

# CITY OF HARRISBURG

## 2014 PROPOSED BUDGET



### **MAYOR**

Linda D. Thompson

Submitted to City Council  
November 26, 2013

### **CITY COUNCIL**

Wanda R. D. Williams, President

Eugenia Smith, Vice-President

Susan C. Brown-Wilson, Member

Sandra Reid, Member

Bruce Weber, Member

Brad Koplinski, Member

Kelly Summerford, Member

### **CITY CONTROLLER**

Daniel C. Miller, CPA

### **CITY TREASURER**

John R. Campbell

# CITY OF HARRISBURG

## 2014 PROPOSED BUDGET

Robert J. Philbin  
**COO/Chief of Staff/Business Administrator**

### **PREPARED BY:**

Yanxia Liu  
**Budget Manager**

Bryan L. McCutcheon  
**Accounting Manager**

### **SPECIAL ACKNOWLEDGEMENTS:**

Donald C. Hunsicker

Tonia Baum

Robert F. Kroboth, CGFM

Robin J. Grannison-Horne

# TABLE OF CONTENTS

<u>Introduction</u>	<u>PAGE</u>	<u>PAGE</u>	
How to use the Budget Document .....	1	General Expenses and Transfer to Other Funds .....	130
City of Harrisburg Vision, Mission, Values .....	2		
Elected Officials .....	3	<b><u>Special Revenue Funds</u></b>	
City of Harrisburg Organizational Chart .....	4	State Liquid Fuels Tax Fund .....	134
City of Harrisburg Organizational Structure.....	5	Host Municipality Fees Fund .....	139
		<b><u>Debt Service Fund</u></b>	
<b><u>Budget Overview</u></b>		Debt Service Fund.....	144
Budget And Finance .....	9	<b><u>Utility Funds</u></b>	
Budget Summary .....	15	<b><u>Sanitation Utility Fund</u></b>	
Resource Allocation Summary .....	16	Bureau of Neighborhood Services-Sanitation.....	153
Summary of Revenues .....	17	<b><u>Incinerator Disposal Fee Fund</u></b>	
Summary of Expenditures.....	19	Incinerator Disposal Fee Fund.....	163
Change In Budgeted Positions.....	21	Glossaries.....	168
<b><u>General Fund</u></b>			
Resource Allocation Summary .....	23		
Revenue Analysis Summary .....	24		
Revenue Analysis Detail .....	26		
General Fund Appropriations .....	36		
Expenditure Analysis Summary .....	37		
<b><u>General Government</u></b>	<b>38</b>		
Office of the City Council.....	41		
Office of the Mayor.....	44		
Office of the City Controller .....	47		
Office of the City Treasurer.....	50		
Office of the City Solicitor.....	53		
<b><u>Department of Administration</u></b>	<b>56</b>		
Office of the Chief Of Staff/Business Administrator.....	60		
Bureau of Financial Management .....	63		
Bureau of Information Technology .....	66		
Bureau of Human Resources.....	69		
Bureau of Operations and Revenue.....	72		
<b><u>Department of Building and Housing Development</u></b>	<b>75</b>		
Office of the Director .....	78		
Bureau of Planning .....	81		
Bureau of Codes .....	84		
Bureau of Economic Development.....	87		
<b><u>Department of Public Safety</u></b>	<b>90</b>		
Office of the Police Chief.....	93		
Bureau of Fire .....	102		
<b><u>Department of Public Works</u></b>	<b>109</b>		
Office of the Director .....	112		
Bureau of Neighborhood Services-City Services .....	115		
Bureau of Vehicle Management.....	120		
<b><u>Department of Parks, Recreation and Enrichment</u></b>	<b>123</b>		
Office of the Director .....	126	Budget Ordinances .....	175

## HOW TO USE THE BUDGET DOCUMENT

This page provides an explanation of the format and content of the Fiscal Year (FY) 2014 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 2014 and prior years.

### Budget Detail

These sections contain information on FY 2014, 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 2010 - 2012 Actuals, FY 2013 Approved Budget, FY 2013 Projections, and FY 2014 Proposed Budget. Revenue line-items identify specific funding sources. Expenditure line-items are categorized as Personnel, Operating, Capital, Debt Service, Grants, Miscellaneous, and Transfers.
- 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**.

## **OUR VISION**

Our City will be:

1. Financially stable
2. Fiscally responsible
3. A stable, cleaner and safer community
4. The cultural, entertainment and tourism Capital
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 eliminate the City's extraordinary debt burden and 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
8. Maintaining a world-class City

# CITY OF HARRISBURG

## ELECTED OFFICIALS



Mayor  
Linda D. Thompson



Council President  
Wanda R. D. Williams



Council Vice-President  
Eugenia Smith



Council Member  
Susan C. Wilson



Council Member  
Brad Koplinski



Council Member  
Sandra Reid



Council Member  
Kelly Summerford



Council Member  
Bruce Weber

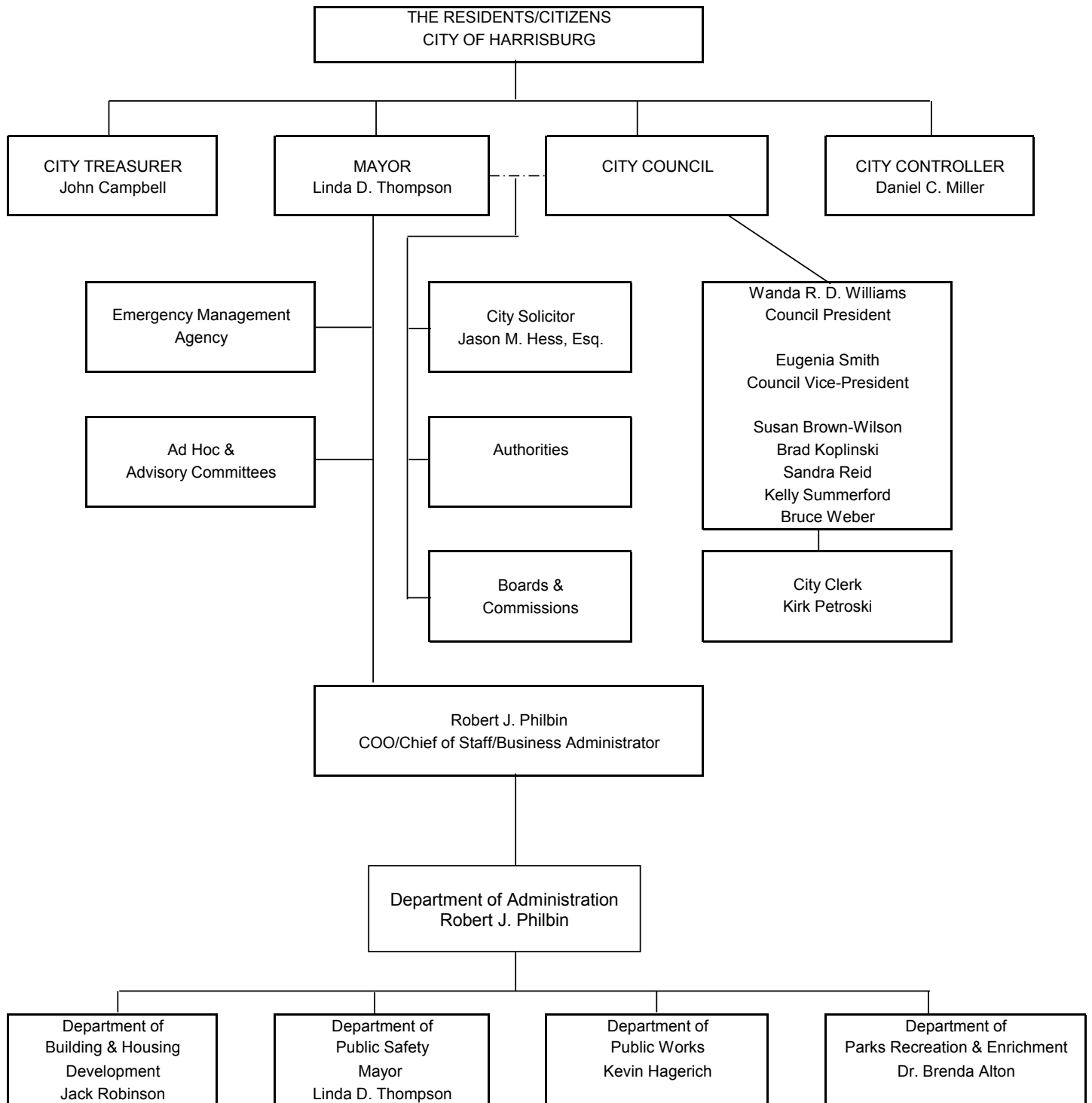


City Controller  
Daniel C. Miller



City Treasurer  
John Campbell

# CITY OF HARRISBURG ORGANIZATIONAL CHART



Note: Additional organizational charts are included in the budget document for each department to further illustrate the delineation of authority

# **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, or about, March 19 (the anniversary of the City's Incorporation as a City in 1860), the Mayor provides 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. She provides specific direction through monthly Cabinet meetings held on the third Monday of every month, as well as through Executive Orders. The Cabinet meetings are as much a means for cross-communication among members as they are a forum for delegation by the Mayor. There are 15 members of the Cabinet consisting of all department and office directors, certain deputy department directors, and select staff members.

The Mayor, as chief executive, has the sole authority to select, direct, and oversee 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 and Operating Officer of the City and Chief of Staff. 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 five departments: Administration, Building and Housing Development, Public Safety, Public Works, and Parks, Recreation & Enrichment. 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, and Debt Service Fund. The City also has an expendable Trust Fund and four Utility Funds. 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 Building and Housing Development combines General Fund operations with Community Development Block Grant (CDBG) Fund operations. Additionally, the Department of Public Works combines General Fund and State Liquid Fuels Tax Fund operations with three Proprietary/Utility Fund operations. This is significant because the systems of two Proprietary/Utility Funds, the Water Utility (water distribution system) and the Sewerage Utility (sewerage collection, conveyance and treatment system) are owned by The Harrisburg Authority (THA) but, through management agreements, are operated by the City. Under the agreements, THA provides for capital improvements and finances operations through the establishment of customer/user fees. The Sanitation Utility Fund also comes under the Department of Public Works but is owned and



operated solely by the City. The Incinerator Disposal Fees Fund is established to collect disposal fees to dispose of the City's municipal solid waste at THA's Incinerator Facility.

The Offices of General Government, departments, and bureaus listed below are part of the General Fund with the exception of CDBG operations; Bureaus of Water, Neighborhood Services - Sanitation, and Sewer; Incinerator Fund, State Liquid Fuels Tax Fund, and Host Municipality Fees Fund. Further discussion regarding the departments will involve a summary of the roles of management and supervisory personnel.

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. Mayor's Office personnel include a Policy/Communications Director, a Senior Assistant, and one additional Assistant, who conduct the day-to-day business of this office.

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

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

The Harrisburg Human Relations Commission consists of nine unpaid persons appointed by the Mayor and confirmed by City Council. An Executive Director, responsible to the Commission, operates an office for promoting fair housing and investigating any reports of discriminatory practices. This office was eliminated as part of the 2011 Budget.

The Office of the City Engineer, 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 the City's GIS System and the official real estate registration for the City. This office was merged into Public Works in the 2011 Budget under the Office of the Director.

The Mayor's Office for Economic Development and Special Projects, headed by a Director, implements the economic development plan of the Administration. This plan emphasizes Minority and Women Business Enterprise and Business/Industrial Development. A Deputy Director acts as the Contract Compliance Officer, and carries out other specific functions of the plan. The Director also oversees any special projects that will provide leadership for diverse long-term projects undertaken by the City. In 2010, this office was moved to Department of Building and Housing, and was changed to the Bureau of Economic Development.

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 Chief of Staff/Business Administrator oversees the department directors, deputy directors, and bureau directors to assure the proper administration of their operations, and are responsible for the negotiation of all three collective bargaining contracts. The Finance Director serves as Director of Financial Management, directing the Accounting, Budget, Grants and Purchasing Offices with the assistance of four office managers, and is responsible for administering Debt Service, General Expenses, and Transfers to Other Funds as well as the City's insurance, workers' compensation, and loss control programs. 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, headed by a Director, manages the City's human resource operation which includes payroll processing, maintenance of personnel records, recruitment, and administering the City's benefits and affirmative action/equal employment opportunity programs. The Bureau also participates in the negotiation of collective bargaining contracts. The Bureau of Operations and Revenue, headed by a Director, is responsible for the billing and processing of property and mercantile taxes and utility revenue, and collection activities on delinquent accounts. In order to carry out

these functions, the Director is assisted by a Tax and Enforcement Administrator. This bureau is also responsible for the duplicating center.

The Department of Building and Housing Development is headed by a Director, who oversees all efforts to maintain and improve our neighborhoods and promotes business and residential development throughout the City, and is accountable for all CDBG Programs. This department has four Bureaus. The first bureau is the Office of the Director which includes the Director of DBHD. The Second bureau is the Bureau of Planning and is primarily responsible for promoting orderly development throughout the City. The third bureau is the Bureau of Inspections and Codes Enforcement. This bureau initiates all zoning and building inspection efforts of the City. Additional management staff includes an Assistant Codes Administrator and a Health Officer. The fourth bureau, Economic Development, was transferred in 2010 from General Government.

The Department of Public Safety consists of the Bureaus of Police and Fire. The Mayor is the Director of this department. Although the Police Chief and Fire Chief attend the Mayor's cabinet meetings, they also meet separately with the Mayor and the Chief of Staff/Business Administrator weekly to discuss and address current public safety issues.

The Bureau of Police is headed by the Police Chief and three captains. 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 three captains 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 a Deputy Fire Chief, maintains four fire houses and a large complement of fire fighting 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 consists of three General Fund bureaus, three Utility Funds, and a Special Revenue Fund: Office of the Director, Neighborhood Services - City Services, Vehicle Management, Water, Sanitation, Sewerage, and the State Liquid Fuels Tax Fund. Many of the services provided by the Department of Public Works require a twenty-four hour, seven-day-per-week schedule. The crucial utility infrastructure services which are maintained around the clock include water and sewerage facilities, traffic signal engineering, and general management of City streets in the event of an emergency. The Office of the Director oversees the entire operation of Public Works and serves as an advisor to the Mayor regarding any serious conditions, thus promoting a concerted effort within the Administration to cope with unforeseen problems. The Director also coordinates efforts between THA and the City on all issues related to water and sewerage system operations. Also the director supervises the staff charged with the upkeep of the City Government Center Complex. Water Fund and Sewer Fund operations were transferred to The Harrisburg Authority effective November 4, 2013. Therefore, these Funds are not reflected in the 2014 Budget.

The Public Works Director is assisted by a Deputy Director. The deputy serves as the Deputy Director for Public Works Operations and is primarily responsible for the operation of Neighborhood Services, Sanitation and special assignments as requested by the Director. The Bureau of City Services manages the City's street and sewer line maintenance and repairs and, in addition, performs leaf collection, debris removal, demolition, and related duties, maintains 91 signalized intersections, streetlight repair, and the installation of all traffic control signs within the City. The Deputy Director supervises the thirty-three member work crew and a twenty-two member sanitation crew that is funded from the Sanitation Utility Fund. The Bureau of Vehicle Management, to be managed by the Fleet Manager, services all City vehicles and vehicular equipment.

As mentioned earlier, three utility funds are also part of the Department of Public Works. The Water Utility Fund (Bureau of Water) consists of three divisions: Administration, Distribution, and Operations/Maintenance. The Bureau Director oversees the entire water system operation. Two superintendents manage the infrastructure details Administrator of Water Quality operates the laboratory. The Sanitation Utility Fund (Bureau of Neighborhood Services - Sanitation) has a twenty-two member crew, and as noted earlier, is managed by a Deputy Director. The Sewerage Utility Fund (Bureau of Sewerage) consists of four divisions: Administration, Operations, Maintenance, and Field Maintenance. As noted earlier, the Public Works Director oversees this bureau with the assistance of three supervisors. To reiterate,

the Water and Sewer Funds' operations were transferred to The Harrisburg Authority effective November 4, 2013, so these two Funds are not reflected in the City's 2014 Budget.

The Director of the Department of Parks, Recreation & Enrichment oversees all parks and recreation operations, including coordination and marketing of special events, park planning and development, and the publication of a periodic recreational guide. The Director of the Bureau of Recreation manages all recreational activities for the City. The Bureau of Parks Maintenance, which maintains the City's parks and other public open spaces was merged into the Public Works-Director's Office in 2012.

The City is unique in providing a large array of services including certain utility operations. Many cities with similar demographics do not carry out these complicated operations. Through improved efficiencies and productivity, the Administration intends to focus its resources on providing critical services at the lowest possible cost.

# **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.

During the last week of August, the Office of Budget and Analysis allows department heads and their budget support staff to enter their Operating request into the City's accounting system. 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 five-year cost analysis to determine the needs of the department or office for the forthcoming year. The module has all the historic information which is pulled right from the City's accounting system. Once all the data is entered, they notify the Office of Budget and Analysis. The Office of Budget and Analysis reviews all requests for accuracy and completeness.

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 or the Business Administrator or other officer at public hearings, which shall be held during that month, on the various requests. When the public hearings are completed, the Chief of Staff/Business Administrator's reviews the requests. The draft and recommendations are forwarded to the Mayor for her review. After that, the Mayor holds her own budget hearings with each department as forums where department directors can substantiate their expenditure projections and justify their requests.

Department directors enter their revenue projections into the accounting software as well for the ensuing year. 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 will evaluate the budget gap between revenue projections and expenditure

requests. The Mayor meets with the Budget staff to determine the most viable means to balance the budget. Generally, two or three lengthy sessions are required before the budget is balanced and decisions regarding revenue and expenditure proposals are incorporated into the proposed budget document.

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>• Hold Public Hearings to discuss department head requested budgets</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>• 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>• Councilmanic budget hearings and adoption</li> </ul>
January-March	<ul style="list-style-type: none"> <li>• Final revisions, printing, binding, and distribution of the Approved Budget</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 based on four different projection methods which incorporate growth rates over the previous ten years, current year receipts, collection rates where applicable, and important input from department directors and the Bureau of Operations and Revenue. 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

**Method 1:** 10-year Average Growth Rate x 2012 Actual Revenues at December 31, 2012

Explanation The ten-year average growth rate from 2003-2012 multiplied by the 2012 actual revenues is used as a projection for the 2013 revenues. By utilizing the average growth rate for an additional year, the 2014 revenues are projected.

**Method 2** 2013 Actual Revenues at September 30, 2013 / 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 2013 revenues, 2014 revenues are projected.

**Method 3** 2013 Actual Revenues at September 30, 2013 / (2012 Actual Revenues at September 30, 2012 / 2012 Actual Revenues at December 31, 2012)

Explanation A percentage of 2012 revenues are determined from revenue receipts at September 30, 2012. The 2013 actual revenues at September 30, 2013, are divided by the percentage collected at September 30, 2012, to project revenues for 2013. By reviewing revenue trends in conjunction with this method of projection for 2013 revenues, the 2014 revenues are projected.

**Method 4** Percentage of 2012 Revenue Budget Collected at December 31, 2012 x 2013 Budget

Explanation 2013 revenues can be projected by multiplying the percentage of 2012 Budget which was collected at December 31, 2012, times the 2013 Budget. By reviewing the historical actuals to budget ratios, assumptions can be determined to assist in 2014 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 2014 Proposed Budget does not include data measuring a department's performance as the 2011 and 2012 actual and 2013 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 (Utility) 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 Grant Programs Fund, Capital Projects Fund, and Expendable Trust Funds.

More than 100 different 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 Business Administrator may authorize budgetary transfers up to \$20,000 between line-items within a department or office. 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 budget 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. Therefore, the legal level of control is the line-item level. There were supplemental appropriations enacted during 2012.

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. These are the legal levels of budgetary control.

### 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 reappropriated 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 revenues received and on an items vouchered (invoiced) basis with respect to expenditures incurred 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, 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 four utility funds. The City of Harrisburg has established the following utility funds: the Water Utility Fund, the Sanitation Utility Fund, Incinerator Utility Fund and the Sewerage Utility 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.

### 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.

### UTILITY FUNDS

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.

#### Water Utility Fund:

The Water Utility Fund is used to account for the revenues and expenses associated with the provision of water service to residential, commercial, and industrial establishments of the City as well as several municipalities surrounding the City.

#### Sanitation Utility Fund:

The Sanitation Utility 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.

#### Incinerator Disposal Fees Fund:

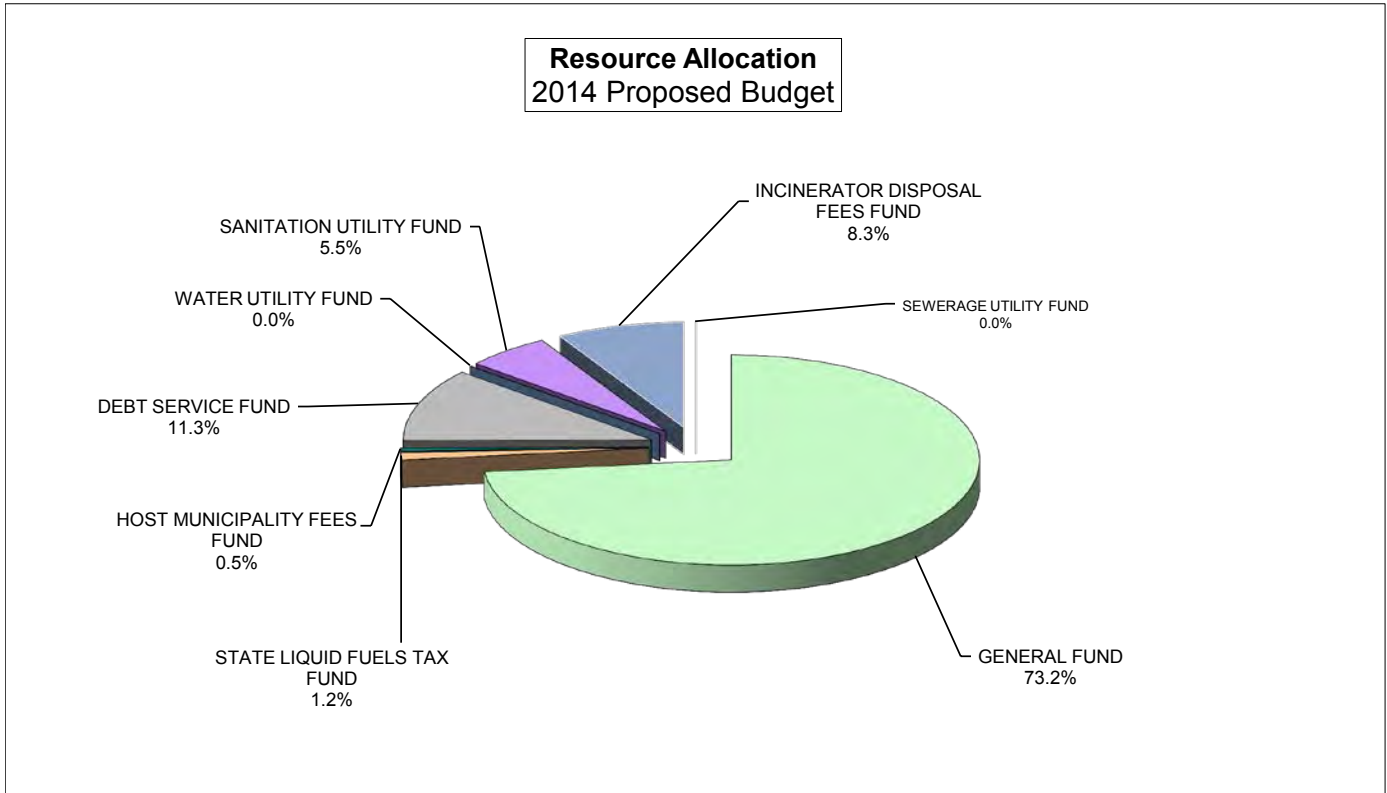
The Incinerator Disposal Fees Fund is used to account for the collection of Resource Recovery Facility (Incinerator) disposal fees billed for the provision of solid waste incineration services to the residents and commercial and industrial establishments of the City.

#### Sewerage Utility Fund:

The Sewerage Utility Fund is used to account for the revenues and expenses associated with the provision of sewerage service to residential, commercial, and industrial establishments of the City, as well as six municipalities surrounding the City.

RESOURCE ALLOCATION  
2014 PROPOSED BUDGET

RESOURCES		APPROPRIATIONS	
GENERAL FUND	57,252,933	GENERAL FUND	57,252,933
STATE LIQUID FUELS TAX FUND	901,400	STATE LIQUID FUELS TAX FUND	901,400
HOST MUNICIPALITY FEES FUND	422,572	HOST MUNICIPALITY FEES FUND	0
DEBT SERVICE FUND	8,831,177	DEBT SERVICE FUND	8,831,177
WATER UTILITY FUND	0	WATER UTILITY FUND	0
SANITATION UTILITY FUND	4,331,244	SANITATION UTILITY FUND	4,331,244
INCINERATOR DISPOSAL FEES FUND	6,500,179	INCINERATOR DISPOSAL FEES FUND	6,500,179
SEWERAGE UTILITY FUND	0	SEWERAGE UTILITY FUND	0
<b>TOTAL RESOURCES</b>	<b><u>78,239,505</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>77,816,933</u></b>



## SUMMARY OF REVENUES

### GENERAL FUND

The overall increase to the General Fund revenue budget is \$4,032,669, or 7.58%, from the 2013 Budget. Real Estate Tax revenues, totaling \$16,863,072, are anticipated to decrease by \$334,316, or 1.94%. Transfer Taxes are projected to decrease \$106,809, or 27.25%, under 2013 Budget levels, as housing sales are expected to slow down during 2014. Hotel Taxes are expected to increase from 2013 by \$90,000 or 13.85%. Local Services Taxes (LST) are anticipated to decrease \$219,184, or 10.18%, in 2014 as more individuals are filing for exemption under the \$12,000 exemption level established by the 2008 LST legislation. Earned Income Taxes are expected to increase \$1,611,046, or 18.76%, from 2013 levels as this tax was increased from 1% to 2% effective January 1, 2013, which will realize a full year of receipts in 2014. Mercantile/Business Privilege Taxes are expected to increase \$1,582,886, or 31.18%, from 2013 Budget levels, primarily due to the receipt of HPA's share of the 20% Parking Tax following the leasing of the Parking System. Departmental Revenues are projected to decrease \$2,497,674, or 31.03%, mostly because of the elimination of Administrative Service Charge payments from the Water and Sewer Funds due to the transfer of the Water and Sewer Funds' operations to The Harrisburg Authority effective November 4, 2013. Fines and Forfeits are expected to increase \$260,863, or 14.8%, from the 2013 Budget, primarily due to outsourcing the majority of the Parking Enforcement Unit with the Parking System concessioner. Business Licenses and Permits are projected to remain stable. Interest Income is expected to decrease \$20,345, or 31.27%, as interest rates remain at all time lows and less cash balance is available for investment. Property Income is anticipated to decrease slightly in 2014. Miscellaneous Revenue is expected to be \$2,477,458, or 186.48% higher in 2014, due to anticipated reimbursements via THA's Shared Services Agreement. Intergovernmental Revenue is projected to decrease \$2,441,383 and Interfund Transfers are expected to increase \$4,504,000 in 2014, primarily due to the reclassification of public safety grant proceeds from the State.

### STATE LIQUID FUELS TAX FUND

State Liquid Fuels Tax Fund revenues are projected to increase \$14,937, or 1.68%, in 2014, due to an increase in the State's annual allocation.

### HOST MUNICIPALITY FEES FUND

Host Municipality Fees Fund combined revenues and carry-over Fund Balance from 2013 are projected to be \$422,572 for 2014.

### DEBT SERVICE FUND

Debt Service Fund revenues are projected to decrease \$74,590,247 from 2013 levels, as the sale/long-term lease of Incinerator and Parking System assets are projected to be accomplished by year-end 2013, pursuant to the Harrisburg Strong Plan.

### WATER UTILITY FUND

Transfers in from The Harrisburg Authority are anticipated to be \$0 in 2014, due to the transfer of Water Fund operations to The Harrisburg Authority effective November 4, 2013, pursuant to the Harrisburg Strong Plan.

### SANITATION UTILITY FUND

Resources for the Sanitation Utility Fund are expected to be \$181,729, or 4.03%, lower in 2014 due to lower than budgeted collections than in 2013.

### INCINERATOR DISPOSAL FEES FUND

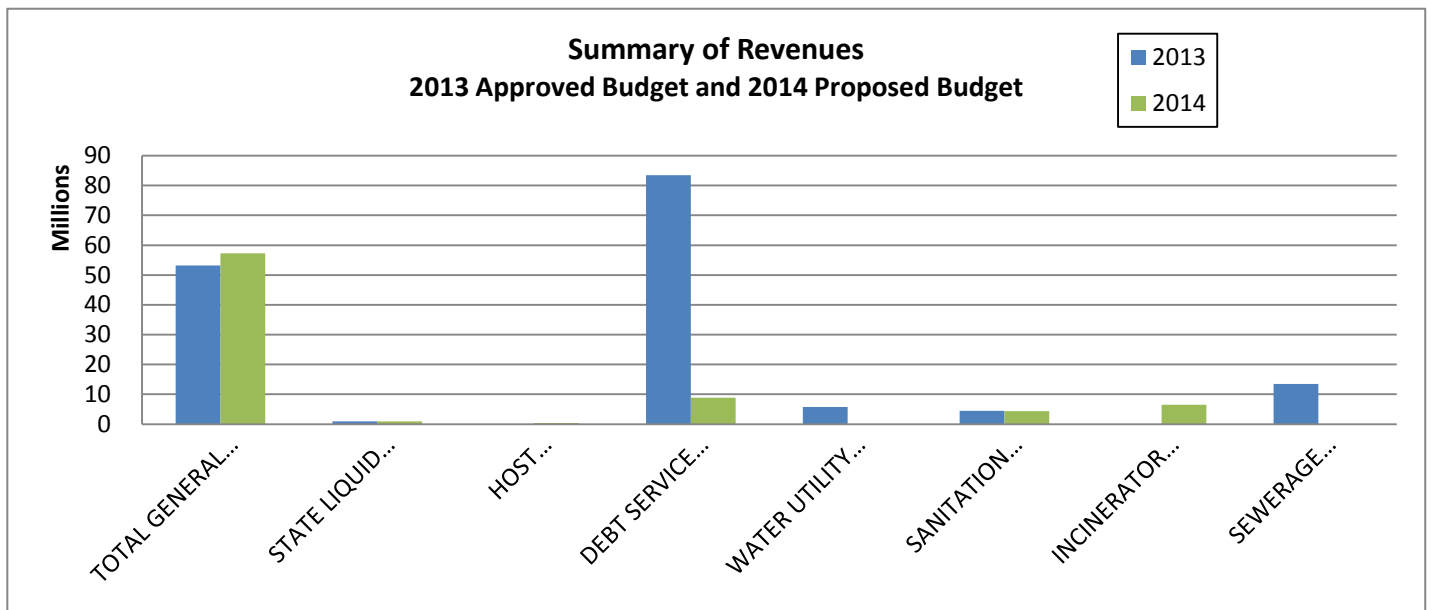
Resources for the Incinerator Disposal Fees Fund are expected to be \$6,500,179 in 2014, to be generated from R-T-S disposal fees charged to residential and commercial customers utilizing THA's Incinerator Facility.

### SEWERAGE UTILITY FUND

Sewerage Utility Fund resources are expected to be \$0, due to the transfer of Sewer Fund operations to The Harrisburg Authority effective November 4, 2013, pursuant to the Harrisburg Strong Plan.

SUMMARY OF REVENUES  
2014 PROPOSED BUDGET

FUND	2013 APPROVED BUDGET	2014 PROPOSED BUDGET	2013-2014 INCREASE/ (DECREASE)	2013-2014 CHANGE
<b>GENERAL FUND</b>				
Real Estate Taxes	17,197,388	16,863,072	(334,316)	-1.94%
Transfer Taxes	391,909	285,100	(106,809)	-27.25%
Hotel Taxes	650,000	740,000	90,000	13.85%
Occupational Privilege Taxes	0	0	0	N/A
Local Services Taxes	2,153,149	1,933,965	(219,184)	-10.18%
Earned Income Taxes	8,586,854	10,197,900	1,611,046	18.76%
Mercantile/Business Privilege Taxes	5,076,564	6,659,450	1,582,886	31.18%
Departmental Revenues	8,048,124	5,550,450	(2,497,674)	-31.03%
Fines and Forfeits	1,762,137	2,023,000	260,863	14.80%
Business Licenses and Permits	578,416	570,000	(8,416)	-1.46%
Interest Income	65,053	44,708	(20,345)	-31.27%
Property Income	62,723	62,060	(663)	-1.06%
Miscellaneous	864,793	2,477,458	1,612,665	186.48%
Other Financing Sources	0	0	0	N/A
Intergovernmental	6,083,154	3,641,771	(2,441,383)	-40.13%
Interfund Transfers	1,700,000	6,204,000	4,504,000	264.94%
Fund Balance Appropriation	0	0	0	N/A
<b>TOTAL GENERAL FUND</b>	<u>53,220,264</u>	<u>57,252,933</u>	<u>4,032,669</u>	<u>7.58%</u>
STATE LIQUID FUELS TAX FUND	886,463	901,400	14,937	1.68%
HOST MUNICIPALITY FEES FUND	0	422,572	422,572	N/A
DEBT SERVICE FUND	83,421,424	8,831,177	(74,590,247)	-89.41%
WATER UTILITY FUND	5,725,273	0	(5,725,273)	-100.00%
SANITATION UTILITY FUND	4,512,973	4,331,244	(181,729)	-4.03%
INCINERATOR DISPOSAL FEES FUND	0	6,500,179	6,500,179	N/A
SEWERAGE UTILITY FUND	13,512,995	0	(13,512,995)	-100.00%
<b>TOTAL REVENUE</b>	<u>161,279,392</u>	<u>78,239,505</u>	<u>(83,039,887)</u>	<u>-51.49%</u>



## SUMMARY OF EXPENDITURES

Citywide, expenditures are projected to decrease \$101,617,982, or 58.76%, in 2014 as compared to the 2013 Budget. This is primarily due to the anticipated payoff by year-end 2013 of City debt service guarantee obligations of approximately \$72.2 million on The Harrisburg Authority Resource Recovery Facility Bonds/Notes, and general obligation debt service that the City defaulted on in 2012 and 2013, pursuant to the Harrisburg Strong Plan. In addition, the transfer of the Bureau of Operations & Revenue's Credit and Collection Unit and Water and Sewer Funds' operations to The Harrisburg Authority effective November 4, 2013 decreases the expenditures by \$19 million.

### GENERAL FUND

General Fund expenditures are proposed to increase \$1,042,325, or 1.85%, from the 2013 Budget. The Department of General Government is projected to decrease \$205,374, or 9.41%, from 2013 due to a decrease in Professional Services in the Office of City Solicitor and a decrease of one position in the Office of the City Treasurer. The Department of Administration is proposed to increase \$76,044, or 3.03%, due to increased Maintenance & Repairs expenditures in the Bureau of IT. The Department of Building and Housing Development is projected to increase by \$28,345, or 3.28%, due to the Current Planner/Zoning Officer which was funded 34/33/33 in the General/Water/Sewer Funds, being transferred to the Bureau of Planning. Public Safety is anticipated to decrease \$1,019,163, or 3.97%, primarily due to elimination of 22 vacant positions in the Bureau of Police and four vacant positions in the Bureau of Fire. Public Works proposed expenditures have increased \$1,084,529, or 16.11%, over 2013 Adopted Budget levels. This is mostly due to a net increase of two positions overall in the department, and a \$337,400 and a \$247,563 increase to City Services Utilities category and Supplies category, respectively. Parks, Recreation, and Enrichment increased by \$2,498, or 0.61%. General Expenses is anticipated to increase \$3,054,816, mostly due to an increase in projected Medical Benefits of \$1,800,000 and anticipated \$1,500,000 in sewer related settlement payments to several outside municipalities. Transfers to Other Funds will decrease \$1,979,370, or 18.31%, from the 2013 Adopted Budget, due to decreased debt service funding obligations in 2014.

### STATE LIQUID FUELS TAX FUND

The State Liquid Fuels Tax Fund is proposed to increase \$14,937 or 1.69%, due to an increase in the State's annual allocation.

### HOST MUNICIPALITY FEES FUND

Host Municipality Fees Fund expenditures are currently projected to be \$0 for 2014, as the allocation plan for this new Fund is unknown at this time

### DEBT SERVICE FUND

The Debt Service Fund is projected to decrease \$83,255,246 compared to the 2013 Budget due to \$72.2 million in City debt service guarantee obligations on THA Resource Recovery Facility debt and \$8.7 million in City general obligation debt projected to be paid off in 2013 as a result of the Harrisburg Strong Plan; and early payoff of the 2006 Metro Bank Loan from 2013's artifacts sale proceeds totaling approximately \$2.5 million.

### WATER UTILITY FUND

The Water Utility Fund is proposed to decrease \$5,725,273, or 100%, due to the transfer of Water Fund operations to The Harrisburg Authority effective November 4, 2013, pursuant to the Harrisburg Strong Plan.

### SANITATION UTILITY FUND

The Sanitation Utility Fund is proposed to increase slightly by \$181,729, or 4.03%, primarily due to decreased General Administrative Charges, offset by an increase of a Recycling Coordinator position, which was added in 2013 via reallocation by City Council.

### INCINERATOR DISPOSAL FEES FUND

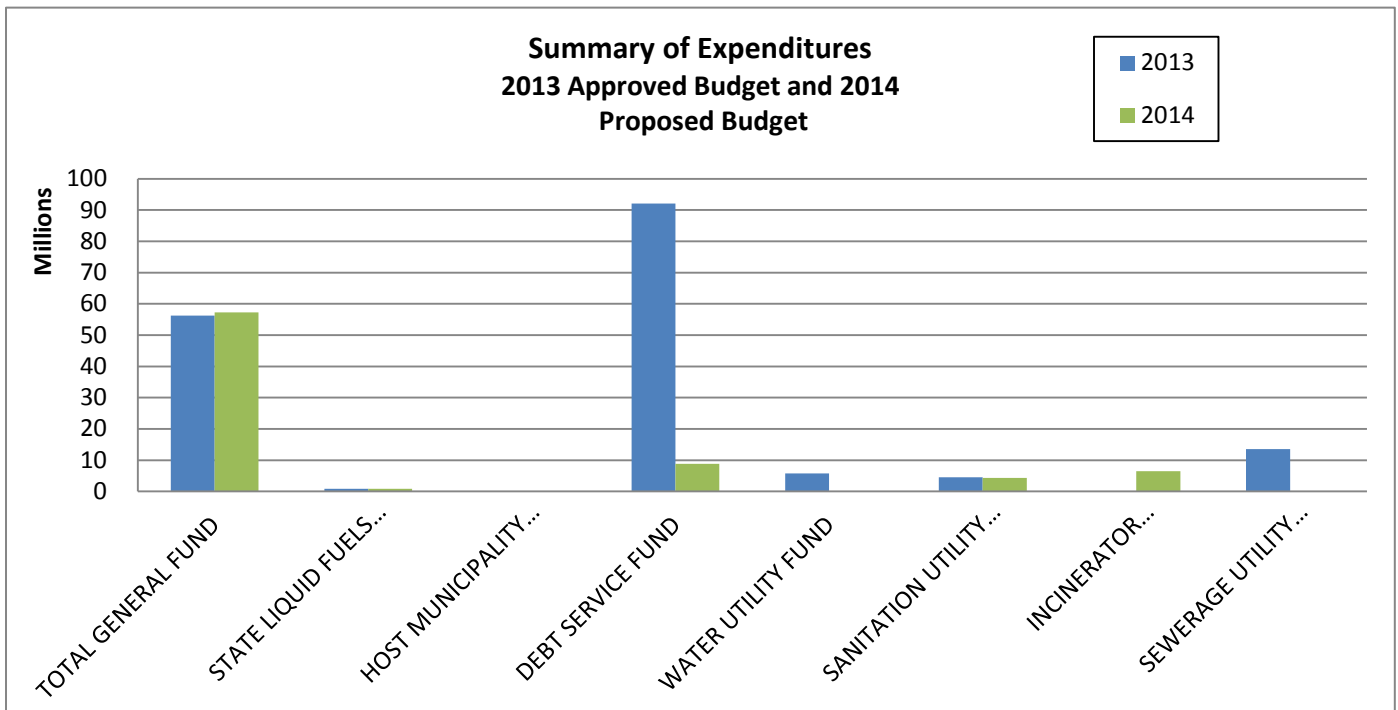
Incinerator Disposal Fees Fund expenditures are expected to be 6,500,179 in 2014.

### SEWERAGE UTILITY FUND

The Sewerage Utility Fund is proposed to decrease \$13,512,995, or 100%, due to the transfer of Sewer Fund operations to The Harrisburg Authority effective November 4, 2013, pursuant to the Harrisburg Strong Plan.

SUMMARY OF EXPENDITURES  
2014 PROPOSED BUDGET

FUND	2013 APPROVED BUDGET	2014 PROPOSED BUDGET	2013-2014 INCREASE/ (DECREASE)	2013-2014 CHANGE
<b>GENERAL FUND</b>				
General Government	2,181,579	1,976,205	(205,374)	-9.41%
Administration	2,513,063	2,589,108	76,044	3.03%
Building & Housing Development	863,197	891,542	28,345	3.28%
Public Safety	25,640,031	24,620,868	(1,019,163)	-3.97%
Public Works	6,732,264	7,816,793	1,084,529	16.11%
Parks and Recreation	409,776	412,274	2,498	0.61%
General Expenses	7,060,150	10,114,966	3,054,816	43.27%
Transfers to Other Funds	10,810,547	8,831,177	(1,979,370)	-18.31%
<b>TOTAL GENERAL FUND</b>	<b>56,210,608</b>	<b>57,252,933</b>	<b>1,042,325</b>	<b>1.85%</b>
STATE LIQUID FUELS TAX FUND	886,463	901,400	14,937	1.69%
HOST MUNICIPALITY FEES FUND	0	0	0	N/A
DEBT SERVICE FUND	92,086,424	8,831,177	(83,255,246)	-90.41%
WATER UTILITY FUND	5,725,273	0	(5,725,273)	-100.00%
SANITATION UTILITY FUND	4,512,973	4,331,244	(181,729)	-4.03%
INCINERATOR DISPOSAL FEES FUND	0	6,500,179	6,500,179	N/A
SEWERAGE UTILITY FUND	13,512,995	0	(13,512,995)	-100.00%
<b>TOTAL EXPENDITURES</b>	<b>172,934,736</b>	<b>77,816,933</b>	<b>(95,117,803)</b>	<b>-55.00%</b>



## CHANGES IN BUDGETED POSITIONS FROM 2013 TO 2014

Total City-wide personnel compliment is proposed to decrease by 98 positions, a 20% reduction of the workforce compared to the 2013 Budget. The main reasons for this are the transfers of the Bureau of Operations & Revenue Credit and Collection Unit, and the Water and Sewer Funds' operations to The Harrisburg Authority (THA) effective November 4, 2013; and the elimination of 26 vacant Public Safety related positions.

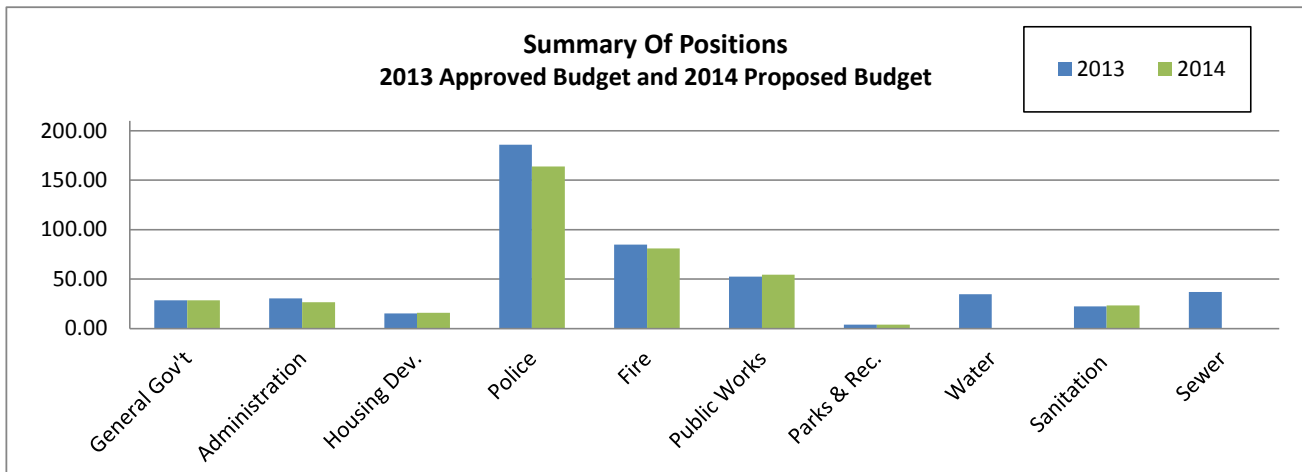
### GENERAL FUND

Total General Fund is proposed to decrease by 27.34 positions, or 7% of the General Fund workforce. In General Government, there is no increase of positions. However, in the Office of City Treasurer, the vacant Computer Programmer position is proposed to be eliminated. The Paralegal III position, which was previously fully funded by the Water Fund, was transferred to the Office of City Solicitor in 2013 via reallocation. In the Department of Administration for the 2014 Budget, the Programmer III position, which was funded 50/50 by the Water and Sewer Funds, was transferred to the Bureau of Information Technology in 2013 via reallocation. In the Bureau of Operation and Revenue, the Director, Paralegal, Posting Specialist and two Customer Services Representative Accounts Specialist positions were transferred to THA effective November 4, 2013. In the Department of Building and Housing Development's 2014 Budget, the Current Planner/Zoning Officer position which was previously funded 34/33/33 between General/Water/Sewer Funds, was transferred to the Bureau of Planning in 2013 via reallocation. In the Department of Public Safety, there is a decrease of 26 vacant positions proposed. In the Bureau of Police, one Clerk Typist/Data Entry Operator, one Record Center Operator I, 5 Parking Enforcement Officers and 15 Police Officers are proposed to be eliminated. In the Bureau of Fire, four vacant Firefighter positions are proposed to be eliminated. In the Department of Public Works, there is an increase of two positions proposed. The Secretary II position which was previously fully funded in the Water Fund, was transferred to the Office of Director in 2013 via reallocation. In the Office of City Services, one vacant Motor Equipment Operator position and one vacant Maintenance Worker IV position are proposed to be eliminated, and one Laborer I position and one Traffic Technician I position are proposed to be added. In addition, a Demolition Specialist II position is to be reclassified as the Laborer III. In the Bureau of Vehicle Management, one vacant Automotive Mechanic I position is proposed to be eliminated. The Fleet Manager position was added in 2013 via reallocation. The Administrative Assistant II position which was previously fully funded by the Sewer Fund, was transferred to the the Vehicle Management Center in 2013 via reallocation.

### UTILITY FUNDS

In the Bureau of Sanitation, there is a net increase of one position proposed. A Recycling Coordinator position was added via reallocation in 2013. One vacant Laborer III position is proposed to be eliminated and one Solid Waste Education & Enforcement Technician position is proposed to be added in the 2014 Budget.

The Water and Sewer Funds , 71 employees were transferred to THA effective November 4, 2013.



Note: The City does not utilize Full-Time Equivalents (FTE's) in accounting for positions. Rather, it accounts for positions by the percentage of the employee's salary charged to a particular office or bureau. Permanent part-time positions are counted as whole positions. Temporary part-time employees are not included in the position's calculations.



SUMMARY OF POSITIONS  
2014 PROPOSED BUDGET

FUND	2013 APPROVED BUDGET	2014 PROPOSED BUDGET	2013-2014 INCREASE/ (DECREASE)	2013-2014 CHANGE
Office of City Council	9.00	9.00	0.00	0%
Office of the Mayor	4.00	4.00	0.00	0%
Office of City Controller	3.00	3.00	0.00	0%
Office of City Treasurer	8.40	7.40	(1.00)	-12%
Office of City Solicitor	4.00	5.00	1.00	25%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>28.40</b>	<b>28.40</b>	<b>0.00</b>	<b>0%</b>
Business Administrator	2.00	2.00	0.00	0%
Financial Management	7.00	7.00	0.00	0%
Information Technology	6.60	7.60	1.00	15%
Human Resources	6.00	6.00	0.00	0%
Operations & Revenue	9.00	4.00	(5.00)	-56% <sup>(1)</sup>
<b>TOTAL ADMINISTRATION</b>	<b>30.60</b>	<b>26.60</b>	<b>(4.00)</b>	<b>-13%</b>
Office of the Director	1.00	1.00	0.00	0%
Planning	0.34	1.00	0.66	194%
Inspections & Codes Enforcement	13.00	13.00	0.00	0%
Office of Economic Development	1.00	1.00	0.00	0%
<b>TOTAL BLDG. &amp; HOUSING DEV.</b>	<b>15.34</b>	<b>16.00</b>	<b>0.66</b>	<b>4%</b>
Office of the Police Chief	186.00	164.00	(22.00)	-12% <sup>(2)</sup>
Uniformed Patrol	0.00	0.00	0.00	N/A
Technical Services	0.00	0.00	0.00	N/A
Criminal Investigation	0.00	0.00	0.00	N/A
Fire	85.00	81.00	(4.00)	-5% <sup>(3)</sup>
<b>TOTAL PUBLIC SAFETY</b>	<b>271.00</b>	<b>245.00</b>	<b>(26.00)</b>	<b>-10%</b>
Office of the Director	10.00	11.00	1.00	10%
Neighborhood Services - City Services	33.50	33.50	0.00	0%
Vehicle Management	9.00	10.00	1.00	11%
<b>TOTAL PUBLIC WORKS</b>	<b>52.50</b>	<b>54.50</b>	<b>2.00</b>	<b>4%</b>
Office of the Director	4.00	4.00	0.00	0%
Recreation	0.00	0.00	0.00	N/A
Parks Maintenance	0.00	0.00	0.00	N/A
<b>TOTAL PARKS, REC AND ENRICHMENT</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	<b>0%</b>
<b>TOTAL GENERAL FUND</b>	<b>401.84</b>	<b>374.50</b>	<b>(27.34)</b>	<b>-7%</b>
Water Utility Fund	34.83	0.00	(34.83)	-100% <sup>(1)</sup>
Sanitation Utility Fund	22.50	23.50	1.00	4%
Sewerage Utility Fund	36.83	0.00	(36.83)	-100% <sup>(1)</sup>
<b>TOTAL UTILITY FUNDS</b>	<b>94.16</b>	<b>23.50</b>	<b>(70.66)</b>	<b>-75%</b>
<b>TOTAL POSITIONS</b>	<b>496.00</b>	<b>398.00</b>	<b>(98.00)</b>	<b>-20%</b>

**Note**

- <sup>(1)</sup> Effective November 4, 2013, the Bureau of Operations & Revenue Credit and Collections Unit, and Water and Sewer Funds' operations, were simultaneously transferred to The Harrisburg Authority, pursuant to the Harrisburg Strong Plan.
- <sup>(2)</sup> Includes the abolishment of 15 of 27 vacant Police Officer positions and five vacant Parking Enforcement Officer positions.
- <sup>(3)</sup> Reflects the abolishment of 4 of 14 vacant Firefighter positions.

