\$15,312</b>	<b>\$11,962</b>	<b>\$17,213</b>	<b>\$17,389</b>
<b>419995 PERSONNEL</b>	<b>\$176,036</b>	<b>\$224,167</b>	<b>\$176,841</b>	<b>\$242,213</b>	<b>\$244,689</b>
420010 ADVERTISING	\$0	\$362	\$700	\$2,000	\$7,000
420020 PRINTING	\$1,189	\$2,048	\$448	\$3,100	\$3,100
420050 POSTAGE	\$0	\$0	\$0	\$300	\$300
<b>420100 COMMUNICATIONS</b>	<b>\$1,189</b>	<b>\$2,410</b>	<b>\$1,148</b>	<b>\$5,400</b>	<b>\$10,400</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	\$585	\$398	\$398	\$1,000	\$600
429009 ADMIN/TRUSTEE FEE	\$61	\$30	\$0	\$80	\$80
429014 CONTRACTED PERSONNEL SVS.	\$0	\$5,787	\$111	\$3,000	\$3,000
429015 TRAVEL	\$0	\$0	\$0	\$1,500	\$3,500
429016 CONFERENCES	\$0	\$0	\$735	\$3,000	\$3,500
429017 MEMBERSHIPS	\$1,539	\$2,362	\$2,741	\$3,000	\$6,500
<b>429100 CONTRACTED SRVC</b>	<b>\$2,185</b>	<b>\$8,578</b>	<b>\$3,984</b>	<b>\$11,580</b>	<b>\$17,180</b>
<b>429995 SERVICES</b>	<b>\$3,374</b>	<b>\$10,988</b>	<b>\$5,132</b>	<b>\$17,480</b>	<b>\$28,080</b>
430009 OFFICE	\$4,770	\$3,090	\$3,030	\$6,230	\$6,230
430099 MISC SUPPLIES AND EXP	\$264	\$264	\$63	\$300	\$300
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$5,034</b>	<b>\$3,355</b>	<b>\$3,093</b>	<b>\$6,530</b>	<b>\$6,530</b>
439015 OFFICE EQUIPMENT	\$2,904	\$3,222	\$119	\$7,657	\$7,657
<b>439100 MINOR CAPITAL</b>	<b>\$2,904</b>	<b>\$3,222</b>	<b>\$119</b>	<b>\$7,657</b>	<b>\$7,657</b>
<b>439995 SUPPLIES</b>	<b>\$7,938</b>	<b>\$6,576</b>	<b>\$3,213</b>	<b>\$14,187</b>	<b>\$14,187</b>
<b>01000102 OFFICE OF THE MAYOR</b>	<b>\$187,348</b>	<b>\$241,731</b>	<b>\$185,185</b>	<b>\$273,880</b>	<b>\$286,956</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.

### EXPENDITURE ANALYSIS DETAIL 2021 PROPOSED BUDGET

General Fund

0103 City Controller's Office

#### Allocation Plan

#### Position Control

<i><b>PERSONNEL</b></i>	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<i><b>JOB CLASSIFICATION</b></i>	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>
Salaries-Mgmt	96,500	100,000	City Controller	1	1	20,000	20,000
Salaries-BU	46,731	50,525	Chief Deputy Controller	1	1	76,500	80,000
Fringe Benefits	10,959	11,516	<b>Total Management</b>	<b>2</b>	<b>2</b>	<b>96,500</b>	<b>100,000</b>
<b>TOTAL</b>	<b>154,190</b>	<b>162,041</b>					
<i><b>SERVICES</b></i>			Auditor II	1	1	46,191	49,985
Communications	1,500	1,500	Payroll Related Expenses			540	540
Professional Services	8,000	2,791	<b>Total Bargaining Unit</b>	<b>1</b>	<b>1</b>	<b>46,731</b>	<b>50,525</b>
Utilities	0	0					
Insurance	0	0	FICA			10,959	11,516
Rentals	0	0	<b>Total Fringe Benefits</b>			<b>10,959</b>	<b>11,516</b>
Maintenance & Repairs	1,000	1,000					
Contracted Services	0	0	<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>154,190</b>	<b>162,041</b>
<b>TOTAL</b>	<b>10,500</b>	<b>5,291</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>173,890</b>	<b>176,532</b>					

**CITY CONTROLLER**

CITY CONTROLLER - 0103

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>ANNIV. /</u> <u>D.O.H.</u>	<u>2020</u> <u>END OF YR</u>	<u>2021</u> <u>GRADE/STEP</u>	<u>2021</u> <u>ANNUAL</u>	<u>2021</u> <u>ANNUAL</u>	<u>2021</u> <u>LONG.</u>	<u>2021</u> <u>SALARY</u>	<u>2021</u> <u>LUMP SUM</u>	<u>FICA</u>	<u>FRINGE</u> <u>BENEFITS</u>	<u>TOTAL</u>
	CHIEF DEPUTY CONTROLLER	2   1   1999	\$ 76,500.00	3,500.00	0.00	0.00	0.00	80,000.00	0.00	6,120.00	0.00	86,120.00
	CITY CONTROLLER	1   6   2014	\$ 20,000.00	0.00	0.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00
2.00	MANAGEMENT TOTALS		96,500.00	3,500.00	0.00	0.00	0.00	100,000.00	0.00	7,650.00	0.00	107,650.00
	AUDITOR II	1   12   2015	\$ 46,190.95	2,814.27	980.10	0.00	0.00	49,985.00	0.00	3,824.00	0.00	53,809.00
1.00	BARGAINING UNIT TOTALS		46,190.95	2,814.27	980.10	0.00	0.00	49,985.00	0.00	3,824.00	0.00	53,809.00
	WORKING OUT OF CLASS	1   12   2015	\$ 540.00	0.00	0.00	0.00	0.00	\$ 540.00	0.00	42.00	0.00	582.00
3.00	TOTAL		143,230.95	6,314.27	980.10	0.00	0.00	150,525.00	0.00	11,516.00	0.00	162,041.00
	OVERTIME							0.00	0.00	0.00	0.00	0.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>150,525.00</b>	<b>0.00</b>	<b>11,516.00</b>	<b>0.00</b>	<b>162,041.00</b>

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

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01000103 OFFICE OF CITY CONTROLLER

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$140,640	\$141,323	\$120,904	\$143,231	\$150,525
<b>414100 SALARIES/WAGES</b>	<b>\$140,640</b>	<b>\$141,323</b>	<b>\$120,904</b>	<b>\$143,231</b>	<b>\$150,525</b>
419001 SOCIAL SECURITY	\$10,363	\$10,342	\$8,858	\$10,959	\$11,516
<b>419100 FRINGE BENEFITS</b>	<b>\$10,363</b>	<b>\$10,342</b>	<b>\$8,858</b>	<b>\$10,959</b>	<b>\$11,516</b>
<b>419995 PERSONNEL</b>	<b>\$151,002</b>	<b>\$151,665</b>	<b>\$129,762</b>	<b>\$154,190</b>	<b>\$162,041</b>
420041 E-MAIL/INTERNET	\$0	\$40	\$40	\$1,500	\$1,500
<b>420100 COMMUNICATIONS</b>	<b>\$0</b>	<b>\$40</b>	<b>\$40</b>	<b>\$1,500</b>	<b>\$1,500</b>
421030 CONSULTING	\$0	\$0	\$0	\$8,000	\$2,791
<b>421100 PROFESSIONAL SRVC</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,000</b>	<b>\$2,791</b>
425090 MAINT SERV CONTRACT	\$0	\$0	\$0	\$1,000	\$1,000
<b>425100 MAINT &amp; REPAIRS</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>\$40</b>	<b>\$40</b>	<b>\$10,500</b>	<b>\$5,291</b>
430009 OFFICE	\$882	\$1,140	\$515	\$2,250	\$2,250
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$882</b>	<b>\$1,140</b>	<b>\$515</b>	<b>\$2,250</b>	<b>\$2,250</b>
439015 OFFICE EQUIPMENT	\$0	\$261	\$0	\$6,950	\$6,950
<b>439100 MINOR CAPITAL</b>	<b>\$0</b>	<b>\$261</b>	<b>\$0</b>	<b>\$6,950</b>	<b>\$6,950</b>
<b>439995 SUPPLIES</b>	<b>\$882</b>	<b>\$1,401</b>	<b>\$515</b>	<b>\$9,200</b>	<b>\$9,200</b>
<b>01000103 CITY CONTROLLER</b>	<b>\$151,884</b>	<b>\$153,106</b>	<b>\$130,317</b>	<b>\$173,890</b>	<b>\$176,532</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  
2021 PROPOSED BUDGET

General Fund

0104 City Treasurer's Office

**Allocation Plan**

**Position Control**

<i>PERSONNEL</i>	2020	2021	<i>JOB CLASSIFICATION</i>	2020	2021	2020	2021
	Adopted	Proposed		Adopted	Proposed	Adopted	Proposed
Salaries-Mgmt	163,624	172,000	City Treasurer	1	1	20,000	20,000
Salaries-BU	168,205	177,540	Deputy Treasurer	1	1	81,200	85,000
Overtime	0	0	Assistant Deputy Treasurer	1	1	62,424	67,000
Fringe Benefits	25,387	26,743	<b>Total Management</b>	<b>3</b>	<b>3</b>	<b>163,624</b>	<b>172,000</b>
Temporary	0	0					
<b>TOTAL</b>	<b>357,216</b>	<b>376,283</b>					
<i>SERVICES</i>			Auditor II	1	1	46,884	50,735
Communications	13,500	13,500	Lead Cashier	1	1	45,147	47,586
Professional Services	10,000	10,000	Customer Service Representative (Billing)	0.75	0.75	31,474	32,104
Utilities	0	0	Accounting Clerk V	1	1	44,700	47,115
Insurance	2,000	2,000	<b>Total Bargaining Unit</b>	<b>3.75</b>	<b>3.75</b>	<b>168,205</b>	<b>177,540</b>
Rentals	0	0	Overtime			0	0
Maintenance & Repairs	33,500	33,500	FICA			25,387	26,743
Contracted Services	3,700	3,700	<b>Total Fringe Benefits</b>			<b>25,387</b>	<b>26,743</b>
<b>TOTAL</b>	<b>62,700</b>	<b>62,700</b>	<b>TOTAL</b>	<b>6.75</b>	<b>6.75</b>	<b>357,216</b>	<b>376,283</b>
<i>SUPPLIES</i>							
Supplies	4,000	4,000					
Minor Capital Equipment	7,000	80,000					
<b>TOTAL</b>	<b>11,000</b>	<b>84,000</b>					
<i>OTHER</i>							
	0	0					
<b>TOTAL APPROPRIATION</b>	<b>430,916</b>	<b>522,983</b>					

**GENERAL GOVERNMENT**

CITY TREASURER - 0104

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR	2021 GRADE/STEP	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL	
	DEPUTY TREASURER	1 8	2007	\$ 81,200.00	3,800.00	0.00	0.00	85,000.00	0.00	6,503.00	0.00	91,503.00
	ASSISTANT DEPUTY TREASURER	1 25	2016	\$ 62,424.00	4,576.00	0.00	0.00	67,000.00	0.00	5,126.00	0.00	72,126.00
	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			163,624.00	8,376.00	0.00	0.00	172,000.00	0.00	13,159.00	0.00	185,159.00
	AUDITOR II	8 12	1996	\$ 46,190.95	2,814.27	980.10	749.78	50,735.00	0.00	3,882.00	0.00	54,617.00
	LEAD CASHIER	9 27	1999	\$ 44,699.57	1,491.33	923.82	471.15	47,586.00	0.00	3,641.00	0.00	51,227.00
	CUSTOMER SERVICE REPRESENTATIVE (BILLING) 75%	5 15	2017	\$ 31,474.05	0.00	629.48	0.00	32,104.00	0.00	2,456.00	0.00	34,560.00
	ACCOUNTING CLERK V	1 23	2017	\$ 44,699.57	1,491.33	923.82	0.00	47,115.00	0.00	3,605.00	0.00	50,720.00
3.75	BARGAINING UNIT TOTALS			167,064.14	5,796.93	3,457.22	1,220.93	177,540.00	0.00	13,584.00	0.00	191,124.00
6.75	TOTAL			330,688.14	14,172.93	3,457.22	1,220.93	349,540.00	0.00	26,743.00	0.00	376,283.00
	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>349,540.00</b>	<b>0.00</b>	<b>26,743.00</b>	<b>0.00</b>	<b>376,283.00</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)

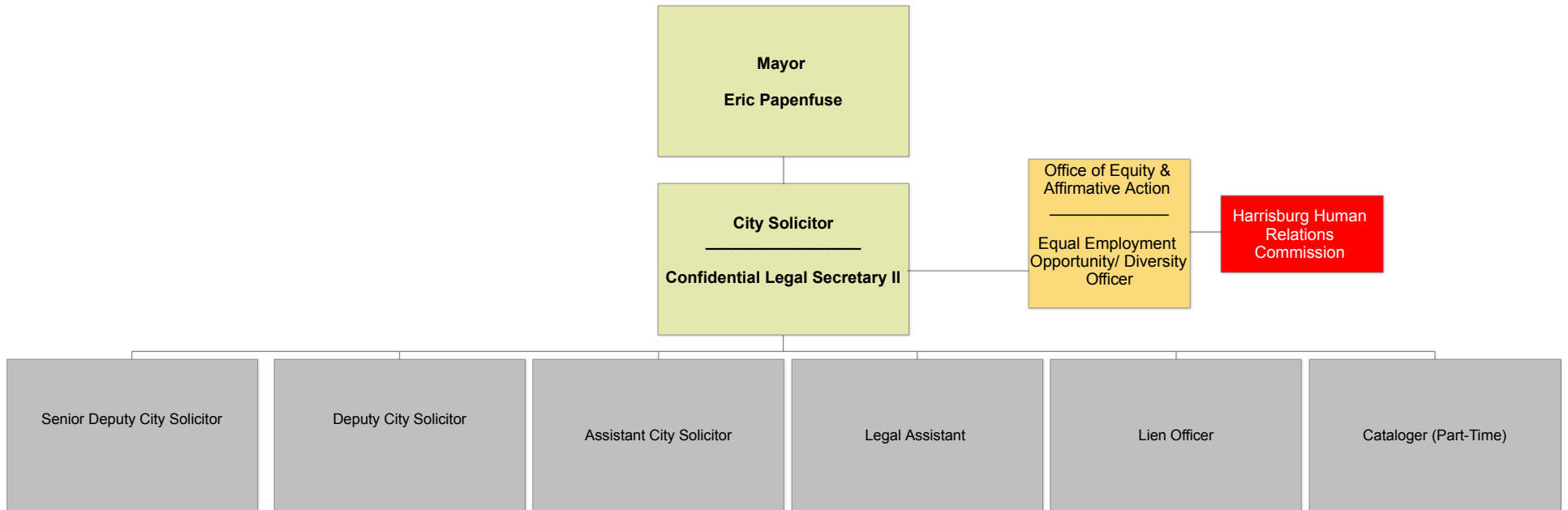
# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01000104 OFFICE OF CITY TREASURER

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$316,733	\$322,237	\$259,229	\$331,829	\$349,540
<b>414100 SALARIES/WAGES</b>	<b>\$316,733</b>	<b>\$322,237</b>	<b>\$259,229</b>	<b>\$331,829</b>	<b>\$349,540</b>
419001 SOCIAL SECURITY	\$23,763	\$24,330	\$19,588	\$25,387	\$26,743
<b>419100 FRINGE BENEFITS</b>	<b>\$23,763</b>	<b>\$24,330</b>	<b>\$19,588</b>	<b>\$25,387</b>	<b>\$26,743</b>
<b>419995 PERSONNEL</b>	<b>\$340,497</b>	<b>\$346,567</b>	<b>\$278,817</b>	<b>\$357,216</b>	<b>\$376,283</b>
420010 ADVERTISING	\$0	\$0	\$0	\$500	\$500
420020 PRINTING	\$3,515	\$4,116	\$2,948	\$6,000	\$6,000
420040 TELEPHONE	\$238	\$480	\$440	\$1,000	\$1,000
420050 POSTAGE	\$0	\$0	\$0	\$6,000	\$6,000
<b>420100 COMMUNICATIONS</b>	<b>\$3,753</b>	<b>\$4,596</b>	<b>\$3,388</b>	<b>\$13,500</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	\$1,619	\$1,619	\$5,261	\$2,000	\$2,000
<b>423100 INSURANCE</b>	<b>\$1,619</b>	<b>\$1,619</b>	<b>\$5,261</b>	<b>\$2,000</b>	<b>\$2,000</b>
425000 OFFICE EQUIPMENT	\$0	\$0	\$375	\$2,500	\$2,500
425090 MAINT SERV CONTRACT	\$26,160	\$26,938	\$27,568	\$31,000	\$31,000
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$26,160</b>	<b>\$26,938</b>	<b>\$27,943</b>	<b>\$33,500</b>	<b>\$33,500</b>
429014 CONTRACTED PERSONNEL SVS.	\$0	\$0	\$0	\$2,000	\$2,000
429015 TRAVEL	\$0	\$0	\$0	\$500	\$500
429016 CONFERENCES	\$500	\$0	\$0	\$1,000	\$1,000
429017 MEMBERSHIPS	\$195	\$120	\$125	\$200	\$200
<b>429100 CONTRACTED SRVC</b>	<b>\$695</b>	<b>\$120</b>	<b>\$125</b>	<b>\$3,700</b>	<b>\$3,700</b>
<b>429995 SERVICES</b>	<b>\$32,227</b>	<b>\$33,273</b>	<b>\$36,717</b>	<b>\$62,700</b>	<b>\$62,700</b>
430008 DATA PROCESSING	\$0	\$0	\$0	\$1,000	\$1,000
430009 OFFICE	\$573	\$472	\$513	\$1,000	\$1,000
430042 TOOLS & HARDWARE	\$104	\$0	\$0	\$1,000	\$1,000
430099 MISC SUPPLIES AND EXP	\$390	\$0	\$713	\$1,000	\$1,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$1,067</b>	<b>\$472</b>	<b>\$1,226</b>	<b>\$4,000</b>	<b>\$4,000</b>
439015 OFFICE EQUIPMENT	\$6,453	\$0	\$0	\$7,000	\$80,000
<b>439100 MINOR CAPITAL</b>	<b>\$6,453</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,000</b>	<b>\$80,000</b>
<b>439995 SUPPLIES</b>	<b>\$7,520</b>	<b>\$472</b>	<b>\$1,226</b>	<b>\$11,000</b>	<b>\$84,000</b>
452000 BUILDINGS AND STRUCTURES	\$12,854	\$0	\$0	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$12,854</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$12,854</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>01000104 CITY TREASURER</b>	<b>\$393,097</b>	<b>\$380,312</b>	<b>\$316,760</b>	<b>\$430,916</b>	<b>\$522,983</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.

EXPENDITURE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

General Fund

0105 City Solicitor's Office

**Allocation Plan**

**Position Control**

	2020 Adopted	2021 Proposed
<b>PERSONNEL</b>		
Salaries-Mgmt	455,400	540,738
Temporary	0	0
Fringe Benefits	34,840	41,370
<b>TOTAL</b>	<b>490,240</b>	<b>582,108</b>
<b>SERVICES</b>		
Communications	5,040	5,040
Professional Services	214,790	214,790
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	0	0
Contracted Services	13,447	13,447
<b>TOTAL</b>	<b>233,277</b>	<b>233,277</b>
<b>SUPPLIES</b>		
Supplies	33,825	33,825
Minor Capital Equipment	7,240	9,740
<b>TOTAL</b>	<b>41,065</b>	<b>43,565</b>
<b>OTHER</b>	0	0
<b>TOTAL APPROPRIATION</b>	<b>764,582</b>	<b>858,950</b>

<b>JOB CLASSIFICATION</b>	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
City Solicitor	1	1	96,900	98,838
Sr. Deputy City Solicitor	1	1	90,000	91,800
Deputy City Solicitor	1	1	85,000	85,000
Assist. City Solicitor/Contracts	1	1	76,500	76,500
Confidential Legal Secretary II	1	1	55,000	55,000
Legal Assistant	1	1	52,000	52,000
Lein Officer	0	1	0	48,000
Cataloger (Part-Time)	0	1	0	33,600
<b>Total Management</b>	<b>6</b>	<b>8</b>	<b>455,400</b>	<b>540,738</b>
Overtime			0	0
FICA			34,840	41,370
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>34,840</b>	<b>41,370</b>
<b>TOTAL</b>	<b>6</b>	<b>8</b>	<b>490,240</b>	<b>582,108</b>



**GENERAL GOVERNMENT**

CITY SOLICITOR - 0105

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR	2021 GRADE/STEP	2021 ANNUAL INCREASE	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL		
			1	6	2014	\$ 96,900.00	1,938.00	0.00	0.00	98,838.00	0.00	7,562.00	0.00	106,400.00
			8	21	2017	\$ 90,000.00	1,800.00	0.00	0.00	91,800.00	0.00	7,023.00	0.00	98,823.00
			5	6	2019	\$ 85,000.00	0.00	0.00	0.00	85,000.00	0.00	6,503.00	0.00	91,503.00
<b>VACANT</b>	<b>POSITION</b>		7	6	2020	\$ 76,500.00	0.00	0.00	0.00	76,500.00	0.00	5,853.00	0.00	82,353.00
			6	22	2020	\$ 55,000.00	0.00	0.00	0.00	55,000.00	0.00	4,208.00	0.00	59,208.00
<b>VACANT</b>	<b>POSITION</b>		9	12	2011	\$ 52,000.00	0.00	0.00	0.00	52,000.00	0.00	3,978.00	0.00	55,978.00
<b>NEW</b>	<b>POSITION</b>		1	1	2021	\$ -	0.00	0.00	0.00	48,000.00	0.00	3,672.00	0.00	51,672.00
<b>NEW</b>	<b>POSITION</b>		1	1	2021	\$ -	0.00	0.00	0.00	33,600.00	0.00	2,571.00	0.00	36,171.00
8.00	TOTAL					455,400.00	3,738.00	0.00	0.00	540,738.00	0.00	41,370.00	0.00	582,108.00
	OVERTIME									0.00	0.00	0.00	0.00	0.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>540,738.00</b>	<b>0.00</b>	<b>41,370.00</b>	<b>0.00</b>	<b>582,108.00</b>

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

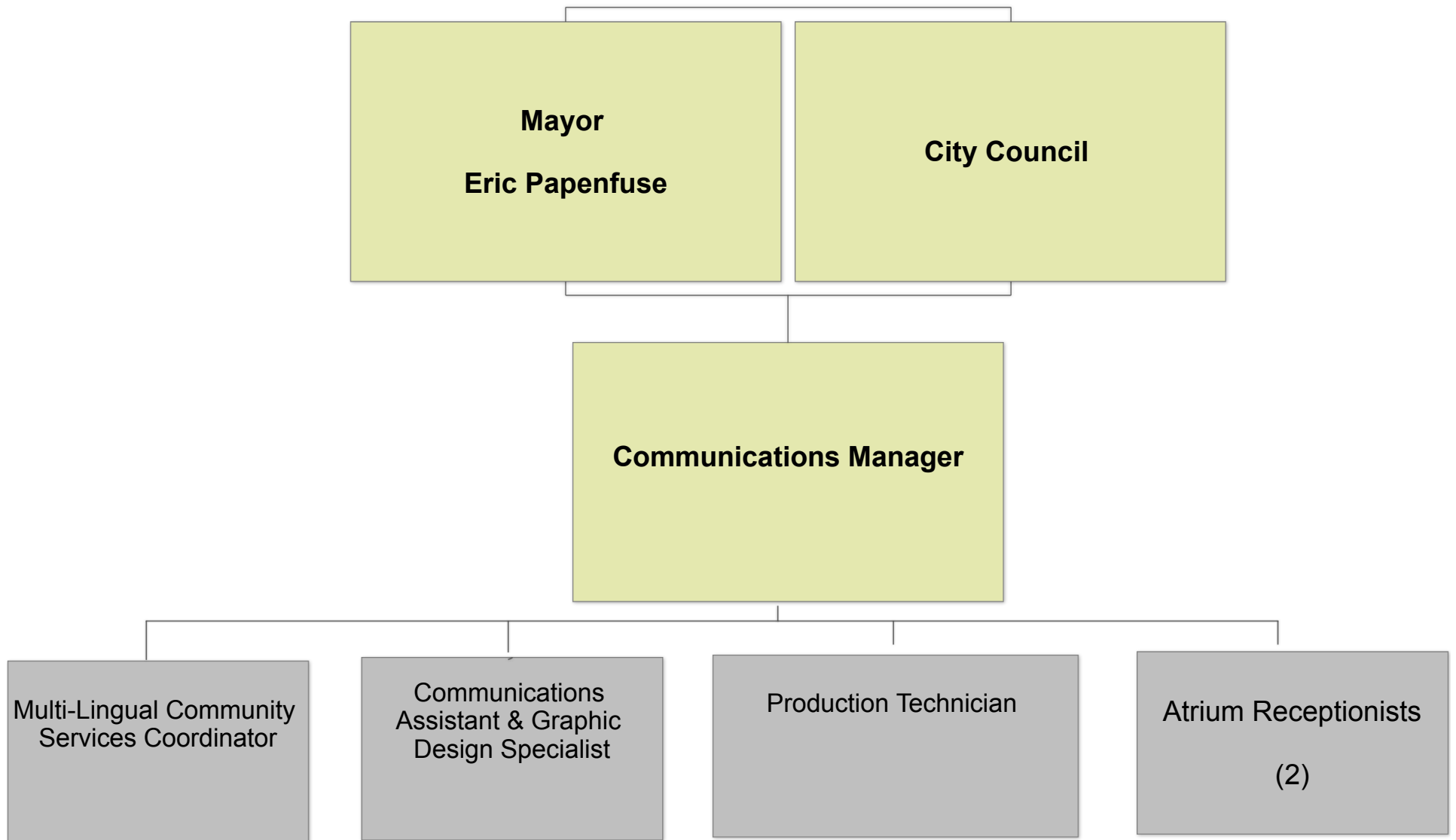
# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01000105 OFFICE OF CITY SOLICITOR

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$347,400	\$366,429	\$285,473	\$455,400	\$540,738
<b>414100 SALARIES/WAGES</b>	<b>\$347,400</b>	<b>\$366,429</b>	<b>\$285,473</b>	<b>\$455,400</b>	<b>\$540,738</b>
419001 SOCIAL SECURITY	\$25,962	\$27,433	\$21,345	\$34,840	\$41,370
<b>419100 FRINGE BENEFITS</b>	<b>\$25,962</b>	<b>\$27,433</b>	<b>\$21,345</b>	<b>\$34,840</b>	<b>\$41,370</b>
<b>419995 PERSONNEL</b>	<b>\$373,362</b>	<b>\$393,861</b>	<b>\$306,818</b>	<b>\$490,240</b>	<b>\$582,108</b>
420010 ADVERTISING	\$1,797	\$1,219	\$401	\$2,040	\$2,040
420020 PRINTING	\$905	\$2,460	\$2,446	\$3,000	\$3,000
<b>420100 COMMUNICATIONS</b>	<b>\$2,702</b>	<b>\$3,679</b>	<b>\$2,848</b>	<b>\$5,040</b>	<b>\$5,040</b>
421010 LEGAL	\$166,202	\$129,517	\$142,838	\$200,000	\$200,000
421030 CONSULTING	\$0	\$0	\$318	\$12,240	\$12,240
421060 STENOGRAPHER	\$350	\$736	\$583	\$1,020	\$1,020
421080 FILING FEES	\$724	\$147	\$168	\$1,530	\$1,530
<b>421100 PROFESSIONAL SRVC</b>	<b>\$167,276</b>	<b>\$130,400</b>	<b>\$143,907</b>	<b>\$214,790</b>	<b>\$214,790</b>
429001 TUITION/TRAINING	\$1,040	\$1,274	\$1,732	\$4,080	\$4,080
429009 ADMIN/TRUSTEE FEE	\$30	\$61	\$30	\$43	\$43
429014 CONTRACTED PERSONNEL SVS.	\$0	\$0	\$0	\$3,000	\$3,000
429015 TRAVEL	\$9	\$0	\$0	\$1,530	\$1,530
429016 CONFERENCES	\$0	\$350	\$0	\$1,530	\$1,530
429017 MEMBERSHIPS	\$2,985	\$2,166	\$1,631	\$3,264	\$3,264
<b>429100 CONTRACTED SRVC</b>	<b>\$4,065</b>	<b>\$3,851</b>	<b>\$3,393</b>	<b>\$13,447</b>	<b>\$13,447</b>
<b>429995 SERVICES</b>	<b>\$174,042</b>	<b>\$137,930</b>	<b>\$150,147</b>	<b>\$233,277</b>	<b>\$233,277</b>
430002 SOFTWARE	\$1,036	\$0	\$0	\$3,060	\$3,060
430003 SUBSCRIPTIONS	\$25,493	\$30,666	\$14,678	\$30,000	\$30,000
430009 OFFICE	\$873	\$747	\$416	\$765	\$765
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$27,402</b>	<b>\$31,413</b>	<b>\$15,095</b>	<b>\$33,825</b>	<b>\$33,825</b>
439015 OFFICE EQUIPMENT	\$1,390	\$0	\$0	\$7,240	\$9,740
<b>439100 MINOR CAPITAL</b>	<b>\$1,390</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,240</b>	<b>\$9,740</b>
<b>439995 SUPPLIES</b>	<b>\$28,792</b>	<b>\$31,413</b>	<b>\$15,095</b>	<b>\$41,065</b>	<b>\$43,565</b>
453000 OPERATIONS EQUIPMENT	\$0	\$0	\$11,099	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,099</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,099</b>	<b>\$0</b>	<b>\$0</b>
<b>01000105 CITY SOLICITOR</b>	<b>\$576,197</b>	<b>\$563,204</b>	<b>\$483,159</b>	<b>\$764,582</b>	<b>\$858,950</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 2021 PROPOSED BUDGET

General Fund

0114 Communication

#### Allocation Plan

#### Position Control

<i>PERSONNEL</i>	2020 Adopted	2021 Proposed	<i>JOB CLASSIFICATION</i>	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
Salaries-Mgmt	146,975	194,330	Communications Manager	1	1	65,975	66,965
Salaries-BU	40,654	41,060	Commu. Asstn & Graphic Design Spclt	1	1	51,000	51,765
Fringe Benefits	14,356	18,010	Production Technician (Part-Time)	1	1	30,000	33,600
Overtime	0	0	Multi-Lingual Community Services Coordinator	0	1	0	42,000
<b>TOTAL</b>	<b>201,985</b>	<b>253,400</b>	<b>Total Management</b>	<b>3</b>	<b>4</b>	<b>146,975</b>	<b>194,330</b>
<i>SERVICES</i>			Atrium Receptionist	1	1	40,654	41,060
Communications	4,500	10,500	<b>Total Bargaining Unit</b>	<b>1</b>	<b>1</b>	<b>40,654</b>	<b>41,060</b>
Professional Services	0	0	Overtime			0	0
Utilities	0	0	FICA			14,356	18,010
Insurance	0	0	<b>Total Fringe Benefits</b>			<b>14,356</b>	<b>18,010</b>
Rentals	10,000	13,350	<b>TOTAL</b>	<b>4</b>	<b>5</b>	<b>201,985</b>	<b>253,400</b>
Maintenance & Repairs	500	500					
Contracted Services	14,800	16,450					
<b>TOTAL</b>	<b>29,800</b>	<b>40,800</b>					
<i>SUPPLIES</i>							
Supplies	9,000	9,000					
Minor Capital Equipment	5,500	5,500					
<b>TOTAL</b>	<b>14,500</b>	<b>14,500</b>					
<i>OTHER</i>	0	0					
<b>TOTAL APPROPRIATION</b>	<b>246,285</b>	<b>308,700</b>					

**BUREAU OF COMMUNICATION**

Bureau of Communication - 0114

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR	2021 GRADE/STEP	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL		
												2020 SALARY	2021 INCREASE
	COMMUNICATIONS MANAGER	10 23	2012		\$ 65,975.00	2,025.00	0.00	0.00	68,000.00	0.00	5,202.00	0.00	73,202.00
	COMMUNICATIONS ASSISTN & GRAPHIC DESIGN SPCLT	12 13	2017		\$ 51,000.00	765.00	0.00	0.00	51,765.00	0.00	3,961.00	0.00	55,726.00
	PRODUCTION TECHNICIAN (PART-TIME)	6 15	2020		\$ 20,000.00	13,600.00	0.00	0.00	33,600.00	0.00	2,571.00	0.00	36,171.00
<b>NEW</b>	<b>POSITION</b> MULTI-LINGUAL COMMUNITY SERVICES COORDINATOR	<b>1 1</b>	<b>2021</b>		<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>42,000.00</b>	<b>0.00</b>	<b>3,213.00</b>	<b>0.00</b>	<b>45,213.00</b>
4.00	MANAGEMENT TOTALS				136,975.00	16,390.00	0.00	0.00	195,365.00	0.00	14,947.00	0.00	210,312.00
	ATRIUM RECEPTIONIST	1 25	2016		\$ 40,653.56	0.00	406.54	0.00	41,060.00	0.00	3,142.00	0.00	44,202.00
1.00	BARGAINING UNIT TOTALS				40,653.56	0.00	406.54	0.00	41,060.00	0.00	3,142.00	0.00	44,202.00
5.00	TOTAL				177,628.56	16,390.00	406.54	0.00	236,425.00	0.00	18,089.00	0.00	254,514.00
OVERTIME									0.00	0.00	0.00	0.00	0.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>236,425.00</b>	<b>0.00</b>	<b>18,089.00</b>	<b>0.00</b>	<b>254,514.00</b>

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

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01010114 BUREAU OF COMMUNICATION

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$266,587	\$179,530	\$144,371	\$187,629	\$235,390
416000 OVERTIME	\$0	\$207	\$0	\$0	\$0
<b>414100 SALARIES/WAGES</b>	<b>\$266,587</b>	<b>\$179,737</b>	<b>\$144,371</b>	<b>\$187,629</b>	<b>\$235,390</b>
419001 SOCIAL SECURITY	\$19,733	\$13,387	\$10,674	\$14,356	\$18,010
<b>419100 FRINGE BENEFITS</b>	<b>\$19,733</b>	<b>\$13,387</b>	<b>\$10,674</b>	<b>\$14,356</b>	<b>\$18,010</b>
<b>419995 PERSONNEL</b>	<b>\$286,320</b>	<b>\$193,123</b>	<b>\$155,045</b>	<b>\$201,985</b>	<b>\$253,400</b>
420010 ADVERTISING	\$1,107	\$54	\$450	\$2,500	\$2,500
420030 PHOTOGRAPHY	\$3,664	\$0	\$0	\$2,000	\$2,000
420050 POSTAGE	\$0	(\$25)	\$0	\$0	\$6,000
<b>420100 COMMUNICATIONS</b>	<b>\$4,771</b>	<b>\$29</b>	<b>\$450</b>	<b>\$4,500</b>	<b>\$10,500</b>
424020 WEB/SOFTWARE SERVICES	\$8,905	\$14,035	\$5,338	\$10,000	\$13,350
<b>424100 RENTALS</b>	<b>\$8,905</b>	<b>\$14,035</b>	<b>\$5,338</b>	<b>\$10,000</b>	<b>\$13,350</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	\$0	\$1,112	\$695	\$2,500	\$2,250
429009 ADMIN/TRUSTEE FEE	\$0	\$91	\$0	\$0	\$0
429090 MISC CONTRACTED SRVCS	\$6,853	\$3,070	\$2,352	\$12,300	\$14,200
<b>429100 CONTRACTED SRVC</b>	<b>\$6,853</b>	<b>\$4,273</b>	<b>\$3,047</b>	<b>\$14,800</b>	<b>\$16,450</b>
<b>429995 SERVICES</b>	<b>\$20,530</b>	<b>\$18,337</b>	<b>\$8,835</b>	<b>\$29,800</b>	<b>\$40,800</b>
430003 SUBSCRIPTIONS	\$0	\$2,000	\$0	\$0	\$0
430004 AUDIO-VISUAL	\$3,895	\$3,108	\$1,209	\$3,500	\$3,500
430009 OFFICE	\$1,761	\$0	\$594	\$1,000	\$1,000
430015 WEB SERVICES	\$976	\$0	\$0	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$1,463	\$3,088	\$1,646	\$4,500	\$4,500
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$8,094</b>	<b>\$8,196</b>	<b>\$3,449</b>	<b>\$9,000</b>	<b>\$9,000</b>
439015 OFFICE EQUIPMENT	\$3,055	\$4,850	\$5,054	\$5,500	\$5,500
<b>439100 MINOR CAPITAL</b>	<b>\$3,055</b>	<b>\$4,850</b>	<b>\$5,054</b>	<b>\$5,500</b>	<b>\$5,500</b>
<b>439995 SUPPLIES</b>	<b>\$11,149</b>	<b>\$13,045</b>	<b>\$8,502</b>	<b>\$14,500</b>	<b>\$14,500</b>
<b>01010114 COMMUNICATION</b>	<b>\$317,999</b>	<b>\$224,505</b>	<b>\$172,382</b>	<b>\$246,285</b>	<b>\$308,700</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  
2021 PROPOSED BUDGET

General Fund

0115 Social Equity/Affirmative Action

**Allocation Plan**

**Position Control**

		2020	2021			2020	2021	2020	2021
		Adopted	Proposed			Adopted	Proposed	Adopted	Proposed
<b>PERSONNEL</b>				<b>JOB CLASSIFICATION</b>					
	Salaries-Mgmt	62,930	60,000	Dir. of Social Equity/Affir Action	1	1	62,930	60,000	
	Fringe Benefits	4,815	4,590						
	<b>TOTAL</b>	<b>67,745</b>	<b>64,590</b>	<b>Total Management</b>	<b>1</b>	<b>1</b>	<b>62,930</b>	<b>60,000</b>	
<b>SERVICES</b>									
	Communications	0	7,520					4,815	4,590
	Professional Services	0	0						
	Utilities	0	0	<b>Total Fringe Benefits</b>				<b>4,815</b>	<b>4,590</b>
	Insurance	0	0						
	Rentals	0	0						
	Maintenance & Repairs	0	0	<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>67,745</b>	<b>64,590</b>	
	Contracted Services	0	1,400						
	<b>TOTAL</b>	<b>0</b>	<b>8,920</b>						
<b>SUPPLIES</b>									
	Supplies	0	1,600						
	Minor Capital Equipment	0	0						
	<b>TOTAL</b>	<b>0</b>	<b>1,600</b>						
<b>OTHER</b>									
		0	0						
	<b>TOTAL APPROPRIATION</b>	<b>67,745</b>	<b>75,110</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>2020 END OF YR SALARY</u>	<u>2021 GRADE/STEP INCREASE</u>	<u>2021 ANNUAL INCREASE</u>	<u>2021 LONG.</u>	<u>2021 SALARY</u>	<u>2021 LUMP SUM</u>	<u>FICA</u>	<u>FRINGE BENEFITS</u>	<u>TOTAL</u>
	EQUAL EMPLOYMNT OPPORTUNITY/DIVERSITY OFFICER	11   2   2020	\$ 60,000.00	0.00	0.00	0.00	60,000.00	0.00	4,590.00	0.00	64,590.00
1.00	MANAGEMENT TOTALS		60,000.00	0.00	0.00	0.00	60,000.00	0.00	4,590.00	0.00	64,590.00
1.00	TOTAL		60,000.00	0.00	0.00	0.00	60,000.00	0.00	4,590.00	0.00	64,590.00
<b>TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>60,000.00</b>	<b>0.00</b>	<b>4,590.00</b>	<b>0.00</b>	<b>64,590.00</b>

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



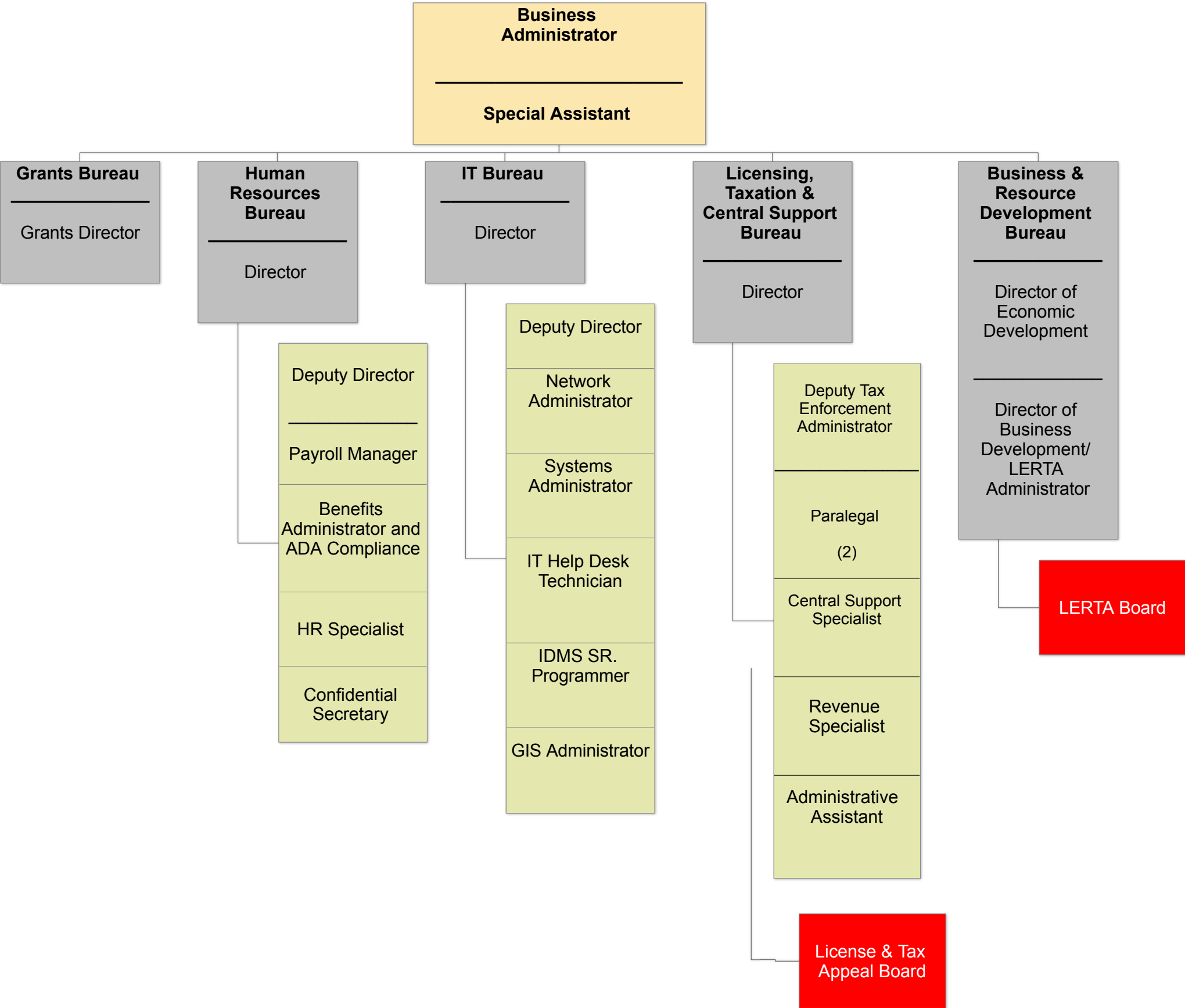
# 2021 Proposed Budget

## Expenditure Line Item

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

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$62,000	\$40,399	\$0	\$62,930	\$60,000
<b>414100 SALARIES/WAGES</b>	<b>\$62,000</b>	<b>\$40,399</b>	<b>\$0</b>	<b>\$62,930</b>	<b>\$60,000</b>
419001 SOCIAL SECURITY	\$4,648	\$3,028	\$0	\$4,815	\$4,590
<b>419100 FRINGE BENEFITS</b>	<b>\$4,648</b>	<b>\$3,028</b>	<b>\$0</b>	<b>\$4,815</b>	<b>\$4,590</b>
<b>419995 PERSONNEL</b>	<b>\$66,648</b>	<b>\$43,427</b>	<b>\$0</b>	<b>\$67,745</b>	<b>\$64,590</b>
420010 ADVERTISING	\$0	\$491	\$0	\$0	\$7,520
<b>420100 COMMUNICATIONS</b>	<b>\$0</b>	<b>\$491</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,520</b>
429001 TUITION/TRAINING	\$5,058	\$1,400	\$0	\$0	\$1,400
429090 MISC CONTRACTED SRVCS	\$988	\$0	\$0	\$0	\$0
<b>429100 CONTRACTED SRVC</b>	<b>\$6,046</b>	<b>\$1,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,400</b>
<b>429995 SERVICES</b>	<b>\$6,046</b>	<b>\$1,891</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,920</b>
430009 OFFICE	\$2,992	\$0	\$0	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$251	\$892	\$0	\$0	\$1,600
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$3,243</b>	<b>\$892</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,600</b>
439015 OFFICE EQUIPMENT	\$150	\$0	\$0	\$0	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$150</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>439995 SUPPLIES</b>	<b>\$3,393</b>	<b>\$892</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,600</b>
<b>01010115 SOCIAL EQUITY/AFFIRMATIVE ACTION</b>	<b>\$76,088</b>	<b>\$46,210</b>	<b>\$0</b>	<b>\$67,745</b>	<b>\$75,110</b>

# DEPARTMENT OF ADMINISTRATION



EXPENDITURE ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>DEPARTMENT OF ADMINISTRATION</b>					
<b><u>0110 OFFICE OF THE BUSINESS ADMINISTRATOR</u></b>					
Personnel	200,088	170,925	205,767	258,361	193,771
Services	45,920	50,247	56,614	70,525	114,400
Supplies	1,951	3,997	4,757	5,568	5,168
Other	0	0	0	0	0
TOTALS	247,959	225,169	267,138	334,454	313,339
<b><u>0113 BUREAU OF GRANTS</u></b>					
Personnel	0	58,005	58,866	69,973	71,372
Services	0	204	0	4,000	4,000
Supplies	0	0	0	500	500
Other	0	0	0	0	0
TOTALS	0	58,209	58,866	74,473	75,872
<b><u>0116 BUREAU OF INFORMATION TECHNOLOGY</u></b>					
Personnel	415,170	444,282	359,583	487,569	499,033
Services	402,539	376,331	529,874	582,466	607,205
Supplies	184,717	187,513	162,477	291,155	264,900
Other	130,386	521,233	180,222	750,188	658,298
TOTALS	1,132,812	1,529,359	1,232,156	2,111,378	2,029,436
<b><u>0117 BUREAU OF HUMAN RESOURCES</u></b>					
Personnel	285,117	321,677	281,472	376,554	396,322
Services	44,713	70,378	48,692	74,645	103,275
Supplies	1,336	2,679	179	2,200	2,000
Other	0	0	0	0	0
TOTALS	331,166	394,733	330,343	453,399	501,597

EXPENDITURE ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<u>0124 BUREAU OF LICENSING, TAXATION &amp; CENTRAL SUPPORT</u>					
Personnel	233,457	257,976	258,072	339,129	405,991
Services	195,459	176,245	192,764	280,295	330,395
Supplies	42,463	34,596	32,604	58,172	63,172
Other	0	0	0	0	0
TOTALS	<u>471,379</u>	<u>468,816</u>	<u>483,439</u>	<u>677,597</u>	<u>799,559</u>
<u>0139 BUSINESS AND RESOURCE DEVELOPMENT</u>					
Personnel	122,075	41,000	51,005	57,636	159,298
Services	2,163	150	1,045	5,525	8,475
Supplies	259	102	0	300	1,500
Other	0	0	0	0	200,000
TOTALS	<u>124,497</u>	<u>41,252</u>	<u>52,050</u>	<u>63,461</u>	<u>369,273</u>
TOTAL DEPARTMENT OF ADMINISTRATION					
Personnel	1,255,907	1,293,864	1,214,765	1,589,222	1,725,787
Services	690,795	673,555	828,989	1,017,456	1,167,750
Supplies	230,726	228,887	200,017	357,895	337,240
Other	130,386	521,233	180,222	750,188	858,298
TOTAL EXPENDITURES	<u><u>2,307,814</u></u>	<u><u>2,717,538</u></u>	<u><u>2,423,993</u></u>	<u><u>3,714,762</u></u>	<u><u>4,089,076</u></u>

POSITION ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
ADMINISTRATION					
Office of the Business Administrator	1.00	0.00	0.00	3.00	2.00
Bureau of Grants	1.00	1.00	1.00	1.00	1.00
Information Technology	7.00	6.00	7.00	7.00	7.00
Human Resources	5.00	6.00	5.00	6.00	6.00
Licensing, Taxation and Central Support	4.00	4.00	6.00	6.00	7.00
Business and Resource Development	0.00	0.00	0.00	1.00	2.00
TOTAL POSITIONS	18.00	17.00	19.00	24.00	25.00

**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.

EXPENDITURE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

General Fund

0110 Office of Business Administrator

**Allocation Plan**

**Position Control**

	2020 Adopted	2021 Proposed
<b>PERSONNEL</b>		
Salaries-Mgmt	240,000	180,000
Fringe Benefits	18,361	13,771
<b>TOTAL</b>	<b>258,361</b>	<b>193,771</b>
<b>SERVICES</b>		
Communications	1,200	5,075
Professional Services	60,000	100,000
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	0	0
Contracted Services	9,325	9,325
<b>TOTAL</b>	<b>70,525</b>	<b>114,400</b>
<b>SUPPLIES</b>		
Supplies	3,168	3,668
Minor Capital Equipment	2,400	1,500
<b>TOTAL</b>	<b>5,568</b>	<b>5,168</b>
<b>OTHER</b>		
	0	0
<b>TOTAL APPROPRIATION</b>	<b>334,454</b>	<b>313,339</b>

<b>JOB CLASSIFICATION</b>	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
Business Administrator	1	1	115,000	125,000
Director of DCED	1	0	75,000	0
Confidential Secretary Reallocation	1	1	50,000	55,000
<b>Total Management</b>	<b>3</b>	<b>2</b>	<b>240,000</b>	<b>180,000</b>
FICA			18,361	13,771
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>18,361</b>	<b>13,771</b>
<b>TOTAL</b>	<b>3</b>	<b>2</b>	<b>258,361</b>	<b>193,771</b>

**BUSINESS ADMINISTRATOR**

BUSINESS ADMINISTRATOR - 0110

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR	2021 GRADE/STEP	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL	
												2017
	BUSINESS ADMINISTRATOR	10 2	2017	\$ 115,000.00	10,000.00	0.00	0.00	125,000.00	0.00	9,563.00	0.00	134,563.00
	SPECIAL ASSISTANT TO THE BUSINESS ADMINISTRATOR	4 29	2019	\$ 50,000.00	5,000.00	0.00	0.00	55,000.00	0.00	4,208.00	0.00	59,208.00
2.00	MANAGEMENT TOTALS			165,000.00	15,000.00	0.00	0.00	180,000.00	0.00	13,771.00	0.00	193,771.00
2.00	TOTAL			165,000.00	15,000.00	0.00	0.00	180,000.00	0.00	13,771.00	0.00	193,771.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>								<b>180,000.00</b>	<b>0.00</b>	<b>13,771.00</b>	<b>0.00</b>	<b>193,771.00</b>

---

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

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01010110 OFFICE OF BUSINESS ADMINISTRATOR

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$186,099	\$158,802	\$191,145	\$240,000	\$180,000
<b>414100 SALARIES/WAGES</b>	<b>\$186,099</b>	<b>\$158,802</b>	<b>\$191,145</b>	<b>\$240,000</b>	<b>\$180,000</b>
419001 SOCIAL SECURITY	\$13,989	\$12,124	\$14,622	\$18,361	\$13,771
<b>419100 FRINGE BENEFITS</b>	<b>\$13,989</b>	<b>\$12,124</b>	<b>\$14,622</b>	<b>\$18,361</b>	<b>\$13,771</b>
<b>419995 PERSONNEL</b>	<b>\$200,088</b>	<b>\$170,925</b>	<b>\$205,767</b>	<b>\$258,361</b>	<b>\$193,771</b>
420010 ADVERTISING	\$0	\$339	\$500	\$1,000	\$5,000
420020 PRINTING	\$97	\$136	\$73	\$200	\$75
<b>420100 COMMUNICATIONS</b>	<b>\$97</b>	<b>\$475</b>	<b>\$573</b>	<b>\$1,200</b>	<b>\$5,075</b>
421030 CONSULTING	\$45,000	\$47,500	\$55,000	\$60,000	\$100,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$45,000</b>	<b>\$47,500</b>	<b>\$55,000</b>	<b>\$60,000</b>	<b>\$100,000</b>
429001 TUITION/TRAINING	\$823	\$1,271	\$1,041	\$5,725	\$5,725
429015 TRAVEL	\$0	\$0	\$0	\$600	\$600
429016 CONFERENCES	\$0	\$1,000	\$0	\$3,000	\$3,000
<b>429100 CONTRACTED SRVC</b>	<b>\$823</b>	<b>\$2,271</b>	<b>\$1,041</b>	<b>\$9,325</b>	<b>\$9,325</b>
<b>429995 SERVICES</b>	<b>\$45,920</b>	<b>\$50,247</b>	<b>\$56,614</b>	<b>\$70,525</b>	<b>\$114,400</b>
430002 SOFTWARE	\$0	\$566	\$1,335	\$668	\$668
430009 OFFICE	\$1,662	\$1,564	\$1,553	\$2,500	\$3,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$1,662</b>	<b>\$2,130</b>	<b>\$2,888</b>	<b>\$3,168</b>	<b>\$3,668</b>
439015 OFFICE EQUIPMENT	\$289	\$1,867	\$1,869	\$2,400	\$1,500
<b>439100 MINOR CAPITAL</b>	<b>\$289</b>	<b>\$1,867</b>	<b>\$1,869</b>	<b>\$2,400</b>	<b>\$1,500</b>
<b>439995 SUPPLIES</b>	<b>\$1,951</b>	<b>\$3,997</b>	<b>\$4,757</b>	<b>\$5,568</b>	<b>\$5,168</b>
<b>01010110 BUSINESS ADMINISTRATOR</b>	<b>\$247,959</b>	<b>\$225,169</b>	<b>\$267,138</b>	<b>\$334,454</b>	<b>\$313,339</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 2021 PROPOSED BUDGET

General Fund

0113 Bureau of Grants

#### Allocation Plan

#### Position Control

	2020 Adopted	2021 Proposed
<b>PERSONNEL</b>		
Salaries-Mgmt	65,000	66,300
Fringe Benefits	4,973	5,072
<b>TOTAL</b>	<b>69,973</b>	<b>71,372</b>
<b>SERVICES</b>		
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>
<b>SUPPLIES</b>		
Supplies	500	500
Minor Capital Equipment	0	0
<b>TOTAL</b>	<b>500</b>	<b>500</b>
<b>OTHER</b>		
	0	0
<b>TOTAL APPROPRIATION</b>	<b>74,473</b>	<b>75,872</b>

<b>JOB CLASSIFICATION</b>	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
Grants Director	1	1	65,000	66,300
<b>Total Management</b>	<b>1</b>	<b>1</b>	<b>65,000</b>	<b>66,300</b>
FICA			4,973	5,072
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>4,973</b>	<b>5,072</b>
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>69,973</b>	<b>71,372</b>

**GRANTS MANAGEMENT**

BUREAU OF GRANTS- 0113

<u>EMPLOYEE</u>	<u>POSITION</u>	<u>ANNIV. /</u> <u>D.O.H.</u>	<u>2020</u> <u>END OF YR</u>	<u>2021</u> <u>GRADE/STEP</u>	<u>2021</u> <u>ANNUAL</u> <u>INCREASE</u>	<u>2021</u> <u>LONG.</u>	<u>2021</u> <u>SALARY</u>	<u>2021</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	\$ 65,000.00	1,300.00	0.00	0.00	66,300.00	0.00	5,072.00	0.00	71,372.00
1.00	MANAGEMENT TOTALS				65,000.00	1,300.00	0.00	0.00	66,300.00	0.00	5,072.00	0.00	71,372.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>66,300.00</b>	<b>0.00</b>	<b>5,072.00</b>	<b>0.00</b>	<b>71,372.00</b>

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

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01010113 BUREAU OF GRANTS

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$0	\$53,959	\$54,760	\$65,000	\$66,300
<b>414100 SALARIES/WAGES</b>	<b>\$0</b>	<b>\$53,959</b>	<b>\$54,760</b>	<b>\$65,000</b>	<b>\$66,300</b>
419001 SOCIAL SECURITY	\$0	\$4,045	\$4,106	\$4,973	\$5,072
<b>419100 FRINGE BENEFITS</b>	<b>\$0</b>	<b>\$4,045</b>	<b>\$4,106</b>	<b>\$4,973</b>	<b>\$5,072</b>
<b>419995 PERSONNEL</b>	<b>\$0</b>	<b>\$58,005</b>	<b>\$58,866</b>	<b>\$69,973</b>	<b>\$71,372</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	\$204	\$0	\$1,500	\$1,500
<b>424100 RENTALS</b>	<b>\$0</b>	<b>\$204</b>	<b>\$0</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>\$204</b>	<b>\$0</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>\$58,209</b>	<b>\$58,866</b>	<b>\$74,473</b>	<b>\$75,872</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 2021 PROPOSED BUDGET

General Fund

0116 Information Technology

Allocation Plan			Position Control				
PERSONNEL	2020 Adopted	2021 Proposed	JOB CLASSIFICATION	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
Salaries-Mgmt	452,918	463,567	Director of IT	1	1	84,150	85,833
Salaries-BU	0	0	Deputy Director/ Public	1	1	76,990	82,500
Fringe Benefits	34,651	35,466	Network Administrator	1	1	66,635	67,969
Overtime	0	0	SR. IDMS Programmer	1	1	60,855	60,000
<b>TOTAL</b>	<b>487,569</b>	<b>499,033</b>	GIS Administrator	1	1	62,000	62,930
			Systems Administrator	1	1	56,383	57,512
			Help Desk/PC Specialist	1	1	45,905	46,823
<b>SERVICES</b>			Reallocation				
Communications	500	500	<b>Total Management</b>	<b>7</b>	<b>7</b>	<b>452,918</b>	<b>463,567</b>
Professional Services	229,000	179,000		0	0	0	0
Rentals	5,600	15,300	<b>Total Bargaining Unit</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Insurance	0	0				0	0
Rentals	0	0	Overtime			0	0
Maintenance & Repairs	247,199	316,005	FICA			34,651	35,466
Contracted Services	100,167	96,400	Concessions			0	0
<b>TOTAL</b>	<b>582,466</b>	<b>607,205</b>	<b>Total Fringe Benefits</b>			<b>34,651</b>	<b>35,466</b>
<b>SUPPLIES</b>			<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>487,569</b>	<b>499,033</b>
Supplies	206,155	179,900					
Minor Capital Equipment	85,000	85,000					
<b>TOTAL</b>	<b>291,155</b>	<b>264,900</b>					
<b>OTHER</b>	750,188	658,298					
<b>TOTAL APPROPRIATION</b>	<b>2,111,378</b>	<b>2,029,436</b>					

**INFORMATION TECHNOLOGY**

INFORMATION TECHNOLOGY 0116

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR	2021 GRADE/STEP	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL		
												2020 SALARY	2021 INCREASE
	DIRECTOR - BUREAU OF INFORMATION TECHNOLOGY	7	24	2017	\$ 84,150.00	1,683.00	0.00	0.00	85,833.00	0.00	6,567.00	0.00	92,400.00
<b>VACANT</b>	<b>DEPUTY DIRECTOR OF INFORMATION TECHNOLOGY</b>	<b>8</b>	<b>3</b>	<b>2020</b>	<b>\$ 76,990.00</b>	<b>5,510.00</b>	<b>0.00</b>	<b>0.00</b>	<b>82,500.00</b>	<b>0.00</b>	<b>6,312.00</b>	<b>0.00</b>	<b>88,812.00</b>
	NETWORK ADMINISTRATOR	7	5	2016	\$ 66,965.00	1,004.48	0.00	0.00	67,969.00	0.00	5,200.00	0.00	73,169.00
	SENIOR IDMS PROGRAMMER	2	3	2020	\$ 60,000.00	0.00	0.00	0.00	60,000.00	0.00	4,590.00	0.00	64,590.00
	GIS ADMINISTRATION	9	3	2019	\$ 62,000.00	930.00	0.00	0.00	62,930.00	0.00	4,815.00	0.00	67,745.00
	SYSTEMS ADMINISTRATOR	1	29	2018	\$ 56,662.00	849.93	0.00	0.00	57,512.00	0.00	4,400.00	0.00	61,912.00
	HELP DESK/PC SPECIALIST	9	8	2014	\$ 45,905.00	918.10	0.00	0.00	46,823.00	0.00	3,582.00	0.00	50,405.00
7.00	MANAGEMENT TOTALS				452,672.00	10,895.51	0.00	0.00	463,567.00	0.00	35,466.00	0.00	499,033.00
7.00	TOTAL				452,672.00	10,895.51	0.00	0.00	463,567.00	0.00	35,466.00	0.00	499,033.00
	OVERTIME								0.00	0.00	0.00	0.00	0.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>								<b>463,567.00</b>	<b>0.00</b>	<b>35,466.00</b>	<b>0.00</b>	<b>499,033.00</b>

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

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01010116 BUREAU OF INFORMATION TECHNOLOGY

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$386,207	\$413,281	\$334,505	\$452,918	\$463,567
<b>414100 SALARIES/WAGES</b>	<b>\$386,207</b>	<b>\$413,281</b>	<b>\$334,505</b>	<b>\$452,918</b>	<b>\$463,567</b>
419001 SOCIAL SECURITY	\$28,963	\$31,001	\$25,078	\$34,651	\$35,466
<b>419100 FRINGE BENEFITS</b>	<b>\$28,963</b>	<b>\$31,001</b>	<b>\$25,078</b>	<b>\$34,651</b>	<b>\$35,466</b>
<b>419995 PERSONNEL</b>	<b>\$415,170</b>	<b>\$444,282</b>	<b>\$359,583</b>	<b>\$487,569</b>	<b>\$499,033</b>
420010 ADVERTISING	\$222	\$538	\$299	\$500	\$500
420041 E-MAIL/INTERNET	\$1,250	\$0	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$1,472</b>	<b>\$538</b>	<b>\$299</b>	<b>\$500</b>	<b>\$500</b>
421030 CONSULTING	\$177,739	\$145,275	\$189,790	\$229,000	\$179,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$177,739</b>	<b>\$145,275</b>	<b>\$189,790</b>	<b>\$229,000</b>	<b>\$179,000</b>
424020 WEB/SOFTWARE SERVICES	\$105	\$69	\$4,718	\$5,600	\$15,300
<b>424100 RENTALS</b>	<b>\$105</b>	<b>\$69</b>	<b>\$4,718</b>	<b>\$5,600</b>	<b>\$15,300</b>
425090 MAINT SERV CONTRACT	\$146,531	\$214,710	\$203,203	\$240,605	\$305,105
425099 OTHER CONT MAINT	\$5,966	\$6,145	\$6,461	\$6,594	\$10,900
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$152,498</b>	<b>\$220,855</b>	<b>\$209,664</b>	<b>\$247,199</b>	<b>\$316,005</b>
429001 TUITION/TRAINING	\$2,175	\$2,245	\$0	\$13,000	\$10,000
429015 TRAVEL	\$0	\$0	\$0	\$1,400	\$1,400
429016 CONFERENCES	\$0	\$0	\$0	\$1,000	\$1,000
429070 STORAGE	\$6,463	\$7,349	\$7,403	\$7,500	\$9,000
429090 MISC CONTRACTED SRVCS	\$62,087	\$0	\$118,000	\$77,267	\$75,000
<b>429100 CONTRACTED SRVC</b>	<b>\$70,725</b>	<b>\$9,594</b>	<b>\$125,403</b>	<b>\$100,167</b>	<b>\$96,400</b>
<b>429995 SERVICES</b>	<b>\$402,539</b>	<b>\$376,331</b>	<b>\$529,874</b>	<b>\$582,466</b>	<b>\$607,205</b>
430002 SOFTWARE	\$159,212	\$104,251	\$87,922	\$185,155	\$155,000
430008 DATA PROCESSING	\$3,797	\$10,886	\$9,811	\$20,400	\$24,000
430009 OFFICE	\$445	\$620	\$599	\$600	\$900
430015 WEB SERVICES	\$56	\$104	\$0	\$0	\$0
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$163,510</b>	<b>\$115,861</b>	<b>\$98,332</b>	<b>\$206,155</b>	<b>\$179,900</b>
439015 OFFICE EQUIPMENT	\$21,207	\$71,652	\$64,146	\$85,000	\$85,000
<b>439100 MINOR CAPITAL</b>	<b>\$21,207</b>	<b>\$71,652</b>	<b>\$64,146</b>	<b>\$85,000</b>	<b>\$85,000</b>
<b>439995 SUPPLIES</b>	<b>\$184,717</b>	<b>\$187,513</b>	<b>\$162,477</b>	<b>\$291,155</b>	<b>\$264,900</b>
452014 SECURITY UPGRADE	\$29,284	\$0	\$31,875	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$29,284</b>	<b>\$0</b>	<b>\$31,875</b>	<b>\$0</b>	<b>\$0</b>
453049 LEASE PURCHASE	\$101,102	\$111,206	\$96,638	\$106,188	\$28,298
453051 EQUIPMENT-DATA PROCESSING	\$0	\$410,027	\$51,709	\$644,000	\$630,000
<b>453100 CAPITAL OUTLAY</b>	<b>\$101,102</b>	<b>\$521,233</b>	<b>\$148,347</b>	<b>\$750,188</b>	<b>\$658,298</b>
<b>499995 OTHER</b>	<b>\$130,386</b>	<b>\$521,233</b>	<b>\$180,222</b>	<b>\$750,188</b>	<b>\$658,298</b>
<b>01010116 INFORMATION TECHNOLOGY</b>	<b>\$1,132,812</b>	<b>\$1,529,359</b>	<b>\$1,232,156</b>	<b>\$2,111,378</b>	<b>\$2,029,436</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 2021 PROPOSED BUDGET

General Fund

0117 Human Resources

#### Allocation Plan

#### Position Control

<b>PERSONNEL</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<b>JOB CLASSIFICATION</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>
Salaries-Mgmt	349,793	368,156	Director	1	1	80,000	81,600
Fringe Benefits	26,761	28,166	Deputy Director	0	1	0	70,000
<b>TOTAL</b>	<b>376,554</b>	<b>396,322</b>	Personnel Manager	1	0	65,000	0
			Payroll Manager	0	1	0	62,424
<b>SERVICES</b>			Benefit Admin/ADA Cmpl Officer	1	1	60,343	60,000
Communications	3,250	3,250	Human Resources Generalist	1	0	48,000	0
Professional Services	9,000	35,000	Confidential Secretary	1	1	45,450	46,132
Utilities	0	0	HR Specialist	1	1	51,000	48,000
Insurance	0	0	<b>Total Management</b>	<b>6</b>	<b>6</b>	<b>349,793</b>	<b>368,156</b>
Rentals	0	0					
Maintenance & Repairs	0	0	FICA			26,761	28,166
Contracted Services	62,395	65,025	Concessions				0
<b>TOTAL</b>	<b>74,645</b>	<b>103,275</b>	<b>Total Fringe Benefits</b>			<b>26,761</b>	<b>28,166</b>
<b>SUPPLIES</b>			<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>376,554</b>	<b>396,322</b>
Supplies	2,200	2,000					
Minor Capital Equipment	0	0					
<b>TOTAL</b>	<b>2,200</b>	<b>2,000</b>					
<b>OTHER</b>	<b>0</b>	<b>0</b>					
<b>TOTAL APPROPRIATION</b>	<b>453,399</b>	<b>501,597</b>					

HUMAN RESOURCES

HUMAN RESOURCES - 0117

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR SALARY	2021 GRADE/STEP INCREASE	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	DIRECTOR OF HUMAN RESOURCES	11 13 2007	\$ 80,000.00	1,600.00	0.00	0.00	81,600.00	0.00	6,243.00	0.00	87,843.00
<b>VACANT</b>	<b>POSITION</b> <b>DEPUTY DIRECTOR</b>	<b>10 15 2019</b>	<b>\$ 48,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>70,000.00</b>	<b>0.00</b>	<b>5,355.00</b>	<b>0.00</b>	<b>75,355.00</b>
	PAYROLL MANAGER	9 22 2014	\$ 62,424.00	0.00	0.00	0.00	62,424.00	0.00	4,776.00	0.00	67,200.00
	BENEFIT ADMIN/ADA CMPL OFFICER	10 19 2020	\$ 60,000.00	0.00	0.00	0.00	60,000.00	0.00	4,590.00	0.00	64,590.00
	CONFIDENTIAL SECRETARY - HUMAN RESOURCES	4 16 2018	\$ 45,450.00	681.75	0.00	0.00	46,132.00	0.00	3,530.00	0.00	49,662.00
	HUMAN RESOURCES SPECIALIST	1 1 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		343,874.00	2,281.75	0.00	0.00	368,156.00	0.00	28,166.00	0.00	396,322.00
6.00	TOTAL		343,874.00	2,281.75	0.00	0.00	368,156.00	0.00	28,166.00	0.00	396,322.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>368,156.00</b>	<b>0.00</b>	<b>28,166.00</b>	<b>0.00</b>	<b>396,322.00</b>

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



# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01010117 BUREAU OF HUMAN RESOURCES

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$265,519	\$299,568	\$261,506	\$349,793	\$368,156
<b>414100 SALARIES/WAGES</b>	<b>\$265,519</b>	<b>\$299,568</b>	<b>\$261,506</b>	<b>\$349,793</b>	<b>\$368,156</b>
419001 SOCIAL SECURITY	\$19,598	\$22,109	\$19,966	\$26,761	\$28,166
<b>419100 FRINGE BENEFITS</b>	<b>\$19,598</b>	<b>\$22,109</b>	<b>\$19,966</b>	<b>\$26,761</b>	<b>\$28,166</b>
<b>419995 PERSONNEL</b>	<b>\$285,117</b>	<b>\$321,677</b>	<b>\$281,472</b>	<b>\$376,554</b>	<b>\$396,322</b>
420010 ADVERTISING	\$0	\$0	\$0	\$250	\$250
420020 PRINTING	\$1,086	\$1,269	\$740	\$2,000	\$2,000
420050 POSTAGE	\$0	\$39	\$29	\$1,000	\$1,000
<b>420100 COMMUNICATIONS</b>	<b>\$1,086</b>	<b>\$1,308</b>	<b>\$769</b>	<b>\$3,250</b>	<b>\$3,250</b>
421051 NON-CDL DRUG/ALC/MED TEST	\$1,796	\$1,937	\$1,769	\$2,000	\$20,500
421052 CDL DRUG/ALC/MED TESTING	\$2,072	\$3,745	\$3,665	\$5,000	\$12,500
421053 CREDIT REPORTS	\$901	\$1,135	\$1,034	\$2,000	\$2,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$4,769</b>	<b>\$6,817</b>	<b>\$6,469</b>	<b>\$9,000</b>	<b>\$35,000</b>
429001 TUITION/TRAINING	\$0	\$199	\$0	\$11,900	\$11,500
429009 ADMIN/TRUSTEE FEE	\$0	\$30	\$0	\$75	\$75
429014 CONTRACTED PERSONNEL SVS.	\$38,859	\$48,190	\$41,454	\$50,000	\$53,000
429017 MEMBERSHIPS	\$0	\$209	\$0	\$420	\$450
429090 MISC CONTRACTED SRVCS	\$0	\$13,624	\$0	\$0	\$0
<b>429100 CONTRACTED SRVC</b>	<b>\$38,859</b>	<b>\$62,253</b>	<b>\$41,454</b>	<b>\$62,395</b>	<b>\$65,025</b>
<b>429995 SERVICES</b>	<b>\$44,713</b>	<b>\$70,378</b>	<b>\$48,692</b>	<b>\$74,645</b>	<b>\$103,275</b>
430001 EDUCATIONAL	\$0	\$0	\$0	\$500	\$300
430002 SOFTWARE	\$42	\$0	\$0	\$200	\$200
430003 SUBSCRIPTIONS	\$0	\$0	\$0	\$200	\$300
430006 PHOTOGRAPHY	\$0	\$0	\$50	\$300	\$200
430009 OFFICE	\$1,293	\$2,679	\$129	\$1,000	\$1,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$1,336</b>	<b>\$2,679</b>	<b>\$179</b>	<b>\$2,200</b>	<b>\$2,000</b>
<b>439995 SUPPLIES</b>	<b>\$1,336</b>	<b>\$2,679</b>	<b>\$179</b>	<b>\$2,200</b>	<b>\$2,000</b>
<b>01010117 HUMAN RESOURCES</b>	<b>\$331,166</b>	<b>\$394,733</b>	<b>\$330,343</b>	<b>\$453,399</b>	<b>\$501,597</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 2021 PROPOSED BUDGET

General Fund

0124 Licensing, Taxation and Central Support

#### Allocation Plan

#### Position Control

<b>PERSONNEL</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<b>JOB CLASSIFICATION</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>
Salaries-Mgmt	80,000	143,600	Tax & Enforcement Administrator	1	1	80,000	81,600
Salaries-BU	232,026	230,537	Deputy Tax Enforcement Admin	0	1	0	62,000
Overtime	3,000	3,000					
Fringe Benefits	24,103	28,854	<b>Total Management</b>	<b>1</b>	<b>2</b>	<b>80,000</b>	<b>143,600</b>
<b>TOTAL</b>	<b>339,129</b>	<b>405,991</b>					
<b>SERVICES</b>			Revenue Generalist II	1	1	39,505	40,295
Communications	223,600	238,700	Paralegal	2	2	101,104	96,996
Professional Services	31,000	66,000	Administrative Assistant II	1	1	44,542	45,433
Utilities	0	0	Central Support Specialist	1	1	46,875	47,813
Insurance	0	0	Reallocation				
Rentals	1,020	1,020	<b>Total Bargaining Unit</b>	<b>5</b>	<b>5</b>	<b>232,026</b>	<b>230,537</b>
Maintenance & Repairs	20,975	20,975	Overtime			3,000	3,000
Contracted Services	3,700	3,700	FICA			24,103	28,854
<b>TOTAL</b>	<b>280,295</b>	<b>330,395</b>	Concessions			0	0
<b>SUPPLIES</b>			<b>Total Fringe Benefits</b>			<b>24,103</b>	<b>28,854</b>
Supplies	51,172	58,172	<b>TOTAL</b>	<b>6</b>	<b>7</b>	<b>339,129</b>	<b>405,991</b>
Minor Capital Equipment	7,000	5,000					
<b>TOTAL</b>	<b>58,172</b>	<b>63,172</b>					
<b>OTHER</b>							
	0	0					
<b>TOTAL APPROPRIATION</b>	<b>677,597</b>	<b>799,559</b>					

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

LICENSING, TAXATION AND CENTRAL SUPPORT 0124

EMPLOYEE	POSITION	ANNIV. / D.O.H.			2020	2021	2021	2021	2021	2021	2021	FRINGE	TOTAL
					END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE	LONG.	SALARY	LUMP SUM	FICA	BENEFITS	
	TAX & ENFORCEMENT ADMINISTRATOR	10	21	1996	\$ 80,000.00	1,600.00	0.00	0.00	81,600.00	0.00	6,243.00	0.00	87,843.00
<b>NEW</b>	<b>DEPUTY TAX ENFORCEMENT ADMIN</b>	<b>1</b>	<b>1</b>	<b>2021</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,000.00</b>	<b>0.00</b>	<b>4,743.00</b>	<b>0.00</b>	<b>66,743.00</b>
2.00	MANAGEMENT TOTALS				80,000.00	1,600.00	0.00	0.00	143,600.00	0.00	10,986.00	0.00	154,586.00
	REVENUE SPECIALIST	2	24	2020	\$ 39,504.65	0.00	790.09	0.00	40,295.00	0.00	3,083.00	0.00	43,378.00
	ADMINISTRATIVE ASSISTANT II	10	3	2016	\$ 44,542.13	0.00	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
	PARALEGAL II	8	8	2016	\$ 50,551.80	0.00	1,011.04	0.00	51,563.00	0.00	3,945.00	0.00	55,508.00
	PARALEGAL	1	1	2019	\$ 44,542.13	0.00	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
	CENTRAL SUPPORT SPECIALIST	7	8	1991	\$ 45,956.16	0.00	919.12	937.51	47,813.00	0.00	3,658.00	0.00	51,471.00
5.00	BARGAINING UNIT TOTALS				225,096.87	0.00	4,501.94	937.51	230,537.00	0.00	17,638.00	0.00	248,175.00
7.00	TOTAL				<b>305,096.87</b>	<b>1,600.00</b>	<b>4,501.94</b>	<b>937.51</b>	<b>374,137.00</b>	<b>0.00</b>	<b>28,624.00</b>	<b>0.00</b>	<b>402,761.00</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>377,137.00</b>	<b>0.00</b>	<b>28,854.00</b>	<b>0.00</b>	<b>405,991.00</b>

# 2021 Proposed Budget

## Expenditure Line Item

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

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$217,195	\$240,042	\$239,920	\$312,026	\$374,137
416000 OVERTIME	\$0	\$151	\$269	\$3,000	\$3,000
<b>414100 SALARIES/WAGES</b>	<b>\$217,195</b>	<b>\$240,193</b>	<b>\$240,189</b>	<b>\$315,026</b>	<b>\$377,137</b>
419001 SOCIAL SECURITY	\$16,263	\$17,783	\$17,883	\$24,103	\$28,854
<b>419100 FRINGE BENEFITS</b>	<b>\$16,263</b>	<b>\$17,783</b>	<b>\$17,883</b>	<b>\$24,103</b>	<b>\$28,854</b>
<b>419995 PERSONNEL</b>	<b>\$233,457</b>	<b>\$257,976</b>	<b>\$258,072</b>	<b>\$339,129</b>	<b>\$405,991</b>
420010 ADVERTISING	\$0	\$0	\$0	\$1,000	\$0
420020 PRINTING	\$5,509	\$6,032	\$9,495	\$12,600	\$24,550
420050 POSTAGE	\$160,441	\$131,809	\$119,760	\$210,000	\$214,150
<b>420100 COMMUNICATIONS</b>	<b>\$165,950</b>	<b>\$137,842</b>	<b>\$129,255</b>	<b>\$223,600</b>	<b>\$238,700</b>
421040 COLLECTION(OPT & LIENS)	\$523	\$693	\$254	\$6,000	\$6,000
421080 FILING FEES	\$6,183	\$13,767	\$41,245	\$25,000	\$60,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$6,706</b>	<b>\$14,460</b>	<b>\$41,498</b>	<b>\$31,000</b>	<b>\$66,000</b>
424020 WEB/SOFTWARE SERVICES	\$0	\$1,020	\$1,520	\$1,020	\$1,020
<b>424100 RENTALS</b>	<b>\$0</b>	<b>\$1,020</b>	<b>\$1,520</b>	<b>\$1,020</b>	<b>\$1,020</b>
425090 MAINT SERV CONTRACT	\$21,058	\$21,195	\$20,400	\$20,975	\$20,975
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$21,058</b>	<b>\$21,195</b>	<b>\$20,400</b>	<b>\$20,975</b>	<b>\$20,975</b>
429016 CONFERENCES	\$987	\$1,637	\$0	\$3,500	\$3,500
429017 MEMBERSHIPS	\$0	\$90	\$90	\$200	\$200
429090 MISC CONTRACTED SRVCS	\$758	\$0	\$0	\$0	\$0
<b>429100 CONTRACTED SRVC</b>	<b>\$1,745</b>	<b>\$1,727</b>	<b>\$90</b>	<b>\$3,700</b>	<b>\$3,700</b>
<b>429995 SERVICES</b>	<b>\$195,459</b>	<b>\$176,245</b>	<b>\$192,764</b>	<b>\$280,295</b>	<b>\$330,395</b>
430002 SOFTWARE	\$5,167	\$3,172	\$2,379	\$3,172	\$3,172
430005 DUPLICATING	\$17,615	\$16,960	\$14,125	\$20,000	\$20,000
430009 OFFICE	\$5,021	\$9,854	\$16,100	\$28,000	\$35,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$27,803</b>	<b>\$29,986</b>	<b>\$32,604</b>	<b>\$51,172</b>	<b>\$58,172</b>
439015 OFFICE EQUIPMENT	\$14,659	\$4,610	\$0	\$7,000	\$5,000
<b>439100 MINOR CAPITAL</b>	<b>\$14,659</b>	<b>\$4,610</b>	<b>\$0</b>	<b>\$7,000</b>	<b>\$5,000</b>
<b>439995 SUPPLIES</b>	<b>\$42,463</b>	<b>\$34,596</b>	<b>\$32,604</b>	<b>\$58,172</b>	<b>\$63,172</b>
<b>01010124 BUREAU OF LICENSING, TAX.</b>	<b>\$471,379</b>	<b>\$468,816</b>	<b>\$483,439</b>	<b>\$677,597</b>	<b>\$799,559</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

<b>PERSONNEL</b>	<b>2020 Adjusted</b>	<b>2021 Proposed</b>	<b>JOB CLASSIFICATION</b>	<b>2020 Adjusted</b>	<b>2021 Proposed</b>	<b>2020 Adjusted</b>	<b>2021 Proposed</b>
Salaries-Mgmt	53,540	147,977	Director - Department Of Economic Development	0	1	0	90,000
Fringe Benefits	4,096	11,321	Director of Business Dev./LERTA Admin.	1	1	53,540	57,977
<b>TOTAL</b>	<b>57,636</b>	<b>159,298</b>	<b>Total Management</b>	<b>1</b>	<b>2</b>	<b>53,540</b>	<b>147,977</b>
<b>SERVICES</b>							
Communications	4,775	6,075	FICA			4,096	11,321
Professional Services	0	0	Concessions			0	0
Utilities	0	0	<b>Total Fringe Benefits</b>			<b>4,096</b>	<b>11,321</b>
Insurance	0	0	<b>TOTAL</b>	<b>1</b>	<b>2</b>	<b>57,636</b>	<b>159,298</b>
Rentals	0	0					
Maintenance & Repairs	0	0					
Contracted Services	750	2,400					
<b>TOTAL</b>	<b>5,525</b>	<b>8,475</b>					
<b>SUPPLIES</b>							
Supplies	300	1,500					
Minor Capital Equipment	0	0					
<b>TOTAL</b>	<b>300</b>	<b>1,500</b>					
<b>OTHER</b>	0	200,000					
<b>TOTAL APPROPRIATION</b>	<b>63,461</b>	<b>369,273</b>					

**DEPARTMENT OF ADMINISTRATION**

BUREAU OF BUSINESS & RESOURCE DEVELOPMENT - 0139

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR SALARY	2021 GRADE/STEP INCREASE	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL	
	DIRECTOR - DEPARTMENT OF ECONOMIC DEVELOPMENT	2 18	2020 \$ 90,000.00	0.00	0.00	0.00	90,000.00	0.00	6,885.00	0.00	96,885.00	
	DIRECTOR OF BUSINESS DEVELOPMENT/LERTA ADMN	9 3	2019 \$ 56,840.00	1,136.80	0.00	0.00	57,977.00	0.00	4,436.00	0.00	62,413.00	
2.00	MANAGEMENT TOTALS		146,840.00	1,136.80	0.00	0.00	147,977.00	0.00	11,321.00	0.00	159,298.00	
2.00	TOTAL		146,840.00	1,136.80	0.00	0.00	147,977.00	0.00	11,321.00	0.00	159,298.00	
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>								<b>147,977.00</b>	<b>0.00</b>	<b>11,321.00</b>	<b>0.00</b>	<b>159,298.00</b>

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

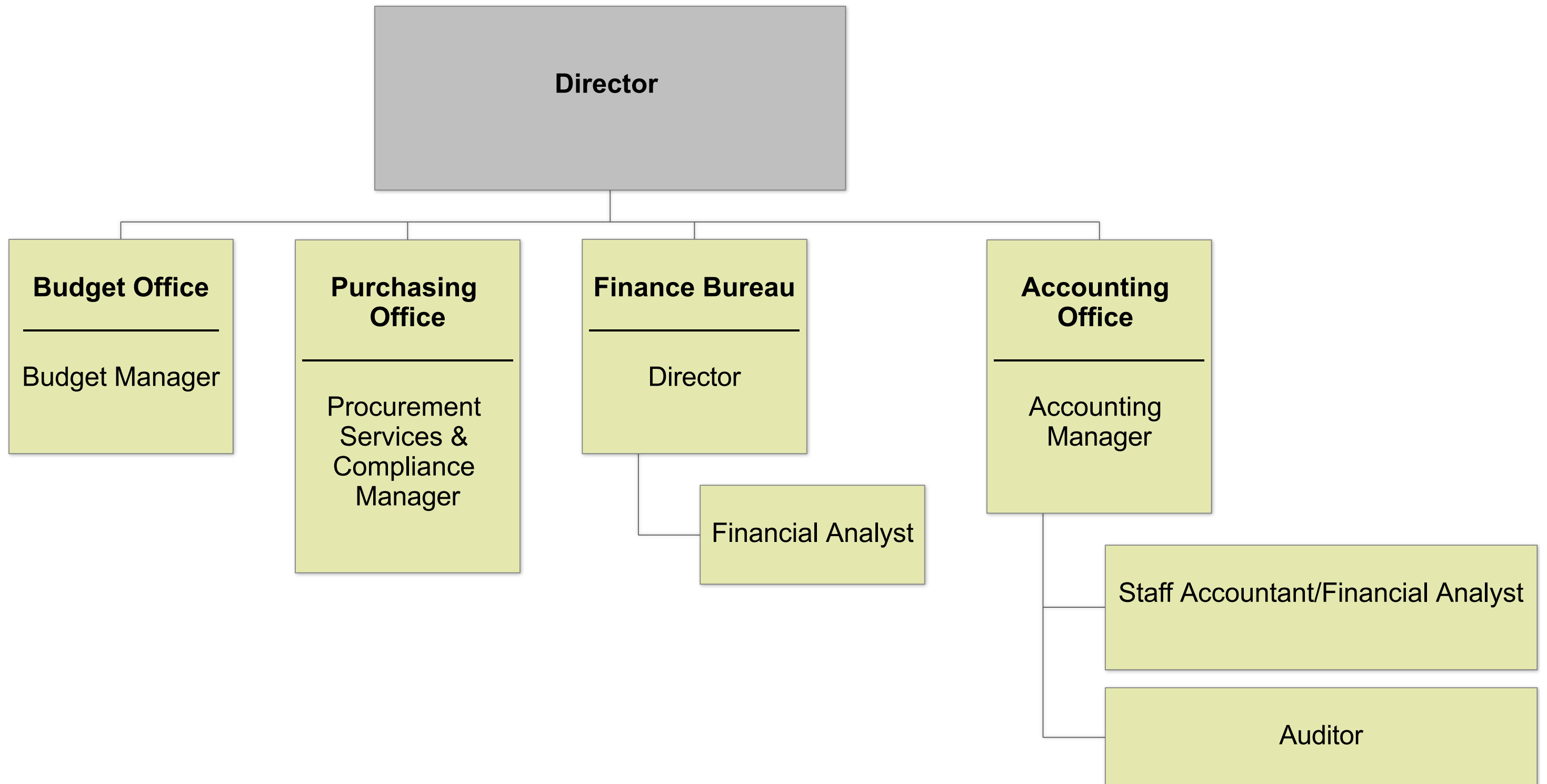
# 2021 Proposed Budget

## Expenditure Line Item

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

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$113,639	\$38,110	\$47,448	\$53,540	\$147,977
<b>414100 SALARIES/WAGES</b>	<b>\$113,639</b>	<b>\$38,110</b>	<b>\$47,448</b>	<b>\$53,540</b>	<b>\$147,977</b>
419001 SOCIAL SECURITY	\$8,436	\$2,890	\$3,557	\$4,096	\$11,321
<b>419100 FRINGE BENEFITS</b>	<b>\$8,436</b>	<b>\$2,890</b>	<b>\$3,557</b>	<b>\$4,096</b>	<b>\$11,321</b>
<b>419995 PERSONNEL</b>	<b>\$122,075</b>	<b>\$41,000</b>	<b>\$51,005</b>	<b>\$57,636</b>	<b>\$159,298</b>
420010 ADVERTISING	\$0	\$0	\$1,000	\$1,200	\$2,500
420020 PRINTING	\$1,203	\$0	\$0	\$3,575	\$3,575
<b>420100 COMMUNICATIONS</b>	<b>\$1,203</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$4,775</b>	<b>\$6,075</b>
424020 WEB/SOFTWARE SERVICES	\$960	\$0	\$0	\$0	\$0
<b>424100 RENTALS</b>	<b>\$960</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
429015 TRAVEL	\$0	\$0	\$0	\$0	\$1,200
429016 CONFERENCES	\$0	\$150	\$45	\$750	\$1,200
<b>429100 CONTRACTED SRVC</b>	<b>\$0</b>	<b>\$150</b>	<b>\$45</b>	<b>\$750</b>	<b>\$2,400</b>
<b>429995 SERVICES</b>	<b>\$2,163</b>	<b>\$150</b>	<b>\$1,045</b>	<b>\$5,525</b>	<b>\$8,475</b>
430099 MISC SUPPLIES AND EXP	\$259	\$102	\$0	\$300	\$1,500
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$259</b>	<b>\$102</b>	<b>\$0</b>	<b>\$300</b>	<b>\$1,500</b>
<b>439995 SUPPLIES</b>	<b>\$259</b>	<b>\$102</b>	<b>\$0</b>	<b>\$300</b>	<b>\$1,500</b>
462000 GRANTS TO LOCAL UNITS	\$0	\$0	\$0	\$0	\$200,000
<b>460100 SUBSIDIES &amp; GRANTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>
<b>499995 OTHER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>
<b>01030139 BUSINESS &amp; RESOURCE DEV.</b>	<b>\$124,497</b>	<b>\$41,252</b>	<b>\$52,050</b>	<b>\$63,461</b>	<b>\$369,273</b>

# DEPARTMENT OF BUDGET & FINANCE





EXPENDITURE ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
DEPARTMENT OF BUDGET AND FINANCE					
<u>0112 BUREAU OF FINANCIAL MANAGEMENT</u>					
Personnel	440,226	391,289	307,715	458,021	473,184
Services	157,333	170,307	127,363	268,730	276,920
Supplies	4,791	5,693	2,262	12,100	12,100
Other	0	0	0	0	0
TOTALS	<u>602,351</u>	<u>567,289</u>	<u>437,340</u>	<u>738,851</u>	<u>762,204</u>
TOTAL DEPARTMENT OF BUDGET AND FINANCE					
Personnel	440,226	391,289	307,715	458,021	473,184
Services	157,333	170,307	127,363	268,730	276,920
Supplies	4,791	5,693	2,262	12,100	12,100
Other	0	0	0	0	0
TOTAL EXPENDITURES	<u><u>602,351</u></u>	<u><u>567,289</u></u>	<u><u>437,340</u></u>	<u><u>738,851</u></u>	<u><u>762,204</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 2021 PROPOSED BUDGET

General Fund

0112 Financial Management

Allocation Plan			Position Control				
PERSONNEL	2020 Adopted	2021 Proposed	JOB CLASSIFICATION	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
Salaries-Mgmt	379,048	389,320	Director of Financial Mgmt.	1	1	81,200	81,200
Salaries-BU	46,422	50,235	Accounting Manager	1	1	70,000	71,400
Fringe Benefits	32,551	33,629	Procurement Services and Compliance Manager	1	1	62,424	63,672
<b>TOTAL</b>	<b>458,021</b>	<b>473,184</b>	Budget Manager	1	1	62,424	63,048
<b>SERVICES</b>			Staff Accountant/Financial Analyst	1	1	55,000	55,000
Communications	4,200	4,200	Analyst - Finance	1	1	48,000	55,000
Professional Services	214,000	222,000	Reallocation			0	
Utilities	0	0	<b>Total Management</b>	<b>6</b>	<b>6</b>	<b>379,048</b>	<b>389,320</b>
Insurance	0	0	Auditor II	1	1	46,422	50,235
Rentals	900	900	<b>Total Bargaining Unit</b>	<b>1</b>	<b>1</b>	<b>46,422</b>	<b>50,235</b>
Maintenance & Repairs	28,730	29,592	FICA			32,551	33,629
Contracted Services	20,900	20,228	Concessions			0	0
<b>TOTAL</b>	<b>268,730</b>	<b>276,920</b>	<b>Total Fringe Benefits</b>			<b>32,551</b>	<b>33,629</b>
<b>SUPPLIES</b>			<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>458,021</b>	<b>473,184</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>738,851</b>	<b>762,204</b>					

**FINANCIAL MANAGEMENT**

FINANCIAL MANAGEMENT - 0112

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR	2021 GRADE/STEP	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL		
	DIRECTOR OF FINANCIAL MANAGEMENT	1	6	2014	\$ 81,200.00	0.00	0.00	0.00	81,200.00	0.00	6,212.00	0.00	87,412.00
	ACCOUNTING MANAGER	11	5	2012	\$ 70,000.00	1,400.00	0.00	0.00	71,400.00	0.00	5,463.00	0.00	76,863.00
	PROCUREMENT SERVICES AND COMPLIANCE MANAGER	1	12	2015	\$ 62,424.00	1,248.48	0.00	0.00	63,672.00	0.00	4,871.00	0.00	68,543.00
	BUDGET MANAGER	8	11	2015	\$ 62,424.00	624.24	0.00	0.00	63,048.00	0.00	4,824.00	0.00	67,872.00
<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	\$ 55,000.00	0.00	0.00	0.00	55,000.00	0.00	4,208.00	0.00	59,208.00
6.00	MANAGEMENT TOTALS				386,048.00	3,272.72	0.00	0.00	389,320.00	0.00	29,786.00	0.00	419,106.00
	AUDITOR II	4	17	2006	\$ 46,190.95	2,814.27	980.10	249.93	50,235.00	0.00	3,843.00	0.00	54,078.00
1.00	BARGAINING UNIT TOTALS				46,190.95	2,814.27	980.10	249.93	50,235.00	0.00	3,843.00	0.00	54,078.00
7.00	TOTAL				432,238.95	6,086.99	980.10	249.93	439,555.00	0.00	33,629.00	0.00	473,184.00
	OVERTIME								0.00	0.00	0.00	0.00	0.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>								<b>439,555.00</b>	<b>0.00</b>	<b>33,629.00</b>	<b>0.00</b>	<b>473,184.00</b>

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

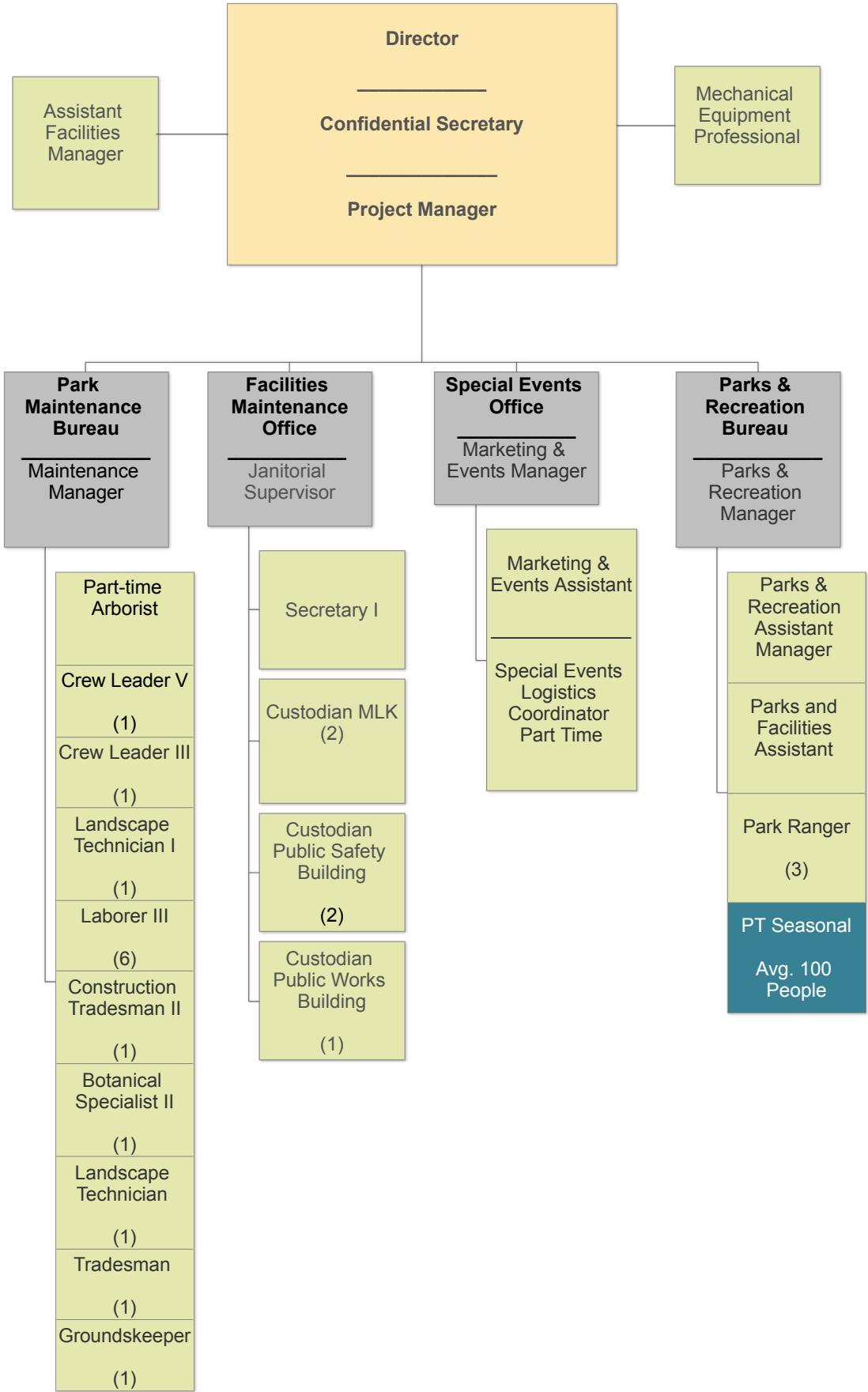
# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01010112 DEPARTMENT OF FINANCIAL MANAGEMENT