GENERAL FUND  
RESOURCE ALLOCATION SUMMARY  
2014 PROPOSED BUDGET

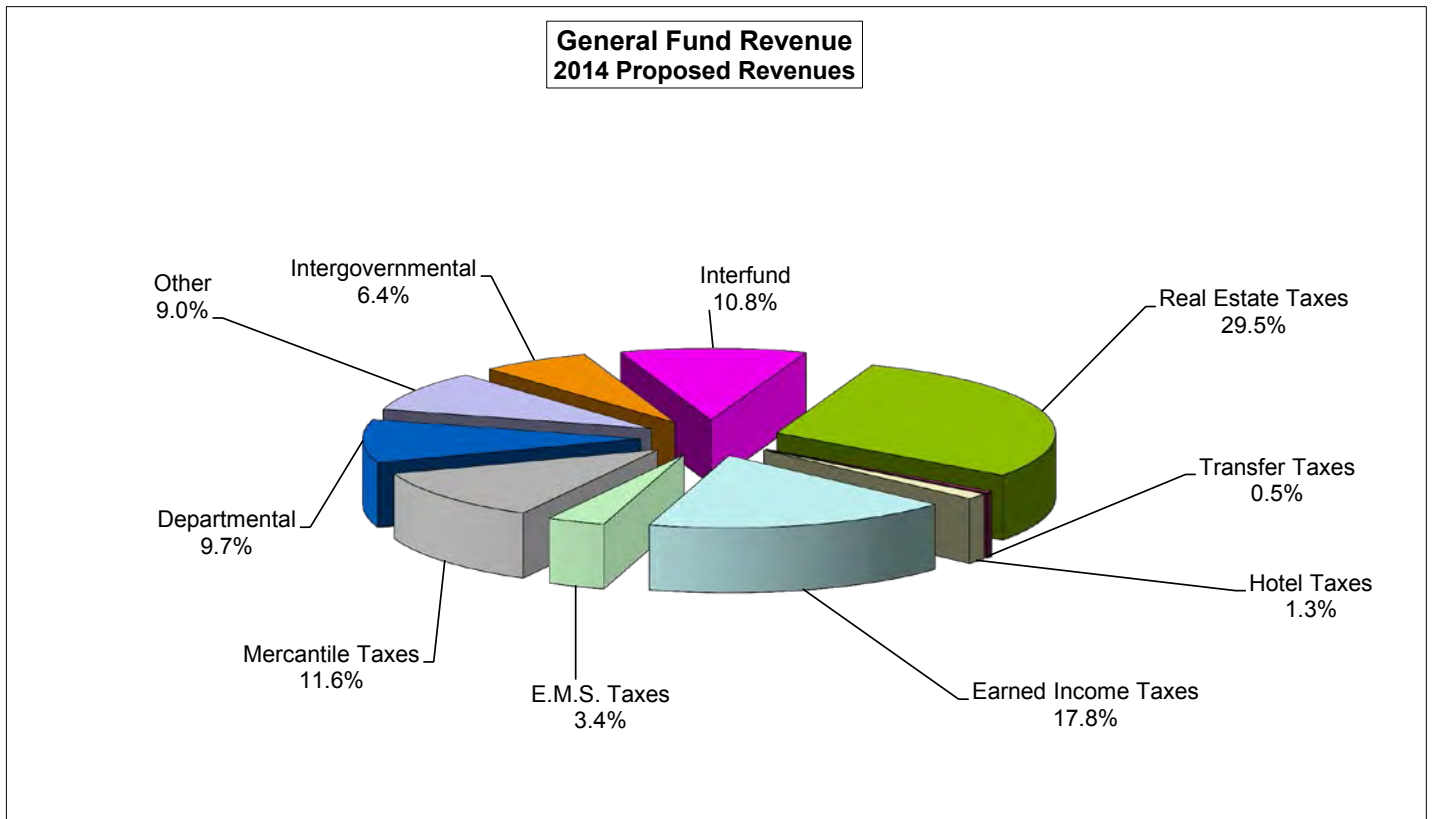
RESOURCES		APPROPRIATIONS	
REAL ESTATE TAXES	16,863,072	GENERAL GOVERNMENT	1,976,205
		ADMINISTRATION	2,589,108
TRANSFER TAXES	285,100	BUILDING AND HOUSING DEV.	891,542
		PUBLIC SAFETY	24,620,868
HOTEL TAXES	740,000	PUBLIC WORKS	7,816,793
		PARKS, RECREATION & ENRICHMENT	412,274
OCCUPATIONAL PRIVILEGE TAXES	0		
LOCAL SERVICES TAXES	1,933,965	TOTAL DEPARTMENTS	<u>38,306,790</u>
EARNED INCOME TAXES	10,197,900		
MERCANTILE/BUSINESS PRIVILEGE	6,659,450	OTHER:	
DEPARTMENTAL REVENUES	5,550,450	GENERAL EXPENSES	10,114,966
		TRANSFERS TO OTHER FUNDS	8,831,177
FINES AND FORFEITS	2,023,000		
BUSINESS LICENSES AND PERMITS	570,000	TOTAL OTHER	<u>18,946,143</u>
INTEREST INCOME	44,708		
PROPERTY INCOME	62,060		
MISCELLANEOUS REVENUE	2,477,458		
OTHER FINANCING SOURCES	0		
INTERGOVERNMENTAL REVENUE	3,641,771		
INTERFUND REVENUE	6,204,000		
FUND BALANCE APPROPRIATION	0		
TOTAL RESOURCES	<u><u>57,252,933</u></u>	TOTAL APPROPRIATIONS	<u><u>57,252,933</u></u>

GENERAL FUND  
REVENUE ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>TAXES</b>						
<b>REAL ESTATE TAXES</b>						
Real Estate Current	13,921,188	13,894,020	15,028,973	15,431,522	15,113,239	15,113,239
Real Estate Prior	1,794,546	1,702,955	1,796,316	1,765,866	1,572,205	1,749,833
<b>TOTAL REAL ESTATE TAXES</b>	<b>15,715,733</b>	<b>15,596,976</b>	<b>16,825,289</b>	<b>17,197,388</b>	<b>16,685,444</b>	<b>16,863,072</b>
<b>OTHER TAXES</b>						
Transfer Taxes	367,160	329,181	436,537	391,909	285,100	285,100
Hotel Taxes	714,000	753,104	586,890	650,000	695,000	740,000
Occupational Privilege Taxes	0	0	0	0	0	0
Local Services Taxes	2,217,093	2,232,038	1,875,888	2,153,149	1,933,965	1,933,965
Earned Income Taxes	3,149,169	3,485,781	4,372,971	8,586,854	8,069,400	10,197,900
Mercantile/Business Privilege	3,783,932	3,701,265	4,664,249	5,076,564	5,048,744	6,659,450
<b>TOTAL OTHER TAXES</b>	<b>10,231,353</b>	<b>10,501,369</b>	<b>11,936,536</b>	<b>16,858,476</b>	<b>16,032,209</b>	<b>19,816,415</b>
<b>TOTAL TAXES</b>	<b>25,947,087</b>	<b>26,098,345</b>	<b>28,761,824</b>	<b>34,055,864</b>	<b>32,717,652</b>	<b>36,679,487</b>
<b>DEPARTMENTAL REVENUES</b>						
Administration	14,626,812	11,030,896	2,286,851	3,197,902	3,324,285	1,275,032
Building and Housing Development	1,018,651	1,002,339	998,910	901,380	959,725	939,300
Public Safety	1,698,193	2,224,248	1,740,828	1,850,869	2,118,262	1,849,819
Public Works	1,912,433	2,002,616	2,004,037	2,084,398	1,642,922	1,472,751
Parks and Recreation	33,372	44,116	10,593	13,575	11,381	13,548
<b>TOTAL DEPT. REVENUES</b>	<b>19,289,462</b>	<b>16,304,214</b>	<b>7,041,218</b>	<b>8,048,124</b>	<b>8,056,574</b>	<b>5,550,450</b>

GENERAL FUND  
REVENUE ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>OTHER REVENUES</b>						
Fines and Forfeits	1,973,046	1,639,625	1,711,475	1,762,137	1,308,270	2,023,000
Licenses and Permits	573,948	570,107	573,299	578,416	568,650	570,000
Interest Income	89,200	75,366	60,976	65,053	48,960	44,708
Property Income	117,604	7,456,254	61,856	62,723	62,060	62,060
Miscellaneous	911,472	1,157,000	604,996	864,793	1,769,446	2,477,458
Other Financing Sources	0	0	0	0	711,743	0
Intergovernmental	6,340,432	6,318,406	5,329,337	6,083,154	4,199,771	3,641,771
Interfund	1,295,703	1,853,098	3,438,939	1,700,000	6,143,983	6,204,000
<b>TOTAL OTHER REVENUES</b>	<b>11,301,405</b>	<b>19,069,857</b>	<b>11,780,879</b>	<b>11,116,276</b>	<b>14,812,883</b>	<b>15,022,997</b>
<b>GENERAL FUND REVENUES</b>	<b>56,537,953</b>	<b>61,472,416</b>	<b>47,583,922</b>	<b>53,220,264</b>	<b>55,587,109</b>	<b>57,252,933</b>
Fund Balance Appropriation	0	0	0	0	0	0
<b>GENERAL FUND RESOURCES</b>	<b>56,537,953</b>	<b>61,472,416</b>	<b>47,583,922</b>	<b>53,220,264</b>	<b>55,587,109</b>	<b>57,252,933</b>



GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>TAXES</b>						
<b>REAL ESTATE TAXES</b>						
<b>CURRENT YEAR LEVY</b>						
Discount Period	11,179,194	11,447,947	12,884,506	12,883,636	12,504,324	12,504,324
Flat Period	1,323,629	1,336,708	1,268,808	1,252,550	1,391,522	1,391,522
Penalty Period	1,541,555	1,282,923	1,033,331	1,385,557	1,312,000	1,312,000
Refund of Prior Year Taxes	0	(65,878)	0	0	0	0
<b>TOTAL CURRENT YEAR LEVY</b>	<b>14,044,379</b>	<b>14,001,701</b>	<b>15,186,644</b>	<b>15,521,743</b>	<b>15,207,846</b>	<b>15,207,846</b>
<b>CURRENT YEAR DISCOUNT AND PENALTY</b>						
Discount (2%)	(235,277)	(233,165)	(261,512)	(261,494)	(253,517)	(253,517)
Penalty (10%)	112,086	125,485	103,841	171,273	158,909	158,909
<b>TOTAL DISCOUNT &amp; PENALTY</b>	<b>(123,191)</b>	<b>(107,680)</b>	<b>(157,671)</b>	<b>(90,221)</b>	<b>(94,608)</b>	<b>(94,608)</b>
<b>TOTAL CURRENT YEAR TAXES</b>	<b>13,921,188</b>	<b>13,894,020</b>	<b>15,028,973</b>	<b>15,431,522</b>	<b>15,113,239</b>	<b>15,113,239</b>
<b>PRIOR YEARS' TAXES</b>						
Tax Liens - Principal	0	0	0	0	0	0
Tax Liens - Interest	0	0	0	0	0	0
Tax Amount - 1st Year Prior	637,927	581,456	539,348	557,039	554,960	554,960
Tax Amount - 2nd Year Prior	760,667	767,979	842,137	810,444	668,013	810,444
Tax Amount - 3rd & More Prior Years	92,164	69,454	105,973	91,237	85,228	91,237
Penalty & Int - 1st Year Prior	82,995	76,828	73,109	81,310	71,356	71,356
Penalty & Int - 2nd Year Prior	177,470	179,789	196,032	189,510	160,322	189,510
Penalty & Int - 3rd & More Years	43,323	27,449	39,716	36,326	32,326	32,326
Tax Amount - Tax Sales	0	0	0	0	0	0
<b>TOTAL PRIOR YEARS' TAXES</b>	<b>1,794,546</b>	<b>1,702,955</b>	<b>1,796,316</b>	<b>1,765,866</b>	<b>1,572,205</b>	<b>1,749,833</b>
<b>TOTAL REAL ESTATE TAXES</b>	<b>15,715,733</b>	<b>15,596,976</b>	<b>16,825,289</b>	<b>17,197,388</b>	<b>16,685,444</b>	<b>16,863,072</b>
<b>OTHER TAXES</b>						
Transfer Taxes	367,160	329,181	436,537	391,909	285,100	285,100
Hotel Taxes	714,000	753,104	586,890	650,000	695,000	740,000
<b>OCCUPATIONAL PRIVILEGE TAXES</b>						
Tax Amount - Current Year	0	0	0	0	0	0
Penalty - Current Year	0	0	0	0	0	0
Interest - Current Year	0	0	0	0	0	0
Tax Amount - Prior Years	0	0	0	0	0	0
Penalty - Prior Years	0	0	0	0	0	0
Interest - Prior Years	0	0	0	0	0	0
O.P.T. Commissions	0	0	0	0	0	0
O.P.T. Commissions Prior Year	0	0	0	0	0	0
<b>TOTAL O.P.T.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>LOCAL SERVICE TAXES</b>						
Tax Amount - Current Year	1,648,223	1,667,668	1,340,516	1,612,364	1,434,000	1,434,000
Penalty - Current Tax	2,707	689	353	755	300	300
Tax Amount - Prior Year	569,993	564,702	536,035	541,398	500,906	500,906
Penalty - Prior Year	(1,175)	1,374	305	558	200	200
L.S.T. Tax Commissions	(1,697)	(1,825)	(1,057)	(1,661)	(1,200)	(1,200)
Prior Year L.S.T. Commissions	(958)	(569)	(265)	(265)	(241)	(241)
<b>TOTAL L.S.T.</b>	<b>2,217,093</b>	<b>2,232,038</b>	<b>1,875,888</b>	<b>2,153,149</b>	<b>1,933,965</b>	<b>1,933,965</b>
<b>EARNED INCOME TAXES</b>						
Tax Amount - Current Year	3,218,224	3,562,109	4,458,963	8,700,000	8,200,000	10,362,000
Tax Amount - Prior Year	0	0	0	0	0	0
E.I.T. Commissions	(69,055)	(76,328)	(82,410)	(109,646)	(127,100)	(160,600)
E.I.T. DCTCC Fees	0	0	(3,582)	(3,500)	(3,500)	(3,500)
<b>TOTAL E.I.T.</b>	<b>3,149,169</b>	<b>3,485,781</b>	<b>4,372,971</b>	<b>8,586,854</b>	<b>8,069,400</b>	<b>10,197,900</b>
<b>MERCANTILE/BUSINESS PRIVILEGE LICENSES</b>						
Business Privilege - Current Year	173,960	167,520	168,440	179,520	170,000	175,000
Business Privilege - Prior Year	11,800	7,440	8,640	7,440	7,000	7,000
Landlord - Current Year	74,730	66,720	79,760	72,440	82,000	85,600
Landlord - Prior Year	8,040	4,480	16,520	10,500	10,000	8,600
License Commission	0	0	0	(15,000)	(1,500)	(1,500)
<b>TOTAL BUSINESS LICENSES</b>	<b>268,530</b>	<b>246,160</b>	<b>273,360</b>	<b>254,900</b>	<b>267,500</b>	<b>274,700</b>
<b>MERCANTILE/BUSINESS TAXES</b>						
Current Year Tax	2,317,106	2,359,659	2,375,927	2,415,000	2,490,000	2,525,000
Prior Year Tax	93,851	70,061	130,054	75,550	79,700	80,000
Penalty	36,800	30,921	29,514	20,000	41,000	44,000
Interest	12,005	8,735	11,012	7,000	7,000	7,000
Tax Commission	0	0	0	(15,000)	(15,000)	(20,000)
Amusement Tax	276,697	298,844	284,201	285,000	200,000	250,000
Amusement Tax Penalty	753	541	504	540	100	250
Parking Tax	728,362	637,748	1,507,727	1,984,000	1,930,000	3,330,000
Parking License Fee	12,973	13,474	13,513	13,474	13,700	134,000
Parking License Fee - Prior Year	0	475	784	800	476	500
Parking License Fee - Interest	1,759	1,037	2,298	2,300	668	1,000
General License Tax	35,095	33,610	35,355	33,000	33,600	33,000
<b>TOTAL BUSINESS TAXES</b>	<b>3,515,402</b>	<b>3,455,105</b>	<b>4,390,889</b>	<b>4,821,664</b>	<b>4,781,244</b>	<b>6,384,750</b>
<b>TOTAL MERC./BUS. PRIV.</b>	<b>3,783,932</b>	<b>3,701,265</b>	<b>4,664,249</b>	<b>5,076,564</b>	<b>5,048,744</b>	<b>6,659,450</b>
<b>TOTAL OTHER TAXES</b>	<b>10,231,353</b>	<b>10,501,369</b>	<b>11,936,536</b>	<b>16,858,476</b>	<b>16,032,209</b>	<b>19,816,415</b>
<b>TOTAL TAXES</b>	<b>25,947,087</b>	<b>26,098,345</b>	<b>28,761,824</b>	<b>34,055,864</b>	<b>32,717,652</b>	<b>36,679,487</b>

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>DEPARTMENTAL REVENUES</b>						
<b>ADMINISTRATION</b>						
Water Utility Fund	5,698,358	1,529,000	703,078	833,960	833,960	0
Grants Fund	91,050	90,000	0	87,866	175,732	87,866
Sanitation Utility Fund	957,745	1,105,000	810,490	957,745	957,745	506,063
Incinerator Utility Fund	0	0	0	0	0	193,386
Sewerage Utility Fund	7,275,386	7,843,865	277,652	846,131	846,131	0
Satisfaction Fees	1,499	1,552	865	1,000	864	864
Filing Fee Returns	2,211	2,856	1,384	1,500	1,384	1,384
Return of Advanced Costs	10	10	0	0	0	0
Metro	163,875	163,375	152,437	145,000	161,000	161,000
Life Partnership Registry	125	0	50	25	50	50
Liens - Court Costs	52	18	19	0	0	0
Collection Revenue (School)	247,218	142,400	171,811	155,881	168,334	145,334
Collection Fees (School Merc.)	95,288	81,190	94,084	88,875	95,105	95,105
Returned Check Fee	8,071	5,115	9,808	14,000	8,808	8,808
Other Administration Revenue	85,665	66,480	65,143	65,874	75,142	75,142
Documents/Publications - Mercantile	260	35	30	45	30	30
I.T. Chargebacks	0	0	0	0	0	0
<b>TOTAL ADMINISTRATION</b>	<b>14,626,812</b>	<b>11,030,896</b>	<b>2,286,851</b>	<b>3,197,902</b>	<b>3,324,285</b>	<b>1,275,032</b>
<b>BUILDING &amp; HOUSING DEVELOPMENT</b>						
Rooming House	(2,245)	1,785	1,575	1,000	1,000	2,000
Appeal Hearing Fees	(1,656)	(6,504)	400	400	0	0
License Renewal Fees	182,875	201,475	186,310	200,000	200,000	200,000
Permit Fees - Electrical	74,011	82,301	87,126	70,000	63,700	65,000
Permit Fees - Plumbing	37,400	41,056	53,915	50,000	45,200	45,000
Permit Fees - Building	402,753	419,943	377,878	325,000	372,200	370,000
Permit Fees - Low Voltage Electric	2,422	1,772	2,972	2,100	1,000	1,000
Permit Fees - Dumpster	2,775	2,150	2,325	2,000	2,500	2,000
Permit Fees - Demolition	18,518	8,508	11,310	10,000	12,200	10,000
Fire Prevention Code	24,050	26,412	24,523	20,000	25,400	20,000
Permit Fees - Special	2,621	2,961	3,935	2,400	2,400	1,800
Fees - Flood Plain Certification	1,808	1,615	855	1,100	1,400	1,200
Fees - Buyer Notification	62,745	41,845	20,445	15,000	19,300	19,300
Inspection Services	(1,290)	0	0	0	0	0
Emergency Order Liens - Principal	5,675	856	0	850	25	0
Emergency Order Liens - Interest	3,002	528	0	530	0	0
Fees - Planning	8,124	2,650	4,780	8,000	5,000	5,000
Fees - City Health Inspection	64,410	58,385	59,735	55,000	60,000	65,000
Fees - Zoning Hearing Board	11,980	10,020	9,975	10,000	16,000	13,000
Permit Fees - Zoning	61,334	62,414	57,926	48,000	56,000	48,000
Demolition Liens - Principal	0	0	0	0	0	0
Demolition Liens - Interest	0	0	0	0	0	0
Rental Inspection	27,990	42,125	92,925	70,000	75,000	70,000
Publications and Maps	425	0	0	0	0	0
HHA Reimbursement	25,000	0	0	0	0	0
Other Community Dev. Revenue	72	42	0	0	1,400	1,000
Certified Local Government Grant	3,854	0	0	10,000	0	0
<b>TOTAL BUILDING &amp; HOUSING DEV.</b>	<b>1,018,651</b>	<b>1,002,339</b>	<b>998,910</b>	<b>901,380</b>	<b>959,725</b>	<b>939,300</b>

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>PUBLIC SAFETY</b>						
Temp "No Parking" Signs	432	0	0	0	0	0
Fire and Burglar Alarm	42,005	42,045	29,975	28,000	35,500	35,500
Vehicular Extraction Fees	35	100	335	100	400	400
Towing Fees	27,116	22,315	27,775	25,460	25,460	25,460
Police Investigation Reports	56,490	55,210	68,917	64,000	72,700	72,700
Booking Processing Fee	0	1,520	38,649	25,000	60,000	5,000
Fire Investigation Reports	1,225	990	675	1,000	400	400
Fees - Police Officer Application	0	0	0	0	0	0
Fees - Firefighter Application	0	0	0	0	0	0
Meter Bag Rental	161,526	156,975	171,576	155,000	148,700	148,700
Fire Grants (SAFER)	0	0	0	315,000	613,159	507,490
Police Personnel Reimb	0	0	0	0	22,541	22,541
ARRA COPS 2009 Grant	282,593	400,404	150,789	202,663	164,644	0
ARRA Energy Block Grant	25,620	0	0	0	0	0
ARRA Justice Assistance Grant	30,000	0	0	0	0	0
Police On Patrol	0	250,000	0	0	0	0
Training Grant	0	0	0	0	0	0
Auto Theft Grant	0	0	0	0	0	0
Academy Grant	0	0	0	0	0	0
Weed and Seed Grant	20,000	40,000	0	0	0	0
Universal Hiring Grant	0	0	0	0	0	0
Cops 2004 Grant	0	0	0	0	0	0
FEMA/USAR Contract	438,443	173,253	86,540	0	91,679	0
Probation/Parole Grant	0	0	0	0	0	0
Counter-Terrorism Grant	0	0	40	0	0	0
State Police Reimbursement	0	0	0	0	0	0
HHA Reimbursement	0	377,334	364,209	277,545	189,193	250,000
Other Public Safety Revenue	64,898	71,226	41,767	54,601	40,000	40,000
Fees - Permit Parking	28,973	20,852	33,940	40,000	34,000	34,000
Fines and Costs	72,567	67,631	91,092	74,000	87,000	87,000
Drug Task Force Reimbursement	96,119	98,111	102,549	90,000	96,000	96,000
Highway Safety Program Reimburse.	25,633	8,072	3,343	9,000	0	0
Vice Reinbursement	0	0	0	0	0	0
E911 Surcharge	0	0	0	0	0	0
HSD Reimbursement	0	0	0	0	0	0
Dog Licenses	5,191	7,998	8,378	8,000	8,000	8,378
Fees - Booting	9,030	9,150	16,200	9,000	3,000	9,000
Police Extra Duty Revenue	310,297	421,062	504,080	472,500	425,885	507,250
<b>TOTAL PUBLIC SAFETY</b>	<b>1,698,193</b>	<b>2,224,248</b>	<b>1,740,828</b>	<b>1,850,869</b>	<b>2,118,262</b>	<b>1,849,819</b>
<b>PUBLIC WORKS</b>						
Street Cut Inspect	29,060	79,400	89,150	35,000	101,130	35,000
Street Cut Degradation Fees	5,330	40,450	1,990	11,000	700	2,000
Permit Fees - Sewer Tappage	26,055	22,558	25,783	17,055	34,353	17,055
VMC Charges - Dauphin County	28,538	44,171	45,689	59,586	6,341	6,341
VMC Charges - THA Covanta	56,419	77,868	66,814	89,700	9,108	9,108
VMC Charges - Water	55,121	34,333	65,596	50,000	65,000	0
VMC Charges- Fed Grant	202	5,603	4,178	5,000	3,000	3,000
VMC Charges - Steelton Borough	57,924	72,946	68,447	78,464	2,465	2,465
VMC Charges - Sanitation	217,764	239,654	225,550	260,992	222,488	222,488
VMC Charges - Sewer/A.W.T.F.	26,295	42,019	49,761	64,215	43,192	0
VMC Charges - State Liquid Fuels	119,090	106,695	112,000	112,000	120,000	120,000
VMC Charges - Hbg Parking Authority	19,680	27,518	28,688	28,000	28,000	28,000
VMC Charges - Hbg Redev. Authority	522	852	994	994	1,300	1,300
VMC Charges - Hbg School District	235,741	272,745	247,171	353,000	75,000	75,000
VMC Charges - Hbg Housing Authority	4,114	6,595	6,442	6,694	5,300	5,300
Sewer Maintenance Charges	925,997	843,666	823,149	827,100	803,000	823,149
Sewer Maintenance Liens - Principal	3,702	3,935	1,470	1,011	2,300	2,300
Sewer Maintenance Liens - Interest	1,041	831	704	87	700	700
Keep HBG Clean	0	0	0	0	10	10
Publications and Maps	10	22	7	0	35	35
CDBG Reimbursement - Demolition	95,725	78,012	131,667	80,000	115,000	115,000
Other Public Works Revenue	4,103	2,743	8,787	4,500	4,500	4,500
<b>TOTAL PUBLIC WORKS</b>	<b>1,912,433</b>	<b>2,002,616</b>	<b>2,004,037</b>	<b>2,084,398</b>	<b>1,642,922</b>	<b>1,472,751</b>



GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>PARKS AND RECREATION</b>						
Revenue - Pool #1	13,520	11,507	10,374	13,500	8,207	10,374
Revenue - Pool #2	14,285	8,060	73	0	0	0
Fees - Shade Trees	345	130	145	75	230	230
Fees - Special Parking - City Island	0	0	0	0	0	0
Contribution/Donations	0	0	0	0	0	0
Explore Prog. Reimb. from HSD	0	0	0	0	0	0
Publication Advertising	270	0	0	0	0	0
Recreation Publications	0	0	0	0	0	0
Other Parks and Recreation Rev.	4,952	24,420	0	0	2,944	2,944
<b>TOTAL PARKS AND RECREATION</b>	<b>33,372</b>	<b>44,116</b>	<b>10,593</b>	<b>13,575</b>	<b>11,381</b>	<b>13,548</b>
<b>TOTAL DEPARTMENT REVENUE</b>	<b>19,289,462</b>	<b>16,304,214</b>	<b>7,041,218</b>	<b>8,048,124</b>	<b>8,056,574</b>	<b>5,550,450</b>
<b>OTHER REVENUES</b>						
<b>FINES AND FORFEITS</b>						
DJ - Traffic Violations	481,014	319,607	184,067	267,600	112,638	152,000
DJ - Summary Criminal Offenses	156,562	112,594	357,127	351,296	291,632	301,000
DJ - Codes Violations	106,721	69,185	77,139	84,249	50,000	70,000
City Parking Violations	1,228,749	1,138,239	1,093,142	1,058,992	854,000	1,500,000
Witness Fees	0	0	0	0	0	0
Other Fines and Forfeits	0	0	0	0	0	0
<b>TOTAL FINES AND FORFEITS</b>	<b>1,973,046</b>	<b>1,639,625</b>	<b>1,711,475</b>	<b>1,762,137</b>	<b>1,308,270</b>	<b>2,023,000</b>
<b>LICENSES AND PERMITS</b>						
Alcoholic Beverage Licenses	28,800	31,800	28,740	40,713	29,650	36,000
Cable TV Franchise License	545,148	538,307	544,559	537,703	539,000	534,000
<b>TOTAL LICENSES AND PERMITS</b>	<b>573,948</b>	<b>570,107</b>	<b>573,299</b>	<b>578,416</b>	<b>568,650</b>	<b>570,000</b>
<b>INTEREST INCOME</b>						
Savings	4,623	3,017	313	534	25	25
Tax Appeal	245	138	100	72	80	80
Collection System	7	7	6	6	3	3
Education	468	775	460	235	570	460
Transfer Interest	40	41	14	27	0	0
E.M.S.Tax Rebate Account Interest	180	70	29	10	18	18
Interest on CDs	64,518	57,760	42,813	52,410	36,000	36,000
PNI Loan Interest	17,508	12,783	16,054	11,075	11,075	7,000
Other Investments	828	157	1,164	655	1,189	1,100
Interest Earnings	0	0	0	29	0	0
Insurance Service	0	0	0	0	0	0
Insurance Interest - W.C.	784	618	22	0	0	22
Water System Sale Proceeds	0	0	0	0	0	0
<b>TOTAL INTEREST INCOME</b>	<b>89,200</b>	<b>75,366</b>	<b>60,976</b>	<b>65,053</b>	<b>48,960</b>	<b>44,708</b>

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>PROPERTY INCOME</b>						
Rental Income	1,950	4,258	2,778	3,280	2,617	2,617
HPA Rental Income	8,667	7,417,334	24,267	20,800	20,800	20,800
Easement Fees	25,822	34,663	34,812	38,643	38,643	38,643
Gain on Sale of Fixed Assets	81,165	0	0	0	0	0
<b>TOTAL PROPERTY INCOME</b>	<u>117,604</u>	<u>7,456,254</u>	<u>61,856</u>	<u>62,723</u>	<u>62,060</u>	<u>62,060</u>
<b>MISCELLANEOUS</b>						
Reimbursement for Loss/Damage	0	0	0	0	0	0
Reimb for THA Shared Svcs	0	0	0	0	205,887	1,560,000
Stop Loss Recoveries	0	216,128	175	175	96,133	0
Work Comp-Excess Recovery	0	0	0	0	550,325	233,000
Receipt of Prior Year Revenue	0	0	47,298	0	2,084	10,000
Insurance Reimbursement for Loss	73,365	167,054	57,362	112,780	40,000	0
Contributions and Donations	1,067	100	0	0	4,000	4,000
Miscellaneous	0	573	78	170	0	0
Payments In Lieu of Taxes (PILOTS)	410,244	420,286	370,704	425,415	371,158	371,158
Naming Rights	0	0	0	0	0	0
Harrisburg Broadcasting Network	23,845	7,925	1,350	1,376	2,200	2,200
Refund of Expenditures	135,936	148,238	29,225	108,967	80,000	80,000
Express Script Rebate	167,304	129,866	13,543	125,000	311,060	125,800
Medicare Part D Program	92,826	64,876	81,348	85,000	105,300	90,000
Miscellaneous Lien - Principal	6,885	1,954	3,914	5,910	1,300	1,300
<b>TOTAL MISCELLANEOUS</b>	<u>911,472</u>	<u>1,157,000</u>	<u>604,996</u>	<u>864,793</u>	<u>1,769,446</u>	<u>2,477,458</u>
<b>OTHER FINANCING SOURCES</b>						
S.W.A.P. Revenue	0	0	0	0	0	0
City Guarantee Fees	0	0	0	0	0	0
Mortgage Refinancing Proceeds	0	0	0	0	0	0
T.R.A.N./Loan Proceeds	0	0	0	0	0	0
Pennvest	0	0	0	0	711,743	0
Settlement Recoveries	0	0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>711,743</u>	<u>0</u>
<b>INTERGOVERNMENTAL</b>						
Pension System State Aid	2,651,339	4,530,373	2,543,634	2,146,827	2,609,214	2,609,214
Gaming Funds	0	0	0	0	0	0
Public Utility Realty Taxes	38,093	36,328	35,704	36,327	38,000	36,557
Capital Fire Protection	987,000	496,000	2,500,000	2,500,000	496,000	496,000
Grant Proceeds	0	5,705	0	0	3,000	0
Equipment Grant	0	0	0	0	100,000	0
HPA Coordinated Parking Agreement	2,664,000	1,250,000	250,000	1,400,000	953,557	0
Priority Parking Distribution	0	0	0	0	0	500,000
<b>TOTAL INTERGOVERNMENTAL</b>	<u>6,340,432</u>	<u>6,318,406</u>	<u>5,329,337</u>	<u>6,083,154</u>	<u>4,199,771</u>	<u>3,641,771</u>
<b>INTERFUND TRANSFERS</b>						
Capital Projects Fund	0	0	0	0	0	0
Trust and Agency Fund	0	0	0	0	0	0
Hydroelectric Dam Fund	0	0	0	0	0	0
State & Fed Grants	0	0	1,750,000	0	4,504,000	4,504,000
Sanitation Utility Fund	1,295,703	1,853,098	1,688,939	1,700,000	1,639,983	1,700,000
Sewer Utility Fund	0	0	0	0	0	0
<b>TOTAL INTERFUND TRANSFERS</b>	<u>1,295,703</u>	<u>1,853,098</u>	<u>3,438,939</u>	<u>1,700,000</u>	<u>6,143,983</u>	<u>6,204,000</u>
<b>TOTAL OTHER REVENUES</b>	<u>11,301,405</u>	<u>19,069,857</u>	<u>11,780,879</u>	<u>11,116,276</u>	<u>14,812,883</u>	<u>15,022,997</u>
<b>GENERAL FUND REVENUE</b>	<u>56,537,953</u>	<u>61,472,416</u>	<u>47,583,922</u>	<u>53,220,264</u>	<u>55,587,109</u>	<u>57,252,933</u>
Fund Balance Appropriation	0	0	0	0	0	0
<b>GENERAL FUND RESOURCES</b>	<u>56,537,953</u>	<u>61,472,416</u>	<u>47,583,922</u>	<u>53,220,264</u>	<u>55,587,109</u>	<u>57,252,933</u>

## 2014 Proposed Budget

### Revenue Line Item

Budget Unit: 01000100 General Revenue

Account	2011 Actual	2012 Actual	2013 Adjusted Budget (10/19)	2013 YTD Revenue (10/19)	2013 Projected Year End Revenue	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
301001 DISCOUNT PERIOD	\$11,447,947.49	\$12,884,505.93	\$12,883,636.00	\$12,504,323.80	\$12,504,323.80	\$12,504,323.80	(\$379,312.20)
301002 FLAT PERIOD	\$1,336,708.01	\$1,268,807.57	\$1,252,550.00	\$1,391,522.43	\$1,391,522.43	\$1,391,522.43	\$138,972.43
301003 PENALTY PERIOD	\$1,282,923.10	\$1,033,330.63	\$1,385,557.00	\$428,368.91	\$1,312,000.00	\$1,312,000.00	(\$73,557.00)
301004 REFUND PRIOR YR REVENUE	(\$65,877.63)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
302001 DISCOUNT AMOUNT	(\$233,164.86)	(\$261,512.15)	(\$261,494.00)	(\$253,516.50)	(\$253,516.50)	(\$253,516.50)	\$7,977.50
302003 PENALTY AMOUNT	\$125,484.52	\$103,841.12	\$171,273.00	\$42,975.83	\$158,909.00	\$158,909.00	(\$12,364.00)
305001 TAX AMOUNT-1ST PRIOR YEAR	\$581,455.98	\$539,347.98	\$557,039.00	\$470,667.27	\$554,960.00	\$554,960.00	(\$2,079.00)
305002 TAX AMOUNT-2ND PRIOR YEAR	\$767,978.93	\$842,137.49	\$810,444.00	\$561,660.04	\$668,013.00	\$810,444.00	\$0.00
305003 TAX AMOUNT-3RD PRIOR YEAR	\$69,454.19	\$105,972.80	\$91,237.00	\$82,379.55	\$85,228.00	\$91,237.00	\$0.00
306001 PENALTY/INT 1ST YR PRIOR	\$76,828.38	\$73,109.39	\$81,310.00	\$59,879.23	\$71,356.00	\$71,356.00	(\$9,954.00)
306002 PENALTY/INT 2ND YR PRIOR	\$179,788.90	\$196,032.29	\$189,510.00	\$131,542.61	\$160,322.00	\$189,510.00	\$0.00
306003 PENALTY/INT 3RD YR PRIOR	\$27,448.98	\$39,715.65	\$36,326.00	\$31,243.82	\$32,326.00	\$32,326.00	(\$4,000.00)
<b>301100 Real Estate Taxes</b>	<b>\$15,596,975.99</b>	<b>\$16,825,288.70</b>	<b>\$17,197,388.00</b>	<b>\$15,451,046.99</b>	<b>\$16,685,443.73</b>	<b>\$16,863,071.73</b>	<b>(\$334,316.27)</b>
309000 TRANSFER TAX REVENUE	\$329,180.75	\$436,537.14	\$391,909.00	\$192,903.72	\$285,100.00	\$285,100.00	(\$106,809.00)
<b>309100 Transfer Taxes</b>	<b>\$329,180.75</b>	<b>\$436,537.14</b>	<b>\$391,909.00</b>	<b>\$192,903.72</b>	<b>\$285,100.00</b>	<b>\$285,100.00</b>	<b>(\$106,809.00)</b>
310000 HOTEL TAX REVENUE	\$753,104.41	\$586,890.24	\$650,000.00	\$350,000.00	\$695,000.00	\$740,000.00	\$90,000.00
<b>310100 Hotel Taxes</b>	<b>\$753,104.41</b>	<b>\$586,890.24</b>	<b>\$650,000.00</b>	<b>\$350,000.00</b>	<b>\$695,000.00</b>	<b>\$740,000.00</b>	<b>\$90,000.00</b>
316000 EMERGENCY/MUN SERVICES	\$1,667,667.82	\$1,340,516.22	\$1,612,364.00	\$1,075,211.38	\$1,434,000.00	\$1,434,000.00	(\$178,364.00)
316003 CURR YR PENALTY	\$688.60	\$352.75	\$755.00	\$159.15	\$300.00	\$300.00	(\$455.00)
316006 EMS TAX PRIOR YEAR	\$564,701.52	\$536,035.40	\$541,398.00	\$495,950.52	\$500,906.00	\$500,906.00	(\$40,492.00)
316007 PEN PRIOR YEAR	\$1,374.45	\$304.79	\$558.00	\$128.99	\$200.00	\$200.00	(\$358.00)
318000 EMS TAX COMMISSIONS	(\$1,825.44)	(\$1,056.84)	(\$1,661.00)	(\$850.47)	(\$1,200.00)	(\$1,200.00)	\$461.00
318006 PRIOR YR EMS COMMISSION	(\$569.18)	(\$264.57)	(\$265.00)	(\$241.20)	(\$241.20)	(\$241.20)	\$23.80
<b>316100 E.M.S. Tax</b>	<b>\$2,232,037.77</b>	<b>\$1,875,887.75</b>	<b>\$2,153,149.00</b>	<b>\$1,570,358.37</b>	<b>\$1,933,964.80</b>	<b>\$1,933,964.80</b>	<b>(\$219,184.20)</b>
321000 EIT - CURR YR	\$3,562,108.96	\$4,458,962.59	\$8,700,000.00	\$5,521,796.98	\$8,200,000.00	\$10,362,000.00	\$1,662,000.00
323001 EIT COMMISSIONS	(\$76,327.90)	(\$82,409.65)	(\$109,646.00)	(\$86,163.86)	(\$127,100.00)	(\$160,600.00)	(\$50,954.00)
323003 EIT-DCTCC FEES	\$0.00	(\$3,581.76)	(\$3,500.00)	(\$3,392.76)	(\$3,500.00)	(\$3,500.00)	\$0.00
<b>321100 Earned Income Tax</b>	<b>\$3,485,781.06</b>	<b>\$4,372,971.18</b>	<b>\$8,586,854.00</b>	<b>\$5,432,240.36</b>	<b>\$8,069,400.00</b>	<b>\$10,197,900.00</b>	<b>\$1,611,046.00</b>
324001 MERCANTILE/BUS LIC CUR YR	\$167,520.00	\$168,440.00	\$179,520.00	\$32,800.00	\$170,000.00	\$175,000.00	(\$4,520.00)
324002 MERCANTILE/BUS LIC PR YR	\$7,440.00	\$8,640.00	\$7,440.00	\$5,800.00	\$7,000.00	\$7,000.00	(\$440.00)
324004 MERC/LANDLORD LIC CURR YR	\$66,720.00	\$79,760.00	\$72,440.00	\$81,560.00	\$82,000.00	\$85,600.00	\$13,160.00
324005 MERC/LANDLORD LIC PRIORYR	\$4,480.00	\$16,520.00	\$10,500.00	\$8,160.00	\$10,000.00	\$8,600.00	(\$1,900.00)
324009 MERC LIC COMMISSION	\$0.00	\$0.00	(\$15,000.00)	\$0.00	(\$1,500.00)	(\$1,500.00)	\$13,500.00
<b>324100 Mercantile/Bus Privil Licenses</b>	<b>\$246,160.00</b>	<b>\$273,360.00</b>	<b>\$254,900.00</b>	<b>\$128,320.00</b>	<b>\$267,500.00</b>	<b>\$274,700.00</b>	<b>\$19,800.00</b>
325001 MBP TAX - CURRENT YR	\$2,359,659.47	\$2,375,927.11	\$2,415,000.00	\$2,274,545.49	\$2,490,000.00	\$2,525,000.00	\$110,000.00
325002 MBP TAX - PRIOR YR	\$70,061.28	\$130,053.76	\$75,550.00	\$64,109.31	\$79,700.00	\$80,000.00	\$4,450.00
325003 MBP TAX - PENALTY	\$30,920.86	\$29,513.65	\$20,000.00	\$35,216.76	\$41,000.00	\$44,000.00	\$24,000.00
325004 MBP TAX - INTEREST	\$8,735.11	\$11,012.46	\$7,000.00	\$4,849.43	\$7,000.00	\$7,000.00	\$0.00
325009 MBP TAX COMMISSION	\$0.00	\$0.00	(\$15,000.00)	\$0.00	(\$15,000.00)	(\$20,000.00)	(\$5,000.00)
326001 MBP AMUSEMENT TAX	\$298,843.78	\$284,201.34	\$285,000.00	\$171,173.40	\$200,000.00	\$250,000.00	(\$35,000.00)
326011 AMUSEMENT TAX PENALTY	\$540.83	\$503.64	\$540.00	\$46.08	\$100.00	\$250.00	(\$290.00)
327000 MBP PARKING TAXES CURRENT	\$637,747.95	\$1,507,726.85	\$1,984,000.00	\$1,153,562.86	\$1,930,000.00	\$3,330,000.00	\$1,346,000.00
327001 MBP PARKING FEE	\$13,474.00	\$13,513.00	\$13,474.00	\$13,271.00	\$13,700.00	\$134,000.00	\$120,526.00
327002 PARKING LICENSE FEE-PRIOR	\$474.75	\$784.06	\$800.00	\$476.25	\$476.25	\$500.00	(\$300.00)
327003 PARKING LICENSE FEE-PENAL	\$1,037.42	\$2,298.44	\$2,300.00	\$667.69	\$667.69	\$1,000.00	(\$1,300.00)
329000 MBP GENERAL LICENSE TAX	\$33,610.00	\$35,355.00	\$33,000.00	\$28,930.00	\$33,600.00	\$33,000.00	\$0.00
<b>325100 Mercantile/Business Taxes</b>	<b>\$3,455,105.45</b>	<b>\$4,390,889.31</b>	<b>\$4,821,664.00</b>	<b>\$3,746,848.27</b>	<b>\$4,781,243.94</b>	<b>\$6,384,750.00</b>	<b>\$1,563,086.00</b>
<b>TOTAL TAXES</b>	<b>\$26,098,345.43</b>	<b>\$28,761,824.32</b>	<b>\$34,055,864.00</b>	<b>\$26,871,717.71</b>	<b>\$32,717,652.47</b>	<b>\$36,679,486.53</b>	<b>\$2,623,622.53</b>
340002 HBG WATER UTILITY FUND	\$1,529,000.00	\$703,078.00	\$833,959.70	\$833,959.00	\$833,960.00	\$0.00	(\$833,959.70)
340008 GRANTS FUND	\$90,000.00	\$0.00	\$87,866.00	\$103,399.50	\$175,732.00	\$87,866.00	\$0.00
340027 SANITATION UTILITY FUND	\$1,105,000.00	\$810,490.00	\$957,745.00	\$500,000.00	\$957,745.00	\$506,063.00	(\$451,682.00)
340028 INCINERATOR UTILITY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$193,386.00	\$193,386.00
340029 SEWERAGE UTILITY FUND	\$7,843,865.39	\$277,651.61	\$846,131.00	\$846,131.00	\$846,131.00	\$0.00	(\$846,131.00)
340040 SATISFACTION FEES	\$1,551.70	\$864.99	\$1,000.00	\$409.10	\$864.00	\$864.00	(\$136.00)
340050 FILING FEE RETURNS	\$2,856.37	\$1,384.05	\$1,500.00	\$704.98	\$1,384.00	\$1,384.00	(\$116.00)
340055 ADVANCED COST RET	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
340060 METRO	\$163,375.00	\$152,437.00	\$145,000.00	\$158,625.00	\$161,000.00	\$161,000.00	\$16,000.00
340061 LIFE PARTNERSHIP REGISTRY	\$0.00	\$50.00	\$25.00	\$25.00	\$50.00	\$50.00	\$25.00
340065 LIENS - COURT COSTS	\$18.00	\$19.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

## 2014 Proposed Budget

### Revenue Line Item

Budget Unit: 01000100 General Revenue

Account	2011 Actual	2012 Actual	2013 Adjusted Budget (10/19)	2013 YTD Revenue (10/19)	2013 Projected Year End Revenue	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
340080 COLLECTION REV (SCHOOL)	\$142,400.07	\$171,811.28	\$155,881.00	\$167,099.89	\$168,334.00	\$145,334.00	(\$10,547.00)
340081 COLLECTION FEES(SCHOOL)	\$81,189.68	\$94,084.32	\$88,875.00	\$95,104.70	\$95,104.70	\$95,104.70	\$6,229.70
340085 NSF CHECK FEE	\$5,114.70	\$9,808.21	\$14,000.00	\$7,482.60	\$8,808.00	\$8,808.00	(\$5,192.00)
340090 OTHER ADMINISTRATIVE	\$66,479.59	\$65,142.67	\$65,874.00	\$55,474.56	\$75,142.00	\$75,142.00	\$9,268.00
340091 MERCANTILE DOCS/PUBLICATE	\$35.00	\$30.00	\$45.00	\$30.00	\$30.00	\$30.00	(\$15.00)
<b>340100 Dept of Admin Revenues</b>	<b>\$11,030,895.50</b>	<b>\$2,286,851.13</b>	<b>\$3,197,901.70</b>	<b>\$2,768,445.33</b>	<b>\$3,324,284.70</b>	<b>\$1,275,031.70</b>	<b>(\$1,922,870.00)</b>
341001 ROOMING HOUSE	\$1,785.00	\$1,575.00	\$1,000.00	\$465.00	\$1,000.00	\$2,000.00	\$1,000.00
341002 APPEAL HEARING FEES	(\$6,504.00)	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	(\$400.00)
341011 LICENSE RENEWAL FEES	\$201,475.00	\$186,310.00	\$200,000.00	\$23,475.00	\$200,000.00	\$200,000.00	\$0.00
341020 ELECTRICAL PERMIT FEE	\$82,300.70	\$87,125.50	\$70,000.00	\$50,631.00	\$63,700.00	\$65,000.00	(\$5,000.00)
341021 PLUMBING PERMIT FEE	\$41,056.00	\$53,915.00	\$50,000.00	\$36,180.00	\$45,200.00	\$45,000.00	(\$5,000.00)
341022 BUILDING PERMIT FEE	\$419,942.50	\$377,878.30	\$325,000.00	\$315,011.50	\$372,200.00	\$370,000.00	\$45,000.00
341023 LOW VOLTAGE ELEC. PERMITS	\$1,772.00	\$2,972.00	\$2,100.00	\$470.00	\$1,000.00	\$1,000.00	(\$1,100.00)
341024 DUMPSTER PERMIT FEES	\$2,150.00	\$2,325.00	\$2,000.00	\$2,150.00	\$2,500.00	\$2,000.00	\$0.00
341025 DEMOLITION PERMIT FEES	\$8,508.00	\$11,310.00	\$10,000.00	\$10,444.00	\$12,200.00	\$10,000.00	\$0.00
341026 FIRE PREVENTION CODE	\$26,412.00	\$24,523.00	\$20,000.00	\$9,608.00	\$25,400.00	\$20,000.00	\$0.00
341027 SPECIAL PERMIT FEES	\$2,961.38	\$3,935.14	\$2,400.00	\$1,829.84	\$2,400.00	\$1,800.00	(\$600.00)
341028 FLOOD PLAIN CERTIFICATION	\$1,615.00	\$855.00	\$1,100.00	\$1,165.00	\$1,400.00	\$1,200.00	\$100.00
341030 BUYER NOTIFY FEES	\$41,845.00	\$20,445.00	\$15,000.00	\$14,895.00	\$19,300.00	\$19,300.00	\$4,300.00
341040 EMG ORD LIENS /PRINCIPAL	\$855.96	\$0.00	\$850.00	\$25.00	\$25.00	\$0.00	(\$850.00)
341041 EMG ORD LIEN/INTEREST	\$528.20	\$0.00	\$530.00	\$0.00	\$0.00	\$0.00	(\$530.00)
341050 PLANNING FEES	\$2,650.00	\$4,780.00	\$8,000.00	\$2,934.84	\$5,000.00	\$5,000.00	(\$3,000.00)
341051 HEALTH INSPECT FEES	\$58,385.00	\$59,735.00	\$55,000.00	\$21,165.00	\$60,000.00	\$65,000.00	\$10,000.00
341060 ZONING HEARING BOARD FEES	\$10,020.00	\$9,975.00	\$10,000.00	\$12,215.00	\$16,000.00	\$13,000.00	\$3,000.00
341061 PERMIT FEES-ZONING SIGN	\$62,414.00	\$57,926.00	\$48,000.00	\$46,869.63	\$56,000.00	\$48,000.00	\$0.00
341072 RENTAL INSPECTION INCOME	\$42,125.00	\$92,925.00	\$70,000.00	\$56,525.00	\$75,000.00	\$70,000.00	\$0.00
341080 SALE OF PUB/MAPS/GIS DATA	\$0.00	\$0.00	\$0.00	\$1,375.00	\$1,400.00	\$1,000.00	\$1,000.00
341090 OTHER DBHD	\$42.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
341091 GOVERNMENT GRANTS	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	(\$10,000.00)
<b>341100 DBHD Revenues</b>	<b>\$1,002,338.74</b>	<b>\$998,909.94</b>	<b>\$901,380.00</b>	<b>\$607,433.81</b>	<b>\$959,725.00</b>	<b>\$939,300.00</b>	<b>\$37,920.00</b>
342008 BURG/FIRE ALARMS	\$42,045.00	\$29,975.00	\$28,000.00	\$31,252.00	\$35,500.00	\$35,500.00	\$7,500.00
342009 VEHICLE EXTRACTION FEES	\$100.00	\$335.00	\$100.00	\$320.00	\$400.00	\$400.00	\$300.00
342015 TOWING FEES	\$22,315.00	\$27,775.00	\$25,460.00	\$19,429.00	\$25,460.00	\$25,460.00	\$0.00
342020 POLICE INV REPORTS	\$55,210.00	\$68,916.50	\$64,000.00	\$61,715.00	\$72,700.00	\$72,700.00	\$8,700.00
342021 BOOKING PROCESSING FEE	\$1,520.00	\$38,648.61	\$25,000.00	\$58,404.26	\$60,000.00	\$5,000.00	(\$20,000.00)
342030 FIRE INV REPORTS	\$990.00	\$675.00	\$1,000.00	\$225.00	\$400.00	\$400.00	(\$600.00)
342050 METER BAG RENTAL	\$156,974.50	\$171,575.50	\$155,000.00	\$123,874.50	\$148,700.00	\$148,700.00	(\$6,300.00)
342051 FIRE GRANTS (SAFER)	\$0.00	\$0.00	\$315,000.00	\$494,202.86	\$613,159.00	\$507,490.00	\$192,490.00
342061 POLICE PERSONNEL REIMB	\$0.00	\$0.00	\$0.00	\$16,906.12	\$22,541.49	\$22,541.49	\$22,541.49
342070 ARRA COPS 2009	\$400,404.28	\$150,789.08	\$202,663.00	\$164,644.25	\$164,644.25	\$0.00	(\$202,663.00)
342074 POLICE ON PATROL	\$250,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
342082 WEED SEED GRANT	\$40,000.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
342085 COUNTER-TERRORISM GRANT	\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
342086 FEMA/USAR CONTRACT	\$173,253.11	\$86,540.30	\$0.00	\$91,679.45	\$91,679.45	\$0.00	\$0.00
342089 HHA REIMBURSEMENT	\$377,333.91	\$364,209.27	\$277,545.00	\$89,309.46	\$189,192.65	\$250,000.00	(\$27,545.00)
342090 OTHER PUBLIC SAFETY	\$71,225.89	\$41,766.70	\$54,601.00	\$29,305.94	\$40,000.00	\$40,000.00	(\$14,601.00)
342091 PERMIT PARKING FEES	\$20,851.50	\$33,939.50	\$40,000.00	\$31,145.00	\$34,000.00	\$34,000.00	(\$6,000.00)
342092 FINE AND COSTS	\$67,631.45	\$91,092.31	\$74,000.00	\$53,958.80	\$87,000.00	\$87,000.00	\$13,000.00
342093 DRUG TASK FORCE REIMBURS	\$98,110.69	\$102,548.75	\$90,000.00	\$73,942.56	\$96,000.00	\$96,000.00	\$6,000.00
342094 HIGHWAY SAFETY GRANT	\$8,072.07	\$3,343.33	\$9,000.00	\$0.00	\$0.00	\$0.00	(\$9,000.00)
342098 DOG AND CAT LICENSES	\$7,998.00	\$8,378.00	\$8,000.00	\$7,236.00	\$8,000.00	\$8,378.00	\$378.00
342099 BOOTING FEES	\$9,150.00	\$16,200.00	\$9,000.00	\$1,925.00	\$3,000.00	\$9,000.00	\$0.00
342901 POLICE EXTRA DUTY	\$421,062.06	\$504,079.85	\$472,500.00	\$319,413.78	\$425,885.04	\$507,250.00	\$34,750.00
<b>342100 Dept of Public Safety</b>	<b>\$2,224,247.78</b>	<b>\$1,740,827.70</b>	<b>\$1,850,869.00</b>	<b>\$1,668,888.98</b>	<b>\$2,118,261.88</b>	<b>\$1,849,819.49</b>	<b>(\$1,049.51)</b>
343002 STREET CUT INSPECT	\$79,400.00	\$89,150.00	\$35,000.00	\$720.00	\$101,130.00	\$35,000.00	\$0.00
343003 ST CUT DEGRADATION FEES	\$40,450.00	\$1,990.00	\$11,000.00	\$0.00	\$700.00	\$2,000.00	(\$9,000.00)
343010 SEWER TAPPAGE PERMIT	\$22,557.77	\$25,782.68	\$17,055.00	\$0.00	\$34,353.00	\$17,055.00	\$0.00
343029 VMC CHARGES - DAUPHIN CTY	\$44,171.14	\$45,688.58	\$59,586.00	\$4,841.58	\$6,341.00	\$6,341.00	(\$53,245.00)
343030 VMC CHARGES THA-COVANTA	\$77,868.26	\$66,814.16	\$89,700.00	\$8,358.58	\$9,108.00	\$9,108.00	(\$80,592.00)
343032 VMC CHRGS - WATER UTILITY	\$34,332.76	\$65,596.38	\$50,000.00	\$45,980.65	\$65,000.00	\$0.00	(\$50,000.00)