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$409,632	\$364,122	\$286,476	\$425,470	\$439,555
<b>414100 SALARIES/WAGES</b>	<b>\$409,632</b>	<b>\$364,122</b>	<b>\$286,476</b>	<b>\$425,470</b>	<b>\$439,555</b>
419001 SOCIAL SECURITY	\$30,594	\$27,167	\$21,239	\$32,551	\$33,629
<b>419100 FRINGE BENEFITS</b>	<b>\$30,594</b>	<b>\$27,167</b>	<b>\$21,239</b>	<b>\$32,551</b>	<b>\$33,629</b>
<b>419995 PERSONNEL</b>	<b>\$440,226</b>	<b>\$391,289</b>	<b>\$307,715</b>	<b>\$458,021</b>	<b>\$473,184</b>
420010 ADVERTISING	\$2,349	\$3,175	\$3,570	\$3,200	\$3,200
420020 PRINTING	\$1,269	\$859	\$953	\$1,000	\$1,000
<b>420100 COMMUNICATIONS</b>	<b>\$3,618</b>	<b>\$4,034</b>	<b>\$4,523</b>	<b>\$4,200</b>	<b>\$4,200</b>
421020 AUDIT	\$127,510	\$128,621	\$103,200	\$172,000	\$180,000
421030 CONSULTING	\$1,994	\$13,100	\$2,000	\$40,000	\$40,000
421050 OTHER PROFESSIONAL FEES	\$0	\$0	\$0	\$2,000	\$2,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$129,504</b>	<b>\$141,721</b>	<b>\$105,200</b>	<b>\$214,000</b>	<b>\$222,000</b>
424020 WEB/SOFTWARE SERVICES	\$729	\$827	\$192	\$900	\$900
<b>424100 RENTALS</b>	<b>\$729</b>	<b>\$827</b>	<b>\$192</b>	<b>\$900</b>	<b>\$900</b>
425090 MAINT SERV CONTRACT	\$22,023	\$23,125	\$17,125	\$28,730	\$29,592
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$22,023</b>	<b>\$23,125</b>	<b>\$17,125</b>	<b>\$28,730</b>	<b>\$29,592</b>
429001 TUITION/TRAINING	\$109	\$398	\$0	\$5,000	\$5,000
429009 ADMIN/TRUSTEE FEE	\$30	\$202	\$30	\$100	\$100
429015 TRAVEL	\$15	\$0	\$0	\$0	\$0
429017 MEMBERSHIPS	\$0	\$0	\$0	\$800	\$800
429090 MISC CONTRACTED SRVCS	\$1,305	\$0	\$294	\$15,000	\$14,328
<b>429100 CONTRACTED SRVC</b>	<b>\$1,459</b>	<b>\$600</b>	<b>\$324</b>	<b>\$20,900</b>	<b>\$20,228</b>
<b>429995 SERVICES</b>	<b>\$157,333</b>	<b>\$170,307</b>	<b>\$127,363</b>	<b>\$268,730</b>	<b>\$276,920</b>
430003 SUBSCRIPTIONS	\$0	\$298	\$48	\$5,500	\$5,500
430009 OFFICE	\$4,791	\$2,283	\$1,344	\$2,400	\$2,400
430099 MISC SUPPLIES AND EXP	\$0	\$146	\$0	\$0	\$0
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$4,791</b>	<b>\$2,728</b>	<b>\$1,392</b>	<b>\$7,900</b>	<b>\$7,900</b>
439015 OFFICE EQUIPMENT	\$0	\$2,965	\$870	\$4,200	\$4,200
<b>439100 MINOR CAPITAL</b>	<b>\$0</b>	<b>\$2,965</b>	<b>\$870</b>	<b>\$4,200</b>	<b>\$4,200</b>
<b>439995 SUPPLIES</b>	<b>\$4,791</b>	<b>\$5,693</b>	<b>\$2,262</b>	<b>\$12,100</b>	<b>\$12,100</b>
<b>01010112 FINANCIAL MANAGEMENT</b>	<b>\$602,351</b>	<b>\$567,289</b>	<b>\$437,340</b>	<b>\$738,851</b>	<b>\$762,204</b>

# DEPARTMENT OF PARKS, RECREATION AND FACILITIES



EXPENDITURE ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>DEPARTMENT OF PARKS AND FACILITIES</b>					
<b><u>0180 BUREAU OF PARKS, RECREATION &amp; FACILITIES</u></b>					
Personnel	456,118	821,206	568,330	1,007,217	1,142,458
Services	119,767	253,854	123,624	479,473	419,939
Supplies	139,224	231,713	184,433	328,206	333,679
Other	585,212	390,045	35,051	652,153	1,590,153
TOTALS	1,300,320	1,696,819	911,438	2,467,049	3,486,229
<b><u>2584 PARK MAINTENANCE</u></b>					
Personnel	0	809,435	771,465	1,043,149	1,069,573
Services	46,360	44,362	30,276	155,625	339,653
Supplies	68,128	129,204	49,226	161,400	209,344
Other	11,227	85,618	88,566	352,666	185,013
TOTALS	125,716	1,068,618	939,534	1,712,840	1,803,583
<b>DEPARTMENT OF PARKS AND FACILITIES</b>					
Personnel	543,625	1,630,641	1,339,796	2,050,366	2,212,030
Services	166,128	298,216	153,900	635,098	759,592
Supplies	207,482	360,917	233,659	489,606	543,023
Other	598,439	475,663	123,618	1,004,819	1,775,166
TOTAL EXPENDITURES	1,515,673	2,765,437	1,850,973	4,179,889	5,289,811

POSITION ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adjusted Budget	2021 Proposed Budget
DEPARTMENT OF PARKS AND FACILITIES					
Parks, Recreation and Facilities	7.00	4.00	15.75	15.75	16.25
Parks Maintenance	<u>0.00</u>	<u>0.00</u>	<u>16.50</u>	<u>19.25</u>	<u>19.25</u>
TOTAL POSITIONS	7.00	4.00	32.25	35.00	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				
	2020 Adopted	2021 Proposed	JOB CLASSIFICATION	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
<b>PERSONNEL</b>							
Salaries-Mgmt	359,465	459,484	Facilities Director (50%)	0.75	0.50	60,000	40,800
Salaries-BU	338,298	352,051	Janitorial Supervisor (75%)	0	0.75	0	42,917
Temporary Employees	230,000	232,000	Marketing And Events Manager	1	1	65,000	66,300
Overtime	10,000	20,000	Marketing And Events Assistant	1	1	46,132	47,287
Fringe Benefits	69,454	78,923	Parks And Recreation Manager	1	1	61,206	62,430
			Assistant Facilities Manager (50%)	1	0.50	50,000	25,375
			Parks And Recreation Assistant Manager	1	1	47,127	50,000
<b>TOTAL</b>	<b>1,007,217</b>	<b>1,142,458</b>	P&R Project Manager (50%)	0.25	0.25	15,000	30,000
<b>SERVICES</b>			Spec.Events Logistics Coordinator (Pt)	1	1	15,000	19,000
Communications	4,600	4,000	Mechanical Equipment Professional (50%)	0	0.50	0	25,375
Professional Services	67,192	16,000	Confidential Secretary	0	1	0	50,000
Utilities	0	0	<b>Total Management</b>	<b>7.00</b>	<b>8.50</b>	<b>359,465</b>	<b>459,484</b>
Insurance	0	0	Park Ranger	3	2	112,062	77,254
Rentals	53,156	63,000	Park Ranger II	0	1	0	41,467
Maintenance & Repairs	247,223	266,937	Parks & Rec. Secretary I	1	0	40,654	0
Contracted Services	107,302	70,002	Parks And Facilities Assistant	1	1	43,172	88,072
			Laborer II	3.75	3.75	142,410	145,258
<b>TOTAL</b>	<b>479,473</b>	<b>419,939</b>	<b>Total Bargaining Unit</b>	<b>8.75</b>	<b>7.75</b>	<b>338,298</b>	<b>352,051</b>
<b>SUPPLIES</b>			Temporary Employees			230,000	232,000
Supplies	309,406	312,679	Overtime			10,000	20,000
Minor Capital Equipment	18,800	21,000	FICA			69,454	78,923
			Concessions			0	0
<b>TOTAL</b>	<b>328,206</b>	<b>333,679</b>	<b>Total Fringe Benefits</b>			<b>69,454</b>	<b>78,923</b>
<b>OTHER</b>							
	652,153	1,590,153	<b>TOTAL</b>	<b>15.75</b>	<b>16.25</b>	<b>1,007,217</b>	<b>1,142,458</b>
<b>TOTAL APPROPRIATION</b>	<b>2,467,049</b>	<b>3,486,229</b>					



DEPARTMENT OF PARKS, RECREATION AND FACILITIES

DEPARTMENT OF PARKS, RECREATION, AND FACILITIES - 0180

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR SALARY	2021 GRADE/STEP INCREASE	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL	
	FACILITIES DIRECTOR (50%)	4 16 2018	\$ 60,000.00	1,200.00	0.00	0.00	40,800.00	0.00	3,122.00	0.00	43,922.00	
	JANITORIAL SUPERVISOR (75%)	3 20 2019	\$ 56,100.00	1,122.00	0.00	0.00	42,916.50	0.00	3,284.00	0.00	46,200.50	
	ASSISTANT FACILITIES MANAGER (50%)	9 30 2019	\$ 50,000.00	750.00	0.00	0.00	25,375.00	0.00	1,942.00	0.00	27,317.00	
	MECHANICAL EQUIPMENT PROFESSIONAL (50%)	4 15 2019	\$ 25,000.00	375.00	0.00	0.00	25,375.00	0.00	1,942.00	0.00	27,317.00	
	PROJECT MANAGER (25%)	1 1 2020	\$ 15,000.00	15,000.00	0.00	0.00	30,000.00	0.00	2,295.00	0.00	32,295.00	
	MARKETING AND EVENTS MANAGER	4 4 2016	\$ 65,000.00	1,300.00	0.00	0.00	66,300.00	0.00	5,072.00	0.00	71,372.00	
	MARKETING AND EVENTS ASSISTANT	6 26 2018	\$ 46,360.00	927.20	0.00	0.00	47,287.00	0.00	3,618.00	0.00	50,905.00	
	SPECIAL EVENTS LOGISTICS COORDINATOR (PT)	1 1 2020	\$ 15,000.00	4,000.00	0.00	0.00	19,000.00	0.00	1,454.00	0.00	20,454.00	
	PARKS AND RECREATION MANAGER	10 6 2014	\$ 61,206.00	1,224.12	0.00	0.00	62,430.00	0.00	4,776.00	0.00	67,206.00	
	PARKS AND RECREATION ASSISTANT MANAGER	10 31 2016	\$ 47,359.00	2,641.00	0.00	0.00	50,000.00	0.00	3,825.00	0.00	53,825.00	
<b>NEW</b>	<b>POSITION</b>	<b>CONFIDENTIAL SECRETARY</b>	<b>1 1 2021</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>3,825.00</b>	<b>0.00</b>	<b>53,825.00</b>
8.50	MANAGEMENT TOTALS		441,025.00	28,539.32	0.00	0.00	459,483.50	0.00	35,155.00	0.00	494,638.50	
<b>VACANT</b>	<b>POSITION</b>	<b>LABORER II (75%)</b>	<b>1 1 2019</b>	<b>\$ 28,004.54</b>	<b>0.00</b>	<b>560.09</b>	<b>0.00</b>	<b>28,565.00</b>	<b>0.00</b>	<b>2,186.00</b>	<b>0.00</b>	<b>30,751.00</b>
	LABORER II (75%)	2 19 2019	\$ 28,004.54	0.00	560.09	0.00	28,565.00	0.00	2,186.00	0.00	30,751.00	
	LABORER II (75%)	11 13 2017	\$ 28,799.93	0.00	576.00	0.00	29,376.00	0.00	2,248.00	0.00	31,624.00	
	LABORER II (75%)	6 25 2018	\$ 28,799.93	0.00	576.00	0.00	29,376.00	0.00	2,248.00	0.00	31,624.00	
	LABORER II (75%)	4 17 2017	\$ 28,799.93	0.00	576.00	0.00	29,376.00	0.00	2,248.00	0.00	31,624.00	
	PARK RANGER	4 15 2019	\$ 37,339.39	1,060.52	768.00	0.00	39,168.00	0.00	2,997.00	0.00	42,165.00	
	PARK RANGER	2 3 2020	\$ 30,874.60	6,464.79	746.79	0.00	38,086.00	0.00	2,914.00	0.00	41,000.00	
	PARK RANGER II	7 18 2017	\$ 40,653.56	0.00	813.07	0.00	41,467.00	0.00	3,173.00	0.00	44,640.00	
	PARKS AND FACILITIES ASSISTANT	12 28 2016	\$ 43,172.31	0.00	863.45	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00	
	PARKS AND FACILITIES ASSISTANT	12 28 2016	\$ 43,172.31	0.00	863.45	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00	
8.75	BARGAINING UNIT TOTALS		337,621.05	7,525.31	6,902.93	0.00	352,051.00	0.00	26,938.00	0.00	378,989.00	
17.25	TOTAL		778,646.05	36,064.63	6,902.93	0.00	811,534.50	0.00	62,093.00	0.00	873,627.50	
	VARIOUS POSITIONS - MAINT. & REC. PROGRAMS		\$ -	0.00	0.00	0.00	232,000.00	0.00	15,300.00	0.00	215,300.00	
OVERTIME							20,000.00	0.00	1,530.00	0.00	21,530.00	
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>1,063,534.50</b>	<b>0.00</b>	<b>78,923.00</b>	<b>0.00</b>	<b>1,142,457.50</b>	

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

# 2021 Proposed Budget

## Expenditure Line Item

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

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$261,969	\$521,244	\$502,573	\$697,763	\$811,535
415000 TEMPORARY	\$155,620	\$234,775	\$0	\$230,000	\$232,000
416000 OVERTIME	\$6,386	\$7,420	\$25,949	\$10,000	\$20,000
<b>414100 SALARIES/WAGES</b>	<b>\$423,975</b>	<b>\$763,439</b>	<b>\$528,523</b>	<b>\$937,763</b>	<b>\$1,063,535</b>
419001 SOCIAL SECURITY	\$32,143	\$57,768	\$39,808	\$69,454	\$78,923
<b>419100 FRINGE BENEFITS</b>	<b>\$32,143</b>	<b>\$57,768</b>	<b>\$39,808</b>	<b>\$69,454</b>	<b>\$78,923</b>
<b>419995 PERSONNEL</b>	<b>\$456,118</b>	<b>\$821,206</b>	<b>\$568,330</b>	<b>\$1,007,217</b>	<b>\$1,142,458</b>
420010 ADVERTISING	\$742	\$0	\$0	\$4,600	\$4,000
<b>420100 COMMUNICATIONS</b>	<b>\$742</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,600</b>	<b>\$4,000</b>
421030 CONSULTING	\$1,850	\$0	\$5,460	\$67,192	\$16,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$1,850</b>	<b>\$0</b>	<b>\$5,460</b>	<b>\$67,192</b>	<b>\$16,000</b>
424020 WEB/SOFTWARE SERVICES	\$0	\$0	\$0	\$1,156	\$8,000
424060 OTHER RENTALS	\$32,695	\$33,730	\$20,728	\$52,000	\$55,000
<b>424100 RENTALS</b>	<b>\$32,695</b>	<b>\$33,730</b>	<b>\$20,728</b>	<b>\$53,156</b>	<b>\$63,000</b>
425030 BUILDING MAINT	\$0	\$10,213	\$343	\$12,000	\$19,440
425031 POOLS/RECREATIONAL EQUIP	\$29,052	\$32,043	\$0	\$31,500	\$31,500
425080 SERVICE CONTRACTS	\$1,738	\$255	\$5,282	\$26,350	\$26,775
425090 MAINT SERV CONTRACT	\$346	\$135,382	\$85,996	\$172,373	\$184,222
425099 OTHER CONT MAINT	\$0	\$4,713	\$0	\$5,000	\$5,000
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$31,136</b>	<b>\$182,605</b>	<b>\$91,621</b>	<b>\$247,223</b>	<b>\$266,937</b>
429001 TUITION/TRAINING	\$3,861	\$2,788	\$857	\$11,500	\$12,900
429009 ADMIN/TRUSTEE FEE	\$0	\$149	\$0	\$102	\$102
429090 MISC CONTRACTED SRVCS	\$38,536	\$20,197	\$4,577	\$79,000	\$39,000
429015 TRAVEL	\$10,947	\$14,385	\$381	\$16,700	\$18,000
<b>429100 CONTRACTED SRVC</b>	<b>\$53,344</b>	<b>\$37,519</b>	<b>\$5,815</b>	<b>\$107,302</b>	<b>\$70,002</b>
<b>429995 SERVICES</b>	<b>\$119,767</b>	<b>\$253,854</b>	<b>\$123,624</b>	<b>\$479,473</b>	<b>\$419,939</b>
430009 OFFICE	\$2,897	\$3,187	\$1,725	\$7,600	\$9,000
430011 CUSTODIAL	\$0	\$18,529	\$83,266	\$21,000	\$45,980
430013 FIREFIGHTING	\$0	\$4,921	\$2,060	\$5,000	\$2,000
430014 WEARING APPAREL	\$0	\$500	\$69	\$1,500	\$6,500
430029 BLDG MAINT SUPPLIES	\$0	\$28,249	\$24,516	\$52,139	\$35,620
430037 CHEMICALS	\$10,358	\$22,171	\$10,605	\$28,000	\$30,000
430041 PLAYGRND &/OR POOL SUPPLY	\$76,045	\$74,981	\$31,061	\$95,000	\$95,000
430042 TOOLS & HARDWARE	\$0	\$8,399	\$4,046	\$10,967	\$10,967
430099 MISC SUPPLIES AND EXP	\$46,157	\$52,446	\$25,144	\$88,200	\$77,612
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$135,458</b>	<b>\$213,383</b>	<b>\$182,492</b>	<b>\$309,406</b>	<b>\$312,679</b>
439015 OFFICE EQUIPMENT	\$3,766	\$3,871	\$1,941	\$8,800	\$11,000
439020 BUILDINGS & STRUCTURES	\$0	\$14,460	\$0	\$10,000	\$10,000
<b>439100 MINOR CAPITAL</b>	<b>\$3,766</b>	<b>\$18,330</b>	<b>\$1,941</b>	<b>\$18,800</b>	<b>\$21,000</b>
<b>439995 SUPPLIES</b>	<b>\$139,224</b>	<b>\$231,713</b>	<b>\$184,433</b>	<b>\$328,206</b>	<b>\$333,679</b>
452014 SECURITY UPGRADE	\$2,667	\$0	\$0	\$0	\$0
452000 BUILDINGS AND STRUCTURES	\$159,306	\$0	\$0	\$25,000	\$30,000
<b>450100 CAPITAL OUTLAY</b>	<b>\$161,973</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$30,000</b>
452008 BUILDING IMPROVEMENTS	\$0	\$204,746	\$12,946	\$400,350	\$1,560,153
452012 POOL IMPROVEMENTS	\$11,975	\$0	\$0	\$0	\$0
<b>452100 BUILDING AND STRUCTURES</b>	<b>\$11,975</b>	<b>\$204,746</b>	<b>\$12,946</b>	<b>\$400,350</b>	<b>\$1,560,153</b>
453000 OPERATIONS EQUIPMENT	\$0	\$0	\$10,548	\$0	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,548</b>	<b>\$0</b>	<b>\$0</b>

# **2021 Proposed Budget**

Expenditure Line Item

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

<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
454004 IMPROVEMENT-PLAYGROUND	\$411,264	\$185,299	\$11,558	\$226,803	\$0
<b>454004 MOTOR EQUIPMENT/VEHICLE</b>	<b>\$411,264</b>	<b>\$185,299</b>	<b>\$11,558</b>	<b>\$226,803</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$585,212</b>	<b>\$390,045</b>	<b>\$35,051</b>	<b>\$652,153</b>	<b>\$1,590,153</b>
<b>01080180 BUREAU OF PARKS, REC, &amp; FACILITIES</b>	<b>\$1,300,320</b>	<b>\$1,696,819</b>	<b>\$911,438</b>	<b>\$2,467,049</b>	<b>\$3,486,229</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  
2021 PROPOSED BUDGET

Neighborhood Services Fund

2584 Park Maintenance

**Allocation Plan**

**Position Control**

	2020 Adopted	2021 Proposed
Salaries-Mgmt.	199,100	178,056
Salaries-BU	712,234	728,783
Overtime	56,250	56,250
Fringe Benefits	75,565	76,020
Temporary	0	30,464
<b>TOTAL</b>	<b>1,043,149</b>	<b>1,069,573</b>
<b>SERVICES</b>		
Communications	1,500	1,500
Professional Services	0	0
Utilities	0	0
Insurance	0	0
Rentals	5,000	28,000
Maintenance & Repairs	72,525	111,825
Contracted Services	76,600	198,328
<b>TOTAL</b>	<b>155,625</b>	<b>339,653</b>
<b>SUPPLIES</b>		
Supplies	156,100	198,848
Minor Capital Equipment	5,300	10,496
<b>TOTAL</b>	<b>161,400</b>	<b>209,344</b>
<b>OTHER</b>		
	352,666	185,013
<b>TOTAL APPROPRIATION</b>	<b>1,712,840</b>	<b>1,803,583</b>

JOB CLASSIFICATION	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
Facilities Director (25%)	0.25	0.50	20,000	40,000
P&R Project Manager (25%)	0.25	0.25	15,000	15,000
Janitorial Supervisor	1	0.25	56,100	14,306
Maintenance Manager	1	1.00	58,000	58,000
Mech. Equipment Prof.	1	0.50	50,000	25,375
Asistant Facilities Manger	0	0.50	0	25,375
<b>Total Management</b>	<b>3.50</b>	<b>3.00</b>	<b>199,100</b>	<b>178,056</b>
Labor III	6	6	243,924	247,569
Laborer II	1.25	1.25	45,070	45,588
Construction Tradesman II	1	1	51,310	52,336
Tradesman	1	1	41,891	42,729
Botanical Specialist II	1	1	51,310	52,336
Crew Leader III	1	1	47,459	48,408
Crew Leader V	1	1	54,287	55,373
Landscape Technician II	2	2	83,782	88,072
Stadium Groundskeeper	1	1	51,310	52,336
Admin Assistant I	1	1	41,891	44,036
<b>Total Bargaining Unit</b>	<b>16.25</b>	<b>16.25</b>	<b>712,234</b>	<b>728,783</b>
Temporary Employees			0	30,464
Overtime			56,250	56,250
FICA			75,565	76,020
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>75,565</b>	<b>76,020</b>
<b>TOTAL</b>	<b>19.75</b>	<b>19.25</b>	<b>1,043,149</b>	<b>1,069,573</b>

DEPARTMENT OF PARKS AND FACILITIES

BUREAU OF PARKS MAINTENANCE 2584

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020	2021	2021	2021	2021	2021	2021	FRINGE	TOTAL	
			END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE	LONG.	SALARY	LUMP SUM	FICA	BENEFITS		
	FACILITIES DIRECTOR (50%)	4 16 2018	\$ 20,000.00	400.00	0.00	0.00	0.00	40,000.00	0.00	3,060.00	0.00	43,060.00
VACANT	PROJECT MANAGER (25%)	4 16 2018	\$ 15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00	1,148.00	0.00	16,148.00
	PARKS MAINTENANCE MANAGER	10 31 2016	\$ 58,000.00	0.00	0.00	0.00	0.00	58,000.00	0.00	4,437.00	0.00	62,437.00
	ASSISTANT FACILITIES MANAGER (50%)	9 30 2019	\$ 50,000.00	750.00	0.00	0.00	0.00	25,375.00	0.00	1,942.00	0.00	27,317.00
	MECHANICAL EQUIPMENT PROFESSIONAL (50%)	4 15 2019	\$ 50,000.00	750.00	0.00	0.00	0.00	25,375.00	0.00	1,942.00	0.00	27,317.00
	JANITORIAL SUPERVISOR (25%)	3 20 2019	\$ 56,100.00	1,122.00	0.00	0.00	0.00	14,305.50	0.00	1,095.00	0.00	15,400.50
3.00	MANAGEMENT TOTALS		249,100.00	3,022.00	0.00	0.00	0.00	178,055.50	0.00	13,624.00	0.00	191,679.50
	ADMINISTRATIVE ASSISTANT I	6 25 2018	\$ 43,172.31	0.00	863.45	0.00	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00
	BOTANICAL SPECIALIST II	3 24 1997	\$ 50,551.80	0.00	1,011.04	773.44	773.44	52,336.00	0.00	4,004.00	0.00	56,340.00
	CONSTRUCTION TRADESMAN II	7 11 1994	\$ 50,551.80	0.00	1,011.04	773.44	773.44	52,336.00	0.00	4,004.00	0.00	56,340.00
	CREW LEADER III	9 6 2016	\$ 47,458.61	0.00	949.17	0.00	0.00	48,408.00	0.00	3,704.00	0.00	52,112.00
	CREW LEADER V	5 8 2000	\$ 53,749.39	0.00	1,074.99	548.24	548.24	55,373.00	0.00	4,237.00	0.00	59,610.00
	LABORER II 25%	2 19 2019	\$ 7,001.14	2,241.29	184.85	0.00	0.00	9,427.00	0.00	722.00	0.00	10,149.00
VACANT	LABORER II 25%	2 19 2019	\$ 7,001.14	2,241.29	184.85	0.00	0.00	9,427.00	0.00	722.00	0.00	10,149.00
	LABORER II 25%	11 13 2017	\$ 7,199.98	2,304.94	190.10	0.00	0.00	9,695.00	0.00	742.00	0.00	10,437.00
	LABORER II 25%	6 25 2018	\$ 7,199.98	2,304.94	190.10	0.00	0.00	9,695.00	0.00	742.00	0.00	10,437.00
	LABORER II 25%	4 17 2017	\$ 7,199.98	0.00	144.00	0.00	0.00	7,344.00	0.00	562.00	0.00	7,906.00
	LABORER III PARK MAINT (40hrs)	10 31 2017	\$ 39,113.52	1,137.53	805.02	0.00	0.00	41,056.00	0.00	3,141.00	0.00	44,197.00
	LABORER III PARK MAINT (40hrs)	10 31 2017	\$ 39,113.52	1,137.53	805.02	0.00	0.00	41,056.00	0.00	3,141.00	0.00	44,197.00
	LABORER III PARK MAINT (40hrs)	10 31 2017	\$ 39,113.52	1,137.53	805.02	0.00	0.00	41,056.00	0.00	3,141.00	0.00	44,197.00
	LABORER III PARK MAINT (40hrs)	7 24 2017	\$ 40,653.56	0.00	813.07	0.00	0.00	41,467.00	0.00	3,173.00	0.00	44,640.00
	LABORER III PARK MAINT (40hrs)	3 20 2017	\$ 40,653.56	0.00	813.07	0.00	0.00	41,467.00	0.00	3,173.00	0.00	44,640.00
	LABORER III PARK MAINT (40hrs)	4 3 2017	\$ 40,653.56	0.00	813.07	0.00	0.00	41,467.00	0.00	3,173.00	0.00	44,640.00
	STADIUM GROUNDSKEEPER	5 4 1998	\$ 50,551.80	0.00	1,011.04	773.44	773.44	52,336.00	0.00	4,004.00	0.00	56,340.00
	TRADESMAN	3 20 2017	\$ 41,890.83	0.00	837.82	0.00	0.00	42,729.00	0.00	3,269.00	0.00	45,998.00
	LANDSCAPE TECHNICIAN II	10 10 2017	\$ 43,172.31	0.00	863.45	0.00	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00
	LANDSCAPE TECHNICIAN II	2 17 2009	\$ 43,172.31	0.00	863.45	0.00	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00
16.25	BARGAINING UNIT TOTALS		699,174.62	12,505.05	14,233.59	2,868.57	2,868.57	728,783.00	0.00	55,761.00	0.00	784,544.00
19.25	TOTAL		948,274.62	15,527.05	14,233.59	2,868.57	2,868.57	906,838.50	0.00	69,385.00	0.00	976,223.50
WORKING OUT OF CLASS								0.00	0.00	0.00	0.00	0.00
OVERTIME								56,250.00	0.00	4,304.00	0.00	60,554.00
TEMPORARY								30,464.00	0.00	2,331.00	0.00	32,795.00
TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS								993,552.50	0.00	76,020.00	0.00	1,069,572.50

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

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 25062584 PARK MAINTENANCE

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$0	\$685,480	\$678,168	\$911,334	\$906,839
415000 TEMPORARY	\$0	\$0	\$0	\$0	\$30,464
416000 OVERTIME	\$0	\$68,090	\$38,198	\$56,250	\$56,250
<b>414100 SALARIES/WAGES</b>	<b>\$0</b>	<b>\$753,570</b>	<b>\$716,366</b>	<b>\$967,584</b>	<b>\$993,553</b>
419001 SOCIAL SECURITY	\$0	\$55,865	\$55,099	\$75,565	\$76,020
<b>419100 FRINGE BENEFITS</b>	<b>\$0</b>	<b>\$55,865</b>	<b>\$55,099</b>	<b>\$75,565</b>	<b>\$76,020</b>
<b>419995 PERSONNEL</b>	<b>\$0</b>	<b>\$809,435</b>	<b>\$771,465</b>	<b>\$1,043,149</b>	<b>\$1,069,573</b>
420010 ADVERTISING	\$0	\$0	\$0	\$1,000	\$1,000
420020 PRINTING	\$0	\$360	\$0	\$500	\$500
<b>420100 COMMUNICATIONS</b>	<b>\$0</b>	<b>\$360</b>	<b>\$0</b>	<b>\$1,500</b>	<b>\$1,500</b>
424060 OTHER RENTALS	\$409	\$2,768	\$173	\$5,000	\$5,000
424061 UNIFORM RENTALS	\$0	\$0	\$0	\$0	\$23,000
<b>424100 RENTALS</b>	<b>\$409</b>	<b>\$2,768</b>	<b>\$173</b>	<b>\$5,000</b>	<b>\$28,000</b>
425010 VEHICULAR EQUIPMENT	\$0	\$4,502	\$617	\$10,000	\$10,000
425030 BUILDING MAINT	\$15,896	\$4,483	\$15,026	\$41,400	\$24,200
425090 MAINT SERV CONTRACT	\$2,642	\$25,450	\$9,475	\$21,125	\$77,625
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$18,538</b>	<b>\$34,435</b>	<b>\$25,118</b>	<b>\$72,525</b>	<b>\$111,825</b>
429001 TUITION/TRAINING	\$7,540	\$2,070	\$1,050	\$11,000	\$11,000
429015 TRAVEL	\$0	\$0	\$83	\$3,000	\$3,000
429016 CONFERENCES	\$0	\$0	\$0	\$3,000	\$3,000
429017 MEMBERSHIPS	\$0	\$309	\$0	\$2,600	\$2,600
429014 CONTRACTED PERSONNEL SVS.	\$4,625	\$1,396	\$0	\$0	\$0
429090 MISC CONTRACTED SRVCS	\$15,249	\$3,024	\$3,853	\$57,000	\$178,728
<b>429100 CONTRACTED SRVC</b>	<b>\$27,414</b>	<b>\$6,799</b>	<b>\$4,986</b>	<b>\$76,600</b>	<b>\$198,328</b>
<b>429995 SERVICES</b>	<b>\$46,360</b>	<b>\$44,362</b>	<b>\$30,276</b>	<b>\$155,625</b>	<b>\$339,653</b>
430001 EDUCATIONAL	\$0	\$0	\$313	\$600	\$600
430002 SOFTWARE	\$0	\$0	\$0	\$0	\$1,200
430009 OFFICE	\$433	\$1,325	\$91	\$2,800	\$2,800
430011 CUSTODIAL	\$5,502	\$9,501	\$1,775	\$7,800	\$27,076
430012 PERSONAL SAFETY	\$2,380	\$3,607	\$2,364	\$5,500	\$11,260
430014 WEARING APPAREL	\$0	\$0	\$0	\$0	\$1,500
430029 BLDG MAINT SUPPLIES	\$13,828	\$60,963	\$7,210	\$17,000	\$19,900
430030 SNOW CONTROL	\$1,988	\$1,150	\$1,877	\$2,000	\$2,000
430032 CONCRETE	\$0	\$2,282	\$4,085	\$8,000	\$4,000
430037 CHEMICALS	\$2,025	\$350	\$0	\$4,400	\$4,400
430040 BOTANICAL	\$21,469	\$33,070	\$14,286	\$75,000	\$75,000
430041 PLAYGROUND	\$0	\$0	\$1,765	\$4,000	\$4,000
430042 TOOLS & HARDWARE	\$8,954	\$11,593	\$8,110	\$17,000	\$17,000
430050 MOTOR FUELS/LUBRICANTS	\$0	\$0	\$0	\$1,000	\$1,200
430051 TIRES & BATTERIES	\$0	\$0	\$0	\$0	\$5,000
430052 VEHICLE PARTS & SUPPLIES	\$2,400	\$3,977	\$5,055	\$7,500	\$9,100
430099 MISC SUPPLIES AND EXP	\$9,149	\$1,387	\$1,244	\$3,500	\$12,812
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$68,128</b>	<b>\$129,204</b>	<b>\$48,175</b>	<b>\$156,100</b>	<b>\$198,848</b>
439015 OFFICE EQUIPMENT	\$0	\$0	\$0	\$3,500	\$3,500
439099 MISC EQUIPMENT	\$0	\$0	\$1,051	\$1,800	\$6,996
<b>439100 MINOR CAPITAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,051</b>	<b>\$5,300</b>	<b>\$10,496</b>
<b>439995 SUPPLIES</b>	<b>\$68,128</b>	<b>\$129,204</b>	<b>\$49,226</b>	<b>\$161,400</b>	<b>\$209,344</b>
452014 SECURITY UPGRADE	\$11,227	\$0	\$0	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$11,227</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
452008 BUILDING IMPROVEMENTS	\$0	\$40,000	\$14,998	\$0	\$45,500
<b>452100 BUILDING AND STRUCTURES</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$14,998</b>	<b>\$0</b>	<b>\$45,500</b>
453004 EQUIPMENT-VEHICLE	\$0	\$35,743	\$73,568	\$342,791	\$0
453099 EQUIPMENT-OTHER	\$0	\$9,875	\$0	\$9,875	\$139,513

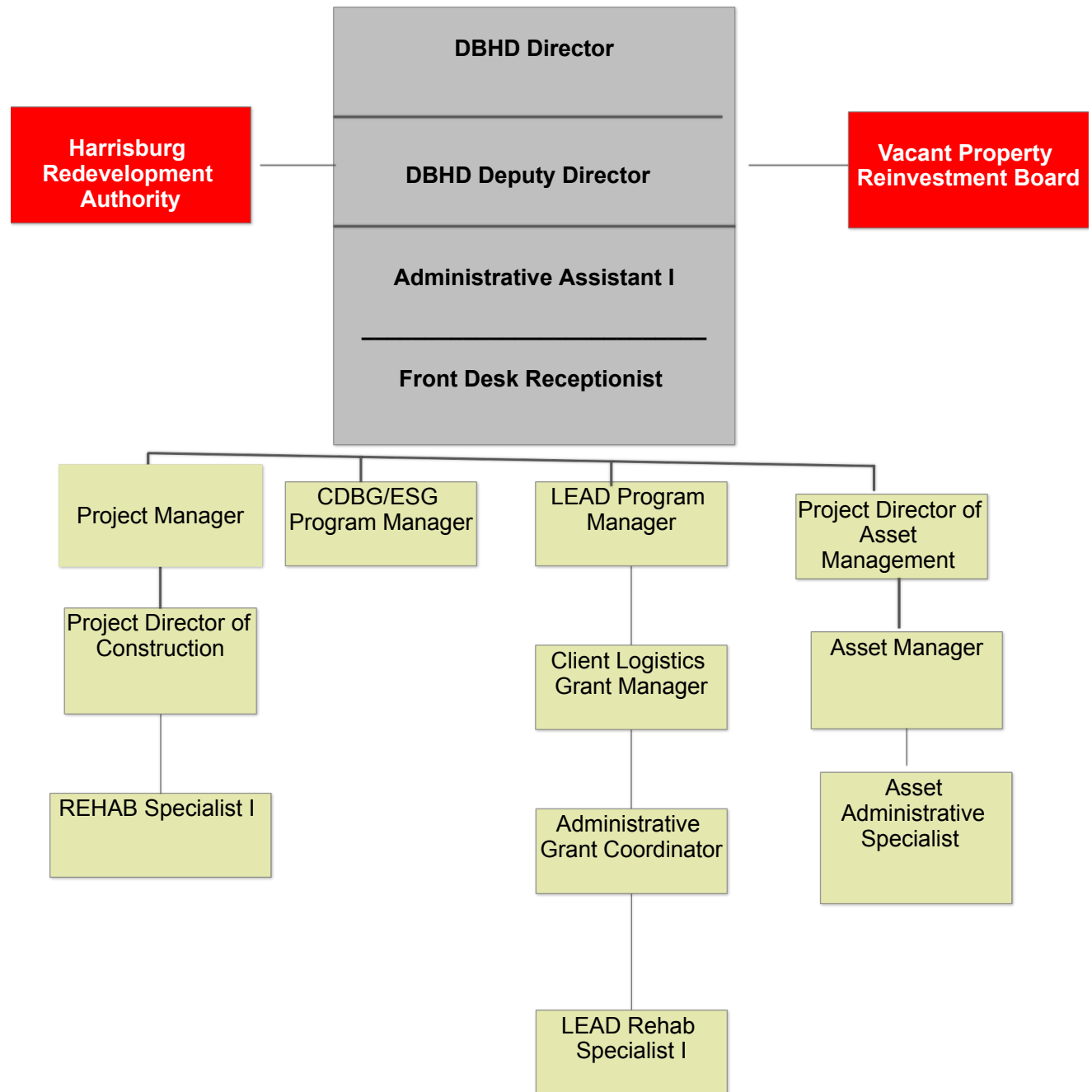
# **2021 Proposed Budget**

Expenditure Line Item

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

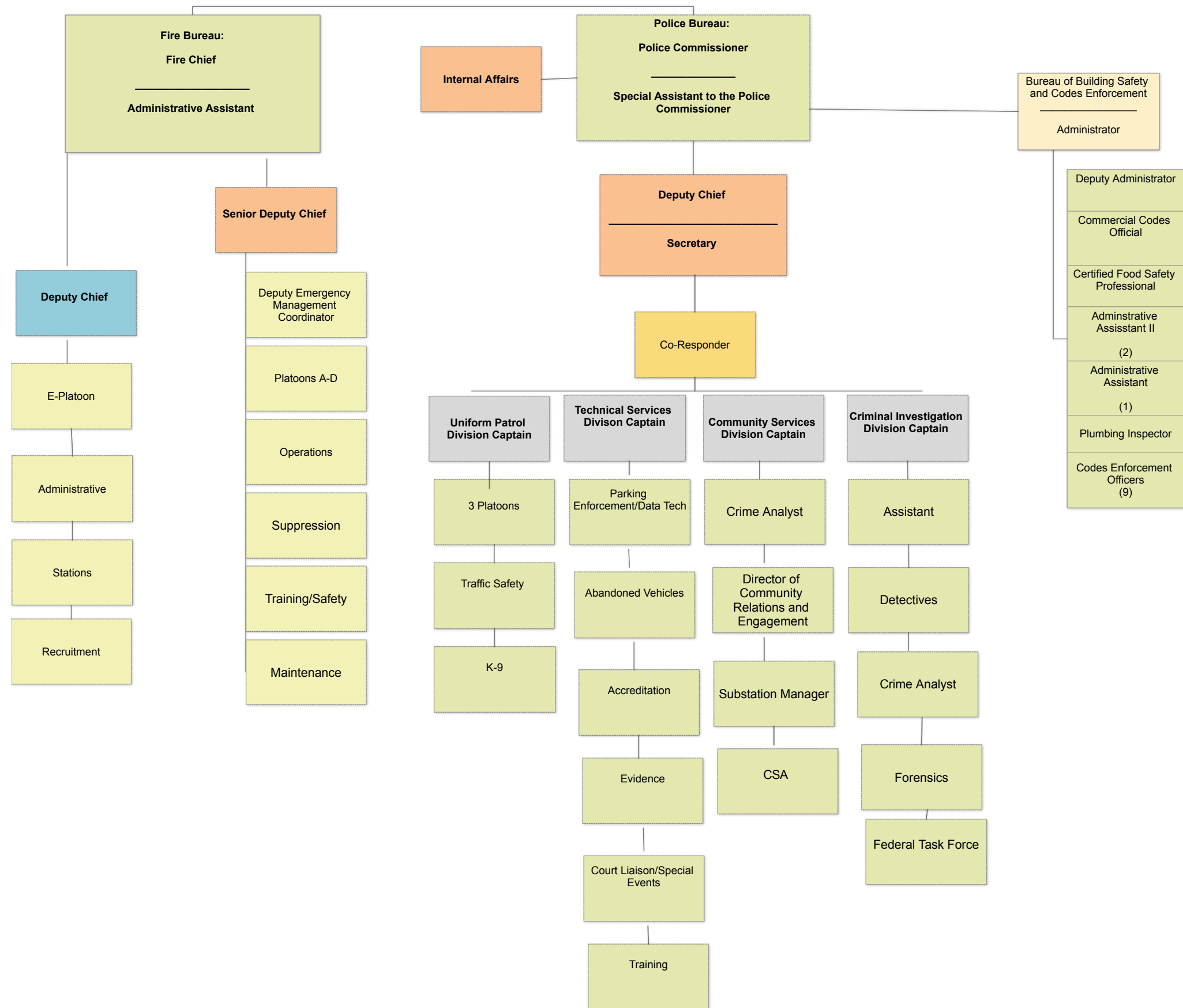
<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
<b>453100 CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$45,618</b>	<b>\$73,568</b>	<b>\$352,666</b>	<b>\$139,513</b>
<b>499995 OTHER</b>	<b>\$11,227</b>	<b>\$85,618</b>	<b>\$88,566</b>	<b>\$352,666</b>	<b>\$185,013</b>
<b>25062584 PARK MAINT. NEIGHBORHOOD SVC</b>	<b>\$125,716</b>	<b>\$1,068,618</b>	<b>\$939,534</b>	<b>\$1,712,840</b>	<b>\$1,803,583</b>

# DEPARTMENT OF BUILDING & HOUSING





# DEPARTMENT OF PUBLIC SAFETY



EXPENDITURE ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>PUBLIC SAFETY</b>					
<b><u>0137 BUREAU OF CODES</u></b>					
Personnel	805,088	865,526	646,196	916,987	942,798
Services	8,848	16,189	9,750	29,250	29,250
Supplies	12,591	8,891	6,372	19,200	19,700
Other	0	0	0	0	0
<b>TOTALS</b>	<b>826,527</b>	<b>890,605</b>	<b>662,319</b>	<b>965,437</b>	<b>991,748</b>
<b><u>0142 BUREAU OF POLICE</u></b>					
Personnel	15,406,521	15,937,750	14,698,367	17,770,397	19,185,823
Services	695,498	693,833	549,586	956,283	1,030,878
Supplies	232,680	197,262	162,923	429,608	595,593
Other	1,888,561	2,005,344	13,607	556,000	884,000
<b>TOTALS</b>	<b>18,223,261</b>	<b>18,834,188</b>	<b>15,424,484</b>	<b>19,712,287</b>	<b>21,696,294</b>
<b><u>0151 BUREAU OF FIRE</u></b>					
Personnel	7,464,857	7,536,942	7,013,214	7,842,925	8,575,236
Services	530,363	364,477	329,075	373,100	372,600
Supplies	307,307	259,995	124,064	264,565	272,065
Other	774,277	562,811	180,965	233,000	985,000
<b>TOTALS</b>	<b>9,076,804</b>	<b>8,724,225</b>	<b>7,647,318</b>	<b>8,713,590</b>	<b>10,204,901</b>
<b>TOTAL PUBLIC SAFETY</b>					
Personnel	23,676,467	24,340,217	22,357,777	26,530,309	28,703,857
Services	1,234,710	1,074,500	888,411	1,358,633	1,432,728
Supplies	552,578	466,147	293,360	713,373	887,358
Other	2,662,838	2,568,154	194,572	789,000	1,869,000
<b>TOTAL EXPENDITURES</b>	<b>28,126,592</b>	<b>28,449,019</b>	<b>23,734,121</b>	<b>29,391,314</b>	<b>32,892,942</b>

POSITION ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
PUBLIC SAFETY					
Bureau of Codes	17.00	17.00	16.00	16.94	17.00
Bureau of Police	151.00	151.00	148.00	169.00	194.00
Bureau of Fire	<u>84.00</u>	<u>81.00</u>	<u>88.00</u>	<u>90.00</u>	<u>90.00</u>
TOTAL POSITIONS	252.00	249.00	252.00	275.94	301.00

## 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 2021 PROPOSED BUDGET

General Fund

0137 Codes

Allocation Plan			Position Control				
PERSONNEL	2020 Adopted	2021 Proposed	JOB CLASSIFICATION	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
Salaries-Mgmt	187,839	197,650	Codes Administrator	1	1	72,900	74,358
Salaries-BU	663,489	677,929	Asst. Codes Administrator	1	1	65,000	66,300
Overtime	1,000	1,000	Health Officer/ ADA Compliance Officer	1	1	49,939	56,992
Fringe Benefits	64,659	66,219	Reallocation			0	
<b>TOTAL</b>	<b>916,987</b>	<b>942,798</b>	<b>Total Management</b>	<b>3</b>	<b>3</b>	<b>187,839</b>	<b>197,650</b>
<b>SERVICES</b>			Mitigation Resource Specialist	0.94	0	43,172	0
Communications	6,000	6,000	Codes Enforcement Off. V	2	0	89,350	0
Professional Services	14,000	14,000	Codes Enforcement Off. IV	1	0	49,005	0
Utilities	0	0	Codes Enforcement Off. III	1	1	47,459	52,078
Insurance	0	0	Codes Enforcement Off. II	1	1	47,459	49,985
Rentals	0	0	Codes Enforcement Off. I	4	7	193,434	337,323
Maintenance & Repairs	0	0	Plumbing Inspector II	1	1	44,542	52,078
Contracted Services	9,250	9,250	Administrative Assistant I	2	1	101,609	44,036
<b>TOTAL</b>	<b>29,250</b>	<b>29,250</b>	Administrative Assistant II	0	2	0	90,866
<b>SUPPLIES</b>			Commercial Codes Official III	1	1	47,459	51,563
Supplies	19,200	19,700	Reallocation			0	
Minor Capital Equipment	0	0	<b>Total Bargaining Unit</b>	<b>13.94</b>	<b>14</b>	<b>663,489</b>	<b>677,929</b>
<b>TOTAL</b>	<b>19,200</b>	<b>19,700</b>	Overtime			1,000	1,000
<b>OTHER</b>	0	0	FICA			64,659	66,219
<b>TOTAL APPROPRIATION</b>	<b>965,437</b>	<b>991,748</b>	Concessions			0	0
			<b>Total Fringe Benefits</b>			<b>64,659</b>	<b>66,219</b>
			<b>TOTAL</b>	<b>16.94</b>	<b>17</b>	<b>916,987</b>	<b>942,798</b>

**PUBLIC SAFETY**

CODES - 0137

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR SALARY	2021 GRADE/STEP INCREASE	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	CODES ADMINISTRATOR	7 17 1995	\$ 72,900.00	1,458.00	0.00	0.00	74,358.00	0.00	5,689.00	0.00	80,047.00
	DEPUTY CODES ADMINISTRATOR	3 19 2007	\$ 65,000.00	1,300.00	0.00	0.00	66,300.00	0.00	5,072.00	0.00	71,372.00
	CERTIFIED FOOD SAFETY PROFESSIONAL	12 14 2015	\$ 55,874.90	1,117.50	0.00	0.00	56,992.00	0.00	4,360.00	0.00	61,352.00
3.00	MANAGEMENT TOTALS		193,774.90	3,875.50	0.00	0.00	197,650.00	0.00	15,121.00	0.00	212,771.00
	CODES ENFORCEMENT OFFICER I	1 8 2018	\$ 47,458.61	0.00	949.17	0.00	48,408.00	0.00	3,704.00	0.00	52,112.00
	CODES ENFORCEMENT OFFICER I	7 28 2014	\$ 47,458.61	0.00	949.17	0.00	48,408.00	0.00	3,704.00	0.00	52,112.00
	CODES ENFORCEMENT OFFICER III	2 16 1999	\$ 50,551.80	0.00	1,011.04	515.63	52,078.00	0.00	3,984.00	0.00	56,062.00
	COMMERCIAL CODES OFFICIAL I	2 21 2017	\$ 50,551.80	0.00	1,011.04	0.00	51,563.00	0.00	3,945.00	0.00	55,508.00
	CODES ENFORCEMENT OFFICER II	4 17 2017	\$ 49,005.22	0.00	980.10	0.00	49,985.00	0.00	3,824.00	0.00	53,809.00
	<b>CODES ENFORCEMENT OFFICER I</b>	<b>10 7 2019</b>	<b>\$ 45,956.16</b>	<b>0.00</b>	<b>919.12</b>	<b>0.00</b>	<b>46,875.00</b>	<b>0.00</b>	<b>3,586.00</b>	<b>0.00</b>	<b>50,461.00</b>
	CODES ENFORCEMENT OFFICER I	5 14 2018	\$ 47,458.61	0.00	949.17	0.00	48,408.00	0.00	3,704.00	0.00	52,112.00
	CODES ENFORCEMENT OFFICER I	6 26 2017	\$ 47,458.61	0.00	949.17	0.00	48,408.00	0.00	2,857.00	0.00	51,265.00
<b>VACANT</b>	<b>POSITION</b>	<b>4 17 2017</b>	<b>\$ 47,458.61</b>	<b>0.00</b>	<b>949.17</b>	<b>0.00</b>	<b>48,408.00</b>	<b>0.00</b>	<b>3,704.00</b>	<b>0.00</b>	<b>52,112.00</b>
	CODES ENFORCEMENT OFFICER I	4 30 2018	\$ 47,458.61	0.00	949.17	0.00	48,408.00	0.00	3,704.00	0.00	52,112.00
	PLUMBING INSPECTOR II	8 12 2002	\$ 50,551.80	0.00	1,011.04	515.63	52,078.00	0.00	3,984.00	0.00	56,062.00
	ADMINISTRATIVE ASSISTANT II	9 3 2019	\$ 43,172.31	1,369.82	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
	ADMINISTRATIVE ASSISTANT II	4 4 2016	\$ 44,542.13	0.00	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
	ADMINISTRATIVE ASSISTANT I	10 13 2020	\$ 34,555.52	8,616.79	863.45	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00
14.00	BARGAINING UNIT TOTALS		653,638.40	9,986.61	13,272.50	1,031.26	677,929.00	0.00	51,021.00	0.00	728,950.00
17.00	TOTAL		847,413.30	13,862.11	13,272.50	1,031.26	875,579.00	0.00	66,142.00	0.00	941,721.00
OVERTIME							1,000.00	0.00	77.00	0.00	1,077.00
<b>TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>876,579.00</b>	<b>0.00</b>	<b>66,219.00</b>	<b>0.00</b>	<b>942,798.00</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)

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01030137 BUREAU OF CODES

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$748,248	\$803,896	\$600,007	\$851,328	\$875,579
415000 TEMPORARY	\$0	\$0	\$458	\$0	\$0
416000 OVERTIME	\$686	\$884	\$383	\$1,000	\$1,000
<b>414100 SALARIES/WAGES</b>	<b>\$748,935</b>	<b>\$804,780</b>	<b>\$600,848</b>	<b>\$852,328</b>	<b>\$876,579</b>
419001 SOCIAL SECURITY	\$56,154	\$60,746	\$45,349	\$64,659	\$66,219
<b>419100 FRINGE BENEFITS</b>	<b>\$56,154</b>	<b>\$60,746</b>	<b>\$45,349</b>	<b>\$64,659</b>	<b>\$66,219</b>
<b>419995 PERSONNEL</b>	<b>\$805,088</b>	<b>\$865,526</b>	<b>\$646,196</b>	<b>\$916,987</b>	<b>\$942,798</b>
420010 ADVERTISING	\$171	\$171	\$0	\$3,000	\$3,000
420020 PRINTING	\$1,896	\$3,327	\$1,303	\$3,000	\$3,000
<b>420100 COMMUNICATIONS</b>	<b>\$2,067</b>	<b>\$3,498</b>	<b>\$1,303</b>	<b>\$6,000</b>	<b>\$6,000</b>
421010 LEGAL	\$606	\$3,263	\$2,764	\$4,000	\$4,000
421030 CONSULTING	\$0	\$0	\$0	\$7,500	\$7,500
421015 MEDICAL LAB SERV	\$0	\$0	\$0	\$500	\$500
421060 STENOGRAPHER	\$0	\$250	\$270	\$2,000	\$2,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$606</b>	<b>\$3,513</b>	<b>\$3,034</b>	<b>\$14,000</b>	<b>\$14,000</b>
429001 TUITION/TRAINING	\$5,574	\$8,452	\$4,934	\$8,000	\$8,000
429009 ADMIN/TRUSTEE FEE	\$30	\$30	\$0	\$0	\$0
429017 MEMBERSHIPS	\$570	\$695	\$480	\$1,250	\$1,250
<b>429100 CONTRACTED SRVC</b>	<b>\$6,174</b>	<b>\$9,178</b>	<b>\$5,414</b>	<b>\$9,250</b>	<b>\$9,250</b>
<b>429995 SERVICES</b>	<b>\$8,848</b>	<b>\$16,189</b>	<b>\$9,750</b>	<b>\$29,250</b>	<b>\$29,250</b>
430001 EDUCATIONAL	\$3,029	\$554	\$380	\$1,200	\$1,200
430002 SOFTWARE	\$0	\$223	\$0	\$3,000	\$2,500
430009 OFFICE	\$1,520	\$1,655	\$2,038	\$2,000	\$3,000
430014 WEARING APPAREL	\$5,967	\$3,143	\$2,337	\$8,000	\$8,000
430042 TOOLS & HARDWARE	\$2,075	\$650	\$1,617	\$5,000	\$5,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$12,591</b>	<b>\$6,225</b>	<b>\$6,372</b>	<b>\$19,200</b>	<b>\$19,700</b>
439015 OFFICE EQUIPMENT	\$0	\$2,666	\$0	\$0	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$0</b>	<b>\$2,666</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>439995 SUPPLIES</b>	<b>\$12,591</b>	<b>\$8,891</b>	<b>\$6,372</b>	<b>\$19,200</b>	<b>\$19,700</b>
<b>01030137 CODES</b>	<b>\$826,527</b>	<b>\$890,605</b>	<b>\$662,319</b>	<b>\$965,437</b>	<b>\$991,748</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.

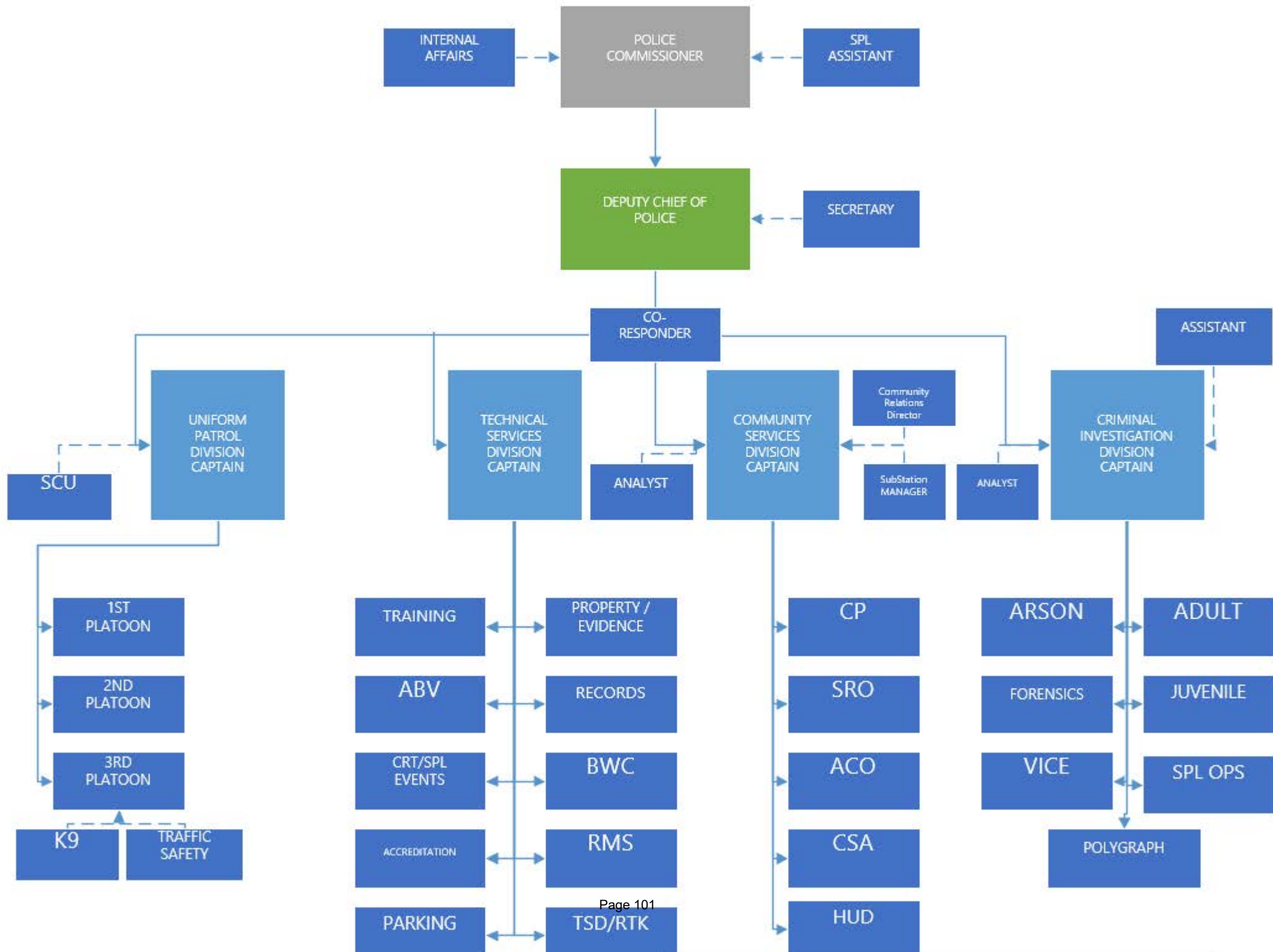
### Technical Services Division

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  
2021 PROPOSED BUDGET

General Fund

0142 Bureau of Police

**Allocation Plan**

**Position Control**

<i>PERSONNEL</i>	2020	2021	<i>JOB CLASSIFICATION</i>	2020	2021	2020	2021
	Adopted	Proposed		Adopted	Proposed	Adopted	Proposed
Salaries-Mgmt	666,339	1,274,770	Comissioner	1	1	110,100	112,302
Salaries-BU	10,907,924	11,554,115	Deputy Police Chief	1	1	100,925	102,944
Salaries- Police Extra Duty	900,000	1,000,000	Police Captain	2	4	192,674	389,202
Overtime	666,107	666,107	Director Of Community Relation And Engagement	0	1	0	70,000
Fringe Benefits	237,306	315,354	Community Policing Coordinator	1	1	58,000	58,000
Miscellaneous	4,392,721	4,375,477	Special Assistant To The Police				
<b>TOTAL</b>	<b>17,770,397</b>	<b>19,185,823</b>	Commissioner	1	1	61,100	62,322
			Crime Analyst	1	2	53,540	110,000
<i>SERVICES</i>			CIT Co-Responder	0	2	0	100,000
Communications	5,820	89,300	Technical Services Manager	0	1	0	45,000
Professional Services	97,690	72,500	RMS Manger	0	1	0	45,000
Utilities	0	0	Body Camera Manager	0	1	0	45,000
Insurance	417,929	321,680	Substation Manager	0	1	0	45,000
Rentals	0	0	Accreditation Officer	1	1	45,000	45,000
Maintenance & Repairs	155,818	173,704	Court Liaison & Special Events Coordinator	1	1	45,000	45,000
Contracted Services	279,026	373,694	<b>Total Management</b>	<b>9</b>	<b>19</b>	<b>666,339</b>	<b>1,274,770</b>
<b>TOTAL</b>	<b>956,283</b>	<b>1,030,878</b>	Detective	19	19	1,509,250	1,511,750
<i>SUPPLIES</i>			Forensic Investigator	5	5	396,000	397,000
Supplies	391,358	534,833	Police Officer	99	99	6,383,962	6,413,539
Minor Capital Equipment	38,250	60,760	Police Officer - SRO	2	2	140,500	140,250
<b>TOTAL</b>	<b>429,608</b>	<b>595,593</b>	Police Corporal	9	9	700,750	698,000
			Police Lieutenant	6	7	526,500	612,000
<i>OTHER</i>			Police Sergeant	10	10	821,000	819,000
	556,000	884,000	Secretary I	1	1	40,654	41,467
<b>TOTAL APPROPRIATION</b>	<b>19,712,287</b>	<b>21,696,294</b>	Police Data Technician I	1	2	81,396	81,762
			Police Data Technician II	3	2	90,198	92,001
			Parking Enforcement Office I	1	4	37,339	133,644
			Parking Enforcement Office II	1	0	39,505	0
			Dog Law Enforcement Officer III	1	1	51,563	52,594
			Dog Law Enforcement Officer II	1	1	44,542	45,433
			Administrative Assistant II	1	1	44,765	45,660
			Community Service Aide	0	12	0	470,015
			<b>Total Bargaining Unit</b>	<b>160</b>	<b>175</b>	<b>10,907,924</b>	<b>11,554,115</b>
			Police Extra Duty			900,000	1,000,000
			Overtime			666,107	666,107
			FICA			237,306	315,354
			<b>Total Fringe Benefits</b>			<b>237,306</b>	<b>315,354</b>
			Sick Leave Buy-Back			79,998	86,815
			Severance Pay			210,000	210,000
			Uniform Allowance			71,000	68,500
			College Credits			12,000	11,000
			Loss Time & Med			300,000	300,000
			Police Pension Plan			3,718,465	3,697,903
			Medicare Part B			1,259	1,259
			Bonus			0	0
			Total Miscellaneous			4,392,721	4,375,477
			<b>TOTAL</b>	<b>169</b>	<b>194</b>	<b>17,770,397</b>	<b>19,185,823</b>



PUBLIC SAFETY

POLICE BUREAU - 0142

EMPLOYEE	POSITION	ANNIV. / IN JOB SINCE D.O.B.			2020 END OF YR SALARY	2021 GRADE/STEP INCREASE	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL	
			1	13	2020	\$ 49,000.00	0.00	5,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			1	8	2018	\$ 56,500.00	0.00	8,000.00	0.00	64,500.00	0.00	936.00	0.00	65,436.00
			1	8	2018	\$ 64,500.00	0.00	0.00	0.00	64,500.00	0.00	936.00	0.00	65,436.00
			1	14	2019	\$ 54,000.00	0.00	2,500.00	0.00	56,500.00	0.00	820.00	0.00	57,320.00
			7	5	2017	\$ 64,500.00	0.00	1,500.00	0.00	66,000.00	0.00	957.00	0.00	66,957.00
			7	7	2014	\$ 70,250.00	0.00	250.00	0.00	70,500.00	0.00	1,023.00	0.00	71,523.00
VACANT	POSITION		1	21	2014	\$ 70,250.00	0.00	250.00	0.00	70,500.00	0.00	1,023.00	0.00	71,523.00
			1	13	2020	\$ 49,000.00	0.00	5,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			1	26	2015	\$ 70,000.00	0.00	250.00	0.00	70,250.00	0.00	1,019.00	0.00	71,269.00
VACANT	POSITION		1	13	2020	\$ 49,000.00	0.00	5,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			7	5	2017	\$ 64,500.00	0.00	1,500.00	0.00	66,000.00	0.00	957.00	0.00	66,957.00
			1	19	2016	\$ 66,000.00	0.00	4,000.00	0.00	70,000.00	0.00	1,015.00	0.00	71,015.00
			7	5	2017	\$ 64,500.00	0.00	1,500.00	0.00	66,000.00	0.00	957.00	0.00	66,957.00
			7	11	2016	\$ 66,000.00	0.00	4,000.00	0.00	70,000.00	0.00	1,015.00	0.00	71,015.00
			7	8	2013	\$ 70,500.00	0.00	250.00	0.00	70,750.00	0.00	1,026.00	0.00	71,776.00
VACANT	POSITION		7	5	2017	\$ 64,500.00	0.00	1,500.00	0.00	66,000.00	0.00	957.00	0.00	66,957.00
			1	13	2020	\$ 49,000.00	0.00	5,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			1	21	2014	\$ 70,250.00	0.00	250.00	0.00	70,500.00	0.00	1,023.00	0.00	71,523.00
			7	7	2014	\$ 70,250.00	0.00	250.00	0.00	70,500.00	0.00	1,023.00	0.00	71,523.00
			1	26	2015	\$ 70,000.00	0.00	250.00	0.00	70,250.00	0.00	1,019.00	0.00	71,269.00
			1	14	2019	\$ 54,000.00	0.00	2,500.00	0.00	56,500.00	0.00	820.00	0.00	57,320.00
			1	8	2018	\$ 56,500.00	0.00	8,000.00	0.00	64,500.00	0.00	936.00	0.00	65,436.00
			1	13	2020	\$ 49,000.00	0.00	5,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			1	8	2018	\$ 56,500.00	0.00	8,000.00	0.00	64,500.00	0.00	936.00	0.00	65,436.00
VACANT	POSITION		1	13	2020	\$ 49,000.00	0.00	5,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			1	13	2020	\$ 49,000.00	0.00	5,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			1	21	2014	\$ 70,250.00	0.00	250.00	0.00	70,500.00	0.00	1,023.00	0.00	71,523.00
			7	5	2017	\$ 64,500.00	0.00	1,500.00	0.00	66,000.00	0.00	957.00	0.00	66,957.00
			1	14	2013	\$ 70,500.00	0.00	250.00	0.00	70,750.00	0.00	1,026.00	0.00	71,776.00
			1	14	2019	\$ 54,000.00	0.00	2,500.00	0.00	56,500.00	0.00	820.00	0.00	57,320.00
			6	18	2018	\$ 56,500.00	0.00	8,000.00	0.00	64,500.00	0.00	936.00	0.00	65,436.00
			1	19	2016	\$ 66,000.00	0.00	4,000.00	0.00	70,000.00	0.00	1,015.00	0.00	71,015.00
			1	26	2015	\$ 70,000.00	0.00	250.00	0.00	70,250.00	0.00	1,019.00	0.00	71,269.00
			1	17	2017	\$ 64,500.00	0.00	1,500.00	0.00	66,000.00	0.00	957.00	0.00	66,957.00
VACANT	POSITION		1	14	2019	\$ 51,592.82	0.00	4,907.18	0.00	56,500.00	0.00	820.00	0.00	57,320.00
			7	11	2016	\$ 66,000.00	0.00	4,000.00	0.00	70,000.00	0.00	1,015.00	0.00	71,015.00
			1	17	2017	\$ 64,500.00	0.00	1,500.00	0.00	66,000.00	0.00	957.00	0.00	66,957.00
			1	14	2013	\$ 70,500.00	0.00	250.00	0.00	70,750.00	0.00	1,026.00	0.00	71,776.00
			7	7	2014	\$ 70,250.00	0.00	250.00	0.00	70,500.00	0.00	1,023.00	0.00	71,523.00
			1	14	2013	\$ 70,500.00	0.00	250.00	0.00	70,750.00	0.00	1,026.00	0.00	71,776.00
			1	19	2016	\$ 66,000.00	0.00	4,000.00	0.00	70,000.00	0.00	1,015.00	0.00	71,015.00
			7	1	2019	\$ 54,000.00	0.00	2,500.00	0.00	56,500.00	0.00	820.00	0.00	57,320.00
			7	5	2017	\$ 64,500.00	0.00	1,500.00	0.00	66,000.00	0.00	957.00	0.00	66,957.00
			1	17	2017	\$ 64,500.00	0.00	1,500.00	0.00	66,000.00	0.00	957.00	0.00	66,957.00
			6	18	2018	\$ 56,500.00	0.00	8,000.00	0.00	64,500.00	0.00	936.00	0.00	65,436.00
			1	14	2019	\$ 51,592.82	0.00	4,907.18	0.00	56,500.00	0.00	820.00	0.00	57,320.00
VACANT	POSITION		1	17	2017	\$ 64,500.00	0.00	1,500.00	0.00	66,000.00	0.00	957.00	0.00	66,957.00
			1	13	2020	\$ 49,000.00	0.00	5,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			1	8	2018	\$ 56,500.00	0.00	8,000.00	0.00	64,500.00	0.00	936.00	0.00	65,436.00
			1	13	2020	\$ 49,000.00	0.00	5,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			1	8	2018	\$ 56,500.00	0.00	8,000.00	0.00	64,500.00	0.00	936.00	0.00	65,436.00
			1	13	2020	\$ 49,000.00	0.00	5,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			7	1	2019	\$ 54,000.00	0.00	2,500.00	0.00	56,500.00	0.00	820.00	0.00	57,320.00
			7	1	2019	\$ 54,000.00	0.00	2,500.00	0.00	56,500.00	0.00	820.00	0.00	57,320.00
			7	1	2019	\$ 54,000.00	0.00	2,500.00	0.00	56,500.00	0.00	820.00	0.00	57,320.00
			7	1	2019	\$ 54,000.00	0.00	2,500.00	0.00	56,500.00	0.00	820.00	0.00	57,320.00
			8	17	2020	\$ 49,000.00	0.00	5,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			7	1	2019	\$ 54,000.00	0.00	2,500.00	0.00	56,500.00	0.00	820.00	0.00	57,320.00
			7	5	2005	\$ 73,500.00	0.00	250.00	0.00	73,750.00	0.00	1,070.00	0.00	74,820.00
			1	20	2009	\$ 72,500.00	0.00	250.00	0.00	72,750.00	0.00	1,055.00	0.00	73,805.00
			1	20	2009	\$ 72,500.00	0.00	250.00	0.00	72,750.00	0.00	1,055.00	0.00	73,805.00
			5	20	1998	\$ 77,500.00	0.00	500.00	0.00	78,000.00	0.00	1,131.00	0.00	79,131.00
VACANT	POSITION		7	8	2002	\$ 74,000.00	0.00	1,000.00	0.00	75,000.00	0.00	1,088.00	0.00	76,088.00
			7	6	2009	\$ 72,500.00	0.00	250.00	0.00	72,750.00	0.00	1,055.00	0.00	73,805.00
			1	8	2001	\$ 75,000.00	0.00	500.00	0.00	75,500.00	0.00	1,095.00	0.00	76,595.00
			1	19	2010	\$ 72,250.00	0.00	250.00	0.00	72,500.00	0.00	1,052.00	0.00	73,552.00
			1	22	2002	\$ 74,500.00	0.00	500.00	0.00	75,000.00	0.00	1,088.00	0.00	76,088.00
			7	8	2002	\$ 74,500.00	0.00	500.00	0.00	75,000.00	0.00	1,088.00	0.00	76,088.00
			5	15	2000	\$ 75,500.00	0.00	500.00	0.00	76,000.00	0.00	1,102.00	0.00	77,102.00
			1	8	2001	\$ 75,000.00	0.00	500.00	0.00	75,500.00	0.00	1,095.00	0.00	76,595.00
			1	13	2020	\$ 53,000.00	0.00	1,000.00	0.00	54,000.00	0.00	783.00	0.00	54,783.00
			7	2	2007	\$ 73,000.00	0.00	250.00	0.00	73,250.00	0.00	1,063.00	0.00	74,313.00
			1	20	2009	\$ 72,500.00	0.00	250.00	0.00	72,750.00	0.00	1,055.00	0.00	73,805.00
			5	20	1994	\$ 78,500.00	0.00	250.00	0.00	78,750.00	0.00	1,142.00	0.00	79,892.00
			1	8	2001	\$ 75,000.00	0.00	500.00	0.00	75,500.00	0.00	1,095.00	0.00	76,595.00
			1	20	2009	\$ 72,500.00	0.00	250.00	0.00	72,750.00	0.00	1,055.00	0.00	73,805.00
			7	2	2007	\$ 73,000.00	0.00	250.00	0.00	73,250.00	0.00	1,063.00	0.00	74,313.00
			7	2	2007	\$ 73,000.00	0.00	250.00	0.00	73,250.00	0.00	1,063.00	0.00	74,313.00
			1	19	2010	\$ 72,250.00	0.00	250.00	0.00	72,500.00	0.00	1,052.00	0.00	73,552.00
			9	15	1997	\$ 77,000.00	0.00	500.00	0.00	77,500.00	0.00	1,124.00	0.00	78,624.00
			5	17	1999	\$ 76,000.00	0.00	500.00	0.00	76,500.00	0.00	1,110.00	0.00	77,610.00
			7	5	2005	\$ 73,500.00	0.00	250.00	0.00	73,750.00	0.00	1,070.00	0.00	74,820.00



# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01040142 BUREAU OF POLICE

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$9,600,622	\$9,823,887	\$8,561,989	\$11,574,263	\$12,828,885
414900 SALARIES/WAGES-EXTRA DUTY	\$882,294	\$1,065,822	\$930,196	\$900,000	\$1,000,000
416000 OVERTIME	\$651,201	\$580,411	\$586,330	\$666,107	\$666,107
414002 SIGNING BONUS	\$195,500	\$180,500	\$322,624	\$0	\$0
417000 SICK LEAVE/VACAT BUY-BACK	\$63,619	\$64,951	\$72,342	\$79,998	\$86,815
<b>414100 SALARIES/WAGES</b>	<b>\$11,393,236</b>	<b>\$11,715,572</b>	<b>\$10,473,482</b>	<b>\$13,220,368</b>	<b>\$14,581,806</b>
419001 SOCIAL SECURITY	\$192,728	\$198,539	\$178,113	\$237,306	\$315,354
419005 SEVERANCE PAY	\$80,724	\$74,223	\$166,536	\$210,000	\$210,000
419007 MEDICARE - PART B	\$0	\$0	\$0	\$1,259	\$1,259
419012 LOSS TIME & MED	\$262,199	\$156,712	\$85,072	\$300,000	\$300,000
419020 POLICE PENSION PLAN A	\$3,400,136	\$3,714,804	\$3,718,465	\$3,718,465	\$3,697,903
419028 CLOTHING ALLOWANCE	\$65,900	\$66,400	\$66,300	\$71,000	\$68,500
419049 COLLEGE CREDITS	\$11,600	\$11,500	\$10,400	\$12,000	\$11,000
<b>419100 FRINGE BENEFITS</b>	<b>\$4,013,286</b>	<b>\$4,222,178</b>	<b>\$4,224,886</b>	<b>\$4,550,029</b>	<b>\$4,604,017</b>
<b>419995 PERSONNEL</b>	<b>\$15,406,521</b>	<b>\$15,937,750</b>	<b>\$14,698,367</b>	<b>\$17,770,397</b>	<b>\$19,185,823</b>
420010 ADVERTISING	\$2,854	\$494	\$229	\$3,920	\$85,100
420020 PRINTING	\$1,813	\$1,092	\$1,222	\$1,300	\$3,600
420030 PHOTOGRAPHY	\$914	\$0	\$0	\$600	\$600
420050 POSTAGE	\$15	\$0	\$0	\$0	\$0
<b>420100 COMMUNICATIONS</b>	<b>\$5,596</b>	<b>\$1,586</b>	<b>\$1,451</b>	<b>\$5,820</b>	<b>\$89,300</b>
421010 LEGAL	\$14,656	\$0	\$0	\$0	\$0
421016 MEDICAL/PSYCHOLOGICAL EXA	\$5,345	\$7,036	\$2,950	\$25,190	\$27,350
421050 OTHER PROFESSIONAL FEES	\$11,722	\$19,810	\$0	\$47,500	\$20,150
421070 ARBITRATION	\$3,999	\$11,601	\$523	\$25,000	\$25,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$35,722</b>	<b>\$38,447</b>	<b>\$3,473</b>	<b>\$97,690</b>	<b>\$72,500</b>
423011 AUTO DEDUCT	\$6,459	\$7,367	\$12	\$35,000	\$35,000
423021 GEN LIAB DEDUCT	\$0	\$0	\$500	\$1,000	\$1,000
423080 POLICE PROF PREM	\$274,587	\$261,112	\$233,316	\$285,000	\$183,905
423081 POLICE PROF DEDUCT	\$99,983	\$111,439	\$99,370	\$96,929	\$101,775
<b>423100 INSURANCE</b>	<b>\$381,030</b>	<b>\$379,919</b>	<b>\$333,198</b>	<b>\$417,929</b>	<b>\$321,680</b>
425000 OFFICE EQUIPMENT	\$1,184	\$285	\$0	\$2,000	\$0
425010 VEHICULAR EQUIPMENT	\$6,442	\$12,004	\$1,939	\$26,600	\$39,590
425090 MAINT SERV CONTRACT	\$66,186	\$70,659	\$101,293	\$97,662	\$104,558
425099 OTHER CONT MAINT	\$26,556	\$29,481	\$26,506	\$29,556	\$29,556
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$100,368</b>	<b>\$112,428</b>	<b>\$129,737</b>	<b>\$155,818</b>	<b>\$173,704</b>
429001 TUITION/TRAINING	\$34,241	\$51,293	\$32,487	\$125,324	\$167,609
429009 ADMIN/TRUSTEE FEE	\$643	\$731	\$670	\$0	\$0
429010 PRISONER CARE	\$455	\$560	\$280	\$1,000	\$1,000
429016 CONFERENCES	\$1,882	\$2,300	\$625	\$9,577	\$11,440
429017 MEMBERSHIPS	\$2,075	\$2,405	\$390	\$2,325	\$2,695
429060 TOWING	\$3,165	\$1,980	\$1,370	\$6,200	\$6,200
429086 MISC CONTR SRVCS-MIN EVT	\$0	\$0	\$0	\$0	\$50,000
429090 MISC CONTRACTED SRVCS	\$130,322	\$102,185	\$45,905	\$134,600	\$134,750
<b>429100 CONTRACTED SRVC</b>	<b>\$172,783</b>	<b>\$161,454</b>	<b>\$81,727</b>	<b>\$279,026</b>	<b>\$373,694</b>
<b>429995 SERVICES</b>	<b>\$695,498</b>	<b>\$693,833</b>	<b>\$549,586</b>	<b>\$956,283</b>	<b>\$1,030,878</b>
430002 SOFTWARE	\$21,669	\$5,298	\$0	\$87,700	\$77,490
430003 SUBSCRIPTIONS	\$7,346	\$8,793	\$9,305	\$24,111	\$16,761
430006 PHOTOGRAPHY	\$0	\$0	\$0	\$300	\$300

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01040142 BUREAU OF POLICE

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
430009 OFFICE	\$21,822	\$35,259	\$41,013	\$70,880	\$78,891
430012 PERSONAL SAFETY	\$88,299	\$53,138	\$40,370	\$85,882	\$162,462
430014 WEARING APPAREL	\$55,111	\$53,697	\$53,353	\$111,555	\$164,545
430016 MEDICAL/LAB	\$10,183	\$10,429	\$2,737	\$4,030	\$9,735
430052 VEHICLE PARTS & SUPPLIES	\$14,635	\$15,103	\$4,111	\$6,900	\$24,650
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$219,064</b>	<b>\$181,716</b>	<b>\$150,890</b>	<b>\$391,358</b>	<b>\$534,833</b>
439015 OFFICE EQUIPMENT	\$5,161	\$15,545	\$12,034	\$38,250	\$60,760
439030 VEHICULAR EQUIPMENT	\$8,455	\$0	\$0	\$0	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$13,616</b>	<b>\$15,545</b>	<b>\$12,034</b>	<b>\$38,250</b>	<b>\$60,760</b>
<b>439995 SUPPLIES</b>	<b>\$232,680</b>	<b>\$197,262</b>	<b>\$162,923</b>	<b>\$429,608</b>	<b>\$595,593</b>
450000 LAND	\$625	\$0	\$0	\$0	\$0
452000 BUILDINGS AND STRUCTURES	\$537,993	\$714,437	\$4,987	\$25,000	\$52,000
<b>450100 CAPITAL OUTLAY</b>	<b>\$538,618</b>	<b>\$714,437</b>	<b>\$4,987</b>	<b>\$25,000</b>	<b>\$52,000</b>
452008 BUILDING IMPROVEMENTS	\$13,261	\$81,689	\$0	\$0	\$0
<b>452100 BUILDING AND STRUCTURES</b>	<b>\$13,261</b>	<b>\$81,689</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
453000 OPERATIONS EQUIPMENT	\$0	\$204,422	\$0	\$0	\$0
453004 EQUIPMENT-VEHICLE	\$515,549	\$380,679	\$0	\$531,000	\$600,000
453036 EQUIPMENT-PUBLIC SAFETY	\$0	\$0	\$8,620	\$0	\$0
453039 EQUIPMENT-COMMUNICATION	\$802,500	\$386,095	\$0	\$0	\$112,000
453051 EQUIPMENT-DATA PROCESSING	\$18,634	\$238,021	\$0	\$0	\$100,000
<b>453100 CAPITAL OUTLAY</b>	<b>\$1,336,683</b>	<b>\$1,209,217</b>	<b>\$8,620</b>	<b>\$531,000</b>	<b>\$812,000</b>
463000 MATCHING SHARE GRANTS	\$0	\$0	\$0	\$0	\$20,000
<b>460100 SUBSIDIES &amp; GRANTS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>
<b>499995 OTHER</b>	<b>\$1,888,561</b>	<b>\$2,005,344</b>	<b>\$13,607</b>	<b>\$556,000</b>	<b>\$884,000</b>
<b>01040142 POLICE</b>	<b>\$18,223,261</b>	<b>\$18,834,188</b>	<b>\$15,424,484</b>	<b>\$19,712,287</b>	<b>\$21,696,294</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 2021 PROPOSED BUDGET

General Fund

0151 Fire

### Allocation Plan

### Position Control

<i><b>PERSONNEL</b></i>	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<i><b>JOB CLASSIFICATION</b></i>	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>
Salaries-Mgmt	315,636	327,631	Fire Chief	1	1	94,795	98,908
Salaries-BU	5,489,364	5,706,350	Senior Deputy Chief	1	1	86,895	90,406
Overtime	475,000	475,000	Deputy Chief	1	1	82,946	86,297
Premium	362,100	362,100	Administrative Assistant I	1	1	51,000	52,020
Fringe Benefits	102,920	106,290					
Miscellaneous	1,097,906	1,597,865					
			<b>Total Management</b>	<b>4</b>	<b>4</b>	<b>315,636</b>	<b>327,631</b>
<b>TOTAL</b>	<b>7,842,926</b>	<b>8,575,236</b>					
<i><b>SERVICES</b></i>			Battalion Chief	4	4	316,684	323,017
Communications	2,000	2,000	Captain	4	4	303,214	309,967
Professional Services	21,750	21,750	Lieutenant	8	8	587,627	600,717
Utilities	31,500	31,000	Firefighter Driver/Operator	50	50	3,256,114	3,418,464
Insurance	0	0	Firefighter I	10	10	553,988	516,133
Rentals	0	0	Firefighter-Probationary	10	10	471,737	538,051
Maintenance & Repairs	221,000	221,000	Reallocation				
Contracted Services	96,850	96,850					
			<b>Total Bargaining Unit</b>	<b>86</b>	<b>86</b>	<b>5,489,364</b>	<b>5,706,350</b>
<b>TOTAL</b>	<b>373,100</b>	<b>372,600</b>	Overtime			475,000	475,000
<i><b>SUPPLIES</b></i>			Premium			362,100	362,100
Supplies	189,565	197,065	FICA			102,920	106,290
Minor Capital Equipment	75,000	75,000	Total Fringe Benefits			102,920	106,290
			Severance Pay			85,000	85,000
<b>TOTAL</b>	<b>264,565</b>	<b>272,065</b>	College Credits			15,000	15,000
<i><b>OTHER</b></i>			Medicare - Part B			85,000	85,000
	233,000	985,000	Sick Leave Buy-Back			150,000	150,000
			Hearing Aids			500	500
<b>TOTAL APPROPRIATION</b>	<b>8,713,591</b>	<b>10,204,901</b>	Fire Pension Plan			442,406	942,365
			Clothing Allowance			85,000	85,000
			Clothing Maint.			10,000	10,000
			Loss Time & Med			225,000	225,000
			<b>Total Miscellaneous</b>			<b>1,097,906</b>	<b>1,597,865</b>
			<b>TOTAL</b>	<b>90</b>	<b>90</b>	<b>7,842,926</b>	<b>8,575,236</b>



PUBLIC SAFETY

FIRE - 0151

EMPLOYEE	POSITION	ANNIV. / D.O.H.		2020	2021	2021	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL	
				END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE							
	FIRE CHIEF	3	9	2000	\$ 96,969.00	1,939.38	0.00	0.00	98,908.00	0.00	1,435.00	0.00	100,343.00
	DEPUTY CHIEF	3	7	2005	\$ 84,605.00	1,692.10	0.00	0.00	86,297.00	0.00	1,252.00	0.00	87,549.00
	SENIOR DEPUTY CHIEF	8	27	1990	\$ 88,633.00	1,772.66	0.00	0.00	90,406.00	0.00	1,311.00	0.00	91,717.00
	ADMINISTRATIVE ASSISTANT TO THE FIRE CHIEF	8	10	2015	\$ 51,000.00	1,020.00	0.00	0.00	52,020.00	0.00	3,980.00	0.00	56,000.00
4.00	MANAGEMENT TOTALS				321,207.00	6,424.14	0.00	0.00	327,631.00	0.00	7,978.00	0.00	335,609.00
	BATTALION CHIEF	3	11	1996	\$ 70,062.76	0.00	1,401.26	9,290.32	80,754.34	0.00	1,171.00	0.00	81,925.34
	BATTALION CHIEF	3	2	2001	\$ 70,062.76	0.00	1,401.26	9,290.32	80,754.34	0.00	1,171.00	0.00	81,925.34
	BATTALION CHIEF	3	3	2003	\$ 70,062.76	0.00	1,401.26	9,290.32	80,754.34	0.00	1,171.00	0.00	81,925.34
	BATTALION CHIEF	3	9	2000	\$ 70,062.76	0.00	1,401.26	9,290.32	80,754.34	0.00	1,171.00	0.00	81,925.34
	FIRE CAPTAIN	3	7	2005	\$ 67,530.92	0.00	1,350.62	8,954.60	77,836.14	0.00	1,129.00	0.00	78,965.14
	FIRE CAPTAIN	3	3	2008	\$ 67,530.92	0.00	1,350.62	7,579.97	76,458.51	0.00	1,109.00	0.00	77,567.51
	FIRE CAPTAIN	3	7	2005	\$ 67,530.92	0.00	1,350.62	8,954.60	77,836.14	0.00	1,129.00	0.00	78,965.14
	FIRE CAPTAIN	3	7	2005	\$ 67,530.92	0.00	1,350.62	8,954.60	77,836.14	0.00	1,129.00	0.00	78,965.14
	FIRE LIEUTENANT	3	3	2003	\$ 65,583.34	0.00	1,311.67	8,696.35	75,591.36	0.00	1,097.00	0.00	76,688.36
	FIRE LIEUTENANT	3	17	1997	\$ 65,583.34	0.00	1,311.67	8,696.35	75,591.36	0.00	1,097.00	0.00	76,688.36
	FIRE LIEUTENANT	3	9	2000	\$ 65,583.34	0.00	1,311.67	8,696.35	75,591.36	0.00	1,097.00	0.00	76,688.36
	FIRE LIEUTENANT	8	29	2003	\$ 65,583.34	0.00	1,311.67	8,696.35	75,591.36	0.00	1,097.00	0.00	76,688.36
	FIRE LIEUTENANT	3	16	1998	\$ 65,583.34	0.00	1,311.67	8,696.35	75,591.36	0.00	1,097.00	0.00	76,688.36
	FIRE LIEUTENANT	3	6	2006	\$ 65,583.34	0.00	1,311.67	8,696.35	75,591.36	0.00	1,097.00	0.00	76,688.36
	FIRE LIEUTENANT	8	27	1990	\$ 65,583.34	0.00	1,311.67	8,696.35	75,591.36	0.00	1,097.00	0.00	76,688.36
	FIRE LIEUTENANT	6	4	2012	\$ 65,583.34	0.00	1,311.67	4,682.65	71,577.66	0.00	1,038.00	0.00	72,615.66
	FIREFIGHTER DRIVER/OPERATOR	3	3	2008	\$ 60,714.41	0.00	1,214.29	6,812.16	68,740.86	0.00	997.00	0.00	69,737.86
	FIREFIGHTER DRIVER/OPERATOR	3	24	2014	\$ 60,714.41	0.00	1,214.29	0.00	61,928.70	0.00	898.00	0.00	62,826.70
	FIREFIGHTER DRIVER/OPERATOR	3	7	2005	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	3	7	2005	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	6	4	2012	\$ 60,714.41	0.00	1,214.29	4,335.01	66,263.71	0.00	961.00	0.00	67,224.71
	FIREFIGHTER DRIVER/OPERATOR	3	3	2008	\$ 60,714.41	0.00	1,214.29	6,812.16	68,740.86	0.00	997.00	0.00	69,737.86
	FIREFIGHTER DRIVER/OPERATOR	3	24	2014	\$ 60,714.41	0.00	1,214.29	0.00	61,928.70	0.00	898.00	0.00	62,826.70
	FIREFIGHTER DRIVER/OPERATOR	8	31	2009	\$ 60,714.41	0.00	1,214.29	6,192.87	68,121.57	0.00	988.00	0.00	69,109.57
	FIREFIGHTER DRIVER/OPERATOR	3	16	2015	\$ 60,714.41	0.00	1,214.29	0.00	61,928.70	0.00	898.00	0.00	62,826.70
	FIREFIGHTER DRIVER/OPERATOR	9	8	1998	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	8	29	2003	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	8	29	2003	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	3	13	1995	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	3	3	2008	\$ 60,714.41	0.00	1,214.29	6,812.16	68,740.86	0.00	997.00	0.00	69,737.86
	FIREFIGHTER DRIVER/OPERATOR	3	24	2014	\$ 60,714.41	0.00	1,214.29	0.00	61,928.70	0.00	898.00	0.00	62,826.70
	FIREFIGHTER DRIVER/OPERATOR	6	4	2012	\$ 60,714.41	0.00	1,214.29	4,335.01	66,263.71	0.00	961.00	0.00	67,224.71
	FIREFIGHTER DRIVER/OPERATOR	3	6	2006	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	3	6	2006	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	3	9	2000	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	6	4	2012	\$ 60,714.41	0.00	1,214.29	4,335.01	66,263.71	0.00	961.00	0.00	67,224.71
	FIREFIGHTER DRIVER/OPERATOR	3	6	2006	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	3	6	2006	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	3	7	2005	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	3	24	2014	\$ 60,714.41	0.00	1,214.29	0.00	61,928.70	0.00	898.00	0.00	62,826.70
	FIREFIGHTER DRIVER/OPERATOR	3	16	2015	\$ 60,714.41	0.00	1,214.29	0.00	61,928.70	0.00	898.00	0.00	62,826.70
	FIREFIGHTER DRIVER/OPERATOR	3	16	2015	\$ 60,714.41	0.00	1,214.29	0.00	61,928.70	0.00	898.00	0.00	62,826.70
	FIREFIGHTER DRIVER/OPERATOR	8	29	2003	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	3	24	2014	\$ 60,714.41	0.00	1,214.29	0.00	61,928.70	0.00	898.00	0.00	62,826.70
	FIREFIGHTER DRIVER/OPERATOR	3	8	1999	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	3	16	2015	\$ 60,714.41	0.00	1,214.29	0.00	61,928.70	0.00	898.00	0.00	62,826.70
	FIREFIGHTER DRIVER/OPERATOR	6	4	2012	\$ 60,714.41	0.00	1,214.29	4,335.01	66,263.71	0.00	961.00	0.00	67,224.71
	FIREFIGHTER DRIVER/OPERATOR	3	24	2014	\$ 60,714.41	0.00	1,214.29	0.00	61,928.70	0.00	898.00	0.00	62,826.70
	FIREFIGHTER DRIVER/OPERATOR	3	3	2003	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	3	24	2014	\$ 60,714.41	0.00	1,214.29	0.00	61,928.70	0.00	898.00	0.00	62,826.70
	FIREFIGHTER DRIVER/OPERATOR	6	4	2012	\$ 60,714.41	0.00	1,214.29	4,335.01	66,263.71	0.00	961.00	0.00	67,224.71
	FIREFIGHTER DRIVER/OPERATOR	8	27	1990	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	8	27	1990	\$ 60,714.41	0.00	1,214.29	8,050.73	69,979.43	0.00	1,015.00	0.00	70,994.43
	FIREFIGHTER DRIVER/OPERATOR	6	4	2012	\$ 60,714.41	0.00	1,214.29	4,335.01	66,263.71	0.00	961.00	0.00	67,224.71
	FIREFIGHTER I	3	6	2018	\$ 53,978.28	6,736.12	1,214.29	0.00	61,928.69	0.00	898.00	0.00	62,826.69
	FIREFIGHTER I	3	6	2018	\$ 53,978.28	6,736.12	1,214.29	0.00	61,928.69	0.00	898.00	0.00	62,826.69

PUBLIC SAFETY

FIRE - 0151

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020		2021		2021		2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
			END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE	ANNUAL INCREASE								
	FIREFIGHTER DRIVER/OPERATOR	1 30	2017	\$ 60,714.40	0.01	1,214.29	0.00	0.00	61,928.70	0.00	898.00	0.00	62,826.70	
	FIREFIGHTER DRIVER/OPERATOR	1 30	2017	\$ 60,714.40	0.01	1,214.29	0.00	0.00	61,928.70	0.00	898.00	0.00	62,826.70	
	FIREFIGHTER DRIVER/OPERATOR	1 30	2017	\$ 60,714.40	0.01	1,214.29	0.00	0.00	61,928.70	0.00	898.00	0.00	62,826.70	
	FIREFIGHTER DRIVER/OPERATOR	1 30	2017	\$ 60,714.40	0.01	1,214.29	0.00	0.00	61,928.70	0.00	898.00	0.00	62,826.70	
	FIREFIGHTER DRIVER/OPERATOR	1 30	2017	\$ 60,714.40	0.01	1,214.29	0.00	0.00	61,928.70	0.00	898.00	0.00	62,826.70	
	FIREFIGHTER DRIVER/OPERATOR	1 30	2017	\$ 60,714.40	0.01	1,214.29	0.00	0.00	61,928.70	0.00	898.00	0.00	62,826.70	
	FIREFIGHTER DRIVER/OPERATOR	1 30	2017	\$ 60,714.40	0.00	1,214.29	0.00	0.00	61,928.69	0.00	898.00	0.00	62,826.69	
	FIREFIGHTER I	3 6	2018	\$ 53,978.28	6,736.12	1,214.29	0.00	0.00	61,928.69	0.00	898.00	0.00	62,826.69	
	FIREFIGHTER I	3 6	2018	\$ 53,978.28	6,736.12	1,214.29	0.00	0.00	61,928.69	0.00	898.00	0.00	62,826.69	
	FIREFIGHTER I	1 30	2017	\$ 60,714.40	0.01	1,214.29	0.00	0.00	61,928.70	0.00	898.00	0.00	62,826.70	
	FIREFIGHTER I	3 6	2018	\$ 53,978.28	6,736.13	1,214.29	0.00	0.00	61,928.70	0.00	898.00	0.00	62,826.70	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - PROBATIONARY	3 2	2020	\$ 48,296.35	5,681.93	1,079.57	0.00	0.00	55,057.85	0.00	799.00	0.00	55,856.85	
	FIREFIGHTER - TRAINEE	3 3	2003	\$ 67,530.92	0.00	1,350.62	8,954.60	0.00	77,836.14	0.00	1,129.00	0.00	78,965.14	
	FIREFIGHTER - TRAINEE	3 24	2014	\$ 60,714.41	0.00	1,214.29	0.00	0.00	61,928.70	0.00	898.00	0.00	62,826.70	
	FIREFIGHTER - TRAINEE	3 13	1995	\$ 60,714.41	0.00	1,214.29	8,050.73	0.00	69,979.43	0.00	1,015.00	0.00	70,994.43	
	FIREFIGHTER - TRAINEE	8 7	1989	\$ 60,714.41	0.00	1,214.29	8,050.73	0.00	69,979.43	0.00	1,015.00	0.00	70,994.43	
<b>VACANT</b>	<b>POSITION</b>	<b>3 2</b>	<b>2020</b>	<b>\$ 37,349.37</b>	<b>0.00</b>	<b>746.99</b>	<b>0.00</b>	<b>0.00</b>	<b>38,096.35</b>	<b>0.00</b>	<b>553.00</b>	<b>0.00</b>	<b>38,649.35</b>	
86.00	BARGAINING UNIT TOTALS			5,150,640.27	90,499.99	104,822.81	360,387.06	5,706,350.12	0.00	82,767.00	0.00	5,789,117.12		
90.00	TOTAL			5,471,847.27	96,924.13	104,822.81	360,387.06	6,033,981.12	0.00	90,745.00	0.00	6,124,726.12		
<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>7,021,081.12</b>	<b>0.00</b>	105,058.45	0.00	7,126,139.57
<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>942,364.51</b>	0.00	0.00	0.00	942,364.51
<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>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>										<b>8,468,945.63</b>	<b>0.00</b>	<b>106,289.95</b>	<b>0.00</b>	<b>8,575,236.58</b>