## 2014 Proposed Budget

### Revenue Line Item

Budget Unit: 01000100 General Revenue

Account	2011 Actual	2012 Actual	2013 Adjusted Budget (10/19)	2013 YTD Revenue (10/19)	2013 Projected Year End Revenue	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
343035 VMC CHRGS - FED GRANT	\$5,602.58	\$4,177.86	\$5,000.00	\$2,067.70	\$3,000.00	\$3,000.00	(\$2,000.00)
343036 VMC CHARGES-STEELTON BOR	\$72,946.23	\$68,446.95	\$78,464.00	\$2,464.54	\$2,464.54	\$2,464.54	(\$75,999.46)
343037 VMC CHRGS/SANITATION FUND	\$239,654.13	\$225,549.55	\$260,992.00	\$193,240.07	\$222,488.00	\$222,488.00	(\$38,504.00)
343039 VMC CHRGS/SEWERAGE UTY	\$42,019.01	\$49,761.24	\$64,215.00	\$35,763.23	\$43,192.00	\$0.00	(\$64,215.00)
343040 VMC CHRGS/STATE LIQ FUEL	\$106,694.75	\$111,999.68	\$112,000.00	\$136,229.46	\$120,000.00	\$120,000.00	\$8,000.00
343043 VMC CHARGES-HBG PARK AUTH	\$27,517.96	\$28,688.45	\$28,000.00	\$23,531.65	\$28,000.00	\$28,000.00	\$0.00
343044 VMC CHARGES-HBG REDEVELOP.	\$851.95	\$994.18	\$994.00	\$753.12	\$1,300.00	\$1,300.00	\$306.00
343045 VMC CHARGES-HBG SCHOOL	\$272,745.45	\$247,170.71	\$353,000.00	\$54,422.71	\$75,000.00	\$75,000.00	(\$278,000.00)
343046 VMC CHARGES-HBG HOUS AUTH	\$6,594.58	\$6,441.72	\$6,694.00	\$3,622.66	\$5,300.00	\$5,300.00	(\$1,394.00)
343050 SEWER MAINT CHARGE	\$843,665.94	\$823,149.26	\$827,100.00	\$596,456.06	\$803,000.00	\$823,149.00	(\$3,951.00)
343051 SEWER MAINT LIENS-PRINCIP	\$3,934.92	\$1,470.30	\$1,011.00	\$1,993.08	\$2,300.00	\$2,300.00	\$1,289.00
343052 SEWER MAINT LIENS-PENALTY	\$830.84	\$703.83	\$87.00	\$532.69	\$700.00	\$700.00	\$613.00
343070 KEEP HBG CLEAN	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
343080 PUBLICATIONS/MAPS REVENUE	\$22.00	\$7.00	\$0.00	\$28.00	\$35.00	\$35.00	\$35.00
343084 CDBG REIMB. - DEMOLITION	\$78,012.34	\$131,667.21	\$80,000.00	\$45,752.80	\$115,000.00	\$115,000.00	\$35,000.00
343090 OTHER PUB WORKS	\$2,743.00	\$8,787.24	\$4,500.00	\$3,259.00	\$4,500.00	\$4,500.00	\$0.00
<b>343100 Dept of Public Works</b>	<b>\$2,002,615.61</b>	<b>\$2,004,036.98</b>	<b>\$2,084,398.00</b>	<b>\$1,160,027.58</b>	<b>\$1,642,921.54</b>	<b>\$1,472,750.54</b>	<b>(\$611,647.46)</b>
345001 POOL #1	\$11,506.52	\$10,374.04	\$13,500.00	\$8,207.00	\$8,207.00	\$10,374.00	(\$3,126.00)
345002 POOL #2	\$8,059.73	\$73.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
345011 SHADE TREE FEES	\$130.00	\$145.00	\$75.00	\$195.00	\$230.00	\$230.00	\$155.00
345090 OTHER PARKS & REC	\$24,420.00	\$0.00	\$0.00	\$2,944.00	\$2,944.00	\$2,944.00	\$2,944.00
<b>345100 Dept of Parks &amp; Rec</b>	<b>\$44,116.25</b>	<b>\$10,592.52</b>	<b>\$13,575.00</b>	<b>\$11,346.00</b>	<b>\$11,381.00</b>	<b>\$13,548.00</b>	<b>(\$27.00)</b>
<b>TOTAL DEPARTMENTAL</b>	<b>\$16,304,213.88</b>	<b>\$7,041,218.27</b>	<b>\$8,048,123.70</b>	<b>\$6,216,141.70</b>	<b>\$8,056,574.12</b>	<b>\$5,550,449.73</b>	<b>(\$2,497,673.97)</b>
346012 DJ-TRAFFIC VIOLATIONS	\$319,607.01	\$184,066.63	\$267,600.00	\$64,019.41	\$112,638.00	\$152,000.00	(\$115,600.00)
346013 DJ-SUMMARY CRIMINAL OFF	\$112,594.40	\$357,127.19	\$351,296.00	\$175,762.11	\$291,632.40	\$301,000.00	(\$50,296.00)
346015 DJ-CODES VIOLATIONS	\$69,184.93	\$77,139.45	\$84,249.00	\$25,047.56	\$50,000.00	\$70,000.00	(\$14,249.00)
346020 PARK TICKETS-VIO FINE	\$1,138,239.00	\$1,093,142.00	\$1,058,992.00	\$679,831.00	\$854,000.00	\$1,500,000.00	\$441,008.00
<b>346100 Fines &amp; Forfeits</b>	<b>\$1,639,625.34</b>	<b>\$1,711,475.27</b>	<b>\$1,762,137.00</b>	<b>\$944,660.08</b>	<b>\$1,308,270.40</b>	<b>\$2,023,000.00</b>	<b>\$260,863.00</b>
347010 ALCOHOLIC BEVERAGE LICENS	\$31,800.00	\$28,740.00	\$40,713.00	\$29,650.00	\$29,650.00	\$36,000.00	(\$4,713.00)
347020 TV FRANCHISE LICENSE	\$538,307.28	\$544,559.18	\$537,703.00	\$408,351.26	\$539,000.00	\$534,000.00	(\$3,703.00)
<b>347100 Licenses &amp; Permits</b>	<b>\$570,107.28</b>	<b>\$573,299.18</b>	<b>\$578,416.00</b>	<b>\$438,001.26</b>	<b>\$568,650.00</b>	<b>\$570,000.00</b>	<b>(\$8,416.00)</b>
350000 SAVINGS ACCT INTEREST	\$3,016.65	\$313.24	\$534.00	\$16.87	\$25.00	\$25.00	(\$509.00)
350001 TAX APPEAL INT EARNINGS	\$138.35	\$99.80	\$72.00	\$62.75	\$80.00	\$80.00	\$8.00
350003 INT SAVINGS-COLL SYSTEM	\$6.88	\$6.38	\$6.00	\$1.88	\$3.00	\$3.00	(\$3.00)
350009 INTEREST EARNINGS EDCL	\$775.36	\$460.00	\$235.00	\$426.93	\$570.00	\$460.00	\$225.00
350024 TRAN INTEREST	\$41.05	\$13.90	\$27.00	\$0.00	\$0.00	\$0.00	(\$27.00)
350070 EMS TAX INTEREST	\$69.82	\$29.23	\$10.00	\$14.37	\$18.00	\$18.00	\$8.00
351000 INT ON CDS	\$57,760.43	\$42,812.60	\$52,410.00	\$23,246.62	\$36,000.00	\$36,000.00	(\$16,410.00)
351091 PNI LOAN INTEREST	\$12,783.08	\$16,054.08	\$11,075.00	\$7,739.64	\$11,075.00	\$7,000.00	(\$4,075.00)
352000 INT ON INVSTMTS/GRANT	\$156.82	\$1,164.26	\$655.00	\$1,035.24	\$1,188.53	\$1,100.00	\$445.00
352053 INT INSURANCE	\$617.07	\$22.35	\$29.00	\$0.00	\$0.00	\$22.00	(\$7.00)
352055 LIABILITY INSURANCE CLAIM	\$0.45	\$0.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>350100 Interest Income</b>	<b>\$75,365.96</b>	<b>\$60,975.86</b>	<b>\$65,053.00</b>	<b>\$32,544.30</b>	<b>\$48,959.53</b>	<b>\$44,708.00</b>	<b>(\$20,345.00)</b>
355000 RENTAL INCOME	\$4,257.62	\$2,777.63	\$3,280.00	\$1,962.59	\$2,616.79	\$2,616.79	(\$663.21)
355001 HPA RENTAL INCOME	\$7,417,333.70	\$24,266.74	\$20,800.00	\$0.00	\$20,800.00	\$20,800.00	\$0.00
356000 EASEMENT FEES	\$34,663.00	\$34,812.00	\$38,643.00	\$30,621.00	\$38,643.00	\$38,643.00	\$0.00
<b>355100 Rental Revenue</b>	<b>\$7,456,254.32</b>	<b>\$61,856.37</b>	<b>\$62,723.00</b>	<b>\$32,583.59</b>	<b>\$62,059.79</b>	<b>\$62,059.79</b>	<b>(\$663.21)</b>
380001 REIMB FOR THA SHARE SVCS	\$0.00	\$0.00	\$0.00	\$0.00	\$205,886.69	\$1,560,000.00	\$1,560,000.00
380002 HEALTH STOP LOSS RECOVERIES	\$216,128.14	\$175.33	\$175.00	\$47,683.46	\$96,133.00	\$0.00	(\$175.00)
380003 WORK COMP-EXCESS RECOVERY	\$0.00	\$0.00	\$504,325.00	\$504,325.22	\$550,325.00	\$233,000.00	(\$271,325.00)
380010 RECEIPT OF PRIOR YEAR REV	\$0.00	\$47,298.00	\$0.00	\$2,084.00	\$2,084.00	\$10,000.00	\$10,000.00
380033 INSURANCE REIMB FOR LOSS	\$167,053.88	\$57,362.45	\$112,780.00	\$23,257.95	\$40,000.00	\$0.00	(\$112,780.00)
382000 CONTRIBUTIONS AND DONAT	\$100.00	\$0.00	\$0.00	\$3,200.00	\$4,000.00	\$4,000.00	\$4,000.00
384000 MISCELLANEOUS CONT.	\$572.70	\$77.50	\$170.00	\$0.00	\$0.00	\$0.00	(\$170.00)
384001 P.I.L.O.T.S.	\$420,286.42	\$370,703.82	\$425,415.00	\$371,157.81	\$371,158.00	\$371,158.00	(\$54,257.00)
384007 HBG BROADCASTING NTKW	\$7,925.00	\$1,350.00	\$1,376.00	\$2,200.00	\$2,200.00	\$2,200.00	\$824.00
385000 REFUNDS OF EXPENDITURES	\$148,238.39	\$29,224.69	\$108,967.00	\$69,279.11	\$80,000.00	\$80,000.00	(\$28,967.00)
385003 EXPRESS SCRIPT REBATE	\$129,866.18	\$13,542.59	\$125,000.00	\$256,059.65	\$311,059.65	\$125,800.00	\$800.00
385006 MEDICARE PART D PROGRAM	\$64,876.15	\$81,347.94	\$85,000.00	\$87,321.72	\$105,300.00	\$90,000.00	\$5,000.00

## 2014 Proposed Budget

### Revenue Line Item

Budget Unit: 01000100 General Revenue

Account	2011 Actual	2012 Actual	2013 Adjusted Budget (10/19)	2013 YTD Revenue (10/19)	2013 Projected Year End Revenue	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
385090 MISCELLANEOUS	\$1,953.51	\$3,913.76	\$5,910.00	\$894.74	\$1,300.00	\$1,300.00	(\$4,610.00)
<b>380100 Miscellaneous</b>	<b>\$1,157,000.37</b>	<b>\$604,996.08</b>	<b>\$1,369,118.00</b>	<b>\$1,367,463.66</b>	<b>\$1,769,446.34</b>	<b>\$2,477,458.00</b>	<b>\$1,108,340.00</b>
389013 OTHER FIN SOURCE-PENNVEST	\$0.00	\$0.00	\$900,000.00	\$0.00	\$711,743.00	\$0.00	(\$900,000.00)
<b>389000 Other Financing Sources</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$900,000.00</b>	<b>\$0.00</b>	<b>\$711,743.00</b>	<b>\$0.00</b>	<b>(\$900,000.00)</b>
392000 PENSION SYSTEM STATE AID	\$4,530,373.14	\$2,543,633.51	\$2,146,827.00	\$2,609,214.04	\$2,609,214.04	\$2,609,214.04	\$462,387.04
394000 PUB UTILTY REALTY TAX	\$36,327.73	\$35,703.98	\$36,327.00	\$36,556.88	\$38,000.00	\$36,556.88	\$229.88
395000 CAPITAL FIRE PROTECTION	\$496,000.00	\$2,500,000.00	\$496,000.00	\$496,000.00	\$496,000.00	\$496,000.00	\$0.00
396000 GRANT PROCEEDS	\$5,705.04	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00
396042 EQUIPMENT GRANT	\$0.00	\$0.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00	(\$100,000.00)
397000 HBG PRK AUTH COORD PKG	\$1,250,000.00	\$250,000.00	\$1,400,000.00	\$0.00	\$953,557.00	\$0.00	(\$1,400,000.00)
397002 PRIORITY PARKING DISTR.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500,000.00	\$500,000.00
<b>390100 Intergovernmental</b>	<b>\$6,318,405.91</b>	<b>\$5,329,337.49</b>	<b>\$4,179,154.00</b>	<b>\$3,144,770.92</b>	<b>\$4,199,771.04</b>	<b>\$3,641,770.92</b>	<b>(\$537,383.08)</b>
398011 STATE & FED GRANTS FUND	\$0.00	\$1,750,000.00	\$4,504,000.00	\$4,504,000.00	\$4,504,000.00	\$4,504,000.00	\$0.00
398027 SANITATION UTILITY FUND	\$1,853,097.98	\$1,688,938.76	\$1,700,000.00	\$710,496.00	\$1,639,983.00	\$1,700,000.00	\$0.00
<b>398100 Interfund Transfers</b>	<b>\$1,853,097.98</b>	<b>\$3,438,938.76</b>	<b>\$6,204,000.00</b>	<b>\$5,214,496.00</b>	<b>\$6,143,983.00</b>	<b>\$6,204,000.00</b>	<b>\$0.00</b>
<b>TOTAL OTHER REVENUE</b>	<b>\$19,069,857.16</b>	<b>\$11,780,879.01</b>	<b>\$15,120,601.00</b>	<b>\$11,174,519.81</b>	<b>\$14,812,883.10</b>	<b>\$15,022,996.71</b>	<b>(\$97,604.29)</b>
<b>TOTAL GENERAL FUND</b>	<b>\$61,472,416.47</b>	<b>\$47,583,921.60</b>	<b>\$57,224,588.70</b>	<b>\$44,262,379.22</b>	<b>\$55,587,109.69</b>	<b>\$57,252,932.97</b>	<b>\$28,344.27</b>

## GENERAL FUND APPROPRIATIONS

GENERAL GOVERNMENT

DEPARTMENT OF ADMINISTRATION

DEPARTMENT OF BUILDING AND HOUSING  
DEVELOPMENT

DEPARTMENT OF PUBLIC SAFETY

DEPARTMENT OF PUBLIC WORKS

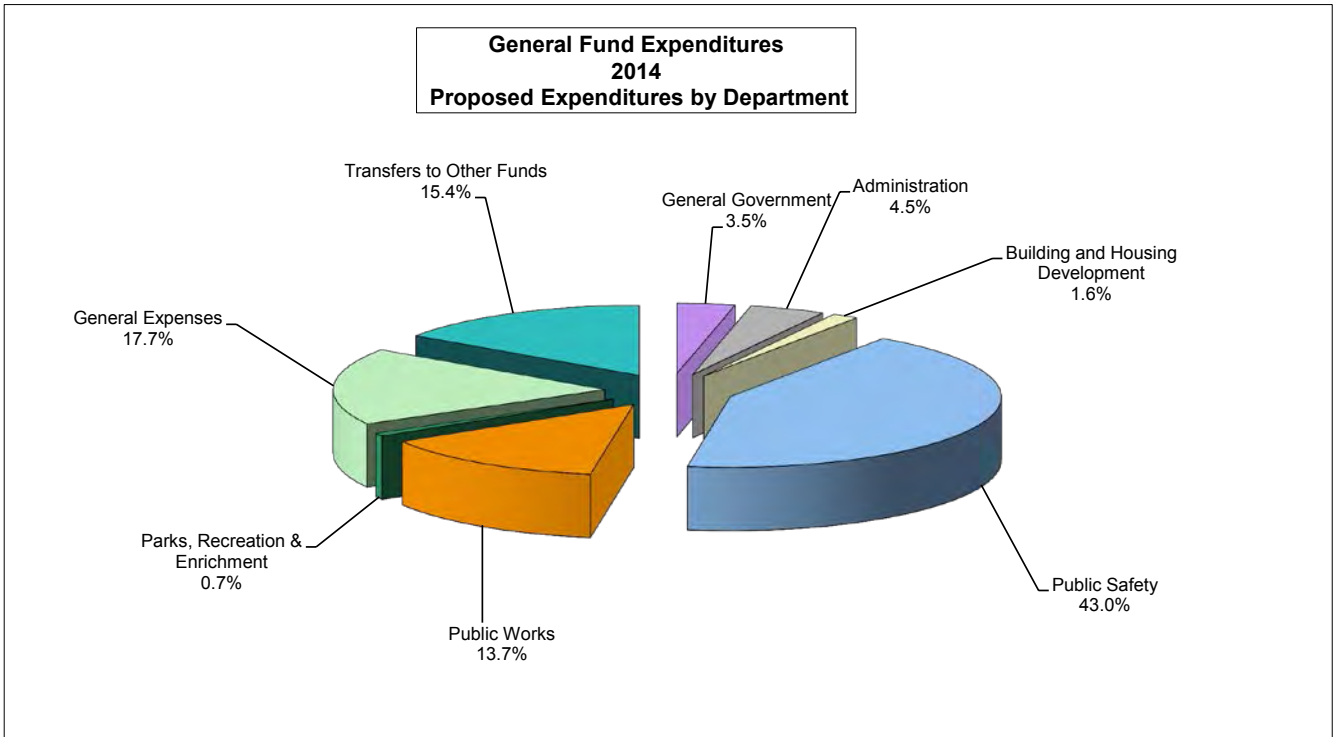
DEPARTMENT OF PARKS, RECREATION & ENRICHMENT

GENERAL EXPENSES AND  
TRANSFERS TO OTHER FUNDS

GENERAL FUND  
EXPENDITURE ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
General Government	2,944,144	1,933,735	1,666,549	2,181,579	1,856,110	1,976,205
Administration	3,475,124	2,118,851	2,001,612	2,513,063	2,373,336	2,589,108
Building and Housing Development	1,027,764	835,402	702,916	863,197	734,571	891,542
Public Safety	23,773,028	27,067,764	24,041,773	25,640,031	25,267,465	24,620,868
Public Works	3,120,330	5,300,611	5,227,995	6,732,264	6,927,413	7,816,793
Parks, Recreation & Enrichment	1,780,107	1,394,740	340,204	409,776	400,528	412,274
General Expenses	11,375,506	12,325,618	11,648,508	7,060,150	17,036,336	10,114,966
Transfers to Other Funds	11,275,518	11,045,746	2,729,168	10,810,547	20,388	8,831,177
<b>TOTAL GENERAL FUND</b>	<b>58,771,522</b>	<b>62,022,469</b>	<b>48,358,724</b>	<b>56,210,608</b>	<b>54,616,147</b>	<b>57,252,933</b>

Personnel Services	39,810,769	43,202,783	39,527,278	41,525,733	41,695,042	37,521,632
Operating Expenses	6,476,424	6,043,152	5,311,730	6,598,818	6,873,422	8,087,714
Capital Outlay	509,449	839,889	351,452	835,000	1,210,943	1,011,600
Grants	223,320	340,200	272,510	272,510	272,510	272,510
Miscellaneous	476,042	550,698	155,966	168,000	4,518,306	1,528,300
Transfers	11,275,518	11,045,746	2,729,168	10,810,547	20,388	8,831,177
Non-Expenditure Items	0	0	10,620	(4,000,000)	25,536	0
<b>TOTAL GENERAL FUND</b>	<b>58,771,522</b>	<b>62,022,469</b>	<b>48,358,724</b>	<b>56,210,608</b>	<b>54,616,147</b>	<b>57,252,933</b>





EXPENDITURE ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>GENERAL GOVERNMENT</b>						
<u>0101 OFFICE OF CITY COUNCIL</u>						
Personnel Services	306,985	250,595	223,258	279,352	225,479	279,352
Operating Expenses	27,755	53,855	30,510	120,918	170,195	206,743
Capital Outlay	0	0	0	0	0	0
Grants	0	0	0	0	0	0
<b>TOTALS</b>	<b>334,739</b>	<b>304,451</b>	<b>253,768</b>	<b>400,270</b>	<b>395,674</b>	<b>486,095</b>
<u>0102 OFFICE OF THE MAYOR</u>						
Personnel Services	249,550	302,361	204,764	269,125	203,594	269,125
Operating Expenses	15,589	12,319	7,099	15,514	8,020	14,014
Capital Outlay	4,467	4,333	4,920	5,000	5,000	5,000
<b>TOTALS</b>	<b>269,606</b>	<b>319,013</b>	<b>216,784</b>	<b>289,639</b>	<b>216,614</b>	<b>288,139</b>
<u>0103 OFFICE OF THE CITY CONTROLLER</u>						
Personnel Services	142,295	140,794	142,079	144,375	141,332	142,988
Operating Expenses	19,047	28,125	33,451	50,795	795	445
Capital Outlay	0			0	0	0
<b>TOTALS</b>	<b>161,342</b>	<b>168,919</b>	<b>175,530</b>	<b>195,170</b>	<b>142,127</b>	<b>143,433</b>
<u>0104 OFFICE OF THE CITY TREASURER</u>						
Personnel Services	442,919	395,927	376,965	435,896	406,152	359,595
Operating Expenses	76,707	101,050	92,945	147,400	153,252	131,400
Capital Outlay	41,018	41,018	41,018	0	0	0
<b>TOTALS</b>	<b>560,644</b>	<b>537,996</b>	<b>510,928</b>	<b>583,296</b>	<b>559,404</b>	<b>490,995</b>
<u>0105 OFFICE OF THE CITY SOLICITOR</u>						
Personnel Services	207,512	133,854	139,800	272,754	236,841	325,275
Operating Expenses	156,006	469,503	369,739	440,450	305,450	242,268
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>363,518</b>	<b>603,357</b>	<b>509,539</b>	<b>713,204</b>	<b>542,291</b>	<b>567,543</b>
<u>0106 HARRISBURG HUMAN RELATIONS COMMISSION</u>						
Personnel Services	133,990	0	0	0	0	0
Operating Expenses	14,499	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>148,488</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

EXPENDITURE ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<u>0107 OFFICE OF THE CITY ENGINEER</u>						
Personnel Services	99,041	0	0	0	0	0
Operating Expenses	735,007	0	0	0	0	0
Capital Outlay	271,759	0	0	0	0	0
Grants	0	0	0	0	0	0
TOTALS	<u>1,105,807</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0109 MAYOR'S OFFICE FOR ECONOMIC DEVELOPMENT AND SPECIAL PROJECTS</u>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Grants/Non-Expenditure Items	0	0	0	0	0	0
TOTALS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL GENERAL GOVERNMENT						
Personnel Services	1,582,291	1,223,531	1,086,867	1,401,502	1,213,398	1,376,335
Operating Expenses	1,044,609	664,852	533,743	775,077	637,712	594,870
Capital Outlay	317,244	45,351	45,939	5,000	5,000	5,000
Grants	0	0	0	0	0	0
TOTAL EXPENDITURES	<u><u>2,944,144</u></u>	<u><u>1,933,735</u></u>	<u><u>1,666,549</u></u>	<u><u>2,181,579</u></u>	<u><u>1,856,110</u></u>	<u><u>1,976,205</u></u>

POSITION ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
GENERAL GOVERNMENT						
Office of City Council	9.00	8.00	8.00	9.00	9.00	9.00
Office of the Mayor	4.00	3.00	3.00	4.00	4.00	4.00
Office of the City Controller	3.00	3.00	3.00	3.00	3.00	3.00
Office of City Treasurer	7.00	6.00	7.00	8.40	8.40	7.40
Office of City Solicitor	4.00	3.00	4.00	4.00	5.00	5.00
Human Relations Commission	3.00	0.00	0.00	0.00	0.00	0.00
Office of City Engineer	3.00	0.00	0.00	0.00	0.00	0.00
Mayor's Office for Economic Development	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL POSITIONS	33.00	23.00	25.00	28.40	29.40	28.40

In the 2010 Budget, the Mayor's Office for Economic Development was moved to the Department of Building and Housing Development and renamed the Office of Economic Development. Also, in Office of City Solicitor, the Deputy City Solicitor was moved from the Water Fund and Sewer Fund, funded half by both, to the Office of City Solicitor which would be funded fully by the Office of the City Solicitor. Also, in the Office of the City Engineer, the GIS Engineer/GIS Manager which was vacant had been eliminated.

In the 2011 Budget, the Human Relations commission was eliminated, which in turn eliminated 3 positions; Executive Director, Human Relations Specialist, and Secretary II. Also, the office of the City Engineer was moved to Public Works. In the Office of City Council the Administrative Assistant was eliminated. In the Office of the Mayor the Senior Assistant to the Mayor was reinstated to the budget. The Office of the City Controller decreased one position with the elimination of the Audit Manager. In the Office of City Treasurer, two positions were eliminated, the Auditor and Administrative Assistant. Also the Office of the City Solicitor, the Deputy City Solicitor and the Legal Assistant were both eliminated.

In the 2012 Budget, the Department of General Government decreased a net of one position. In the Office of the Mayor, there is a decrease of two positions. Both the Ombudsman and the Director of Communications were eliminated from the 2012 Budget. In the Office of the City Solicitor, the position of Deputy City Solicitor was reinstated.

In the 2013 Budget, a Policy/Communications Director position was added to the Office of the Mayor.

In the Office of the City Solicitor, an Assistant City Solicitor position was added in the budget.

In the 2014 Budget, the vacant mainframe Computer Programmer position in the Office of City Treasurer is proposed to be eliminated. In the office of City Solicitor, the Paralegal III which was previously funded by the Water Fund, was moved to the Office of City Solicitor effective November 4, 2013 due to transfer of Water Fund operations to THA. This position was added to the Office of the City Solicitor in 2013 via reallocation by City Council.

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 & Enrichment, 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  
2014 PROPOSED BUDGET

General Fund

0101 City Council

Allocation Plan

Position Control

PERSONNEL SERVICES	2013		2014		JOB CLASSIFICATION	2013		2014	
	BUDGET	BUDGET	BUDGET	BUDGET		BUDGET	BUDGET	BUDGET	BUDGET
Salaries-Mgmt	259,500	259,500	Council Members	7	7	141,500	141,500		
Fringe Benefits	19,852	19,852	City Clerk	1	1	70,000	70,000		
			Assistant City Clerk	1	1	48,000	48,000		
<b>TOTAL</b>	<b>279,352</b>	<b>279,352</b>	<b>Total Management</b>	<b>9</b>	<b>9</b>	<b>259,500</b>	<b>259,500</b>		
<b>OPERATING EXPENSES</b>			<b>FICA</b>			<b>19,852</b>	<b>19,852</b>		
Communications	8,850	8,100	<b>Total Fringe Benefits</b>			<b>19,852</b>	<b>19,852</b>		
Professional Services	75,000	150,000	<b>TOTAL</b>	<b>9</b>	<b>9</b>	<b>279,352</b>	<b>279,352</b>		
Utilities	0	0							
Insurance	0	0							
Rentals	0	0							
Maintenance & Repairs	5,000	5,000							
Contracted Services	18,818	29,193							
Supplies	13,250	13,250							
Minor Capital Equipment	0	1,200							
<b>TOTAL</b>	<b>120,918</b>	<b>206,743</b>							
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>							
<b>GRANTS</b>	<b>0</b>	<b>0</b>							
<b>TOTAL APPROPRIATION</b>	<b>400,270</b>	<b>486,095</b>							

**GENERAL GOVERNMENT**

CITY COUNCIL - 0101

EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	CITY CLERK	4	70,000.00	0.00	0.00	0.00	70,000.00	0.00	5,355.00	0.00	75,355.00
	<b>ASSISTANT CITY CLERK</b>	1	<b>48,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48,000.00</b>	<b>0.00</b>	<b>3,672.00</b>	<b>0.00</b>	<b>51,672.00</b>
	PRESIDENT	1	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	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	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	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	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	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	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		259,500.00	0.00	0.00	0.00	259,500.00	0.00	19,852.00	0.00	279,352.00
9.00	TOTAL		259,500.00	0.00	0.00	0.00	259,500.00	0.00	19,852.00	0.00	279,352.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>						<b>259,500.00</b>	<b>0.00</b>	<b>19,852.00</b>	<b>0.00</b>	<b>279,352.00</b>

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

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01000101 City Council

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$232,787.30	\$207,303.97	\$214,500.00	\$169,050.17	\$209,300.17	\$259,500.00	\$45,000.00
419001 SOCIAL SECURITY	\$17,807.86	\$15,954.31	\$19,852.00	\$13,067.46	\$16,178.76	\$19,852.00	\$0.00
<b>TOTAL PERSONNEL</b>	<b>\$250,595.16</b>	<b>\$223,258.28</b>	<b>\$234,352.00</b>	<b>\$182,117.63</b>	<b>\$225,478.93</b>	<b>\$279,352.00</b>	<b>\$45,000.00</b>
420010 ADVERTISING	\$4,664.82	\$3,559.34	\$8,000.00	\$5,643.08	\$8,000.00	\$7,000.00	(\$1,000.00)
420020 PRINTING	\$303.00	\$330.00	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
420030 PHOTOGRAPHY	\$0.00	\$150.00	\$250.00	\$0.00	\$250.00	\$500.00	\$250.00
420050 POSTAGE	\$11.31	\$55.11	\$100.00	\$36.17	\$100.00	\$100.00	\$0.00
<b>420100 Communications</b>	<b>\$4,979.13</b>	<b>\$4,094.45</b>	<b>\$8,850.00</b>	<b>\$5,679.25</b>	<b>\$8,850.00</b>	<b>\$8,100.00</b>	<b>(\$750.00)</b>
421010 LEGAL	\$32,919.20	\$2,500.00	\$75,000.00	\$0.00	\$75,000.00	\$150,000.00	\$75,000.00
421030 CONSULTING	\$0.00	\$0.00	\$46,700.00	\$46,668.13	\$46,668.13	\$0.00	(\$46,700.00)
<b>421100 Professional Services</b>	<b>\$32,919.20</b>	<b>\$2,500.00</b>	<b>\$121,700.00</b>	<b>\$46,668.13</b>	<b>\$121,668.13</b>	<b>\$150,000.00</b>	<b>\$28,300.00</b>
425000 OFFICE EQUIPMENT	\$175.00	\$107.40	\$200.00	\$175.50	\$200.00	\$200.00	\$0.00
425050 COMMUNICATIONS EQUIPMENT	\$0.00	\$0.00	\$500.00	\$324.51	\$500.00	\$500.00	\$0.00
425090 MAINT SERV CONTRACT	\$4,454.96	\$4,531.50	\$4,300.00	\$3,600.00	\$5,800.00	\$4,300.00	\$0.00
<b>425100 Maintenance &amp; Repairs</b>	<b>\$4,629.96</b>	<b>\$4,638.90</b>	<b>\$5,000.00</b>	<b>\$4,100.01</b>	<b>\$6,500.00</b>	<b>\$5,000.00</b>	<b>\$0.00</b>
429001 TUITION/TRAINING	\$0.00	\$300.00	\$200.00	\$0.00	\$200.00	\$300.00	\$100.00
429009 ADMIN/TRUSTEE FEE	\$76.34	\$28.70	\$80.00	\$10.04	\$80.00	\$80.00	\$0.00
429014 CONTRACTED PERSONNEL SVS.	\$0.00	\$5,062.50	\$8,300.00	\$0.00	\$10,000.00	\$10,000.00	\$1,700.00
429015 TRAVEL	\$6,282.57	\$2,266.34	\$11,173.53	\$10,873.32	\$11,173.53	\$14,000.00	\$2,826.47
429016 CONFERENCES	\$879.14	\$125.00	\$1,000.00	\$682.00	\$1,000.00	\$1,000.00	\$0.00
429017 MEMBERSHIPS	\$3,813.00	\$3,813.00	\$3,813.00	\$3,813.00	\$3,813.00	\$3,813.00	\$0.00
429090 MISC CONTRACTED SRVCS	\$0.00	\$0.00	\$225.00	\$0.00	\$225.00	\$0.00	(\$225.00)
<b>429100 Contracted Services</b>	<b>\$11,051.05</b>	<b>\$11,595.54</b>	<b>\$24,791.53</b>	<b>\$15,378.36</b>	<b>\$26,491.53</b>	<b>\$29,193.00</b>	<b>\$4,401.47</b>
430009 OFFICE	\$276.02	\$0.00	\$250.00	\$0.00	\$250.00	\$250.00	\$0.00
430099 MISC SUPPLIES AND EXP	\$0.00	\$7,680.84	\$4,126.47	\$3,016.83	\$5,326.00	\$13,000.00	\$8,873.53
<b>430100 Supplies and Expenses</b>	<b>\$276.02</b>	<b>\$7,680.84</b>	<b>\$4,376.47</b>	<b>\$3,016.83</b>	<b>\$5,576.00</b>	<b>\$13,250.00</b>	<b>\$8,873.53</b>
439015 OFFICE EQUIPMENT	\$0.00	\$0.00	\$1,200.00	\$1,109.43	\$1,109.43	\$1,200.00	\$0.00
<b>439100 Minor Capital</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,200.00</b>	<b>\$1,109.43</b>	<b>\$1,109.43</b>	<b>\$1,200.00</b>	<b>\$0.00</b>
<b>TOTAL OPERATING</b>	<b>\$53,855.36</b>	<b>\$30,509.73</b>	<b>\$165,918.00</b>	<b>\$75,952.01</b>	<b>\$170,195.09</b>	<b>\$206,743.00</b>	<b>\$40,825.00</b>
<b>TOTAL OFFICE OF CITY COUNCIL</b>	<b>\$304,450.52</b>	<b>\$253,768.01</b>	<b>\$400,270.00</b>	<b>\$258,069.64</b>	<b>\$395,674.02</b>	<b>\$486,095.00</b>	<b>\$85,825.00</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  
2014 PROPOSED BUDGET

General Fund

0102 Mayor's Office

Allocation Plan

Position Control

	2013		2014		JOB CLASSIFICATION	2013		2014	
	BUDGET	BUDGET	BUDGET	BUDGET		BUDGET	BUDGET		
PERSONNEL SERVICES									
Salaries-Mgmt	250,000	250,000	Mayor		1	1	80,000	80,000	
Fringe Benefits	19,125	19,125	Policy/Communications Director		1	1	70,000	70,000	
			Senior Assistant to the Mayor		1	1	60,000	60,000	
TOTAL	269,125	269,125	Assistant to Mayor		1	1	40,000	40,000	
OPERATING EXPENSES			Total Management		4	4	250,000	250,000	
Communications	6,300	4,800							
Professional Services	0	0	FICA				19,125	19,125	
Utilities	0	0							
Insurance	0	0	Total Fringe Benefits				19,125	19,125	
Rentals	0	0							
Maintenance & Repairs	500	500							
Contracted Services	7,414	7,414	TOTAL		4	4	269,125	269,125	
Supplies	1,300	1,300							
Minor Capital Equipment	0	0							
TOTAL	15,514	14,014							
CAPITAL OUTLAY	5,000	5,000							
TOTAL APPROPRIATION	289,639	288,139							

GENERAL GOVERNMENT

MAYOR - 0102

EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	MAYOR	1 7	\$ 80,000.00	0.00	0.00	0.00	80,000.00	0.00	6,120.00	0.00	86,120.00
	ASSISTANT TO THE MAYOR	1 10	\$ 40,000.00	0.00	0.00	0.00	40,000.00	0.00	3,060.00	0.00	43,060.00
	SENIOR ASSISTANT TO THE MAYOR	5 10	\$ 60,000.00	0.00	0.00	0.00	60,000.00	0.00	4,590.00	0.00	64,590.00
<b>VACANT</b>	<b>POSITION</b>	<b>1 1</b>	<b>\$ 70,000.00</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>
4.00	MANAGEMENT TOTALS		250,000.00	0.00	0.00	0.00	250,000.00	0.00	19,125.00	0.00	269,125.00
4.00			250,000.00	0.00	0.00	0.00	250,000.00	0.00	19,125.00	0.00	269,125.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>											
							<b>250,000.00</b>	<b>0.00</b>	<b>19,125.00</b>	<b>0.00</b>	<b>269,125.00</b>

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



## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01000102 Mayor

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$267,774.36	\$190,109.10	\$250,000.00	\$153,698.83	\$188,832.23	\$250,000.00	\$0.00
415000 TEMPORARY	\$13,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
419001 SOCIAL SECURITY	\$21,486.88	\$14,655.37	\$19,125.00	\$12,017.64	\$14,761.29	\$19,125.00	\$0.00
<b>TOTAL PERSONNEL</b>	<b>\$302,361.24</b>	<b>\$204,764.47</b>	<b>\$269,125.00</b>	<b>\$165,716.47</b>	<b>\$203,593.52</b>	<b>\$269,125.00</b>	<b>\$0.00</b>
420010 ADVERTISING	\$280.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00
420020 PRINTING	\$2,296.50	\$479.84	\$2,500.00	\$682.00	\$1,500.00	\$2,000.00	(\$500.00)
420030 PHOTOGRAPHY	\$240.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00
420040 TELEPHONE	\$1,718.28	\$679.08	\$1,500.00	\$658.97	\$1,500.00	\$1,000.00	(\$500.00)
420050 POSTAGE	\$1,117.91	\$800.60	\$1,500.00	\$538.39	\$1,500.00	\$1,000.00	(\$500.00)
<b>420100 Communications</b>	<b>\$5,652.69</b>	<b>\$1,959.52</b>	<b>\$6,300.00</b>	<b>\$1,879.36</b>	<b>\$4,500.00</b>	<b>\$4,800.00</b>	<b>(\$1,500.00)</b>
425000 OFFICE EQUIPMENT	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
<b>425100 Maintenance &amp; Repairs</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>\$0.00</b>
429009 ADMIN/TRUSTEE FEE	\$76.34	\$76.90	\$80.00	\$0.00	\$80.00	\$80.00	\$0.00
429015 TRAVEL	\$891.67	\$834.71	\$1,500.00	\$1,291.51	\$1,500.00	\$1,500.00	\$0.00
429016 CONFERENCES	\$3,302.17	\$140.37	\$2,300.00	\$0.00	\$140.00	\$2,300.00	\$0.00
429017 MEMBERSHIPS	\$1,568.93	\$3,489.00	\$3,534.00	\$0.00	\$0.00	\$3,534.00	\$0.00
<b>429100 Contracted Services</b>	<b>\$5,839.11</b>	<b>\$4,540.98</b>	<b>\$7,414.00</b>	<b>\$1,291.51</b>	<b>\$1,720.00</b>	<b>\$7,414.00</b>	<b>\$0.00</b>
430009 OFFICE	\$826.74	\$598.84	\$1,000.00	\$243.51	\$1,000.00	\$1,000.00	\$0.00
430099 MISC SUPPLIES AND EXP	\$0.00	\$0.00	\$300.00	\$144.99	\$300.00	\$300.00	\$0.00
<b>430100 Supplies and Expenses</b>	<b>\$826.74</b>	<b>\$598.84</b>	<b>\$1,300.00</b>	<b>\$388.50</b>	<b>\$1,300.00</b>	<b>\$1,300.00</b>	<b>\$0.00</b>
<b>TOTAL OPERATING</b>	<b>\$12,318.54</b>	<b>\$7,099.34</b>	<b>\$15,514.00</b>	<b>\$3,559.37</b>	<b>\$8,020.00</b>	<b>\$14,014.00</b>	<b>(\$1,500.00)</b>
453049 LEASE PURCHASE	\$4,333.01	\$4,920.28	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00
<b>TOTAL CAPITAL</b>	<b>\$4,333.01</b>	<b>\$4,920.28</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$0.00</b>
<b>TOTAL OFFICE OF THE MAYOR</b>	<b>\$319,012.79</b>	<b>\$216,784.09</b>	<b>\$289,639.00</b>	<b>\$174,275.84</b>	<b>\$216,613.52</b>	<b>\$288,139.00</b>	<b>(\$1,500.00)</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  
2014 PROPOSED BUDGET

General Fund

0103 City Controller's Office

Allocation Plan

Position Control

	2013		2014		JOB CLASSIFICATION	2013		2014	
	BUDGET	BUDGET	BUDGET	BUDGET		BUDGET	BUDGET	BUDGET	BUDGET
PERSONNEL SERVICES									
Salaries-Mgmt	86,950	86,950	City Controller	1	1	20,000	20,000		
Salaries-BU	44,240	42,951	Chief Deputy Controller	1	1	66,950	66,950		
Fringe Benefits	13,185	13,087							
			Total Management	2	2	86,950	86,950		
TOTAL	144,375	142,988							
OPERATING EXPENSES			Auditor	1	1	44,240	42,951		
Communications	20	20	Total Bargaining Unit	1	1	44,240	42,951		
Professional Services	50,000	0							
Utilities	0	0	Payroll Related Expenses			2,925	2,925		
Insurance	0	0	FICA			10,260	10,162		
Rentals	0	0							
Maintenance & Repairs	550	425	Total Fringe Benefits			13,185	13,087		
Contracted Services	0	0							
Supplies	225	0							
Minor Capital Equipment	0	0	TOTAL	3	3	144,375	142,988		
TOTAL	50,795	445							
CAPITAL OUTLAY	0	0							
TOTAL APPROPRIATION	195,170	143,433							

**CITY CONTROLLER**

CITY CONTROLLER - 0103

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	CITY CONTROLLER	1 3	\$ 20,000.00	0.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00
	CHIEF DEPUTY CONTROLLER	2 1	\$ 66,950.00	0.00	0.00	0.00	66,950.00	0.00	5,122.00	0.00	72,072.00
2.00	MANAGEMENT TOTALS		86,950.00	0.00	0.00	0.00	86,950.00	0.00	6,652.00	0.00	93,602.00
	AUDITOR	10 4	\$ 42,109.02	0.00	0.00	842.18	42,951.00		3,286.00	0.00	46,237.00
1.00	BARGAINING UNIT TOTALS		42,109.02	0.00	0.00	842.18	42,951.00	0.00	3,286.00	0.00	46,237.00
	WORKING OUT OF CLASS	10 4	\$ 2,925.00	0.00	0.00	0.00	2,925.00		224.00	0.00	3,149.00
3.00	TOTAL		131,984.02	0.00	0.00	842.18	132,826.00	0.00	10,162.00	0.00	142,988.00
	OVERTIME						0.00	0.00	0.00	0.00	0.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>						<b>132,826.00</b>	<b>0.00</b>	<b>10,162.00</b>	<b>0.00</b>	<b>142,988.00</b>

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

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01000103 Controller

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$130,788.68	\$131,982.26	\$134,115.00	\$106,049.82	\$131,288.87	\$132,826.00	(\$1,289.00)
419001 SOCIAL SECURITY	\$10,005.39	\$10,096.55	\$10,260.00	\$8,112.74	\$10,043.49	\$10,162.00	(\$98.00)
<b>TOTAL PERSONNEL</b>	<b>\$140,794.07</b>	<b>\$142,078.81</b>	<b>\$144,375.00</b>	<b>\$114,162.56</b>	<b>\$141,332.36</b>	<b>\$142,988.00</b>	<b>(\$1,387.00)</b>
420050 POSTAGE	\$10.12	\$0.00	\$20.00	\$0.00	\$20.00	\$20.00	\$0.00
<b>420100 Communications</b>	<b>\$10.12</b>	<b>\$0.00</b>	<b>\$20.00</b>	<b>\$0.00</b>	<b>\$20.00</b>	<b>\$20.00</b>	<b>\$0.00</b>
421010 LEGAL	\$28,065.12	\$33,118.83	\$50,000.00	\$500.00	\$0.00	\$0.00	(\$50,000.00)
421030 CONSULTING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>421100 Professional Services</b>	<b>\$28,065.12</b>	<b>\$33,118.83</b>	<b>\$50,000.00</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$50,000.00)</b>
425090 MAINT SERV CONTRACT	\$0.00	\$39.95	\$550.00	\$192.45	\$550.00	\$425.00	(\$125.00)
<b>425100 Maintenance &amp; Repairs</b>	<b>\$0.00</b>	<b>\$39.95</b>	<b>\$550.00</b>	<b>\$192.45</b>	<b>\$550.00</b>	<b>\$425.00</b>	<b>(\$125.00)</b>
430009 OFFICE	\$49.94	\$291.96	\$225.00	\$9.98	\$225.00	\$0.00	(\$225.00)
<b>430100 Supplies and Expenses</b>	<b>\$49.94</b>	<b>\$291.96</b>	<b>\$225.00</b>	<b>\$9.98</b>	<b>\$225.00</b>	<b>\$0.00</b>	<b>(\$225.00)</b>
<b>TOTAL OPERATING</b>	<b>\$28,125.18</b>	<b>\$33,450.74</b>	<b>\$50,795.00</b>	<b>\$702.43</b>	<b>\$795.00</b>	<b>\$445.00</b>	<b>(\$50,350.00)</b>
<b>TOTAL OFFICE OF THE CITY CONTR</b>	<b>\$168,919.25</b>	<b>\$175,529.55</b>	<b>\$195,170.00</b>	<b>\$114,864.99</b>	<b>\$142,127.36</b>	<b>\$143,433.00</b>	<b>(\$51,737.00)</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  
2014 PROPOSED BUDGET

General Fund

0104 City Treasurer's Office

Allocation Plan		Position Control					
	2013 BUDGET	2014 BUDGET	JOB CLASSIFICATION	2013 BUDGET	2014 BUDGET	2013 BUDGET	2014 BUDGET
PERSONNEL SERVICES							
Salaries-Mgmt	237,197	171,203	City Treasurer	1	1	20,000	20,000
Salaries-BU	167,722	162,837	Deputy Treasurer	1	1	68,000	68,000
Overtime	0	0	Assistant Deputy Treasurer	1	1	56,000	56,000
Fringe Benefits	30,977	25,555	Computer Programmer	1	0	65,994	0
			System Programmer	0.40	0.40	27,203	27,203
TOTAL	435,896	359,595	Total Management	4.40	3.40	237,197	171,203
OPERATING EXPENSES							
Communications	11,600	11,600	Cashier III	2	2	82,660	80,253
Professional Services	30,000	27,000	Accounting Clerk IV	1	1	42,426	41,190
Utilities	0	0	Imaging Specialist	1	1	42,636	41,394
Insurance	1,800	1,800	Total Bargaining Unit	4	4	167,722	162,837
Rentals	0	0	Overtime			0	0
Maintenance & Repairs	67,000	69,000	FICA			30,977	25,555
Contracted Services	500	500	Total Fringe Benefits			30,977	25,555
Supplies	36,500	21,500	TOTAL	8.40	7.40	435,896	359,595
Minor Capital Equipment	0	0					
TOTAL	147,400	131,400					
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	583,296	490,995					

**GENERAL GOVERNMENT**

CITY TREASURER - 0104

EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	CITY TREASURER	1 3	2012 \$ 20,000.00	0.00	0.00	0.00	20,000.00	0.00	1,530.00	0.00	21,530.00
	DEPUTY TREASURER	1 8	2007 \$ 68,000.00	0.00	0.00	0.00	68,000.00	0.00	5,202.00	0.00	73,202.00
	ASSISTANT DEPUTY TREASURER	1 1	2012 \$ 56,000.00	0.00	0.00	0.00	56,000.00	0.00	4,284.00	0.00	60,284.00
<b>VACANT</b>	<b>IBM MAINFRAME COMPUTER PROGRAMMER</b>	<b>7 29</b>	<b>2002 \$ 65,994.43</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>65,994.00</b>	<b>0.00</b>	<b>5,049.00</b>	<b>0.00</b>	<b>71,043.00</b>
	SYSTEMS PROGRAMMER (40%)	11 19	2012 \$ 27,202.57	0.00	0.00	0.00	27,203.00	0.00	2,081.00	0.00	29,284.00
4.40	MANAGEMENT TOTALS		237,197.00	0.00	0.00	0.00	237,197.00	0.00	18,146.00	0.00	255,343.00
	ACCOUNTING CLERK IV	8 12	2002 \$ 40,782.10	0.00	0.00	407.82	41,190.00	0.00	3,151.00	0.00	44,341.00
<b>VACANT</b>	<b>CASHIER III</b>	<b>10 30</b>	<b>1989 \$ 39,533.30</b>	<b>0.00</b>	<b>0.00</b>	<b>790.67</b>	<b>40,324.00</b>	<b>0.00</b>	<b>3,085.00</b>	<b>0.00</b>	<b>43,409.00</b>
	CASHIER III	9 27	1999 \$ 39,533.30	0.00	0.00	395.33	39,929.00	0.00	3,055.00	0.00	42,984.00
	IMAGING SPECIALIST	8 12	1996 \$ 40,782.10	0.00	0.00	611.73	41,394.00	0.00	3,167.00	0.00	44,561.00
4.00	BARGAINING UNIT TOTALS		160,630.80	0.00	0.00	2,205.55	162,837.00	0.00	12,458.00	0.00	175,295.00
<b>MAYOR</b>	<b>CUT</b>	<b>7 29</b>	<b>2002 \$ (65,994.43)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(65,994.00)</b>	<b>0.00</b>	<b>(5,049.00)</b>	<b>0.00</b>	<b>(71,043.00)</b>
-1.00	MAYOR CUT		(65,994.43)	0.00	0.00	0.00	(65,994.00)	0.00	(5,049.00)	0.00	(71,043.00)
7.40	TOTAL		331,833.37	0.00	0.00	2,205.55	334,040.00	0.00	25,555.00	0.00	359,595.00
	OVERTIME					0.00	0.00	0.00	0.00	0.00	0.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>						<b>334,040.00</b>	<b>0.00</b>	<b>25,555.00</b>	<b>0.00</b>	<b>359,595.00</b>

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

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01000104 Treasurer

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014
414000 SALARIES & WAGES	\$365,241.10	\$350,160.85	\$404,919.00	\$316,079.36	\$377,143.02	\$334,040.00	(\$70,879.00)
415000 TEMPORARY	\$2,550.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
419001 SOCIAL SECURITY	\$28,136.09	\$26,804.53	\$30,977.00	\$24,306.98	\$29,009.41	\$25,555.00	(\$5,422.00)
<b>TOTAL PERSONNEL</b>	<b>\$395,927.19</b>	<b>\$376,965.38</b>	<b>\$435,896.00</b>	<b>\$340,386.34</b>	<b>\$406,152.43</b>	<b>\$359,595.00</b>	<b>(\$76,301.00)</b>
420010 ADVERTISING	\$0.00	\$150.00	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
420020 PRINTING	\$2,291.89	\$950.15	\$3,000.00	\$1,283.64	\$3,000.00	\$3,000.00	\$0.00
420040 TELEPHONE	\$585.13	\$495.11	\$600.00	\$323.28	\$600.00	\$600.00	\$0.00
420050 POSTAGE	\$2,295.41	\$4,462.44	\$7,500.00	\$5,422.32	\$7,500.00	\$7,500.00	\$0.00
<b>420100 Communications</b>	<b>\$5,172.43</b>	<b>\$6,057.70</b>	<b>\$11,600.00</b>	<b>\$7,029.24</b>	<b>\$11,600.00</b>	<b>\$11,600.00</b>	<b>\$0.00</b>
421010 LEGAL	\$24,389.75	\$13,578.54	\$27,420.00	\$0.00	\$27,420.00	\$27,000.00	(\$420.00)
<b>421100 Professional Services</b>	<b>\$24,389.75</b>	<b>\$13,578.54</b>	<b>\$27,420.00</b>	<b>\$0.00</b>	<b>\$27,420.00</b>	<b>\$27,000.00</b>	<b>(\$420.00)</b>
423090 PUBLIC OFF PREM	\$1,210.00	\$1,440.00	\$1,800.00	\$1,440.00	\$1,800.00	\$1,800.00	\$0.00
<b>423100 Insurance</b>	<b>\$1,210.00</b>	<b>\$1,440.00</b>	<b>\$1,800.00</b>	<b>\$1,440.00</b>	<b>\$1,800.00</b>	<b>\$1,800.00</b>	<b>\$0.00</b>
425000 OFFICE EQUIPMENT	\$0.00	\$1,220.31	\$2,000.00	\$462.50	\$2,000.00	\$4,000.00	\$2,000.00
425030 BUILDING MAINT	\$0.00	\$0.00	\$5,000.00	\$397.65	\$5,000.00	\$5,000.00	\$0.00
425090 MAINT SERV CONTRACT	\$43,999.88	\$49,347.00	\$60,000.00	\$57,105.19	\$60,000.00	\$60,000.00	\$0.00
<b>425100 Maintenance &amp; Repairs</b>	<b>\$43,999.88</b>	<b>\$50,567.31</b>	<b>\$67,000.00</b>	<b>\$57,965.34</b>	<b>\$67,000.00</b>	<b>\$69,000.00</b>	<b>\$2,000.00</b>
429014 CONTRACTED PERSONNEL SVS.	\$0.00	\$505.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
429017 MEMBERSHIPS	\$292.00	\$145.25	\$500.00	\$55.00	\$500.00	\$500.00	\$0.00
429025 DISASTER RECOVERY SYSTEM	\$9,583.56	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>429100 Contracted Services</b>	<b>\$9,875.56</b>	<b>\$650.25</b>	<b>\$500.00</b>	<b>\$55.00</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>\$0.00</b>
430002 SOFTWARE	\$15,795.60	\$15,795.60	\$16,072.80	\$16,072.80	\$16,072.80	\$17,000.00	\$927.20
430008 DATA PROCESSING	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00
430009 OFFICE	\$606.77	\$371.91	\$2,000.00	\$1,236.36	\$2,000.00	\$2,000.00	\$0.00
430042 TOOLS & HARDWARE	\$0.00	\$6.00	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
430099 MISC SUPPLIES AND EXP	\$0.00	\$0.00	\$9,148.25	\$335.00	\$15,000.00	\$0.00	(\$9,148.25)
<b>430100 Supplies and Expenses</b>	<b>\$16,402.37</b>	<b>\$16,173.51</b>	<b>\$29,721.05</b>	<b>\$17,644.16</b>	<b>\$35,572.80</b>	<b>\$21,500.00</b>	<b>(\$8,221.05)</b>
439015 OFFICE EQUIPMENT	\$0.00	\$4,477.60	\$9,358.95	\$9,358.95	\$9,358.95	\$0.00	(\$9,358.95)
<b>439100 Minor Capital</b>	<b>\$0.00</b>	<b>\$4,477.60</b>	<b>\$9,358.95</b>	<b>\$9,358.95</b>	<b>\$9,358.95</b>	<b>\$0.00</b>	<b>(\$9,358.95)</b>
<b>TOTAL OPERATING</b>	<b>\$101,049.99</b>	<b>\$92,944.91</b>	<b>\$147,400.00</b>	<b>\$93,492.69</b>	<b>\$153,251.75</b>	<b>\$131,400.00</b>	<b>(\$16,000.00)</b>
453049 LEASE PURCHASE	\$41,018.39	\$41,018.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL CAPITAL</b>	<b>\$41,018.39</b>	<b>\$41,018.39</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OFFICE OF THE CITY TREASURER</b>	<b>\$537,995.57</b>	<b>\$510,928.68</b>	<b>\$583,296.00</b>	<b>\$433,879.03</b>	<b>\$559,404.18</b>	<b>\$490,995.00</b>	<b>(\$92,301.00)</b>

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 Building and Housing Development.

Law Bureau staff prosecute 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  
2014 PROPOSED BUDGET

General Fund

0105 City Solicitor's Office

Allocation Plan

Position Control

PERSONNEL SERVICES	2013	2014	JOB CLASSIFICATION	2013	2014	2013	2014
	BUDGET	BUDGET		BUDGET	BUDGET	BUDGET	BUDGET
Salaries-Mgmt	253,370	253,370	City Solicitor	1	1	85,000	85,000
Salaries-BU	0	48,789	Deputy City Solicitor	1	1	69,000	69,000
Overtime	0	0	Assistant City Solicitor	1	1	55,000	55,000
Fringe Benefits	19,384	23,116	Confidential Legal Secretary II	1	1	44,370	44,370
<b>TOTAL</b>	<b>272,754</b>	<b>325,275</b>	<b>Total Management</b>	<b>4</b>	<b>4</b>	<b>253,370</b>	<b>253,370</b>
			Paralegal III	0	1	0	48,789
			<b>Total Bargaining Unit</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>48,789</b>
<b>OPERATING EXPENSES</b>			Overtime			0	0
Communications	1,675	2,000	FICA			19,384	23,116
Professional Services	400,600	200,600	Healthcare Benefits - Active			0	0
Utilities	0	0	Healthcare Benefits - Retirees			0	0
Insurance	0	0	<b>Total Fringe Benefits</b>			<b>19,384</b>	<b>23,116</b>
Rentals	0	0	<b>TOTAL</b>	<b>4</b>	<b>5</b>	<b>272,754</b>	<b>325,275</b>
Maintenance & Repairs	0	0					
Contracted Services	2,675	3,600					
Supplies	35,500	36,068					
Minor Capital Equipment	0	0					
<b>TOTAL</b>	<b>440,450</b>	<b>242,268</b>					
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>					
<b>TOTAL APPROPRIATION</b>	<b>713,204</b>	<b>567,543</b>					



GENERAL GOVERNMENT

EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG TERM	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	CITY SOLICITOR	7 18	85,000.00	0.00	0.00	0.00	85,000.00	0.00	6,503.00		91,503.00
	DEPUTY CITY SOLICITOR	9 10	69,000.00	0.00	0.00	0.00	69,000.00	0.00	5,279.00		74,279.00
	ASSISTANT CITY SOLICITOR	7 15	55,000.00	0.00	0.00	0.00	55,000.00	0.00	4,208.00		59,208.00
<b>VACANT</b>	<b>POSITION</b>	<b>4 5</b>	<b>44,370.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>44,370.00</b>	<b>0.00</b>	<b>3,394.00</b>		<b>47,764.00</b>
4.00	MANAGEMENT TOTALS		253,370.00	0.00	0.00	0.00	253,370.00	0.00	19,384.00	0.00	272,754.00
	<b>PARALEGAL III</b>	<b>6 11</b>	<b>47,832.51</b>	<b>0.00</b>	<b>0.00</b>	<b>956.65</b>	<b>48,789.00</b>	<b>0.00</b>	<b>3,732.00</b>		<b>52,521.00</b>
1.00	TRANSFERRED POSITION-BARGAINING UNIT		47,832.51	0.00	0.00	956.65	48,789.00	0.00	3,732.00	0.00	52,521.00
5.00	TOTAL		301,202.51	0.00	0.00	956.65	302,159.00	0.00	23,116.00	0.00	325,275.00
	OVERTIME						0.00	0.00	0.00	0.00	0.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>						<b>302,159.00</b>	<b>0.00</b>	<b>23,116.00</b>	<b>0.00</b>	<b>325,275.00</b>

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

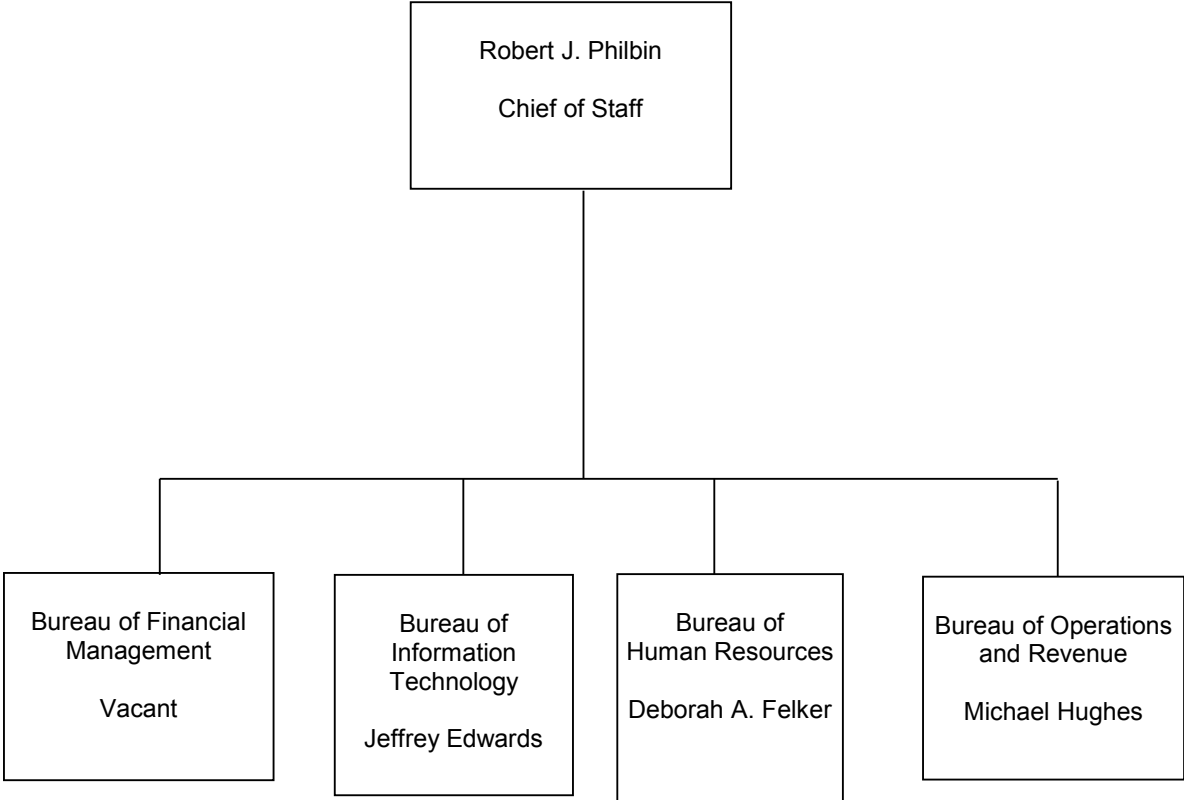
## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01000105 City Solicitor

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$124,341.14	\$129,865.13	\$253,370.00	\$172,660.50	\$219,977.34	\$302,159.00	\$48,789.00
419001 SOCIAL SECURITY	\$9,512.44	\$9,934.83	\$19,384.00	\$13,227.78	\$16,863.64	\$23,116.00	\$3,732.00
<b>TOTAL PERSONNEL</b>	<b>\$133,853.58</b>	<b>\$139,799.96</b>	<b>\$272,754.00</b>	<b>\$185,888.28</b>	<b>\$236,840.98</b>	<b>\$325,275.00</b>	<b>\$52,521.00</b>
420010 ADVERTISING	\$2,303.71	\$504.00	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
420040 TELEPHONE	\$574.52	\$635.07	\$700.00	\$531.29	\$700.00	\$900.00	\$200.00
420050 POSTAGE	\$280.41	\$428.63	\$475.00	\$426.60	\$475.00	\$600.00	\$125.00
<b>420100 Communications</b>	<b>\$3,158.64</b>	<b>\$1,567.70</b>	<b>\$1,675.00</b>	<b>\$957.89</b>	<b>\$1,675.00</b>	<b>\$2,000.00</b>	<b>\$325.00</b>
421010 LEGAL	\$444,118.82	\$349,424.40	\$385,000.00	\$168,297.24	\$250,000.00	\$200,000.00	(\$185,000.00)
421030 CONSULTING	\$1,723.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421060 STENOGRAPHER	\$0.00	\$0.00	\$350.00	\$0.00	\$350.00	\$350.00	\$0.00
421080 FILING FEES	\$0.00	(\$26.00)	\$250.00	\$39.00	\$250.00	\$250.00	\$0.00
<b>421100 Professional Services</b>	<b>\$445,841.82</b>	<b>\$349,398.40</b>	<b>\$385,600.00</b>	<b>\$168,336.24</b>	<b>\$250,600.00</b>	<b>\$200,600.00</b>	<b>(\$185,000.00)</b>
429001 TUITION/TRAINING	\$0.00	\$375.00	\$1,500.00	\$799.00	\$1,500.00	\$2,000.00	\$500.00
429009 ADMIN/TRUSTEE FEE	\$38.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
429014 CONTRACTED PERSONNEL SVS.	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$0.00	(\$15,000.00)
429016 CONFERENCES	\$239.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
429017 MEMBERSHIPS	\$690.00	\$660.00	\$1,175.00	\$538.00	\$1,175.00	\$1,600.00	\$425.00
<b>429100 Contracted Services</b>	<b>\$967.17</b>	<b>\$1,035.00</b>	<b>\$17,675.00</b>	<b>\$1,337.00</b>	<b>\$17,675.00</b>	<b>\$3,600.00</b>	<b>(\$14,075.00)</b>
430002 SOFTWARE	\$0.00	\$0.00	\$350.00	\$225.18	\$350.00	\$350.00	\$0.00
430003 SUBSCRIPTIONS	\$19,535.67	\$17,737.72	\$35,000.00	\$21,078.00	\$35,000.00	\$35,568.00	\$568.00
430009 OFFICE	\$0.00	\$0.00	\$150.00	\$17.57	\$150.00	\$150.00	\$0.00
<b>430100 Supplies and Expenses</b>	<b>\$19,535.67</b>	<b>\$17,737.72</b>	<b>\$35,500.00</b>	<b>\$21,320.75</b>	<b>\$35,500.00</b>	<b>\$36,068.00</b>	<b>\$568.00</b>
<b>TOTAL OPERATING</b>	<b>\$469,503.30</b>	<b>\$369,738.82</b>	<b>\$440,450.00</b>	<b>\$191,951.88</b>	<b>\$305,450.00</b>	<b>\$242,268.00</b>	<b>(\$198,182.00)</b>
<b>TOTAL OFFICE OF THE CITY SOLICIT</b>	<b>\$603,356.88</b>	<b>\$509,538.78</b>	<b>\$713,204.00</b>	<b>\$377,840.16</b>	<b>\$542,290.98</b>	<b>\$567,543.00</b>	<b>(\$145,661.00)</b>

**DEPARTMENT OF ADMINISTRATION**



EXPENDITURE ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>DEPARTMENT OF ADMINISTRATION</b>						
<b><u>0110 OFFICE OF THE BUSINESS ADMINISTRATOR</u></b>						
Personnel Services	152,283	47,573	129,469	162,552	152,524	162,552
Operating Expenses	18,785	11,228	7,607	17,100	15,975	18,150
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>171,068</b>	<b>58,801</b>	<b>137,076</b>	<b>179,652</b>	<b>168,499</b>	<b>180,702</b>
<b><u>0112 BUREAU OF FINANCIAL MANAGEMENT</u></b>						
Personnel Services	307,592	304,886	291,495	397,041	339,262	397,720
Operating Expenses	87,956	55,551	91,037	200,252	213,843	199,524
Capital Outlay	0	0	0	0	0	0
Grants	0	0	0	0	0	0
<b>TOTALS</b>	<b>395,549</b>	<b>360,437</b>	<b>382,532</b>	<b>597,293</b>	<b>553,105</b>	<b>597,244</b>
<b><u>0116 BUREAU OF INFORMATION TECHNOLOGY</u></b>						
Personnel Services	563,016	435,401	378,868	445,430	417,442	499,472
Operating Expenses	149,835	148,199	128,971	159,173	159,048	313,446
Capital Outlay	61,878	36,299	1,641	70,000	70,000	99,700
<b>TOTALS</b>	<b>774,729</b>	<b>619,899</b>	<b>509,480</b>	<b>674,603</b>	<b>646,490</b>	<b>912,618</b>
<b><u>0117 BUREAU OF HUMAN RESOURCES</u></b>						
Personnel Services	272,500	279,339	321,946	324,694	318,582	324,694
Operating Expenses	36,983	46,608	40,469	47,968	45,074	46,499
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>309,483</b>	<b>325,947</b>	<b>362,415</b>	<b>372,662</b>	<b>363,657</b>	<b>371,193</b>

EXPENDITURE ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<u>0124-0128 BUREAU OF OPERATIONS AND REVENUE</u>						
Personnel Services	763,146	478,630	391,985	429,465	375,192	186,579
Operating Expenses	851,964	227,564	218,100	259,388	266,393	340,772
Capital Outlay	56,902	0	24	0	0	0
Miscellaneous	4,110	2,912	0	0	0	0
TOTALS	<u>1,676,122</u>	<u>709,106</u>	<u>610,109</u>	<u>688,853</u>	<u>641,585</u>	<u>527,351</u>
 TOTAL DEPARTMENT OF ADMINISTRATION						
Personnel Services	2,058,537	1,545,829	1,513,763	1,759,182	1,603,003	1,571,017
Operating Expenses	1,279,022	525,495	486,183	683,881	700,333	918,391
Capital Outlay	137,565	47,527	1,665	70,000	70,000	99,700
Grants	0	0	0	0	0	0
TOTAL EXPENDITURES	<u><u>3,475,124</u></u>	<u><u>2,118,851</u></u>	<u><u>2,001,612</u></u>	<u><u>2,513,063</u></u>	<u><u>2,373,336</u></u>	<u><u>2,589,108</u></u>

POSITION ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
ADMINISTRATION						
Office of the Business Administrator	2.00	1.00	2.00	2.00	2.00	2.00
Financial Management	5.00	6.00	7.00	7.00	7.00	7.00
Information Technology	8.60	8.00	6.60	6.60	7.60	7.60
Human Resources	5.00	6.00	6.00	6.00	6.00	6.00
Operations & Revenue	17.00	9.00	8.00	9.00	4.00	4.00
TOTAL POSITIONS	37.60	30.00	29.60	30.60	26.60	26.60

In 2010, the Bureau of Operations and Revenue merged the three offices that made up Operations and Revenue in previous years. Also, the Bureau of Building Maintenance, previously in Department of Public Works has been merged into Operations and Revenue. The Office of the Business Administrator eliminated the two vacant positions of Deputy Business Administrator and Confidential Secretary to the B.A. In the Bureau of Financial Management, the Accounting Manager which was a vacant position was eliminated.

In the 2011 Budget, the Bureau of Financial Management was decreased by a net one position with the elimination of vacant Budget/Management Analyst Finance and Auditor II positions and the addition of an Accounting Manager. In the Bureau of Informational Technology, both the Computer Programmer II and Assistant Network Administrator positions both were eliminated. In Human Resources, the Payroll Tech was deleted and the Affirmative action Officer was added. The Bureau of Operations and Revenue had a reduction in eight labor, they were moved to the Office of the Director of Public Works.

In the 2012 Budget, the Department of Administration had a net decrease of two positions. In the Bureau of Financial Management, there was a Senior Accountant added to the budget. In the Bureau of Operations and Revenue, there was a decrease of three positions. The vacant Administrative/Communications Assistant, Customer Service Representative/Account Specialist, and the Reproductive Technician II positions were all eliminated from the 2012 Budget.

In the 2013 Budget, there was no increase in positions in the Bureau of Financial Management, however, as part of a bureau reorganization approved by the Receiver, the Senior Accountant was reclassified as the Accounting Manager, and the Accounting Manager was reclassified as the Staff Accountant/Financial Analyst. This reclassification eliminated the Senior Accountant position and added the Staff Accountant/Financial Analyst. In Human Resources, the Affirmative Action Officer was renamed to Diversity and Inclusion Officer.

In the 2014 Budget, there is a decrease of four positions proposed. The Programmer III, which was previously funded 50/50 by Water and Sewer Funds, was moved into the Bureau of Information Technology effective November 4, 2013 due to the transfer of Water and Sewer Funds operations to THA. This position was transferred to the General Fund in 2013 via reallocation by City Council. In the Bureau of Operations & Revenue, the Director, Paralegal, Posting Specialist and two Customer Services Representative/Accounts Specialist positions which were previously fully funded in the General Fund, were transferred to THA effective November 4, 2013 due to the transfer of Water and Sewer Funds operations to THA. These five employees are proposed to be eliminated from the City's 2014 Budget.

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 fiscal, 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 four bureaus: Financial Management, Information Technology, Human Resources and Operations and Revenue. 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  
2014 PROPOSED BUDGET

General Fund

0110 Office of the Chief of Staff / Business Administrator

Allocation Plan

Position Control

	2013 BUDGET	2014 BUDGET	JOB CLASSIFICATION	2013 BUDGET	2014 BUDGET	2013 BUDGET	2014 BUDGET
PERSONNEL SERVICES							
Salaries-Mgmt	151,000	151,000	Chief Of Staff/Business Administrator	1	1	110,000	110,000
Fringe Benefits	11,552	11,552	Special Assistant to the COS/BA	1	1	41,000	41,000
TOTAL	162,552	162,552	Total Management	2	2	151,000	151,000
OPERATING EXPENSES			FICA			11,552	11,552
Communications	1,400	1,710	Total Fringe Benefits			11,552	11,552
Professional Services	4,000	5,000	TOTAL	2	2	162,552	162,552
Utilities	0	0					
Insurance	0	0					
Rentals	0	0					
Maintenance & Repairs	0	2,040					
Contracted Services	6,600	8,000					
Supplies	2,900	1,400					
Minor Capital Equipment	2,200	0					
TOTAL	17,100	18,150					
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	179,652	180,702					

**BUSINESS ADMINISTRATOR**

BUSINESS ADMINISTRATOR - 0110

EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	CHIEF OF STAFF/BUSINESS ADMINISTRATOR	6 17	110,000.00	0.00	0.00	0.00	110,000.00	0.00	8,415.00	0.00	118,415.00
	SPECIAL ASSISTANT TO THE CHIEF OF STAFF/BA	3 6	41,000.00	0.00	0.00	0.00	41,000.00	0.00	3,137.00	0.00	44,137.00
2.00	MANAGEMENT TOTALS		151,000.00	0.00	0.00	0.00	151,000.00	0.00	11,552.00	0.00	162,552.00
2.00	TOTAL		151,000.00	0.00	0.00	0.00	151,000.00	0.00	11,552.00	0.00	162,552.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>											
							<b>151,000.00</b>	<b>0.00</b>	<b>11,552.00</b>	<b>0.00</b>	<b>162,552.00</b>

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



## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01010110 Business Administrator

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$44,192.18	\$113,176.82	\$151,000.00	\$111,807.66	\$139,999.96	\$151,000.00	\$0.00
415000 TEMPORARY	\$0.00	\$7,018.95	\$1,384.56	\$1,384.56	\$1,384.56	\$0.00	(\$1,384.56)
419001 SOCIAL SECURITY	\$3,380.89	\$9,272.91	\$11,552.00	\$8,918.36	\$11,139.86	\$11,552.00	\$0.00
<b>TOTAL PERSONNEL</b>	<b>\$47,573.07</b>	<b>\$129,468.68</b>	<b>\$163,936.56</b>	<b>\$122,110.58</b>	<b>\$152,524.38</b>	<b>\$162,552.00</b>	<b>(\$1,384.56)</b>
420010 ADVERTISING	\$3,292.74	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	\$700.00
420020 PRINTING	\$0.00	\$251.00	\$350.00	\$275.00	\$350.00	\$350.00	\$0.00
420040 TELEPHONE	\$917.86	\$651.47	\$750.00	\$621.18	\$750.00	\$510.00	(\$240.00)
420050 POSTAGE	\$450.06	\$206.54	\$300.00	\$23.94	\$300.00	\$150.00	(\$150.00)
<b>420100 Communications</b>	<b>\$4,660.66</b>	<b>\$1,809.01</b>	<b>\$1,400.00</b>	<b>\$920.12</b>	<b>\$1,400.00</b>	<b>\$1,710.00</b>	<b>\$310.00</b>
421010 LEGAL	\$0.00	\$0.00	\$161.00	\$161.00	\$161.00	\$0.00	(\$161.00)
421070 ARBITRATION	\$3,959.50	\$1,964.50	\$3,839.00	\$3,282.70	\$3,839.00	\$5,000.00	\$1,161.00
<b>421100 Professional Services</b>	<b>\$3,959.50</b>	<b>\$1,964.50</b>	<b>\$4,000.00</b>	<b>\$3,443.70</b>	<b>\$4,000.00</b>	<b>\$5,000.00</b>	<b>\$1,000.00</b>
425090 MAINT SERV CONTRACT	\$0.00	\$0.00	\$0.00	\$0.00	\$510.00	\$2,040.00	\$2,040.00
<b>425100 Maintenance &amp; Repairs</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$510.00</b>	<b>\$2,040.00</b>	<b>\$2,040.00</b>
429001 TUITION/TRAINING	\$895.00	\$1,942.08	\$3,300.00	\$1,379.00	\$3,300.00	\$8,000.00	\$4,700.00
429015 TRAVEL	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	(\$500.00)
429016 CONFERENCES	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	(\$1,000.00)
429017 MEMBERSHIPS	\$0.00	\$980.00	\$1,800.00	\$0.00	\$1,800.00	\$0.00	(\$1,800.00)
<b>429100 Contracted Services</b>	<b>\$895.00</b>	<b>\$2,922.08</b>	<b>\$6,600.00</b>	<b>\$1,379.00</b>	<b>\$6,600.00</b>	<b>\$8,000.00</b>	<b>\$1,400.00</b>
430002 SOFTWARE	\$0.00	\$0.00	\$550.00	\$0.00	\$300.00	\$900.00	\$350.00
430003 SUBSCRIPTIONS	\$0.00	\$0.00	\$550.00	\$0.00	\$550.00	\$0.00	(\$550.00)
430009 OFFICE	\$1,712.73	\$911.36	\$415.44	\$0.00	\$415.00	\$500.00	\$84.56
<b>430100 Supplies and Expenses</b>	<b>\$1,712.73</b>	<b>\$911.36</b>	<b>\$1,515.44</b>	<b>\$0.00</b>	<b>\$1,265.00</b>	<b>\$1,400.00</b>	<b>(\$115.44)</b>
439015 OFFICE EQUIPMENT	\$0.00	\$0.00	\$2,200.00	\$0.00	\$2,200.00	\$0.00	(\$2,200.00)
<b>439100 Minor Capital</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,200.00</b>	<b>\$0.00</b>	<b>\$2,200.00</b>	<b>\$0.00</b>	<b>(\$2,200.00)</b>
<b>TOTAL OPERATING</b>	<b>\$11,227.89</b>	<b>\$7,606.95</b>	<b>\$15,715.44</b>	<b>\$5,742.82</b>	<b>\$15,975.00</b>	<b>\$18,150.00</b>	<b>\$2,434.56</b>
<b>TOTAL OFFICE OF THE COO/BA</b>	<b>\$58,800.96</b>	<b>\$137,075.63</b>	<b>\$179,652.00</b>	<b>\$127,853.40</b>	<b>\$168,499.38</b>	<b>\$180,702.00</b>	<b>\$1,050.00</b>

BUREAU OF FINANCIAL MANAGEMENT

The Bureau 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 bureau also aids in the administration of the City's three pension plans. For the Bureau to complete these tasks, it is organized into four offices. They are Accounting, Budget and Analysis, Purchasing, and Grants Management.

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. Beginning in 2012, similar reports were prepared on a quarterly basis.

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.

The Grants Management Office assists with grants administration on a City-wide basis, including grants writing and periodic reporting.

The Bureau is also responsible for the management of risk, evaluation of risk transfer alternatives, and the acquisition of insurance coverage for City government. With the assistance of the Human Resource Generalist, this Bureau also manages the worker's compensation self-insured program, and in conjunction with the City Solicitor's Office, manages all related litigation cases.

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0112 Financial Management

Allocation Plan

Position Control

	2013		2014		JOB CLASSIFICATION	2013		2014	
	BUDGET	BUDGET	BUDGET	BUDGET		BUDGET	BUDGET	BUDGET	BUDGET
PERSONNEL SERVICES									
Salaries-Mgmt	325,235	327,135	Director of Financial Mgmt.	1	1	66,950	66,950		
Salaries-BU	43,589	42,320	Budget Manager	1	1	50,100	55,000		
Fringe Benefits	28,217	28,265	Purchasing Manager	1	1	53,185	53,185		
			Grants Manager	1	1	55,000	52,000		
TOTAL	397,041	397,720	Senior Accountant	0	0	0	0		
			Staff Accountant/Financial Analyst	1	1	45,000	45,000		
			Accounting Manager	1	1	55,000	55,000		
OPERATING EXPENSES			Total Management	6	6	325,235	327,135		
Communications	4,836	4,879							
Professional Services	159,266	161,405	Auditor I	1	1	43,589	42,320		
Utilities	0	0	Total Bargaining Unit	1	1	43,589	42,320		
Insurance	0	0							
Rentals	0	0	FICA			28,217	28,265		
Maintenance & Repairs	27,000	29,040	Total Fringe Benefits			28,217	28,265		
Contracted Services	3,850	1,900	TOTAL	7	7	397,041	397,720		
Supplies	2,300	2,300							
Minor Capital Equipment	3,000	0							
TOTAL	200,252	199,524							
CAPITAL OUTLAY	0	0							
GRANTS (MATCHING SHARE)	0	0							
TOTAL APPROPRIATION	597,293	597,244							

FINANCIAL MANAGEMENT

EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	DIRECTOR OF FINANCIAL MANAGEMENT										
	ACCOUNTING MANAGER	11	5	2012 \$	55,000.00	0.00	0.00	55,000.00	4,208.00	0.00	59,208.00
	PURCHASING & INSURANCE CLAIMS/COLCT. MANAGER	10	24	1977 \$	53,184.95	0.00	0.00	53,185.00	4,069.00	0.00	57,254.00
	STAFF ACCOUNTANT/FINANCIAL ANALYST	1	1	2014 \$	45,000.00	0.00	0.00	45,000.00	3,443.00	0.00	48,443.00
	GRANTS MANAGER	6	4	2012 \$	52,000.00	0.00	0.00	52,000.00	3,978.00	0.00	55,978.00
	BUDGET MANAGER	11	19	2012 \$	55,000.00	0.00	0.00	55,000.00	4,208.00	0.00	59,208.00
6.00	MANAGEMENT TOTALS				327,134.95	0.00	0.00	327,135.00	25,028.00	0.00	352,163.00
	AUDITOR	4	17	2006 \$	42,109.02	0.00	0.00	42,320.00	3,237.00	0.00	45,557.00
1.00	BARGAINING UNIT TOTALS				42,109.02	0.00	210.55	42,320.00	3,237.00	0.00	45,557.00
7.00	TOTAL				369,243.97	0.00	210.55	369,455.00	28,265.00	0.00	397,720.00
	OVERTIME						0.00	0.00	0.00	0.00	0.00
	TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS						369,455.00	0.00	28,265.00	0.00	397,720.00

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

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01010112 Financial Management

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$283,665.12	\$270,620.24	\$368,824.00	\$265,212.31	\$314,669.98	\$369,455.00	\$631.00
419001 SOCIAL SECURITY	\$21,221.36	\$20,874.98	\$28,217.00	\$20,721.83	\$24,591.59	\$28,265.00	\$48.00
<b>TOTAL PERSONNEL</b>	<b>\$304,886.48</b>	<b>\$291,495.22</b>	<b>\$397,041.00</b>	<b>\$285,934.14</b>	<b>\$339,261.57</b>	<b>\$397,720.00</b>	<b>\$679.00</b>
420010 ADVERTISING	\$951.43	\$1,680.15	\$1,200.00	\$598.93	\$1,000.00	\$1,200.00	\$0.00
420020 PRINTING	\$947.55	\$686.79	\$1,000.00	\$127.52	\$1,000.00	\$1,000.00	\$0.00
420040 TELEPHONE	\$0.00	\$365.08	\$636.00	\$390.85	\$679.00	\$679.00	\$43.00
420050 POSTAGE	\$2,407.87	\$2,038.34	\$2,000.00	\$1,395.36	\$1,500.00	\$2,000.00	\$0.00
<b>420100 Communications</b>	<b>\$4,306.85</b>	<b>\$4,770.36</b>	<b>\$4,836.00</b>	<b>\$2,512.66</b>	<b>\$4,179.00</b>	<b>\$4,879.00</b>	<b>\$43.00</b>
421020 AUDIT	\$1,850.00	\$560.00	\$89,266.00	\$79,575.00	\$89,266.00	\$90,000.00	\$734.00
421030 CONSULTING	\$27,450.00	\$44,145.98	\$70,000.00	\$27,248.25	\$77,248.00	\$69,000.00	(\$1,000.00)
421050 OTHER PROFESSIONAL FEES	\$0.00	\$0.00	\$1,555.00	\$1,055.00	\$1,555.00	\$2,405.00	\$850.00
<b>421100 Professional Services</b>	<b>\$29,300.00</b>	<b>\$44,705.98</b>	<b>\$160,821.00</b>	<b>\$107,878.25</b>	<b>\$168,069.00</b>	<b>\$161,405.00</b>	<b>\$584.00</b>
425090 MAINT SERV CONTRACT	\$20,180.74	\$20,757.35	\$27,000.00	\$20,893.17	\$27,510.00	\$29,040.00	\$2,040.00
<b>425100 Maintenance &amp; Repairs</b>	<b>\$20,180.74</b>	<b>\$20,757.35</b>	<b>\$27,000.00</b>	<b>\$20,893.17</b>	<b>\$27,510.00</b>	<b>\$29,040.00</b>	<b>\$2,040.00</b>
429001 TUITION/TRAINING	\$260.00	\$130.00	\$1,500.00	\$0.00	\$1,000.00	\$1,000.00	(\$500.00)
429009 ADMIN/TRUSTEE FEE	\$76.34	\$38.45	\$50.00	\$28.70	\$28.70	\$100.00	\$50.00
429014 CONTRACTED PERSONNEL SVS.	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
429015 TRAVEL	\$0.00	\$0.00	\$20.00	\$11.30	\$11.30	\$0.00	(\$20.00)
429017 MEMBERSHIPS	\$0.00	\$0.00	\$745.00	\$305.00	\$745.00	\$800.00	\$55.00
<b>429100 Contracted Services</b>	<b>\$336.34</b>	<b>\$168.45</b>	<b>\$2,315.00</b>	<b>\$345.00</b>	<b>\$11,785.00</b>	<b>\$1,900.00</b>	<b>(\$415.00)</b>
430002 SOFTWARE	\$0.00	\$574.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430003 SUBSCRIPTIONS	\$246.95	\$590.95	\$300.00	\$170.00	\$300.00	\$300.00	\$0.00
430009 OFFICE	\$1,179.98	\$2,726.59	\$1,980.00	\$0.00	\$2,000.00	\$2,000.00	\$20.00
<b>430100 Supplies and Expenses</b>	<b>\$1,426.93</b>	<b>\$3,891.74</b>	<b>\$2,280.00</b>	<b>\$170.00</b>	<b>\$2,300.00</b>	<b>\$2,300.00</b>	<b>\$20.00</b>
439015 OFFICE EQUIPMENT	\$0.00	\$1,100.00	\$3,000.00	\$0.00	\$0.00	\$0.00	(\$3,000.00)
<b>439100 Minor Capital</b>	<b>\$0.00</b>	<b>\$1,100.00</b>	<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$3,000.00)</b>
<b>TOTAL OPERATING</b>	<b>\$55,550.86</b>	<b>\$75,393.88</b>	<b>\$200,252.00</b>	<b>\$131,799.08</b>	<b>\$213,843.00</b>	<b>\$199,524.00</b>	<b>(\$728.00)</b>
453015 OFFICE EQUIPMENT	\$0.00	\$15,642.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL CAPITAL</b>	<b>\$0.00</b>	<b>\$15,642.70</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL BUREAU OF THE FINANCIAL M</b>	<b>\$360,437.34</b>	<b>\$382,531.80</b>	<b>\$597,293.00</b>	<b>\$417,733.22</b>	<b>\$553,104.57</b>	<b>\$597,244.00</b>	<b>(\$49.00)</b>

BUREAU OF INFORMATION TECHNOLOGY

The Bureau of Information Technology is responsible for the administration of the City's blend of mainframe and network computer systems.

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 water, sewer, 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.

This bureau provides and maintains the METRO police information system, established and owned by the City, which allows numerous suburban, municipal and county agencies to tie into a common police database.

This bureau also provides technical support and maintenance for the City's network of personal computers and laptops; 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, and related equipment.

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

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0116 Information Technology

Allocation Plan

Position Control

	Allocation Plan		JOB CLASSIFICATION	Position Control			
	2013 BUDGET	2014 BUDGET		2013 BUDGET	2014 BUDGET	2013 BUDGET	2014 BUDGET
PERSONNEL SERVICES							
Salaries-Mgmt	366,805	416,889	Director/System Prog.	1	1	77,653	77,653
Salaries-BU	46,970	47,088	Network Administrator	1	1	65,000	65,000
Fringe Benefits	31,655	35,495	IBM/Mainframe Data Administrator	1	1	67,475	67,475
			Lead Programmer	1	1	71,068	71,068
TOTAL	445,430	499,472	System Programmer	0.60	0.60	40,804	40,804
			Help Desk/PC Specialist	1	1	44,805	44,805
OPERATING EXPENSES			Programmer III	0	1	0	50,084
			Total Management	5.60	6.60	366,805	416,889
Communications	6,950	8,475	Computer Operator III	1	1	46,970	47,088
Professional Services	26,000	27,000	Total Bargaining Unit	1	1	46,970	47,088
Utilities	0	0	FICA			31,655	35,495
Insurance	0	0	Total Fringe Benefits			31,655	35,495
Rentals	0	0	TOTAL	6.60	7.60	445,430	499,472
Maintenance & Repairs	87,333	190,905					
Contracted Services	4,000	7,000					
Supplies	34,890	80,066					
Minor Capital Equipment	0	0					
TOTAL	159,173	313,446					
CAPITAL OUTLAY	70,000	99,700					
TOTAL APPROPRIATION	674,603	912,618					

INFORMATION TECHNOLOGY

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2013		2014		2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
			END OF YR SALARY	GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.							
	DIRECTOR - BUREAU OF INFORMATION TECHNOLOGY	11	16	1992	77,853.00	0.00	0.00	0.00	77,853.00	0.00	5,940.00	0.00	83,593.00
VACANT	LEAD PROGRAMMER	11	4	1981	\$ 71,068.33	0.00	0.00	0.00	71,068.00	0.00	5,437.00	0.00	76,505.00
VACANT	NETWORK ADMINISTRATOR	1	1	2014	\$ 65,000.00	0.00	0.00	0.00	65,000.00	0.00	4,973.00	0.00	69,973.00
	SYSTEMS PROGRAMMER (60%)	11	19	2012	\$ 40,803.85	0.00	0.00	0.00	40,804.00	0.00	3,122.00	0.00	43,926.00
	IBM MNFRM SYSTM PRGM/DATA BASE ADMINISTRATOR	8	13	2003	\$ 67,474.65	0.00	0.00	0.00	67,475.00	0.00	5,162.00	0.00	72,637.00
VACANT	HELP DESK/PC SPECIALIST	1	1	2014	\$ 44,805.00	0.00	0.00	0.00	44,805.00	0.00	3,428.00	0.00	48,233.00
5.60	MANAGEMENT TOTALS				366,804.83	0.00	0.00	0.00	366,805.00	0.00	28,062.00	0.00	394,867.00
1.00	COMPUTER OPERATOR III	6	15	1992	\$ 44,708.16	1,456.97	0.00	923.30	47,088.00	0.00	3,602.00	0.00	50,690.00
	BARGAINING UNIT TOTALS				44,708.16	1,456.97	0.00	923.30	47,088.00	0.00	3,602.00	0.00	50,690.00
1.00	PROGRAMMER III	5	13	1996	\$ 50,083.55	0.00	0.00	0.00	50,084.00	0.00	3,831.00	0.00	53,915.00
	TRANSFERRED POSITION-MANAGEMENT				50,083.55	0.00	0.00	0.00	50,084.00	0.00	3,831.00	0.00	53,915.00
0.00	ADMIN/TELECOMMUNICATIONS ASSISTANT	1	1	2014	\$ 40,000.00	0.00	0.00	0.00	40,000.00	0.00	3,060.00	0.00	43,060.00
	ADMIN/TELECOMMUNICATIONS ASSISTANT	1	1	2014	\$ (40,000.00)	0.00	0.00	0.00	(40,000.00)	0.00	(3,060.00)	0.00	(43,060.00)
0.00	REQUESTED POSITION-MANAGEMENT				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7.60	TOTAL				461,596.54	1,456.97	0.00	923.30	463,977.00	0.00	35,495.00	0.00	499,472.00
	OVERTIME				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS				463,977.00	0.00	0.00	0.00	463,977.00	0.00	35,495.00	0.00	499,472.00

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

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01010116 Information Technology

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$404,459.53	\$351,913.08	\$413,775.00	\$323,847.38	\$387,643.59	\$463,977.00	\$50,202.00
419001 SOCIAL SECURITY	\$30,941.05	\$26,955.13	\$31,655.00	\$24,899.27	\$29,798.76	\$35,495.00	\$3,840.00
<b>TOTAL PERSONNEL</b>	<b>\$435,400.58</b>	<b>\$378,868.21</b>	<b>\$445,430.00</b>	<b>\$348,746.65</b>	<b>\$417,442.35</b>	<b>\$499,472.00</b>	<b>\$54,042.00</b>
420010 ADVERTISING	\$0.00	\$692.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00
420040 TELEPHONE	\$731.56	\$833.08	\$1,000.00	\$572.70	\$950.00	\$1,000.00	\$0.00
420041 E-MAIL/INTERNET	\$4,275.00	\$6,364.95	\$5,900.00	\$3,325.00	\$5,900.00	\$5,900.00	\$0.00
420050 POSTAGE	\$38.90	\$6.88	\$50.00	\$30.80	\$40.00	\$75.00	\$25.00
<b>420100 Communications</b>	<b>\$5,045.46</b>	<b>\$7,896.91</b>	<b>\$6,950.00</b>	<b>\$3,928.50</b>	<b>\$6,890.00</b>	<b>\$8,475.00</b>	<b>\$1,525.00</b>
421030 CONSULTING	\$17,551.25	\$13,490.00	\$26,110.00	\$26,110.00	\$26,110.00	\$27,000.00	\$890.00
<b>421100 Professional Services</b>	<b>\$17,551.25</b>	<b>\$13,490.00</b>	<b>\$26,110.00</b>	<b>\$26,110.00</b>	<b>\$26,110.00</b>	<b>\$27,000.00</b>	<b>\$890.00</b>
425030 BUILDING MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
425080 SERVICE CONTRACTS	\$3,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
425090 MAINT SERV CONTR	\$67,378.11	\$67,637.46	\$87,333.00	\$61,105.25	\$87,333.00	\$189,904.91	\$102,571.91
425099 OTHER CONT MAINT	\$3,538.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>425100 Maintenance &amp; Repairs</b>	<b>\$74,366.11</b>	<b>\$67,637.46</b>	<b>\$87,333.00</b>	<b>\$61,105.25</b>	<b>\$87,333.00</b>	<b>\$190,904.91</b>	<b>\$103,571.91</b>
429001 TUITION/TRAINING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
429015 TRAVEL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
429070 STORAGE	\$0.00	\$3,538.00	\$4,000.00	\$0.00	\$4,000.00	\$4,000.00	\$0.00
<b>429100 Contracted Services</b>	<b>\$0.00</b>	<b>\$3,538.00</b>	<b>\$4,000.00</b>	<b>\$0.00</b>	<b>\$4,000.00</b>	<b>\$7,000.00</b>	<b>\$3,000.00</b>
430002 SOFTWARE	\$39,677.36	\$15,077.36	\$19,740.00	\$16,072.80	\$19,700.00	\$61,372.24	\$41,632.24
430008 DATA PROCESSING	\$11,468.49	\$9,925.30	\$14,890.00	\$1,463.12	\$14,890.00	\$17,808.00	\$2,918.00
430009 OFFICE	\$90.37	\$0.00	\$150.00	\$124.15	\$125.00	\$886.00	\$736.00
430099 MISC SUPPLIES AND EXP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>430100 Supplies and Expenses</b>	<b>\$51,236.22</b>	<b>\$25,002.66</b>	<b>\$34,780.00</b>	<b>\$17,660.07</b>	<b>\$34,715.00</b>	<b>\$80,066.24</b>	<b>\$45,286.24</b>
439015 OFFICE EQUIPMENT	\$0.00	\$11,405.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>439100 Minor Capital</b>	<b>\$0.00</b>	<b>\$11,405.54</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OPERATING</b>	<b>\$148,199.04</b>	<b>\$128,970.57</b>	<b>\$159,173.00</b>	<b>\$108,803.82</b>	<b>\$159,048.00</b>	<b>\$313,446.15</b>	<b>\$154,273.15</b>
453049 LEASE PURCHASE	\$36,299.44	\$1,641.33	\$0.00	\$0.00	\$0.00	\$35,000.00	\$35,000.00
453051 EQUIP-DATA PROCESSING	\$0.00	\$0.00	\$70,000.00	\$0.00	\$70,000.00	\$64,700.00	(\$5,300.00)
<b>TOTAL CAPITAL</b>	<b>\$36,299.44</b>	<b>\$1,641.33</b>	<b>\$70,000.00</b>	<b>\$0.00</b>	<b>\$70,000.00</b>	<b>\$99,700.00</b>	<b>\$29,700.00</b>
<b>TOTAL BUREAU OF INFORMATION</b>	<b>\$619,899.06</b>	<b>\$509,480.11</b>	<b>\$674,603.00</b>	<b>\$457,550.47</b>	<b>\$646,490.35</b>	<b>\$912,618.15</b>	<b>\$238,015.15</b>

BUREAU OF HUMAN RESOURCES

The Bureau of Human Resources is comprised of three primary functions: Human Resources Administration, Payroll, and Diversity and Inclusion. 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 Chief of Staff/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.

The Diversity and Inclusion Officer 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 to increase the participation of minorities, women, people with disabilities and other protected classes; monitors recruitment and employment practices; investigates and resolves complaints of workplace violence, discrimination and/or harassment and recommends corrective actions; develops, organizes and administers a plan to recruit public safety personnel to more effectively reflect the demographics of the City of Harrisburg; and provides administrative leadership for programs which advance the understanding of how workforce diversity ensures excellence.

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0117 Human Resources

Allocation Plan

Position Control

	2013		2014		JOB CLASSIFICATION	2013		2014	
	BUDGET	BUDGET	BUDGET	BUDGET		BUDGET	BUDGET	BUDGET	BUDGET
PERSONNEL SERVICES									
Salaries-Mgmt	301,620	301,620	Director	1	1	65,383	65,383		
Fringe Benefits	23,074	23,074	Personnel Officer II	1	1	54,842	54,842		
			Affirmative Action Officer	0	0	0	0		
			Diversity and Inclusion Officer	1	1	50,000	50,000		
TOTAL	324,694	324,694	Benefit Coordinator	1	1	49,500	49,500		
OPERATING EXPENSES			Human Resources Generalist	1	1	47,895	47,895		
			Confidential Secretary	1	1	34,000	34,000		
Communications	1,900	2,550	Total Management	6	6	301,620	301,620		
Professional Services	6,701	4,969							
Utilities	0	0	FICA			23,074	23,074		
Insurance	0	0	Total Fringe Benefits			23,074	23,074		
Rentals	0	0							
Maintenance & Repairs	0	0	TOTAL	6	6	324,694	324,694		
Contracted Services	38,615	37,575							
Supplies	752	1,405							
Minor Capital Equipment	0	0							
TOTAL	47,968	46,499							
CAPITAL OUTLAY	0	0							
TOTAL APPROPRIATION	372,662	371,193							



HUMAN RESOURCES

EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL	
												5
	DIRECTOR OF HUMAN RESOURCES	1	22	1990	\$	54,841.63	0.00	0.00	0.00	4,195.00	0.00	59,037.00
	PERSONNEL OFFICER II	6	1	2009	\$	49,500.00	0.00	0.00	0.00	3,787.00	0.00	53,287.00
	BENEFITS ADMINISTRATOR	11	13	2007	\$	47,895.00	0.00	0.00	0.00	3,664.00	0.00	51,559.00
	HUMAN RESOURCES GENERALIST	9	12	2011	\$	34,000.00	0.00	0.00	0.00	2,601.00	0.00	36,601.00
	CONFIDENTIAL SECRETARY - HUMAN RESOURCES	9	6	2011	\$	50,000.00	0.00	0.00	0.00	3,825.00	0.00	53,825.00
	DIVERSITY AND INCLUSION OFFICER											
6.00	MANAGEMENT TOTALS					301,619.94	0.00	0.00	0.00	23,074.00	0.00	324,694.00

REQUESTED	POSITION	CUT	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$
1	PAYROLL TECHNICIAN I		40,670.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	43,781.00
1	PAYROLL TECHNICIAN I		(40,670.27)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(43,781.00)

0.00	REQUESTED POSITION-BARGAINING UNIT					0.00	0.00	0.00	0.00	0.00	0.00	0.00
6.00	TOTAL					301,619.94	0.00	0.00	0.00	23,074.00	0.00	324,694.00

OVERTIME						0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS						301,620.00	0.00	0.00	23,074.00	0.00	0.00	324,694.00

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

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01010117 Human Resources

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$259,487.92	\$298,916.72	\$301,620.00	\$238,609.23	\$295,549.73	\$301,620.00	\$0.00
416000 OVERTIME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
419001 SOCIAL SECURITY	\$19,850.89	\$23,029.57	\$23,074.00	\$18,595.09	\$23,032.34	\$23,074.00	\$0.00
<b>TOTAL PERSONNEL</b>	<b>\$279,338.81</b>	<b>\$321,946.29</b>	<b>\$324,694.00</b>	<b>\$257,204.32</b>	<b>\$318,582.07</b>	<b>\$324,694.00</b>	<b>\$0.00</b>
420010 ADVERTISING	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$350.00	\$250.00
420020 PRINTING	\$0.00	\$0.00	\$115.39	\$115.39	\$115.39	\$400.00	\$284.61
420050 POSTAGE	\$1,855.31	\$1,374.58	\$1,800.00	\$1,437.96	\$1,500.00	\$1,800.00	\$0.00
<b>420100 Communications</b>	<b>\$1,855.31</b>	<b>\$1,374.58</b>	<b>\$2,015.39</b>	<b>\$1,553.35</b>	<b>\$1,615.39</b>	<b>\$2,550.00</b>	<b>\$534.61</b>
421050 OTHER PROFESSIONAL FEES	\$0.00	\$0.00	\$930.00	\$0.00	\$0.00	\$500.00	(\$430.00)
421051 NON-CDL DRUG/ALC/MED TEST	\$1,349.94	\$970.00	\$1,180.00	\$1,000.00	\$1,180.00	\$1,632.00	\$452.00
421052 CDL DRUG/ALC/MED TESTING	\$2,344.56	\$2,328.00	\$3,091.00	\$2,000.00	\$3,091.00	\$1,836.50	(\$1,254.50)
421053 CREDIT REPORTS	\$430.32	\$561.77	\$1,500.00	\$440.00	\$770.00	\$1,000.00	(\$500.00)
421054 CRIMINAL HIST RPTS	\$40.00	\$102.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>421100 Professional Services</b>	<b>\$4,164.82</b>	<b>\$3,962.67</b>	<b>\$6,701.00</b>	<b>\$3,440.00</b>	<b>\$5,041.00</b>	<b>\$4,968.50</b>	<b>(\$1,732.50)</b>
429001 TUITION/TRAINING	\$0.00	\$0.00	\$1,084.61	\$403.08	\$403.08	\$0.00	(\$1,084.61)
429009 ADMIN/TRUSTEE FEE	\$38.17	\$38.17	\$39.00	\$0.00	\$39.00	\$39.00	\$0.00
429014 CONTRACTED PERSONNEL SVS.	\$39,907.10	\$34,038.58	\$37,176.00	\$37,176.00	\$37,176.00	\$37,176.00	\$0.00
429017 MEMBERSHIPS	\$400.00	\$380.00	\$200.00	\$180.00	\$200.00	\$360.00	\$160.00
<b>429100 Contracted Services</b>	<b>\$40,345.27</b>	<b>\$34,456.75</b>	<b>\$38,499.61</b>	<b>\$37,759.08</b>	<b>\$37,818.08</b>	<b>\$37,575.00</b>	<b>(\$924.61)</b>
430001 EDUCATIONAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00
430002 SOFTWARE	\$54.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430003 SUBSCRIPTIONS	\$18.73	\$151.85	\$152.00	\$0.00	\$0.00	\$305.00	\$153.00
430006 PHOTOGRAPHY	\$0.00	\$0.00	\$300.00	\$217.40	\$300.00	\$400.00	\$100.00
430009 OFFICE	\$168.97	\$523.28	\$300.00	\$154.90	\$300.00	\$400.00	\$100.00
<b>430100 Supplies and Expenses</b>	<b>\$242.65</b>	<b>\$675.13</b>	<b>\$752.00</b>	<b>\$372.30</b>	<b>\$600.00</b>	<b>\$1,405.00</b>	<b>\$653.00</b>
<b>TOTAL OPERATING</b>	<b>\$46,608.05</b>	<b>\$40,469.13</b>	<b>\$47,968.00</b>	<b>\$43,124.73</b>	<b>\$45,074.47</b>	<b>\$46,498.50</b>	<b>(\$1,469.50)</b>
<b>TOTAL BUREAU OF HUMAN RESOURCE</b>	<b>\$325,946.86</b>	<b>\$362,415.42</b>	<b>\$372,662.00</b>	<b>\$300,329.05</b>	<b>\$363,656.54</b>	<b>\$371,192.50</b>	<b>(\$1,469.50)</b>

BUREAU OF OPERATIONS AND REVENUE

The Bureau of Operations and Revenue provides billing and collection services for water, sewer, sewer maintenance, refuse and disposal services on behalf of the City and The Harrisburg Authority. Within the Bureau, the Billing and Collection unit is responsible for collection activity of all delinquent utility accounts up to, and including, water termination. Should those actions fail, this unit also initiates legal action

Also within this bureau, 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.

In addition, the Bureau of Operations and Revenue was also responsible for administering the City's telephone system, which was subsequently transferred to the Bureau of Information Technology in mid-2011.

The Bureau's Billing and Collection Unit was transferred as full time employees of The Harrisburg Authority effective November 4, 2013.