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01040151 BUREAU OF FIRE

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$5,231,273	\$5,404,022	\$4,763,853	\$5,804,999	\$6,033,981
416000 OVERTIME	\$701,078	\$633,231	\$622,411	\$475,000	\$475,000
414002 SIGNING BONUS	\$0	\$0	\$202,500	\$0	\$0
416001 PREMIUM	\$350,730	\$361,653	\$316,359	\$362,100	\$362,100
417000 SICK LEAVE/VACAT BUY-BACK	\$166,539	\$179,454	\$191,185	\$150,000	\$150,000
<b>414100 SALARIES/WAGES</b>	<b>\$6,449,620</b>	<b>\$6,578,360</b>	<b>\$6,096,309</b>	<b>\$6,792,099</b>	<b>\$7,021,081</b>
419001 SOCIAL SECURITY	\$94,338	\$97,243	\$89,333	\$102,920	\$106,290
419005 SEVERANCE PAY	\$10,475	\$51,551	\$50,607	\$85,000	\$85,000
419007 MEDICARE - PART B	\$80,391	\$94,993	\$95,157	\$85,000	\$85,000
419012 LOSS TIME & MED	\$196,026	\$106,350	\$132,066	\$225,000	\$225,000
419023 FIRE PENSION PLAN B	\$535,723	\$495,733	\$442,406	\$442,406	\$942,365
419027 HEARING AID -FIRE	\$0	\$0	\$0	\$500	\$500
419028 CLOTHING ALLOWANCE	\$84,185	\$90,015	\$89,109	\$85,000	\$85,000
419029 CLOTHING MAINT ALLOWANCE	\$4,715	\$7,798	\$5,428	\$10,000	\$10,000
419049 COLLEGE CREDITS	\$9,384	\$14,900	\$12,800	\$15,000	\$15,000
<b>419100 FRINGE BENEFITS</b>	<b>\$1,015,237</b>	<b>\$958,582</b>	<b>\$916,905</b>	<b>\$1,050,826</b>	<b>\$1,554,154</b>
<b>419995 PERSONNEL</b>	<b>\$7,464,857</b>	<b>\$7,536,942</b>	<b>\$7,013,214</b>	<b>\$7,842,925</b>	<b>\$8,575,236</b>
420010 ADVERTISING	\$897	\$1,906	\$1,756	\$2,000	\$2,000
<b>420100 COMMUNICATIONS</b>	<b>\$897</b>	<b>\$1,906</b>	<b>\$1,756</b>	<b>\$2,000</b>	<b>\$2,000</b>
421016 MEDICAL/PSYCHOLOGICAL EXA	\$1,050	\$0	\$2,100	\$1,750	\$1,750
421050 OTHER PROFESSIONAL FEES	\$9,494	\$394	\$0	\$0	\$0
421070 ARBITRATION	\$13,441	\$2,279	\$1,806	\$20,000	\$20,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$23,985</b>	<b>\$2,674</b>	<b>\$3,906</b>	<b>\$21,750</b>	<b>\$21,750</b>
422000 SEWERAGE	\$2,391	\$906	\$1,914	\$4,000	\$4,000
422010 WATER	\$7,952	\$9,375	\$5,101	\$10,000	\$10,000
422030 HEAT	\$14,492	\$12,400	\$9,749	\$17,000	\$17,000
422080 SEWERAGE MAINT CHARGES	\$358	\$136	\$126	\$500	\$0
<b>422100 UTILITIES &amp; SRVC</b>	<b>\$25,192</b>	<b>\$22,817</b>	<b>\$16,889</b>	<b>\$31,500</b>	<b>\$31,000</b>
425000 OFFICE EQUIPMENT	\$259	\$930	\$945	\$1,000	\$1,000
425010 VEHICULAR EQUIPMENT	\$304,130	\$187,961	\$146,055	\$160,000	\$160,000
425030 BUILDING MAINT	\$67,159	\$36,569	\$41,735	\$40,000	\$40,000
425050 COMMUNICATIONS EQUIPMENT	\$6,738	\$6,515	\$2,731	\$8,000	\$8,000
425060 OPERATIONS EQUIPMENT	\$9,535	\$9,968	\$5,926	\$9,000	\$9,000
425090 MAINT SERV CONTRACT	\$3,855	\$5,531	\$7,296	\$3,000	\$3,000
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$391,676</b>	<b>\$247,474</b>	<b>\$204,688</b>	<b>\$221,000</b>	<b>\$221,000</b>
429001 TUITION/TRAINING	\$86,013	\$81,675	\$66,370	\$85,000	\$85,000
429009 ADMIN/TRUSTEE FEE	\$152	\$274	\$213	\$350	\$350
429016 CONFERENCES	\$0	\$2,549	\$0	\$3,500	\$3,500
429017 MEMBERSHIPS	\$1,000	\$1,838	\$2,564	\$3,000	\$3,000
429090 MISC CONTRACTED SRVCS	\$1,447	\$3,271	\$32,688	\$5,000	\$5,000
<b>429100 CONTRACTED SRVC</b>	<b>\$88,613</b>	<b>\$89,606</b>	<b>\$101,835</b>	<b>\$96,850</b>	<b>\$96,850</b>
<b>429995 SERVICES</b>	<b>\$530,363</b>	<b>\$364,477</b>	<b>\$329,075</b>	<b>\$373,100</b>	<b>\$372,600</b>
430001 EDUCATIONAL	\$10,907	\$14,640	\$5,194	\$15,000	\$15,000
430002 SOFTWARE	\$5,837	\$26,175	\$5,837	\$18,565	\$18,565
430009 OFFICE	\$4,384	\$3,174	\$3,309	\$4,500	\$4,500
430011 CUSTODIAL	\$9,524	\$9,647	\$9,185	\$7,000	\$7,000
430012 PERSONAL SAFETY	\$9,473	\$22,183	\$19,271	\$10,000	\$10,000
430013 FIREFIGHTING	\$15,828	\$18,077	\$16,924	\$17,500	\$17,500

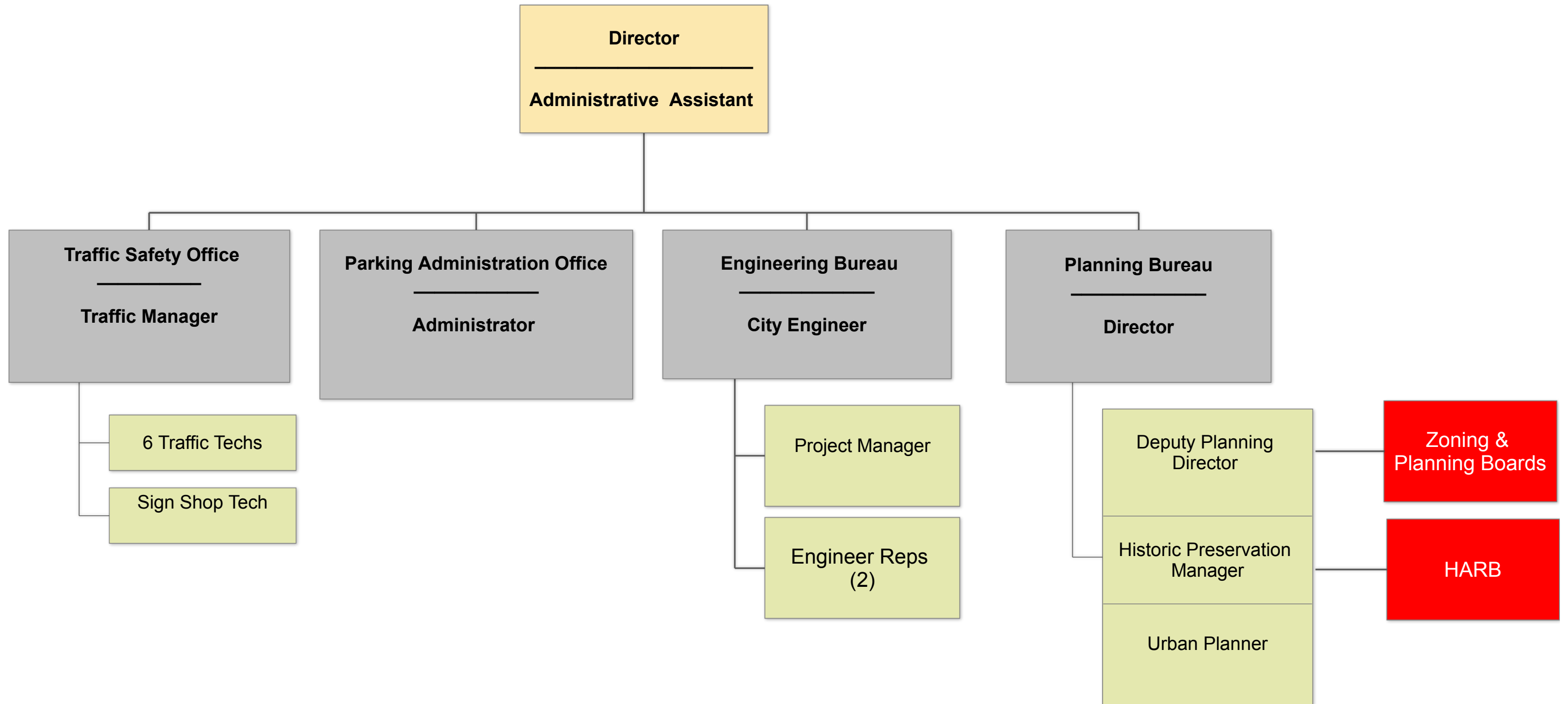
# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01040151 BUREAU OF FIRE

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
430014 WEARING APPAREL	\$49,310	\$60,251	\$9,599	\$57,500	\$65,000
430020 FIRE HEALTH AND SAFETY	\$3,853	\$3,899	\$350	\$4,000	\$4,000
430029 BLDG MAINT SUPPLIES	\$19,755	\$7,210	\$7,248	\$15,000	\$15,000
430042 TOOLS & HARDWARE	\$27,417	\$30,007	\$21,067	\$17,500	\$17,500
430051 TIRES & BATTERIES	\$19,625	\$5,886	\$6,496	\$15,000	\$15,000
430052 VEHICLE PARTS & SUPPLIES	\$12,224	\$5,059	\$3,715	\$8,000	\$8,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$188,137</b>	<b>\$206,208</b>	<b>\$108,193</b>	<b>\$189,565</b>	<b>\$197,065</b>
439060 OPERATIONS EQUIPMENT	\$119,170	\$53,787	\$15,872	\$75,000	\$75,000
<b>439100 MINOR CAPITAL</b>	<b>\$119,170</b>	<b>\$53,787</b>	<b>\$15,872</b>	<b>\$75,000</b>	<b>\$75,000</b>
<b>439995 SUPPLIES</b>	<b>\$307,307</b>	<b>\$259,995</b>	<b>\$124,064</b>	<b>\$264,565</b>	<b>\$272,065</b>
452014 SECURITY UPGRADE	\$40,231	\$12,515	\$0	\$0	\$0
453000 OPERATIONS EQUIPMENT	\$20,890	\$373,823	\$119,029	\$80,000	\$80,000
<b>450100 CAPITAL OUTLAY</b>	<b>\$61,121</b>	<b>\$386,338</b>	<b>\$119,029</b>	<b>\$80,000</b>	<b>\$80,000</b>
452008 BUILDING IMPROVEMENTS	\$661,657	\$139,472	\$17,956	\$25,000	\$105,000
<b>452100 BUILDING AND STRUCTURES</b>	<b>\$661,657</b>	<b>\$139,472</b>	<b>\$17,956</b>	<b>\$25,000</b>	<b>\$105,000</b>
453032 AUTOMOTIVE	\$51,499	\$0	\$0	\$0	\$700,000
453049 LEASE PURCHASE	\$0	\$37,000	\$43,980	\$128,000	\$0
453051 EQUIPMENT-DATA PROCESSING	\$0	\$0	\$0	\$0	\$100,000
<b>453100 CAPITAL OUTLAY</b>	<b>\$51,499.29</b>	<b>\$37,000.00</b>	<b>\$43,980.00</b>	<b>\$128,000.00</b>	<b>\$800,000.00</b>
<b>499995 OTHER</b>	<b>\$774,277</b>	<b>\$562,811</b>	<b>\$180,965</b>	<b>\$233,000</b>	<b>\$985,000</b>
<b>01040151 FIRE</b>	<b>\$9,076,804</b>	<b>\$8,724,225</b>	<b>\$7,647,318</b>	<b>\$8,713,590</b>	<b>\$10,204,901</b>

# DEPARTMENT OF ENGINEERING & DEVELOPMENT



EXPENDITURE ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>DEPARTMENT OF ENGINEERING &amp; PLANNING</b>					
<b><u>0160 BUREAU OF TRAFFIC &amp; ENGINEERING</u></b>					
Personnel	783,696	721,624	602,621	791,133	854,732
Services	1,812,077	1,280,079	500,135	655,470	671,820
Supplies	465,922	283,032	302,358	358,300	359,300
Other	870,583	726,310	0	9,830	72,830
<b>TOTALS</b>	<u>3,932,278</u>	<u>3,011,044</u>	<u>1,405,113</u>	<u>1,814,733</u>	<u>1,958,682</u>
<b><u>0135 BUREAU OF PLANNING</u></b>					
Personnel	84,777	155,798	119,682	239,430	250,230
Services	44,332	54,070	59,440	100,000	87,000
Supplies	1,603	3,795	0	2,500	5,500
Other	0	0	0	0	0
<b>TOTALS</b>	<u>130,713</u>	<u>213,663</u>	<u>179,122</u>	<u>341,930</u>	<u>342,730</u>
<b>TOTAL DEPARTMENT OF ENGINEERING &amp; PLANNING</b>					
Personnel	868,473	877,422	722,302	1,030,563	1,104,962
Services	1,856,409	1,334,149	559,575	755,470	758,820
Supplies	467,525	286,827	302,358	360,800	364,800
Other	870,583	726,310	0	9,830	72,830
<b>TOTAL EXPENDITURES</b>	<u><u>4,062,991</u></u>	<u><u>3,224,707</u></u>	<u><u>1,584,235</u></u>	<u><u>2,156,663</u></u>	<u><u>2,301,412</u></u>

POSITION ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>ENGINEERING &amp; PLANNING</b>					
Traffic & Engineering	17.00	15.00	11.50	13.00	14.00
Planning	<u>2.00</u>	<u>2.00</u>	<u>3.00</u>	<u>4.00</u>	<u>4.00</u>
TOTAL POSITIONS	19.00	17.00	14.50	17.00	18.00

## 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  
2021 PROPOSED BUDGET

General Fund

0160 Office of Traffic & Engineering

**Allocation Plan**

**Position Control**

	2020 Adopted	2021 Proposed
<b>PERSONNEL</b>		
Salaries-Mgmt	283,225	287,321
Salaries-Bargaining Unit	416,680	471,664
Overtime	35,000	35,000
Fringe Benefits	56,228	60,747
<b>TOTAL</b>	<b>791,133</b>	<b>854,732</b>
<b>SERVICES</b>		
Communications	5,550	5,600
Professional Services	50,000	35,000
Utilities	419,420	436,220
Insurance	0	0
Rentals	12,000	0
Maintenance & Repairs	115,000	145,000
Contracted Services	53,500	50,000
<b>TOTAL</b>	<b>655,470</b>	<b>671,820</b>
<b>SUPPLIES</b>		
Supplies	355,300	356,300
Minor Capital Equipment	3,000	3,000
<b>TOTAL</b>	<b>358,300</b>	<b>359,300</b>
<b>OTHER</b>	9,830	72,830
<b>TOTAL APPROPRIATION</b>	<b>1,814,733</b>	<b>1,958,682</b>

<b>JOB CLASSIFICATION</b>	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
City Engineer	1	1	93,177	95,041
Administrator for Parking	1	1	62,118	63,050
Project Manager	1	1	65,000	66,300
Traffic Signal & Streetlight Mng.	1	1	62,930	62,930
<b>Total Management</b>	<b>4</b>	<b>4</b>	<b>283,225</b>	<b>287,321</b>
Engineer's Representative I	1	1	47,459	48,408
Engineer's Representative II	1	1	49,740	50,735
Administrative Assistant I	1	1	44,036	44,916
Traffic Engineering Technician I	4	4	170,126	176,144
Traffic Engineering Technician IV	2	2	105,319	107,425
Sign Shop Technician I	0	1	0	44,036
Reallocation			0	
<b>Total Bargaining Unit</b>	<b>9</b>	<b>10</b>	<b>416,680</b>	<b>471,664</b>
Overtime			35,000	35,000
FICA			56,228	60,747
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>56,228</b>	<b>60,747</b>
<b>TOTAL</b>	<b>13</b>	<b>14</b>	<b>791,133</b>	<b>854,732</b>



DEPARTMENT OF ENGINEERING & PLANNING

Bureau of Traffic & Engineering - 0160

EMPLOYEE	POSITION	ANNIV. / D.O.B.	2020		2021		2021		2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
			END OF YR	SALARY	GRADE/STEP	INCREASE	ANNUAL INCREASE							
	CITY ENGINEER	5	19	2014	\$ 93,177.00	1,863.54	0.00	0.00	0.00	95,041.00	0.00	7,271.00	0.00	102,312.00
	ADMINISTRATOR FOR PARKING	7	1	2015	\$ 62,118.00	931.77	0.00	0.00	0.00	63,050.00	0.00	4,824.00	0.00	67,874.00
	PROJECT MANAGER	4	29	2019	\$ 65,000.00	1,300.00	0.00	0.00	0.00	66,300.00	0.00	5,072.00	0.00	71,372.00
	TRAFFIC SIGNAL AND STREETLIGHT MANAGER	5	29	2018	\$ 62,930.00	0.00	0.00	0.00	0.00	62,930.00	0.00	4,815.00	0.00	67,745.00
4.00	MANAGEMENT TOTALS				283,225.00	4,095.31	0.00	0.00	0.00	287,321.00	0.00	21,982.00	0.00	309,303.00
	ADMINISTRATIVE ASSISTANT I	6	23	1980	\$ 43,172.31	0.00	863.45	880.72	44,916.00	0.00	3,437.00	0.00	48,353.00	
	ENGINEER'S REPRESENTATIVE I	5	29	2018	\$ 47,458.61	0.00	949.17	0.00	48,408.00	0.00	3,704.00	0.00	52,112.00	
	ENGINEER'S REPRESENTATIVE II	7	31	1995	\$ 49,005.22	0.00	980.10	749.78	50,735.00	0.00	3,882.00	0.00	54,617.00	
<b>NEW</b>	<b>POSITION</b>	<b>1</b>	<b>1</b>	<b>2020</b>	<b>\$ 43,172.31</b>	<b>0.00</b>	<b>863.45</b>	<b>0.00</b>	<b>44,036.00</b>	<b>0.00</b>	<b>3,369.00</b>	<b>0.00</b>	<b>47,405.00</b>	
	TRAFFIC ENGINEERING TECHNICIAN I	3	20	2017	\$ 43,172.31	0.00	863.45	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00	
	TRAFFIC ENGINEERING TECHNICIAN I	9	26	2016	\$ 43,172.31	0.00	863.45	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00	
	TRAFFIC ENGINEERING TECHNICIAN I	5	28	2019	\$ 41,890.83	1,281.48	863.45	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00	
	TRAFFIC ENGINEERING TECHNICIAN I	9	5	2017	\$ 43,172.31	0.00	863.45	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00	
	TRAFFIC ENGINEERING TECHNICIAN IV	5	8	2017	\$ 52,137.85	0.00	1,042.76	0.00	53,181.00	0.00	4,069.00	0.00	57,250.00	
	TRAFFIC ENGINEERING TECHNICIAN IV	8	27	1990	\$ 52,137.85	0.00	1,042.76	1,063.61	54,244.00	0.00	4,150.00	0.00	58,394.00	
10.00	BARGAINING UNIT TOTALS				458,491.91	1,281.48	9,195.47	2,694.11	471,664.00	0.00	36,087.00	0.00	507,751.00	
14.00	TOTAL				741,716.91	5,376.79	9,195.47	2,694.11	758,985.00	0.00	58,069.00	0.00	817,054.00	
	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>793,985.00</b>	<b>0.00</b>	<b>60,747.00</b>	<b>0.00</b>	<b>854,732.00</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).

# 2021 Proposed Budget

## Expenditure Line Item

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

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$679,364	\$629,519	\$543,781	\$699,905	\$758,985
416000 OVERTIME	\$49,582	\$41,619	\$16,626	\$35,000	\$35,000
<b>414100 SALARIES/WAGES</b>	<b>\$728,946</b>	<b>\$671,138</b>	<b>\$560,407</b>	<b>\$734,905</b>	<b>\$793,985</b>
419001 SOCIAL SECURITY	\$54,751	\$50,486	\$42,213	\$56,228	\$60,747
<b>419100 FRINGE BENEFITS</b>	<b>\$54,751</b>	<b>\$50,486</b>	<b>\$42,213</b>	<b>\$56,228</b>	<b>\$60,747</b>
<b>419995 PERSONNEL</b>	<b>\$783,696</b>	<b>\$721,624</b>	<b>\$602,621</b>	<b>\$791,133</b>	<b>\$854,732</b>
420010 ADVERTISING	\$855	\$0	\$20	\$1,500	\$1,500
420040 TELEPHONE	\$1,144	\$176	\$0	\$3,550	\$3,600
420050 POSTAGE	\$44	\$126	\$0	\$500	\$500
<b>420100 COMMUNICATIONS</b>	<b>\$2,044</b>	<b>\$302</b>	<b>\$20</b>	<b>\$5,550</b>	<b>\$5,600</b>
421030 CONSULTING	\$168,236	\$184,910	\$68,285	\$50,000	\$35,000
421050 OTHER PROFESSIONAL FEES	\$977,905	\$652,438	\$53,868	\$0	\$0
<b>421100 PROFESSIONAL SRVC</b>	<b>\$1,146,141</b>	<b>\$837,348</b>	<b>\$122,153</b>	<b>\$50,000</b>	<b>\$35,000</b>
422000 SEWERAGE	\$7,012	\$7,543	\$4,959	\$6,120	\$6,120
422010 WATER	\$22,939	\$25,389	\$14,845	\$20,400	\$22,400
422020 ELECTRICITY	\$184,225	\$195,253	\$163,926	\$214,200	\$230,200
422030 HEAT	\$102,473	\$94,129	\$76,391	\$127,500	\$127,500
422060 POWER-STREET LIGHTS	\$50,000	\$50,450	\$6,235	\$50,000	\$50,000
422080 SEWERAGE MAINT CHARGES	\$1,050	\$1,134	\$163	\$1,200	\$0
<b>422100 UTILITIES &amp; SRVC</b>	<b>\$367,698</b>	<b>\$373,898</b>	<b>\$266,518</b>	<b>\$419,420</b>	<b>\$436,220</b>
424060 OTHER RENTALS	\$4,655	\$1,252	\$807	\$12,000	\$0
424061 UNIFORM RENTALS	\$0	\$0	\$2,676	\$0	\$0
<b>424100 RENTALS</b>	<b>\$4,655</b>	<b>\$1,252</b>	<b>\$3,483</b>	<b>\$12,000</b>	<b>\$0</b>
425020 TRAFFIC CONTROL/RESP.MAIN	\$128,558	\$43,597	\$66,190	\$100,000	\$130,000
425021 STREET LIGHTS	\$1,765	\$1,958	\$8,223	\$15,000	\$15,000
425030 BUILDING MAINT	\$29,956	\$645	\$0	\$0	\$0
425090 MAINT SERV CONTRACT	\$98,726	\$2,713	\$0	\$0	\$0
425099 OTHER CONT MAINT	\$7,693	\$117	\$0	\$0	\$0
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$266,697</b>	<b>\$49,030</b>	<b>\$74,413</b>	<b>\$115,000</b>	<b>\$145,000</b>
429001 TUITION/TRAINING	\$24,416	\$17,624	\$8,620	\$22,500	\$20,000
429018 PERMITS	\$340	\$21	\$0	\$0	\$0
429090 MISC CONTRACTED SRVCS	\$86	\$604	\$24,927	\$31,000	\$30,000
<b>429100 CONTRACTED SRVC</b>	<b>\$24,842</b>	<b>\$18,249</b>	<b>\$33,547</b>	<b>\$53,500</b>	<b>\$50,000</b>
<b>429995 SERVICES</b>	<b>\$1,812,077</b>	<b>\$1,280,079</b>	<b>\$500,135</b>	<b>\$655,470</b>	<b>\$671,820</b>
430002 SOFTWARE	\$38,303	\$28,490	\$10,000	\$31,300	\$19,800
430009 OFFICE	\$2,552	\$1,177	\$1,345	\$2,500	\$2,500
430011 CUSTODIAL	\$11,605	\$907	\$237	\$3,000	\$3,000
430013 FIREFIGHTING	\$936	\$0	\$0	\$0	\$0
430014 WEARING APPAREL	\$947	\$537	\$0	\$2,500	\$2,500
430029 BLDG MAINT SUPPLIES	\$17,572	\$2	\$0	\$0	\$0
430033 STREET SIGN	\$19,998	\$34,923	\$27,279	\$25,000	\$20,000
430034 TRAFFIC CONTROL	\$198,481	\$116,258	\$25,141	\$105,000	\$105,000
430042 TOOLS & HARDWARE	\$6,276	\$1,266	\$4,638	\$10,000	\$14,500
430055 MECH EQUIP PARTS	\$1,862	\$0	\$995	\$1,000	\$1,000
430056 STREET LIGHTS	\$162,979	\$97,472	\$212,324	\$175,000	\$188,000
430099 MISC SUPPLIES AND EXP	\$2,539	\$13	\$0	\$0	\$0
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$464,051</b>	<b>\$281,047</b>	<b>\$281,958</b>	<b>\$355,300</b>	<b>\$356,300</b>
439015 OFFICE EQUIPMENT	\$1,871	\$1,985	\$4,050	\$3,000	\$3,000

# 2021 Proposed Budget

## Expenditure Line Item

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

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
439060 OPERATIONS EQUIPMENT	\$0	\$0	\$16,350	\$0	
<b>439100 MINOR CAPITAL</b>	<b>\$1,871</b>	<b>\$1,985</b>	<b>\$20,400</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>439995 SUPPLIES</b>	<b>\$465,922</b>	<b>\$283,032</b>	<b>\$302,358</b>	<b>\$358,300</b>	<b>\$359,300</b>
452000 BUILDINGS AND STRUCTURES	\$50,539	\$91,335	\$0	\$0	\$0
453000 OPERATIONS EQUIPMENT	\$302,768	\$0	\$0	\$0	\$0
452014 SECURITY UPGRADE	\$18,904	\$0	\$0	\$0	\$0
458030 STREETLIGHTS	\$102,307	\$229	\$0	\$0	\$0
458060 STREETS AND ROADS	\$155,254	\$376,259	\$0	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$629,773</b>	<b>\$467,823</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
453049 LEASE PURCHASE	\$0	\$0	\$0	\$9,830	\$9,830
453090 OTHER CAPITAL EQUIPMENT	\$240,810	\$258,487	\$0	\$0	\$63,000
<b>453100 CAPITAL OUTLAY</b>	<b>\$240,810</b>	<b>\$258,487</b>	<b>\$0</b>	<b>\$9,830</b>	<b>\$72,830</b>
<b>499995 OTHER</b>	<b>\$870,583</b>	<b>\$726,310</b>	<b>\$0</b>	<b>\$9,830</b>	<b>\$72,830</b>
<b>01060160 BUREU OF TRAFFIC AND ENGINEERING</b>	<b>\$3,932,278</b>	<b>\$3,011,044</b>	<b>\$1,405,113</b>	<b>\$1,814,733</b>	<b>\$1,958,682</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.

---

EXPENDITURE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

---

General Fund

0135 Planning

---

**Allocation Plan**

**Position Control**

	2020 Adopted	2021 Proposed
<b>PERSONNEL</b>		
Salaries-Mgmt	222,413	232,447
Fringe Benefits	17,017	17,783
<b>TOTAL</b>	<b>239,430</b>	<b>250,230</b>
<b>SERVICES</b>		
Communications	28,000	18,000
Professional Services	63,500	63,000
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	0	0
Contracted Services	8,500	6,000
<b>TOTAL</b>	<b>100,000</b>	<b>87,000</b>
<b>SUPPLIES</b>		
Supplies	1,500	3,500
Minor Capital Equipment	1,000	2,000
<b>TOTAL</b>	<b>2,500</b>	<b>5,500</b>
<b>OTHER</b>		
	0	0
<b>TOTAL APPROPRIATION</b>	<b>341,930</b>	<b>342,730</b>

<b>JOB CLASSIFICATION</b>	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
Director of Planning	1	1	66,943	67,947
Deputy Director Pln/Zoning	1	1	55,000	62,000
Urban Planner	1	1	51,750	51,750
Historic Preservation Spec/Archivist	1	1	48,720	50,750
<b>Total Management</b>	<b>4</b>	<b>4</b>	<b>222,413</b>	<b>232,447</b>
FICA			17,015	17,782
Concessions			0	0
<b>Total Fringe Benefits</b>			<b>17,015</b>	<b>17,782</b>
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>239,428</b>	<b>250,229</b>

**DEPARTMENT OF ENGINEERING & PLANNING**

PLANNING - 0135

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020 END OF YR	2021 GRADE/STEP	2021 ANNUAL INCREASE	2021 LONG.	2021 SALARY	2021 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL		
												2020 SALARY	2021 INCREASE
	DIRECTOR OF PLANNING	12	17	2012	\$ 66,943.00	1,004.15	0.00	0.00	67,947.00	0.00	5,198.00	0.00	73,145.00
<b>VACANT</b>	<b>DEPUTY DIRECTOR FOR PLANNING/ ZONING</b>	<b>1</b>	<b>22</b>	<b>2019</b>	<b>\$ 55,000.00</b>	<b>7,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,000.00</b>	<b>0.00</b>	<b>4,743.00</b>	<b>0.00</b>	<b>66,743.00</b>
	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	\$ 50,000.00	750.00	0.00	0.00	50,750.00	0.00	3,883.00	0.00	54,633.00
3.40	MANAGEMENT TOTALS				223,693.00	8,754.15	0.00	0.00	232,447.00	0.00	17,783.00	0.00	250,230.00
3.40	TOTAL				223,693.00	8,754.15	0.00	0.00	232,447.00	0.00	17,783.00	0.00	250,230.00
<b>TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>232,447.00</b>	<b>0.00</b>	<b>17,783.00</b>	<b>0.00</b>	<b>250,230.00</b>

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

**NOTES**

27-Aug

Per Budget Meeting with Mayor

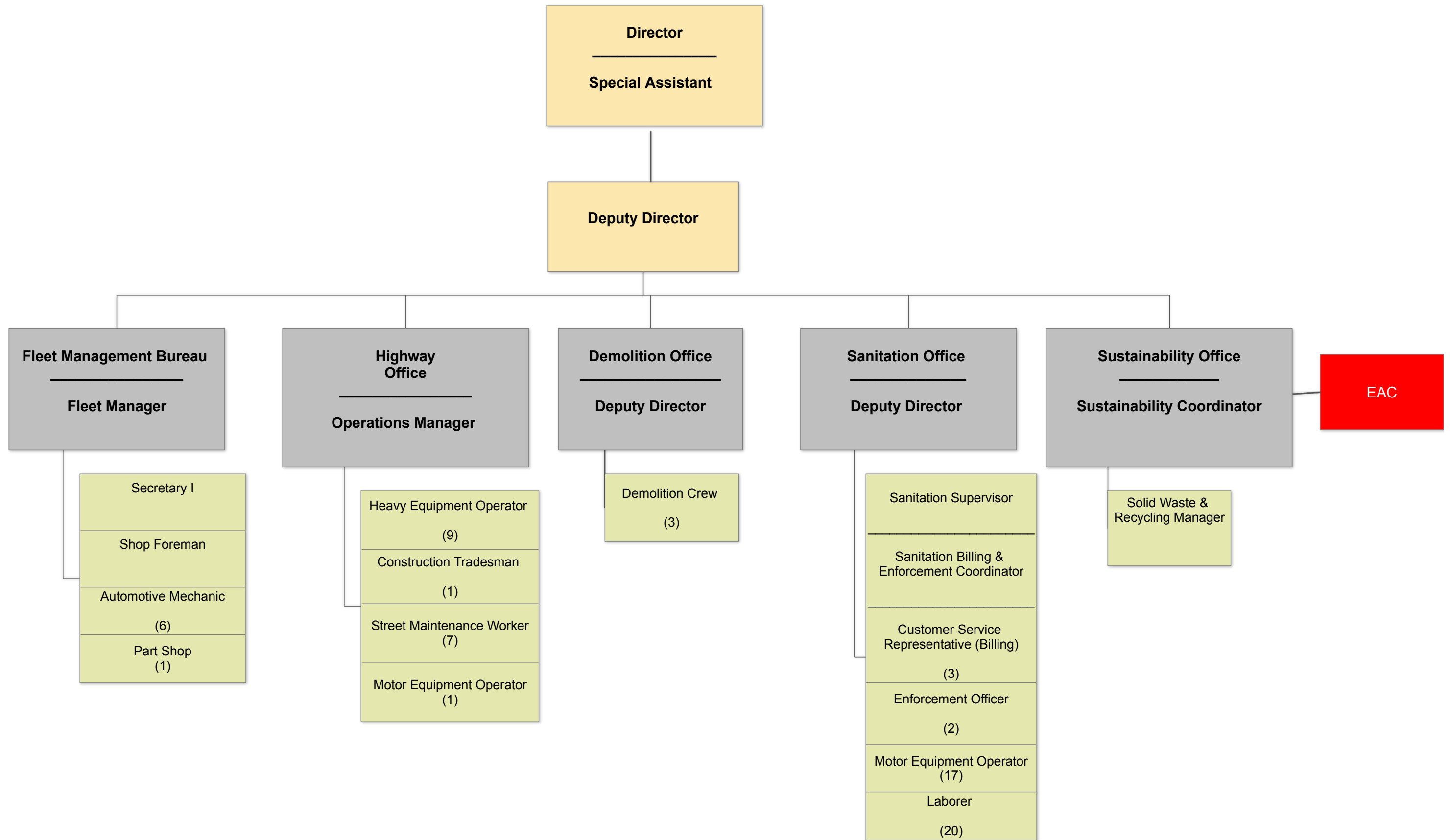
# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01030135 BUREAU OF PLANNING

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$78,866	\$144,929	\$111,335	\$222,413	\$232,447
<b>414100 SALARIES/WAGES</b>	<b>\$78,866</b>	<b>\$144,929</b>	<b>\$111,335</b>	<b>\$222,413</b>	<b>\$232,447</b>
419001 SOCIAL SECURITY	\$5,912	\$10,868	\$8,347	\$17,017	\$17,783
<b>419100 FRINGE BENEFITS</b>	<b>\$5,912</b>	<b>\$10,868</b>	<b>\$8,347</b>	<b>\$17,017</b>	<b>\$17,783</b>
<b>419995 PERSONNEL</b>	<b>\$84,777</b>	<b>\$155,798</b>	<b>\$119,682</b>	<b>\$239,430</b>	<b>\$250,230</b>
420010 ADVERTISING	\$10,807	\$7,428	\$7,603	\$18,000	\$12,000
420020 PRINTING	\$506	\$620	\$68	\$10,000	\$6,000
<b>420100 COMMUNICATIONS</b>	<b>\$11,313</b>	<b>\$8,048</b>	<b>\$7,671</b>	<b>\$28,000</b>	<b>\$18,000</b>
421010 LEGAL	\$30,439	\$25,698	\$19,032	\$35,000	\$35,000
421030 CONSULTING	\$0	\$16,968	\$30,216	\$25,000	\$25,000
421060 STENOGRAPHER	\$2,241	\$1,921	\$2,521	\$3,500	\$3,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$32,680</b>	<b>\$44,586</b>	<b>\$51,769</b>	<b>\$63,500</b>	<b>\$63,000</b>
424020 WEB/SOFTWARE SERVICES	\$180	\$204	\$0	\$0	\$0
<b>424100 RENTALS</b>	<b>\$180</b>	<b>\$204</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
429001 TUITION/TRAINING	\$0	\$831	\$0	\$4,500	\$4,000
429016 CONFERENCES	\$0	\$400	\$0	\$4,000	\$2,000
429017 MEMBERSHIPS	\$160	\$0	\$0	\$0	\$0
<b>429100 CONTRACTED SRVC</b>	<b>\$160</b>	<b>\$1,231</b>	<b>\$0</b>	<b>\$8,500</b>	<b>\$6,000</b>
<b>429995 SERVICES</b>	<b>\$44,332</b>	<b>\$54,070</b>	<b>\$59,440</b>	<b>\$100,000</b>	<b>\$87,000</b>
430001 EDUCATIONAL	\$0	\$0	\$0	\$0	\$1,500
430009 OFFICE	\$0	\$1,437	\$0	\$1,500	\$2,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$0</b>	<b>\$1,437</b>	<b>\$0</b>	<b>\$1,500</b>	<b>\$3,500</b>
439015 OFFICE EQUIPMENT	\$1,603	\$2,358	\$0	\$1,000	\$2,000
<b>439100 MINOR CAPITAL</b>	<b>\$1,603</b>	<b>\$2,358</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$2,000</b>
<b>439995 SUPPLIES</b>	<b>\$1,603</b>	<b>\$3,795</b>	<b>\$0</b>	<b>\$2,500</b>	<b>\$5,500</b>
<b>01030135 PLANNING</b>	<b>\$130,713</b>	<b>\$213,663</b>	<b>\$179,122</b>	<b>\$341,930</b>	<b>\$342,730</b>

# DEPARTMENT OF PUBLIC WORKS



EXPENDITURE ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>DEPARTMENT OF PUBLIC WORKS</b>					
<b><u>0172 FLEET MANAGEMENT</u></b>					
Personnel	465,149	331,523	311,871	423,645	504,983
Services	231,892	243,733	214,233	484,256	392,511
Supplies	871,609	852,317	659,692	1,059,375	1,156,375
Other	102,308	208,324	159,422	482,000	509,830
<b>TOTALS</b>	<b><u>1,670,957</u></b>	<b><u>1,635,898</u></b>	<b><u>1,345,218</u></b>	<b><u>2,449,276</u></b>	<b><u>2,563,699</u></b>
<b><u>2562 CITY SERVICES</u></b>					
Personnel	4,765,866	3,852,701	3,647,143	4,762,402	5,071,536
Services	8,089,092	8,192,413	7,579,419	8,971,899	9,037,888
Supplies	587,984	385,200	596,296	479,000	569,550
Other	2,352,837	3,945,143	1,172,117	1,548,164	1,474,244
<b>TOTALS</b>	<b><u>15,795,780</u></b>	<b><u>16,375,457</u></b>	<b><u>12,994,974</u></b>	<b><u>15,761,465</u></b>	<b><u>16,153,217</u></b>
<b>TOTAL DEPARTMENT OF PUBLIC WORKS</b>					
Personnel	5,231,015	4,184,224	3,959,014	5,186,047	5,576,519
Services	8,320,984	8,436,146	7,793,651	9,456,155	9,430,399
Supplies	1,459,593	1,237,517	1,255,988	1,538,375	1,725,925
Other	2,455,145	4,153,467	1,331,539	2,030,164	1,984,074
<b>TOTAL EXPENDITURES</b>	<b><u><u>17,466,737</u></u></b>	<b><u><u>18,011,356</u></u></b>	<b><u><u>14,340,192</u></u></b>	<b><u><u>18,210,741</u></u></b>	<b><u><u>18,716,916</u></u></b>



POSITION ANALYSIS SUMMARY  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (12/31)	2020 Adopted Budget	2021 Approved Budget
PUBLIC WORKS					
Fleet Management	7.00	7.00	2.50	10.15	10.15
City Services	<u>67.00</u>	<u>55.00</u>	<u>57.00</u>	<u>61.10</u>	<u>68.10</u>
TOTAL POSITIONS	74.00	62.00	59.50	71.25	78.25

## 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 2021 PROPOSED BUDGET

General Fund

0172 Vehicle Management

Allocation Plan			Position Control				
	2020 Adopted	2021 Proposed	<i>JOB CLASSIFICATION</i>	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
<b>PERSONNEL</b>							
Salaries-Mgmt	76,514	78,044	Fleet Manager	1	1	61,814	63,050
Salaries-BU	305,021	379,049	Public Works Director	0.15	0.15	14,700	14,994
Overtime	12,000	12,000					
Fringe Benefits	30,110	35,890	<b>Total Management</b>	<b>1.15</b>	<b>1.15</b>	<b>76,514</b>	<b>78,044</b>
<b>TOTAL</b>	<b>423,645</b>	<b>504,983</b>	Automotive Mechanic I	2	2	82,142	84,620
<b>SERVICES</b>			Automotive Mechanic IV	4	4	84,131	152,666
Communications	1,050	1,050	Shop Foreman	1	1	52,138	54,287
Professional Services	0	0	Parts Person II	1	1	40,654	41,060
Utilities	0	0	Secretary I	1	1	45,956	46,416
Insurance	0	0	Reallocation			0	
Rentals	6,952	7,952	<b>Total Bargaining Unit</b>	<b>9</b>	<b>9</b>	<b>305,021</b>	<b>379,049</b>
Maintenance & Repairs	342,560	363,260	Overtime			12,000	12,000
Contracted Services	133,694	20,249	FICA			30,110	35,890
<b>TOTAL</b>	<b>484,256</b>	<b>392,511</b>	Concessions			0	0
<b>SUPPLIES</b>			Total Fringe Benefits			30,110	35,890
Supplies	1,059,375	1,156,375	<b>TOTAL</b>	<b>10.15</b>	<b>10.15</b>	<b>423,645</b>	<b>504,983</b>
Minor Capital Equipment	0	0					
<b>TOTAL</b>	<b>1,059,375</b>	<b>1,156,375</b>					
<b>OTHER</b>							
	<b>482,000</b>	<b>509,830</b>					
<b>TOTAL APPROPRIATION</b>	<b>2,449,276</b>	<b>2,563,699</b>					

PUBLIC WORKS

VEHICLE MANAGEMENT CENTER - 0172

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020			2021			2021			FRINGE BENEFITS	TOTAL
			END OF YR	GRADE/STEP	ANNUAL	2021	2021	2021	LONG.	SALARY	LUMP SUM		
	FLEET MANAGER-BUREAU OF VEHICLE MAINTENANCE	1 22	2018	\$ 61,814.00	1,236.28	0.00	0.00	63,050.00	0.00	4,824.00	0.00	67,874.00	
	DIRECTOR (PUBLIC WORKS) (15%)	9 16	1996	\$ 14,700.00	294.00	0.00	0.00	14,994.00	0.00	1,148.00	0.00	16,142.00	
1.15	MANAGEMENT			76,514.00	1,530.28	0.00	0.00	78,044.00	0.00	5,972.00	0.00	84,016.00	
	AUTOMOTIVE MECHANIC I	8 5	2019	\$ 40,653.56	1,237.27	418.91	0.00	42,310.00	0.00	3,237.00	0.00	45,547.00	
	AUTOMOTIVE MECHANIC I	9 26	2016	\$ 41,890.83	0.00	418.91	0.00	42,310.00	0.00	3,237.00	0.00	45,547.00	
	AUTOMOTIVE MECHANIC IV	11 4	2019	\$ 46,062.86	3,988.42	500.51	0.00	50,552.00	0.00	3,868.00	0.00	54,420.00	
VACANT	POSITION	3 5	2018	\$ 50,551.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
VACANT	POSITION	3 5	2018	\$ 50,551.80	0.00	505.52	0.00	51,057.00	0.00	3,906.00	0.00	54,963.00	
VACANT	POSITION	3 5	2018	\$ 50,551.80	0.00	505.52	0.00	51,057.00	0.00	3,906.00	0.00	54,963.00	
	SHOP FOREMAN	3 5	2018	\$ 53,749.39	0.00	537.49	0.00	54,287.00	0.00	4,153.00	0.00	58,440.00	
	SECRETARY I	9 26	2016	\$ 40,653.56	0.00	406.54	0.00	41,060.00	0.00	3,142.00	0.00	44,202.00	
	PARTS PERSON II	11 2	2015	\$ 45,956.16	0.00	459.56	0.00	46,416.00	0.00	3,551.00	0.00	49,967.00	
9.00	BARGAINING UNIT TOTALS			420,621.75	5,225.69	3,752.96	0.00	379,049.00	0.00	29,000.00	0.00	408,049.00	
10.15	TOTAL			497,135.75	6,755.97	3,752.96	0.00	457,093.00	0.00	34,972.00	0.00	492,065.00	
	OVERTIME							12,000.00	0.00	918.00	0.00	12,918.00	
	TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS							469,093.00	0.00	35,890.00	0.00	504,983.00	

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).

## 2021 Proposed Budget

### Expenditure Line Item

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

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$427,013	\$300,918	\$285,554	\$381,535	\$457,093
416000 OVERTIME	\$5,767	\$7,604	\$4,373	\$12,000	\$12,000
<b>414100 SALARIES/WAGES</b>	<b>\$432,781</b>	<b>\$308,522</b>	<b>\$289,927</b>	<b>\$393,535</b>	<b>\$469,093</b>
419001 SOCIAL SECURITY	\$32,368	\$23,001	\$21,944	\$30,110	\$35,890
<b>419100 FRINGE BENEFITS</b>	<b>\$32,368</b>	<b>\$23,001</b>	<b>\$21,944</b>	<b>\$30,110</b>	<b>\$35,890</b>
<b>419995 PERSONNEL</b>	<b>\$465,149</b>	<b>\$331,523</b>	<b>\$311,871</b>	<b>\$423,645</b>	<b>\$504,983</b>
420020 PRINTING	\$376	\$459	\$1,184	\$1,050	\$1,050
<b>420100 COMMUNICATIONS</b>	<b>\$376</b>	<b>\$459</b>	<b>\$1,184</b>	<b>\$1,050</b>	<b>\$1,050</b>
424050 OFFICE EQUIPMENT	\$1,606	\$1,856	\$1,168	\$2,952	\$2,952
424061 UNIFORM RENTALS	\$4,483	\$3,262	\$3,466	\$4,000	\$5,000
<b>424100 RENTALS</b>	<b>\$6,089</b>	<b>\$5,118</b>	<b>\$4,634</b>	<b>\$6,952</b>	<b>\$7,952</b>
425010 VEHICULAR EQUIPMENT	\$167,495	\$181,912	\$163,055	\$250,000	\$267,000
425015 DAMAGED AUTO BODY REPAIRS	\$43,049	\$37,329	\$32,469	\$70,000	\$75,000
425030 BUILDING MAINT	\$7,725	\$3,278	\$4,279	\$13,000	\$10,000
425060 OPERATIONS EQUIPMENT	\$0	\$158	\$0	\$6,260	\$6,460
425090 MAINT SERV CONTRACT	\$5,526	\$6,576	\$3,226	\$3,300	\$4,800
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$223,795</b>	<b>\$229,252</b>	<b>\$203,029</b>	<b>\$342,560</b>	<b>\$363,260</b>
429001 TUITION/TRAINING	\$150	\$1,127	\$3,636	\$9,194	\$10,749
429005 NUISANCE	\$0	\$0	\$0	\$1,000	\$1,000
429060 TOWING	\$1,483	\$7,560	\$1,750	\$8,500	\$8,500
429090 MISC CONTRACTED SRVCS	\$0	\$218	\$0	\$115,000	\$0
<b>429100 CONTRACTED SRVC</b>	<b>\$1,632</b>	<b>\$8,904</b>	<b>\$5,386</b>	<b>\$133,694</b>	<b>\$20,249</b>
<b>429995 SERVICES</b>	<b>\$231,892</b>	<b>\$243,733</b>	<b>\$214,233</b>	<b>\$484,256</b>	<b>\$392,511</b>
430001 EDUCATIONAL	\$205	\$1,685	\$0	\$250	\$250
430002 SOFTWARE	\$3,912	\$6,015	\$2,611	\$18,500	\$81,000
430009 OFFICE	\$497	\$798	\$90	\$500	\$500
430012 PERSONAL SAFETY	\$1,011	\$2,458	\$5,077	\$3,125	\$9,125
430013 FIREFIGHTING	\$1,878	\$2,498	\$1,746	\$2,500	\$2,500
430014 WEARING APPAREL	\$0	\$417	\$0	\$0	\$0
430037 CHEMICALS	\$611	\$1,501	\$3,194	\$1,500	\$1,500
430042 TOOLS & HARDWARE	\$601	\$3,245	\$11,573	\$8,500	\$12,000
430050 MOTOR FUELS/LUBRICANTS	\$576,709	\$522,059	\$388,617	\$650,000	\$650,000
430051 TIRES & BATTERIES	\$64,827	\$82,732	\$55,289	\$120,000	\$111,500
430052 VEHICLE PARTS & SUPPLIES	\$218,713	\$221,836	\$186,907	\$245,000	\$265,000
430053 VEHICLE REPAIR TOOLS	\$2,645	\$7,073	\$4,586	\$9,500	\$23,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$871,609</b>	<b>\$852,317</b>	<b>\$659,692</b>	<b>\$1,059,375</b>	<b>\$1,156,375</b>
<b>439995 SUPPLIES</b>	<b>\$871,609</b>	<b>\$852,317</b>	<b>\$659,692</b>	<b>\$1,059,375</b>	<b>\$1,156,375</b>
453049 LEASE PURCHASE	\$79,286	\$208,324	\$159,422	\$470,000	\$479,830
453000 OPERATIONS EQUIPMENT	\$23,021	\$0	\$0	\$12,000	\$30,000
<b>453100 CAPITAL OUTLAY</b>	<b>\$102,308</b>	<b>\$208,324</b>	<b>\$159,422</b>	<b>\$482,000</b>	<b>\$509,830</b>
<b>499995 OTHER</b>	<b>\$102,308</b>	<b>\$208,324</b>	<b>\$159,422</b>	<b>\$482,000</b>	<b>\$509,830</b>
<b>01060172 VEHICLE MANAGEMENT</b>	<b>\$1,670,957</b>	<b>\$1,635,898</b>	<b>\$1,345,218</b>	<b>\$2,449,276</b>	<b>\$2,563,699</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  
2021 PROPOSED BUDGET

Utility Fund

25 Neighborhood Services - City Services

Allocation Plan			Position Control				
	2020 Adopted	2021 Proposed	JOB CLASSIFICATION	2020 Adopted	2021 Proposed	2020 Adopted	2021 Proposed
<b>PERSONNEL</b>							
Salaries-Mgmt	427,727	493,815	Director (Public Works) (85%)	0.85	0.85	84,050	84,966
Salaries-BU	2,413,601	2,781,681	Deputy Director	1	1	85,000	86,700
Temporary Employees	0	0	Solid Waste Logistic & Composting Coordinator	1	1	59,753	60,649
Overtime	168,750	168,750	Public Works Assistant	1	1	60,000	60,000
Working Out of Class	0	0	Assistant City Solicitor/Collections	1	1	76,500	76,500
Fringe Benefits	1,438,324	1,360,290	Sanitation Billing & Enforcement Coordinator	1	1	62,424	65,000
Miscellaneous	247,000	200,000	Sanitation Supervisor	0	1	0	60,000
Signing Bonus	67,000	67,000	<b>Total Management</b>	<b>5.85</b>	<b>6.85</b>	<b>427,727</b>	<b>493,815</b>
<b>TOTAL</b>	<b>4,762,402</b>	<b>5,071,536</b>					
<b>SERVICES</b>							
			Laborer III	16	19	664,669	797,717
Communications	64,500	64,500	Motor Equipment Operator	17	20	728,670	922,945
Professional Services	288,500	113,500	Heavy Equipment Operator I	3	4	123,181	182,309
Utilities	7,202,375	7,408,374	Heavy Equipment Operator II	1	1	49,005	49,985
Insurance	114,563	605,084	Heavy Equipment Operator III	2	1	101,104	51,563
Rentals	75,000	75,000	Construction Tradesman	1	1	51,310	52,336
Maintenance & Repairs	325,000	275,000	Solid Waste Education & Enforcement Technician	2	2	91,912	93,750
Contracted Services	901,962	496,430	Customer Service Representative (Billing)	2.25	2.25	102,735	104,759
<b>TOTAL</b>	<b>8,971,899</b>	<b>9,037,888</b>	Demolition Crew Leader	1	1	54,287	55,373
			Demolition Specialist I	2	2	92,602	94,454
<b>SUPPLIES</b>			Streets Maintenance Worker I	2	3	73,392	140,625
Supplies	446,000	536,550	Streets Maintenance Worker II	1	1	47,933	48,892
Minor Capital Equipment	33,000	33,000	Streets Maintenance Worker III	3	2	148,975	101,470
<b>TOTAL</b>	<b>479,000</b>	<b>569,550</b>	Administrative Assistant I	1	1	43,172	44,036
			Atrium Receptionist	1	1	40,654	41,467
<b>OTHER</b>			Reallocation				
	1,548,164	1,474,244	<b>Total Bargaining Unit</b>	<b>55.25</b>	<b>61.25</b>	<b>2,413,601</b>	<b>2,781,681</b>
<b>TOTAL APPROPRIATION</b>	<b>15,761,465</b>	<b>16,153,217</b>	Working Out of Class			0	0
			Temporary Employees			0	0
			Overtime			168,750	168,750
			FICA			338,324	360,290
			Healthcare Benefits			1,100,000	1,000,000
			<b>Total Fringe Benefits</b>			<b>1,438,324</b>	<b>1,360,290</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	100,000
			<b>Total Miscellaneous</b>			<b>247,000</b>	<b>200,000</b>
			<b>TOTAL</b>	<b>61.10</b>	<b>68.10</b>	<b>4,695,402</b>	<b>5,004,536</b>