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0124 Operations and Revenue

Allocation Plan

Position Control

PERSONNEL SERVICES	2013		2014		JOB CLASSIFICATION	2013		2014	
	BUDGET	BUDGET	BUDGET	BUDGET		BUDGET	BUDGET	BUDGET	BUDGET
Salaries-Mgmt	117,000	58,000	Director		1	0	59,000	0	
Salaries-BU	281,945	113,820	Tax & Enforcement Administrator		1	1	58,000	58,000	
Overtime	0	1,500							
Fringe Benefits	30,520	13,259	Total Management		2	1	117,000	58,000	
TOTAL	429,465	186,579	Administrative/Communications Asst.		0	0	0	0	
			Cust. Serv. Rep./Account Spec.		2	0	84,850	0	
OPERATING EXPENSES			Posting Specialist		1	0	40,324	0	
Communications	131,400	134,700	Paralegal		1	0	42,951	0	
Professional Services	6,400	5,700	Secretary II		1	1	37,936	37,936	
Utilities	0	81,244	Clerk Typist/ Data Entry Operator		1	1	36,821	36,821	
Insurance	0	0	Central Support Assistant II		1	1	39,063	39,063	
Rentals	0	0	Reproduction Technician II		0	0	0	0	
Maintenance & Repairs	88,100	86,138	Total Bargaining Unit		7	3	281,945	113,820	
Contracted Services	5,288	4,790	Overtime				0	1,500	
Supplies	28,200	28,200	FICA				30,520	13,259	
Minor Capital Equipment	0	0	Healthcare Benefits - Active				0	0	
TOTAL	259,388	340,772	Healthcare Benefits - Retirees				0	0	
CAPITAL OUTLAY	0	0	Total Fringe Benefits				30,520	13,259	
TOTAL APPROPRIATION	688,853	527,351	TOTAL		9	4	429,465	186,579	

**OPERATIONS & REVENUE**

EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013		2014		2014		2014		2014		FRINGE BENEFITS	TOTAL
			END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE	LONG.	SALARY	LUMP SUM	FICA					
	DIRECTOR - BUREAU OF OPERATIONS & REVENUE	3 12	2007 \$ 59,000.00	0.00	0.00	0.00	0.00	59,000.00	0.00	4,514.00	0.00	63,514.00		
	TAX & ENFORCEMENT ADMINISTRATOR	10 21	1996 \$ 58,000.00	0.00	0.00	0.00	0.00	58,000.00	0.00	4,437.00	0.00	62,437.00		
2.00	MANAGEMENT TOTALS		117,000.00	0.00	0.00	0.00	0.00	117,000.00	0.00	8,951.00	0.00	125,951.00		
	CENTRAL SUPPORT ASSISTANT II	7 20	1987 \$ 38,297.49	0.00	0.00	0.00	0.00	39,063.00	0.00	2,988.00	0.00	42,051.00		
	CLERK TYPIST/DATA ENTRY OPERATOR	7 8	1991 \$ 36,098.98	0.00	0.00	0.00	0.00	36,821.00	0.00	2,817.00	0.00	39,638.00		
	CUSTOMER SERV. REPR./ACCOUNTS SPECIALIST II	6 2	1997 \$ 42,109.02	0.00	0.00	0.00	0.00	42,741.00	0.00	3,270.00	0.00	46,011.00		
	CUSTOMER SERV. REPR./ACCOUNTS SPECIALIST I	5 31	1994 \$ 40,782.10	0.00	0.00	0.00	0.00	41,394.00	0.00	3,167.00	0.00	44,561.00		
	PARALEGAL	4 15	1992 \$ 42,109.02	0.00	0.00	0.00	0.00	42,951.00	0.00	3,286.00	0.00	46,237.00		
	POSTING SPECIALIST	12 12	1988 \$ 39,533.30	0.00	0.00	0.00	0.00	40,324.00	0.00	3,085.00	0.00	43,409.00		
	SECRETARY II	11 16	1981 \$ 37,191.73	0.00	0.00	0.00	0.00	37,936.00	0.00	2,902.00	0.00	40,838.00		
7.00	BARGAINING UNIT TOTALS		276,121.64	0.00	0.00	0.00	0.00	281,230.00	0.00	21,515.00	0.00	302,745.00		
	DIRECTOR - BUREAU OF OPERATIONS & REVENUE	3 12	2007 \$ (59,000.00)	0.00	0.00	0.00	0.00	(59,000.00)	0.00	(4,514.00)	0.00	(63,514.00)		
	CUSTOMER SERV. REPR./ACCOUNTS SPECIALIST II	6 2	1987 \$ (42,109.02)	0.00	0.00	0.00	0.00	(42,741.00)	0.00	(3,270.00)	0.00	(46,011.00)		
	CUSTOMER SERV. REPR./ACCOUNTS SPECIALIST I	5 31	1994 \$ (40,782.10)	0.00	0.00	0.00	0.00	(41,394.00)	0.00	(3,167.00)	0.00	(44,561.00)		
	PARALEGAL	4 15	1992 \$ (42,109.02)	0.00	0.00	0.00	0.00	(42,951.00)	0.00	(3,286.00)	0.00	(46,237.00)		
	POSTING SPECIALIST	12 12	1988 \$ (39,533.30)	0.00	0.00	0.00	0.00	(40,324.00)	0.00	(3,085.00)	0.00	(43,409.00)		
(5.00)	TRANSFERRED TO THA 11/04/2013		(223,533.44)	0.00	0.00	0.00	0.00	(226,410.00)	0.00	(17,322.00)	0.00	(243,732.00)		
4.00	TOTAL		169,588.20	0.00	0.00	0.00	0.00	171,820.00	0.00	13,144.00	0.00	184,964.00		
	OVERTIME							1,500.00	0.00	115.00	0.00	1,615.00		
	TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS							173,320.00	0.00	13,259.00	0.00	186,579.00		

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

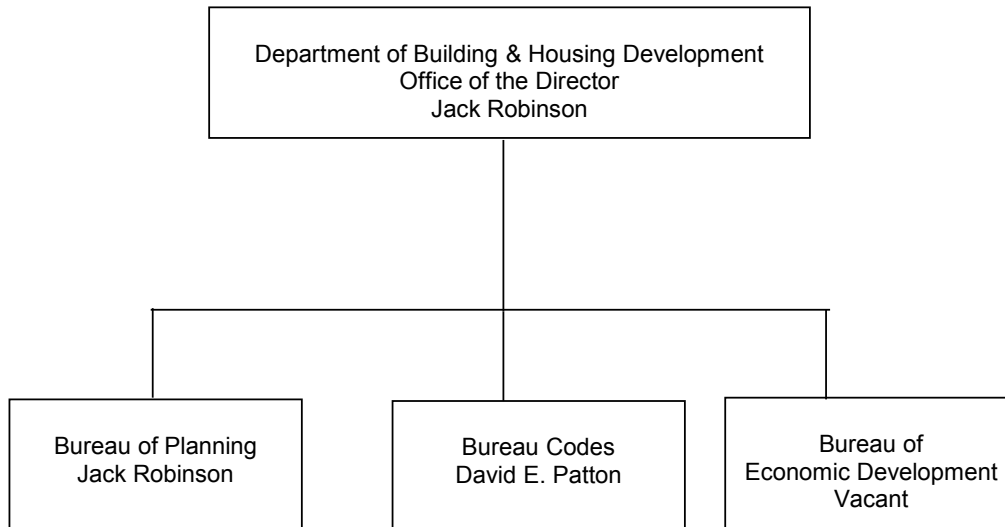
## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01010124 Operation and Revenues

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$444,392.08	\$364,114.42	\$398,945.00	\$300,007.71	\$348,281.38	\$171,820.00	(\$227,125.00)
416000 OVERTIME	\$224.81	\$14.67	\$248.57	\$248.57	\$248.57	\$1,500.00	\$1,251.43
419001 SOCIAL SECURITY	\$34,013.25	\$27,855.58	\$30,520.00	\$22,969.33	\$26,662.18	\$13,259.00	(\$17,261.00)
<b>TOTAL PERSONNEL</b>	<b>\$478,630.14</b>	<b>\$391,984.67</b>	<b>\$429,713.57</b>	<b>\$323,225.61</b>	<b>\$375,192.13</b>	<b>\$186,579.00</b>	<b>(\$243,134.57)</b>
420010 ADVERTISING	\$0.00	\$686.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
420020 PRINTING	\$2,355.68	\$3,537.00	\$4,331.00	\$4,330.20	\$4,331.00	\$4,000.00	(\$331.00)
420040 TELEPHONE	\$1,239.96	\$493.02	\$700.00	\$462.82	\$664.00	\$700.00	\$0.00
420050 POSTAGE	\$119,965.18	\$117,759.45	\$126,869.00	\$100,311.95	\$126,000.00	\$130,000.00	\$3,131.00
<b>420100 Communications</b>	<b>\$123,560.82</b>	<b>\$122,475.55</b>	<b>\$131,900.00</b>	<b>\$105,104.97</b>	<b>\$130,995.00</b>	<b>\$134,700.00</b>	<b>\$2,800.00</b>
421040 COLLECTION(OPT & LIENS)	\$3,400.17	\$4,489.00	\$5,000.00	\$2,938.00	\$4,500.00	\$4,500.00	(\$500.00)
421080 FILING FEES	\$683.00	\$443.50	\$1,400.00	\$871.00	\$1,400.00	\$1,200.00	(\$200.00)
<b>421100 Professional Services</b>	<b>\$4,083.17</b>	<b>\$4,932.50</b>	<b>\$6,400.00</b>	<b>\$3,809.00</b>	<b>\$5,900.00</b>	<b>\$5,700.00</b>	<b>(\$700.00)</b>
422080 SEWER MAINT CHARGE	\$0.00	\$0.00	\$0.00	\$0.00	\$9,374.31	\$81,244.00	\$81,244.00
<b>422100 Utilities &amp; Services</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$9,374.31</b>	<b>\$81,244.00</b>	<b>\$81,244.00</b>
425090 MAINT SERV CONTRACT	\$72,504.09	\$63,851.48	\$87,906.67	\$52,133.83	\$88,100.00	\$86,138.00	(\$1,768.67)
<b>425100 Maintenance &amp; Repairs</b>	<b>\$72,504.09</b>	<b>\$63,851.48</b>	<b>\$87,906.67</b>	<b>\$52,133.83</b>	<b>\$88,100.00</b>	<b>\$86,138.00</b>	<b>(\$1,768.67)</b>
429009 ADMIN/TRUSTEE FEE	\$69.64	\$38.45	\$38.45	\$0.00	\$0.00	\$40.00	\$1.55
429016 CONFERENCES	\$0.00	\$0.00	\$700.00	\$150.00	\$700.00	\$700.00	\$0.00
429017 MEMBERSHIPS	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$0.00
429018 PERMITS	\$0.00	\$380.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
429090 MISC CONTRACTED SRVCS	\$4,343.91	\$3,304.41	\$3,871.51	\$943.27	\$3,000.00	\$4,000.00	\$128.49
<b>429100 Contracted Services</b>	<b>\$4,463.55</b>	<b>\$3,772.86</b>	<b>\$4,659.96</b>	<b>\$1,143.27</b>	<b>\$3,750.00</b>	<b>\$4,790.00</b>	<b>\$130.04</b>
430005 DUPLICATING	\$19,552.36	\$17,038.34	\$23,000.00	\$23,000.00	\$23,000.00	\$23,000.00	\$0.00
430009 OFFICE	\$3,399.84	\$6,029.23	\$5,073.25	\$5,073.25	\$5,073.25	\$5,000.00	(\$73.25)
430014 WEARING APPAREL	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	\$200.00	\$0.00
<b>430100 Supplies and Expenses</b>	<b>\$22,952.20</b>	<b>\$23,067.57</b>	<b>\$28,273.25</b>	<b>\$28,073.25</b>	<b>\$28,273.25</b>	<b>\$28,200.00</b>	<b>(\$73.25)</b>
<b>TOTAL OPERATING</b>	<b>\$227,563.83</b>	<b>\$218,099.96</b>	<b>\$259,139.88</b>	<b>\$190,264.32</b>	<b>\$266,392.56</b>	<b>\$340,772.00</b>	<b>\$81,632.12</b>
453000 OPERATIONS EQUIPMENT	\$0.00	\$23.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL CAPITAL</b>	<b>\$0.00</b>	<b>\$23.93</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
486000 PYMT OF PRIOR YR EXPEND.	\$2,912.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL MISCELLANEOUS</b>	<b>\$2,912.24</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL BUREAU OF OPERATIONS A</b>	<b>\$709,106.21</b>	<b>\$610,108.56</b>	<b>\$688,853.45</b>	<b>\$513,489.93</b>	<b>\$641,584.69</b>	<b>\$527,351.00</b>	<b>(\$161,502.45)</b>

# DEPARTMENT OF BUILDING AND HOUSING DEVELOPMENT



EXPENDITURE ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>DEPARTMENT OF BUILDING &amp; HOUSING DEVELOPMENT</b>						
<u><b>0134 OFFICE OF THE DIRECTOR</b></u>						
Personnel Services	81,561	83,967	83,367	83,967	82,407	83,967
Operating Expenses	605	10	1	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>82,166</b>	<b>83,977</b>	<b>83,368</b>	<b>83,967</b>	<b>82,407</b>	<b>83,967</b>
<u><b>0135 BUREAU OF PLANNING</b></u>						
Personnel Services	141,099	64,879	9,860	16,470	19,965	48,442
Operating Expenses	15,286	7,406	35,326	43,889	44,491	45,845
Capital Outlay	0	0	0	0	0	0
Grants	0	0	0	0	0	0
<b>TOTALS</b>	<b>156,385</b>	<b>72,284</b>	<b>45,186</b>	<b>60,359</b>	<b>64,456</b>	<b>94,287</b>
<u><b>0137 BUREAU OF CODES</b></u>						
Personnel Services	534,290	494,760	528,592	639,923	507,497	631,439
Operating Expenses	33,884	48,609	13,669	23,530	26,304	25,350
Capital Outlay	0	0	0	0	0	0
Non-Expenditure Items	0	0	0	0	0	0
<b>TOTALS</b>	<b>568,174</b>	<b>543,370</b>	<b>542,262</b>	<b>663,453</b>	<b>533,801</b>	<b>656,789</b>
<u><b>0139 BUREAU OF ECONOMIC DEVELOPMENT</b></u>						
Personnel Services	204,505	132,978	20,290	43,060	41,337	43,060
Operating Expenses	15,940	2,200	11,364	12,358	12,570	13,439
Capital Outlay	594	594	445	0	0	0
Grants/Non-Expenditure Items	0	0	0	0	0	0
<b>TOTALS</b>	<b>221,039</b>	<b>135,772</b>	<b>32,100</b>	<b>55,418</b>	<b>53,907</b>	<b>56,499</b>
<b>TOTAL DEPARTMENT OF BUILDING &amp; HOUSING DEVELOPMENT</b>						
Personnel Services	961,455	776,584	642,109	783,420	651,206	806,908
Operating Expenses	65,715	58,224	60,361	79,777	83,365	84,634
Capital Outlay	594	594	445	0	0	0
Grants	0	0	0	0	0	0
Non-Expenditure Items	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>1,027,764</b>	<b>835,402</b>	<b>702,916</b>	<b>863,197</b>	<b>734,571</b>	<b>891,542</b>

POSITION ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>BUILDING AND HOUSING DEVELOPMENT</b>						
Office of the Director	1.00	1.00	1.00	1.00	1.00	1.00
Planning	2.34	1.00	1.00	0.34	1.00	1.00
Codes	12.00	11.00	12.00	13.00	13.00	13.00
Bureau for Economic Development	<u>4.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>TOTAL POSITIONS</b>	<b>19.34</b>	<b>14.00</b>	<b>15.00</b>	<b>15.34</b>	<b>16.00</b>	<b>16.00</b>

In 2010, the Bureau of Economic Development was moved from General Government to the Department of Building and Housing Development. Also, in the Bureau of Codes Enforcement, two vacant Code Enforcement Officers were eliminated.

In 2011, a total of five vacant positions were eliminated from Department of Building and Housing Development. In the Planning Bureau, an Urban Planner and the Deputy of Planning were eliminated. A Secretary II was deleted from the budget in Bureau of Codes. In the Office of Economic Development, the Director and Special Assistant to the Director were eliminated.

The 2012 Budget included a decrease of three vacant positions, all of which were in the Bureau of Economic Development and included, Deputy Director /Compliance Officer, Executive Director - HBN, and MBE/WBE Development Specialist II.

In 2013, there previously was a net increase of one position. In the Bureau of Planning, the vacant Urban Planner II was eliminated, and in the Bureau of Codes there were two Code Enforcement Officers added.

In 2014, in the Bureau of Planning, the Current Planner/Zoning Officer position which was previously funded 34/33/33 between Genera/Water/Sewer Funds, was moved into the Bureau of Planning effective November 4, 2013 due to the Water and Sewer Funds operations transfer to THA, and will be fully funded in the General Fund. This was approved via a 2013 Budget reallocation by City Council.



OFFICE OF THE DIRECTOR

The Department of Building and Housing Development works to improve neighborhoods, promote business and residential development, maintain and upgrade the physical environment through code enforcement, and expand resources available for local projects.

The Director oversees the Bureaus of Planning, Codes, Housing (Grant Funded) and Economic Development. The Director supervises the activities of the Bureaus to facilitate timely approval and implementation of all new construction and major renovation projects. This supervision ensures that the projects are designed according to the City's long-term development goals and that they incorporate elements of historic preservation, floodplain management, handicap accessibility, energy efficiency, safety and architectural integrity.

The Office of the Director represents the City on numerous boards for planning, transportation, housing, health, and employment. The Office conducts feasibility studies; develops specifications; conducts public bids or requests for proposals; and provides management oversight on such projects as the Market Place Townhomes, Broad Street Market and Maclay Street Apartments.

This Office also coordinates the implementation of the City's Enterprise Community Strategic Plan, which involves the efforts of the Mayor's Office for Economic Development and Special Projects; the Bureau of Police; and dozens of community agencies, including the Harrisburg Housing Authority, the Community Action Commission, the Harrisburg School District, and many more participants.

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0134 Director

Allocation Plan

Position Control

	2013		2014		JOB CLASSIFICATION	2013		2014	
	BUDGET	BUDGET	BUDGET	BUDGET		BUDGET	BUDGET	BUDGET	BUDGET
PERSONNEL SERVICES									
Salaries-Mgmt	78,000	78,000	Director		1	1	78,000	78,000	
Overtime	0	0							
Fringe Benefits	5,967	5,967	Total Management		1	1	78,000	78,000	
TOTAL	83,967	83,967	Overtime				0	0	
OPERATING EXPENSES			FICA				5,967	5,967	
Communications	0	0	Healthcare Benefits - Active				0	0	
Professional Services	0	0	Healthcare Benefits - Retirees				0	0	
Utilities	0	0	Total Fringe Benefits				5,967	5,967	
Insurance	0	0	TOTAL		1	1	83,967	83,967	
Rentals	0	0							
Maintenance & Repairs	0	0							
Contracted Services	0	0							
Supplies	0	0							
Minor Capital Equipment	0	0							
TOTAL	0	0							
CAPITAL OUTLAY	0	0							
TOTAL APPROPRIATION	83,967	83,967							

DIRECTOR - 0134

**BUILDING & HOUSING DEVELOPMENT**

EMPLOYEE	POSITION	ANNIV. / D.O.H.	4	26	2010	\$	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL	
	DIRECTOR (D.C.E.D.)						78,000.00	0.00	0.00	0.00	78,000.00	0.00	5,967.00	0.00	83,967.00	
1.00	MANAGEMENT TOTALS						78,000.00	0.00	0.00	0.00	78,000.00	0.00	5,967.00	0.00	83,967.00	
1.00	TOTAL						78,000.00	0.00	0.00	0.00	78,000.00	0.00	5,967.00	0.00	83,967.00	
<b>TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS</b>												<b>78,000.00</b>	<b>0.00</b>	<b>5,967.00</b>	<b>0.00</b>	<b>83,967.00</b>

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

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01030134 DBHD Director

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$78,000.00	\$77,400.00	\$78,000.00	\$61,740.00	\$76,440.00	\$78,000.00	\$0.00
419001 SOCIAL SECURITY	\$5,967.07	\$5,967.00	\$5,967.00	\$4,819.50	\$5,967.00	\$5,967.00	\$0.00
<b>TOTAL PERSONNEL</b>	<b>\$83,967.07</b>	<b>\$83,367.00</b>	<b>\$83,967.00</b>	<b>\$66,559.50</b>	<b>\$82,407.00</b>	<b>\$83,967.00</b>	<b>\$0.00</b>
420050 POSTAGE	\$9.90	\$1.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>420100 Communications</b>	<b>\$9.90</b>	<b>\$1.35</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OPERATING</b>	<b>\$9.90</b>	<b>\$1.35</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OFFICE OF THE DBHD D</b>	<b>\$83,976.97</b>	<b>\$83,368.35</b>	<b>\$83,967.00</b>	<b>\$66,559.50</b>	<b>\$82,407.00</b>	<b>\$83,967.00</b>	<b>\$0.00</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  
2014 PROPOSED BUDGET

General Fund

0135 Planning

Allocation Plan

Position Control

	2013 BUDGET	2014 BUDGET	JOB CLASSIFICATION	2013 BUDGET	2014 BUDGET	2013 BUDGET	2014 BUDGET
PERSONNEL SERVICES							
Salaries-Mgmt	15,300	45,000	Zoning Officer	0.34	1.00	15,300	45,000
Overtime	0	0					
Fringe Benefits	1,170	3,442					
TOTAL	16,470	48,442	Total Management	0.34	1.00	15,300	45,000
			Overtime			0	0
OPERATING EXPENSES			FICA			1,170	3,442
Communications	14,600	17,000	Healthcare Benefits - Active			0	0
Professional Services	26,850	26,350	Healthcare Benefits - Retirees			0	0
Utilities	0	0					
Insurance	0	0	Total Fringe Benefits			1,170	3,442
Rentals	0	0					
Maintenance & Repairs	0	0	TOTAL	0.34	1.00	16,470	48,442
Contracted Services	0	195					
Supplies	2,439	2,300					
Minor Capital Equipment	0	0					
TOTAL	43,889	45,845					
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	60,359	94,287					

**BUILDING & HOUSING DEVELOPMENT**

EMPLOYEE	POSITION	2012		2013		2014		2014		2014		FRINGE BENEFITS	TOTAL
		ANNIV. / D.O.H.	END OF YR SALARY	END OF YR SALARY	END OF YR SALARY	ANNUAL INCREASE	ANNUAL INCREASE	LONG. SALARY	LUMP SUM	FICA			
	CURRENT PLANNER/ZONING OFFICER	12	15,300.00	12	15,300.00	12	15,300.00	0.00	0.00	0.00	1,170.00	0.00	16,470.00
0.34	MANAGEMENT TOTALS		15,300.00		15,300.00		15,300.00	0.00	0.00	0.00	1,170.00	0.00	16,470.00
	CURRENT PLANNER/ZONING OFFICER	12	29,700.00	12	29,700.00	12	29,700.00	0.00	0.00	0.00	2,272.00	0.00	31,972.00
	TRANSFERRED POSITION-MANAGEMENT		29,700.00		29,700.00		29,700.00	0.00	0.00	0.00	2,272.00	0.00	31,972.00
0.66	REQUESTED POSITION-MANAGEMENT		0.00		0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
1.00	TOTAL		45,000.00		45,000.00		45,000.00	0.00	0.00	0.00	3,442.00	0.00	48,442.00
	TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS		45,000.00		45,000.00		45,000.00	0.00	0.00	0.00	3,442.00	0.00	48,442.00

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

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01030135 DBHD Bureau of Planning

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$60,267.97	\$9,158.83	\$15,300.00	\$12,110.28	\$18,524.45	\$45,000.00	\$29,700.00
419001 SOCIAL SECURITY	\$4,610.57	\$700.80	\$1,170.00	\$945.53	\$1,440.78	\$3,442.00	\$2,272.00
<b>TOTAL PERSONNEL</b>	<b>\$64,878.54</b>	<b>\$9,859.63</b>	<b>\$16,470.00</b>	<b>\$13,055.81</b>	<b>\$19,965.23</b>	<b>\$48,442.00</b>	<b>\$31,972.00</b>
420010 ADVERTISING	\$5,929.41	\$10,048.22	\$14,000.00	\$6,653.06	\$14,000.00	\$14,000.00	\$0.00
420020 PRINTING	\$89.68	\$0.00	\$100.00	\$0.00	\$100.00	\$2,500.00	\$2,400.00
420050 POSTAGE	\$208.12	\$52.12	\$500.00	\$93.51	\$500.00	\$500.00	\$0.00
<b>420100 Communications</b>	<b>\$6,227.21</b>	<b>\$10,100.34</b>	<b>\$14,600.00</b>	<b>\$6,746.57</b>	<b>\$14,600.00</b>	<b>\$17,000.00</b>	<b>\$2,400.00</b>
421010 LEGAL	\$0.00	\$3,939.05	\$24,000.00	\$15,450.97	\$24,000.00	\$24,000.00	\$0.00
421050 OTHER PROFESSIONAL FEES	\$0.00	\$19,671.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421060 STENOGRAPHER	\$962.50	\$1,615.00	\$2,850.00	\$705.00	\$2,850.00	\$2,350.00	(\$500.00)
<b>421100 Professional Services</b>	<b>\$962.50</b>	<b>\$25,226.02</b>	<b>\$26,850.00</b>	<b>\$16,155.97</b>	<b>\$26,850.00</b>	<b>\$26,350.00</b>	<b>(\$500.00)</b>
429009 ADMIN/TRUSTEE FEE	\$18.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
429017 MEMBERSHIPS	\$0.00	\$0.00	\$0.00	\$0.00	\$110.00	\$195.00	\$195.00
<b>429100 Contracted Services</b>	<b>\$18.94</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$110.00</b>	<b>\$195.00</b>	<b>\$195.00</b>
430001 EDUCATIONAL	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$0.00	\$0.00
430003 SUBSCRIPTIONS	\$0.00	\$0.00	\$75.00	\$0.00	\$75.00	\$0.00	(\$75.00)
430006 PHOTOGRAPHY	\$0.00	\$0.00	\$0.00	\$0.00	\$42.00	\$0.00	\$0.00
430009 OFFICE	\$196.90	\$0.00	\$2,364.00	\$134.49	\$2,364.00	\$2,300.00	(\$64.00)
<b>430100 Supplies and Expenses</b>	<b>\$196.90</b>	<b>\$0.00</b>	<b>\$2,439.00</b>	<b>\$134.49</b>	<b>\$2,931.00</b>	<b>\$2,300.00</b>	<b>(\$139.00)</b>
<b>TOTAL OPERATING</b>	<b>\$7,405.55</b>	<b>\$35,326.36</b>	<b>\$43,889.00</b>	<b>\$23,037.03</b>	<b>\$44,491.00</b>	<b>\$45,845.00</b>	<b>\$1,956.00</b>
<b>TOTAL BUREAU OF PLANNING</b>	<b>\$72,284.09</b>	<b>\$45,185.99</b>	<b>\$60,359.00</b>	<b>\$36,092.84</b>	<b>\$64,456.23</b>	<b>\$94,287.00</b>	<b>\$33,928.00</b>

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, through the Deputy Director for Codes, 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 inspects properties for sale and for rent to make owners aware of any deficiencies, and inspects rental properties to enforce the quality of life standards for City residents who rent. The Bureau enforces all state and local health code provisions relating to food establishments and also lead-based paint hazards in residential structures. Health licenses are issued for all food establishments.

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  
2014 PROPOSED BUDGET

General Fund

0137 Codes

Allocation Plan		Position Control					
	2013 BUDGET	2014 BUDGET	JOB CLASSIFICATION	2013 BUDGET	2014 BUDGET	2013 BUDGET	2014 BUDGET
PERSONNEL SERVICES							
Salaries-Mgmt	160,412	162,412	Deputy Director for Codes	1	1	65,357	65,357
Salaries-BU	434,037	424,153	Asst. Codes Administrator	1	1	55,055	55,055
Overtime	0	0	Health Officer	1	1	40,000	42,000
Fringe Benefits	45,474	44,874	Total Management	3	3	160,412	162,412
TOTAL	639,923	631,439					
OPERATING EXPENSES							
Communications	8,850	11,200	Codes Enforcement Off. IV	3	3	141,344	137,227
Professional Services	6,700	5,000	Codes Enforcement Off. III	1	2	45,268	87,681
Utilities	0	0	Plumbing Inspector I	1	1	43,806	43,876
Insurance	0	0	Codes Enforcement Off. II	1	0	43,589	0
Rentals	0	0	Administrative Assistant II	1	1	41,534	40,324
Maintenance & Repairs	0	0	Secretary I	1	1	37,182	36,099
Contracted Services	7,670	7,750	Codes Enforcement Off. I	2	2	81,314	78,946
Supplies	310	1,400	Total Bargaining Unit	10	10	434,037	424,153
Minor Capital Equipment	0	0	Overtime			0	0
TOTAL	23,530	25,350	FICA			45,474	44,874
			Healthcare Benefits - Active			0	0
CAPITAL OUTLAY	0	0	Healthcare Benefits - Retirees			0	0
TOTAL APPROPRIATION	663,453	656,789	Total Fringe Benefits			45,474	44,874
			TOTAL	13	13	639,923	631,439

BUILDING & HOUSING DEVELOPMENT

EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013		2014		2014		2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
			END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE	2014 LONG.	2014 SALARY					
	DEPUTY DIRECTOR FOR CODES	7 17	1995 \$ 65,356.92	0.00	0.00	0.00	0.00	65,357.00	0.00	5,000.00	0.00	70,357.00
	ASSISTANT CODES ADMINISTRATOR	12 4	2000 \$ 55,055.12	0.00	0.00	0.00	0.00	55,055.00	0.00	4,212.00	0.00	59,267.00
	HEALTH OFFICER	9 9	2013 \$ 42,000.00	0.00	0.00	0.00	0.00	42,000.00	0.00	3,213.00	0.00	45,213.00
3.00	MANAGEMENT TOTALS		162,412.04	0.00	0.00	0.00	0.00	162,412.00	0.00	12,425.00	0.00	174,837.00
	ADMINISTRATIVE ASSISTANT II	12 11	1978 \$ 39,533.30	0.00	0.00	0.00	790.67	40,324.00	0.00	3,085.00	0.00	43,409.00
	CODES ENFORCEMENT OFFICER III	3 19	2007 \$ 43,513.96	0.00	0.00	0.00	217.57	43,732.00	0.00	3,345.00	0.00	47,077.00
	CODES ENFORCEMENT OFFICER III	2 16	1999 \$ 43,513.96	0.00	0.00	0.00	435.14	43,949.00	0.00	3,362.00	0.00	47,311.00
	CODES ENFORCEMENT OFFICER IV	8 17	1987 \$ 44,918.89	0.00	0.00	0.00	898.38	45,817.00	0.00	3,505.00	0.00	49,322.00
	CODES ENFORCEMENT OFFICER IV	8 17	1987 \$ 44,918.89	0.00	0.00	0.00	898.38	45,817.00	0.00	3,505.00	0.00	49,322.00
	CODES ENFORCEMENT OFFICER IV	6 27	1994 \$ 44,918.89	0.00	0.00	0.00	673.78	45,593.00	0.00	3,488.00	0.00	49,081.00
	PLUMBING INSPECTOR I	8 12	2002 \$ 42,109.02	1,332.08	0.00	0.00	434.41	43,876.00	0.00	3,357.00	0.00	47,233.00
	SECRETARY I	6 6	2011 \$ 36,098.98	0.00	0.00	0.00	0.00	36,099.00	0.00	2,762.00	0.00	38,861.00
VACANT	CODES ENFORCEMENT OFFICER I	1 1	2014 \$ 39,473.19	0.00	0.00	0.00	0.00	39,473.00	0.00	3,020.00	0.00	42,493.00
VACANT	CODES ENFORCEMENT OFFICER I	1 1	2014 \$ 39,473.19	0.00	0.00	0.00	0.00	39,473.00	0.00	3,020.00	0.00	42,493.00
10.00	BARGAINING UNIT TOTALS		418,472.27	1,332.08	0.00	4,348.33	424,153.00	424,153.00	0.00	32,449.00	0.00	456,602.00
13.00	TOTAL		580,884.31	1,332.08	0.00	4,348.33	586,565.00	586,565.00	0.00	44,874.00	0.00	631,439.00
OVERTIME							0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS						586,565.00	586,565.00	0.00	44,874.00	0.00	631,439.00

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



## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01030137 DBHD Bureau of Codes

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$457,466.72	\$490,948.29	\$593,238.51	\$382,266.52	\$470,870.42	\$586,565.00	(\$6,673.51)
416000 OVERTIME	\$2,134.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
419001 SOCIAL SECURITY	\$35,159.34	\$37,644.03	\$45,474.00	\$29,802.86	\$36,626.56	\$44,874.00	(\$600.00)
<b>TOTAL PERSONNEL</b>	<b>\$494,760.39</b>	<b>\$528,592.32</b>	<b>\$638,712.51</b>	<b>\$412,069.38</b>	<b>\$507,496.98</b>	<b>\$631,439.00</b>	<b>(\$7,273.51)</b>
420010 ADVERTISING	\$0.00	\$407.02	\$4,391.49	\$1,078.60	\$1,961.00	\$0.00	(\$4,391.49)
420020 PRINTING	\$0.00	\$431.77	\$899.00	\$438.00	\$438.00	\$900.00	\$1.00
420040 TELEPHONE	\$510.34	\$0.00	\$600.00	\$95.70	\$600.00	\$300.00	(\$300.00)
420050 POSTAGE	\$8,344.00	\$11,658.41	\$8,500.00	\$7,200.29	\$8,000.00	\$10,000.00	\$1,500.00
<b>420100 Communications</b>	<b>\$8,854.34</b>	<b>\$12,497.20</b>	<b>\$14,390.49</b>	<b>\$8,812.59</b>	<b>\$10,999.00</b>	<b>\$11,200.00</b>	<b>(\$3,190.49)</b>
421010 LEGAL	\$37,276.97	(\$4,708.96)	\$3,400.00	\$337.09	\$4,900.00	\$4,500.00	\$1,100.00
421015 MEDICAL LAB SERV	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00
421016 MEDICAL/PSYCHOLOGICAL EXA	\$0.00	\$0.00	\$1,300.00	\$0.00	\$1,300.00	\$0.00	(\$1,300.00)
<b>421100 Professional Services</b>	<b>\$37,276.97</b>	<b>(\$4,708.96)</b>	<b>\$5,200.00</b>	<b>\$337.09</b>	<b>\$6,200.00</b>	<b>\$5,000.00</b>	<b>(\$200.00)</b>
429001 TUITION/TRAINING	\$2,140.00	\$875.00	\$2,500.00	\$2,435.00	\$3,500.00	\$2,500.00	\$0.00
429009 ADMIN/TRUSTEE FEE	\$47.92	\$48.20	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00
429017 MEMBERSHIPS	\$0.00	\$0.00	\$0.00	\$0.00	\$110.00	\$0.00	\$0.00
429018 PERMITS	\$0.00	\$4,620.00	\$2,290.00	\$0.00	\$5,120.00	\$5,200.00	\$2,910.00
<b>429100 Contracted Services</b>	<b>\$2,187.92</b>	<b>\$5,543.20</b>	<b>\$4,840.00</b>	<b>\$2,435.00</b>	<b>\$8,730.00</b>	<b>\$7,750.00</b>	<b>\$2,910.00</b>
430001 EDUCATIONAL	\$0.00	\$292.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430003 SUBSCRIPTIONS	\$57.47	\$0.00	\$60.00	\$0.00	\$125.00	\$100.00	\$40.00
430009 OFFICE	\$19.47	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00
430042 TOOLS & HARDWARE	\$213.04	\$45.90	\$250.00	\$0.00	\$250.00	\$1,000.00	\$750.00
<b>430100 Supplies and Expenses</b>	<b>\$289.98</b>	<b>\$337.90</b>	<b>\$310.00</b>	<b>\$0.00</b>	<b>\$375.00</b>	<b>\$1,400.00</b>	<b>\$1,090.00</b>
<b>TOTAL OPERATING</b>	<b>\$48,609.21</b>	<b>\$13,669.34</b>	<b>\$24,740.49</b>	<b>\$11,584.68</b>	<b>\$26,304.00</b>	<b>\$25,350.00</b>	<b>\$609.51</b>
<b>TOTAL BUREAU OF CODES</b>	<b>\$543,369.60</b>	<b>\$542,261.66</b>	<b>\$663,453.00</b>	<b>\$423,654.06</b>	<b>\$533,800.98</b>	<b>\$656,789.00</b>	<b>(\$6,664.00)</b>

BUREAU OF ECONOMIC DEVELOPMENT

Bureau of Economic Development functions are largely focused on the production and transmission of video communications through the City's Government Access Television Station, WHBG-TV 20. The Bureau provides video coverage of City Government events such as City Council Legislative Sessions, Mayoral press conferences, Municipal Financial Recovery meetings, Mayoral ribbon cuttings, and other events. Video coverage involves video recording, editing, and uploading the events into station programming for air.

The Bureau also works with other departments to provide communication of important programs and information relevant to their respective departments. These communications are in the form of video public service announcements, promotional videos, television bulletins, and video interviews in the studio and on-location.

In addition to video programs, WHBG-TV 20 operations include the management of its station bulletin board, which is seen by viewers between those video programs. Bulletins are regularly created and updated to include timely information about City public meetings and events, as well as community-submitted events. Bulletins also include traffic information, road closures, City employment opportunities, and current and forecasted weather.

WHBG-TV 20 is 24/7 programming on Comcast Channel 20 to homes within Dauphin, Cumberland, and Perry Counties. A public program schedule is on its website (whbg.tv). The Bureau also manages WHBG-TV 20's other online presence, which is YouTube, Twitter, and Facebook.

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0139 B.E.D.

Allocation Plan

Position Control

PERSONNEL SERVICES	2013	2014	JOB CLASSIFICATION	2013	2014	2013	2014
	BUDGET	BUDGET		BUDGET	BUDGET	BUDGET	BUDGET
Salaries-Mgmt	40,000	40,000	Deputy Director/Contract Compliance Officer	0	0	0	0
Salaries-BU	0	0	Executive Director - HBN	0	0	0	0
Salaries - Part-Time	0	0	HBN Production Technician	1	1	40,000	40,000
Overtime	0	0					
Fringe Benefits	3,060	3,060	Total Management	1	1	40,000	40,000
TOTAL	43,060	43,060	MBE/WBE Dev. Specialist II	0	0	0	0
OPERATING EXPENSES			Total Bargaining Unit	0	0	0	0
Communications	0	1,239	Overtime			0	0
Professional Services	100	0	FICA			3060	3060
Utilities	0	0	Healthcare Benefits - Active			0	0
Insurance	0	0	Healthcare Benefits - Retirees			0	0
Rentals	0	100	Total Fringe Benefits			3,060	3,060
Maintenance & Repairs	0	0	TOTAL	1	1	43,060	43,060
Contracted Services	5,000	2,000					
Supplies	7,258	10,000					
Minor Capital Equipment	0	100					
TOTAL	12,358	13,439					
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	55,418	56,499					

**BUILDING & HOUSING DEVELOPMENT**

Office of Economic Opportunity - 0139

EMPLOYEE	POSITION	ANNIV D.O.H.	2012	2013	END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
1.00	PRODUCTION TECH MGR (WHGB)				40,000.00	0.00	0.00	0.00	40,000.00	0.00	3,060.00	0.00	43,060.00
	MANAGEMENT TOTALS				40,000.00	0.00	0.00	0.00	40,000.00	0.00	3,060.00	0.00	43,060.00

REQUESTED	POSITION	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$	2014 \$
	DIRECTOR OF MARKETING (WHGB)	1	1	35,000.00	0.00	0.00	0.00	0.00	35,000.00	0.00	2,678.00	0.00	37,678.00
	PROGRAM MANAGER (WHGB)	1	1	35,000.00	0.00	0.00	0.00	0.00	35,000.00	0.00	2,678.00	0.00	37,678.00
	CUT	1	1	(35,000.00)	0.00	0.00	0.00	0.00	(35,000.00)	0.00	(2,678.00)	0.00	(37,678.00)
	PROGRAM MANAGER (WHGB)	1	1	(35,000.00)	0.00	0.00	0.00	0.00	(35,000.00)	0.00	(2,678.00)	0.00	(37,678.00)

0.00	REQUESTED POSITIONS-MANAGEMENT			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1.00	TOTAL			40,000.00	0.00	0.00	0.00	0.00	40,000.00	0.00	3,060.00	0.00	43,060.00
	OVERTIME												
	TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS								40,000.00	0.00	3,060.00	0.00	43,060.00

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

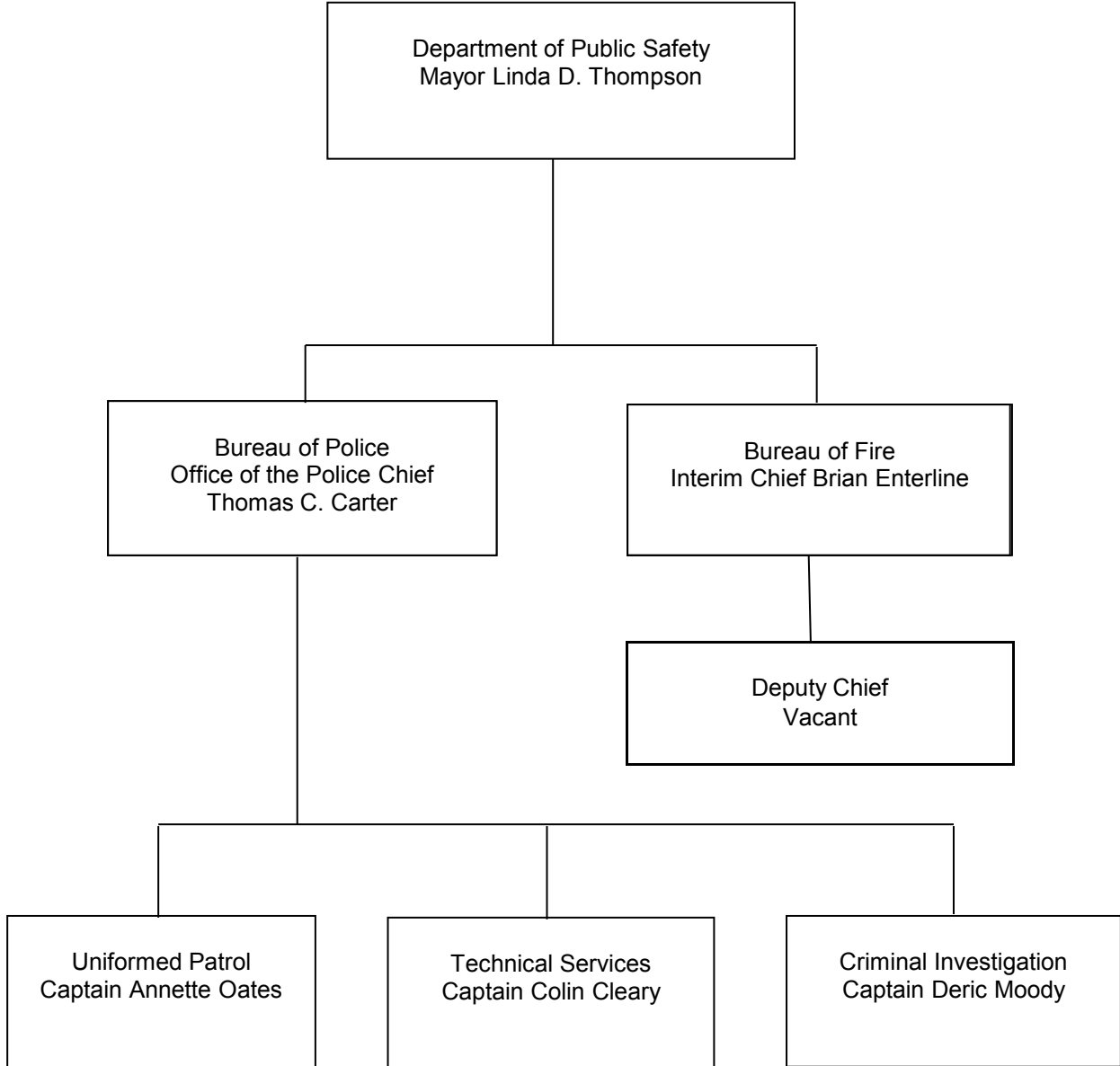
## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01030139 DBHD Economic Development

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$123,528.10	\$18,830.86	\$40,000.00	\$30,969.39	\$38,277.14	\$40,000.00	\$0.00
419001 SOCIAL SECURITY	\$9,449.96	\$1,459.47	\$3,060.00	\$2,471.70	\$3,060.00	\$3,060.00	\$0.00
<b>TOTAL PERSONNEL</b>	<b>\$132,978.06</b>	<b>\$20,290.33</b>	<b>\$43,060.00</b>	<b>\$33,441.09</b>	<b>\$41,337.14</b>	<b>\$43,060.00</b>	<b>\$0.00</b>
420010 ADVERTISING	\$1,663.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
420020 PRINTING	\$58.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
420040 TELEPHONE	\$204.41	\$94.24	\$639.00	\$531.61	\$639.00	\$639.00	\$0.00
420050 POSTAGE	\$22.64	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
<b>420100 Communications</b>	<b>\$1,948.05</b>	<b>\$94.24</b>	<b>\$639.00</b>	<b>\$531.61</b>	<b>\$639.00</b>	<b>\$1,239.00</b>	<b>\$600.00</b>
421010 LEGAL	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	(\$100.00)
421080 FILING FEES	\$0.00	\$0.00	\$325.00	\$156.00	\$312.00	\$0.00	(\$325.00)
<b>421100 Professional Services</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$425.00</b>	<b>\$156.00</b>	<b>\$312.00</b>	<b>\$0.00</b>	<b>(\$425.00)</b>
424050 OFFICE EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
<b>424100 Rentals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>\$100.00</b>
429009 ADMIN/TRUSTEE FEE	\$76.34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
429014 CONTR PERSONNEL SVS.	\$0.00	\$11,270.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
429090 MISC CONTRACTED SRVCS	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	\$2,000.00	(\$1,000.00)
429092 MISC CONTR SRVCS M-M	\$0.00	\$0.00	\$2,000.00	\$106.00	\$2,000.00	\$0.00	(\$2,000.00)
<b>429100 Contracted Services</b>	<b>\$76.34</b>	<b>\$11,270.00</b>	<b>\$5,000.00</b>	<b>\$106.00</b>	<b>\$5,000.00</b>	<b>\$2,000.00</b>	<b>(\$3,000.00)</b>
430002 SOFTWARE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
430004 AUDIO-VISUAL	\$0.00	\$0.00	\$300.00	\$89.00	\$300.00	\$0.00	(\$300.00)
430009 OFFICE	\$175.41	\$0.00	\$958.00	\$127.24	\$958.00	\$3,500.00	\$2,542.00
430099 MISC SUPPLIES AND EXP	\$0.00	\$0.00	\$5,036.00	\$539.00	\$5,361.00	\$6,000.00	\$964.00
<b>430100 Supplies and Expenses</b>	<b>\$175.41</b>	<b>\$0.00</b>	<b>\$6,294.00</b>	<b>\$755.24</b>	<b>\$6,619.00</b>	<b>\$10,000.00</b>	<b>\$3,706.00</b>
439015 OFFICE EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
<b>439100 Minor Capital</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>\$100.00</b>
<b>TOTAL OPERATING</b>	<b>\$2,199.80</b>	<b>\$11,364.24</b>	<b>\$12,358.00</b>	<b>\$1,548.85</b>	<b>\$12,570.00</b>	<b>\$13,439.00</b>	<b>\$1,081.00</b>
453049 LEASE PURCHASE	\$593.84	\$445.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL CAPITAL</b>	<b>\$593.84</b>	<b>\$445.38</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL BUREAU OF ECONOMIC DE</b>	<b>\$135,771.70</b>	<b>\$32,099.95</b>	<b>\$55,418.00</b>	<b>\$34,989.94</b>	<b>\$53,907.14</b>	<b>\$56,499.00</b>	<b>\$1,081.00</b>

# DEPARTMENT OF PUBLIC SAFETY



EXPENDITURE ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>PUBLIC SAFETY</b>						
<b><u>0141-0146 BUREAU OF POLICE</u></b>						
Personnel Services	14,867,030	18,242,167	15,431,382	16,531,372	16,353,004	15,619,980
Operating Expenses	664,384	633,215	529,471	556,786	659,396	859,367
Capital Outlay	67	0	0	0	100,000	0
Grants	0	0	0	0	0	0
Miscellaneous	0	0	15,300	0	15,000	15,000
<b>TOTALS</b>	<b>15,531,481</b>	<b>18,875,382</b>	<b>15,976,154</b>	<b>17,088,158</b>	<b>17,127,401</b>	<b>16,494,347</b>
<b><u>0151 BUREAU OF FIRE</u></b>						
Personnel Services	7,923,979	7,977,113	7,834,416	8,398,123	7,929,131	7,803,970
Operating Expenses	285,832	197,133	231,203	153,750	210,933	322,550
Capital Outlay	31,737	18,137	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	<b>8,241,547</b>	<b>8,192,382</b>	<b>8,065,619</b>	<b>8,551,873</b>	<b>8,140,065</b>	<b>8,126,520</b>
<b>TOTAL PUBLIC SAFETY</b>						
Personnel Services	22,791,008	26,219,280	23,265,799	24,929,495	24,282,136	23,423,951
Operating Expenses	950,216	830,348	760,675	710,536	870,330	1,181,917
Capital Outlay	31,804	18,137	0	0	100,000	0
Grants	0	0	0	0	0	0
Miscellaneous	0	0	15,300	0	15,000	15,000
<b>TOTAL EXPENDITURES</b>	<b>23,773,028</b>	<b>27,067,764</b>	<b>24,041,773</b>	<b>25,640,031</b>	<b>25,267,465</b>	<b>24,620,868</b>

POSITION ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
PUBLIC SAFETY						
Parking Enforcement	12.00	0.00	0.00	0.00	0.00	0.00
Office of Police Chief	5.00	3.00	163.00	186.00	186.00	164.00
Uniformed Patrol	123.00	121.00	0.00	0.00	0.00	0.00
Technical Services	30.00	21.00	0.00	0.00	0.00	0.00
Criminal Investigations	35.00	31.00	0.00	0.00	0.00	0.00
Fire	<u>84.00</u>	<u>71.00</u>	<u>71.00</u>	<u>85.00</u>	<u>85.00</u>	<u>81.00</u>
TOTAL POSITIONS	289.00	247.00	234.00	271.00	271.00	245.00

In 2010, there was an elimination of a vacant Police Officer position due to a retirement in the Office of the Police Chief. Also, the Uniformed Patrol Division added eight additional Police Officers. In Technical Services Division, the following vacant positions were eliminated: Full-time Communications Supervisor, two Police Officers, one Record Center Operator and a Telecommunicator I. In the Bureau of Fire, one Firefighter was added to the budget.

In the 2011 Budget, Parking Enforcement was moved to Technical Services, and the Office of Police Chief decreased by one net position. Both the Community Policing Coordinator and Confidential Assistant to the Chief were deleted from the budget and the Dog Law Enforcement Officer was transferred into Office of the Police Chief from Uniformed Patrol. Three Sergeants were eliminated and a Corporal was moved from Uniformed Patrol to Technical Services. Seven Police Officers were eliminated from the budget. A Secretary moved from Criminal Investigation to Technical Services. There was elimination of two Detective/Investigations. Five Telecommunications were eliminated from the budget. Also a vacant Communications Supervisor and the vacant Technical Services Administrator positions were eliminated. In the Fire Bureau, there was a reduction in personnel by nine positions, one of which was the Senior Deputy Chief. The other eight were firefighter positions: six driver operators and two Firefighter I.

In the 2012 Budget, the Police Bureau was consolidated into the Office of the Police Chief. Also, there was a reduction of 24 positions. This is mostly attributed to the transfer of the Communications Center to Dauphin County in May 2011, along with a reduction of two vacant Detective positions, a vacant Forensic Investigator position, and a vacant Police Corporal position.

In 2013, a Community Policing Coordinator was added to the Office of the Police Chief's budget.

In the 2014 Budget, there is a decrease of 26 vacant positions proposed. In the Bureau of Police, one Clerk Typist/Data Entry Operator, one Records Center Operator I, five Parking Enforcement Officers and 15 Police Officers are proposed to be eliminated. In the Bureau of Fire, four vacant Firefighter positions are proposed to be eliminated.

## **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 2011.

### *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 directed 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. The Unit consists of six Parking Enforcement Officers and one support staff.

### *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.



EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0142 Office of the Police Chief

Allocation Plan

Position Control

	2013 BUDGET	2014 BUDGET	JOB CLASSIFICATION	2013 BUDGET	2014 BUDGET	2013 BUDGET	2014 BUDGET
PERSONNEL SERVICES							
Salaries-Mgmt	347,572	332,067	Police Chief	1	1	96,790	87,492
Salaries-BU	11,952,588	10,115,446	Police Captain	3	3	250,782	244,575
Salaries- Police Extra Duty	450,000	500,000					
Overtime	325,000	550,000	Total Management	4	4	347,572	332,067
Fringe Benefits	319,837	256,985					
Miscellaneous	3,136,375	3,865,482	Detective	23	23	1,697,348	1,653,163
			Forensic Investigator	3	3	217,710	213,893
TOTAL	16,531,372	15,619,980	Police Officer	111	96	7,444,613	5,998,031
OPERATING EXPENSES			Police Corporal	10	10	740,480	711,070
Communications	66,300	72,500	Police Lieutenant	4	4	330,684	321,052
Professional Services	9,000	13,000	Police Sergeant	7	7	551,145	535,087
Utilities	16,000	12,000	Record Center Operator I	2	1	79,287	38,297
Insurance	290,000	408,795	Record Center Operator IV	1	1	44,084	42,800
Rentals	0	0	Secretary I	1	0	39,841	0
Maintenance & Repairs	15,500	27,500	Secretary II	1	2	41,257	80,110
Contracted Services	105,786	271,472	Police Data Technician I	0	0	0	0
Supplies	54,200	54,100	Police Data Technician II	3	3	131,820	128,190
Minor Capital Equipment	0	0	Parking Enforcement Office I	6	4	225,951	147,150
			Parking Enforcement Office II	6	3	232,356	113,133
TOTAL	556,786	859,367	Dog Law Enforcement Officer II	1	1	44,084	42,800
CAPITAL OUTLAY	0	0	Administrative Assistant I	1	1	41,890	40,670
GRANTS (MATCHING SHARE)	0	0	Clerk Typist/Data Entry Operator	1	0	40,038	0
MISCELLANEOUS	0	15,000	Community Policing Coordinator	1	1	50,000	50,000
TOTAL APPROPRIATION	17,088,158	16,494,347	Total Bargaining Unit	182	160	11,952,588	10,115,446
			Police Extra Duty			450,000	500,000
			Overtime			325,000	550,000
			FICA			319,837	256,985
			Total Fringe Benefits			319,837	256,985
			Sick Leave Buy-Back			2,000	119,110
			Severance Pay			350,623	360,994
			Uniform Allowance			151,125	206,508
			College Credits			8,800	8,800
			Workers' Compensation			475,000	1,134,000
			Police Pension Plan			2,146,827	2,034,070
			Medicare Part D			2,000	2,000
			Total Miscellaneous			3,136,375	3,865,482
			TOTAL	186	164	16,531,372	15,619,980

PUBLIC SAFETY

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EMPLOYEE	POSITION	ANNIV. / D.O.B.	END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
	ACTING POLICE CHIEF	7	1988 \$ 87,492.24	0.00	0.00	0.00	87,492.00	0.00	6,693.00	0.00	94,185.00
	POLICE CAPTAIN	5	1992 \$ 81,525.23	0.00	0.00	0.00	81,525.00	0.00	6,237.00	0.00	87,762.00
	POLICE CAPTAIN	8	1986 \$ 81,525.23	0.00	0.00	0.00	81,525.00	0.00	6,237.00	0.00	87,762.00
	POLICE CAPTAIN	5	1993 \$ 81,525.23	0.00	0.00	0.00	81,525.00	0.00	6,237.00	0.00	87,762.00
4.00 MANAGEMENT TOTALS											
	DETECTIVE	8	1986 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	7	2008 \$ 64,425.85	0.00	0.00	1,932.78	66,359.00	0.00	962.00	0.00	67,321.00
	DETECTIVE	7	1987 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	7	1987 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	5	1991 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	5	1992 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	5	1992 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	5	1992 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	5	1995 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	9	1997 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	9	1997 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	9	1997 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	9	1997 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	9	1998 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE	5	17 1999 \$ 64,425.85	0.00	0.00	7,731.10	72,157.00	0.00	1,046.00	0.00	73,203.00
	DETECTIVE	5	2000 \$ 64,425.85	0.00	0.00	7,086.84	71,513.00	0.00	1,037.00	0.00	72,550.00
	DETECTIVE	1	8 2001 \$ 64,425.85	0.00	0.00	6,442.58	70,868.00	0.00	1,028.00	0.00	71,896.00
	DETECTIVE	1	8 2001 \$ 64,425.85	0.00	0.00	6,442.58	70,868.00	0.00	1,028.00	0.00	71,896.00
	DETECTIVE	1	8 2001 \$ 64,425.85	0.00	0.00	6,442.58	70,868.00	0.00	1,028.00	0.00	71,896.00
	DETECTIVE	1	18 2005 \$ 64,425.85	0.00	0.00	3,865.55	68,291.00	0.00	990.00	0.00	69,281.00
	DETECTIVE/INSPECTOR	5	1991 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE/INSPECTOR	5	21 1993 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE/INSPECTOR	9	15 1997 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	DETECTIVE/INSPECTOR	7	8 2002 \$ 64,425.85	0.00	0.00	5,798.33	70,224.00	0.00	1,018.00	0.00	71,242.00
	FORENSIC INVESTIGATOR	5	17 1999 \$ 64,425.85	0.00	0.00	7,731.10	72,157.00	0.00	1,046.00	0.00	73,203.00
	FORENSIC INVESTIGATOR	1	8 2001 \$ 64,425.85	0.00	0.00	6,442.58	70,868.00	0.00	1,028.00	0.00	71,896.00
	FORENSIC INVESTIGATOR	1	8 2001 \$ 64,425.85	0.00	0.00	6,442.58	70,868.00	0.00	1,028.00	0.00	71,896.00
	POLICE CORPORAL	1	18 2005 \$ 64,425.85	0.00	0.00	3,865.55	68,291.00	0.00	990.00	0.00	69,281.00
	POLICE CORPORAL	5	17 1999 \$ 64,425.85	0.00	0.00	7,731.10	72,157.00	0.00	1,046.00	0.00	73,203.00
	POLICE CORPORAL	5	23 1991 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	POLICE CORPORAL	5	22 1992 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	POLICE CORPORAL	5	20 1994 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	POLICE CORPORAL	5	18 1995 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	POLICE CORPORAL	5	20 1996 \$ 64,425.85	0.00	0.00	8,375.36	72,801.00	0.00	1,056.00	0.00	73,857.00
	POLICE CORPORAL	1	1 2008 \$ 64,425.85	0.00	0.00	1,932.78	66,359.00	0.00	962.00	0.00	67,321.00
	POLICE CORPORAL	5	17 1999 \$ 64,425.85	0.00	0.00	7,731.10	72,157.00	0.00	1,046.00	0.00	73,203.00
	POLICE CORPORAL	7	5 2005 \$ 64,425.85	0.00	0.00	3,864.75	68,101.00	0.00	987.00	0.00	69,088.00
	POLICE SERGEANT	9	14 1998 \$ 67,647.14	0.00	0.00	8,794.13	76,441.00	0.00	1,108.00	0.00	77,549.00
	POLICE SERGEANT	8	3 1990 \$ 67,647.14	0.00	0.00	8,794.13	76,441.00	0.00	1,108.00	0.00	77,549.00
	POLICE SERGEANT	1	14 1994 \$ 67,647.14	0.00	0.00	8,794.13	76,441.00	0.00	1,108.00	0.00	77,549.00
	POLICE SERGEANT	5	18 1995 \$ 67,647.14	0.00	0.00	8,794.13	76,441.00	0.00	1,108.00	0.00	77,549.00
	POLICE SERGEANT	1	1 1995 \$ 67,647.14	0.00	0.00	8,794.13	76,441.00	0.00	1,108.00	0.00	77,549.00
	POLICE SERGEANT	1	1 1995 \$ 67,647.14	0.00	0.00	8,794.13	76,441.00	0.00	1,108.00	0.00	77,549.00
	SERGEANT/INSPECTOR	5	23 1991 \$ 67,647.14	0.00	0.00	8,794.13	76,441.00	0.00	1,108.00	0.00	77,549.00
	POLICE LIEUTENANT	8	1 1986 \$ 71,029.50	0.00	0.00	9,233.83	80,263.00	0.00	1,164.00	0.00	81,427.00
	POLICE LIEUTENANT	1	1 1986 \$ 71,029.50	0.00	0.00	9,233.83	80,263.00	0.00	1,164.00	0.00	81,427.00
	POLICE LIEUTENANT	5	23 1991 \$ 71,029.50	0.00	0.00	9,233.83	80,263.00	0.00	1,164.00	0.00	81,427.00
	POLICE LIEUTENANT	5	22 1992 \$ 71,029.50	0.00	0.00	9,233.83	80,263.00	0.00	1,164.00	0.00	81,427.00