PUBLIC WORKS

NEIGHBORHOOD SERVICES - 2562

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2020	2021	2021	2021	2021	2021	2021	FRINGE	TOTAL	
			END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE	LONG.	SALARY	LUMP SUM	FICA	BENEFITS		
	DIRECTOR (PUBLIC WORKS) (85%)	9 16 1996	\$ 83,300.00	1,666.00	0.00	0.00	0.00	84,966.00	0.00	6,500.00	0.00	91,466.00
	DEPUTY DIRECTOR FOR PUBLIC WORKS	4 3 1995	\$ 85,000.00	1,700.00	0.00	0.00	0.00	86,700.00	0.00	6,633.00	0.00	93,333.00
	SPECIAL ASSISTANT - PUBLIC WORKS	6 2 2000	\$ 60,000.00	0.00	0.00	0.00	0.00	60,000.00	0.00	4,590.00	0.00	64,590.00
<b>NEW</b>	<b>POSITION</b>	<b>SANITATION SUPERVISOR</b>	<b>1 1 2021</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	\$ 59,753.00	896.30	0.00	0.00	0.00	60,649.00	0.00	4,640.00	0.00	65,289.00
	ASSISTANT CITY SOLICITOR/COLLECTIONS	7 6 2020	\$ 76,500.00	0.00	0.00	0.00	0.00	76,500.00	0.00	5,853.00	0.00	82,353.00
	SANITATION BILLING & ENFORCEMENT COORDINATOR	3 9 2015	\$ 62,424.00	2,576.00	0.00	0.00	0.00	65,000.00	0.00	4,973.00	0.00	69,973.00
6.85	MANAGEMENT TOTALS		426,977.00	6,838.30	0.00	0.00	0.00	493,815.00	0.00	37,779.00	0.00	531,594.00

<b>VACANT</b>	<b>POSITION</b>	<b>LABORER II</b>	<b>2 20 2018</b>	<b>\$ 38,399.91</b>	<b>0.00</b>	<b>768.00</b>	<b>0.00</b>	<b>39,168.00</b>	<b>0.00</b>	<b>2,997.00</b>	<b>0.00</b>	<b>42,165.00</b>
		LABORER III	3 21 2016	\$ 40,653.56	0.00	813.07	0.00	41,467.00	0.00	3,173.00	0.00	44,640.00
		LABORER III	11 27 1989	\$ 43,172.31	0.00	863.45	880.72	44,916.00	0.00	3,437.00	0.00	48,353.00
		LABORER III	8 7 1995	\$ 43,172.31	0.00	863.45	660.54	44,696.00	0.00	3,420.00	0.00	48,116.00
		LABORER III	7 30 2001	\$ 43,172.31	0.00	863.45	440.36	44,476.00	0.00	3,403.00	0.00	47,879.00
		LABORER III	8 31 2020	\$ 32,639.92	6,864.73	790.09	0.00	40,295.00	0.00	3,083.00	0.00	43,378.00
		LABORER III	11 4 2019	\$ 39,504.65	1,148.91	813.07	0.00	41,467.00	0.00	3,173.00	0.00	44,640.00
		LABORER III	12 9 2019	\$ 38,399.91	1,104.74	790.09	0.00	40,295.00	0.00	3,083.00	0.00	43,378.00
		LABORER III	11 2 2020	\$ 32,639.92	6,864.73	790.09	0.00	40,295.00	0.00	3,083.00	0.00	43,378.00
<b>NEW</b>	<b>POSITION</b>	<b>LABORER III</b>	<b>1 1 2021</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>41,466.63</b>	<b>0.00</b>	<b>3,173.00</b>	<b>0.00</b>	<b>44,639.63</b>
<b>NEW</b>	<b>POSITION</b>	<b>LABORER III</b>	<b>1 1 2021</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>41,466.63</b>	<b>0.00</b>	<b>3,173.00</b>	<b>0.00</b>	<b>44,639.63</b>
<b>NEW</b>	<b>POSITION</b>	<b>LABORER III</b>	<b>1 1 2021</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>41,466.63</b>	<b>0.00</b>	<b>3,173.00</b>	<b>0.00</b>	<b>44,639.63</b>
		LABORER III	11 24 2008	\$ 41,890.83	0.00	837.82	0.00	42,729.00	0.00	3,269.00	0.00	45,998.00
		LABORER III	8 1 2011	\$ 41,890.83	0.00	837.82	0.00	42,729.00	0.00	3,269.00	0.00	45,998.00
		LABORER III	6 30 2014	\$ 40,653.56	0.00	813.07	0.00	41,467.00	0.00	3,173.00	0.00	44,640.00
		LABORER III	4 17 2017	\$ 40,653.56	0.00	813.07	0.00	41,467.00	0.00	3,173.00	0.00	44,640.00
		LABORER III	11 3 2015	\$ 40,653.56	0.00	813.07	0.00	41,467.00	0.00	3,173.00	0.00	44,640.00
		LABORER III	9 28 1992	\$ 43,172.31	0.00	863.45	880.72	44,916.00	0.00	3,437.00	0.00	48,353.00
		LABORER III	4 3 2017	\$ 40,653.56	0.00	813.07	0.00	41,467.00	0.00	3,173.00	0.00	44,640.00
<b>NEW</b>	<b>POSITION</b>	<b>MOTOR EQUIPMENT OPERATOR</b>	<b>1 1 2021</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>46,875.28</b>	<b>0.00</b>	<b>3,586.00</b>	<b>0.00</b>	<b>50,461.28</b>
<b>NEW</b>	<b>POSITION</b>	<b>MOTOR EQUIPMENT OPERATOR</b>	<b>1 1 2021</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>46,875.28</b>	<b>0.00</b>	<b>3,586.00</b>	<b>0.00</b>	<b>50,461.28</b>
<b>NEW</b>	<b>POSITION</b>	<b>MOTOR EQUIPMENT OPERATOR</b>	<b>1 1 2021</b>	<b>\$ -</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>46,875.28</b>	<b>0.00</b>	<b>3,586.00</b>	<b>0.00</b>	<b>50,461.28</b>
		MOTOR EQUIPMENT OPERATOR	8 19 2019	\$ 43,172.31	1,369.82	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		MOTOR EQUIPMENT OPERATOR	3 25 2013	\$ 45,956.16	0.00	919.12	0.00	46,875.00	0.00	3,586.00	0.00	50,461.00
		MOTOR EQUIPMENT OPERATOR	8 5 2019	\$ 43,172.31	1,369.82	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		MOTOR EQUIPMENT OPERATOR	8 7 2017	\$ 44,542.13	0.00	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		MOTOR EQUIPMENT OPERATOR	10 13 2020	\$ 35,607.21	7,565.10	863.45	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00
		MOTOR EQUIPMENT OPERATOR	3 2 2020	\$ 41,890.83	7,565.10	989.12	0.00	50,445.00	0.00	3,860.00	0.00	54,305.00
		MOTOR EQUIPMENT OPERATOR	9 13 1999	\$ 47,458.61	0.00	949.17	484.08	48,892.00	0.00	3,741.00	0.00	52,633.00
		MOTOR EQUIPMENT OPERATOR	11 13 2018	\$ 43,172.31	1,369.82	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		MOTOR EQUIPMENT OPERATOR	5 18 2015	\$ 44,542.13	0.00	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		MOTOR EQUIPMENT OPERATOR	3 16 2009	\$ 45,956.16	0.00	919.12	0.00	46,875.00	0.00	3,586.00	0.00	50,461.00
		MOTOR EQUIPMENT OPERATOR	9 8 2015	\$ 44,542.13	0.00	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		MOTOR EQUIPMENT OPERATOR	9 14 2020	\$ 35,607.21	8,934.92	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		MOTOR EQUIPMENT OPERATOR	12 16 2019	\$ 41,890.83	2,651.30	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		MOTOR EQUIPMENT OPERATOR	3 21 2016	\$ 44,542.13	0.00	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		MOTOR EQUIPMENT OPERATOR	8 24 2015	\$ 44,542.13	0.00	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		MOTOR EQUIPMENT OPERATOR	7 13 2015	\$ 44,542.13	0.00	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		MOTOR EQUIPMENT OPERATOR	5 18 2015	\$ 44,542.13	0.00	890.84	0.00	45,433.00	0.00	3,476.00	0.00	48,909.00
		HEAVY EQUIPMENT OPERATOR I	2 3 2020	\$ 44,542.13	1,414.03	919.12	0.00	46,875.00	0.00	3,586.00	0.00	50,461.00
		HEAVY EQUIPMENT OPERATOR I	7 8 2019	\$ 45,956.16	1,502.45	949.17	0.00	48,408.00	0.00	3,704.00	0.00	52,112.00
		HEAVY EQUIPMENT OPERATOR I	10 24 2011	\$ 47,458.61	0.00	949.17	0.00	48,408.00	0.00	3,704.00	0.00	52,112.00
		HEAVY EQUIPMENT OPERATOR I	11 2 2020	\$ 37,860.81	0.00	757.22	0.00	38,618.00	0.00	2,955.00	0.00	41,573.00

		HEAVY EQUIPMENT OPERATOR II	9	21	2015	\$ 49,005.22	0.00	980.10	0.00	49,985.00	0.00	3,824.00	0.00	53,809.00
		HEAVY EQUIPMENT OPERATOR III	10	10	2017	\$ 50,551.80	0.00	1,011.04	0.00	51,563.00	0.00	3,945.00	0.00	55,508.00
		CONSTRUCTION TRADESMAN II	3	16	1998	\$ 50,551.80	0.00	1,011.04	773.44	52,336.00	0.00	4,004.00	0.00	56,340.00
		SOLID WASTE EDUCATION/ENFORCEMENT TECHNICIAN	5	2	2016	\$ 45,956.16	0.00	919.12	0.00	46,875.00	0.00	3,586.00	0.00	50,461.00
		SOLID WASTE EDUCATION/ENFORCEMENT TECHNICIAN	2	22	2016	\$ 45,956.16	0.00	919.12	0.00	46,875.00	0.00	3,586.00	0.00	50,461.00
		CUSTOMER SERVICE REPRESENTATIVE (BILLING)	5	4	2015	\$ 45,956.16	0.00	919.12	0.00	46,875.00	0.00	3,586.00	0.00	50,461.00
<b>VACANT</b>	<b>POSITION</b>	<b>CUSTOMER SERVICE REPRESENTATIVE (BILLING)</b>	<b>5</b>	<b>4</b>	<b>2015</b>	<b>\$ 45,956.16</b>	<b>0.00</b>	<b>919.12</b>	<b>0.00</b>	<b>46,875.00</b>	<b>0.00</b>	<b>3,586.00</b>	<b>0.00</b>	<b>50,461.00</b>
		CUSTOMER SERVICE REPRESENTATIVE (BILLING) 25%	5	31	2016	\$ 10,793.08	0.00	215.86	0.00	11,009.00	0.00	843.00	0.00	11,852.00
		DEMOLITION CREW LEADER	2	11	2002	\$ 53,749.39	0.00	1,074.99	548.24	55,373.00	0.00	4,237.00	0.00	59,610.00
		DEMOLITION SPECIALIST I	6	7	1999	\$ 45,956.16	0.00	919.12	468.75	47,344.00	0.00	3,622.00	0.00	50,966.00
		DEMOLITION SPECIALIST I	3	20	2006	\$ 45,956.16	0.00	919.12	234.38	47,110.00	0.00	3,604.00	0.00	50,714.00
		STREETS MAINTENANCE WORKER II	7	2	2001	\$ 47,458.61	0.00	949.17	484.08	48,892.00	0.00	3,741.00	0.00	52,633.00
		STREETS MAINTENANCE WORKER III	3	12	2001	\$ 49,005.22	0.00	980.10	499.85	50,485.00	0.00	3,863.00	0.00	54,348.00
		STREETS MAINTENANCE WORKER III	7	27	1992	\$ 49,005.22	0.00	980.10	999.71	50,985.00	0.00	3,901.00	0.00	54,886.00
<b>VACANT</b>	<b>POSITION</b>	<b>STREETS MAINTENANCE WORKER I</b>	<b>10</b>	<b>7</b>	<b>2019</b>	<b>\$ 43,172.31</b>	<b>2,783.85</b>	<b>919.12</b>	<b>0.00</b>	<b>46,875.00</b>	<b>0.00</b>	<b>3,586.00</b>	<b>0.00</b>	<b>50,461.00</b>
		STREETS MAINTENANCE WORKER I	7	8	2019	\$ 44,542.13	1,414.03	919.12	0.00	46,875.00	0.00	3,586.00	0.00	50,461.00
		STREETS MAINTENANCE WORKER I	7	8	2019	\$ 44,542.13	1,414.03	919.12	0.00	46,875.00	0.00	3,586.00	0.00	50,461.00
		ATRIUM RECEPTIONIST	7	24	2017	\$ 40,653.56	0.00	813.07	0.00	41,467.00	0.00	3,173.00	0.00	44,640.00
		ADMINISTRATIVE ASSISTANT I	9	26	2016	\$ 43,172.31	0.00	863.45	0.00	44,036.00	0.00	3,369.00	0.00	47,405.00

61.25	BARGAINING UNIT TOTALS	2,404,759.31	55,337.37	49,201.93	7,354.86	2,781,680.73	0.00	212,827.00	0.00	2,994,507.73
68.10	TOTAL	2,831,736.31	62,175.66	49,201.93	7,354.86	3,275,495.73	0.00	250,606.00	0.00	3,526,101.73

<b>OVERTIME</b>								<b>168,750.00</b>	<b>0.00</b>	<b>12,910.00</b>	<b>0.00</b>	<b>181,660.00</b>
-----------------	--	--	--	--	--	--	--	-------------------	-------------	------------------	-------------	-------------------

<b>SIGNING BONUS</b>								<b>67,000.00</b>	<b>0.00</b>	<b>4,973.00</b>	<b>0.00</b>	<b>71,973.00</b>
----------------------	--	--	--	--	--	--	--	------------------	-------------	-----------------	-------------	------------------

<b>SICK-LEAVE BUY BACK</b>								<b>10,000.00</b>	<b>0.00</b>	<b>765.00</b>	<b>0.00</b>	<b>10,765.00</b>
----------------------------	--	--	--	--	--	--	--	------------------	-------------	---------------	-------------	------------------

<b>SUBTOTAL</b>								<b>3,521,245.73</b>	<b>0.00</b>	<b>269,254.00</b>	<b>0.00</b>	<b>3,790,499.73</b>
-----------------	--	--	--	--	--	--	--	---------------------	-------------	-------------------	-------------	---------------------

<b>MEDICAL</b>								<b>1,000,000.00</b>	<b>0.00</b>	<b>76,500.00</b>	<b>0.00</b>	<b>1,076,500.00</b>
----------------	--	--	--	--	--	--	--	---------------------	-------------	------------------	-------------	---------------------

<b>SEVERANCE PAY</b>								<b>70,000.00</b>	<b>0.00</b>	<b>5,355.00</b>	<b>0.00</b>	<b>75,355.00</b>
----------------------	--	--	--	--	--	--	--	------------------	-------------	-----------------	-------------	------------------

<b>UNEMPLOYMENT COMPENSATION</b>								<b>15,000.00</b>	<b>0.00</b>	<b>1,148.00</b>	<b>0.00</b>	<b>16,148.00</b>
----------------------------------	--	--	--	--	--	--	--	------------------	-------------	-----------------	-------------	------------------

<b>WORKERS COMP-ADJ FEES</b>								<b>5,000.00</b>	<b>0.00</b>	<b>383.00</b>	<b>0.00</b>	<b>5,383.00</b>
------------------------------	--	--	--	--	--	--	--	-----------------	-------------	---------------	-------------	-----------------

<b>LOSS TIME &amp; MED</b>								<b>100,000.00</b>	<b>0.00</b>	<b>7,650.00</b>	<b>0.00</b>	<b>107,650.00</b>
----------------------------	--	--	--	--	--	--	--	-------------------	-------------	-----------------	-------------	-------------------

<b>CONCESSIONS &amp; VACANCIES</b>								<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
------------------------------------	--	--	--	--	--	--	--	-------------	-------------	-------------	-------------	-------------

<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>								<b>4,711,245.73</b>	<b>0.00</b>	<b>360,290.00</b>	<b>0.00</b>	<b>5,071,535.73</b>
---	--	--	--	--	--	--	--	---------------------	-------------	-------------------	-------------	---------------------

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

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 25062562 CITY SERVICES

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$3,117,574	\$2,399,357	\$2,186,497	\$2,841,328	\$3,275,496
416000 OVERTIME	\$212,574	\$171,479	\$140,826	\$168,750	\$168,750
414002 SIGNING BONUS	\$49,000	\$64,604	\$226,125	\$67,000	\$67,000
417000 SICK LEAVE/VACAT BUY-BACK	\$9,813	\$11,219	\$8,284	\$10,000	\$10,000
<b>414100 SALARIES/WAGES</b>	<b>\$3,388,961</b>	<b>\$2,646,660</b>	<b>\$2,561,732</b>	<b>\$3,087,078</b>	<b>\$3,521,246</b>
419001 SOCIAL SECURITY	\$255,518	\$197,954	\$191,327	\$338,324	\$360,290
419002 MEDICAL	\$945,703	\$902,417	\$861,154	\$1,100,000	\$1,000,000
419005 SEVERANCE PAY	\$49,130	\$18,961	\$18,236	\$70,000	\$70,000
419010 UNEMPLOYMENT COMPENSAT	\$7,547	\$14,222	\$10,976	\$15,000	\$15,000
419011 WORKERS' COMP-ADJ FEES	\$3,806	\$3,809	\$3,234	\$5,000	\$5,000
419012 LOSS TIME & MED	\$115,201	\$68,678	\$0	\$147,000	\$100,000
419028 CLOTHING ALLOWANCE	\$0	\$0	\$483	\$0	\$0
<b>419100 FRINGE BENEFITS</b>	<b>\$1,376,905</b>	<b>\$1,206,041</b>	<b>\$1,085,410</b>	<b>\$1,675,324</b>	<b>\$1,550,290</b>
<b>419995 PERSONNEL</b>	<b>\$4,765,866</b>	<b>\$3,852,701</b>	<b>\$3,647,143</b>	<b>\$4,762,402</b>	<b>\$5,071,536</b>
420010 ADVERTISING	\$0	\$231	\$205	\$2,500	\$2,500
420020 PRINTING	\$19,885	\$14,105	\$14,659	\$20,000	\$20,000
420040 TELEPHONE	\$42,194	\$42,255	\$39,715	\$40,000	\$40,000
420050 POSTAGE	\$2,471	\$0	\$0	\$2,000	\$2,000
<b>420100 COMMUNICATIONS</b>	<b>\$64,550</b>	<b>\$56,591</b>	<b>\$54,579</b>	<b>\$64,500</b>	<b>\$64,500</b>
421010 LEGAL	\$0	\$75,421	\$32,236	\$225,000	\$50,000
421020 AUDIT	\$8,500	\$8,500	\$0	\$8,500	\$8,500
421040 COLLECTION(OPT & LIENS)	\$0	\$0	\$0	\$2,000	\$2,000
421050 OTHER PROFESSIONAL FEES	\$95	\$0	\$0	\$0	\$0
421070 ARBITRATION	\$0	\$0	\$0	\$5,000	\$5,000
421080 FILING FEES	\$2,100	\$366	(\$2,100)	\$8,000	\$8,000
421030 CONSULTING	\$18,755	\$45,472	\$2,614	\$40,000	\$40,000
<b>421100 PROFESSIONAL SRVC</b>	<b>\$29,449</b>	<b>\$129,759</b>	<b>\$32,750</b>	<b>\$288,500</b>	<b>\$113,500</b>
422000 SEWERAGE	\$5,521	\$19,215	\$9,039	\$18,000	\$18,000
422010 WATER	\$39,769	\$127,983	\$58,482	\$125,000	\$125,000
422020 ELECTRICITY	\$49,988	\$62,412	\$33,629	\$70,000	\$70,000
422030 HEAT	\$87,455	\$70,236	\$68,075	\$90,000	\$90,000
422040 PROPERTY TAXES	\$1,506	\$3,857	\$2,546	\$0	\$0
422060 POWER-STREET LIGHTS	\$55,042	\$38,012	\$21,348	\$65,000	\$65,000
422080 SEWERAGE MAINT CHARGES	\$815	\$4,068	\$139	\$5,000	\$5,000
422090 REFUSE	\$26	\$0	\$444	\$0	\$0
422091 DISPOSAL	\$6,146,058	\$6,254,191	\$5,666,173	\$6,513,875	\$6,300,000
422093 RECYCLING DISPOSAL	\$11,123	\$69,195	\$90,389	\$100,000	\$125,000
42209x COMPOSTING DISPOSAL	\$0	\$0	\$0	\$0	\$94,000
422096 STEELTON DISPOSAL	\$0	\$80,697	\$210,329	\$200,000	\$250,000
422097 STEELTON RECYCLING DISPOS	\$0	\$0	\$0	\$10,000	\$15,000
422098 STEELTON ADMIN FEE	\$0	\$1,391	\$11,573	\$5,500	\$15,000
42209X PENBROOK/PAXTANG DISPOSAL	\$0	\$0	\$0	\$0	\$223,000
42209X PENBROOK/PAXTANG REC	\$0	\$0	\$0	\$0	\$13,374
<b>422100 UTILITIES &amp; SRVC</b>	<b>\$6,397,304</b>	<b>\$6,731,256</b>	<b>\$6,172,166</b>	<b>\$7,202,375</b>	<b>\$7,408,374</b>
423002 STOP/LOSS PREMIUM	\$47,708	\$45,065	\$0	\$53,320	\$53,320
423010 AUTOMOBILE PREM	\$21,487	\$20,338	\$19,535	\$25,064	\$20,054
423011 AUTO DEDUCT	\$19,163	\$26,459	\$14,980	\$27,563	\$27,563
423020 GENERAL LIABILITY PREM	\$5,570	\$5,295	\$6,294	\$6,217	\$10,099
423095 EXCESS LIABILITY	\$2,222	\$2,113	\$2,516	\$2,400	\$4,049
423023 LIABILITY SETTLL. CLAIMS	\$0	\$0	\$725,000	\$0	\$490,000
<b>423100 INSURANCE</b>	<b>\$96,151</b>	<b>\$99,269</b>	<b>\$768,325</b>	<b>\$114,563</b>	<b>\$605,084</b>
424060 OTHER RENTALS	\$1,659	\$5,135	\$1,438	\$25,000	\$25,000



# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 25062562 CITY SERVICES

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
424061 UNIFORM RENTALS	\$41,669	\$46,196	\$24,742	\$50,000	\$50,000
<b>424100 RENTALS</b>	<b>\$43,329</b>	<b>\$51,331</b>	<b>\$26,180</b>	<b>\$75,000</b>	<b>\$75,000</b>
425010 VEHICULAR EQUIPMENT	\$184,380	\$112,635	\$139,073	\$200,000	\$200,000
425030 BUILDING MAINT	\$4,820	\$130	\$0	\$0	\$0
425031 POOLS/RECREATIONAL EQUIP	\$375	\$0	\$0	\$0	\$0
425050 COMMUNICATIONS EQUIPMENT	\$430	\$0	\$0	\$0	\$0
425090 MAINT SERV CONTRACT	\$52,567	\$29,013	\$39,962	\$125,000	\$75,000
425099 OTHER CONT MAINT	\$563	\$0	\$0	\$0	\$0
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$243,135</b>	<b>\$141,778</b>	<b>\$179,035</b>	<b>\$325,000</b>	<b>\$275,000</b>
429001 TUITION/TRAINING	\$0	\$2,109	\$1,758	\$7,000	\$7,000
429003 GENERAL ADMIN. CHARGES	\$811,063	\$811,063	\$0	\$405,532	\$0
429009 ADMIN/TRUSTEE FEE	\$668	\$548	\$305	\$400	\$400
429011 DEMOLITION & CLEARING	\$256,449	\$84,768	\$213,545	\$250,000	\$250,000
429013 INCINERATOR TRUCK PERMIT	\$3,950	\$5,250	\$5,050	\$7,000	\$7,000
429014 CONTRACTED PERSONNEL SVS.	\$16,800	\$3,502	\$1,800	\$7,000	\$7,000
429090 MISC CONTRACTED SRVCS	\$126,245	\$75,189	\$123,927	\$225,000	\$225,000
429095 BANK SERV CHARGES	\$0	\$0	\$0	\$30	\$30
<b>429100 CONTRACTED SRVC</b>	<b>\$1,215,174</b>	<b>\$982,428</b>	<b>\$346,384</b>	<b>\$901,962</b>	<b>\$496,430</b>
<b>429995 SERVICES</b>	<b>\$8,089,092</b>	<b>\$8,192,413</b>	<b>\$7,579,419</b>	<b>\$8,971,899</b>	<b>\$9,037,888</b>
430001 EDUCATIONAL	\$5,362	\$1,425	\$905	\$7,000	\$7,000
430002 SOFTWARE	\$21,365	\$23,761	\$22,305	\$16,000	\$30,000
430009 OFFICE	\$6,193	\$6,954	\$2,235	\$3,000	\$6,000
430011 CUSTODIAL	\$6,238	\$0	\$401	\$0	\$0
430012 PERSONAL SAFETY	\$13,034	\$24,638	\$16,845	\$18,000	\$30,000
430014 WEARING APPAREL	\$7,263	\$13,334	\$9,634	\$12,000	\$16,000
430029 BLDG MAINT SUPPLIES	\$3,933	\$0	\$303	\$0	\$0
430030 SNOW CONTROL	\$35,972	\$53,937	\$0	\$55,000	\$60,000
430031 ASPHALT	\$65,807	\$13,144	\$3,114	\$60,000	\$60,000
430032 CONCRETE	\$4,270	\$1,178	\$467	\$5,000	\$5,000
430040 BOTANICAL	\$8,576	\$0	\$0	\$0	\$0
430042 TOOLS & HARDWARE	\$26,899	\$10,811	\$13,930	\$20,000	\$20,000
430050 MOTOR FUELS/LUBRICANTS	\$149,000	\$155,000	\$145,784	\$155,000	\$155,000
430051 TIRES & BATTERIES	\$30,000	\$30,000	\$27,279	\$30,000	\$30,000
430052 VEHICLE PARTS & SUPPLIES	\$21,183	\$20,000	\$20,593	\$20,000	\$20,000
430055 MECH EQUIP PARTS	\$0	\$3,093	\$0	\$0	\$0
430063 DEMOLITION SUPPLIES	\$15,846	\$0	\$0	\$25,000	\$25,000
430064 COMMERCIAL TRASH TOTERS	\$33,196	\$0	\$0	\$2,500	\$10,000
430065 RESIDENTIAL RECYCL TOTERS	\$5,268	\$0	\$4,350	\$2,500	\$10,000
430066 RESIDENTIAL TRASH TOTERS	\$16,875	\$0	\$26,380	\$2,500	\$10,000
430067 COMMERCIAL RECYCL TOTERS	\$17,497	\$0	\$0	\$2,500	\$10,000
430068 STEELTON RESI TRASHTOTERS	\$0	\$0	\$162,898	\$0	\$0
430069 STEELTON RESI RECYCTOTERS	\$0	\$0	\$110,200	\$0	\$0
43006X PENBROOK/PAXTANG YARD WASTE CONTAINERS	\$0	\$0	\$0	\$0	\$22,550
430099 MISC SUPPLIES AND EXP	\$53,441	\$17,278	\$11,091	\$10,000	\$10,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$547,218</b>	<b>\$374,553</b>	<b>\$578,713</b>	<b>\$446,000</b>	<b>\$536,550</b>
439015 OFFICE EQUIPMENT	\$3,633	\$6,154	\$2,886	\$8,000	\$8,000
439020 BUILDINGS & STRUCTURES	\$4,026	\$203	\$3,336	\$5,000	\$5,000
439099 MISC EQUIPMENT	\$33,107	\$4,290	\$11,361	\$20,000	\$20,000
<b>439100 MINOR CAPITAL</b>	<b>\$40,765</b>	<b>\$10,647</b>	<b>\$17,584</b>	<b>\$33,000</b>	<b>\$33,000</b>
<b>439995 SUPPLIES</b>	<b>\$587,984</b>	<b>\$385,200</b>	<b>\$596,296</b>	<b>\$479,000</b>	<b>\$569,550</b>
452000 BUILDINGS AND STRUCTURES	\$128,162	\$2,287,511	\$0	\$0	\$0
453000 OPERATIONS EQUIPMENT	\$3,224	\$0	\$0	\$0	\$0

## 2021 Proposed Budget

### Expenditure Line Item

**BUDGET UNIT: 25062562 CITY SERVICES**

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
452008 BUILDING IMPROVEMENTS	\$6,825	\$0	\$0	\$0	\$0
452014 SECURITY UPGRADE	\$41,829	\$0	\$0	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$180,039</b>	<b>\$2,287,511</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
453004 EQUIPMENT-VEHICLE	\$1,224,113	\$923,533	\$574,600	\$748,000	\$705,000
453030 MOTOR VEHICLE/EQUIPMENT	\$87,838	\$0	\$71,306	\$0	\$0
453039 EQUIPMENT-COMMUNICATION	\$133,112	\$0	\$0	\$0	\$0
453049 LEASE PURCHASE	\$651,940	\$734,099	\$526,210	\$700,164	\$607,111
453099 EQUIPMENT-OTHER	\$75,796	\$0	\$0	\$100,000	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$2,172,799</b>	<b>\$1,657,632</b>	<b>\$1,172,117</b>	<b>\$1,548,164</b>	<b>\$1,312,111</b>
481001 GENERAL FUND TRANSFERS	\$0	\$0	\$0	\$0	\$162,133
<b>480100 NON-EXP ITEMS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$162,133</b>
<b>499995 OTHER</b>	<b>\$2,352,837</b>	<b>\$3,945,143</b>	<b>\$1,172,117</b>	<b>\$1,548,164</b>	<b>\$1,474,244</b>
<b>25062562 NEIGHBORHOOD SERVICES</b>	<b>\$15,795,780</b>	<b>\$16,375,457</b>	<b>\$12,994,974</b>	<b>\$15,761,465</b>	<b>\$16,153,217</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 2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b><u>0188 GENERAL EXPENSES</u></b>					
Personnel	9,748,905	10,857,515	7,861,474	11,791,169	10,684,356
Services					
Communications	130,224	143,077	139,677	163,097	251,417
Professional Fees	72,886	124,138	121,443	167,382	167,382
Insurance	2,031,305	1,565,134	1,599,421	1,567,489	1,665,190
Contracted Services	24,736	92,243	26,340	51,785	51,785
Total Services	2,259,151	1,924,592	1,886,881	1,949,754	2,135,774
Supplies					
Supplies	9,759	845	100	25,500	25,500
Minor Capital Equipment	2,257	2,577	0	0	0
Total Supplies	12,016	3,422	100	25,500	25,500
Other					
Capital Outlay	4,730	8,419	0	0	0
Subsidies and Grants	307,406	427,073	397,073	501,802	528,018
Liability Insurance Claim	0	0	0	0	0
Refund of Prior Year Revenue	19,877	7,400	4,684	0	0
Return of Prior Year Grant Rev.	383	0	171,197	0	0
Fines and Settlements	0	0	0	0	0
TRAN Costs	470	0	211	0	0
Total Other	332,865	442,892	573,165	501,802	528,018
Total General Expenses	12,352,937	13,228,422	10,321,620	14,268,225	13,373,648
<b><u>0189 TRANSFERS TO OTHER FUNDS</u></b>					
Capital Projects - Public Works	200,000	2,532,000	0	1,685,000	0
Debt Service Fund Transfer	9,858,806	10,918,643	9,977,103	14,797,106	11,618,638
State Grants Fund Transfer	32,167	0	0	0	0
Blight Remediation Fund Transfer	4,000	0	0	0	0
Federal Grants Fund Transfer	250,000	0	0	0	0
Neighborhood Services	29,701	470,000	0	0	0
Senators Fund	239,681	256,778	335,293	259,641	5,750,000
CDBG Fund	0	53,241	0	0	0
Special Events Fund	30,000	0	0	0	0
Total Transfers	10,644,356	14,230,663	10,312,396	16,741,747	17,368,638

EXPENDITURE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

General Fund

0188 General Expenses

Account Name	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>WAGES/BENEFITS</b>					
Salaries/Social Security	12,215	13,738	17,685	24,363	24,363
Temporary Employment	0	3,360	3,780	51,000	51,000
Medical Benefits	9,157,579	10,107,539	7,229,493	10,893,750	9,763,864
Signing Bonus	44,000	59,000	134,375	56,000	56,000
Sick Leave Buy-Back	4,726	2,169	2,150	7,467	7,467
Severance Pay	150,958	200,207	150,676	204,000	204,000
Medicare	12,572	19,148	22,685	28,548	28,548
Unemployment Compensation	45,496	35,335	73,048	55,832	74,509
<b>TOTAL WAGES/BENEFITS</b>	<b>9,427,546</b>	<b>10,440,496</b>	<b>7,633,892</b>	<b>11,320,960</b>	<b>10,209,751</b>
<b>WORKERS' COMPENSATION</b>					
Workers' Compensation Adj. Fees	38,389	38,514	32,704	61,200	61,200
Loss Time & Medical	128,546	228,421	56,218	230,637	230,637
State Fees/Assessments	43,722	27,944	9,366	45,900	45,900
Excess Policy & Bond	110,702	122,140	129,294	132,473	136,867
<b>TOTAL WORKERS COMP.</b>	<b>321,360</b>	<b>417,019</b>	<b>227,582</b>	<b>470,210</b>	<b>474,604</b>
<b>PENSION CONTRIBUTIONS</b>					
<b>TOTAL PERSONNEL</b>	<b>9,748,905</b>	<b>10,857,515</b>	<b>7,861,474</b>	<b>11,791,169</b>	<b>10,684,356</b>
<b>COMMUNICATIONS</b>					
Telephone/Cell Phones	130,224	143,077	139,677	163,097	251,417
<b>TOTAL COMMUNICATIONS</b>	<b>130,224</b>	<b>143,077</b>	<b>139,677</b>	<b>163,097</b>	<b>251,417</b>
<b>PROFESSIONAL FEES</b>					
Legal Fees	0	1,203	0	20,400	20,400
Consulting	72,886	122,934	120,243	142,800	142,800
Other	0	0	1,200	4,182	4,182
<b>TOTAL PROFESSIONAL FEES</b>	<b>72,886</b>	<b>124,138</b>	<b>121,443</b>	<b>167,382</b>	<b>167,382</b>
<b>UTILITIES</b>					

EXPENDITURE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

General Fund

0188 General Expenses

Account Name	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>INSURANCE</b>					
Stop Loss - Premium	434,210	417,360	396,324	490,000	490,000
Automobile - Premium	88,359	84,023	80,707	96,509	82,850
Automobile - Deductible	3,815	15,318	11,178	42,840	44,982
General Liability - Premium	59,104	56,204	66,830	64,556	107,244
General Liability - Deductible	80,637	157,116	141,922	68,340	71,757
Liability Insurance Claims and Settlements	1,045,000	444,164	417,796	400,000	420,000
Boiler & Machinery - Premium	5,173	7,382	5,871	6,293	6,311
Property & Crime - Premium	116,574	176,304	150,624	185,823	161,921
Inland Marine - Premium	20,623	31,470	21,619	33,044	23,950
Flood - Premium	37,999	38,982	40,791	40,931	42,978
Public Official Liability - Premium	44,945	42,739	46,736	44,876	64,927
Public Official Liability - Deductible	31,189	33,521	146,907	30,696	32,231
Excess Liability - Premium	63,678	60,553	72,117	63,581	116,040
<b>TOTAL INSURANCE</b>	<b>2,031,305</b>	<b>1,565,134</b>	<b>1,599,421</b>	<b>1,567,489</b>	<b>1,665,190</b>
<b>CONTRACTED SERVICES</b>					
Maintenance Service Contract	8,962	9,538	8,414	21,208	21,208
Contracted Personnel Services	7,772	0	0	0	0
Bank Administration/Trustee Fees	6,211	4,742	4,230	10,200	10,200
Membership Dues	1,791	1,768	1,395	5,377	5,377
Miscellaneous	0	2,321	0	0	0
Permits and/or Fees	0	73,875	12,300	15,000	15,000
<b>TOTAL CONTRACTED SERVICES</b>	<b>24,736</b>	<b>92,243</b>	<b>26,340</b>	<b>51,785</b>	<b>51,785</b>
<b>TOTAL SERVICES</b>	<b>2,259,151</b>	<b>1,924,592</b>	<b>1,886,881</b>	<b>1,949,754</b>	<b>2,135,774</b>
<b>SUPPLIES &amp; EXPENSES</b>					
Data Processing	7,369	0	0	25,500	25,500
Custodial	2,390	845	0	0	0
Miscellaneous	0	0	100	0	0
<b>TOTAL SUPPLIES &amp; EXPENSES</b>	<b>9,759</b>	<b>845</b>	<b>100</b>	<b>25,500</b>	<b>25,500</b>
<b>MINOR CAPITAL EQUIPMENT</b>					
Operations Equipment	2,257	2,577	0	0	0
<b>TOTAL MINOR CAPITAL EQUIPMENT</b>	<b>2,257</b>	<b>2,577</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL SUPPLIES</b>	<b>12,016</b>	<b>3,422</b>	<b>100</b>	<b>25,500</b>	<b>25,500</b>

EXPENDITURE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

General Fund

0188 General Expenses

Account Name	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>CAPITAL OUTLAY</b>					
Equipment - Pentamation System	4,730	1,920	0	0	0
Operations Equipment	0	6,499	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>4,730</b>	<b>8,419</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SUBSIDIES &amp; GRANTS</b>					
Grants to Local Units	0	82,500	52,500	135,000	154,294
Capital Area Transit	307,406	344,573	344,573	361,802	368,724
Walk to Work Program	0	0	0	5,000	5,000
<b>TOTAL SUBSIDIES &amp; GRANTS</b>	<b>307,406</b>	<b>427,073</b>	<b>397,073</b>	<b>501,802</b>	<b>528,018</b>
Refund of Prior Year Revenue	19,877	7,400	4,684	0	0
Return of Prior Year Grant Revenue	383	0	171,197	0	0
Interest Expense	470	0	211	0	0
<b>TOTAL OTHER</b>	<b>332,865</b>	<b>442,892</b>	<b>573,165</b>	<b>501,802</b>	<b>528,018</b>
<b>TOTAL GENERAL EXPENSES</b>	<b>12,352,937</b>	<b>13,228,422</b>	<b>10,321,620</b>	<b>14,268,225</b>	<b>13,373,648</b>

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01010188 GENERAL EXPENSES

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
415000 TEMPORARY	\$0	\$3,360	\$3,780	\$51,000	\$51,000
417000 SICK LEAVE/VACAT BUY-BACK	\$4,726	\$2,169	\$2,150	\$7,467	\$7,467
414002 SIGNING BONUS	\$44,000	\$59,000	\$134,375	\$56,000	\$56,000
419006 MANDATORY MEDICARE	\$12,572	\$19,148	\$22,685	\$28,548	\$28,548
<b>414100 SALARIES/WAGES</b>	<b>\$61,298</b>	<b>\$83,677</b>	<b>\$162,990</b>	<b>\$143,015</b>	<b>\$143,015</b>
419001 SOCIAL SECURITY	\$12,215	\$13,738	\$17,685	\$24,363	\$24,363
419002 MEDICAL	\$9,157,579	\$10,107,539	\$7,229,493	\$10,893,750	\$9,763,864
419005 SEVERANCE PAY	\$150,958	\$200,207	\$150,676	\$204,000	\$204,000
419010 UNEMPLOYMENT COMPENSAT	\$45,496	\$35,335	\$73,048	\$55,832	\$74,509
419011 WORKERS' COMP-ADJ FEES	\$38,389	\$38,514	\$32,704	\$61,200	\$61,200
419012 LOSS TIME & MED	\$128,546	\$228,421	\$56,218	\$230,637	\$230,637
419014 STATE FEES & ASSESSMENTS	\$43,722	\$27,944	\$9,366	\$45,900	\$45,900
419015 EXCESS POLICY & BOND	\$110,702	\$122,140	\$129,294	\$132,473	\$136,867
<b>419100 FRINGE BENEFITS</b>	<b>\$9,687,607</b>	<b>\$10,773,839</b>	<b>\$7,698,484</b>	<b>\$11,648,154</b>	<b>\$10,541,340</b>
<b>419995 PERSONNEL</b>	<b>\$9,748,905</b>	<b>\$10,857,515</b>	<b>\$7,861,474</b>	<b>\$11,791,169</b>	<b>\$10,684,356</b>
420040 TELEPHONE	\$130,224	\$143,077	\$139,677	\$163,097	\$251,417
<b>420100 COMMUNICATIONS</b>	<b>\$130,224</b>	<b>\$143,077</b>	<b>\$139,677</b>	<b>\$163,097</b>	<b>\$251,417</b>
421010 LEGAL	\$0	\$1,203	\$0	\$20,400	\$20,400
421030 CONSULTING	\$72,886	\$122,934	\$120,243	\$142,800	\$142,800
421050 OTHER PROFESSIONAL FEES	\$0	\$0	\$1,200	\$4,182	\$4,182
<b>421100 PROFESSIONAL SRVC</b>	<b>\$72,886</b>	<b>\$124,138</b>	<b>\$121,443</b>	<b>\$167,382</b>	<b>\$167,382</b>
423002 STOP/LOSS PREMIUM	\$434,210	\$417,360	\$396,324	\$490,000	\$490,000
423010 AUTOMOBILE PREM	\$88,359	\$84,023	\$80,707	\$96,509	\$82,850
423011 AUTO DEDUCT	\$3,815	\$15,318	\$11,178	\$42,840	\$44,982
423020 GENERAL LIABILITY PREM	\$59,104	\$56,204	\$66,830	\$64,556	\$107,244
423021 GEN LIAB DEDUCT	\$80,637	\$157,116	\$141,922	\$68,340	\$71,757
423023 LIABILITY SETT. CLAIMS	\$1,045,000	\$444,164	\$417,796	\$400,000	\$420,000
423030 BOILER	\$5,173	\$7,382	\$5,871	\$6,293	\$6,311
423040 PROPERTY & CRIME PREM	\$116,574	\$176,304	\$150,624	\$185,823	\$161,921
423050 INLAND MARINE	\$20,623	\$31,470	\$21,619	\$33,044	\$23,950
423060 FLOOD PREM	\$37,999	\$38,982	\$40,791	\$40,931	\$42,978
423090 PUBLIC OFF PREM	\$44,945	\$42,739	\$46,736	\$44,876	\$64,927
423091 PUBLIC OFF DEDUCT	\$31,189	\$33,521	\$146,907	\$30,696	\$32,231
423095 EXCESS LIABILITY	\$63,678	\$60,553	\$72,117	\$63,581	\$116,040
<b>423100 INSURANCE</b>	<b>\$2,031,305</b>	<b>\$1,565,134</b>	<b>\$1,599,421</b>	<b>\$1,567,489</b>	<b>\$1,665,190</b>
425090 MAINT SERV CONTRACT	\$8,962	\$9,538	\$8,414	\$21,208	\$21,208
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$8,962</b>	<b>\$9,538</b>	<b>\$8,414</b>	<b>\$21,208</b>	<b>\$21,208</b>
429009 ADMIN/TRUSTEE FEE	\$6,211	\$4,742	\$4,230	\$10,200	\$10,200
429014 CONTRACTED PERSONNEL SVS.	\$7,772	\$0	\$0	\$0	\$0
429017 MEMBERSHIPS	\$1,791	\$1,768	\$1,395	\$5,377	\$5,377
429090 MISC CONTRACTED SRVCS	\$0	\$2,321	\$0	\$0	\$0
429018 PERMITS AND/OR FEES	\$0	\$73,875	\$12,300	\$15,000	\$15,000
<b>429100 CONTRACTED SRVC</b>	<b>\$15,773</b>	<b>\$82,706</b>	<b>\$17,925</b>	<b>\$30,577</b>	<b>\$30,577</b>
<b>429995 SERVICES</b>	<b>\$2,259,151</b>	<b>\$1,924,592</b>	<b>\$1,886,881</b>	<b>\$1,949,754</b>	<b>\$2,135,774</b>
430002 SOFTWARE	\$7,369	\$0	\$0	\$25,500	\$25,500
430011 CUSTODIAL	\$2,390	\$845	\$0	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$0	\$0	\$100	\$0	\$0
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$9,759</b>	<b>\$845</b>	<b>\$100</b>	<b>\$25,500</b>	<b>\$25,500</b>

# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01010188 GENERAL EXPENSES

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
439060 OPERATIONS EQUIPMENT	\$2,257	\$2,577	\$0	\$0	\$0
<b>439100 MINOR CAPITAL</b>	<b>\$2,256.74</b>	<b>\$2,576.56</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>439995 SUPPLIES</b>	<b>\$12,016</b>	<b>\$3,422</b>	<b>\$100</b>	<b>\$25,500</b>	<b>\$25,500</b>
447030 INTEREST PMT	\$470	\$0	\$211	\$0	\$0
<b>447100 INTEREST EXPENSE</b>	<b>\$470</b>	<b>\$0</b>	<b>\$211</b>	<b>\$0</b>	<b>\$0</b>
453000 OPERATIONS EQUIPMENT	\$0	\$6,499	\$0	\$0	\$0
<b>450100 CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$6,499</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
453006 EQUIPMENT-PENTAMATION SYS	\$4,730	\$1,920	\$0	\$0	\$0
<b>453100 CAPITAL OUTLAY</b>	<b>\$4,730</b>	<b>\$1,920</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
462000 GRANTS TO LOCAL UNITS	\$0	\$82,500	\$52,500	\$135,000	\$154,294
462002 GRANTS TO CAT	\$307,406	\$344,573	\$344,573	\$361,802	\$368,724
464005 WALK TO WORK PROGRAM	\$0	\$0	\$0	\$5,000	\$5,000
<b>460100 SUBSIDIES &amp; GRANTS</b>	<b>\$307,406</b>	<b>\$427,073</b>	<b>\$397,073</b>	<b>\$501,802</b>	<b>\$528,018</b>
485000 REFUND PRIOR YEAR REVENUE	\$19,877	\$7,400	\$4,684	\$0	\$0
485001 REF/RET PRYR GRNT REVENUE	\$383	\$0	\$171,197	\$0	\$0
<b>480100 NON-EXP ITEMS</b>	<b>\$20,259</b>	<b>\$7,400</b>	<b>\$175,881</b>	<b>\$0</b>	<b>\$0</b>
<b>499995 OTHER</b>	<b>\$332,865</b>	<b>\$442,892</b>	<b>\$573,165</b>	<b>\$501,802</b>	<b>\$528,018</b>
<b>01010188 GENERAL EXPENSES</b>	<b>\$12,352,937</b>	<b>\$13,228,422</b>	<b>\$10,321,620</b>	<b>\$14,268,225</b>	<b>\$13,373,648</b>



# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 01010189 FUND TRANSFERS

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
481006 CAPITOL PROJECTS FUND	\$200,000	\$2,532,000	\$0	\$1,685,000	\$0
481007 DEBT SERVICE FUND TRANS	\$9,858,806	\$10,918,643	\$9,977,103	\$14,797,106	\$11,618,638
481011 STATE GRANTS FUND	\$32,167	\$0	\$0	\$0	\$0
481012 BLIGHT REMED FUND TRANS	\$4,000	\$0	\$0	\$0	\$0
481014 FEDERAL GRANTS	\$250,000	\$0	\$0	\$0	\$0
481025 NEIGHBORHOOD SVCS FUND	\$29,701	\$470,000	\$0	\$0	\$0
481026 SENATORS FUND	\$239,681	\$256,778	\$335,293	\$259,641	\$5,750,000
481056 SPECIAL EVENTS FUND	\$30,000	\$0	\$0	\$0	\$0
481130 CDBG FUND	\$0	\$53,241	\$0	\$0	\$0
<b>481000 INTERFUND TRANSFERS</b>	<b>\$10,644,356</b>	<b>\$14,230,663</b>	<b>\$10,312,396</b>	<b>\$16,741,747</b>	<b>\$17,368,638</b>
<b>499995 OTHER</b>	<b>\$10,644,356</b>	<b>\$14,230,663</b>	<b>\$10,312,396</b>	<b>\$16,741,747</b>	<b>\$17,368,638</b>
<b>01010189 FUND TRANSFERS</b>	<b>\$10,644,356</b>	<b>\$14,230,663</b>	<b>\$10,312,396</b>	<b>\$16,741,747</b>	<b>\$17,368,638</b>