PUBLIC SAFETY

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EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL		
	POLICE OFFICER	7	5	2006	\$	61,357.95	0.00	0.00	3,067.90	64,426.00	934.00	0.00	65,360.00
	POLICE OFFICER	7	2	2007	\$	61,357.95	0.00	0.00	2,454.32	63,812.00	925.00	0.00	64,737.00
	POLICE OFFICER	7	2	2007	\$	61,357.95	0.00	0.00	2,454.32	63,812.00	925.00	0.00	64,737.00
	POLICE OFFICER	7	2	2007	\$	61,357.95	0.00	0.00	2,454.32	63,812.00	925.00	0.00	64,737.00
	POLICE OFFICER	1	14	2008	\$	61,357.95	0.00	0.00	1,840.74	63,199.00	916.00	0.00	64,115.00
	POLICE OFFICER	7	7	2008	\$	61,357.95	0.00	0.00	1,840.74	63,199.00	916.00	0.00	64,115.00
	POLICE OFFICER	1	20	2009	\$	61,357.95	0.00	0.00	1,227.16	62,585.00	907.00	0.00	63,492.00
	POLICE OFFICER	1	20	2009	\$	61,357.95	0.00	0.00	1,227.16	62,585.00	907.00	0.00	63,492.00
	POLICE OFFICER	1	20	2009	\$	61,357.95	0.00	0.00	1,227.16	62,585.00	907.00	0.00	63,492.00
	POLICE OFFICER	1	20	2009	\$	61,357.95	0.00	0.00	1,227.16	62,585.00	907.00	0.00	63,492.00
	POLICE OFFICER	7	6	2009	\$	61,357.95	0.00	0.00	1,227.16	62,585.00	907.00	0.00	63,492.00
	POLICE OFFICER	1	19	2010	\$	61,357.95	0.00	0.00	613.58	61,972.00	899.00	0.00	62,871.00
	POLICE OFFICER	1	19	2010	\$	61,357.95	0.00	0.00	613.58	61,972.00	899.00	0.00	62,871.00
	POLICE OFFICER	1	14	2013	\$	49,086.00	0.00	3,068.00	0.00	52,154.00	756.00	0.00	52,910.00
	POLICE OFFICER	1	14	2013	\$	49,086.00	0.00	3,068.00	0.00	52,154.00	756.00	0.00	52,910.00
	POLICE OFFICER	1	14	2013	\$	49,086.00	0.00	3,068.00	0.00	52,154.00	756.00	0.00	52,910.00
	POLICE OFFICER	7	8	2013	\$	46,043.68	0.00	6,136.00	0.00	52,180.00	756.00	0.00	52,936.00
	POLICE OFFICER	7	8	2013	\$	46,043.68	0.00	6,136.00	0.00	52,180.00	756.00	0.00	52,936.00
	POLICE OFFICER	1	14	2013	\$	46,043.68	0.00	6,136.00	0.00	52,180.00	756.00	0.00	52,936.00
	POLICE OFFICER	7	8	2013	\$	46,043.68	0.00	6,136.00	0.00	52,180.00	756.00	0.00	52,936.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00
	POLICE OFFICER	1	21	2014	\$	46,043.68	0.00	0.00	0.00	46,044.00	688.00	0.00	46,732.00

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EMPLOYEE	POSITION	ANNIV. / D.O.H.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
VACANT	RECORD CENTER OPERATOR I	1	2014 \$ 38,297.49	0.00	0.00	0.00	38,297.00	0.00	2,930.00	0.00	41,227.00
VACANT	RECORD CENTER OPERATOR I	1	2014 \$ 38,297.49	0.00	0.00	0.00	38,297.00	0.00	2,930.00	0.00	41,227.00
	RECORD CENTER OPERATOR IV	4	1979 \$ 41,960.70	0.00	0.00	839.21	42,800.00	0.00	3,274.00	0.00	46,074.00
	SECRETARY I	7	1998 \$ 38,297.49	1,165.57	0.00	591.95	40,055.00	0.00	3,064.00	0.00	43,119.00
	SECRETARY II	7	1994 \$ 39,463.06	0.00	0.00	591.95	40,055.00	0.00	3,064.00	0.00	43,119.00
	POLICE DATA TECHNICIAN II	9	1985 \$ 41,960.70	0.00	0.00	839.21	42,800.00	0.00	3,274.00	0.00	46,074.00
	POLICE DATA TECHNICIAN II	7	1992 \$ 41,960.70	0.00	0.00	839.21	42,800.00	0.00	3,274.00	0.00	46,074.00
	POLICE DATA TECHNICIAN II	9	1988 \$ 41,960.70	0.00	0.00	629.41	42,590.00	0.00	3,258.00	0.00	45,848.00
	PARKING ENFORCEMENT OFFICER I	6	2000 \$ 36,174.45	1,040.72	0.00	372.15	37,587.00	0.00	2,875.00	0.00	40,462.00
	PARKING ENFORCEMENT OFFICER I	5	2013 \$ 36,174.45	0.00	0.00	0.00	36,174.00	0.00	2,767.00	0.00	38,941.00
	PARKING ENFORCEMENT OFFICER I	2	2009 \$ 36,174.45	0.00	0.00	0.00	36,174.00	0.00	2,767.00	0.00	38,941.00
	PARKING ENFORCEMENT OFFICER I	2	2009 \$ 36,174.45	1,040.72	0.00	0.00	37,215.00	0.00	2,847.00	0.00	40,062.00
VACANT	PARKING ENFORCEMENT OFFICER I	5	2009 \$ 36,174.45	0.00	0.00	0.00	36,174.00	0.00	2,767.00	0.00	38,941.00
VACANT	PARKING ENFORCEMENT OFFICER I	5	2009 \$ 36,174.45	0.00	0.00	0.00	36,174.00	0.00	2,767.00	0.00	38,941.00
VACANT	PARKING ENFORCEMENT OFFICER II	1	2014 \$ 37,215.17	0.00	0.00	0.00	37,215.00	0.00	2,847.00	0.00	40,062.00
VACANT	PARKING ENFORCEMENT OFFICER II	1	2014 \$ 37,215.17	0.00	0.00	0.00	37,215.00	0.00	2,847.00	0.00	40,062.00
VACANT	PARKING ENFORCEMENT OFFICER II	1	2014 \$ 37,215.17	0.00	0.00	0.00	37,215.00	0.00	2,847.00	0.00	40,062.00
	PARKING ENFORCEMENT OFFICER II	11	1992 \$ 37,215.17	0.00	0.00	744.30	37,959.00	0.00	2,904.00	0.00	40,863.00
	PARKING ENFORCEMENT OFFICER II	8	2000 \$ 37,215.17	0.00	0.00	372.15	37,587.00	0.00	2,875.00	0.00	40,462.00
	PARKING ENFORCEMENT OFFICER II	12	2001 \$ 37,215.17	0.00	0.00	372.15	37,587.00	0.00	2,875.00	0.00	40,462.00
	DOG LAW ENFORCEMENT OFFICER II	11	1985 \$ 41,960.70	0.00	0.00	839.21	42,800.00	0.00	3,274.00	0.00	46,074.00
	ADMINISTRATIVE ASSISTANT I	7	2008 \$ 40,670.27	0.00	0.00	0.00	40,670.00	0.00	3,111.00	0.00	43,781.00
VACANT	CLERK TYPIST/DATA ENTRY OPERATOR	1	2014 \$ 38,297.49	0.00	0.00	0.00	38,297.00	0.00	2,930.00	0.00	41,227.00
	COMMUNITY POLICING COORDINATOR	4	2013 \$ 50,000.00	0.00	0.00	0.00	50,000.00	0.00	3,825.00	0.00	53,825.00
182.00 BARGAINING UNIT TOTALS											
			10,266,382.81	52,335.01	0.00	747,993.45	11,066,693.00	0.00	216,968.00	0.00	11,283,661.00

REQUESTED RECLASS	POSITION	1	2014 \$ 36,174.45	0.00	0.00	0.00	36,174.00	0.00	2,767.00	0.00	38,941.00
RECLASS	POSITION	1	2008 \$ (61,357.95)	0.00	0.00	0.00	(61,357.00)	0.00	(916.00)	0.00	(64,115.00)
RECLASS	POSITION	1	2008 \$ (61,357.95)	0.00	0.00	0.00	(61,357.00)	0.00	(916.00)	0.00	(64,115.00)
RECLASS	POLICE CORPORAL	1	2008 \$ 64,425.85	0.00	0.00	1,932.78	66,359.00	0.00	962.00	0.00	67,321.00
RECLASS	POLICE CORPORAL	1	2008 \$ 64,425.85	0.00	0.00	1,932.78	66,359.00	0.00	962.00	0.00	67,321.00
RECLASS	RECORD CENTER OPERATOR I	1	2014 \$ (38,297.49)	0.00	0.00	0.00	(38,297.00)	0.00	(2,930.00)	0.00	(41,227.00)
RECLASS	RECORD CENTER OPERATOR I	1	2014 \$ (38,297.49)	0.00	0.00	0.00	(38,297.00)	0.00	(2,930.00)	0.00	(41,227.00)
RECLASS	POLICE DATA TECHNICIAN I	1	2014 \$ 40,738.54	0.00	0.00	0.00	40,739.00	0.00	3,117.00	0.00	43,856.00
RECLASS	POLICE DATA TECHNICIAN I	1	2014 \$ 40,738.54	0.00	0.00	0.00	40,739.00	0.00	3,117.00	0.00	43,856.00
	ACTING POLICE CHIEF	7	1988	2,507.76	0.00	0.00	2,508.00	0.00	192.00	0.00	2,700.00
	POLICE CAPTAIN	5	1992	3,500.00	0.00	0.00	3,500.00	0.00	268.00	0.00	3,768.00
	POLICE CAPTAIN	8	1986	3,500.00	0.00	0.00	3,500.00	0.00	268.00	0.00	3,768.00
	POLICE CAPTAIN	5	1993	3,500.00	0.00	0.00	3,500.00	0.00	268.00	0.00	3,768.00
MAYOR	CUT		\$ (47,192.34)	(13,007.76)	0.00	(184.07)	(60,386.00)	0.00	(4,229.00)	0.00	(64,615.00)

NEW/UPGRADE/RECLASS REQUESTS

0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00

VACANT	POSITION	5	2009 \$ (36,174.45)	0.00	0.00	0.00	(36,174.00)	0.00	(2,767.00)	0.00	(38,941.00)
VACANT	POSITION	5	2009 \$ (36,174.45)	0.00	0.00	0.00	(36,174.00)	0.00	(2,767.00)	0.00	(38,941.00)
VACANT	POSITION	1	2014 \$ (37,215.17)	0.00	0.00	0.00	(37,215.00)	0.00	(2,847.00)	0.00	(40,062.00)
VACANT	POSITION	1	2014 \$ (37,215.17)	0.00	0.00	0.00	(37,215.00)	0.00	(2,847.00)	0.00	(40,062.00)
VACANT	POSITION	1	2014 \$ (37,215.17)	0.00	0.00	0.00	(37,215.00)	0.00	(2,847.00)	0.00	(40,062.00)
VACANT	POSITION	1	2014 \$ (38,297.49)	0.00	0.00	0.00	(38,297.00)	0.00	(2,930.00)	0.00	(41,227.00)
VACANT	POSITION	1	2014 \$ (38,297.49)	0.00	0.00	0.00	(38,297.00)	0.00	(2,930.00)	0.00	(41,227.00)
VACANT	POSITION	1	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,043.00)	0.00	(668.00)	0.00	(46,712.00)
VACANT	POSITION	1	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,043.00)	0.00	(668.00)	0.00	(46,712.00)
VACANT	POSITION	1	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,043.00)	0.00	(668.00)	0.00	(46,712.00)

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EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
VACANT	POLICE OFFICER	1 21	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,044.00)	0.00	(688.00)	0.00	(46,712.00)
VACANT	POLICE OFFICER	1 21	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,044.00)	0.00	(688.00)	0.00	(46,712.00)
VACANT	POLICE OFFICER	1 21	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,044.00)	0.00	(688.00)	0.00	(46,712.00)
VACANT	POLICE OFFICER	1 21	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,044.00)	0.00	(688.00)	0.00	(46,712.00)
VACANT	POLICE OFFICER	1 21	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,044.00)	0.00	(688.00)	0.00	(46,712.00)
VACANT	POLICE OFFICER	1 21	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,044.00)	0.00	(688.00)	0.00	(46,712.00)
VACANT	POLICE OFFICER	1 21	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,044.00)	0.00	(688.00)	0.00	(46,712.00)
VACANT	POLICE OFFICER	1 21	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,044.00)	0.00	(688.00)	0.00	(46,712.00)
VACANT	POLICE OFFICER	1 21	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,044.00)	0.00	(688.00)	0.00	(46,712.00)
VACANT	POLICE OFFICER	1 21	2014 \$ (46,043.68)	0.00	0.00	0.00	(46,044.00)	0.00	(688.00)	0.00	(46,712.00)
VACANT	RECORD CENTER OPERATOR I	1 1	2014 \$ (38,297.49)	0.00	0.00	0.00	(38,297.00)	0.00	(2,930.00)	0.00	(41,227.00)
			(951,244.59)	0.00	0.00	0.00	(951,247.00)	0.00	(29,955.00)	0.00	(981,202.00)
-22.00 MAYOR CUT POSITIONS											
164.00 TOTAL			9,647,206.15	52,335.01	0.00	747,993.45	10,447,513.00	0.00	212,417.00	0.00	10,659,930.00
Police Extra Duty				0.00	0.00	0.00	500,000.00	0.00	7,250.00	0.00	507,250.00
OVERTIME							550,000.00	0.00	7,975.00	0.00	557,975.00
SICK LEAVE BUY-BACK							119,110.25	0.00	1,727.00	0.00	120,837.25
SUBTOTAL-SALARIES/WAGES						11,616,623.25		0.00	229,369.00	0.00	11,845,992.25
SEVERANCE PAY						360,994.00		0.00	27,616.00	0.00	388,610.00
MEDICARE-PART B						2,000.00		0.00	0.00	0.00	2,000.00
LOSS TIME & MED						1,134,000.00		0.00	0.00	0.00	1,134,000.00
POLICE PENSION PLAN						2,034,070.00		0.00	0.00	0.00	2,034,070.00
CLOTHING ALLOWANCE						206,508.00		0.00	0.00	0.00	206,508.00
COLLEGE CREDITS						8,800.00		0.00	0.00	0.00	8,800.00
TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS						15,362,995.25		0.00	256,985.00	0.00	15,619,980.25

NOTES: POLICE OFFICERS WERE BUDGETED AT \$46,018 (FIELD TRAINING ) FOR 3 MONTHS, \$49,086 (PROBATION PERIOD) FOR 6 MONTHS, AND \$52,154 (OFFICER I RATE) FOR REMAINDER OF THE YEAR. MEDICAL COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01040142 Bureau of Police

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$11,532,306.07	\$11,073,729.79	\$11,854,660.00	\$8,198,138.98	\$9,995,895.13	\$10,447,513.00	(\$1,407,147.00)
414900 SALARIES/WAGES-EXTRA DUTY	\$431,257.83	\$483,620.01	\$450,000.00	\$345,129.21	\$437,984.21	\$500,000.00	\$50,000.00
416000 OVERTIME	\$590,646.87	\$376,875.06	\$525,000.00	\$378,549.67	\$524,999.72	\$550,000.00	\$25,000.00
417000 SICK LEAVE BUY-BACK	\$2,744.63	\$0.00	\$13,208.09	\$13,208.09	\$13,208.09	\$119,110.25	\$105,902.16
<b>414100 Salaries/Wages</b>	<b>\$12,556,955.40</b>	<b>\$11,934,224.86</b>	<b>\$12,842,868.09</b>	<b>\$8,935,025.95</b>	<b>\$10,972,087.15</b>	<b>\$11,616,623.25</b>	<b>(\$1,226,244.84)</b>
419001 SOCIAL SECURITY	\$253,358.70	\$216,978.34	\$319,837.00	\$164,623.52	\$202,890.75	\$256,985.00	(\$62,852.00)
419005 SEVERANCE PAY	\$354,217.08	\$38,910.07	\$502,623.00	\$451,809.97	\$503,164.45	\$360,994.00	(\$141,629.00)
419007 MEDICARE - PART B	\$1,158.00	\$1,938.00	\$2,000.00	\$1,198.80	\$1,999.80	\$2,000.00	\$0.00
419012 LOSS TIME & MED	\$436,000.00	\$626,473.89	\$1,405,418.00	\$1,367,568.54	\$1,825,418.00	\$1,134,000.00	(\$271,418.00)
419020 POLICE PENSION PLAN A	\$4,510,723.14	\$2,524,733.51	\$2,146,827.00	\$18,796.87	\$2,619,144.87	\$2,034,070.00	(\$112,757.00)
419028 CLOTHING ALLOWANCE	\$68,433.99	\$31,548.80	\$97,500.00	\$135,874.35	\$165,874.35	\$206,508.00	\$109,008.00
419029 CLOTHING MAINT ALLOWANCE	\$52,320.57	\$47,775.00	\$53,625.00	\$42,900.00	\$53,625.00	\$0.00	(\$53,625.00)
419049 COLLEGE CREDITS	\$9,000.00	\$8,800.00	\$8,800.00	\$0.00	\$8,800.00	\$8,800.00	\$0.00
<b>419100 Fringe Benefits</b>	<b>\$5,685,211.48</b>	<b>\$3,497,157.61</b>	<b>\$4,536,630.00</b>	<b>\$2,182,772.05</b>	<b>\$5,380,917.22</b>	<b>\$4,003,357.00</b>	<b>(\$533,273.00)</b>
<b>TOTAL PERSONNEL</b>	<b>\$18,242,166.88</b>	<b>\$15,431,382.47</b>	<b>\$17,379,498.09</b>	<b>\$11,117,798.00</b>	<b>\$16,353,004.37</b>	<b>\$15,619,980.25</b>	<b>(\$1,759,517.84)</b>
420010 ADVERTISING	\$339.04	\$362.13	\$540.00	\$449.64	\$500.00	\$500.00	(\$40.00)
420020 PRINTING	\$8,248.22	\$10,002.67	\$8,700.00	\$8,594.94	\$8,700.00	\$8,000.00	(\$700.00)
420030 PHOTOGRAPHY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00
420040 TELEPHONE	\$69,476.74	\$47,980.87	\$40,560.00	\$32,642.58	\$44,900.00	\$48,000.00	\$7,440.00
420050 POSTAGE	\$10,612.98	\$11,782.72	\$11,100.00	\$11,061.61	\$13,000.00	\$10,000.00	(\$1,100.00)
<b>420100 Communications</b>	<b>\$88,676.98</b>	<b>\$70,128.39</b>	<b>\$60,900.00</b>	<b>\$52,748.77</b>	<b>\$67,100.00</b>	<b>\$72,500.00</b>	<b>\$11,600.00</b>
421016 MEDICAL/PSYCHOLOGICAL EXA	\$0.00	\$0.00	\$12,135.00	\$10,245.00	\$19,635.00	\$10,000.00	(\$2,135.00)
421030 CONSULTING	\$724.95	\$780.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421040 COLLECTION(OPT & LIENS)	(\$193.66)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421050 OTHER PROFESSIONAL FEES	\$14,487.33	\$2,800.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421060 STENOGRAPHER	\$50.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421070 ARBITRATION	\$11,632.50	\$0.00	\$2,700.00	\$2,334.70	\$4,000.00	\$3,000.00	\$300.00
<b>421100 Professional Services</b>	<b>\$26,701.72</b>	<b>\$3,581.18</b>	<b>\$14,835.00</b>	<b>\$12,579.70</b>	<b>\$23,635.00</b>	<b>\$13,000.00</b>	<b>(\$1,835.00)</b>
422020 ELECTRICITY	\$11,716.87	\$12,468.20	\$10,000.00	\$8,199.52	\$12,000.00	\$12,000.00	\$2,000.00
<b>422100 Utilities &amp; Services</b>	<b>\$11,716.87</b>	<b>\$12,468.20</b>	<b>\$10,000.00</b>	<b>\$8,199.52</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$2,000.00</b>
423011 AUTO DEDUCT	\$6,697.37	\$6,784.17	\$57,700.00	\$27,470.06	\$57,700.00	\$57,700.00	\$0.00
423080 POLICE PROF PREM	\$272,750.52	\$211,314.65	\$230,091.91	\$157,411.06	\$227,034.59	\$278,495.00	\$48,403.09
423081 POLICE PROF DEDUCT	\$83,288.23	\$49,885.82	\$72,600.00	\$53,797.34	\$72,600.00	\$72,600.00	\$0.00
<b>423100 Insurance</b>	<b>\$362,736.12</b>	<b>\$267,984.64</b>	<b>\$360,391.91</b>	<b>\$238,678.46</b>	<b>\$357,334.59</b>	<b>\$408,795.00</b>	<b>\$48,403.09</b>
424060 OTHER RENTALS	\$187.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$96,806.18
<b>424100 Rentals</b>	<b>\$187.90</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$145,209.27</b>
425000 OFFICE EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00
425010 VEHICULAR EQUIPMENT	\$939.75	\$4,081.66	\$2,360.00	\$133.64	\$5,000.00	\$5,000.00	\$2,640.00
425090 MAINT SERV CONTRACT	\$24,484.36	\$26,571.27	\$22,100.00	\$22,088.00	\$23,000.00	\$20,000.00	(\$2,100.00)
425099 OTHER CONT MAINT	\$4,484.64	\$523.62	\$1,540.00	\$1,308.67	\$5,000.00	\$1,000.00	(\$540.00)
<b>425100 Maintenance &amp; Repairs</b>	<b>\$29,908.75</b>	<b>\$31,176.55</b>	<b>\$26,000.00</b>	<b>\$23,530.31</b>	<b>\$33,000.00</b>	<b>\$27,500.00</b>	<b>\$1,500.00</b>
429001 TUITION/TRAINING	\$12,801.50	\$13,236.50	\$41,466.00	\$32,319.71	\$43,000.00	\$88,452.00	\$46,986.00
429005 NUISANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	\$600.00
429008 POLICE & FIRE MEAL ALLOW.	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	(\$100.00)
429009 ADMIN/TRUSTEE FEE	\$615.04	\$539.74	\$500.00	\$474.92	\$500.00	\$500.00	\$0.00
429010 PRISONER CARE	\$0.00	\$0.00	\$120.00	\$0.00	\$50.00	\$120.00	\$0.00
429016 CONFERENCES	\$0.00	\$312.83	\$400.00	\$325.00	\$1,200.00	\$1,200.00	\$800.00
429017 MEMBERSHIPS	\$0.00	\$0.00	\$800.00	\$525.00	\$525.00	\$1,600.00	\$800.00
429060 TOWING	\$0.00	\$2,775.00	\$4,000.00	\$3,160.00	\$4,500.00	\$4,000.00	\$0.00
429090 MISC CONTRACTED SRVCS	\$65,282.40	\$84,518.75	\$64,565.00	\$61,711.53	\$70,000.00	\$175,000.00	\$110,435.00
<b>429100 Contracted Services</b>	<b>\$78,698.94</b>	<b>\$101,382.82</b>	<b>\$111,951.00</b>	<b>\$98,516.16</b>	<b>\$119,775.00</b>	<b>\$271,472.00</b>	<b>\$159,521.00</b>

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01040142 Bureau of Police

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
430001 EDUCATIONAL	\$368.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430002 SOFTWARE	\$1,670.00	\$196.99	\$1,000.00	\$41.29	\$41.29	\$1,000.00	\$0.00
430003 SUBSCRIPTIONS	(\$102.85)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430006 PHOTOGRAPHY	\$0.00	\$0.00	\$300.00	\$0.00	\$450.00	\$0.00	(\$300.00)
430009 OFFICE	\$907.16	\$1,007.08	\$2,500.00	\$2,223.52	\$2,500.00	\$4,000.00	\$1,500.00
430012 PERSONAL SAFETY	\$25,379.59	\$37,017.95	\$31,100.00	\$28,475.24	\$40,000.00	\$42,000.00	\$10,900.00
430014 WEARING APPAREL	\$1,514.08	\$1,295.35	\$1,600.00	\$1,196.45	\$1,500.00	\$1,600.00	\$0.00
430016 MEDICAL/LAB	\$2,107.36	\$1,950.57	\$3,500.00	\$2,060.49	\$2,060.49	\$5,000.00	\$1,500.00
430036 BLDG CONSTRUCTION	\$92.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430037 CHEMICALS	\$407.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430052 VEHICLE PARTS & SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
430099 MISC SUPPLIES AND EXP	\$2,244.02	\$1,281.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>430100 Supplies and Expenses</b>	<b>\$34,587.85</b>	<b>\$42,749.44</b>	<b>\$40,000.00</b>	<b>\$33,996.99</b>	<b>\$46,551.78</b>	<b>\$54,100.00</b>	<b>\$14,100.00</b>
439015 OFFICE EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>439100 Minor Capital</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OPERATING</b>	<b>\$633,215.13</b>	<b>\$529,471.22</b>	<b>\$624,077.91</b>	<b>\$468,249.91</b>	<b>\$659,396.37</b>	<b>\$859,367.00</b>	<b>\$235,289.09</b>
453004 EQUIPMENT-VEHICLE	\$0.00	\$0.00	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00	(\$100,000.00)
453049 LEASE PURCHASE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL CAPITAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$100,000.00</b>	<b>\$100,000.00</b>	<b>\$100,000.00</b>	<b>\$0.00</b>	<b>(\$100,000.00)</b>
481055 LIABILITY INSURANCE CLAIM	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
485000 REFUND PRIOR YEAR REVENUE	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
485002 FINES AND SETTLEMENTS	\$0.00	\$10,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00
<b>TOTAL MISCELLANEOUS</b>	<b>\$0.00</b>	<b>\$15,300.00</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>
<b>TOTAL OFFICE OF POLICE CHIEF</b>	<b>\$18,875,382.01</b>	<b>\$15,976,153.69</b>	<b>\$18,118,576.00</b>	<b>\$11,701,047.91</b>	<b>\$17,127,400.74</b>	<b>\$16,494,347.25</b>	<b>(\$1,624,228.75)</b>



## BUREAU OF FIRE

The primary responsibility of the Fire Bureau is the protection of life and property from fire, man made and natural disasters. The suppression of fire involves arriving at the scene as quickly as possible so as to attack the fire at the point of origin and prevent its spread. Fire apparatus responds from four fire stations.

The Fire Inspection Unit, created in 1989, acts to reduce fire loss through inspections and code enforcement, using a city fire code that is considered a national model in fire reviews, approves and verifies the following for private and public structures: building plans, fire alarm plans, smoke detector plans, standpipe system plans, fire pump system plans and sprinkler system plans. New construction sites are also reviewed to assure that life safety components are installed properly. This unit performs all fire code inspections of properties including, but not limited to, electrical, structural, smoke detectors, and general housekeeping to determine housing code violations. In commercial units, inspections are performed to verify the safety of fire extinguishers, sprinkler systems and smoke detectors.

Re-inspections are performed to assure that fire safety regulations are being upheld once a violation of the Fire Prevention Code is reported or to follow up after an actual fire incident. This unit also participates in numerous seminars and demonstrations related to fire safety techniques such as the installation of sprinkler systems and smoke detectors. Fire safety education is another responsibility of the Fire Bureau. Through well-planned, year round fire programs, the Fire Bureau educates the public about fire and burn hazards, how to prevent fire and burn injuries due to individual carelessness, how to survive a fire once it starts, and how to treat a burn injury properly. The fire prevention program covers the homes, the schools, the workplace and the community.

By Mayoral designation, the Fire Bureau also operates as the Emergency Management Agency for the City of Harrisburg, and the Fire Chief has been designated by the Mayor as the Emergency Management Coordinator. This agency maintains the Emergency Operations Plan (EOP), which sets forth a procedure to alert the public and provide information and appropriate protective action instructions, as needed. The Pennsylvania Emergency Management Agency has cited the Harrisburg plan as a model for municipalities in the State.

This Plan also provides for the coordination and use of available municipal resources during a natural or human-caused emergency or disaster. It defines the roles and responsibilities of municipal officials and the Emergency Management Coordinator. The Plan also assures coordination and cooperation with County efforts in accordance with the Dauphin County EOP. Bi-annually, representatives from the Federal and Pennsylvania Emergency Management Agencies evaluate a drill of the City's EOP.

The Fire Bureau has a comprehensive training apprenticeship program designed to incrementally certify firefighters through certification so they may advance to the next rank. This program includes practical hands-on training and classroom instruction leading to appropriate testing for certification. Harrisburg is the first municipality in Pennsylvania to establish such a comprehensive program.

The RESCUE 1 program, begun in 1992, increases the Fire Bureau's ability to respond to incidents requiring heavy, special, or technical rescue such as structural collapse, trench rescue, confined space rescue, high/low angle rescue, or heavy vehicle extrication. This is accomplished by intensive training of personnel and the purchase of specialized equipment.

The Rescue One Unit is the product of a series of major innovations and advances, making the Harrisburg Fire Bureau one of the premier firefighting and rescue operations in the Commonwealth and Nation. The Rescue One Unit is a part of Pennsylvania Task Force One, a designated Urban Search and Rescue Team of the Federal Emergency Management Agency. Only 28 such teams exist nationwide and each is available for mobilization in response to any national emergency. The 30 plus member unit has received more than 1000 hours of advanced technical training which is supplemented by the unit's continuing education program and periodic drills.

BUREAU OF FIRE

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0151 Fire

Allocation Plan

Position Control

	2013		2014		JOB CLASSIFICATION	2013	2014	2013	2014
	BUDGET	BUDGET	BUDGET	BUDGET		BUDGET	BUDGET	BUDGET	BUDGET
PERSONNEL SERVICES									
Salaries-Mgmt	144,500	144,500	Fire Chief	1	1	78,000	78,000		
Salaries-BU	5,141,454	4,509,216	Deputy Chief	1	1	66,500	66,500		
Overtime	2,000,000	2,000,000							
Fringe Benefits	615,669	616,392	Total Management	2	2	144,500	144,500		
Miscellaneous	496,500	533,862							
TOTAL	8,398,123	7,803,970	Battalion Chief	4	4	293,447	282,360		
			Captain	4	4	282,842	276,436		
			Lieutenant	8	8	545,087	519,707		
OPERATING EXPENSES			Firefighter Driver/Operator	53	44	3,278,050	2,645,361		
Communications	11,000	16,800	Firefighter II	0	0	0	0		
Professional Services	5,000	65,600	Firefighter I	14	19	742,028	785,352		
Utilities	61,200	68,600							
Insurance	0	0	Total Bargaining Unit	83	79	5,141,454	4,509,216		
Rentals	0	0							
Maintenance & Repairs	15,000	30,050	Overtime				2,000,000	2,000,000	
Contracted Services	10,400	72,150	FICA				108,669	103,892	
Supplies	51,150	69,350	Severance Pay				450,000	450,000	
Minor Capital Equipment	0	0	College Credits				5,000	2,500	
TOTAL	153,750	322,550	Medicare - Part B				52,000	60,000	
			J.T.S.B. & Mask Service Division				0	0	
CAPITAL OUTLAY	0	0	Total Fringe Benefits				615,669	616,392	
			Sick Leave Buy-Back				110,000	123,862	
TOTAL APPROPRIATION	8,551,873	8,126,520	Hearing Aids				500	500	
			Fire Pension Plan				0	0	
			Clothing Allowance				61,000	84,500	
			Workers' Compensation				325,000	325,000	
			Total Miscellaneous				496,500	533,862	
			TOTAL	85	81	8,398,123	7,803,970		



PUBLIC SAFETY

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2013		2014		ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
			END OF YR SALARY	GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 SALARY							
FIREFIGHTER DRIVER/OPERATOR		3 7	2005	\$ 54,985.52	0.00	0.00	3,299.13	58,285.00	0.00	845.00	0.00	59,130.00	
FIREFIGHTER DRIVER/OPERATOR		3 7	2005	\$ 54,985.52	0.00	0.00	3,299.13	58,285.00	0.00	845.00	0.00	59,130.00	
FIREFIGHTER DRIVER/OPERATOR		3 6	2006	\$ 54,985.52	0.00	0.00	2,749.28	57,735.00	0.00	837.00	0.00	58,572.00	
FIREFIGHTER DRIVER/OPERATOR		3 6	2006	\$ 54,985.52	0.00	0.00	2,749.28	57,735.00	0.00	837.00	0.00	58,572.00	
FIREFIGHTER DRIVER/OPERATOR		3 6	2006	\$ 54,985.52	0.00	0.00	2,749.28	57,735.00	0.00	837.00	0.00	58,572.00	
FIREFIGHTER DRIVER/OPERATOR		3 6	2006	\$ 54,985.52	0.00	0.00	2,749.28	57,735.00	0.00	837.00	0.00	58,572.00	
FIREFIGHTER DRIVER/OPERATOR		3 3	2008	\$ 54,985.52	0.00	0.00	1,649.57	56,635.00	0.00	821.00	0.00	57,456.00	
FIREFIGHTER DRIVER/OPERATOR		3 3	2008	\$ 54,985.52	0.00	0.00	1,649.57	56,635.00	0.00	821.00	0.00	57,456.00	
FIREFIGHTER DRIVER/OPERATOR		3 3	2008	\$ 54,985.52	0.00	0.00	1,649.57	56,635.00	0.00	821.00	0.00	57,456.00	
FIREFIGHTER DRIVER/OPERATOR		8 31	2009	\$ 54,985.52	0.00	0.00	1,099.71	56,085.00	0.00	813.00	0.00	56,898.00	
FIREFIGHTER I		6 4	2012	\$ 51,457.89	0.00	0.00	0.00	51,458.00	0.00	746.00	0.00	52,204.00	
FIREFIGHTER I		6 4	2012	\$ 51,457.89	0.00	0.00	0.00	51,458.00	0.00	746.00	0.00	52,204.00	
FIREFIGHTER I		6 4	2012	\$ 51,457.89	0.00	0.00	0.00	51,458.00	0.00	746.00	0.00	52,204.00	
FIREFIGHTER I		6 4	2012	\$ 51,457.89	0.00	0.00	0.00	51,458.00	0.00	746.00	0.00	52,204.00	
FIREFIGHTER I		6 4	2012	\$ 51,457.89	0.00	0.00	0.00	51,458.00	0.00	746.00	0.00	52,204.00	
FIREFIGHTER I		6 4	2012	\$ 51,457.89	0.00	0.00	0.00	51,458.00	0.00	746.00	0.00	52,204.00	
FIREFIGHTER I		6 4	2012	\$ 51,457.89	0.00	0.00	0.00	51,458.00	0.00	746.00	0.00	52,204.00	
FIREFIGHTER I		6 4	2012	\$ 51,457.89	0.00	0.00	0.00	51,458.00	0.00	746.00	0.00	52,204.00	
FIREFIGHTER I		6 4	2012	\$ 51,457.89	0.00	0.00	0.00	51,458.00	0.00	746.00	0.00	52,204.00	
FIREFIGHTER I		6 4	2012	\$ 51,457.89	0.00	0.00	0.00	51,458.00	0.00	746.00	0.00	52,204.00	
VACANT POSITION		3 4	2014	\$ 32,223.27	0.00	0.00	0.00	32,223.00	0.00	467.00	0.00	32,690.00	
VACANT POSITION		3 4	2014	\$ 32,223.27	0.00	0.00	0.00	32,223.00	0.00	467.00	0.00	32,690.00	
VACANT POSITION		3 4	2014	\$ 32,223.27	0.00	0.00	0.00	32,223.00	0.00	467.00	0.00	32,690.00	
VACANT POSITION		3 4	2014	\$ 32,223.27	0.00	0.00	0.00	32,223.00	0.00	467.00	0.00	32,690.00	
VACANT POSITION		3 4	2014	\$ 32,223.27	0.00	0.00	0.00	32,223.00	0.00	467.00	0.00	32,690.00	
VACANT POSITION		3 4	2014	\$ 32,223.27	0.00	0.00	0.00	32,223.00	0.00	467.00	0.00	32,690.00	
VACANT POSITION		3 4	2014	\$ 32,223.27	0.00	0.00	0.00	32,223.00	0.00	467.00	0.00	32,690.00	
VACANT POSITION		3 4	2014	\$ 32,223.27	0.00	0.00	0.00	32,223.00	0.00	467.00	0.00	32,690.00	
VACANT POSITION		3 4	2014	\$ 32,223.27	0.00	0.00	0.00	32,223.00	0.00	467.00	0.00	32,690.00	
VACANT POSITION		3 4	2014	\$ 32,223.27	0.00	0.00	0.00	32,223.00	0.00	467.00	0.00	32,690.00	
VACANT POSITION		3 4	2014	\$ 32,223.27	0.00	0.00	0.00	32,223.00	0.00	467.00	0.00	32,690.00	
BARGAINING UNIT TOTALS			53	4,307,212.35	0.00	0.00	330,892.66	4,638,108.00	0.00	66,344.00	0.00	4,704,452.00	

83.00													
VACANT POSITION		3 4	2014	\$ (32,223.27)	0.00	0.00	0.00	(32,223.00)	0.00	(467.00)	0.00	(32,690.00)	
VACANT POSITION		3 4	2014	\$ (32,223.27)	0.00	0.00	0.00	(32,223.00)	0.00	(467.00)	0.00	(32,690.00)	
VACANT POSITION		3 4	2014	\$ (32,223.27)	0.00	0.00	0.00	(32,223.00)	0.00	(467.00)	0.00	(32,690.00)	
VACANT POSITION		3 4	2014	\$ (32,223.27)	0.00	0.00	0.00	(32,223.00)	0.00	(467.00)	0.00	(32,690.00)	
CUT				\$ (128,892.08)	\$ -	\$ -	\$ -	(128,892.00)	\$ -	\$ (1,868.00)	\$ -	(130,760.00)	
TOTAL				4,322,819.27	0.00	0.00	330,892.66	4,653,716.00	0.00	66,571.00	0.00	4,720,287.00	
OVERTIME				2,000,000.00								2,029,000.00	
SICK-LEAVE BUY BACK				123,862.35						1,796.00	0.00	125,658.35	
SUBTOTAL-SALARIES/WAGES								6,777,578.35	0.00	97,367.00	0.00	6,874,945.35	

PUBLIC SAFETY

FIRE - 0151

EMPLOYEE	POSITION	ANNIV. / D.O.B.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
SEVERANCE PAY							450,000.00	0.00	6,525.00	0.00	456,525.00
MEDICARE-PART B							60,000.00	0.00	0.00	0.00	60,000.00
LOSS TIME & MED							325,000.00	0.00	0.00	0.00	325,000.00
HEARING AID-FIR							500.00	0.00	0.00	0.00	500.00
CLOTHING ALLOWANCE							78,500.00	0.00	0.00	0.00	78,500.00
CLOTHING MAINT ALLOWANCE							6,000.00	0.00	0.00	0.00	6,000.00
COLLEGE CREDITS							2,500.00	0.00	0.00	0.00	2,500.00
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>7,697,578.35</b>	<b>0.00</b>	<b>103,892.00</b>	<b>0.00</b>	<b>7,803,970.35</b>

NOTES: NEW FIREFIGHTERS WERE BUDGETED AT \$21,000 FOR 12 WEEKS, \$43,739 FOR 24 WEEKS AND \$51,457 FOR 51 DAYS.  
 MEDICAL COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01040151 Bureau of Fire

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$4,504,379.91	\$4,242,454.51	\$4,442,264.00	\$3,350,343.38	\$4,099,176.93	\$4,653,716.00	\$211,452.00
416000 OVERTIME	\$2,288,900.98	\$2,719,248.69	\$2,800,000.00	\$2,194,971.13	\$2,799,999.13	\$2,000,000.00	(\$800,000.00)
417000 SICK LEAVE BUY-BACK	\$121,280.34	\$114,936.84	\$111,598.40	\$89,432.55	\$89,432.55	\$123,862.35	\$12,263.95
<b>414100 Salaries/Wages</b>	<b>\$6,914,561.23</b>	<b>\$7,076,640.04</b>	<b>\$7,353,862.40</b>	<b>\$5,634,747.06</b>	<b>\$6,988,608.61</b>	<b>\$6,777,578.35</b>	<b>(\$576,284.05)</b>
419001 SOCIAL SECURITY	\$91,746.19	\$92,799.68	\$108,669.00	\$77,085.34	\$96,855.06	\$103,892.00	(\$4,777.00)
419003 GROUP LIFE	(\$1,011.36)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
419005 SEVERANCE PAY	\$603,217.14	\$315,308.41	\$450,000.00	\$320,955.93	\$395,955.93	\$450,000.00	\$0.00
419007 MEDICARE - PART B	\$43,295.70	\$51,393.70	\$53,489.00	\$53,488.40	\$53,489.00	\$60,000.00	\$6,511.00
419012 LOSS TIME & MED	\$267,101.47	\$252,538.37	\$325,000.00	\$204,970.77	\$328,025.77	\$325,000.00	\$0.00
419027 HEARING AID -FIRE	\$0.00	\$263.00	\$500.00	\$0.00	\$275.00	\$500.00	\$0.00
419028 CLOTHING ALLOWANCE	\$45,074.01	\$38,981.95	\$55,000.00	\$55,000.00	\$55,000.00	\$78,500.00	\$23,500.00
419029 CLOTHING MAINT ALLOWANCE	\$5,945.00	\$1,499.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00
419049 COLLEGE CREDITS	\$7,184.00	\$4,992.00	\$5,000.00	\$0.00	\$4,922.00	\$2,500.00	(\$2,500.00)
<b>419100 Fringe Benefits</b>	<b>\$1,062,552.15</b>	<b>\$757,776.11</b>	<b>\$1,003,658.00</b>	<b>\$717,500.44</b>	<b>\$940,522.76</b>	<b>\$1,026,392.00</b>	<b>\$22,734.00</b>
<b>TOTAL PERSONNEL</b>	<b>\$7,977,113.38</b>	<b>\$7,834,416.15</b>	<b>\$8,357,520.40</b>	<b>\$6,352,247.50</b>	<b>\$7,929,131.37</b>	<b>\$7,803,970.35</b>	<b>(\$553,550.05)</b>
420010 ADVERTISING	\$103.47	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
420040 TELEPHONE	\$5,784.65	\$7,671.98	\$7,000.00	\$6,849.82	\$7,000.00	\$7,500.00	\$500.00
420041 E-MAIL/INTERNET	\$5,139.09	\$6,023.63	\$6,000.00	\$5,624.91	\$6,200.00	\$6,000.00	\$0.00
420050 POSTAGE	\$844.13	\$621.58	\$1,150.00	\$1,107.22	\$1,200.00	\$1,300.00	\$150.00
<b>420100 Communications</b>	<b>\$11,871.34</b>	<b>\$14,317.19</b>	<b>\$14,150.00</b>	<b>\$13,581.95</b>	<b>\$14,400.00</b>	<b>\$16,800.00</b>	<b>\$2,650.00</b>
421016 MEDICAL/PSYCHOLOGICAL EXA	\$0.00	\$8,680.00	\$1,500.00	\$1,122.41	\$4,000.00	\$30,600.00	\$29,100.00
421050 OTHER PROFESSIONAL FEES	\$236.35	\$1,497.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421070 ARBITRATION	\$2,475.00	\$13,726.75	\$34,726.45	\$26,742.45	\$30,000.00	\$35,000.00	\$273.55
<b>421100 Professional Services</b>	<b>\$2,711.35</b>	<b>\$23,904.56</b>	<b>\$36,226.45</b>	<b>\$27,864.86</b>	<b>\$34,000.00</b>	<b>\$65,600.00</b>	<b>\$29,373.55</b>
422000 SEWERAGE	\$1,343.69	\$1,157.95	\$600.00	\$0.00	\$600.00	\$1,900.00	\$1,300.00
422010 WATER	\$4,969.44	\$4,407.84	\$111.00	\$0.00	\$2,800.00	\$4,800.00	\$4,689.00
422020 ELECTRICITY	\$33,347.76	\$46,361.25	\$30,000.00	\$26,971.53	\$30,000.00	\$33,000.00	\$3,000.00
422030 HEAT	\$26,323.11	\$9,167.05	\$22,850.00	\$9,820.95	\$26,000.00	\$28,000.00	\$5,150.00
422080 SEWERAGE MAINT CHARGES	\$196.34	\$173.68	\$0.00	\$0.00	\$0.00	\$900.00	\$900.00
<b>422100 Utilities &amp; Services</b>	<b>\$66,180.34</b>	<b>\$61,267.77</b>	<b>\$53,561.00</b>	<b>\$36,792.48</b>	<b>\$59,400.00</b>	<b>\$68,600.00</b>	<b>\$15,039.00</b>
425000 OFFICE EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00
425010 VEHICULAR EQUIPMENT	\$2,139.17	\$130.43	\$242.34	\$217.01	\$242.00	\$750.00	\$507.66
425030 BUILDING MAINT	\$8,148.85	\$6,483.24	\$8,694.05	\$8,196.63	\$12,000.00	\$20,000.00	\$11,305.95
425050 COMMUNICATIONS EQUIPMENT	\$812.00	\$281.96	\$150.00	\$85.00	\$1,000.00	\$1,500.00	\$1,350.00
425060 OPERATIONS EQUIPMENT	\$11,430.70	\$0.00	\$3,000.00	\$2,180.11	\$5,000.00	\$3,000.00	\$0.00
425090 MAINT SERV CONTRACT	\$4,515.38	\$3,646.61	\$4,000.00	\$4,000.00	\$4,000.00	\$4,500.00	\$500.00
<b>425100 Maintenance &amp; Repairs</b>	<b>\$27,046.10</b>	<b>\$10,542.24</b>	<b>\$16,086.39</b>	<b>\$14,678.75</b>	<b>\$22,242.00</b>	<b>\$30,050.00</b>	<b>\$13,963.61</b>
429001 TUITION/TRAINING	\$7,565.00	\$43,630.54	\$14,400.00	\$12,317.61	\$16,000.00	\$67,150.00	\$52,750.00
429004 OFFICER I CERT. (FIRE)	\$3,780.27	\$440.10	\$7,100.00	\$2,000.00	\$5,500.00	\$3,500.00	(\$3,600.00)
429009 ADMIN/TRUSTEE FEE	\$191.13	\$154.38	\$200.00	\$193.70	\$200.00	\$300.00	\$100.00
429017 MEMBERSHIPS	\$0.00	\$0.00	\$200.00	\$20.00	\$200.00	\$200.00	\$0.00
429029 ACCREDITATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
429090 MISC CONTRACTED SRVCS	\$715.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>429100 Contracted Services</b>	<b>\$12,251.40</b>	<b>\$44,225.02</b>	<b>\$21,900.00</b>	<b>\$14,531.31</b>	<b>\$21,900.00</b>	<b>\$72,150.00</b>	<b>\$50,250.00</b>
430001 EDUCATIONAL	\$374.38	\$365.95	\$500.00	\$200.00	\$500.00	\$500.00	\$0.00
430002 SOFTWARE	\$2,190.00	\$0.00	\$4,380.00	\$4,380.00	\$8,500.00	\$2,400.00	(\$1,980.00)
430003 SUBSCRIPTIONS	\$130.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430008 DATA PROCESSING	\$100.39	\$0.00	\$100.00	\$0.00	\$100.00	\$500.00	\$400.00
430011 CUSTODIAL	\$7,164.57	\$6,427.08	\$7,000.00	\$7,000.00	\$7,000.00	\$7,400.00	\$400.00
430012 PERSONAL SAFETY	\$1,381.51	\$0.00	\$1,000.00	\$197.51	\$2,500.00	\$2,300.00	\$1,300.00
430013 FIREFIGHTING	\$6,171.84	\$3,290.16	\$5,310.00	\$5,290.63	\$5,310.00	\$6,000.00	\$690.00
430014 WEARING APPAREL	\$53,903.00	\$63,542.00	\$28,000.00	\$28,000.00	\$28,000.00	\$44,000.00	\$16,000.00
430016 MEDICAL/LAB	\$1,627.19	\$69.96	\$250.00	\$168.91	\$250.00	\$250.00	\$0.00
430020 FIRE HEALTH AND SAFETY	\$0.00	\$0.00	\$4,000.00	\$706.52	\$4,000.00	\$4,000.00	\$0.00
430042 TOOLS & HARDWARE	\$1,514.02	\$1,137.18	\$1,331.21	\$1,331.21	\$1,331.21	\$1,500.00	\$168.79

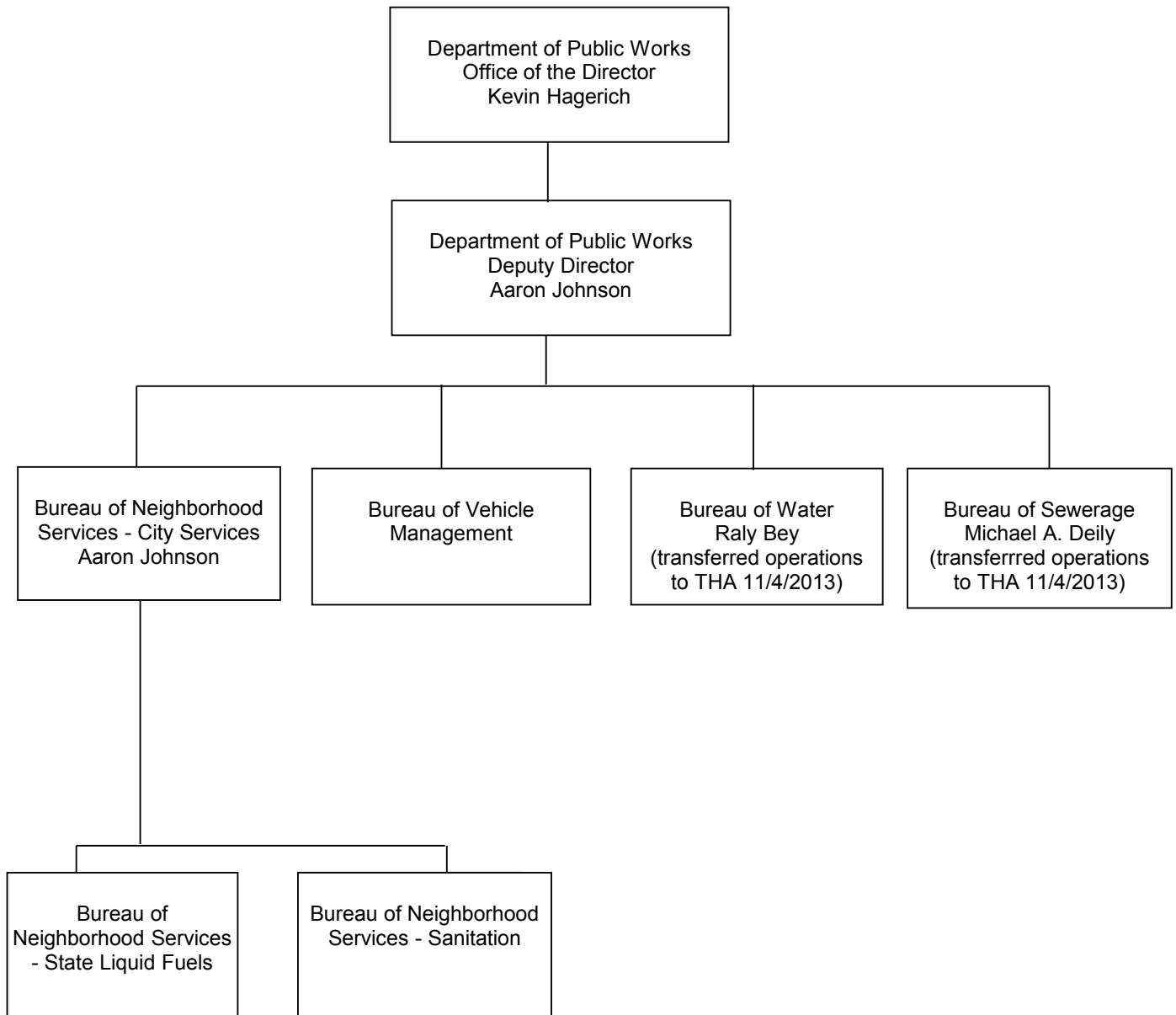
## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01040151 Bureau of Fire

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
430052 VEHICLE PARTS & SUPPLIES	\$2,181.61	\$1,745.66	\$557.55	\$542.65	\$1,500.00	\$500.00	(\$57.55)
430099 MISC SUPPLIES AND EXP	\$333.55	\$368.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>430100 Supplies and Expenses</b>	<b>\$77,072.06</b>	<b>\$76,946.51</b>	<b>\$52,428.76</b>	<b>\$47,817.43</b>	<b>\$58,991.21</b>	<b>\$69,350.00</b>	<b>\$16,921.24</b>
<b>TOTAL OPERATING</b>	<b>\$197,132.59</b>	<b>\$231,203.29</b>	<b>\$194,352.60</b>	<b>\$155,266.78</b>	<b>\$210,933.21</b>	<b>\$322,550.00</b>	<b>\$128,197.40</b>
453000 OPERATIONS EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
453049 LEASE PURCHASE	\$18,136.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL CAPITAL</b>	<b>\$18,136.52</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL BUREAU OF FIRE</b>	<b>\$8,192,382.49</b>	<b>\$8,065,619.44</b>	<b>\$8,551,873.00</b>	<b>\$6,507,514.28</b>	<b>\$8,140,064.58</b>	<b>\$8,126,520.35</b>	<b>(\$425,352.65)</b>

# DEPARTMENT OF PUBLIC WORKS





EXPENDITURE ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>DEPARTMENT OF PUBLIC WORKS</b>						
<u><b>0160 OFFICE OF THE DIRECTOR</b></u>						
Personnel Services	0	462,995	433,873	524,592	425,436	557,263
Operating Expenses	0	803,906	480,760	716,058	706,525	862,050
Capital Outlay	0	705,395	285,112	485,000	807,743	363,000
Non-Expenditure Items	0	0	10,620	0	25,536	0
<b>TOTALS</b>	<b>0</b>	<b>1,972,297</b>	<b>1,210,366</b>	<b>1,725,650</b>	<b>1,965,240</b>	<b>1,782,313</b>
<u><b>0162 NEIGHBORHOOD SERVICES - CITY SERVICES</b></u>						
Personnel Services	1,091,636	1,059,479	1,593,897	1,728,884	1,559,208	1,749,095
Operating Expenses	141,255	114,717	367,729	623,225	952,621	1,239,718
Capital Outlay	21,825	12,615	7,075	230,000	222,000	293,900
Non-Expenditure Items	0	0	0	0	0	0
<b>TOTALS</b>	<b>1,254,716</b>	<b>1,186,812</b>	<b>1,968,701</b>	<b>2,582,109</b>	<b>2,733,829</b>	<b>3,282,713</b>
<u><b>0172 VEHICLE MANAGEMENT</b></u>						
Personnel Services	556,879	505,809	459,633	487,185	393,389	526,593
Operating Expenses	1,308,576	1,625,682	1,578,080	1,892,320	1,828,755	1,975,174
Capital Outlay	160	10,012	11,215	45,000	6,200	250,000
Non-Expenditure Items	0	0	0	0	0	0
<b>TOTALS</b>	<b>1,865,614</b>	<b>2,141,503</b>	<b>2,048,928</b>	<b>2,424,505</b>	<b>2,228,344</b>	<b>2,751,767</b>
<u><b>0175 BUILDING MAINTENANCE</b></u>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Non-Expenditure Items	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEPARTMENT OF PUBLIC WORKS</b>						
Personnel Services	1,648,515	2,028,283	2,487,403	2,740,661	2,378,032	2,832,951
Operating Expenses	1,449,830	2,544,305	2,426,569	3,231,603	3,487,901	4,076,942
Capital Outlay	21,985	728,023	303,403	760,000	1,035,943	906,900
Non-Expenditure Items	0	0	10,620	0	25,536	0
<b>TOTAL EXPENDITURES</b>	<b>3,120,330</b>	<b>5,300,611</b>	<b>5,227,995</b>	<b>6,732,264</b>	<b>6,927,413</b>	<b>7,816,793</b>

POSITION ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
PUBLIC WORKS						
Office of the Director	0.00	10.00	8.00	10.00	11.00	11.00
Neighborhood Services -City Svc	23.00	22.00	31.00	33.50	33.50	33.50
Vehicle Management	11.00	10.00	10.00	9.00	10.00	10.00
Building Maintenance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL POSITIONS</b>	<b>34.00</b>	<b>42.00</b>	<b>49.00</b>	<b>52.50</b>	<b>54.50</b>	<b>54.50</b>

In the 2010, Budget Building Maintenance was moved to the Department of Administration and merged with Operations and Revenue. Also, the Office of the Director merged into the Neighborhood Services- City Services with the Director and the Secretary being paid 50% out of the remaining bureaus. Also in Neighborhood Services - City Services, the Deputy Director of Neighborhood Services, Electrician III, and a Heavy Equipment Operator which were all vacant were eliminated.

The Office of the Director was reinstated in the 2011 Budget. Public Works was also restructured to include Building Maintenance and City Engineering, which are both included in the Office of Director. Also the Director and Secretary I went from being split 50/50 between City Services and Vehicle Maintenance Center to fully funded out of Office of the Director. There was an elimination of a vacant Heavy Equipment Operator in City Services, also with an addition of a Maintenance worker. Also there was a decrease in the Motor Equipment Operators. In the Vehicle Maintenance Center, the vacant Director position was eliminated from the budget.

In the 2012 Budget, a Laborer III was eliminated from the budget and a Street Light Foreman was added. In City Services, there was a transfer of ten positions from Parks and Recreation. These ten positions accounted for the Parks Maintenance staff that effective January 1, 2012, had been moved to Public Works. Also in this bureau there was a reduction of a vacant Demolition Specialist and Motor Equipment Operator. At the Vehicle Maintenance Center there was a reduction of one vacant Automotive Body Mechanic IV.

In the 2013 Budget, there was a net increase of three positions. One Laborer II was added to the Office of Director, and one Demolition Specialist I and one Motor Equipment Operator were added to the City Services budget.

In the 2014 Budget, there is an increase of two positions. A Secretary II position which was previously fully funded fully in the Water Fund, was transferred to the Office of Director effective November 4, 2013 due to the Water Fund operations being transferred to THA. This position was added to the General Fund via reallocation as approved by City Council in 2013. In the Office of City Services, there is no increase in positions, however, one vacant Motor Equipment Operator position and one vacant Maintenance Worker IV position are proposed to be eliminated, and one Laborer I position and one Traffic Technician I position are proposed to be added. In addition, a Demolition Specialist II position is to be reclassified as the Laborer III. This proposal will eliminate one Demolition Specialist III position and add one Laborer III position. In Vehicle Management Center, there is a net increase of one position proposed. one Automotive Mechanic I position is proposed to be eliminated. The Fleet Manager position was added in 2013 via reallocation but is being proposed to be filled in 2014. The Administrative Assistant II position which was fully funded in the Sewer Fund, was moved to Vehicle Management Center effective November 4, 2013 due to the transfer of Sewer Fund operations. This position was added to the General Fund via reallocation by City Council in 2013.

OFFICE OF THE DIRECTOR

The Department of Public Works is administered through the Office of the Director, which is responsible for the overall management of the department's resources. The department consists of six bureaus which provide major public works services: Neighborhood Services - City Services and Sanitation, Vehicle Management, Building Maintenance, Water, and Sewer. With nearly 150 employees and a combined annual budget of approximately \$44.7 million, the Department of Public Works performs a vast array of functions. Effective November 4, 2013, the Water and Sewer operations were transferred to THA.

Immediately following are the General Fund Public Works bureaus. The Public Works related Special Revenue Fund (State Liquid Fuels Tax Fund) and Utility Funds activities are addressed in the respective Funds' section of this document.

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0160 Office of the Director

Allocation Plan		Position Control					
	2013 BUDGET	2014 BUDGET	JOB CLASSIFICATION	2013 BUDGET	2014 BUDGET	2013 BUDGET	2014 BUDGET
PERSONNEL SERVICES							
Salaries-Mgmt	197,760	195,760	Director	1	1	77,000	75,000
Salaries-Bargaining Unit	286,551	318,899	City Engineer	1	1	75,000	75,000
Adjustment to Salaries	0	0	Streets Light Foreman	1	1	45,760	45,760
Overtime	3,000	3,000					
Fringe Benefits	37,281	39,604	Total Management	3	3	197,760	195,760
TOTAL	524,592	557,263	Secretary I	1	1	37,182	37,243
OPERATING EXPENSES			Laborer II	4	4	150,913	145,815
Communications	3,630	7,750	Engineer's Representative IV	1	1	53,196	51,647
Professional Services	48,000	38,000	Registrar of Real Estate III	1	1	45,260	43,942
Utilities	440,100	450,900	Secretary II	0	1	0	40,252
Insurance	0	0	Total Bargaining Unit	7	8	286,551	318,899
Rentals	0	40,000	Overtime			3,000	3,000
Maintenance & Repairs	198,700	227,700	FICA			37,281	39,604
Contracted Services	2,828	8,600	Total Fringe Benefits			37,281	39,604
Supplies	22,800	89,100	TOTAL	10	11	524,592	557,263
Minor Capital Equipment	0	0					
TOTAL	716,058	862,050					
CAPITAL OUTLAY	485,000	363,000					
TOTAL APPROPRIATION	1,725,650	1,782,313					

**PUBLIC WORKS**

EMPLOYEE	POSITION	ANNIV D.O.H.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
3.00	DIRECTOR (PUBLIC WORKS)	8	2012	75,000.00	0.00	0.00	75,000.00	0.00	5,738.00	0.00	80,738.00
	CITY ENGINEER	1	2011	75,000.00	0.00	0.00	75,000.00	0.00	5,738.00	0.00	80,738.00
	STREETS LIGHT FOREMAN	4	2013	45,760.00	0.00	0.00	45,760.00	0.00	3,501.00	0.00	49,261.00
	MANAGEMENT TOTALS			195,760.00	0.00	0.00	195,760.00	0.00	14,977.00	0.00	210,737.00
	ENGINEER'S REPRESENTATIVE IV	11	1985	\$ 50,634.36	0.00	1,012.69	51,647.00	0.00	3,951.00	0.00	55,598.00
	LABORER II	7	1979	\$ 36,174.45	0.00	723.49	36,898.00	0.00	2,823.00	0.00	39,721.00
	LABORER II	11	1991	\$ 36,174.45	0.00	723.49	36,898.00	0.00	2,823.00	0.00	39,721.00
	LABORER II	8	1991	\$ 36,174.45	0.00	723.49	36,898.00	0.00	2,823.00	0.00	39,721.00
	LABORER II	1	2014	\$ 35,120.83	0.00	0.00	35,121.00	0.00	2,687.00	0.00	37,808.00
	REGISTRAR OF REAL ESTATE III	7	1995	\$ 43,292.78	0.00	649.39	43,942.00	0.00	3,362.00	0.00	47,304.00
	SECRETARY I	3	2009	\$ 36,098.98	1,144.34	0.00	37,243.00	0.00	2,849.00	0.00	40,092.00
7.00	BARGAINING UNIT TOTALS			273,670.30	1,144.34	3,832.55	278,647.00	0.00	21,318.00	0.00	299,965.00
	SECRETARY II	6	1980	\$ 39,463.06	0.00	789.26	40,252.00	0.00	3,079.00	0.00	43,331.00
1.00	TRANSFERRED POSITION-BARGAINING UNIT			39,463.06	0.00	789.26	40,252.00	0.00	3,079.00	0.00	43,331.00
	PROJECT MANAGER	1	2014	\$ 45,760.00	0.00	0.00	45,760.00	0.00	3,501.00	0.00	49,261.00
	TRAFFIC TECHNICIAN	1	2014	\$ 45,760.00	0.00	0.00	45,760.00	0.00	3,501.00	0.00	49,261.00
	GIS TECHNICIAN	1	2014	\$ 45,760.00	0.00	0.00	45,760.00	0.00	3,501.00	0.00	49,261.00
	PROJECT MANAGER	1	2014	\$ (45,760.00)	0.00	0.00	(45,760.00)	0.00	(3,501.00)	0.00	(49,261.00)
	TRAFFIC TECHNICIAN	1	2014	\$ (45,760.00)	0.00	0.00	(45,760.00)	0.00	(3,501.00)	0.00	(49,261.00)
	GIS TECHNICIAN	1	2014	\$ (45,760.00)	0.00	0.00	(45,760.00)	0.00	(3,501.00)	0.00	(49,261.00)
0.00	REQUESTED POSITIONS-MANAGEMENT			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11.00	TOTAL			508,893.36	1,144.34	4,621.81	514,659.00	0.00	39,374.00	0.00	554,033.00
	OVERTIME						3,000.00	0.00	230.00	0.00	3,230.00
	TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS						517,659.00	0.00	39,604.00	0.00	557,263.00

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

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01060160 PW Director

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$427,685.09	\$380,536.34	\$458,776.73	\$306,749.58	\$394,646.59	\$514,659.00	\$55,882.27
416000 OVERTIME	\$2,406.94	\$573.41	\$3,000.00	\$99.02	\$199.02	\$3,000.00	\$0.00
419001 SOCIAL SECURITY	\$32,903.08	\$29,286.51	\$37,279.00	\$23,800.53	\$30,590.43	\$39,604.00	\$2,325.00
<b>TOTAL PERSONNEL</b>	<b>\$462,995.11</b>	<b>\$410,396.26</b>	<b>\$499,055.73</b>	<b>\$330,649.13</b>	<b>\$425,436.04</b>	<b>\$557,263.00</b>	<b>\$58,207.27</b>
420010 ADVERTISING	\$2,423.54	\$1,127.50	\$1,500.00	\$703.52	\$1,200.00	\$4,000.00	\$2,500.00
420040 TELEPHONE	\$1,948.94	\$2,563.19	\$3,600.00	\$2,745.95	\$3,800.00	\$3,500.00	(\$100.00)
420050 POSTAGE	\$112.63	\$160.64	\$130.00	\$120.02	\$150.00	\$250.00	\$120.00
<b>420100 Communications</b>	<b>\$4,485.11</b>	<b>\$3,851.33</b>	<b>\$5,230.00</b>	<b>\$3,569.49</b>	<b>\$5,150.00</b>	<b>\$7,750.00</b>	<b>\$2,520.00</b>
421030 CONSULTING	\$0.00	\$0.00	\$48,000.00	\$10,286.00	\$48,000.00	\$38,000.00	(\$10,000.00)
421080 FILING FEES	\$2,009.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>421100 Professional Services</b>	<b>\$2,009.00</b>	<b>\$0.00</b>	<b>\$48,000.00</b>	<b>\$10,286.00</b>	<b>\$48,000.00</b>	<b>\$38,000.00</b>	<b>(\$10,000.00)</b>
422000 SEWERAGE	\$4,758.56	\$3,990.30	\$4,500.00	\$4,065.85	\$4,500.00	\$4,500.00	\$0.00
422010 WATER	\$17,925.63	\$14,828.61	\$17,000.00	\$15,024.36	\$17,000.00	\$15,000.00	(\$2,000.00)
422020 ELECTRICITY	\$251,113.40	\$296,932.59	\$250,000.00	\$127,970.68	\$275,000.00	\$250,000.00	\$0.00
422030 HEAT	\$167,462.66	\$111,087.98	\$167,600.00	\$70,998.43	\$125,000.00	\$169,800.00	\$2,200.00
422080 SEWERAGE MAINT CHARGES	\$713.79	\$586.62	\$800.00	\$609.86	\$900.00	\$600.00	(\$200.00)
422090 REFUSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	\$11,000.00
<b>422100 Utilities &amp; Services</b>	<b>\$441,974.04</b>	<b>\$427,426.10</b>	<b>\$439,900.00</b>	<b>\$218,669.18</b>	<b>\$422,400.00</b>	<b>\$450,900.00</b>	<b>\$11,000.00</b>
424100 RENTALS	\$43,736.73	\$20,752.93	\$0.00	\$0.00	\$0.00	\$40,000.00	\$40,000.00
<b>424100 Rentals</b>	<b>\$43,736.73</b>	<b>\$20,752.93</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$40,000.00</b>	<b>\$40,000.00</b>
425021 STREET LIGHTS	\$139,734.27	(\$5,840.35)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
425030 BUILDING MAINT	\$1,955.03	\$16,131.01	\$89,800.00	\$22,400.51	\$90,000.00	\$50,000.00	(\$39,800.00)
425090 MAINT SERV CONTRACT	\$160,255.03	\$17,804.33	\$81,088.00	\$37,734.39	\$90,000.00	\$177,000.00	\$95,912.00
425099 OTHER CONT MAINT	\$0.00	\$635.00	\$700.00	\$0.00	\$0.00	\$700.00	\$0.00
<b>425100 Maintenance &amp; Repairs</b>	<b>\$301,944.33</b>	<b>\$28,729.99</b>	<b>\$171,588.00</b>	<b>\$60,134.90</b>	<b>\$180,000.00</b>	<b>\$227,700.00</b>	<b>\$56,112.00</b>
429000 SEWER LINE VIDEO/TV SVCS	\$0.00	\$1,425.00	\$16,000.00	\$16,000.00	\$16,000.00	\$2,000.00	(\$14,000.00)
429001 TUITION/TRAINING	\$150.00	\$0.00	\$500.00	\$0.00	\$0.00	\$2,500.00	\$2,000.00
429005 NUISANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00
429016 CONFERENCES	\$0.00	\$0.00	\$792.00	\$175.00	\$175.00	\$0.00	(\$792.00)
429017 MEMBERSHIPS	\$50.00	\$0.00	\$600.00	\$0.00	\$0.00	\$500.00	(\$100.00)
429018 PERMITS	\$0.00	\$528.00	\$528.00	\$122.00	\$300.00	\$600.00	\$72.00
<b>429100 Contracted Services</b>	<b>\$200.00</b>	<b>\$1,953.00</b>	<b>\$18,420.00</b>	<b>\$16,297.00</b>	<b>\$16,475.00</b>	<b>\$8,600.00</b>	<b>(\$9,820.00)</b>
430002 SOFTWARE	\$54.99	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00
430009 OFFICE	\$2,432.71	\$220.69	\$2,020.00	\$2,019.12	\$2,500.00	\$2,100.00	\$80.00
430011 CUSTODIAL	\$6,914.58	\$21,288.36	\$30,800.00	\$26,870.11	\$32,000.00	\$36,500.00	\$5,700.00
430013 FIREFIGHTING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
430014 WEARING APPAREL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,400.00	\$2,400.00
430030 SNOW CONTROL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00
430036 BLDG CONSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,000.00	\$37,000.00
430042 TOOLS & HARDWARE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00
430055 MECH EQUIP PARTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
430090 KEEP HBG CLEAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
430099 MISC SUPPLIES AND EXP	\$154.60	\$15.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00
<b>430100 Supplies and Expenses</b>	<b>\$9,556.88</b>	<b>\$21,524.05</b>	<b>\$32,920.00</b>	<b>\$28,889.23</b>	<b>\$34,500.00</b>	<b>\$89,100.00</b>	<b>\$56,180.00</b>
439015 OFFICE EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>439100 Minor Capital</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OPERATING</b>	<b>\$803,906.09</b>	<b>\$504,237.40</b>	<b>\$716,058.00</b>	<b>\$337,845.80</b>	<b>\$706,525.00</b>	<b>\$862,050.00</b>	<b>\$145,992.00</b>
453000 OPERATIONS EQUIPMENT	\$0.00	\$48,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
453049 LEASE PURCHASE	\$166,197.46	\$1,553.13	\$55,000.00	\$0.00	\$16,000.00	\$3,000.00	(\$52,000.00)
453090 OTHER CAPITAL EQUIPMENT	\$0.00	\$0.00	\$80,000.00	\$0.00	\$80,000.00	\$10,000.00	(\$70,000.00)
456000 MAINS AND ACCESSORIES	\$539,197.97	\$235,558.98	\$559,436.00	\$443,828.93	\$443,828.93	\$50,000.00	(\$509,436.00)
458060 STREETS AND ROADS	\$0.00	\$0.00	\$340,564.00	\$151,847.27	\$267,914.47	\$300,000.00	(\$40,564.00)
<b>TOTAL CAPITAL</b>	<b>\$705,395.43</b>	<b>\$285,112.11</b>	<b>\$1,035,000.00</b>	<b>\$595,676.20</b>	<b>\$807,743.40</b>	<b>\$363,000.00</b>	<b>(\$672,000.00)</b>
485000 REFUND PRIOR YEAR REV	\$0.00	\$10,620.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
486001 PYT OF PRIOR YR EXP-ELECT	\$0.00	\$0.00	\$25,536.27	\$0.00	\$25,536.00	\$0.00	(\$25,536.27)
<b>TOTAL MISCELLANEOUS</b>	<b>\$0.00</b>	<b>\$10,620.00</b>	<b>\$25,536.27</b>	<b>\$0.00</b>	<b>\$25,536.00</b>	<b>\$0.00</b>	<b>(\$25,536.27)</b>
<b>TOTAL OFFICE OF PUBLIC WORKS D</b>	<b>\$1,972,296.63</b>	<b>\$1,210,365.77</b>	<b>\$2,275,650.00</b>	<b>\$1,264,171.13</b>	<b>\$1,965,240.44</b>	<b>\$1,782,313.00</b>	<b>(\$493,337.00)</b>

BUREAU OF NEIGHBORHOOD SERVICES - CITY SERVICES

The Bureau of Neighborhood Services was created in January 2003, through the consolidation of the previous Bureaus of City Services and Sanitation. The Bureau of Neighborhood Services - City Services provides a variety of services to the residents and businesses of the City, contingent upon weather conditions. These services include general repairs to the roadway, resurfacing of worn and deteriorating roadways and alleys, and preparing and maintaining safe roadway conditions in time of snow and ice. This bureau also repairs and maintains all City sewer and storm inlets. Additional responsibilities include leaf collection in the fall and Christmas tree pick-up after Christmas, street cleaning year-round by crews that operate motorized street sweepers and flusher trucks that keep down the dust, and demolition of blighted and deteriorating properties.

In 2004, by way of Mayoral Directive, the Bureau of Traffic Engineering was consolidated into the Bureau of Neighborhood Services - City Services. Because of this consolidation, the Bureau of Neighborhood Services - City Services acquired additional responsibilities such as the operation and maintenance of ninety-one signalized intersections; eight flashing/warning signal locations; the burglar and fire alarm systems and the Public Works Radio system, as well as the fabrication, installation, and maintenance of all traffic control signage; street name signs; and the pavement marking for vehicular and pedestrian control. In addition, the Bureau maintains the electrical and sound systems in the City Park complexes and the special events hosted by the Department of Parks, Recreation and Enrichment, as well as all outline lighting on City Island, uplighting in Riverfront Park, and the Walnut Street Bridge; Christmas decorations and all decorative banners in the City.

In 2006, all personnel related costs were transferred from the State Liquid Fuels Tax Fund to the General Fund. A corresponding amount of utility costs were transferred to the State Liquid Fuels Fund from the General Fund. These transfers were performed to ease compliance and reporting regarding the use of State Liquid Fuels Tax monies. This bureau received the former State Liquid Fuels Tax Fund positions.

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0162 Neighborhood Services - City Services

Allocation Plan		Position Control					
	2013 BUDGET	2014 BUDGET	JOB CLASSIFICATION	2013 BUDGET	2014 BUDGET	2013 BUDGET	2014 BUDGET
PERSONNEL SERVICES							
Salaries-Mgmt	30,000	30,000	Deputy Director	0.50	0.50	30,000	30,000
Salaries-BU	1,501,024	1,447,799					
Temporary Employees	0	62,000					
Overtime	75,000	85,000	Total Management	0.50	0.50	30,000	30,000
Fringe Benefits	122,860	124,296					
TOTAL	1,728,884	1,749,095	Demolition Crew Leader	1	1	49,541	48,098
OPERATING EXPENSES			Traffic Engineering Tech. III	4	4	193,766	188,122
Communications	10,700	16,750	Construction Tradesman	1	1	48,501	47,088
Professional Services	200	6,300	Heavy Equipment Operator III	5	5	241,792	234,979
Utilities	172,500	519,200	Heavy Equipment Operator II	0	0	0	0
Insurance	0	0	Street Maintenance Worker III	0	1	0	46,858
Rentals	10,000	16,500	Street Maintenance Worker II	3	2	135,557	87,885
Maintenance & Repairs	29,900	37,250	Street Maintenance Worker I	3	3	126,927	126,110
Contracted Services	50,175	42,000	Demolition Specialist I	2	2	76,460	78,271
Supplies	349,750	587,400	Demolition Specialist II	1	0	46,740	0
Minor Capital Equipment	0	14,318	Demolition Specialist III	0	1	0	46,858
TOTAL	623,225	1,239,718	Motor Equipment Operator	2	1	80,516	39,858
CAPITAL OUTLAY	230,000	293,900	Maintenance Worker IV	1	0	50,032	0
			Stadium Groundskeeper	1	1	49,541	48,098
			Construction Tradesman II	1	1	50,032	48,575
			Crew Leader IV	2	2	99,819	96,911
			Landscape Specialist II	1	1	46,510	45,155
			Botanical Specialist I	1	1	46,740	46,836
			Tradesman I	1	1	41,460	40,252
			Gardener I	1	1	40,235	40,229
			Laborer III	2	3	76,855	99,616
			Traffic Technician I	0	1	0	38,000
TOTAL APPROPRIATION	2,582,109	3,282,713	Total Bargaining Unit	33	33	1,501,024	1,447,799
			Temporary Employees			0	62,000
			Overtime			75,000	85,000
			FICA			122,860	124,296
			Total Fringe Benefits			122,860	124,296
			TOTAL	33.50	33.50	1,728,884	1,749,095

**PUBLIC WORKS**

EMPLOYEE	POSITION	ANNIV D.O.B.	2013		2014		2014		2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
			END OF YR SALARY	GRADE/STEP INCREASE	ANNUAL INCREASE	2014 LONG.	2014 SALARY					
0.50	DEPUTY DIRECTOR FOR PUBLIC WORKS 50%	9 16	1996 \$ 30,000.00		0.00	0.00	0.00	30,000.00	0.00	2,295.00	0.00	32,295.00
MANAGEMENT TOTALS												
			30,000.00		0.00	0.00	0.00	30,000.00	0.00	2,295.00	0.00	32,295.00
	BOTANICAL SPECIALIST I	3 24	1997 \$ 44,708.16	1,456.97	0.00	0.00	670.62	46,836.00	0.00	3,583.00	0.00	50,419.00
	CONSTRUCTION TRADESMAN	10 27	1986 \$ 46,165.13	0.00	0.00	0.00	923.30	47,088.00	0.00	3,602.00	0.00	50,690.00
	CONSTRUCTION TRADESMAN II	10 7	1987 \$ 47,622.08	0.00	0.00	0.00	952.44	48,575.00	0.00	3,716.00	0.00	52,291.00
	CREW LEADER IV	6 17	1991 \$ 47,622.08	0.00	0.00	0.00	952.44	48,575.00	0.00	3,716.00	0.00	52,291.00
	CREW LEADER V	7 11	1994 \$ 47,622.08	0.00	0.00	0.00	714.33	48,336.00	0.00	3,698.00	0.00	52,034.00
	DEMOLITION CREW LEADER	2 11	2002 \$ 47,622.08	0.00	0.00	0.00	476.22	48,098.00	0.00	3,679.00	0.00	51,777.00
<b>VACANT</b>	<b>POSITION</b>	<b>1 1</b>	<b>2014 \$ 33,562.85</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>33,563.00</b>	<b>0.00</b>	<b>2,568.00</b>	<b>0.00</b>	<b>36,131.00</b>
	DEMOLITION SPECIALIST I	8 15	2011 \$ 43,292.78	1,415.38	0.00	0.00	0.00	44,708.00	0.00	3,420.00	0.00	48,128.00
	DEMOLITION SPECIALIST III	4 3	1995 \$ 46,165.13	0.00	0.00	0.00	692.48	46,858.00	0.00	3,585.00	0.00	50,443.00
	GARDENER I	8 8	1977 \$ 38,297.49	1,165.57	0.00	0.00	765.95	40,229.00	0.00	3,078.00	0.00	43,307.00
	HEAVY EQUIPMENT OPERATOR III	3 15	1977 \$ 46,165.13	0.00	0.00	0.00	923.30	47,088.00	0.00	3,602.00	0.00	50,690.00
	HEAVY EQUIPMENT OPERATOR III	4 30	1979 \$ 46,165.13	0.00	0.00	0.00	923.30	47,088.00	0.00	3,602.00	0.00	50,690.00
	HEAVY EQUIPMENT OPERATOR III	3 26	1990 \$ 46,165.13	0.00	0.00	0.00	923.30	47,088.00	0.00	3,602.00	0.00	50,690.00
	HEAVY EQUIPMENT OPERATOR III	12 27	1990 \$ 46,165.13	0.00	0.00	0.00	923.30	47,088.00	0.00	3,602.00	0.00	50,690.00
	HEAVY EQUIPMENT OPERATOR III	2 10	2003 \$ 46,165.13	0.00	0.00	0.00	461.65	46,627.00	0.00	3,567.00	0.00	50,194.00
	LABORER III	12 28	2005 \$ 37,215.17	0.00	0.00	0.00	186.08	37,401.00	0.00	2,861.00	0.00	40,262.00
	LABORER III	2 17	2009 \$ 37,215.17	0.00	0.00	0.00	0.00	37,215.00	0.00	2,847.00	0.00	40,062.00
	LANDSCAPE SPECIALIST II	5 8	2000 \$ 44,708.16	0.00	0.00	0.00	447.08	45,155.00	0.00	3,454.00	0.00	48,609.00
<b>VACANT</b>	<b>POSITION</b>	<b>1 1</b>	<b>2014 \$ 47,622.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>47,622.00</b>	<b>0.00</b>	<b>3,643.00</b>	<b>0.00</b>	<b>51,265.00</b>
	MOTOR EQUIPMENT OPERATOR	7 2	2001 \$ 39,463.06	0.00	0.00	0.00	394.63	39,858.00	0.00	3,049.00	0.00	42,907.00
<b>VACANT</b>	<b>POSITION</b>	<b>1 1</b>	<b>2014 \$ 38,313.65</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>38,314.00</b>	<b>0.00</b>	<b>2,931.00</b>	<b>0.00</b>	<b>41,245.00</b>
	STADIUM GROUNDSKEEPER	5 4	1998 \$ 47,622.08	0.00	0.00	0.00	476.22	48,098.00	0.00	3,679.00	0.00	51,777.00
	STREETS MAINTENANCE WORKER I	7 27	1992 \$ 43,292.78	0.00	0.00	0.00	865.86	44,159.00	0.00	3,378.00	0.00	47,537.00
	STREETS MAINTENANCE WORKER I	3 12	2001 \$ 40,670.27	0.00	0.00	0.00	406.70	41,077.00	0.00	3,142.00	0.00	44,219.00
	STREETS MAINTENANCE WORKER I	10 20	2008 \$ 40,670.27	0.00	0.00	0.00	203.35	40,874.00	0.00	3,127.00	0.00	44,001.00
	STREETS MAINTENANCE WORKER II	6 29	1987 \$ 43,292.78	0.00	0.00	0.00	865.86	44,159.00	0.00	3,378.00	0.00	47,537.00
	STREETS MAINTENANCE WORKER III	3 16	1998 \$ 46,165.13	0.00	0.00	0.00	692.48	46,858.00	0.00	3,585.00	0.00	50,443.00
	STREETS MAINTENANCE WORKER II	5 8	2000 \$ 43,292.78	0.00	0.00	0.00	432.93	43,726.00	0.00	3,345.00	0.00	47,071.00
	TRADESMAN	6 24	1991 \$ 39,463.06	0.00	0.00	0.00	789.26	40,252.00	0.00	3,079.00	0.00	43,331.00
	TRAFFIC ENGINEERING TECHNICIAN III	5 23	1985 \$ 46,165.13	0.00	0.00	0.00	923.30	47,088.00	0.00	3,602.00	0.00	50,690.00
	TRAFFIC ENGINEERING TECHNICIAN III	7 6	1987 \$ 46,165.13	0.00	0.00	0.00	923.30	47,088.00	0.00	3,602.00	0.00	50,690.00
	TRAFFIC ENGINEERING TECHNICIAN III	8 27	1990 \$ 46,165.13	0.00	0.00	0.00	923.30	47,088.00	0.00	3,602.00	0.00	50,690.00
	TRAFFIC ENGINEERING TECHNICIAN III	7 8	1996 \$ 46,165.13	0.00	0.00	0.00	692.48	46,858.00	0.00	3,585.00	0.00	50,443.00
33.00	BARGAINING UNIT TOTALS		1,447,172.47	4,037.92	0.00	0.00	19,525.47	1,470,735.00	0.00	112,509.00	0.00	1,583,244.00
	DEMOLITION SPECIALIST III	4 3	1995 \$ (46,165.13)	0.00	0.00	0.00	(692.48)	(46,858.00)	0.00	(3,585.00)	0.00	(50,443.00)
	LABORER III	4 3	1995 \$ 46,165.13	0.00	0.00	0.00	692.48	46,858.00	0.00	3,585.00	0.00	50,443.00
0.00	RECLASS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PUBLIC WORKS

EMPLOYEE	POSITION	ANNIV D.O.B.	2013		2014		2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
			END OF YR SALARY	GRADE/STEP INCREASE	2014 SALARY	2014 LUMP SUM							
0.00	LABORER I	1	1	2014	\$ 25,000.00	0.00	0.00	0.00	25,000.00	0.00	1,913.00	0.00	26,913.00
	LABORER I	1	1	2014	\$ 25,000.00	0.00	0.00	0.00	25,000.00	0.00	1,913.00	0.00	26,913.00
	LABORER I	1	1	2014	\$ 25,000.00	0.00	0.00	0.00	25,000.00	0.00	1,913.00	0.00	26,913.00
	TRAFFIC TECHNICIAN I	1	1	2014	\$ 38,000.00	0.00	0.00	0.00	38,000.00	0.00	2,907.00	0.00	40,907.00
	MAYOR	1	1	2014	\$ (25,000.00)	0.00	0.00	0.00	(25,000.00)	0.00	(1,913.00)	0.00	(26,913.00)
	LABORER I	1	1	2014	\$ (25,000.00)	0.00	0.00	0.00	(25,000.00)	0.00	(1,913.00)	0.00	(26,913.00)
	MAINTENANCE WORKER IV - AWTF	1	1	2014	\$ (47,622.00)	0.00	0.00	0.00	(47,622.00)	0.00	(3,643.00)	0.00	(51,265.00)
	MOTOR EQUIPMENT OPERATOR	1	1	2014	\$ (38,313.65)	0.00	0.00	0.00	(38,314.00)	0.00	(2,931.00)	0.00	(41,245.00)
	REQUESTED POSITIONS-BARGAINING UNIT				(22,935.65)	0.00	0.00	0.00	(22,936.00)	0.00	(1,754.00)	0.00	(24,690.00)
33.50	TOTAL				1,454,236.82	4,037.92	0.00	19,525.47	1,477,799.00	0.00	113,050.00	0.00	1,590,849.00
	TEMPORARY								62,000.00	0.00	4,743.00	0.00	66,743.00
	OVERTIME								85,000.00	0.00	6,503.00	0.00	91,503.00
	TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS								1,624,799.00	0.00	124,296.00	0.00	1,749,095.00

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



## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01060162 PW City Services

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$902,037.40	\$1,400,802.98	\$1,531,024.00	\$1,090,404.37	\$1,351,871.42	\$1,477,799.00	(\$53,225.00)
415000 TEMPORARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62,000.00	\$62,000.00
416000 OVERTIME	\$82,131.54	\$79,696.74	\$80,500.00	\$79,821.83	\$96,198.28	\$85,000.00	\$4,500.00
419001 SOCIAL SECURITY	\$75,310.33	\$113,396.96	\$122,860.00	\$89,813.28	\$111,137.98	\$124,296.00	\$1,436.00
<b>TOTAL PERSONNEL</b>	<b>\$1,059,479.27</b>	<b>\$1,593,896.68</b>	<b>\$1,734,384.00</b>	<b>\$1,260,039.48</b>	<b>\$1,559,207.68</b>	<b>\$1,749,095.00</b>	<b>\$14,711.00</b>
420010 ADVERTISING	\$1,301.36	\$270.00	\$650.00	\$308.25	\$500.00	\$650.00	\$0.00
420040 TELEPHONE	\$6,001.82	\$13,032.40	\$16,000.00	\$10,104.20	\$13,032.00	\$16,000.00	\$0.00
420050 POSTAGE	(\$1.70)	\$6.42	\$50.00	\$9.26	\$20.00	\$100.00	\$50.00
<b>420100 Communications</b>	<b>\$7,301.48</b>	<b>\$13,308.82</b>	<b>\$16,700.00</b>	<b>\$10,421.71</b>	<b>\$13,552.00</b>	<b>\$16,750.00</b>	<b>\$50.00</b>
421050 OTHER PROFESSIONAL FEES	\$0.00	\$8,500.00	\$200.00	\$165.50	\$200.00	\$300.00	\$100.00
421070 ARBITRATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00
<b>421100 Professional Services</b>	<b>\$0.00</b>	<b>\$8,500.00</b>	<b>\$200.00</b>	<b>\$165.50</b>	<b>\$200.00</b>	<b>\$6,300.00</b>	<b>\$6,100.00</b>
422000 SEWERAGE	\$534.74	\$10,356.70	\$14,000.00	\$13,438.45	\$19,000.00	\$12,000.00	(\$2,000.00)
422010 WATER	\$2,077.18	\$43,368.28	\$46,000.00	\$44,940.04	\$65,000.00	\$45,000.00	(\$1,000.00)
422020 ELECTRICITY	\$177.42	\$23,505.53	\$35,000.00	\$34,992.21	\$51,000.00	\$40,000.00	\$5,000.00
422030 HEAT	\$32,223.91	\$32,965.71	\$52,500.00	\$52,087.18	\$71,500.00	\$73,000.00	\$20,500.00
422060 POWER-STREET LIGHTS	\$0.00	\$0.00	\$0.00	\$0.00	\$260,000.00	\$300,000.00	\$300,000.00
422070 POWER-TRAFFIC LIGHTS	\$0.00	\$23,072.18	\$28,000.00	\$23,173.52	\$32,000.00	\$32,000.00	\$4,000.00
422080 SEWERAGE MAINT CHARGES	\$80.23	\$1,519.47	\$3,000.00	\$2,592.49	\$3,000.00	\$3,000.00	\$0.00
422090 REFUSE	\$0.00	\$837.27	\$1,900.00	\$385.18	\$837.00	\$2,200.00	\$300.00
422091 DISPOSAL	\$0.00	\$0.00	\$1,400.00	\$768.24	\$1,100.00	\$12,000.00	\$10,600.00
<b>422100 Utilities &amp; Services</b>	<b>\$35,093.48</b>	<b>\$135,625.14</b>	<b>\$181,800.00</b>	<b>\$172,377.31</b>	<b>\$503,437.00</b>	<b>\$519,200.00</b>	<b>\$337,400.00</b>
424060 OTHER RENTALS	\$1,777.85	\$10,787.13	\$2,000.00	\$1,405.40	\$6,000.00	\$2,500.00	\$500.00
424061 UNIFORM RENTALS	\$0.00	\$8,580.61	\$12,000.00	\$12,000.00	\$12,000.00	\$14,000.00	\$2,000.00
<b>424100 Rentals</b>	<b>\$1,777.85</b>	<b>\$19,367.74</b>	<b>\$14,000.00</b>	<b>\$13,405.40</b>	<b>\$18,000.00</b>	<b>\$16,500.00</b>	<b>\$2,500.00</b>
425000 OFFICE EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
425010 VEHICULAR EQUIPMENT	\$0.00	\$664.27	\$1,000.00	\$887.43	\$1,000.00	\$1,200.00	\$200.00
425030 BUILDING MAINT	\$945.48	\$3,265.68	\$720.00	\$719.40	\$3,500.00	\$3,500.00	\$2,780.00
425031 POOLS/RECREATIONAL EQUIP	\$0.00	\$1,628.90	\$5,850.00	\$5,003.38	\$5,850.00	\$9,000.00	\$3,150.00
425050 COMMUNICATIONS EQUIPMENT	\$0.00	\$250.00	\$250.00	\$198.00	\$350.00	\$650.00	\$400.00
425060 OPERATIONS EQUIPMENT	\$655.74	\$481.68	\$1,400.00	\$0.00	\$500.00	\$100.00	(\$1,300.00)
425090 MAINT SERV CONTRACT	\$2,750.42	\$4,756.43	\$6,500.00	\$6,445.00	\$7,500.00	\$17,300.00	\$10,800.00
425099 OTHER CONT MAINT	\$6,002.60	\$5,197.70	\$5,000.00	\$3,234.93	\$5,050.00	\$5,000.00	\$0.00
<b>425100 Maintenance &amp; Repairs</b>	<b>\$10,354.24</b>	<b>\$16,244.66</b>	<b>\$20,720.00</b>	<b>\$16,488.14</b>	<b>\$23,750.00</b>	<b>\$37,250.00</b>	<b>\$16,530.00</b>
429001 TUITION/TRAINING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
429009 ADMIN/TRUSTEE FEE	\$38.17	\$115.93	\$175.00	\$0.00	\$100.00	\$0.00	(\$175.00)
429011 DEMOLITION & CLEARING	\$5,856.90	\$6,684.09	\$30,048.00	\$20,054.67	\$32,000.00	\$40,000.00	\$9,952.00
<b>429100 Contracted Services</b>	<b>\$5,895.07</b>	<b>\$6,800.02</b>	<b>\$30,223.00</b>	<b>\$20,054.67</b>	<b>\$32,100.00</b>	<b>\$42,000.00</b>	<b>\$11,777.00</b>
430009 OFFICE	\$181.31	\$545.16	\$150.00	\$144.75	\$600.00	\$600.00	\$450.00
430011 CUSTODIAL	\$0.00	\$3,002.60	\$6,780.00	\$1,140.99	\$3,085.00	\$1,750.00	(\$5,030.00)
430012 PERSONAL SAFETY	\$186.35	\$470.29	\$800.00	\$500.00	\$700.00	\$3,000.00	\$2,200.00
430014 WEARING APPAREL	\$3,538.46	\$218.00	\$2,500.00	\$39.35	\$2,500.00	\$3,400.00	\$900.00
430016 MEDICAL/LAB	\$0.00	\$97.44	\$300.00	\$0.00	\$300.00	\$300.00	\$0.00
430030 SNOW CONTROL	\$5,518.59	\$4,982.68	\$10,850.00	\$10,000.00	\$12,000.00	\$20,000.00	\$9,150.00
430031 ASPHALT	\$13,256.51	\$9,094.47	\$19,805.00	\$19,067.09	\$20,000.00	\$21,000.00	\$1,195.00
430032 CONCRETE	\$27.54	\$593.29	\$4,700.00	\$2,500.00	\$5,000.00	\$5,000.00	\$300.00
430033 STREET SIGN	\$656.23	\$907.57	\$6,000.00	\$4,388.70	\$5,000.00	\$12,000.00	\$6,000.00
430034 TRAFFIC CONTROL	\$11,341.03	\$13,514.00	\$25,000.00	\$23,147.62	\$25,000.00	\$58,500.00	\$33,500.00

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01060162 PW City Services

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
430036 BLDG CONSTRUCTION	\$27.93	\$1,312.22	\$1,000.00	\$1,000.00	\$2,000.00	\$7,000.00	\$6,000.00
430037 CHEMICALS	\$255.02	\$13,641.52	\$23,000.00	\$19,800.88	\$22,000.00	\$45,000.00	\$22,000.00
430038 SEWER GRATES/MANHOLE CVR	\$3,649.32	\$10,680.38	\$20,000.00	\$18,132.14	\$19,000.00	\$10,000.00	(\$10,000.00)
430040 BOTANICAL	\$0.00	\$6,153.64	\$12,000.00	\$12,000.00	\$12,000.00	\$90,000.00	\$78,000.00
430041 PLAYGROUND	\$0.00	\$0.00	\$1,000.00	\$194.87	\$500.00	\$2,000.00	\$1,000.00
430042 TOOLS & HARDWARE	\$2,814.62	\$2,447.20	\$3,000.00	\$2,842.98	\$3,000.00	\$45,500.00	\$42,500.00
430043 DECORATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00
430051 TIRES & BATTERIES	\$0.00	\$0.00	\$17,952.00	\$17,952.00	\$17,952.00	\$20,000.00	\$2,048.00
430055 MECH EQUIP PARTS	\$106.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430056 STREET LIGHTS	\$12,262.11	\$100,222.21	\$180,000.00	\$39,110.38	\$200,000.00	\$222,350.00	\$42,350.00
430099 MISC SUPPLIES AND EXP	\$473.61	\$0.00	\$5,000.00	\$3,637.84	\$5,000.00	\$5,000.00	\$0.00
<b>430100 Supplies and Expenses</b>	<b>\$54,294.82</b>	<b>\$167,882.67</b>	<b>\$339,837.00</b>	<b>\$175,599.59</b>	<b>\$355,637.00</b>	<b>\$587,400.00</b>	<b>\$247,563.00</b>
439015 OFFICE EQUIPMENT	\$0.00	\$0.00	\$2,750.00	\$2,750.00	\$2,750.00	\$3,200.00	\$450.00
439040 EQUIPMENT - MOTORIZED	\$0.00	\$0.00	\$3,195.00	\$3,195.00	\$3,195.00	\$11,118.00	\$7,923.00
<b>439100 Minor Capital</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,945.00</b>	<b>\$5,945.00</b>	<b>\$5,945.00</b>	<b>\$14,318.00</b>	<b>\$8,373.00</b>
<b>TOTAL OPERATING</b>	<b>\$114,716.94</b>	<b>\$367,729.05</b>	<b>\$609,425.00</b>	<b>\$414,457.32</b>	<b>\$952,621.00</b>	<b>\$1,239,718.00</b>	<b>\$630,293.00</b>
453049 LEASE PURCHASE	\$12,615.30	\$7,075.47	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00
453052 TRAFFIC CONTROL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00
454000 MOTOR EQUIPMENT	\$0.00	\$0.00	\$238,300.00	\$177,010.00	\$222,000.00	\$173,900.00	(\$64,400.00)
<b>TOTAL CAPITAL</b>	<b>\$12,615.30</b>	<b>\$7,075.47</b>	<b>\$238,300.00</b>	<b>\$177,010.00</b>	<b>\$222,000.00</b>	<b>\$293,900.00</b>	<b>\$55,600.00</b>
<b>TOTAL BUREAU OF CITY SERVICES</b>	<b>\$1,186,811.51</b>	<b>\$1,968,701.20</b>	<b>\$2,582,109.00</b>	<b>\$1,851,506.80</b>	<b>\$2,733,828.68</b>	<b>\$3,282,713.00</b>	<b>\$700,604.00</b>

BUREAU OF VEHICLE MANAGEMENT CENTER

The Bureau of Vehicle Management is responsible for the administration, maintenance, and repair of the City's vehicular equipment fleet. The fleet consists of over 425 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 valued in excess of \$150,000; 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.

The Bureau operates on a budget in excess of \$2 million in an effort to provide a highly serviceable fleet while operating in the most efficient and effective method possible.

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0172 Vehicle Management

Allocation Plan

Position Control

PERSONNEL SERVICES	2013	2014	JOB CLASSIFICATION	2013	2014	2013	2014
	BUDGET	BUDGET		BUDGET	BUDGET	BUDGET	BUDGET
Salaries-Mgmt	0	45,000	Fleet Manager	0	1	0	45,000
Salaries-BU	444,466	425,500					
Temporary Employees	0	14,000	Total Management	0	1	0	45,000
Overtime	8,100	4,670					
Fringe Benefits	34,619	37,423	Automotive Mechanic IV	6	5	306,223	248,971
			Automotive Body Mechanic IV	1	1	50,032	48,575
TOTAL	487,185	526,593	Automotive Mechanic III	0	0	0	0
			Automotive Mechanic I	1	1	42,728	42,774
OPERATING EXPENSES			Parts Person II	1	1	45,483	42,800
			Administrative Assistant II	0	1	0	42,380
Communications	1,280	1,790	Total Bargaining Unit	9	9	444,466	425,500
Professional Services	0	0	Temporary Employees			0	14,000
Utilities	34,230	37,300	Overtime			8,100	4,670
Insurance	0	0	FICA			34,619	37,423
Rentals	5,800	5,616	Total Fringe Benefits			34,619	37,423
Maintenance & Repairs	131,300	158,758	TOTAL	9	10	487,185	526,593
Contracted Services	6,860	9,960					
Supplies	1,712,850	1,761,750					
Minor Capital Equipment	0	0					
TOTAL	1,892,320	1,975,174					
CAPITAL OUTLAY	45,000	250,000					
TOTAL APPROPRIATION	2,424,505	2,751,767					

PUBLIC WORKS

2013 2014 2014 2014 2014 2014 2014

END OF YR GRADE/STEP ANNUAL 2014 2014 2014 2014

SALARY INCREASE INCREASE SALARY LUMP SUM SALARY BENEFITS TOTAL

EMPLOYEE	POSITION	ANNUAL/ D.O.H.	1	1	2014 \$	45,000.00	0.00	0.00	0.00	0.00	45,000.00	0.00	3,443.00	0.00	48,443.00
1.00	MANAGEMENT				45,000.00	0.00	0.00	0.00	0.00	0.00	45,000.00	0.00	3,443.00	0.00	48,443.00
			10	15	1979 \$	47,622.08	0.00	0.00	952.44	0.00	48,575.00	0.00	3,716.00	0.00	52,291.00
	AUTOMOTIVE BODY MECHANIC IV		8	3	1992 \$	40,670.27	1,290.43	0.00	813.41	0.00	42,774.00	0.00	3,272.00	0.00	46,046.00
	AUTOMOTIVE MECHANIC I		3	3	1975 \$	49,116.21	0.00	0.00	982.32	0.00	50,099.00	0.00	3,833.00	0.00	53,932.00
	AUTOMOTIVE MECHANIC IV		4	14	1975 \$	47,622.08	0.00	0.00	952.44	0.00	48,575.00	0.00	3,716.00	0.00	52,291.00
	AUTOMOTIVE MECHANIC IV		8	10	1987 \$	49,116.21	0.00	0.00	982.32	0.00	50,099.00	0.00	3,833.00	0.00	53,932.00
	AUTOMOTIVE MECHANIC IV		7	20	1988 \$	49,116.21	0.00	0.00	982.32	0.00	50,099.00	0.00	3,833.00	0.00	53,932.00
	AUTOMOTIVE MECHANIC IV		6	5	1989 \$	49,116.21	0.00	0.00	982.32	0.00	50,099.00	0.00	3,833.00	0.00	53,932.00
	<b>POSITION</b>		<b>1</b>	<b>1</b>	<b>2014 \$</b>	<b>40,670.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>40,670.00</b>	<b>0.00</b>	<b>3,111.00</b>	<b>0.00</b>	<b>43,781.00</b>
	PARTS PERSON II		10	20	1986 \$	41,960.70	0.00	0.00	839.21	0.00	42,800.00	0.00	3,274.00	0.00	46,074.00
9.00	BARGAINING UNIT TOTALS				415,010.24	1,290.43	0.00	7,486.80	0.00	423,790.00	0.00	32,421.00	0.00	456,211.00	

EMPLOYEE	POSITION	ANNUAL/ D.O.H.	10	20	2003 \$	41,960.70	0.00	0.00	419.61	42,380.00	0.00	3,242.00	0.00	45,622.00
1.00	ADMINISTRATIVE ASSISTANT II				41,960.70	0.00	0.00	419.61	42,380.00	0.00	3,242.00	0.00	0.00	45,622.00
	TRANSFERRED POSITION-BARGAINING UNIT				41,960.70	0.00	0.00	419.61	42,380.00	0.00	3,242.00	0.00	0.00	45,622.00
	<b>CUT</b>				<b>\$ (40,670.27)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(40,670.00)</b>	<b>0.00</b>	<b>(3,111.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>(43,781.00)</b>

(1.00)	CUT TOTAL				(40,670.27)	0.00	0.00	0.00	(40,670.00)	0.00	(3,111.00)	0.00	0.00	(43,781.00)
10.00	TOTAL				461,300.67	1,290.43	0.00	7,906.41	470,500.00	0.00	35,995.00	0.00	0.00	506,495.00
	OVERTIME								4,670.00	0.00	357.00	0.00	0.00	5,027.00
	TEMPORARY								14,000.00	0.00	1,071.00	0.00	0.00	15,071.00
	<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>				<b>489,170.00</b>	<b>0.00</b>	<b>37,423.00</b>	<b>0.00</b>	<b>526,593.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>526,593.00</b>

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

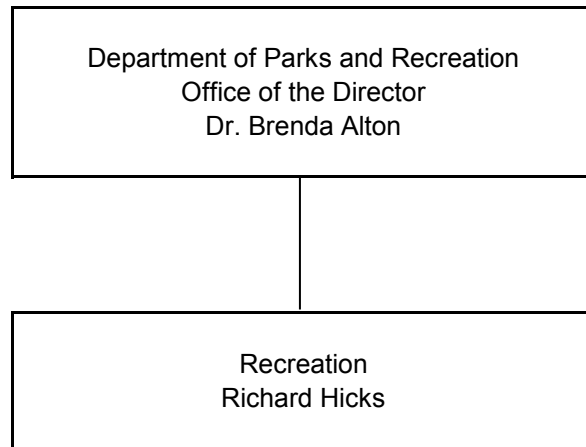
## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01060172 Vehicle Management

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$461,390.73	\$424,336.12	\$444,466.00	\$291,286.33	\$362,901.73	\$470,500.00	\$26,034.00
415000 TEMPORARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,000.00	\$14,000.00
416000 OVERTIME	\$8,493.54	\$2,634.01	\$8,100.00	\$2,130.53	\$2,531.53	\$4,670.00	(\$3,430.00)
419001 SOCIAL SECURITY	\$35,924.57	\$32,662.72	\$34,619.00	\$22,446.08	\$27,955.24	\$37,423.00	\$2,804.00
<b>TOTAL PERSONNEL</b>	<b>\$505,808.84</b>	<b>\$459,632.85</b>	<b>\$487,185.00</b>	<b>\$315,862.94</b>	<b>\$393,388.50</b>	<b>\$526,593.00</b>	<b>\$39,408.00</b>
420010 ADVERTISING	\$393.88	\$0.00	\$1,200.00	\$0.00	\$1,200.00	\$1,200.00	\$0.00
420020 PRINTING	\$347.50	\$637.57	\$500.00	\$320.80	\$481.00	\$500.00	\$0.00
420050 POSTAGE	\$88.92	\$85.35	\$80.00	\$60.99	\$80.00	\$90.00	\$10.00
<b>420100 Communications</b>	<b>\$830.30</b>	<b>\$722.92</b>	<b>\$1,780.00</b>	<b>\$381.79</b>	<b>\$1,761.00</b>	<b>\$1,790.00</b>	<b>\$10.00</b>
422000 SEWERAGE	\$646.86	\$588.10	\$630.00	\$609.19	\$801.00	\$1,000.00	\$370.00
422010 WATER	\$11,894.97	\$12,858.36	\$13,500.00	\$13,035.65	\$18,164.00	\$15,000.00	\$1,500.00
422020 ELECTRICITY	\$23,366.14	\$21,863.22	\$20,000.00	\$14,637.60	\$16,887.00	\$20,000.00	\$0.00
422030 HEAT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
422080 SEWERAGE MAINT CHARGES	\$97.04	\$135.32	\$100.00	\$91.35	\$120.00	\$300.00	\$200.00
<b>422100 Utilities &amp; Services</b>	<b>\$36,005.01</b>	<b>\$35,445.00</b>	<b>\$34,230.00</b>	<b>\$28,373.79</b>	<b>\$35,972.00</b>	<b>\$37,300.00</b>	<b>\$3,070.00</b>
424050 OFFICE EQUIPMENT	\$488.46	\$0.00	\$3,660.48	\$2,190.90	\$2,691.00	\$2,808.00	(\$852.48)
424061 UNIFORM RENTALS	\$0.00	\$2,398.96	\$2,740.00	\$2,140.00	\$2,866.00	\$2,808.00	\$68.00
<b>424100 Rentals</b>	<b>\$488.46</b>	<b>\$2,398.96</b>	<b>\$6,400.48</b>	<b>\$4,330.90</b>	<b>\$5,557.00</b>	<b>\$5,616.00</b>	<b>(\$784.48)</b>
425000 OFFICE EQUIPMENT	\$0.00	\$210.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
425010 VEHICULAR EQUIPMENT	\$72,597.42	\$62,239.59	\$130,000.00	\$121,468.51	\$121,468.51	\$140,000.00	\$10,000.00
425030 BUILDING MAINT	\$8,639.84	\$5,142.96	\$5,000.00	\$3,131.40	\$4,131.00	\$5,000.00	\$0.00
425050 COMMUNICATIONS EQUIPMENT	\$414.90	\$309.97	\$500.00	\$292.00	\$500.00	\$4,500.00	\$4,000.00
425060 OPERATIONS EQUIPMENT	\$11,143.21	\$11,271.80	\$6,000.00	\$5,891.54	\$6,000.00	\$6,000.00	\$0.00
425080 SERVICE CONTRACTS	\$540.80	\$535.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
425090 MAINT SERV CONTRACT	\$3,137.04	\$3,827.38	\$2,800.00	\$1,750.00	\$1,750.00	\$3,258.00	\$458.00
<b>425100 Maintenance &amp; Repairs</b>	<b>\$96,473.21</b>	<b>\$83,537.71</b>	<b>\$144,300.00</b>	<b>\$132,533.45</b>	<b>\$133,849.51</b>	<b>\$158,758.00</b>	<b>\$14,458.00</b>
429001 TUITION/TRAINING	\$0.00	\$0.00	\$0.00	\$0.00	\$360.00	\$1,500.00	\$1,500.00
429005 NUISANCE	\$0.00	\$0.00	\$960.00	\$864.00	\$864.00	\$960.00	\$0.00
429012 LAUNDRY	\$3,845.26	\$1,311.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
429060 TOWING	\$0.00	\$1,270.00	\$8,500.00	\$8,187.50	\$9,500.00	\$7,500.00	(\$1,000.00)
429090 MISC CONTRACTED SRVCS	\$0.00	\$0.00	\$400.00	\$157.29	\$250.00	\$0.00	(\$400.00)
<b>429100 Contracted Services</b>	<b>\$3,845.26</b>	<b>\$2,581.92</b>	<b>\$9,860.00</b>	<b>\$9,208.79</b>	<b>\$10,974.00</b>	<b>\$9,960.00</b>	<b>\$100.00</b>
430001 EDUCATIONAL	\$813.21	\$185.00	\$500.00	\$485.00	\$485.00	\$600.00	\$100.00
430002 SOFTWARE	\$0.00	\$527.25	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
430009 OFFICE	\$0.00	\$0.00	\$300.00	\$106.18	\$300.00	\$300.00	\$0.00
430011 CUSTODIAL	\$818.12	\$427.90	\$650.00	\$514.52	\$650.00	\$1,000.00	\$350.00
430012 PERSONAL SAFETY	\$493.11	\$441.04	\$500.00	\$458.29	\$500.00	\$600.00	\$100.00
430013 FIREFIGHTING	\$89.99	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
430014 WEARING APPAREL	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00
430037 CHEMICALS	\$632.07	\$822.27	\$1,750.00	\$1,500.00	\$1,750.00	\$2,000.00	\$250.00
430042 TOOLS & HARDWARE	\$233.11	\$0.00	\$2,250.00	\$60.77	\$2,350.00	\$2,250.00	\$0.00
430050 MOTOR FUELS/LUBRICANTS	\$1,313,490.55	\$1,253,050.30	\$1,375,000.00	\$774,984.20	\$1,300,000.00	\$1,450,000.00	\$75,000.00
430051 TIRES & BATTERIES	\$44,885.19	\$48,005.30	\$125,000.00	\$119,679.05	\$125,000.00	\$100,000.00	(\$25,000.00)
430052 VEHICLE PARTS & SUPPLIES	\$122,408.59	\$125,874.88	\$200,000.00	\$167,187.57	\$200,000.00	\$200,000.00	\$0.00
430053 VEHICLE REPAIR TOOLS	\$0.00	\$1,480.09	\$5,000.00	\$0.00	\$5,000.00	\$3,000.00	(\$2,000.00)
430054 AUTO BODY PART/SUPPLIES	\$4,176.07	\$22,579.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>430100 Supplies and Expenses</b>	<b>\$1,488,040.01</b>	<b>\$1,453,393.29</b>	<b>\$1,711,450.00</b>	<b>\$1,064,975.58</b>	<b>\$1,637,035.00</b>	<b>\$1,761,750.00</b>	<b>\$50,300.00</b>
439015 OFFICE EQUIPMENT	\$0.00	\$0.00	\$3,650.00	\$3,606.73	\$3,606.73	\$0.00	(\$3,650.00)
<b>439100 Minor Capital</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,650.00</b>	<b>\$3,606.73</b>	<b>\$3,606.73</b>	<b>\$0.00</b>	<b>(\$3,650.00)</b>
<b>TOTAL OPERATING</b>	<b>\$1,625,682.25</b>	<b>\$1,578,079.80</b>	<b>\$1,911,670.48</b>	<b>\$1,243,411.03</b>	<b>\$1,828,755.24</b>	<b>\$1,975,174.00</b>	<b>\$63,503.52</b>
453099 EQUIPMENT-OTHER	\$10,011.97	\$11,214.92	\$25,650.00	\$6,200.00	\$6,200.00	\$250,000.00	\$224,350.00
<b>TOTAL CAPITAL</b>	<b>\$10,011.97</b>	<b>\$11,214.92</b>	<b>\$25,650.00</b>	<b>\$6,200.00</b>	<b>\$6,200.00</b>	<b>\$250,000.00</b>	<b>\$224,350.00</b>
<b>TOTAL BUREAU OF VEHICLE MANAGEM</b>	<b>\$2,141,503.06</b>	<b>\$2,048,927.57</b>	<b>\$2,424,505.48</b>	<b>\$1,565,473.97</b>	<b>\$2,228,343.74</b>	<b>\$2,751,767.00</b>	<b>\$327,261.52</b>

**DEPARTMENT OF PARKS AND RECREATION**



EXPENDITURE ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>PARKS &amp; RECREATION</b>						
<u>0180 OFFICE OF THE DIRECTOR</u>						
Personnel Services	381,365	247,866	334,160	397,606	393,575	395,634
Operating Expenses	80,289	28,601	6,280	12,170	6,953	16,640
Capital Outlay	0	0	0	0	0	0
Grants	0	0	0	0	0	0
<b>TOTALS</b>	<u>461,654</u>	<u>276,466</u>	<u>340,439</u>	<u>409,776</u>	<u>400,528</u>	<u>412,274</u>
<u>0183 BUREAU OF RECREATION</u>						
Personnel Services	462,296	320,258	0	0	0	0
Operating Expenses	85,981	48,598	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<u>548,277</u>	<u>368,856</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0184 BUREAU OF PARKS MAINTENANCE</u>						
Personnel Services	572,647	506,580	0	0	0	0
Operating Expenses	197,529	242,838	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Grants/Non Exp. Item/InterFund Transfer	0	0	0	0	0	0
<b>TOTALS</b>	<u>770,176</u>	<u>749,417</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL DEPARTMENT OF PARKS &amp; RECREATION</b>						
Personnel Services	1,416,308	1,074,703	334,160	397,606	393,575	395,634
Operating Expenses	363,799	320,037	6,280	12,170	6,953	16,640
Capital Outlay	0	0	0	0	0	0
Grants	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<u>1,780,107</u>	<u>1,394,740</u>	<u>340,439</u>	<u>409,776</u>	<u>400,528</u>	<u>412,274</u>

POSITION ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>PARKS, RECREATION &amp; ENRICHMENT</b>						
Office of the Director	6.00	2.00	4.00	4.00	4.00	4.00
Recreation	3.00	2.00	0.00	0.00	0.00	0.00
Parks Maintenance	<u>12.00</u>	<u>10.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL POSITIONS</b>	<b>21.00</b>	<b>14.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

For 2010, in the Office of the Director there were two vacant positions cut, the Special Events Coordinator and the part-time Special Events Marketing Assistant. In the Bureau of Recreation, the vacant Golf Instructor was eliminated. Also in the Bureau of Parks Maintenance, a vacant Laborer III had been eliminated.