BUREAU OF NEIGHBORHOOD SERVICES

2021 PROPOSED BUDGET

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	40,000	PERSONNEL	6,141,108
GARBAGE/REFUSE COLLECTION	4,496,765	SERVICES	9,377,541
DISPOSAL	11,121,120	SUPPLIES	778,894
STATE GRANTS	66,497	OTHER	1,659,257
OTHER REVENUE	458,630		
TRANSFERS	5,000		
FUND BALANCE APPROPRIATION	1,768,788	TOTAL APPROPRIATION	<u>17,956,800</u>
TOTAL RESOURCES	<u>17,956,800</u>		

BUREAU OF NEIGHBORHOOD SERVICES

2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Investment Income	53,189	117,396	60,466	1,000	40,000
Garbage/Refuse Collection	4,264,653	4,856,701	3,779,180	4,182,098	4,496,765
Disposal	9,997,210	12,193,924	9,075,704	10,949,633	11,121,120
State Grants	58,282	66,497	0	609,265	66,497
Other Revenue	417,838	1,278,035	526,496	289,784	458,630
Transfers	29,701	720,000	49,141	5,151	5,000
<b>TOTAL REVENUE</b>	<b>14,820,873</b>	<b>19,232,554</b>	<b>13,490,987</b>	<b>16,036,931</b>	<b>16,188,012</b>
Fund Balance Appropriation	0	0	0	1,494,830	1,768,788
<b>TOTAL RESOURCES</b>	<b>14,820,873</b>	<b>19,232,554</b>	<b>13,490,987</b>	<b>17,531,761</b>	<b>17,956,800</b>

<b>REVENUE ANALYSIS DETAIL</b>					
Interest-Savings Account	0	0	0	0	0
Interest-Other	53,189	117,396	60,466	1,000	40,000
Gain on Sale of Assets	0	0	0	0	0
Garbage/Refuse Collection	4,256,496	4,656,545	3,774,348	4,150,000	4,305,660
Filling Fee/ Court Cost Remittance	0	0	0	1,000	0
Other Public Works Revenue	16,857	13,986	1,747	8,000	1,000
Other Operational Revenue	0	850,000	660	0	0
Sanitation Liens-Principal	0	181,011	0	25,000	175,000
Sanitation Liens-Interest	0	11,858	0	0	10,000
Sanitation Escrow	8,158	7,287	4,832	7,098	6,105
Steelton Admin Fee	0	3,917	10,652	5,500	12,500
Steelton Special Pick-Up	0	919	90	0	30
Disposal Escrow	213,065	212,856	156,540	100,000	130,000
State Grants	58,282	66,497	0	609,265	66,497
Ready to Dispose Charges	9,997,210	11,000,941	8,436,373	10,412,080	9,900,000
Disposal Liens-Principal	0	908,688	0	150,000	100,000
Disposal Liens-Interest	0	51,794	0	25,000	25,000
Steelton Refuse and Disposal Charges	0	232,502	639,332	362,553	640,000
Penbrook and Paxtang Refuse and Disposal	0	0	0	0	456,120
Medical-Employee Contributions	173,529	195,950	160,210	175,000	175,000
Refund of Expenditures	3,387	187	1,103	284	100
Sale of Assets	0	0	0	0	0
Contributions	1,000	0	0	0	0
Miscellaneous	10,000	220	195,493	0	140,000
General Fund - Transfer	29,701	470,000	0	0	0
Federal/State Grants - Transfer	0	250,000	0	0	0
Sanitation Fund - Transfer	0	0	552	5,151	5,000
Disposal Fund - Transfer	0	0	48,589	0	0
<b>TOTAL REVENUE</b>	<b>14,820,873</b>	<b>19,232,554</b>	<b>13,490,987</b>	<b>16,036,931</b>	<b>16,188,012</b>

BUREAU OF NEIGHBORHOOD SERVICES

2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
Fund Balance Appropriation	0	0	0	1,494,830	1,768,788
<b>TOTAL RESOURCES</b>	<u>14,820,873</u>	<u>19,232,554</u>	<u>13,490,987</u>	<u>17,531,761</u>	<u>17,956,800</u>

EXPENDITURE ANALYSIS SUMMARY

Personnel	4,765,866	4,662,136	4,418,608	5,805,551	6,141,108
Services	8,135,452	8,236,775	7,609,695	9,127,524	9,377,541
Supplies	656,112	514,404	645,523	640,400	778,894
Other	2,364,064	4,030,761	1,260,683	1,900,830	1,659,257
<b>TOTAL EXPENDITURES</b>	<u>15,921,495</u>	<u>17,444,076</u>	<u>13,934,508</u>	<u>17,474,305</u>	<u>17,956,800</u>

EXPENDITURE ANALYSIS SUMMARY

2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>DEPARTMENT OF NEIGHBORHOOD SERVICES</b>					
<b><u>2562 CITY SERVICES</u></b>					
Personnel	4,765,866	3,852,701	3,647,143	4,762,402	5,071,536
Services	8,089,092	8,192,413	7,579,419	8,971,899	9,037,888
Supplies	587,984	385,200	596,296	479,000	569,550
Other	2,352,837	3,945,143	1,172,117	1,548,164	1,474,244
TOTALS	<u>15,795,780</u>	<u>16,375,457</u>	<u>12,994,974</u>	<u>15,761,465</u>	<u>16,153,217</u>
<b><u>2584 PARKS MAINTENANCE</u></b>					
Personnel	0	809,435	771,465	1,043,149	1,069,573
Services	46,360	44,362	30,276	155,625	339,653
Supplies	68,128	129,204	49,226	161,400	209,344
Other	11,227	85,618	88,566	352,666	185,013
TOTALS	<u>125,716</u>	<u>1,068,618</u>	<u>939,534</u>	<u>1,712,840</u>	<u>1,803,583</u>
<b>TOTAL DEPARTMENT OF NEIGHBORHOOD SERVICES</b>					
Personnel	4,765,866	4,662,136	4,418,608	5,805,551	6,141,108
Services	8,135,452	8,236,775	7,609,695	9,127,524	9,377,541
Supplies	656,112	514,404	645,523	640,400	778,894
Other	2,364,064	4,030,761	1,260,683	1,900,830	1,659,257
TOTAL EXPENDITURES	<u><u>15,921,495</u></u>	<u><u>17,444,076</u></u>	<u><u>13,934,508</u></u>	<u><u>17,474,305</u></u>	<u><u>17,956,800</u></u>

## 2021 Proposed Budget

### Revenue Line Item

#### BUDGET UNIT: 25062500 NEIGHBORHOOD SERVICES

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
324020 FILE FEE/COURT COST REMIT	\$0	\$0	\$0	\$1,000	\$0
<b>324100 MERC/BUS PRIVIL LICENSES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$0</b>
343090 OTHER PUB WORKS	\$16,857	\$13,986	\$1,747	\$8,000	\$1,000
<b>343100 DEPT PUBLIC WORKS REVENUE</b>	<b>\$16,857</b>	<b>\$13,986</b>	<b>\$1,747</b>	<b>\$8,000</b>	<b>\$1,000</b>
352000 INT ON INVSTMTS/GRANT	\$53,189	\$117,396	\$60,466	\$1,000	\$40,000
<b>350100 INTEREST INCOME</b>	<b>\$53,189</b>	<b>\$117,396</b>	<b>\$60,466</b>	<b>\$1,000</b>	<b>\$40,000</b>
367007 GARBAGE AND REFUSE COLL	\$4,256,496	\$4,656,545	\$3,774,348	\$4,150,000	\$4,305,660
367009 OTHER COLLECTION FEE REV	\$0	\$850,000	\$660	\$0	\$0
367040 SANITATION ESCROW	\$8,158	\$7,287	\$4,832	\$7,098	\$6,105
367051 COLLECTION LIENS PRINC	\$0	\$181,011	\$0	\$25,000	\$175,000
367052 COLLECTION LIENS INT	\$0	\$11,858	\$0	\$0	\$10,000
390001 STEELTON ADMIN FEE	\$0	\$3,917	\$10,652	\$5,500	\$12,500
<b>367100 COLLECTION FEE</b>	<b>\$4,264,653</b>	<b>\$5,710,618</b>	<b>\$3,790,492</b>	<b>\$4,187,598</b>	<b>\$4,509,265</b>
368004 READY TO DISP. CHARGES	\$9,997,210	\$11,000,941	\$8,436,373	\$10,412,080	\$9,900,000
368040 DISPOSAL ESCROW	\$213,065	\$212,856	\$156,540	\$100,000	\$130,000
368051 DISP RTS INC LIENS PRIN.	\$0	\$908,688	\$0	\$150,000	\$100,000
368052 DISP RTS INC. LIENS -INT.	\$0	\$51,794	\$0	\$25,000	\$25,000
39000X PENBROOK/PAXTANG REF/DISP CHARGES	\$0	\$0	\$0	\$0	\$456,120
390003 STEELTON SPECIAL PICK-UP	\$0	\$919	\$90	\$0	\$30
390004 STEELTON REF/DISP CHARGES	\$0	\$232,502	\$639,332	\$362,553	\$640,000
<b>368100 DISPOSAL FEE</b>	<b>\$10,210,275</b>	<b>\$12,407,699</b>	<b>\$9,232,334</b>	<b>\$11,049,633</b>	<b>\$11,251,150</b>
382000 CONTRIBUTIONS AND DONAT	\$1,000	\$0	\$0	\$0	\$0
384000 MISCELLANEOUS CONT.	\$0	\$220	\$0	\$0	\$0
385018 MEDICAL-EMPLOYEE CONTRIB	\$173,529	\$195,950	\$160,210	\$175,000	\$175,000
380005 DEMOLITION COLLECTION	\$0	\$0	\$72,936	\$0	\$40,000
385005 REFUSE TONNAGE REBATE	\$0	\$0	\$122,557	\$0	\$100,000
385000 REFUNDS OF EXPENDITURES	\$3,387	\$187	\$1,103	\$284	\$100
385090 MISCELLANEOUS	\$10,000	\$0	\$0	\$0	\$0
<b>380100 MISCELLANEOUS</b>	<b>\$187,916</b>	<b>\$196,358</b>	<b>\$356,807</b>	<b>\$175,284</b>	<b>\$315,100</b>
396000 GRANT PROCEEDS	\$58,282	\$66,497	\$0	\$609,265	\$66,497
<b>390100 INTERGOVERNMENTAL</b>	<b>\$58,282</b>	<b>\$66,497</b>	<b>\$0</b>	<b>\$609,265</b>	<b>\$66,497</b>
398001 GENERAL FUND	\$29,701	\$470,000	\$0	\$0	\$0
398011 STATE & FED GRANTS FUND	\$0	\$250,000	\$0	\$0	\$0
398027 SANITATION UTILITY FUND	\$0	\$0	\$552	\$5,151	\$5,000
398028 DISPOSAL UTILITY FUND	\$0	\$0	\$48,589	\$0	\$0
<b>398100 INTERFUND TRANSFERS</b>	<b>\$29,701</b>	<b>\$720,000</b>	<b>\$49,141</b>	<b>\$5,151</b>	<b>\$5,000</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$1,494,830	\$1,768,788
<b>399100 EST CASH CARRYOVER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,494,830</b>	<b>\$1,768,788</b>
<b>25062500 NEIGHBORHOOD SERVICES FUND</b>	<b>\$14,820,873</b>	<b>\$19,232,554</b>	<b>\$13,490,987</b>	<b>\$17,531,761</b>	<b>\$17,956,800</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.

RESOURCE ALLOCATION 2021 PROPOSED BUDGET			
RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	10,427	SERVICES	423,300
LIQUID FUELS TAX RECEIPTS	1,247,183	SUPPLIES	255,000
FUND BALANCE APPROPRIATION	2,615,921	OTHER	3,195,231
TOTAL RESOURCES	3,873,531	TOTAL APPROPRIATION	3,873,531

STATE LIQUID FUELS TAX FUND  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Investment Income	39,348	70,656	30,926	10,427	10,427
Liquid Fuels Tax Receipts	1,390,667	1,421,351	1,385,667	1,384,142	1,247,183
<b>TOTAL REVENUE</b>	<u>1,430,015</u>	<u>1,492,007</u>	<u>1,416,593</u>	<u>1,394,569</u>	<u>1,257,610</u>
Fund Balance Appropriation	0	0	0	1,310,562	2,615,921
<b>TOTAL RESOURCES</b>	<u>1,430,015</u>	<u>1,492,007</u>	<u>1,416,593</u>	<u>2,705,131</u>	<u>3,873,531</u>

<b>REVENUE ANALYSIS DETAIL</b>					
Interest-Savings Account	0	0	0	0	0
Interest-Other	39,348	70,656	30,926	10,427	10,427
Liquid Fuels Tax Receipts	1,390,667	1,421,351	1,385,667	1,384,142	1,247,183
<b>TOTAL REVENUE</b>	<u>1,430,015</u>	<u>1,492,007</u>	<u>1,416,593</u>	<u>1,394,569</u>	<u>1,257,610</u>
Fund Balance Appropriation	0	0	0	1,310,562	2,615,921
<b>TOTAL RESOURCES</b>	<u>1,430,015</u>	<u>1,492,007</u>	<u>1,416,593</u>	<u>2,705,131</u>	<u>3,873,531</u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>					
Personnel	0	0	0	0	0
Services	288,690	265,283	301,317	423,300	423,300
Supplies	209,869	135,170	87,420	336,600	255,000
Other	314,346	162,273	794,750	1,945,231	3,195,231
<b>TOTAL EXPENDITURES</b>	<u>812,905</u>	<u>562,726</u>	<u>1,183,488</u>	<u>2,705,131</u>	<u>3,873,531</u>



EXPENDITURE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

Special Revenue Fund

2020 State Liquid Fuels

Allocation Plan

SERVICES	2020 Adopted	2021 Proposed
Communications	0	0
Professional Services	0	0
Utilities	423,300	423,300
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	0	0
Contracted Services	0	0
TOTAL	423,300	423,300
<b>SUPPLIES</b>		
Supplies	336,600	255,000
Minor Capital Equipment	0	0
TOTAL	336,600	255,000
<b>OTHER</b>		
	1,945,231	3,195,231
TOTAL APPROPRIATION	2,705,131	3,873,531

## 2021 Proposed Budget

### Revenue Line Item

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

<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
352000 INT ON INVSTMTS/GRANT	\$39,348	\$70,656	\$30,926	\$10,427	\$10,427
<b>350100 INTEREST INCOME</b>	<b>\$39,348</b>	<b>\$70,656</b>	<b>\$30,926</b>	<b>\$10,427</b>	<b>\$10,427</b>
385000 REFUNDS OF EXPENDITURES	\$0	\$0	\$4,693	\$0	\$0
<b>380100 MISCELLANEOUS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,693</b>	<b>\$0</b>	<b>\$0</b>
396000 GRANT PROCEEDS	\$1,390,667	\$1,421,351	\$1,385,667	\$1,384,142	\$1,247,183
<b>390100 INTERGOVERNMENTAL</b>	<b>\$1,390,667</b>	<b>\$1,421,351</b>	<b>\$1,385,667</b>	<b>\$1,384,142</b>	<b>\$1,247,183</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$1,310,562	\$2,615,921
<b>399100 EST CASH CARRYOVER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,310,562</b>	<b>\$2,615,921</b>
<b>20062000 STATE LIQUID FUELS TAX FUND</b>	<b>\$1,430,015</b>	<b>\$1,492,007</b>	<b>\$1,416,593</b>	<b>\$2,705,131</b>	<b>\$3,873,531</b>

# 2021 Proposed Budget

## Expenditure Line Item

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

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
422060 POWER-STREET LIGHTS	\$237,593	\$209,606	\$254,685	\$367,200	\$367,200
422070 POWER-TRAFFIC LIGHTS	\$51,097	\$55,677	\$46,632	\$56,100	\$56,100
<b>422100 UTILITIES &amp; SRVC</b>	<b>\$288,690</b>	<b>\$265,283</b>	<b>\$301,317</b>	<b>\$423,300</b>	<b>\$423,300</b>
<b>429995 SERVICES</b>	<b>\$288,690</b>	<b>\$265,283</b>	<b>\$301,317</b>	<b>\$423,300</b>	<b>\$423,300</b>
430030 SNOW CONTROL	\$128,485	\$95,479	\$24,635	\$178,500	\$130,000
430031 ASPHALT	\$13,836	\$21,138	\$3,666	\$76,500	\$45,000
430032 CONCRETE	\$0	\$517	\$0	\$5,100	\$5,000
430033 STREET SIGN	\$10,000	\$9,893	\$0	\$10,200	\$10,000
430034 TRAFFIC CONTROL	\$57,548	\$8,142	\$59,120	\$66,300	\$65,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$209,869</b>	<b>\$135,170</b>	<b>\$87,420</b>	<b>\$336,600</b>	<b>\$255,000</b>
<b>439995 SUPPLIES</b>	<b>\$209,869</b>	<b>\$135,170</b>	<b>\$87,420</b>	<b>\$336,600</b>	<b>\$255,000</b>
447030 INTEREST PMT	\$0	\$0	\$44,743	\$42,500	\$38,641
<b>447100 INTEREST EXPENSE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$44,743</b>	<b>\$42,500</b>	<b>\$38,641</b>
448030 PRINCIPAL PMT	\$0	\$0	\$181,612	\$181,612	\$185,471
<b>448100 PRINCIPAL PMT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$181,612</b>	<b>\$181,612</b>	<b>\$185,471</b>
458060 STREETS AND ROADS	\$314,346	\$162,273	\$568,395	\$1,721,119	\$2,971,119
<b>450100 CAPITAL OUTLAY</b>	<b>\$314,346</b>	<b>\$162,273</b>	<b>\$568,395</b>	<b>\$1,721,119</b>	<b>\$2,971,119</b>
<b>499995 OTHER</b>	<b>\$314,346</b>	<b>\$162,273</b>	<b>\$794,750</b>	<b>\$1,945,231</b>	<b>\$3,195,231</b>
<b>20062020 STATE LIQUID FUELS TAX FUND</b>	<b>\$812,905</b>	<b>\$562,726</b>	<b>\$1,183,488</b>	<b>\$2,705,131</b>	<b>\$3,873,531</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  
2021 PROPOSED BUDGET

---

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME/ GRANTS/ MISC	47,658	PERSONNEL	142,129
ACT 101 HOST MUNICIPALITY FEES	360,000	SERVICES	129,000
FUND BALANCE APPROPRIATION	148,680	SUPPLIES	10,000
TOTAL RESOURCES	556,338	OTHER	275,209
		TOTAL APPROPRIATION	556,338

HOST MUNICIPALITY FEES FUND  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Investment & Miscellaneous Income	11,487	14,164	6,890	9,160	47,658
Act 101 Host Municipality Fees	320,437	343,464	343,326	360,000	360,000
<b>TOTAL REVENUE</b>	<u>331,924</u>	<u>357,628</u>	<u>350,215</u>	<u>369,160</u>	<u>407,658</u>
Fund Balance Appropriation	0	0	0	46,434	148,680
<b>TOTAL RESOURCES</b>	<u><u>331,924</u></u>	<u><u>357,628</u></u>	<u><u>350,215</u></u>	<u><u>415,594</u></u>	<u><u>556,338</u></u>

<b>REVENUE ANALYSIS DETAIL</b>					
Interest-Savings Account	8,264	10,817	4,258	9,160	4,258
Grants	0	0	0	0	40,000
Grants	3,223	3,347	2,631	0	3,400
Act 101 Host Municipality Fees	320,437	343,464	343,326	360,000	360,000
<b>TOTAL REVENUE</b>	<u>331,924</u>	<u>357,628</u>	<u>350,215</u>	<u>369,160</u>	<u>407,658</u>
Fund Balance Appropriation	0	0	0	46,434	148,680
<b>TOTAL RESOURCES</b>	<u><u>331,924</u></u>	<u><u>357,628</u></u>	<u><u>350,215</u></u>	<u><u>415,594</u></u>	<u><u>556,338</u></u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>					
Personnel	128,402	136,910	111,276	131,594	142,129
Services	77,609	58,620	44,095	99,000	129,000
Supplies	11,813	21,562	10,117	10,000	10,000
Other	243,980	158,482	22,832	215,000	275,209
<b>TOTAL EXPENDITURES</b>	<u>461,804</u>	<u>375,575</u>	<u>188,319</u>	<u>455,594</u>	<u>556,338</u>

## 2021 Proposed Budget

### Revenue Line Item

#### **BUDGET UNIT: 21212100 HOST MUNICIPALITY FEES FUND**

<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
352000 INT ON INVSTMTS/GRANT	\$8,264	\$10,817	\$4,258	\$9,160	\$4,258
<b>350100 INT INCOME</b>	<b>\$8,264</b>	<b>\$10,817</b>	<b>\$4,258</b>	<b>\$9,160</b>	<b>\$4,258</b>
385018 MEDICAL-EMPLOYEE CONTR	\$3,223	\$3,347	\$2,631	\$0	\$3,400
<b>380100 MISCELLANEOUS</b>	<b>\$3,223</b>	<b>\$3,347</b>	<b>\$2,631</b>	<b>\$0</b>	<b>\$3,400</b>
396000 GRANT PROCEEDS	\$0	\$0	\$0	\$0	\$40,000
390121 ACT101 HOST MUNICIPAL FEE	\$320,437	\$343,464	\$343,326	\$360,000	\$360,000
<b>390100 INTERGOVERNMENTAL</b>	<b>\$320,437</b>	<b>\$343,464</b>	<b>\$343,326</b>	<b>\$360,000</b>	<b>\$400,000</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$46,434	\$148,680
<b>399100 EST CASH CARRYOVER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$46,434</b>	<b>\$148,680</b>
<b>21212100 HOST FEES FUND</b>	<b>\$331,924</b>	<b>\$357,628</b>	<b>\$350,215</b>	<b>\$415,594</b>	<b>\$556,338</b>

**HOST MUNICIPALITY FEES FUND**

EXPENDITURE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

Special Revenue Fund

2110 Host Municipality Fees

**Allocation Plan**

**Position Control**

	<b>2020 Adopted</b>	<b>2021 Proposed</b>
<b>PERSONNEL</b>		
Salaries-Mgmt	122,242	132,028
Fringe Benefits	9,352	10,101
<b>TOTAL</b>	<b>131,594</b>	<b>142,129</b>
<b>SERVICES</b>		
Communications	2,000	9,000
Professional Services	0	0
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	0	0
Contracted Services	97,000	120,000
<b>TOTAL</b>	<b>99,000</b>	<b>129,000</b>
<b>SUPPLIES</b>		
Supplies	10,000	10,000
Minor Capital Equipment	0	0
<b>TOTAL</b>	<b>10,000</b>	<b>10,000</b>
<b>OTHER</b>		
	215,000	275,209
<b>TOTAL APPROPRIATION</b>	<b>455,594</b>	<b>556,338</b>

<b>JOB CLASSIFICATION</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<b>2020 Adopted</b>	<b>2021 Proposed</b>
Sustainability Manager	1.00	1.00	62,242	63,176
Solid Waste & Recycling Manager	1.00	1.00	30,000	30,600
Arborist	1.00	1.00	30,000	38,252
<b>Total Management</b>	<b>3.00</b>	<b>3.00</b>	<b>122,242</b>	<b>132,028</b>
FICA			9,352	10,101
<b>Total Fringe Benefits</b>			<b>9,352</b>	<b>10,101</b>
<b>TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>131,594</b>	<b>142,129</b>

**HOST FEE FUND**

HOST FEE FUND - 2110

EMPLOYEE	POSITION	ANNIV. /			2020	2021	2021	2021	2021	2021	2021	FICA	FRINGE	TOTAL
		D.O.H.			END OF YR	GRADE/STEP	ANNUAL	LONG.	SALARY	LUMP SUM	BENEFITS			
	SUSTAINABILITY COORDINATOR	2	5	2018	\$ 62,242.00	933.63	0.00	0.00	63,176.00	0.00	4,833.00	0.00	68,009.00	
	RECYCLING MANAGER	9	16	2014	\$ 30,000.00	600.00	0.00	0.00	30,600.00	0.00	2,341.00	0.00	32,941.00	
	CITY FORESTER/ARBORIST	6	12	2019	\$ 30,000.00	8,252.45	0.00	0.00	38,252.00	0.00	2,927.00	0.00	41,179.00	
3.00	MANAGEMENT TOTALS				122,242.00	9,786.08	0.00	0.00	132,028.00	0.00	10,101.00	0.00	142,129.00	
3.00	TOTAL				122,242.00	9,786.08	0.00	0.00	132,028.00	0.00	10,101.00	0.00	142,129.00	
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>									<b>132,028.00</b>	<b>0.00</b>	<b>10,101.00</b>	<b>0.00</b>	<b>142,129.00</b>	

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



# 2021 Proposed Budget

## Expenditure Line Item

### BUDGET UNIT: 21212110 HOST MUNICIPALITY FEES FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$119,506	\$127,419	\$103,555	\$122,242	\$132,028
<b>414100 SALARIES/WAGES</b>	<b>\$119,506</b>	<b>\$127,419</b>	<b>\$103,555</b>	<b>\$122,242</b>	<b>\$132,028</b>
419001 SOCIAL SECURITY	\$8,896	\$9,491	\$7,721	\$9,352	\$10,101
<b>419100 FRINGE BENEFITS</b>	<b>\$8,896</b>	<b>\$9,491</b>	<b>\$7,721</b>	<b>\$9,352</b>	<b>\$10,101</b>
<b>419995 PERSONNEL</b>	<b>\$128,402</b>	<b>\$136,910</b>	<b>\$111,276</b>	<b>\$131,594</b>	<b>\$142,129</b>
420020 PRINTING	\$0	\$245	\$245	\$2,000	\$9,000
<b>420100 COMMUNICATIONS</b>	<b>\$0</b>	<b>\$245</b>	<b>\$245</b>	<b>\$2,000</b>	<b>\$9,000</b>
429090 MISC CONTRACTED SRVCS	\$77,609	\$58,376	\$43,850	\$97,000	\$120,000
<b>429100 CONTRACTED SRVC</b>	<b>\$77,609</b>	<b>\$58,376</b>	<b>\$43,850</b>	<b>\$97,000</b>	<b>\$120,000</b>
<b>429995 SERVICES</b>	<b>\$77,609</b>	<b>\$58,620</b>	<b>\$44,095</b>	<b>\$99,000</b>	<b>\$129,000</b>
430040 BOTANICAL	\$3,590	\$0	\$0	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$8,223	\$21,562	\$10,117	\$10,000	\$10,000
<b>430100 SUPPLIES &amp; EXP</b>	<b>\$11,813</b>	<b>\$21,562</b>	<b>\$10,117</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>439995 SUPPLIES</b>	<b>\$11,813</b>	<b>\$21,562</b>	<b>\$10,117</b>	<b>\$10,000</b>	<b>\$10,000</b>
453030 MOTOR VEHICLE/EQUIPMENT	\$0	\$0	\$0	\$60,000	\$71,209
<b>453100 CAPITAL OUTLAY</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$60,000.00</b>	<b>\$71,209.00</b>
462000 GRANTS TO LOCAL UNITS	\$243,980	\$127,500	\$0	\$125,000	\$134,000
463000 MATCHING SHARE GRANTS	\$0	\$30,982	\$22,832	\$30,000	\$30,000
<b>460100 SUBSIDIES &amp; GRANTS</b>	<b>\$243,980</b>	<b>\$158,482</b>	<b>\$22,832</b>	<b>\$155,000</b>	<b>\$164,000</b>
480001 COMMUNITY CLEANUP REIMB	\$0	\$0	\$0	\$0	\$40,000
<b>480100 NON-EXP ITEMS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>
<b>499995 OTHER</b>	<b>\$243,980</b>	<b>\$158,482</b>	<b>\$22,832</b>	<b>\$215,000</b>	<b>\$275,209</b>
<b>21212110 HOST MUNICIPALITY FEES FUND</b>	<b>\$461,804</b>	<b>\$375,575</b>	<b>\$188,319</b>	<b>\$455,594</b>	<b>\$556,338</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).

---

RESOURCE ALLOCATION  
2021 PROPOSED BUDGET

---

RESOURCES		APPROPRIATIONS	
PUBLIC WORKS PROJECTS	0	PUBLIC WORKS PROJECTS	0
ENGINEERING PROJECTS	11,590,530	ENGINEERING PROJECTS	15,303,530
FUND BALANCE APPROPRIATION	3,713,000		
TOTAL RESOURCES	<u>15,303,530</u>	TOTAL APPROPRIATION	<u>15,303,530</u>

CAPITAL PROJECTS FUND  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Investment Income	0	0	0	0	0
Grants	2,380,532	2,662,833	1,880,709	3,736,667	11,590,530
Transfers-General Fund	200,000	0	0	1,685,000	0
<b>TOTAL REVENUE</b>	<u>2,580,532</u>	<u>2,662,833</u>	<u>1,880,709</u>	<u>5,421,667</u>	<u>11,590,530</u>
Fund Balance Appropriation	0	0	0	2,211,333	3,713,000
<b>TOTAL RESOURCES</b>	<u>2,580,532</u>	<u>2,662,833</u>	<u>1,880,709</u>	<u>7,633,000</u>	<u>15,303,530</u>

<b>REVENUE ANALYSIS DETAIL</b>					
Interest-Savings Account	0	0	0	0	0
Interest-Other	0	0	0	0	0
Grants	2,380,532	2,662,833	1,880,709	3,736,667	11,590,530
Transfers-General Fund	200,000	0	0	1,685,000	0
<b>TOTAL REVENUE</b>	<u>2,580,532</u>	<u>2,662,833</u>	<u>1,880,709</u>	<u>5,421,667</u>	<u>11,590,530</u>
Fund Balance Appropriation	0	0	0	2,211,333	3,713,000
<b>TOTAL RESOURCES</b>	<u>2,580,532</u>	<u>2,662,833</u>	<u>1,880,709</u>	<u>7,633,000</u>	<u>15,303,530</u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>					
PUBLIC WORKS PROJECTS	2,017,866	3,826,241	103,624	0	0
ENGINEERING PROJECTS	277,784	4,058,504	2,329,937	7,633,000	15,303,530
<b>TOTAL EXPENDITURES</b>	<u>2,295,650</u>	<u>7,884,745</u>	<u>2,433,561</u>	<u>7,633,000</u>	<u>15,303,530</u>

## 2021 Proposed Budget

### Revenue Line Item

#### **BUDGET UNIT: CAPITAL PROJECTS FUND**

<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
396000 GRANT PROCEEDS	\$2,380,532	\$1,387,078	\$1,880,709	\$0	\$0
398001 GENERAL FUND	\$200,000	\$0	\$0	\$0	\$0
<b>06066006 PUBLIC WORKS PROJECTS</b>	<b>\$2,580,532</b>	<b>\$1,387,078</b>	<b>\$1,880,709</b>	<b>\$0</b>	<b>\$0</b>
389007 LOAN PROCEEDS	\$0	\$2,000,000	\$0	\$0	\$0
396000 GRANT PROCEEDS	\$0	\$0	\$0	\$3,736,667	\$10,827,590
398001 GENERAL FUND	\$0	\$2,532,000	\$0	\$1,685,000	\$0
398014 FEDERAL GRANTS	\$0	\$1,275,755	\$0	\$0	\$762,940
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$2,211,333	\$3,713,000
<b>06006007 ENGINEERING PROJECTS</b>	<b>\$0</b>	<b>\$5,807,755</b>	<b>\$0</b>	<b>\$7,633,000</b>	<b>\$15,303,530</b>
<b>06 CAPITAL PROJECTS FUND</b>	<b>\$2,580,532</b>	<b>\$7,194,833</b>	<b>\$1,880,709</b>	<b>\$7,633,000</b>	<b>\$15,303,530</b>

# 2021 Proposed Budget

## Expenditure Line Item

### 06 CAPITAL PROJECTS FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
458060 STREETS AND ROADS	\$2,017,866	\$3,826,241	\$103,624	\$0	\$0
<b>06066006 PUBLIC WORKS PROJECTS</b>	<b>\$2,017,866</b>	<b>\$3,826,241</b>	<b>\$103,624</b>	<b>\$0</b>	<b>\$0</b>
458060 STREETS AND ROADS	\$0	\$2,141,069	\$1,984,133	\$7,633,000	\$15,303,530
454022 IMPROV-SIDEWALK ADA/RAMP	\$0	\$1,917,435	\$171,372	\$0	\$0
453090 OTHER CAPITAL EQUIPMENT	\$0	\$0	\$174,432	\$0	\$0
481001 GENERAL FUND TRANSFERS	\$277,784	\$0	\$0	\$0	\$0
<b>06006007 ENGINEERING PROJECTS</b>	<b>\$277,784</b>	<b>\$4,058,504</b>	<b>\$2,329,937</b>	<b>\$7,633,000</b>	<b>\$15,303,530</b>
<b>06 CAPITAL PROJECTS FUND</b>	<b>\$2,295,650</b>	<b>\$7,884,745</b>	<b>\$2,433,561</b>	<b>\$7,633,000</b>	<b>\$15,303,530</b>

DEBT SERVICE FUND  
RESOURCE ALLOCATION  
2021 PROPOSED BUDGET

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	5,000	DEBT SERVICE	12,132,498
RENTAL INCOME-COMMERCE PARK	0	OTHER	386,140
PROCEEDS FROM SALE/ LEASE OF ASSETS	0		
CITY GUARANTEE FEES	0		
TRANSFERS	11,618,638		
FUND BALANCE APPROPRIATION	895,000		
TOTAL RESOURCES	<u>12,518,638</u>	TOTAL APPROPRIATION	<u>12,518,638</u>

DEBT SERVICE FUND  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
REVENUE ANALYSIS DETAIL					
Special Parking Fees-City Island	0	0	0	0	0
Interest on Savings Account	1,434	4,347	9,411	0	5,000
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	9,866,020	10,918,643	9,977,103	14,797,106	11,618,638
<b>TOTAL REVENUE</b>	<u>9,867,454</u>	<u>10,922,991</u>	<u>9,986,514</u>	<u>14,797,106</u>	<u>11,623,638</u>
Fund Balance Appropriation	0	0	0	476,532	895,000
<b>TOTAL RESOURCES</b>	<u>9,867,454</u>	<u>10,922,991</u>	<u>9,986,514</u>	<u>15,273,638</u>	<u>12,518,638</u>

EXPENDITURE ANALYSIS DETAIL					
PA INFRA BANK NOTES	297,742	0	0	0	0
CAPITAL LEASE	0	0	0	0	0
REV BONDS SER A-2 OF 2005	0	0	0	0	0
HRA GUARANTEED REVENUE BONDS	500,000	860,253	940,000	1,140,000	1,390,000
GO SER D-F OF 97	8,682,138	8,747,498	8,747,498	13,747,498	10,742,498
STREETLIGHTS	386,140	386,140	289,605	386,140	386,140
USE OF RESIDUAL ARTI PROCEEDS	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<u>9,866,020</u>	<u>9,993,891</u>	<u>9,977,103</u>	<u>15,273,638</u>	<u>12,518,638</u>

## 2021 Proposed Budget

### Revenue Line Item

#### **BUDGET UNIT: 07700700 DEBT SERVICE FUND**

<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
352000 INT ON INVSTMTS/GRANT	\$1,434	\$4,347	\$9,411	\$0	\$5,000
<b>350100 INTEREST INCOME</b>	<b>\$1,434</b>	<b>\$4,347</b>	<b>\$9,411</b>	<b>\$0</b>	<b>\$5,000</b>
398001 GENERAL FUND	\$9,866,020	\$10,918,643	\$9,977,103	\$14,797,106	\$11,618,638
<b>398100 INTERFUND TRANSFERS</b>	<b>\$9,866,020</b>	<b>\$10,918,643</b>	<b>\$9,977,103</b>	<b>\$14,797,106</b>	<b>\$11,618,638</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$476,532	\$895,000
<b>399100 EST CASH CARRYOVER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$476,532</b>	<b>\$895,000</b>
<b>07700700 DEBT SERVICE FUND</b>	<b>\$9,867,454</b>	<b>\$10,922,991</b>	<b>\$9,986,514</b>	<b>\$15,273,638</b>	<b>\$12,518,638</b>



## 2021 Proposed Budget

### Expenditure Line Item

#### 07 DEBT SERVICE FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
447030 INTEREST PMT	\$11,795	\$0	\$0	\$0	\$0
448030 PRINCIPAL PMT	\$285,947	\$0	\$0	\$0	\$0
<b>07700703 PA INFRA BANK NOTES</b>	<b>\$297,742</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
448030 PRINCIPAL PMT	\$500,000	\$860,253	\$940,000	\$1,140,000	\$1,390,000
<b>07700713 HRA REV BONDS-SER A 1998</b>	<b>\$500,000</b>	<b>\$860,253</b>	<b>\$940,000</b>	<b>\$1,140,000</b>	<b>\$1,390,000</b>
447030 INTEREST PMT	\$66,955	\$55,441	\$33,775	\$43,511	\$31,152
448030 PRINCIPAL PMT	\$319,185	\$330,699	\$255,830	\$342,628	\$354,988
<b>07700760 STREETLIGHT</b>	<b>\$386,140</b>	<b>\$386,140</b>	<b>\$289,605</b>	<b>\$386,140</b>	<b>\$386,140</b>
447030 INTEREST PMT	\$6,160	\$28,785	\$33,285	\$32,120	\$36,767
448030 PRINCIPAL PMT	\$8,675,978	\$8,718,713	\$8,714,213	\$13,715,378	\$10,705,731
<b>07700797 GO SER D-F OF 97</b>	<b>\$8,682,138</b>	<b>\$8,747,498</b>	<b>\$8,747,498</b>	<b>\$13,747,498</b>	<b>\$10,742,498</b>
<b>07 DEBT SERVICE FUND</b>	<b>\$9,866,020</b>	<b>\$9,993,891</b>	<b>\$9,977,103</b>	<b>\$15,273,638</b>	<b>\$12,518,638</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  
2021 PROPOSED BUDGET

---

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	0	PERSONNEL	0
PARKING FEES	0	SERVICES	0
PARK PERMIT - COMMERCE BANK PARK	0	SUPPLIES	0
GENERAL FUND TRANSFER	5,750,000	OTHER	5,750,000
FUND BALANCE APPROPRIATION	0	TOTAL APPROPRIATION	<u>5,750,000</u>
TOTAL RESOURCES	<u>5,750,000</u>		

HARRISBURG SENATORS FUND  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Investment Income	0	0	0	0	0
Parking Fees	62,016	87,792	0	17,857	0
Park Permit	379,738	379,738	0	379,738	0
Transfers	239,681	256,778	335,293	259,641	5,750,000
<b>TOTAL REVENUE</b>	<u>681,435</u>	<u>724,308</u>	<u>335,293</u>	<u>657,236</u>	<u>5,750,000</u>
Fund Balance Appropriation	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<u>681,435</u>	<u>724,308</u>	<u>335,293</u>	<u>657,236</u>	<u>5,750,000</u>

<b>REVENUE ANALYSIS DETAIL</b>					
Interest-Savings Account	0	0	0	0	0
Interest-Other	0	0	0	0	0
Parking Fees	62,016	87,792	0	17,857	0
Park Permit - Commerce Bank Park	379,738	379,738	0	379,738	0
Transfers-General Fund	239,681	256,778	335,293	259,641	5,750,000
<b>TOTAL REVENUE</b>	<u>681,435</u>	<u>724,308</u>	<u>335,293</u>	<u>657,236</u>	<u>5,750,000</u>
Fund Balance Appropriation	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<u>681,435</u>	<u>724,308</u>	<u>335,293</u>	<u>657,236</u>	<u>5,750,000</u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>					
Personnel	0	0	0	0	0
Services	25,000	25,000	0	25,000	0
Supplies	0	0	0	0	0
Other	644,569	642,043	513,990	649,690	5,750,000
<b>TOTAL EXPENDITURES</b>	<u>669,569</u>	<u>667,043</u>	<u>513,990</u>	<u>674,690</u>	<u>5,750,000</u>

# HARRISBURG SENATORS FUND

---

EXPENDITURE ANALYSIS DETAIL  
2021 PROPOSED BUDGET

Special Revenue Fund

2626 Harrisburg Senators Fund

---

## Allocation Plan

---

<i><b>SERVICES</b></i>	<b>2020 Adopted</b>	<b>2021 Proposed</b>
Communications	0	0
Professional Services	0	0
Utilities	0	0
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	25,000	0
Contracted Services	0	0
<b>TOTAL</b>	<b>25,000</b>	<b>0</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>	649,690	5,750,000
<b>TOTAL APPROPRIATION</b>	<b>674,690</b>	<b>5,750,000</b>

## 2021 Proposed Budget

### Revenue Line Item

#### **BUDGET UNIT: 26262600 HARRISBURG SENATORS FUND**

<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
345081 SPEC PARK FEES-CITY ISLAN	\$62,016	\$87,792	\$0	\$17,857	\$0
<b>345100 DEPT OF PARKS &amp; REC</b>	<b>\$62,016</b>	<b>\$87,792</b>	<b>\$0</b>	<b>\$17,857</b>	<b>\$0</b>
355002 METRO BANK PARK	\$379,738	\$379,738	\$0	\$379,738	\$0
<b>355100 RENTAL REVENUE</b>	<b>\$379,738</b>	<b>\$379,738</b>	<b>\$0</b>	<b>\$379,738</b>	<b>\$0</b>
398001 GENERAL FUND	\$239,681	\$256,778	\$335,293	\$259,641	\$5,750,000
<b>398100 INTERFUND TRANSFERS</b>	<b>\$239,681</b>	<b>\$256,778</b>	<b>\$335,293</b>	<b>\$259,641</b>	<b>\$5,750,000</b>
<b>26262600 HARRISBURG SENATORS FUND</b>	<b>\$681,435</b>	<b>\$724,308</b>	<b>\$335,293</b>	<b>\$657,236</b>	<b>\$5,750,000</b>

# 2021 Proposed Budget

## Expenditure Line Item

### Budget Unit: 26262610 HARRISBURG SENATORS FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
425030 BUILDING MAINT	\$25,000	\$25,000	\$0	\$25,000	\$0
<b>425100 MAINT &amp; REPAIRS</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$0</b>
<b>429995 SERVICES</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$0</b>
447030 INTEREST PMT	\$304,569	\$282,043	\$138,990	\$274,690	\$700,000
<b>447100 INTEREST EXPENSE</b>	<b>\$304,569</b>	<b>\$282,043</b>	<b>\$138,990</b>	<b>\$274,690</b>	<b>\$700,000</b>
448030 PRINCIPAL PMT	\$340,000	\$360,000	\$375,000	\$375,000	\$5,050,000
<b>448100 PRINCIPAL PAID</b>	<b>\$340,000</b>	<b>\$360,000</b>	<b>\$375,000</b>	<b>\$375,000</b>	<b>\$5,050,000</b>
<b>499995 OTHER</b>	<b>\$644,569</b>	<b>\$642,043</b>	<b>\$513,990</b>	<b>\$649,690</b>	<b>\$5,750,000</b>
<b>26262610 HARRISBURG SENATORS FUND</b>	<b>\$669,569</b>	<b>\$667,043</b>	<b>\$513,990</b>	<b>\$674,690</b>	<b>\$5,750,000</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  
2021 PROPOSED BUDGET

RESOURCES		APPROPRIATIONS	
SALVAGE	3,000	SALVAGE	8,000
LAND BANK	0	LAND BANK	0
PERMIT PENALTY	10,000	PERMIT PENALTY	60,569
FORECLOSURE PROPERTY REGISTRY	35,000	FORECLOSURE PROPERTY REGISTRY	100,000
FUND BALANCE PROPRIATION	120,569		
TOTAL RESOURCES	<u>168,569</u>	TOTAL APPROPRIATION	<u>168,569</u>

NEIGHBORHOOD MITIGATION FUND  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
REVENUE ANALYSIS DETAIL					
SALVAGE	16,337	12,256	8,830	3,000	3,000
LAND BANK	0	0	0	0	0
PERMIT PENALTY	26,490	18,369	23,314	10,000	10,000
FORECLOSURE PROPERTY REGISTRY	48,900	38,200	26,600	35,000	35,000
<b>TOTAL REVENUE</b>	<b><u>91,727</u></b>	<b><u>68,825</u></b>	<b><u>58,744</u></b>	<b><u>48,000</u></b>	<b><u>48,000</u></b>
FUND BALANCE APPROPRIATION	0	0	0	108,000	120,569
<b>TOTAL RESOURCES</b>	<b><u>91,727</u></b>	<b><u>68,825</u></b>	<b><u>58,744</u></b>	<b><u>156,000</u></b>	<b><u>168,569</u></b>

EXPENDITURE ANALYSIS DETAIL					
SALVAGE	0	0	0	8,000	8,000
LAND BANK	0	0	0	0	0
PERMIT PENALTY	17,033	13,869	20,135	56,398	60,569
FORECLOSURE PROPERTY REGISTRY	6,876	38,734	2,986	100,000	100,000
<b>TOTAL EXPENDITURES</b>	<b><u>23,910</u></b>	<b><u>52,602</u></b>	<b><u>23,122</u></b>	<b><u>164,398</u></b>	<b><u>168,569</u></b>



## 2021 Proposed Budget

### Revenue Line Item

#### BUDGET UNIT: NEIGHBORHOOD MITIGATION FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
343083 RECYCLING REV-DEMOLITION	\$11,676	\$5,090	\$5,606	\$3,000	\$3,000
352000 INT ON INVSTMTS/GRANT	\$4,661	\$7,166	\$3,223	\$0	\$0
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$5,000	\$5,000
<b>50505001 SALVAGE</b>	<b>\$16,337</b>	<b>\$12,256</b>	<b>\$8,830</b>	<b>\$8,000</b>	<b>\$8,000</b>
398001 GENERAL FUND	\$0	\$0	\$0	\$0	\$0
<b>50505002 LAND BANK</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
341003 MITIGATION FEES	\$18,170	\$13,904	\$19,216	\$7,000	\$7,000
341022 BUILDING PERMIT FEES	\$4,320	\$4,465	\$4,070	\$3,000	\$3,000
385018 MEDICAL-EMPLOYEE CONTR	\$0	\$0	\$28	\$0	\$0
398001 GENERAL FUND	\$4,000	\$0	\$0	\$0	\$0
398004 TRUST & AGENCY FUND	\$0	\$0	\$0	\$0	\$0
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$38,000	\$50,569
<b>50505003 PERMIT PENALTY</b>	<b>\$26,490</b>	<b>\$18,369</b>	<b>\$23,314</b>	<b>\$48,000</b>	<b>\$60,569</b>
341002 APPEAL HEARING FEES	\$0	\$0	\$0	\$0	\$0
341042 CODES ENFORCEMENT APP FEE	\$48,900	\$38,200	\$26,600	\$35,000	\$35,000
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$65,000	\$65,000
<b>50505004 FORECLOSURE PROPERTY REGISTRY</b>	<b>\$48,900</b>	<b>\$38,200</b>	<b>\$26,600</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>50 NEIGHBORHOOD MITIGATION FUND</b>	<b>\$91,727</b>	<b>\$68,825</b>	<b>\$58,744</b>	<b>\$156,000</b>	<b>\$168,569</b>

# 2021 Proposed Budget

## Expenditure Line Item

### 50 NEIGHBORHOOD MITIGATION FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed 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	\$5,879	\$5,089	\$9,021
419001 SOCIAL SECURITY	\$0	\$0	\$447	\$3,309	\$3,548
429001 TUITION/TRAINING	\$0	\$1,178	\$0	\$0	\$0
429090 MISC CONTRACTED SRVCS	\$11,895	\$10,758	\$13,810	\$18,000	\$18,000
430014 WEARING APPAREL	\$0	\$0	\$0	\$3,500	\$3,500
430042 TOOLS & HARDWARE	\$1,180	\$0	\$0	\$7,500	\$7,500
430099 MISC SUPPLIES AND EXP	\$3,649	\$1,328	\$0	\$13,000	\$13,000
439099 MISC EQUIPMENT	\$309	\$605	\$0	\$6,000	\$6,000
<b>50505003 PERMIT PENALTY</b>	<b>\$17,033</b>	<b>\$13,869</b>	<b>\$20,135</b>	<b>\$56,398</b>	<b>\$60,569</b>
429011 DEMOLITION & CLEARING	\$0	\$28,053	\$0	\$0	\$0
429090 MISC CONTRACTED SRVCS	\$6,876	\$10,681	\$2,986	\$100,000	\$100,000
<b>50505004 FORECLOSURE PROPERTY REGISTRY</b>	<b>\$6,876</b>	<b>\$38,734</b>	<b>\$2,986</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>50 NEIGHBORHOOD MITIGATION FUND</b>	<b>\$23,910</b>	<b>\$52,602</b>	<b>\$23,122</b>	<b>\$164,398</b>	<b>\$168,569</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  
2021 PROPOSED BUDGET

RESOURCES		APPROPRIATIONS	
SPECIAL EVENTS & PROJ REIMB FUND	1,300	SPECIAL EVENTS & PROJ REIMB FUND	0
PUBLIC WORKS PROJECTS	20,000	PUBLIC WORKS PROJECTS	20,000
FUND BALANCE APPROPRIATION	0		
TOTAL RESOURCES	<u>21,300</u>	TOTAL APPROPRIATION	<u>20,000</u>

SPECIAL EVENTS & PROJECTS REIMBURSEMENT FUND  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
REVENUE ANALYSIS DETAIL					
SPECIAL EVENTS & PROJ REIMB FUND	1,728	2,970	1,283	0	1,300
PUBLIC WORKS PROJECTS	63,105	16,458	11,578	20,000	20,000
TOTAL REVENUE	<u>64,834</u>	<u>19,428</u>	<u>12,861</u>	<u>20,000</u>	<u>21,300</u>
FUND BALANCE APPROPRIATION	0	0	0	0	0
TOTAL RESOURCES	<u>64,834</u>	<u>19,428</u>	<u>12,861</u>	<u>20,000</u>	<u>21,300</u>

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

## 2021 Proposed Budget

Revenue Line Item

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

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
352000 INT ON INVSTMTS/GRANT	\$1,728	\$2,970	\$1,283	\$0	\$1,300
<b>51505100 SPECIAL EVENTS &amp; PROJ REIMB FUND</b>	<b>\$1,728</b>	<b>\$2,970</b>	<b>\$1,283</b>	<b>\$0</b>	<b>\$1,300</b>
343090 OTHER PUB WORKS	\$14,870	\$1,282	\$3,015	\$5,000	\$5,000
343082 OTHER RECYCLING REVENUE	\$48,236	\$15,176	\$8,563	\$15,000	\$15,000
<b>51505101 PUBLIC WORKS PROJECTS</b>	<b>\$63,105</b>	<b>\$16,458</b>	<b>\$11,578</b>	<b>\$20,000</b>	<b>\$20,000</b>
<b>51 SPECIAL EVENTS &amp; PROJECTS</b>	<b>\$64,834</b>	<b>\$19,428</b>	<b>\$12,861</b>	<b>\$20,000</b>	<b>\$21,300</b>

# **2021 Proposed Budget**

## Expenditure Line Item

### **51 SPECIAL EVENTS & PROJECTS REIMBURSEMENT FUND**

<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
424020 WEB/SOFTWARE SERVICES	\$5,250	\$5,250	\$0	\$0	\$0
424060 OTHER RENTALS	\$0	\$0	\$0	\$1,000	\$1,000
430002 SOFTWARE	\$0	\$0	\$0	\$5,000	\$5,000
430012 PERSONAL SAFETY	\$0	\$0	\$0	\$1,000	\$1,000
430064 COMMERCIAL TRASH TOTERS	\$6,920	\$0	\$0	\$1,000	\$1,000
430065 RESIDENTIAL RECYCL TOTERS	\$4,725	\$0	\$0	\$1,000	\$1,000
430066 RESIDENTIAL TRASH TOTERS	\$13,725	\$0	\$0	\$1,000	\$1,000
430067 COMMERCIAL RECYCL TOTERS	\$13,050	\$0	\$0	\$5,000	\$5,000
430099 MISC SUPPLIES AND EXP	\$0	\$0	\$0	\$5,000	\$5,000
<b>51505101 PUBLIC WORKS PROJECTS</b>	<b>\$43,670</b>	<b>\$5,250</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$20,000</b>
<b>51 SPECIAL EVENTS &amp; PROJECTS REIMB</b>	<b>\$43,670</b>	<b>\$5,250</b>	<b>\$0</b>	<b>\$20,000</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  
2021 PROPOSED BUDGET

RESOURCES		APPROPRIATIONS	
FIRE SAFETY HOUSE	0	FIRE SAFETY HOUSE	0
SHARP TEAM	12,800	SHARP TEAM	10,500
URBAN SEARCH	0	URBAN SEARCH	7,500
SMOKE DETECT	0	SMOKE DETECT	3,000
FUND BALANCE APPROPRIATION	10,500		
TOTAL RESOURCES	<u>23,300</u>	TOTAL APPROPRIATION	<u>21,000</u>

FIRE PROTECTION FUND  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
REVENUE ANALYSIS DETAIL					
FIRE SAFETY HOUSE	0	0	0	0	0
SHARP TEAM	124,654	28,055	14,786	357,000	12,800
URBAN SEARCH	0	0	0	7,500	0
SMOKE DETECT	0	0	0	3,000	0
<b>TOTAL REVENUE</b>	<u>124,654</u>	<u>28,055</u>	<u>14,786</u>	<u>367,500</u>	<u>12,800</u>
FUND BALANCE APPROPRIATION	0	0	0	282,000	10,500
<b>TOTAL RESOURCES</b>	<u>124,654</u>	<u>28,055</u>	<u>14,786</u>	<u>649,500</u>	<u>23,300</u>

EXPENDITURE ANALYSIS DETAIL					
FIRE SAFETY HOUSE	0	0	0	0	0
SHARP TEAM	93,883	14,308	4,122	357,000	10,500
URBAN SEARCH	0	0	0	7,500	7,500
SMOKE DETECT	0	0	0	3,000	3,000
<b>TOTAL EXPENDITURES</b>	<u>93,883</u>	<u>14,308</u>	<u>4,122</u>	<u>367,500</u>	<u>21,000</u>



## 2021 Proposed Budget

### Revenue Line Item

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

<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
342090 OTHER PUBLIC SAFETY	\$2,000	\$19	\$0	\$75,000	\$0
342092 FINE AND COSTS	\$0	\$400	\$441	\$0	\$0
352000 INT ON INVSTMTS/GRANT	\$3,105	\$5,202	\$2,282	\$0	\$2,300
355000 RENTAL INCOME	\$10,245	\$15,724	\$8,663	\$8,000	\$8,000
382000 CONTRIBUTIONS AND DONAT	\$109,304	\$6,710	\$3,400	\$2,500	\$2,500
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$271,500	\$0
<b>52505202 SHARP TEAM</b>	<b>\$124,654</b>	<b>\$28,055</b>	<b>\$14,786</b>	<b>\$357,000</b>	<b>\$12,800</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>\$124,654</b>	<b>\$28,055</b>	<b>\$14,786</b>	<b>\$367,500</b>	<b>\$23,300</b>

# 2021 Proposed Budget

## Expenditure Line Item

### 52 FIRE PROTECTION FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
429001 TUITION/TRAINING	\$68,787	\$3,249	\$4,122	\$85,000	\$0
439060 OPERATIONS EQUIPMENT	\$19,996	\$0	\$0	\$12,000	\$10,500
452008 BUILDING IMPROVEMENTS	\$0	\$0	\$0	\$210,000	\$0
453000 OPERATIONS EQUIPMENT	\$5,100	\$11,058	\$0	\$50,000	\$0
<b>52505202 SHARP TEAM</b>	<b>\$93,883</b>	<b>\$14,308</b>	<b>\$4,122</b>	<b>\$357,000</b>	<b>\$10,500</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	\$0	\$0	\$0	\$3,000	\$3,000
<b>52505204 SMOKE DETECTOR</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>\$93,883</b>	<b>\$14,308</b>	<b>\$4,122</b>	<b>\$367,500</b>	<b>\$21,000</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  
2021 PROPOSED 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	4,000	PA GAMING CONTRL BRD GI	0
FUND BALANCE APPROPRIATION	90,300		
TOTAL RESOURCES	<u>169,300</u>	TOTAL APPROPRIATION	<u>165,300</u>

POLICE PROTECTION FUND  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
REVENUE ANALYSIS DETAIL					
ILLEGAL GUN PROGRAM	0	0	0	0	0
POLICE TRAINING	143,759	106,639	202,136	75,000	75,000
K-9 EMERGENCY	0	0	0	0	0
K-9	0	0	0	0	0
POLICE PROJECTS	3,635	6,390	1,625	0	0
FED FORFEITURE	0	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	5,191	9,139	4,075	0	4,000
TOTAL REVENUE	<u>152,586</u>	<u>122,168</u>	<u>207,836</u>	<u>75,000</u>	<u>79,000</u>
FUND BALANCE APPROPRIATION	0	0	0	90,300	90,300
TOTAL RESOURCES	<u><u>152,586</u></u>	<u><u>122,168</u></u>	<u><u>207,836</u></u>	<u><u>165,300</u></u>	<u><u>169,300</u></u>

EXPENDITURE ANALYSIS DETAIL					
ILLEGAL GUN PROGRAM	0	0	0	2,400	2,400
POLICE TRAINING	42,595	68,385	42,970	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	25,977	17,797	0	20,000	20,000
FED FORFEITURE	12,000	23,613	0	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	84,369	0	0	0	0
TOTAL EXPENDITURES	<u><u>164,941</u></u>	<u><u>109,795</u></u>	<u><u>42,970</u></u>	<u><u>165,300</u></u>	<u><u>165,300</u></u>

## 2021 Proposed Budget

### Revenue Line Item

#### BUDGET UNIT: POLICE PROTECTION FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed 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	\$143,759	\$106,639	\$201,501	\$75,000	\$75,000
382000 CONTRIBUTIONS AND DONAT	\$0	\$0	\$635	\$0	\$0
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$10,000	\$10,000
<b>53505302 POLICE TRAINING</b>	<b>\$143,759</b>	<b>\$106,639</b>	<b>\$202,136</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	\$2,420	\$5,750	\$400	\$0	\$0
384000 MISCELLANEOUS CONT.	\$1,215	\$640	\$1,225	\$0	\$0
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$20,000	\$20,000
<b>53505305 POLICE PROJECTS</b>	<b>\$3,635</b>	<b>\$6,390</b>	<b>\$1,625</b>	<b>\$20,000</b>	<b>\$20,000</b>
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$48,000	\$48,000
<b>53505306 FED FORFEITURE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$48,000</b>	<b>\$48,000</b>
352000 INT ON INVSTMTS/GRANT	\$5,191	\$9,139	\$4,075	\$0	\$4,000
<b>53505309 PA GAMING GRANT</b>	<b>\$5,191</b>	<b>\$9,139</b>	<b>\$4,075</b>	<b>\$0</b>	<b>\$4,000</b>
<b>53 POLICE PROTECTION FUND</b>	<b>\$152,586</b>	<b>\$122,168</b>	<b>\$207,836</b>	<b>\$165,300</b>	<b>\$169,300</b>

# 2021 Proposed Budget

## Expenditure Line Item

### 53 POLICE PROTECTION FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed 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	\$42,595	\$68,385	\$42,970	\$85,000	\$85,000
<b>53505302 POLICE TRAINING</b>	<b>\$42,595</b>	<b>\$68,385</b>	<b>\$42,970</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	\$4,925	\$0	\$0	\$10,000	\$10,000
439015 OFFICE EQUIPMENT	\$0	\$0	\$0	\$10,000	\$10,000
452014 SECURITY UPGRADE	\$21,052	\$0	\$0	\$0	\$0
454022 IMPROV-SIDEWALK ADA/RAMP	\$0	\$17,797	\$0	\$0	\$0
<b>53505305 POLICE PROJECTS</b>	<b>\$25,977</b>	<b>\$17,797</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$20,000</b>
430002 SOFTWARE	\$0	\$0	\$0	\$10,000	\$10,000
430012 PERSONAL SAFETY	\$0	\$1,851	\$0	\$4,000	\$4,000
453004 EQUIPMENT-VEHICLE	\$0	\$21,762	\$0	\$22,000	\$22,000
450000 LAND	\$12,000	\$0	\$0	\$12,000	\$12,000
<b>53505306 FED FORFEITURE</b>	<b>\$12,000</b>	<b>\$23,613</b>	<b>\$0</b>	<b>\$48,000</b>	<b>\$48,000</b>
453004 EQUIPMENT-VEHICLE	\$14,775	\$0	\$0	\$0	\$0
485000 REFUND PRIOR YEAR REVENUE	\$69,594	\$0	\$0	\$0	\$0
<b>53505309 PA GAMING CONTRL BRD GRNT</b>	<b>\$84,369</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>53 POLICE PROTECTION FUND</b>	<b>\$164,941</b>	<b>\$109,795</b>	<b>\$42,970</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  
2021 PROPOSED BUDGET

RESOURCES		APPROPRIATIONS	
CITY ISLAND	110,500	CITY ISLAND	142,200
RESERVOIR PARK	32,000	RESERVOIR PARK	182,000
EVENTS	0	EVENTS	0
HIGHMARK	60,000	HIGHMARK	85,000
GRANT PROCEEDS	0	GENERAL SALARIES	0
FUND BALANCE PROPRIATION	206,800		
TOTAL RESOURCES	<u>409,300</u>	TOTAL APPROPRIATION	<u>409,200</u>

PARKS & RECREATION FUND  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
REVENUE ANALYSIS DETAIL					
CITY ISLAND	159,197	113,481	33,923	141,500	110,500
RESERVOIR PARK	10,105	19,625	6,951	150,000	32,000
EVENTS	0	0	0	0	0
HIGHMARK	70,000	60,000	50,000	60,000	60,000
GRANT PROCEEDS	5,042	7,793	3,487	0	0
<b>TOTAL REVENUE</b>	<u><u>239,302</u></u>	<u><u>193,106</u></u>	<u><u>90,874</u></u>	<u><u>351,500</u></u>	<u><u>202,500</u></u>
FUND BALANCE APPROPRIATION	0	0	0	181,000	206,800
<b>TOTAL RESOURCES</b>	<u><u>239,302</u></u>	<u><u>193,106</u></u>	<u><u>90,874</u></u>	<u><u>532,500</u></u>	<u><u>409,300</u></u>

EXPENDITURE ANALYSIS DETAIL					
CITY ISLAND	118,332	45,347	16,687	141,500	142,200
RESERVOIR PARK	23,948	1,889	0	182,000	182,000
EVENTS	0	0	0	0	0
HIGHMARK	71,775	81,111	17,226	80,000	85,000
GENERAL SALARIES	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<u><u>214,055</u></u>	<u><u>128,347</u></u>	<u><u>33,913</u></u>	<u><u>403,500</u></u>	<u><u>409,200</u></u>



## 2021 Proposed Budget

### Revenue Line Item

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

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
345029 PARK PERMIT FEES-OTHER	\$101,721	\$89,453	\$20,070	\$75,000	\$75,000
355005 RENT INCOME P & R	\$57,476	\$24,029	\$13,653	\$33,500	\$33,500
382000 CONTRIBUTIONS AND DONATION	\$0	\$0	\$150	\$2,000	\$2,000
385000 REFUNDS OF EXPENDITURES	\$0	\$0	\$50	\$0	\$0
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$31,000	\$31,800
<b>54505401 CITY ISLAND</b>	<b>\$159,197</b>	<b>\$113,481</b>	<b>\$33,923</b>	<b>\$141,500</b>	<b>\$142,300</b>
347090 OTHER LICENSES/PERMITS	\$10,105	\$19,625	\$6,951	\$8,500	\$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	\$150,000	\$150,000
<b>54505402 RESERVOIR PARK</b>	<b>\$10,105</b>	<b>\$19,625</b>	<b>\$6,951</b>	<b>\$158,500</b>	<b>\$182,000</b>
382000 CONTRIBUTIONS AND DONATION	\$70,000	\$60,000	\$50,000	\$60,000	\$60,000
385000 REFUNDS OF EXPENDITURES	\$0	\$0	\$50	\$0	\$0
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$0	\$25,000
<b>54505404 HIGHMARK</b>	<b>\$70,000</b>	<b>\$60,000</b>	<b>\$50,000</b>	<b>\$60,000</b>	<b>\$85,000</b>
352000 INT ON INVSTMTS/GRANT	\$5,042	\$7,793	\$3,487	\$0	\$0
<b>54505400 GENERAL SALARIES</b>	<b>\$5,042</b>	<b>\$7,793</b>	<b>\$3,487</b>	<b>\$0</b>	<b>\$0</b>
<b>54 PARKS &amp; RECREATION FUND</b>	<b>\$244,344</b>	<b>\$200,899</b>	<b>\$94,361</b>	<b>\$360,000</b>	<b>\$409,300</b>

# 2021 Proposed Budget

## Expenditure Line Item

### 54 PARKS & RECREATION FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
420040 TELEPHONE	\$1,063	\$859	\$632	\$3,000	\$3,000
422020 ELECTRICITY	\$14,784	\$12,264	\$9,597	\$18,000	\$18,000
425090 MAINT SERV CONTRACT	\$0	\$1,026	\$0	\$3,500	\$1,200
429080 POLICE SERVICES	\$0	\$150	\$0	\$2,000	\$1,000
429090 MISC CONTRACTED SRVCS	\$17,966	\$400	\$6,199	\$30,000	\$32,000
430041 PLAYGRND &/OR POOL SUPPLY	\$9,872	\$0	\$0	\$0	\$0
430099 MISC SUPPLIES AND EXP	\$25,996	\$10,648	\$259	\$30,000	\$30,000
452000 BUILDINGS AND STRUCTURES	\$6,153	\$0	\$0	\$35,000	\$37,000
481054 PARKS & RECREATION FUND	\$22,500	\$0	\$0	\$0	\$0
481056 SPECIAL EVENTS FUND	\$20,000	\$20,000	\$0	\$20,000	\$20,000
<b>54505401 CITY ISLAND</b>	<b>\$118,332</b>	<b>\$45,347</b>	<b>\$16,687</b>	<b>\$141,500</b>	<b>\$142,200</b>
425090 MAINT SERV CONTRACT	\$620	\$0	\$0	\$0	\$0
425094 MANSION MAINTENANCE	\$5,204	\$0	\$0	\$7,500	\$7,500
429090 MISC CONTRACTED SRVCS	\$5,414	\$983	\$0	\$14,000	\$14,000
430099 MISC SUPPLIES AND EXP	\$7,611	\$907	\$0	\$9,000	\$9,000
439015 OFFICE EQUIPMENT	\$0	\$0	\$0	\$1,500	\$1,500
453099 EQUIPMENT-OTHER	\$5,099	\$0	\$0	\$150,000	\$150,000
<b>54505402 RESERVOIR PARK</b>	<b>\$23,948</b>	<b>\$1,889</b>	<b>\$0</b>	<b>\$182,000</b>	<b>\$182,000</b>
414000 SALARIES & WAGES	\$42,910	\$35,553	\$13,270	\$32,000	\$32,000
419001 SOCIAL SECURITY	\$3,283	\$2,719	\$1,014	\$4,000	\$4,100
429015 TRAVEL	\$22,360	\$29,475	(\$1,324)	\$32,000	\$36,000
430099 MISC SUPPLIES AND EXP	\$3,222	\$13,364	\$4,266	\$12,000	\$12,900
<b>54505404 HIGHMARK</b>	<b>\$71,775</b>	<b>\$81,111</b>	<b>\$17,226</b>	<b>\$80,000</b>	<b>\$85,000</b>
<b>54 PARKS &amp; RECREATION FUND</b>	<b>\$214,055</b>	<b>\$128,347</b>	<b>\$33,913</b>	<b>\$403,500</b>	<b>\$409,200</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  
2021 PROPOSED BUDGET

---

RESOURCES		APPROPRIATIONS	
WHBG BROADCASTING NTKW	5,000	WHBG FUND	5,000
FUND BALANCE PROPRIATION	0		
TOTAL RESOURCES	<u>5,000</u>	TOTAL APPROPRIATION	<u>5,000</u>

---

WHBG FUND  
2021 PROPOSED BUDGET

	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
REVENUE ANALYSIS DETAIL					
WHBG BROADCASTING NETWORK	4,529	1,511	1,038	9,500	5,000
TOTAL REVENUE	<u>4,529</u>	<u>1,511</u>	<u>1,038</u>	<u>9,500</u>	<u>5,000</u>
FUND BALANCE APPROPRIATION	0	0	0	0	0
TOTAL RESOURCES	<u>4,529</u>	<u>1,511</u>	<u>1,038</u>	<u>9,500</u>	<u>5,000</u>

EXPENDITURE ANALYSIS DETAIL					
CONSULTING	0	0	0	1,000	1,000
CONTRACTED PERSONNEL SERVICES	0	0	0	6,000	1,500
TUITION/TRAINING	0	0	0	1,000	500
SUPPLIES AND EXPENSES	0	0	0	1,500	2,000
TOTAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,500</u>	<u>5,000</u>

## 2021 Proposed Budget

Revenue Line Item

### **BUDGET UNIT: WHBG FUND**

<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
352000 INT ON INVSTMTS/GRANT	\$479	\$736	\$213	\$0	\$0
384007 HBG BROADCASTING NTWK	\$4,050	\$775	\$825	\$9,500	\$5,000
<b>55505500 WHBG FUND</b>	<b>\$4,529</b>	<b>\$1,511</b>	<b>\$1,038</b>	<b>\$9,500</b>	<b>\$5,000</b>

# **2021 Proposed Budget**

## Expenditure Line Item

### **55 WHBG FUND**

<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
421030 CONSULTING	\$0	\$0	\$0	\$1,000	\$1,000
429001 TUITION/TRAINING	\$0	\$0	\$0	\$1,000	\$500
429014 CONTRACTED PERSONNEL SVS.	\$0	\$0	\$0	\$6,000	\$1,500
430099 MISC SUPPLIES AND EXP	\$0	\$0	\$0	\$1,500	\$2,000
453007 EQUIPMENT-DATA PROCESSING	\$0	\$0	\$21,010	\$0	\$0
<b>55505510 WHBG FUND</b>	<b>\$0</b>	<b>\$0</b>	<b>\$21,010</b>	<b>\$9,500</b>	<b>\$5,000</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.

---

RESOURCE ALLOCATION  
2021 PROPOSED BUDGET

---

RESOURCES		APPROPRIATIONS	
CONTRIBUTIONS & DONATIONS	71,000	EVENTS	202,000
PARK PERMIT FEES	0	ARTFEST	120,100
OTHER LICENSE FEES	229,000		
INV INCOME/TRANSFERS/ MISC INC.	21,200		
FUND BALANCE APPROPRIATION	1,800	TOTAL APPROPRIATION	<u>322,100</u>
TOTAL RESOURCES	<u>323,000</u>		

EVENTS FUND  
2021 PROPOSED BUDGET

Account Name	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
<b>REVENUE ANALYSIS SUMMARY</b>					
Donations & Contributions	28,400	52,850	44,182	54,000	54,000
Interest of Savings	1,129	2,585	1,115	0	1,200
Park Permit Fee	0	0	0	0	0
Other License Fees	116,550	73,275	11,560	125,000	125,000
Transfers/Misc	20,098	20,000	0	20,000	20,000
Artfest - License & Permits	0	0	1,325	104,000	104,000
Artfest - Donations and Contribution	0	0	0	17,000	17,000
<b>TOTAL REVENUE</b>	<u>166,177</u>	<u>148,710</u>	<u>58,182</u>	<u>320,000</u>	<u>321,200</u>
Fund Balance Appropriation	0	0	0	0	1,800
<b>TOTAL RESOURCES</b>	<u>166,177</u>	<u>148,710</u>	<u>58,182</u>	<u>320,000</u>	<u>323,000</u>

<b>REVENUE ANALYSIS DETAIL</b>					
Donations & Contributions	28,400	52,850	44,182	54,000	54,000
Interest of Savings	1,129	2,585	1,115	0	1,200
Park Permit Fee	0	0	0	0	0
Other License Fees	116,550	73,275	11,560	125,000	125,000
Misc Income	98	0	0	0	0
Transfers- General Fund	0	0	0	0	0
Transfers- Parks & Rec Special Fund	20,000	20,000	0	20,000	20,000
Artfest - License & Permits	0	0	1,325	104,000	104,000
Artfest - Donations and Contribution	0	0	0	17,000	17,000
<b>TOTAL REVENUE</b>	<u>166,177</u>	<u>148,710</u>	<u>58,182</u>	<u>320,000</u>	<u>321,200</u>
Fund Balance Appropriation	0	0	0	0	1,800
<b>TOTAL RESOURCES</b>	<u>166,177</u>	<u>148,710</u>	<u>58,182</u>	<u>320,000</u>	<u>323,000</u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>					
Events	162,157	115,991	58,225	199,000	202,000
Arfest	0	0	0	0	120,100
<b>TOTAL EXPENDITURES</b>	<u>162,157</u>	<u>115,991</u>	<u>58,225</u>	<u>199,000</u>	<u>322,100</u>



## 2021 Proposed Budget

### Revenue Line Item

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

<b>Account</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual YTD (11/13)</b>	<b>2020 Adopted Budget</b>	<b>2021 Proposed Budget</b>
345029 PARK PERMIT FEES-OTHER	\$0	\$0	\$0	\$0	\$0
347090 OTHER LICENSES/PERMITS	\$116,550	\$73,275	\$11,560	\$125,000	\$125,000
352000 INT ON INVSTMTS/GRANT	\$1,129	\$2,585	\$1,115	\$0	\$1,200
382000 CONTRIBUTIONS AND DONATION	\$28,400	\$52,850	\$44,182	\$54,000	\$54,000
385018 MEDICAL-EMPLOYEE CONTR	\$98	\$0	\$0	\$0	\$0
398001 GENERAL FUND	\$0	\$0	\$0	\$0	\$0
398054 PARKS AND RECREATION FUND	\$20,000	\$20,000	\$0	\$20,000	\$20,000
399099 ESTIMATED CASH CARRYOVER	\$0	\$0	\$0	\$0	\$1,800
<b>56015601 EVENTS</b>	<b>\$166,177</b>	<b>\$148,710</b>	<b>\$56,857</b>	<b>\$199,000</b>	<b>\$202,000</b>
347090 OTHER LICENSES/PERMITS	\$0	\$0	\$1,325	\$104,000	\$104,000
382000 CONTRIBUTIONS AND DONATION	\$0	\$0	\$0	\$17,000	\$17,000
<b>56015602 ARTFEST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,325</b>	<b>\$121,000</b>	<b>\$121,000</b>
<b>56 EVENTS FUND</b>	<b>\$166,177</b>	<b>\$148,710</b>	<b>\$58,182</b>	<b>\$320,000</b>	<b>\$323,000</b>

# 2021 Proposed Budget

## Expenditure Line Item

### 56 EVENTS FUND

Account	2018 Actual	2019 Actual	2020 Actual YTD (11/13)	2020 Adopted Budget	2021 Proposed Budget
414000 SALARIES & WAGES	\$2,592	\$0	\$0	\$0	\$0
419001 SOCIAL SECURITY	\$192	\$0	\$0	\$0	\$0
424020 WEB/SOFTWARE SERVICES	\$0	\$960	\$0	\$0	\$0
429081 FIREWORK-JULY 4	\$15,000	\$14,000	\$16,000	\$18,000	\$16,000
429082 FIREWORK-KIPONA	\$13,000	\$12,000	\$10,000	\$16,000	\$16,000
429083 FIREWORK-MINOR EVENT	\$13,000	\$5,000	\$0	\$5,000	\$5,000
429084 MISC CONTR SRVCS-JULY 4	\$9,555	\$11,324	\$784	\$19,000	\$19,000
429085 MISC CONTR SRVCS-KIPONA	\$52,400	\$61,689	\$927	\$75,000	\$80,000
429086 MISC CONTR SRVCS-MIN EVT	\$56,159	\$10,998	\$30,515	\$65,000	\$65,000
430099 MISC SUPPLIES AND EXP	\$259	\$20	\$0	\$1,000	\$1,000
<b>56015601 EVENTS</b>	<b>\$162,157</b>	<b>\$115,991</b>	<b>\$58,225</b>	<b>\$199,000</b>	<b>\$202,000</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
<b>56015602 ARTSFEST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,100</b>
<b>56 EVENTS FUND</b>	<b>\$162,157</b>	<b>\$115,991</b>	<b>\$58,225</b>	<b>\$199,000</b>	<b>\$322,100</b>



# Capital Projects Needs 2021

## GENERAL FUND

### ADMINISTRATION

#### BUREAU OF INFORMATION TECHNOLOGY

---

\$	250,000	DCIT & DREV Replacement
\$	250,000	DPER Replacement
\$	75,000	Printer Fleet Replacement
\$	30,000	Morefield - Security Cameras - Reservoir Park (15)
\$	25,000	Morefield - Security Cameras - City Hall (15)
\$	15,381	Key Finance - Cisco Server & Nimble SAN Lease
\$	10,254	Key Gov't Finance - lease purchase of IT SAN unit
\$	2,663	Sharp Electronics- Printer Lease
<b>\$</b>	<b>658,298</b>	

**TOTAL -ADMINISTRATION**

**\$ 658,298**

#### BUREAU OF PARKS & RECREATION

---

\$	1,000,000	GESA
\$	200,000	M&T Bank building rehab
\$	95,000	Replacement of non compliant fire panel in PSB upon request of City Fire Marshall - one time cost
\$	85,000	PSB window replacement on the North side of the building - one time cost
\$	32,485	Replace old carpet in the Codes department, including need to move all of the furniture - Police ask - one time cost
\$	30,000	Adding fencing to Radnor ball field, replacing fence at Gorgas Playground
\$	24,000	Air Curtain - MLK one time purchase
\$	23,000	Repair the brick walkway in front of the MLK
\$	22,627	Replace old carpet in Building and Housing area
\$	15,000	Mansion window replacement to increase energy savings and efficiency
\$	15,000	Secondary bulk oil distribution system - VMC
\$	15,000	Replace old rotten wood and missing gutters at Brownstone - one time cost
\$	10,000	Window Coverings for 2nd floor of PSB for additional energy savings - one time purchase
\$	10,000	Access Control for police doors - Child Victim Unit and Forensics Dept - one time cost
\$	7,866	Window glazing at Public Works - one time purchase
\$	5,175	New flooring to replace wornout gym mat, to help with shock and sound absorption Police ask- one time cost

**\$ 1,590,153**

**TOTAL -**

**\$ 1,590,153**

### PUBLIC SAFETY

#### BUREAU OF POLICE

---

\$	330,000.00	PATROL VEHICLES
----	------------	-----------------

\$ 112,000.00 2 radios for Co-Responders and assorted operational equipment + 12 radios CSA  
 \$ 100,000.00 COMMAND VEHICLE  
 \$ 100,000.00 Funding for additional surveillance cameras around the city.  
 \$ 100,000.00 2 new Police Captain SUVs  
 \$ 20,000.00 CARPET REPLACEMENT FOR TSD  
 \$ 20,000.00 SUBSTATION: PAVILLION / OUTDOOR FURNITURE  
 \$ 12,000.00 SIMULATOR ROOM BUILD  
 \$ 10,000.00 SCU: SUV UNMARKED X 1  
 \$ 10,000.00 SCU: USED CARS  
 \$ 50,000.00 A vehicle for Co-Responders and assorted operational equipment

**\$ 864,000**

**BUREAU OF FIRE**

\$ 700,000 Apparatus Replacement  
 \$ 100,000 TeleStaff Timesheet management system  
 \$ 80,000 Increased to purchase equipment for new apparatus in excess of \$5k each (Amkus vehicle rescue tools)  
 \$ 80,000 Baydoors  
 \$ 25,000 to cover repairs to firestations over \$5k per occurrence, was not included from finance

**\$ 985,000**

**TOTAL - PUBLIC SAFETY**

**\$ 1,849,000**

**BUREAU OF VEHICLE MANAGEMENT**

\$ 479,830 Lease vehicle program  
 \$ 25,000 Transit Connect XL LWB  
 \$ 5,000 Engine Reader

**\$ 509,830**

**TOTAL -**

**\$ 509,830**

**OTHER**

**DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

**\$ -**

**TOTAL - OTHER**

**\$ -**

**TOTAL - CIP**

**\$ 4,607,281**



# Capital Projects Needs 2021

## NEIGHBORHOOD SERVICES

### NEIGHBORHOOD SERVICES

---

\$	95,000.00	Front end loader - one time purchase
	23,000.00	Reservoir Park Browstone HVAC Repairs and Upgrades to be in compliance with DA
	13,252.00	Additional attachments for existing equipment to expand staffs scope of work
	12,386.00	Utility Trailer - used to move Parks Maintenance equipment -one time purchase
	9,875.00	To purchase equipment that cannot be repaired
	9,500.00	Video surveillance system for highly trafficked park areas - one time cost
	9,000.00	Skid steer driven snow blower - one time purchase
	7,000.00	Unforseen repairs
	6,000.00	Long range prox card reader for Parks Maintenance - one time cost
\$	607,110.69	Lease of financed equipment
	260,000.00	Rear Load (25 yd) Sanitation Packer
	170,000.00	Asphalt Paver
	120,000.00	Small Packer (6 yard)
	80,000.00	Radio Upgrades
	60,000.00	(10) Truck Camera System
	15,000.00	Charging System

**\$ 1,497,123.69**

**TOTAL - NEIGHBORHOOD SERVICES**

**\$ 1,497,123.69**



## Capital Projects 2021

### STATE LIQUID FUELS TAX FUND

#### STATE LIQUID FUELS TAX FUND

---

\$ 821,119.00 Uptown Paving - Vision Zero (2nd street)  
800,000.00 Allison Hill Paving - S. 15th st Paving & Inspection  
800,000.00 Allison Hill Paving - Bellevue  
550,000.00 Uptown Paving - Neighborhood street conected to 2nd street (Side Streets)  
224,111.72 South Paving Project Loan Payment

\$ 3,195,230.72

**TOTAL - STATE LIQUID FUELS TAX FUND** \$ 3,195,230.72



# Capital Projects 2021

## CAPITAL FUND

### CAPITAL FUND

---

\$ 3,950,000.00	7th St
5,012,000.00	2nd st
2,810,000.00	Mulder Square
650,000.00	East West Connector
653,000.00	State Street
1,012,940.00	Capitol Gateway Project
50,000.00	Vision Zero
1,165,590.00	Courthouse Connection Construction

**\$ 15,303,530.00**

**TOTAL - CAPITAL FUND**

**\$ 15,303,530.00**

Moved by:

An Ordinance establishing the budget for the Municipal Government of the City of Harrisburg for the year Two Thousand Twenty One (2021).

**SECTION 1. GENERAL FUND** **\$79,506,034**

Appropriations in the amount of **Seventy Nine Million Five Hundred Six Thousand Thirty Four Dollars** are hereby made to the General Fund as specified in Exhibit "A" and summarized as follows:

**FOR: GENERAL GOVERNMENT** **\$2,668,187**

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

Personnel	\$ 310,356	
Services	\$ 114,200	
Supplies	\$ 11,000	
Other	\$ 3,400	
<b>Total - City Council</b>	<b>\$ 438,956</b>	<b>\$ 438,956</b>

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

Personnel	\$ 244,689	
Services	\$ 28,080	
Supplies	\$ 14,187	
Other	\$ -	
<b>Total - Mayor's Office</b>	<b>\$ 286,956</b>	<b>\$ 286,956</b>

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

Personnel	\$ 162,041	
Services	\$ 5,291	
Supplies	\$ 9,200	
Other	\$ -	
<b>Total - City Controller's Office</b>	<b>\$ 176,532</b>	<b>\$ 176,532</b>

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

Personnel	\$ 376,283	
Services	\$ 62,700	
Supplies	\$ 84,000	
Other	\$ -	
<b>Total - City Treasurer's Office</b>	<b>\$ 522,983</b>	<b>\$ 522,983</b>

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

Personnel	\$ 582,108	
Services	\$ 233,277	
Supplies	\$ 43,565	
Other	\$ -	
<b>Total - City Solicitor's Office</b>	<b>\$ 858,950</b>	<b>\$ 858,950</b>

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

Personnel	\$ 253,400	
Services	\$ 40,800	
Supplies	\$ 14,500	
Other	\$ -	
<b>Total - Communication</b>	<b>\$ 308,700</b>	<b>\$ 308,700</b>

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

Personnel	\$ 64,590	
Services	\$ 8,920	
Supplies	\$ 1,600	
Other	\$ -	
<b>Total - Social Equity/Affirmative Action</b>	<b>\$ 75,110</b>	<b>\$ 75,110</b>

**FOR: DEPARTMENT OF ADMINISTRATION** **\$4,089,076**

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



71	Personnel	\$	193,771		
72	Services	\$	114,400		
73	Supplies	\$	5,168		
74	Other	\$	-		
75	<b>Total - Business Administrator</b>			\$	313,339
76					
77	<b>To: Bureau of Grants (0113):</b>				
78	Personnel	\$	71,372		
79	Services	\$	4,000		
80	Supplies	\$	500		
81	Other	\$	-		
82	<b>Total - Grants Management</b>			\$	75,872
83					
84	<b>To: Bureau of Information Technology (0116):</b>				
85	Personnel	\$	499,033		
86	Services	\$	607,205		
87	Supplies	\$	264,900		
88	Other	\$	658,298		
89	<b>Total - Information Technology</b>			\$	2,029,436
90					
91	<b>To: Bureau of Human Resources (0117):</b>				
92	Personnel	\$	396,322		
93	Services	\$	103,275		
94	Supplies	\$	2,000		
95	Other	\$	-		
96	<b>Total - Human Resources</b>			\$	501,597
97					
98	<b>To: Bureau of Licensing, Taxation &amp; Central Support (0124):</b>				
99	Personnel	\$	405,991		
100	Services	\$	330,395		
101	Supplies	\$	63,172	\$	-
102	Other	\$	-		
103	<b>Total - Licensing, Taxation &amp; Central Support</b>			\$	799,559
104					
105	<b>To: Bureau of Business Development (0139):</b>				
106	Personnel	\$	159,298		
107	Services	\$	8,475		
108	Supplies	\$	1,500		
109	Other	\$	200,000		
110	<b>Total - Business Development</b>			\$	369,273
111					
112	<b>FOR: DEPARTMENT OF BUDGET AND FINANCE</b>				\$762,204
113					
114	<b>To: Bureau of Financial Management (0112):</b>				
115	Personnel	\$	473,184		
116	Services	\$	276,920		
117	Supplies	\$	12,100		
118	Other	\$	-		
119	<b>Total - Financial Management</b>			\$	762,204
120					
121					
122	<b>FOR: DEPARTMENT OF PARKS, RECREATION AND FACILITIES</b>				\$3,486,229
123					
124	<b>To: Bureau of Parks &amp; Recreation (0180):</b>				
125	Personnel	\$	1,142,458		
126	Services	\$	419,939		
127	Supplies	\$	333,679		
128	Other	\$	1,590,153		
129	<b>Total - Parks &amp; Recreation</b>			\$	3,486,229
130					
131	<b>FOR: DEPARTMENT OF PUBLIC SAFETY</b>				\$32,892,942
132					
133	<b>To: Bureau of Codes Enforcement (0137):</b>				
134	Personnel	\$	942,798		
135	Services	\$	29,250		
136	Supplies	\$	19,700		
137	Other	\$	-		
138	<b>Total - Codes Enforcement</b>			\$	991,748

139				
140	<b>To: Bureau of Police (0142):</b>			
141	Personnel	\$	19,185,823	
142	Services	\$	1,030,878	
143	Supplies	\$	595,593	
144	Other	\$	884,000	
145	Total - Bureau of Police			\$ 21,696,294
146				
147	<b>To: Bureau of Fire (0151):</b>			
148	Personnel	\$	8,575,236	
149	Services	\$	372,600	
150	Supplies	\$	272,065	
151	Other	\$	985,000	
152	Total - Bureau of Fire			\$ 10,204,901
153				
154	<b>FOR: DEPARTMENT OF ENGINEERING &amp; PLANNING</b>			<b>\$2,301,412</b>
155				
156	<b>To: Office of the Director (0160):</b>			
157	Personnel	\$	854,732	
158	Services	\$	671,820	
159	Supplies	\$	359,300	
160	Other	\$	72,830	
161	Total - Office of the Director			\$ 1,958,682
162				
163	<b>To: Bureau of Planning (0135):</b>			
164	Personnel	\$	250,230	
165	Services	\$	87,000	
166	Supplies	\$	5,500	
167	Other	\$	-	
168	Total - Planning			\$ 342,730
169				
170	<b>FOR: DEPARTMENT OF PUBLIC WORKS</b>			<b>\$2,563,699</b>
171				
172	<b>To: Bureau of Vehicle Management (0172):</b>			
173	Personnel	\$	504,983	
174	Services	\$	392,511	
175	Supplies	\$	1,156,375	
176	Other	\$	509,830	
177	Total - Vehicle Management			\$ 2,563,699
178				
179	<b>FOR: GENERAL EXPENSES (0188):</b>			<b>\$13,373,648</b>
180				
181	Personnel	\$	10,684,356	
182	Services	\$	2,135,774	
183	Supplies	\$	25,500	
184	Other	\$	528,018	
185	Total -			\$ 13,373,648
186				
187	<b>FOR: TRANSFERS TO OTHER FUNDS (0189):</b>			<b>\$17,368,638</b>
188				
189	To: Capitol Projects Fund	\$	-	
190	To: Debt Service Fund Trans	\$	11,618,638	
191	To: Senators Fund	\$	5,750,000	
192	To: Special Events Fund	\$	-	
193	To: Neighborhood Svcs Fund	\$	-	
194	Total - Transfers			\$ 17,368,638
195				
196	<b>SECTION 2. STATE LIQUID FUELS TAX FUND</b>			<b>\$3,873,531</b>
197				
198	Appropriations in the amount of <b>Three Million Eight Hundred Seventy Three Thousand Five 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 (2021)</b>			
202	Personnel	\$	-	
203	Services	\$	423,300	
204	Supplies	\$	255,000	
205	Other	\$	3,195,231	
206	Total - State Liquid Fuels Tax Fund			\$ 3,873,531
207				

208  
209 **SECTION 3. HOST MUNICIPALITY FEES FUND** **\$556,338**  
210

211 Appropriations in the amount of **Five Hundred Fifty Six Thousand Three Hundred Thirty Eight 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 <b>Personnel</b>	\$	142,129	
216 <b>Services</b>	\$	129,000	
217 <b>Supplies</b>	\$	10,000	
218 <b>Other</b>	\$	275,209	
219 <b>Total – Host Municipality Fees Fund:</b>			\$ 556,338

220  
221 **SECTION 4. DEBT SERVICE FUND** **\$12,518,638**  
222

223 Appropriations in the amount of **Twelve Million Five Hundred Eighteen Thousand Six Hundred Thirty Eight Dollars**  
224 are hereby made to the Debt Service Fund as specified in Exhibit "A" and summarized as follows:  
225

226

227 <b>To: Debt Service Fund</b>		\$	12,518,638
----------------------------------	--	----	------------

228  
229 **SECTION 5. NEIGHBORHOOD SERVICES FUND** **\$17,956,800**  
230

231 Appropriations in the amount of **Seventeen Million Nine Hundred Fifty Six Thousand Eight Hundred Dollars**  
232 are hereby made to the Neighborhood Services Fund as specified in Exhibit "A" and summarized as follows:  
233

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

235 <b>Personnel</b>	\$	5,071,536	
236 <b>Services</b>	\$	9,037,888	
237 <b>Supplies</b>	\$	569,550	
238 <b>Other</b>	\$	1,474,244	
239 <b>Total – City Services</b>			\$ 16,153,217

240

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

242 <b>Personnel</b>	\$	1,069,573	
243 <b>Services</b>	\$	339,653	
244 <b>Supplies</b>	\$	209,344	
245 <b>Other</b>	\$	185,013	
246 <b>Total – Park Maintenance Services</b>			\$ 1,803,583

247  
248  
249 **SECTION 6. SENATORS FUND** **\$5,750,000**  
250

251 Appropriations in the amount of **Five Million Seven Hundred Fifty Thousand Dollars**  
252 are hereby made to the Senators Fund as specified in Exhibit "A" and summarized as follows:  
253

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

255 <b>Personnel</b>	\$	-	
256 <b>Services</b>	\$	-	
257 <b>Supplies</b>	\$	-	
258 <b>Other</b>	\$	5,750,000	
259 <b>Total – Senators Fund</b>			\$ 5,750,000

260  
261 **SECTION 7. CAPITAL PROJECTS – PUBLIC WORKS** **\$15,303,530**  
262

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

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

267 <b>Public Works Projects</b>	\$	-	
268 <b>Engineering Projects</b>	\$	15,303,530	
269 <b>Total – Capital Projects Fund</b>			\$ 15,303,530

274 **SECTION 8. NEIGHBORHOOD MITIGATION** **\$168,569**

275  
 276 Appropriations in the amount of **One Hundred Sixty Eight Thousand Five Hundred Sixty Nine Dollars**  
 277 are hereby made to the Neighborhood Mitigation Fund as specified in Exhibit "A" and summarized as follows:  
 278

279 **To: Neighborhood Mitigation Fund :**

Salvage	\$	8,000	
Land Bank	\$	-	
Permit Penalty	\$	60,569	
Foreclosure Property Registry	\$	100,000	
<b>Total – Neighborhood Mitigation Fund</b>	<b>\$</b>		<b>168,569</b>

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

287  
 288  
 289 Appropriations in the amount of **Twenty Thousand Dollars**  
 290 are hereby made to the Special Events & Projects Reimb Fund as specified in Exhibit "A" and summarized as follows:  
 291

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

293  
 294 **SECTION 10. FIRE PROTECTION FUND** **\$21,000**

295  
 296  
 297 Appropriations in the amount of **Twenty One Thousand Dollars**  
 298 are hereby made to the Fire Protection Fund as specified in Exhibit "A" and summarized as follows:  
 299

300 **To: Fire Protection Fund**

Operations Equipment	\$	10,500	
Sharp Team	\$	7,500	
Urban Search And Rescue	\$	3,000	
<b>Total – Fire Protection Fund</b>	<b>\$</b>		<b>21,000</b>

306  
 307 **SECTION 11. POLICE PROTECTION FUND** **\$165,300**

308  
 309 Appropriations in the amount of **One Hundred Sixty Five Thousand Three Hundred Dollars**  
 310 are hereby made to the Police Protection Fund as specified in Exhibit "A" and summarized as follows:  
 311

312 **To: Police Protection Fund**

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

323  
 324  
 325 **SECTION 12. PARKS & RECREATION FUND** **\$409,200**

326  
 327 Appropriations in the amount of **Four Hundred Nine Thousand Two Hundred Dollars**  
 328 are hereby made to the Parks & Recreation Fund as specified in Exhibit "A" and summarized as follows:  
 329

330 **To: Parks & Recreation Fund :**

City Island	\$	142,200	
Reservoir Park	\$	182,000	
Events	\$	-	
Highmark	\$	85,000	
General Revenue	\$	-	

336	<b>Total – Parks &amp; Recreation Fund</b>	<b>\$</b>	<b>409,200</b>	
337				
338	<b>SECTION 13. WHBG FUND</b>			<b>\$5,000</b>
339				
340	Appropriations in the amount of <b>Five Thousand 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>\$</b>	<b>5,000</b>	
344				
345				
346	<b>SECTION 14. EVENTS FUND</b>			<b>\$322,100</b>
347				
348	Appropriations in the amount of <b>Three Hundred Twenty Two Thousand One Hundred 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>\$</b>	<b>202,000</b>	
353	<b>Artsfest</b>	<b>\$</b>	<b>120,100</b>	
354	<b>To: Events Fund</b>	<b>\$</b>	<b>322,100</b>	
355				
356				
357	<b>SECTION 15. SANITATION FUND AND DISPOSAL FUND</b>			<b>\$0</b>
358				
359	Appropriations in the amount of <b>No 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>\$</b>	<b>-</b>	
363	<b>To: Disposal Fund (28)</b>	<b>\$</b>	<b>-</b>	
364				
365	<b>SECTION 16. ESTIMATED RESOURCES</b>			
366				
367	The estimated resources of the City of Harrisburg for the year 2021 are as follows:			
368				
369	<b>GENERAL FUND</b>			<b>\$79,506,034</b>
370				
371	<b>STATE LIQUID FUELS TAX FUND</b>			<b>\$3,873,531</b>
372				
373	<b>HOST MUNICIPALITY FEES FUND</b>			<b>\$556,338</b>
374				
375	<b>DEBT SERVICE FUND</b>			<b>\$12,518,638</b>
376				
377	<b>NEIGHBORHOOD SERVICES FUND</b>			<b>\$17,956,800</b>
378				
379	<b>SENATORS FUND</b>			<b>\$5,750,000</b>
380				
381	<b>CAPITAL PROJECTS – PUBLIC WORKS</b>			<b>\$15,303,530</b>
382				
383	<b>NEIGHBORHOOD MITIGATION</b>			<b>\$168,569</b>
384				
385	<b>SPECIAL EVENTS &amp; PROJECTS REIMB FUND</b>			<b>\$21,300</b>
386				
387	<b>FIRE PROTECTION FUND</b>			<b>\$23,300</b>

388		
389	<b>POLICE PROTECTION FUND</b>	<b>\$169,300</b>
390		
391	<b>PARKS &amp; RECREATION FUND</b>	<b>\$409,300</b>
392		
393	<b>WHBG FUND</b>	<b>\$5,000</b>
394		
395	<b>EVENTS FUND</b>	<b>\$323,000</b>
396		
397		
398	<b><u>TOTAL 2021 PROPOSED BUDGET</u></b>	<b><u>\$136,584,639</u></b>
399		

400  
401 **SECTION 17. DELEGATION**

402  
403 Appropriate City officials are authorized and directed to take such actions as are necessary to effectuate this ordinance.

404  
405 **SECTION 18. SEVERABILITY**

406  
407 If any provision, sentence, clause, section, or part of this ordinance or the application thereof to any person or circumstance is for any  
408 reason found to be unconstitutional, illegal or invalid by a court of competent jurisdiction, such unconstitutionality, illegality or invalidity shall not  
409 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  
410 Council of the City of Harrisburg that this ordinance would have been adopted had such unconstitutional, illegal or invalid provision, sentence,  
411 clause, section, or part not been included herein.

412  
413 **SECTION 19. REPEALER**

414  
415 All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

416  
417 **SECTION 20. EFFECTIVE DATE**

418  
419 This ordinance shall take effect in accordance with the provisions of the law.

420  
421  
422  
423  
424 Seconded by: \_\_\_\_\_

425  
426  
427 City Council: \_\_\_\_\_

428  
429  
430 Signed by the Mayor: \_\_\_\_\_

431

# **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.

---

## GLOSSARY OF ABBREVIATED TERMS

---

- 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 - Hargestown Development Corporation
- HHA - Harrisburg Housing Authority
- HoDAG - Housing Development Action Grant
  - HOP - Home Ownership Opportunity Program

---

## GLOSSARY OF ABBREVIATED TERMS

---

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