In the 2011 Budget, the Office of the Director decreased by two positions. The eliminations occurred in the Special Events Director and Chief Park Ranger positions. With the Bureau of Recreation all positions remained the same. The Bureau of Parks Maintenance eliminated the Director position and the Motor Equipment Operator.

As part of the 2012 Budget, Parks Maintenance was moved to Public Works - City Services/Neighborhood Services. Also, the Bureau of Recreation was collapsed into the Office of the Director of Parks, Recreation and Enrichment. Additionally, the Recreation Program Assistant position, previously in the Bureau of Recreation, was eliminated. In the Office of the Director, there was a net decrease of two positions. The entire Park Ranger Corp was eliminated, which consisted of a Park Ranger Supervisor and two Park Rangers. Additionally, there was the elimination of an Administrative Assistant position.

There were no changes in the 2013 or 2014 Budgets.



## **THE DEPARTMENT OF PARKS, RECREATION AND ENRICHMENT**

The Office of the Director is responsible for planning and conducting all City special events, park planning and development and the overall direction and management of the department. This office plans, schedules, promotes, implements, manages, and solicits sponsorships for all City special events. Two major events that highlight the calendar are the City of Harrisburg 4th of July Celebration (held over the Independence Day Weekend) and the Kipona Celebration (held over the Labor Day Weekend). In addition to these events, numerous other activities take place during the year including, but not limited to, summer concerts in various City parks, the Holiday Parade, and the Harrisburg New Year's Eve Celebration.

In January 2010, the Department name was changed to Department of Parks, Recreation & Enrichment (DPRE) to embrace the Mayor's vision of expanding beyond recreational activities to providing and collaborating enrichment learning opportunities improving the quality of life for youth and their families.

As of January 1, 2012, the Bureau of Recreation was consolidated with the Office of the Director. DPRE's Recreation component offers the most extensive year-round recreational programming in the City's history. The fall, winter, and spring programs provide general recreational activities based largely at public school gymnasiums and collaborating with non-profit organizations. These programs include, but are not limited to, sports events, athletic programs, crafts (including an art contest for elementary students), puppet shows, live children's theater productions, aerobic and exercise classes, gymnastics, roller skating, and miscellaneous games.

Summer programming occurs on seven to ten staffed playgrounds, with assistance provided by hired recreation leaders and site coordinators, and consists of sports programs for golf, volleyball, basketball, soccer, football, T-ball, and tennis, as well as sports clinics for baseball, T-ball, soccer, and golf. In addition, this DPRE's Recreation provides arts and crafts, 4-H activities, computer classes, nutrition classes, debate teams, peer mediation, cooking classes, and reading programs on seven to ten playgrounds during the summer months, along with swimming instruction, environmental/educational programs, ecology programs, and dance, drama, photography and music appreciation classes.

In 2009, a money camp was added to teach youth about household budgeting. In 2011, the Junior Achievement program, along with the Mayor's Great Debaters, the IRONKID Challenge, and the Mayor's Health, Wellness & Recreation Initiative were added. Swimming programs are offered at our two inner-city swimming pools and at the City Island Beach from Memorial Day to Labor Day. Pool #1 and Pool #2 are open from mid-June to early September. In 2012 and 2013, due to the need for extensive repairs and the lack of funds to commence the repairs, Pool #2 was not opened for the entire season.

Park planning and development is performed by this office and oversight of all construction projects in the parks system is a primary responsibility of the Director. Since 1985, more than \$70 million has been spent in Harrisburg's parks system under the Mayor's Parks Improvement Program. Additionally, technical assistance from this office is provided to the Harrisburg School District, Harrisburg Housing Authority, various PTA organizations, and neighborhood organizations regarding playground improvements, fund-raising activities, community-based programs, grantsmanship techniques, and recreational programs. In 2011, more than \$100,000 was donated through community-based partnerships to rehabilitate and renew three park playgrounds. In 2012, over 50 community volunteers, non-profit organizations, and businesses partnered with DPRE providing over 20 volunteer projects to improve our City parks, playgrounds and beautifying our City. The Urban Agriculture program in 2013 resulted in a milestone, wherein the program adopted a vacant lot being used as a dumping ground and created a litter free vegetable and plant garden. The lot at Jefferson and Schuylkill also contains DPRE's first rain barrel construction and compost tumbler. Through DPRE's Urban Agriculture program, youth with disabilities were incorporated through our partnership with Harrisburg Sci-Tech.

Effective December 19, 2011, The Park Ranger Program, created by the Mayor in 1990, was dissolved. The Police Bureau is responsible for ongoing security in all City parks, playgrounds, and open space areas, along with providing information to the general public regarding Harrisburg and its park system. Patrolling of the parks on a daily basis is necessary in order to maintain order and enforce park rules and regulations.

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0180 Office of the Director

Allocation Plan

Position Control

	Allocation Plan		JOB CLASSIFICATION	Position Control	
	2013 BUDGET	2014 BUDGET		2013 BUDGET	2014 BUDGET
PERSONNEL SERVICES					
Salaries-Mgmt	118,000	118,000	Director	1	1
Salaries-BU	82,150	79,757	Park Ranger Supervisor	0	0
Temporary Employees	165,000	164,000	Recreation Director	1	1
Overtime	4,200	5,762			
Fringe Benefits	28,256	28,115	Total Management	2	2
TOTAL	397,606	395,634			
OPERATING EXPENSES			Park Ranger	0	0
			Administrative Assistant I	0	0
			Secretary I	1	1
			Parks and Recreation Assistant	1	1
Communications	6,500	6,500	Total Bargaining Unit	2	2
Professional Services	0	0			
Utilities	0	0	Temporary Employees		
Insurance	0	0			
Rentals	0	500	Overtime		
Maintenance & Repairs	1,630	1,600			
Contracted Services	3,040	7,040	FICA		
Supplies	1,000	1,000	Healthcare Benefits - Active		
Minor Capital Equipment	0	0	Healthcare Benefits - Retirees		
TOTAL	12,170	16,640	Unemployment Comp		
CAPITAL OUTLAY	0	0	Total Fringe Benefits		
GRANTS	0	0	TOTAL	4	4
TOTAL APPROPRIATION	409,776	412,274			

**PARKS & RECREATION**

EMPLOYEE	POSITION	ANNIV. D.O.B.	2013		2014		2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
			END OF YR SALARY	GRADE/STEP INCREASE	2013 SALARY	2014 SALARY							
2.00	DIRECTOR (PARKS & RECREATION)	1 4	2010 \$ 70,000.00	0.00	0.00	0.00	0.00	70,000.00	0.00	5,355.00	0.00	75,355.00	
	RECREATION DIRECTOR	10 31	2005 \$ 48,000.00	0.00	0.00	0.00	0.00	48,000.00	0.00	3,672.00	0.00	51,672.00	
	MANAGEMENT TOTALS		118,000.00	0.00	0.00	0.00	0.00	118,000.00	0.00	9,027.00	0.00	127,027.00	
2.00	PARKS AND RECREATION SECRETARY I	6 2	2000 \$ 38,297.49	0.00	0.00	0.00	382.97	38,680.00	0.00	2,959.00	0.00	41,639.00	
	PARKS AND RECREATION ASSISTANT	6 2	2000 \$ 40,670.27	0.00	0.00	0.00	406.70	41,077.00	0.00	3,142.00	0.00	44,219.00	
	BARGAINING UNIT TOTALS		78,967.76	0.00	0.00	0.00	789.68	79,757.00	0.00	6,101.00	0.00	85,858.00	
	PARKS AND RECREATION SECRETARY I	6 2	2000 \$ (38,297.49)	0.00	0.00	0.00	(382.97)	(38,680.00)	0.00	(2,959.00)	0.00	(41,639.00)	
	PARKS AND RECREATION ASSISTANT	6 2	2000 \$ 40,670.27	0.00	0.00	0.00	406.70	41,077.00	0.00	3,142.00	0.00	44,219.00	
	CUT		\$ (2,372.78)				(23.73)	(2,397.00)		(183.00)	0.00	(2,580.00)	
	REQUESTED UPGRADE		0.00	0.00	0.00	0.00	(0.00)	0.00	0.00	0.00	0.00	0.00	
4.00	TOTAL		196,967.76	0.00	0.00	0.00	789.68	197,757.00	0.00	15,128.00	0.00	212,885.00	
TEMP	EMPLOYEES VARIOUS POSITIONS - MAINT. & REC. PROGRAMS		\$ -	0.00	0.00	0.00	0.00	164,000.00	0.00	12,546.00	0.00	176,546.00	
OVERTIME								5,762.48	0.00	441.00	0.00	6,203.48	
	TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS							367,519.48	0.00	28,115.00	0.00	395,634.48	

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

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 01080180 Parks & Enc Director

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$222,877.96	\$198,153.52	\$200,150.00	\$158,213.05	\$195,781.00	\$197,757.00	(\$2,393.00)
415000 TEMPORARY	\$0.00	\$109,828.14	\$160,800.00	\$157,805.40	\$160,800.00	\$164,000.00	\$3,200.00
416000 OVERTIME	\$7,373.33	\$2,354.99	\$8,820.00	\$8,800.86	\$8,800.86	\$5,762.48	(\$3,057.52)
419001 SOCIAL SECURITY	\$17,614.29	\$23,823.05	\$28,256.00	\$25,048.56	\$28,193.16	\$28,115.00	(\$141.00)
<b>TOTAL PERSONNEL</b>	<b>\$247,865.58</b>	<b>\$334,159.70</b>	<b>\$398,026.00</b>	<b>\$349,867.87</b>	<b>\$393,575.02</b>	<b>\$395,634.48</b>	<b>(\$2,391.52)</b>
420010 ADVERTISING	\$1,344.74	\$740.92	\$2,080.00	\$0.00	\$750.00	\$2,500.00	\$420.00
420040 TELEPHONE	\$3,653.19	\$3,147.74	\$3,000.00	\$2,478.50	\$2,922.65	\$3,000.00	\$0.00
420050 POSTAGE	\$449.43	\$993.85	\$1,000.00	\$403.17	\$915.00	\$1,000.00	\$0.00
<b>420100 Communications</b>	<b>\$5,447.36</b>	<b>\$4,882.51</b>	<b>\$6,080.00</b>	<b>\$2,881.67</b>	<b>\$4,587.65</b>	<b>\$6,500.00</b>	<b>\$420.00</b>
424060 OTHER RENTALS	\$4,583.29	\$416.96	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
<b>424100 Rentals</b>	<b>\$4,583.29</b>	<b>\$416.96</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>\$500.00</b>
425080 SERVICE CONTRACTS	\$0.00	\$0.00	\$1,630.00	\$296.78	\$1,365.00	\$1,600.00	(\$30.00)
<b>425100 Maintenance &amp; Repairs</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,630.00</b>	<b>\$296.78</b>	<b>\$1,365.00</b>	<b>\$1,600.00</b>	<b>(\$30.00)</b>
429009 ADMIN/TRUSTEE FEE	\$86.37	\$0.00	\$40.00	\$0.00	\$0.00	\$40.00	\$0.00
429014 CONTRACTED PERSONNEL SVS.	\$16,934.94	\$859.00	\$3,000.00	\$0.00	\$0.00	\$0.00	(\$3,000.00)
429090 MISC CONTRACTED SRVCS	\$190.85	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00	\$7,000.00
<b>429100 Contracted Services</b>	<b>\$17,212.16</b>	<b>\$859.00</b>	<b>\$3,040.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,040.00</b>	<b>\$4,000.00</b>
430009 OFFICE	\$539.98	\$121.31	\$1,000.00	\$942.24	\$1,000.00	\$1,000.00	\$0.00
430099 MISC SUPPLIES AND EXP	\$818.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>430100 Supplies and Expenses</b>	<b>\$1,358.01</b>	<b>\$121.31</b>	<b>\$1,000.00</b>	<b>\$942.24</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>
<b>TOTAL OPERATING</b>	<b>\$28,600.82</b>	<b>\$6,279.78</b>	<b>\$11,750.00</b>	<b>\$4,120.69</b>	<b>\$6,952.65</b>	<b>\$16,640.00</b>	<b>\$4,890.00</b>
<b>OFFICE OF THE DIRECTOR FOR PARKS</b>	<b>\$276,466.40</b>	<b>\$340,439.48</b>	<b>\$409,776.00</b>	<b>\$353,988.56</b>	<b>\$400,527.67</b>	<b>\$412,274.48</b>	<b>\$2,498.48</b>
0183-0184 Total Personnel	\$826,838.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0183-0184 Total Operating	\$291,436.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total of 0183-0184</b>	<b>\$1,118,274.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL OF DEPT OF PARKS REC &amp; ENR</b>	<b>\$1,394,740.40</b>	<b>\$340,439.48</b>	<b>\$409,776.00</b>	<b>\$353,988.56</b>	<b>\$400,527.67</b>	<b>\$412,274.48</b>	<b>\$2,498.48</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 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 2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>0188 GENERAL EXPENSES</b>						
Personnel Services	9,352,654	10,334,572	10,197,178	9,513,867	11,173,692	7,114,836
Operating Expenses						
Communications	121,987	128,438	84,444	87,000	89,302	89,700
Professional Fees	191,335	47,314	54,287	75,000	67,000	67,000
Insurance	958,011	859,708	854,315	867,073	852,920	984,163
Contracted Services	51,900	64,431	45,108	52,700	49,501	53,351
Supplies	0	0	0	0	106	106
Minor Capital Equipment	0	0	0	24,000	28,000	20,000
<b>Total Operating Expenses</b>	<b>1,323,233</b>	<b>1,099,891</b>	<b>1,038,154</b>	<b>1,105,773</b>	<b>1,086,829</b>	<b>1,214,320</b>
Capital Outlay	258	258	0	0	0	0
Subsidies and Grants	223,320	340,200	272,510	272,510	272,510	272,510
Cash Over/Under	0	0	0	0	0	0
Uncollectible Accounts	0	0	0	0	0	0
Liability Insurance Claim	0	17,000	0	0	3,000	3,300
Refund of Prior Year Revenue	25,123	0	15,000	0	0	0
Fines and Settlements	440,782	511,271	120,311	10,000	10,000	1,510,000
Payment of Prior Year Expenditures	0	0	5,355	158,000	4,490,306	0
E.M.S. Tax Eligible Expenses	0	0	0	0	0	0
Hotel Tax Proceeds	10,137	0	0	0	0	0
TRAN Costs	0	0	0	0	0	0
Repayment of Federal Grants Fund	0	0	0	0	0	0
Repayment of Workers' Comp. Fund	0	22,427	0	0	0	0
Audit Exceptions	0	0	0	0	0	0
Anticipated Concessions	0	0	0	(4,000,000)	0	0
<b>Total General Expenses</b>	<b>11,375,506</b>	<b>12,325,618</b>	<b>11,648,508</b>	<b>7,060,150</b>	<b>17,036,336</b>	<b>10,114,966</b>

### 0189 TRANSFERS TO OTHER FUNDS

Debt Service Fund	11,275,518	11,045,746	2,729,168	10,810,547	20,388	8,831,177
<b>Total Transfers</b>	<b>11,275,518</b>	<b>11,045,746</b>	<b>2,729,168</b>	<b>10,810,547</b>	<b>20,388</b>	<b>8,831,177</b>

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0188 General Expenses

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>WAGES/BENEFITS</b>						
Salaries/Social Security	51,137	45,409	12,908	31,671	38,548	45,589
Medical Benefits	7,980,598	8,906,924	9,507,695	8,200,000	10,200,000	10,000,000
Early Retirement	0	0	0	0	0	0
Sick Leave Buy-Back	8,456	13,989	12,978	14,000	8,425	13,849
Severance Pay	660,754	591,077	108,284	582,080	495,470	482,000
Medicare	2,771	2,000	3,895	4,000	10,110	15,221
Unemployment Compensation	90,130	266,395	184,198	215,000	22,900	115,000
Concessions & Vacancies	0	0	0	0	0	(3,959,157)
<b>TOTAL WAGES/BENEFITS</b>	<b>8,793,847</b>	<b>9,825,794</b>	<b>9,829,959</b>	<b>9,046,751</b>	<b>10,775,453</b>	<b>6,712,502</b>
<b>WORKERS' COMPENSATION</b>						
Workers' Compensation Adj. Fees	46,979	34,303	35,513	47,000	47,500	48,000
Loss Time & Medical	395,794	360,434	215,865	300,000	230,774	230,000
State Fees/Assessments	38,305	34,188	35,798	38,500	38,693	39,000
Excess Policy & Bond	77,729	79,852	80,043	81,616	81,271	85,335
Excess Policy/Other Recoveries	0	0	0	0	0	0
<b>TOTAL WORKERS COMP.</b>	<b>558,807</b>	<b>508,777</b>	<b>367,219</b>	<b>467,116</b>	<b>398,238</b>	<b>402,335</b>
<b>PENSION CONTRIBUTIONS</b>						
Police Pension	0	0	0	0	0	0
Fire Pension	0	0	0	0	0	0
Non-Unif. Pension	0	0	0	0	0	0
<b>TOTAL PENSION CONTRIB.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL PERSONNEL SERVICES</b>	<b>9,352,654</b>	<b>10,334,572</b>	<b>10,197,178</b>	<b>9,513,867</b>	<b>11,173,692</b>	<b>7,114,836</b>
<b>COMMUNICATIONS</b>						
Advertising	297	306	0	0	0	0
Printing & Report Binding	0	0	0	0	3,855	3,000
Telephone/Pagers	101,989	117,757	82,675	85,000	84,447	84,900
Email	19,700	10,375	1,769	2,000	1,000	1,800
Postage	0	0	0	0	0	0
<b>TOTAL COMMUNICATIONS</b>	<b>121,987</b>	<b>128,438</b>	<b>84,444</b>	<b>87,000</b>	<b>89,302</b>	<b>89,700</b>
<b>PROFESSIONAL FEES</b>						
Legal Fees	191,335	10,262	33,827	45,000	35,000	35,000
Consulting	0	25,252	19,690	30,000	30,000	30,000
Other	0	11,800	770	0	2,000	2,000
<b>TOTAL PROFESSIONAL FEES</b>	<b>191,335</b>	<b>47,314</b>	<b>54,287</b>	<b>75,000</b>	<b>67,000</b>	<b>67,000</b>

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0188 General Expenses

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>INSURANCE</b>						
Stop Loss - Premium	338,610	321,158	343,442	316,400	316,776	344,000
Automobile - Premium	131,854	167,474	129,748	134,902	130,566	121,671
Automobile - Deductible	31,240	122	19,126	28,000	20,000	28,000
General Liability - Premium	172,306	113,323	88,223	93,771	84,078	81,387
General Liability - Deductible	107,058	55,827	9,178	30,000	35,000	30,000
Boiler & Machinery - Premium	0	311	5,904	15,000	6,518	6,246
Property & Crime - Premium	49,103	85,781	99,440	105,000	127,488	162,834
Property & Crime - Deductible	0	0	0	0	0	0
Inland Marine - Premium	23,502	10,254	14,574	14,000	9,173	18,956
Flood - Premium	18,907	22,176	25,104	32,000	32,000	32,000
Police Professional Liability - Premium	10,550	0	0	0	0	0
Police Professional Liability - Deductible	0	0	34,177	0	0	0
Public Official Liability - Premium	15,686	44,491	33,885	43,000	42,271	66,387
Public Official Liability - Deductible	10,353	3,957	1,739	5,000	2,000	5,000
Excess Liability - Premium	42,556	34,833	49,776	50,000	47,048	87,682
Terrorism - Premium	6,287	0	0	0	0	0
<b>TOTAL INSURANCE</b>	<b>958,011</b>	<b>859,708</b>	<b>854,315</b>	<b>867,073</b>	<b>852,920</b>	<b>984,163</b>
<b>CONTRACTED SERVICES</b>						
Maintenance Service Contract	9,704	6,942	7,440	7,700	9,672	9,844
Freight-Shipping	0	0	0	0	0	0
Bank Administration/Trustee Fees	4,178	4,679	4,450	5,000	4,629	5,000
Travel	0	261	0	0	0	0
Conference	480	0	0	0	0	0
Membership Dues	19,885	19,580	20,474	20,000	20,000	21,507
Catastrophic Event Disaster Recovery	8,214	8,214	0	0	0	0
Miscellaneous	0	0	0	0	0	0
Bank Service Charges	9,438	24,754	12,744	20,000	15,200	17,000
<b>TOTAL CONTRACTED SERVICES</b>	<b>51,900</b>	<b>64,431</b>	<b>45,108</b>	<b>52,700</b>	<b>49,501</b>	<b>53,351</b>
<b>SUPPLIES &amp; EXPENSES</b>						
Subscriptions	0	0	0	0	0	0
Photography	0	0	0	0	0	0
Data Processing	0	0	0	0	0	0
Miscellaneous	0	0	0	0	106	106
<b>TOTAL SUPPLIES &amp; EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>106</b>	<b>106</b>
<b>MINOR CAPITAL EQUIPMENT</b>						
Office Equipment	0	0	0	24,000	28,000	20,000
<b>TOTAL MINOR CAPITAL EQUIPMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,000</b>	<b>28,000</b>	<b>20,000</b>
<b>TOTAL OPERATING</b>	<b>1,323,233</b>	<b>1,099,891</b>	<b>1,038,154</b>	<b>1,105,773</b>	<b>1,086,829</b>	<b>1,214,320</b>
<b>CAPITAL OUTLAY</b>						
Lease/Purchase Capital Equipment	258	258	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>258</b>	<b>258</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

General Fund

0188 General Expenses

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>SUBSIDIES &amp; GRANTS</b>						
Grants to Local Units	15,000	0	0	0	0	0
Dauphin County Library	0	0	0	0	0	0
Capital Area Transit	208,320	340,200	272,510	272,510	272,510	272,510
Downtown Improvement District (DID)	0	0	0	0	0	0
Harrisburg Regional Chamber	0	0	0	0	0	0
<b>TOTAL SUBSIDIES &amp; GRANTS</b>	<u>223,320</u>	<u>340,200</u>	<u>272,510</u>	<u>272,510</u>	<u>272,510</u>	<u>272,510</u>
Cash Under/Over	0	0	0	0	0	0
Uncollectible Accounts	0	0	0	0	0	0
Liability Insurance Claim	0	17,000	0	0	3,000	3,300
Refund of Prior Year Revenue	25,123	0	15,000	0	0	0
Fines and Settlements	440,782	511,271	120,311	10,000	10,000	1,510,000
Payment of Prior Year Expenditures	0	0	5,355	158,000	4,490,306	0
E.M.S. Tax Eligible Expenses	0	0	0	0	0	0
Hotel Tax Proceeds	10,137	0	0	0	0	0
TRAN Costs	0	0	0	0	0	0
Repayment of Federal Grants Fund	0	0	0	0	0	0
Repayment of Workers' Compensation Fund	0	22,427	0	0	0	0
Audit Exceptions	0	0	0	0	0	0
Anticipated Concessions	0	0	0	(4,000,000)	0	0
<b>TOTAL GENERAL EXPENSES</b>	<u>11,375,506</u>	<u>12,325,618</u>	<u>11,648,508</u>	<u>7,060,150</u>	<u>17,036,336</u>	<u>10,114,966</u>



STATE LIQUID FUELS TAX FUND

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

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RESOURCE ALLOCATION  
2014 PROPOSED BUDGET

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RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	295	MAINTENANCE	901,400
LIQUID FUELS TAX RECEIPTS	901,105		
FUND BALANCE APPROPRIATION	0		
TOTAL RESOURCES	901,400	TOTAL APPROPRIATION	901,400

STATE LIQUID FUELS TAX FUND  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>REVENUE ANALYSIS SUMMARY</b>						
Investment Income	964	480	276	75	295	295
Liquid Fuels Tax Receipts	892,243	912,637	929,762	886,388	914,788	901,105
<b>TOTAL REVENUE</b>	<u>893,207</u>	<u>913,117</u>	<u>930,038</u>	<u>886,463</u>	<u>915,083</u>	<u>901,400</u>
Fund Balance Appropriation	22,911	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<u>916,118</u>	<u>913,117</u>	<u>930,038</u>	<u>886,463</u>	<u>915,083</u>	<u>901,400</u>

<b>REVENUE ANALYSIS DETAIL</b>						
Interest-Savings Account	201	391	15	35	15	15
Interest-Other	762	89	261	40	280	280
Liquid Fuels Tax Receipts	892,243	912,637	929,762	886,388	914,788	901,105
<b>TOTAL REVENUE</b>	<u>893,207</u>	<u>913,117</u>	<u>930,038</u>	<u>886,463</u>	<u>915,083</u>	<u>901,400</u>
Fund Balance Appropriation	22,911	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<u>916,118</u>	<u>913,117</u>	<u>930,038</u>	<u>886,463</u>	<u>915,083</u>	<u>901,400</u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	739,246	660,673	1,168,560	886,463	908,235	886,400
Capital Outlay	8,782	0	0	0	0	15,000
Transfers	67,682	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<u>815,710</u>	<u>660,673</u>	<u>1,168,560</u>	<u>886,463</u>	<u>908,235</u>	<u>901,400</u>

## 2014 Proposed Budget

### Revenue Line Item

Budget Unit: 20062020 State Liquid Fuels Tax Revenue

Account	2011 Actual	2012 Actual	2013 Adjusted Budget (10/19)	2013 YTD Revenue (10/19)	2013 Projected Year End Revenue	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
350000 SAVINGS ACCT INTEREST	\$390.80	\$15.29	\$35.00	\$0.00	\$15.00	\$15.00	(\$20.00)
352000 INT ON INVSTMTS/GRANT	\$88.64	\$260.63	\$40.00	\$170.70	\$280.00	\$280.00	\$240.00
<b>350100 Interest Income</b>	<b>\$479.44</b>	<b>\$275.92</b>	<b>\$75.00</b>	<b>\$170.70</b>	<b>\$295.00</b>	<b>\$295.00</b>	<b>\$220.00</b>
396000 GRANT PROCEEDS	\$912,637.31	\$929,761.85	\$886,388.32	\$914,787.95	\$914,787.95	\$901,105.00	\$14,716.68
<b>390100 Intergovernmental</b>	<b>\$912,637.31</b>	<b>\$929,761.85</b>	<b>\$886,388.32</b>	<b>\$914,787.95</b>	<b>\$914,787.95</b>	<b>\$901,105.00</b>	<b>\$14,716.68</b>
<b>STATE LIQUID FUELS TAX FUND</b>	<b>\$913,116.75</b>	<b>\$930,037.77</b>	<b>\$886,463.32</b>	<b>\$914,958.65</b>	<b>\$915,082.95</b>	<b>\$901,400.00</b>	<b>\$14,936.68</b>

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

Special Revenue Fund

2020 State Liquid Fuels

Allocation Plan

OPERATING EXPENSES	2013 BUDGET	2014 PROPOSED BUDGET
Communications	0	0
Professional Services	0	0
Utilities	650,000	650,000
Insurance	0	0
Rentals	0	0
Maintenance & Repairs	60,000	60,000
Contracted Services	0	0
Supplies	176,463	176,400
Minor Capital Equipment	0	0
<b>TOTAL</b>	<b>886,463</b>	<b>886,400</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>15,000</b>
<b>TRANSFERS</b>	<b>0</b>	<b>0</b>
<b>TOTAL APPROPRIATION</b>	<b>886,463</b>	<b>901,400</b>

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 20062020 State Liquid Fuels Tax Fund

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
422060 POWER-STREET LIGHTS	\$430,670.01	\$949,062.41	\$600,000.00	\$598,001.97	\$617,772.00	\$600,000.00	\$0.00
422070 POWER-TRAFFIC LIGHTS	\$42,995.82	\$58,021.87	\$50,000.00	\$46,186.94	\$54,000.00	\$50,000.00	\$0.00
<b>422100 Utilities &amp; Services</b>	<b>\$473,665.83</b>	<b>\$1,007,084.28</b>	<b>\$650,000.00</b>	<b>\$644,188.91</b>	<b>\$671,772.00</b>	<b>\$650,000.00</b>	<b>\$0.00</b>
425010 VEHICULAR EQUIPMENT	\$45,000.00	\$45,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$0.00
<b>425100 Maint. Repairs Services</b>	<b>\$45,000.00</b>	<b>\$45,000.00</b>	<b>\$60,000.00</b>	<b>\$60,000.00</b>	<b>\$60,000.00</b>	<b>\$60,000.00</b>	<b>\$0.00</b>
430030 SNOW CONTROL	\$74,604.99	\$54,000.00	\$85,000.00	\$25,000.00	\$85,000.00	\$85,000.00	\$0.00
430033 STREET SIGN	\$499.37	\$800.00	\$1,588.00	\$0.00	\$1,588.00	\$3,400.00	\$1,812.00
430034 TRAFFIC CONTROL	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	\$0.00	(\$1,800.00)
430038 SEWER GRATES/MANHOLE CVR	\$2,625.75	\$2,000.00	\$3,075.00	\$3,000.00	\$3,075.00	\$3,000.00	(\$75.00)
430050 MOTOR FUELS/LUBRICANTS	\$35,311.25	\$38,000.00	\$50,000.00	\$46,969.80	\$50,000.00	\$50,000.00	\$0.00
430051 TIRES & BATTERIES	\$6,752.92	\$7,999.68	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00
430052 VEHICLE PARTS & SUPPLIES	\$22,213.10	\$21,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00
<b>430100 Supplies and Expenses</b>	<b>\$142,007.38</b>	<b>\$123,799.68</b>	<b>\$176,463.00</b>	<b>\$109,969.80</b>	<b>\$176,463.00</b>	<b>\$176,400.00</b>	<b>(\$63.00)</b>
<b>TOTAL OPERATING</b>	<b>\$660,673.21</b>	<b>\$1,175,883.96</b>	<b>\$886,463.00</b>	<b>\$814,158.71</b>	<b>\$908,235.00</b>	<b>\$886,400.00</b>	<b>(\$63.00)</b>
458060 STREETS & ROADS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00
<b>TOTAL CAPITAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>
<b>TOTAL STATE LIQUID FUELS TAX FUND</b>	<b>\$660,673.21</b>	<b>\$1,175,883.96</b>	<b>\$886,463.00</b>	<b>\$814,158.71</b>	<b>\$908,235.00</b>	<b>\$901,400.00</b>	<b>\$14,937.00</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  
2014 PROPOSED BUDGET

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	0	MATCHING SHARE GRANTS	0
ACT 101 HOST MUNICIPALITY FEES	200,000		
FUND BALANCE APPROPRIATION	222,572		
TOTAL RESOURCES	<u>422,572</u>	TOTAL APPROPRIATION	<u>0</u>

HOST MUNICIPALITY FEE FUND  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
REVENUE ANALYSIS SUMMARY						
Investment Income	0	0	0	0	0	0
Act 101 Host Municipality Fees	0	0	0	0	232,572	200,000
TOTAL REVENUE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>232,572</u>	<u>200,000</u>
Fund Balance Appropriation	0	0	0	0	0	222,572
TOTAL RESOURCES	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>232,572</u></u>	<u><u>422,572</u></u>

REVENUE ANALYSIS DETAIL						
Interest-Savings Account	0	0	0	0	0	0
Interest-Other	0	0	0	0	0	0
Act 101 Host Municipality Fees	0	0	0	0	232,572	200,000
TOTAL REVENUE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>232,572</u>	<u>200,000</u>
Fund Balance Appropriation	0			0	0	222,572
TOTAL RESOURCES	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>232,572</u></u>	<u><u>422,572</u></u>

EXPENDITURE ANALYSIS SUMMARY						
Matching Share Grants	0	0	0	0	10,000	0
Capital Outlay	0	0	0	0	0	0
Transfers	0	0	0	0	0	0
TOTAL EXPENDITURES	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>10,000</u></u>	<u><u>0</u></u>

## 2014 Proposed Budget

Revenue Line Item

Budget Unit: 21212100 Host Municipality Fee Fund Revenue

Account	2011 Actual	2012 Actual	2013 Adjusted Budget (10/19)	2013 YTD Revenue (10/19)	2013 Projected Year End Revenue	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
390121 ACT101 HOST MUNICIPAL FEE	\$0.00	\$0.00	\$0.00	\$0.00	\$232,572.00	\$422,572.00	\$422,572.00
<b>TOTAL HOST MUNICIPALITY FEE FUND</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$232,572.00</b>	<b>\$422,572.00</b>	<b>\$422,572.00</b>



EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

Special Revenue Fund

2110 Host Municipality Fee

Allocation Plan

	2013 BUDGET	2014 PROPOSED BUDGET
OPERATING EXPENSES		
Matching Share Grants	0	0
TOTAL	0	0
CAPITAL OUTLAY	0	0
TRANSFERS	0	0
TOTAL APPROPRIATION	0	0

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 21212110 Host Municipality Fee Fund

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
463000 MATCHING SHARE GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
<b>TOTAL GRANTS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TAL HOST MUNICIPALITY FEE FU</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

DEBT SERVICE FUND  
 RESOURCE ALLOCATION  
 2014 PROPOSED BUDGET

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	0	DEBT SERVICE	8,831,177
RENTAL INCOME-COMMERCE PARK	0	DIRECT CITY GUARANTEE PAYMENTS	0
PROCEEDS FROM SALE/ LEASE OF ASSETS	0		
CITY GUARANTEE FEES	0		
TRANSFERS	8,831,177		
FUND BALANCE APPROPRIATION	0		
TOTAL RESOURCES	<u>8,831,177</u>	TOTAL APPROPRIATION	<u>8,831,177</u>

DEBT SERVICE FUND  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
REVENUE ANALYSIS DETAIL						
Special Parking Fees-City Island	58,506	3,808	34,491	20,000	34,000	0
Interest on Savings Account	154	171	21	30	0	0
Interest on Other Investments	1	0	0	0	8	0
Park Permit - Commerce Bank Park	449,886	438,539	437,464	438,000	437,540	0
Gain on Sale of Investments	0	0	0	0	0	0
Gain on Sale/Lease of Assets	463,008	0	0	72,152,847	74,755,510	0
Miscellaneous	0	0	0	0	162,586	0
City Guarantee Fees	0	0	0	0	0	0
Transfers-General Fund	11,275,518	11,097,934	2,046,240	10,810,547	20,388	8,831,177
Transfers-Capital Projects Fund	0	0	0	0	0	0
Transfers-State Liquid Fuels Tax Fund	67,682	0	0	0	0	0
Transfers-Sanitation Fund	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>12,314,754</b>	<b>11,540,452</b>	<b>2,518,216</b>	<b>83,421,424</b>	<b>75,410,032</b>	<b>8,831,177</b>
Fund Balance Appropriation	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>12,314,754</b>	<b>11,540,452</b>	<b>2,518,216</b>	<b>83,421,424</b>	<b>75,410,032</b>	<b>8,831,177</b>

EXPENDITURE ANALYSIS DETAIL						
PA INFRA BANK NOTES	367,742	367,742	297,742	367,742	367,742	297,742
CAPITAL LEASE	1,441,502	1,424,261	1,421,210	685,578	1,396,095	683,435
2006 COMMERCE BANK NOTE	774,235	808,695	849,450	890,743	2,476,889	0
REV BONDS SER A-2 OF 2005	653,933	653,281	656,805	654,514	654,514	180,000
THA/RRF GUARANTEED DEBT	0	0	0	72,152,847	72,152,847	0
DCED ALT LOAN	0	0	0	0	0	0
GO BONDS SER A-B OF 95	3,885,713	0	0	0	0	0
GO BONDS SER A1 OF 97	0	0	0	0	0	0
GO SER D-F OF 97	4,735,000	8,670,000	0	17,335,000 *	17,335,000 *	7,670,000
<b>TOTAL EXPENDITURES</b>	<b>11,858,124</b>	<b>11,923,979</b>	<b>3,225,207</b>	<b>92,086,424</b>	<b>94,383,086</b>	<b>8,831,177</b>

\* This includes \$8,665,000 of 2012 principal and interest payments that the City defaulted on in 2012.

## 2014 Proposed Budget

### Revenue Line Item

Budget Unit: 07700700 Debt Service Revenue

Account	2011 Actual	2012 Actual	2013 Adjusted Budget (10/19)	2013 YTD Revenue (10/19)	2013 Projected Year End Revenue	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
345081 SPEC PARK FEES-CITY ISLAN	\$3,808.05	\$34,490.99	\$20,000.00	\$14,468.96	\$34,000.00	\$0.00	(\$20,000.00)
<b>345100 Dept of Parks &amp; Rec</b>	<b>\$3,808.05</b>	<b>\$34,490.99</b>	<b>\$20,000.00</b>	<b>\$14,468.96</b>	<b>\$34,000.00</b>	<b>\$0.00</b>	<b>(\$20,000.00)</b>
350000 SAVINGS ACCT INTEREST	\$171.70	\$0.48	\$30.00	\$0.00	\$0.00	\$0.00	(\$30.00)
352000 INT ON INVSTMTS/GRANT	\$0.00	\$20.59	\$0.00	\$5.73	\$8.00	\$0.00	\$0.00
<b>350100 Interest Income</b>	<b>\$171.70</b>	<b>\$21.07</b>	<b>\$30.00</b>	<b>\$5.73</b>	<b>\$8.00</b>	<b>\$0.00</b>	<b>(\$30.00)</b>
355002 METRO BANK PARK	\$438,538.52	\$437,464.00	\$438,000.00	\$437,539.84	\$437,539.84	\$0.00	(\$438,000.00)
358090 SALE OF ASSETS	\$0.00	\$0.00	\$74,449,509.13	\$2,114,200.25	\$74,755,510.00	\$0.00	(\$74,449,509.13)
<b>355100 Rental Revenue</b>	<b>\$438,538.52</b>	<b>\$437,464.00</b>	<b>\$74,887,509.13</b>	<b>\$2,551,740.09</b>	<b>\$75,193,049.84</b>	<b>\$0.00</b>	<b>(\$74,887,509.13)</b>
385090 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$162,585.70	\$162,585.70	\$0.00	\$0.00
<b>380100 Miscellaneous</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$162,585.70</b>	<b>\$162,585.70</b>	<b>\$0.00</b>	<b>\$0.00</b>
398001 GENERAL FUND	\$11,097,933.80	\$2,046,239.82	\$10,810,547.08	\$6,616.31	\$20,387.96	\$8,831,177.24	(\$1,979,369.84)
<b>398100 Interfund Transfers</b>	<b>\$11,097,933.80</b>	<b>\$2,046,239.82</b>	<b>\$10,810,547.08</b>	<b>\$6,616.31</b>	<b>\$20,387.96</b>	<b>\$8,831,177.24</b>	<b>(\$1,979,369.84)</b>
<b>TOTAL DEBT SERVICE FUND</b>	<b>\$11,540,452.07</b>	<b>\$2,518,215.88</b>	<b>\$85,718,086.21</b>	<b>\$2,735,416.79</b>	<b>\$75,410,031.50</b>	<b>\$8,831,177.24</b>	<b>(\$76,886,908.97)</b>

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 07700703 PA Infra Bank Notes

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
447030 GO INTEREST PMT	\$86,327.01	\$73,377.16	\$76,111.97	\$0.00	\$76,111.97	\$54,485.25	(\$21,626.72)
448030 GO PRINCIPAL PMT	\$281,414.58	\$224,365.25	\$291,629.62	\$0.00	\$291,629.62	\$243,257.16	(\$48,372.46)
<b>TOTAL 07700703</b>	<b>\$367,741.59</b>	<b>\$297,742.41</b>	<b>\$367,741.59</b>	<b>\$0.00</b>	<b>\$367,741.59</b>	<b>\$297,742.41</b>	<b>(\$69,999.18)</b>

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 07700704 Capital Lease

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
447030 GO INTEREST PMT	\$152,006.67	\$98,498.01	\$97,792.16	\$0.00	\$97,792.16	\$29,709.88	(\$68,082.28)
448030 GO PRINCIPAL PMT	\$1,272,254.57	\$1,322,712.29	\$1,298,302.56	\$0.00	\$1,298,302.56	\$653,724.95	(\$644,577.61)
<b>TOTAL 07700704</b>	<b>\$1,424,261.24</b>	<b>\$1,421,210.30</b>	<b>\$1,396,094.72</b>	<b>\$0.00</b>	<b>\$1,396,094.72</b>	<b>\$683,434.83</b>	<b>(\$712,659.89)</b>

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 07700706 2006 Commerce Bank Note

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
447030 GO INTEREST PMT	\$78,694.59	\$64,449.60	\$45,743.02	\$0.00	\$45,743.02	\$0.00	(\$45,743.02)
448030 GO PRINCIPAL PMT	\$730,000.00	\$785,000.00	\$2,431,146.00	\$0.00	\$2,431,146.00	\$0.00	(\$2,431,146.00)
<b>TOTAL 07700706</b>	<b>\$808,694.59</b>	<b>\$849,449.60</b>	<b>\$2,476,889.02</b>	<b>\$0.00</b>	<b>\$2,476,889.02</b>	<b>\$0.00</b>	<b>(\$2,476,889.02)</b>



## 2014 Proposed Budget

Expenditure Line-Item

Budget Unit: 07700709 Rev Bonds Ser A-2 of 2005

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
447030 GO INTEREST PMT	\$408,281.40	\$396,804.72	\$384,513.50	\$195,381.46	\$384,513.50	\$0.00	(\$384,513.50)
448030 GO PRINCIPAL PMT	\$245,000.00	\$260,000.00	\$270,000.00	\$270,000.00	\$270,000.00	\$180,000.00	(\$90,000.00)
<b>TOTAL 07700709</b>	<b>\$653,281.40</b>	<b>\$656,804.72</b>	<b>\$654,513.50</b>	<b>\$465,381.46</b>	<b>\$654,513.50</b>	<b>\$180,000.00</b>	<b>(\$474,513.50)</b>

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 07700710 THA/RRF Guaranteed Debt

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
449090 PYT OTHER TRANSFERS	\$0.00	\$0.00	\$72,152,847.13	\$0.00	\$72,152,847.13	\$0.00	(\$72,152,847.13)
<b>TOTAL 07700710</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$72,152,847.13</b>	<b>\$0.00</b>	<b>\$72,152,847.13</b>	<b>\$0.00</b>	<b>(\$72,152,847.13)</b>

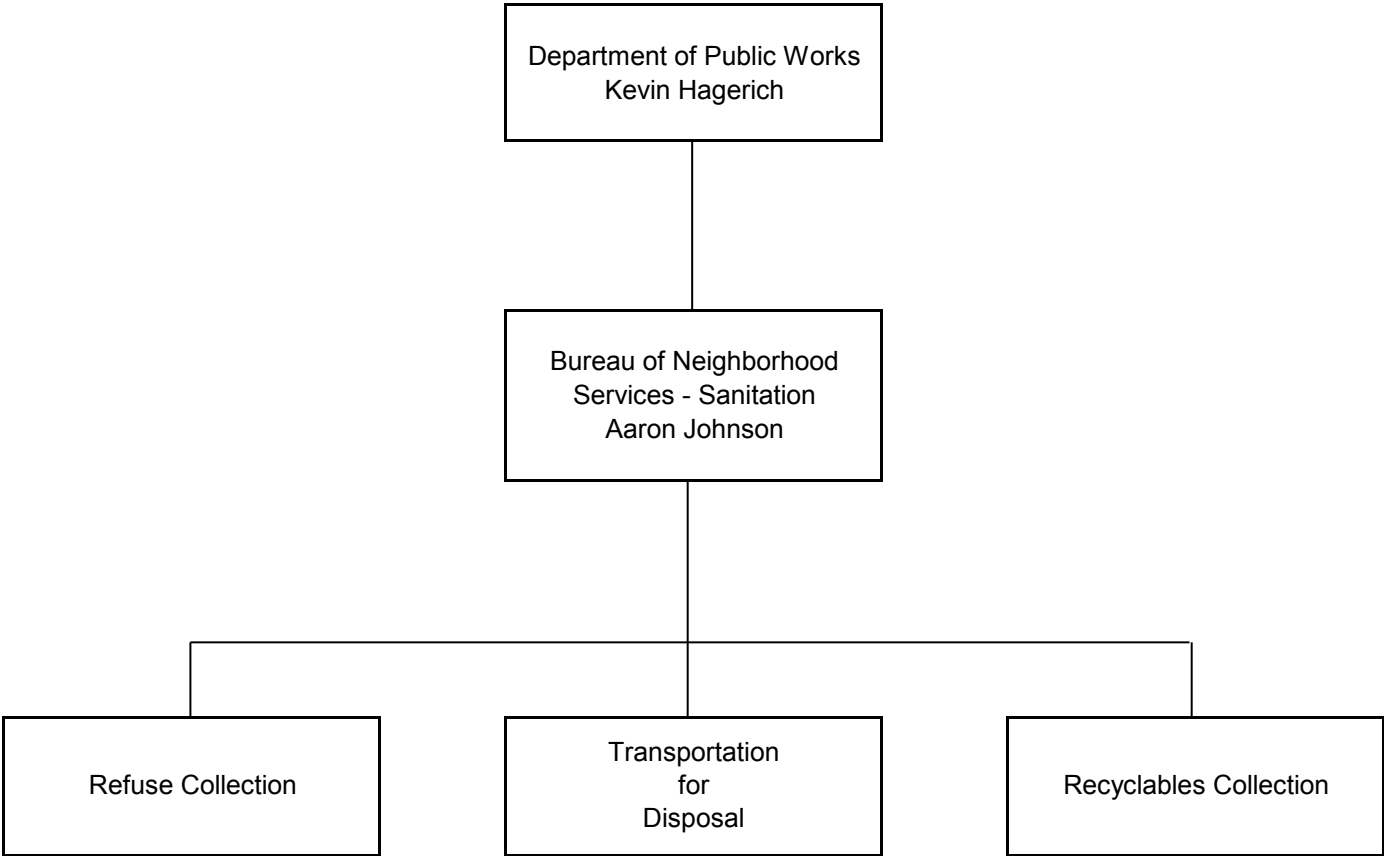
## 2014 Proposed Budget

Expenditure Line-Item

Budget Unit: 07700797 GO SER D-F OF 97

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
448030 GO PRINCIPAL PMT	\$8,670,000.00	\$0.00	\$17,335,000.00	\$0.00	\$17,335,000.00	\$7,670,000.00	(\$9,665,000.00)
<b>TOTAL DEBT SERVICE</b>	<b>\$8,670,000.00</b>	<b>\$0.00</b>	<b>\$17,335,000.00</b>	<b>\$0.00</b>	<b>\$17,335,000.00</b>	<b>\$7,670,000.00</b>	<b>(\$9,665,000.00)</b>

**BUREAU OF NEIGHBORHOOD SERVICES - SANITATION**



SANITATION UTILITY FUND

2014 PROPOSED BUDGET

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	363	BUREAU OF NEIGHBORHOOD SERVICES - SANITATION	4,331,244
GARBAGE/REFUSE COLLECTION	4,273,028		
STATE GRANTS	51,853		
OTHER REVENUE	6,000		
FUND BALANCE APPROPRIATION	0		
TOTAL RESOURCES	<u>4,331,244</u>	TOTAL APPROPRIATION	<u>4,331,244</u>

SANITATION UTILITY FUND  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
<b>REVENUE ANALYSIS SUMMARY</b>						
Investment Income	25,285	654	608	200	363	363
Garbage/Refuse Collection	4,390,739	4,305,070	4,556,642	4,448,920	4,273,028	4,273,028
State Grants	312,997	36,337	51,853	51,853	51,853	51,853
Other Revenue	1,165	58,854	724,271	12,000	6,867	6,000
<b>TOTAL REVENUE</b>	<u>4,730,187</u>	<u>4,400,915</u>	<u>5,333,374</u>	<u>4,512,973</u>	<u>4,332,111</u>	<u>4,331,244</u>
Fund Balance Appropriation	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<u>4,730,187</u>	<u>4,400,915</u>	<u>5,333,374</u>	<u>4,512,973</u>	<u>4,332,111</u>	<u>4,331,244</u>

<b>REVENUE ANALYSIS DETAIL</b>						
Interest-Savings Account	993	651	32	100	14	14
Interest-Other	232	3	575	100	349	349
Gain on Sale of Assets	24,060	0	0	0	0	0
Garbage/Refuse Collection	4,372,673	4,283,712	4,500,142	4,397,420	4,262,000	4,262,000
Other Operational Revenue	1,165	46,656	13,775	12,000	6,000	6,000
Sanitation Liens-Principal	15,765	17,554	53,427	50,000	8,700	8,700
Sanitation Liens-Interest	2,300	3,804	3,073	1,500	2,328	2,328
Refund of Expenditures	0	12,198	710,496	0	867	0
State Grants	312,997	36,337	51,853	51,853	51,853	51,853
<b>TOTAL REVENUE</b>	<u>4,730,187</u>	<u>4,400,915</u>	<u>5,333,374</u>	<u>4,512,973</u>	<u>4,332,111</u>	<u>4,331,244</u>
Fund Balance Appropriation	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<u>4,730,187</u>	<u>4,400,915</u>	<u>5,333,374</u>	<u>4,512,973</u>	<u>4,332,111</u>	<u>4,331,244</u>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
Personnel Services	1,368,077	1,270,973	1,289,260	1,385,559	1,229,694	1,461,445
Operating Expenses	1,303,841	1,310,473	1,326,395	1,519,705	1,407,434	987,799
Capital Outlay	162,979	146,421	119,545	580,000	53,000	180,000
Debt Service	0	0	0	0	0	0
Grants	0	0	0	0	0	0
Transfers	1,295,703	1,853,098	1,688,939	1,700,000	1,639,983	1,700,000
Non-Expenditure Items	0	3,200	0	(672,291)	2,000	2,000
<b>TOTAL EXPENDITURES</b>	<u>4,130,601</u>	<u>4,584,166</u>	<u>4,424,138</u>	<u>4,512,973</u>	<u>4,332,111</u>	<u>4,331,244</u>

## 2014 Proposed Budget

### Revenue Line Item

Budget Unit: 27272700 Sanitation Fund Revenue

Account	2011 Actual	2012 Actual	2013 Adjusted Budget (10/19)	2013 YTD Revenue (10/19)	2013 Projected Year End Revenue	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
350000 SAVINGS ACCT INTEREST	\$651.34	\$32.35	\$100.00	\$9.14	\$14.00	\$14.00	(\$86.00)
352000 INT ON INVSTMTS/GRANT	\$2.64	\$575.24	\$100.00	\$261.64	\$348.85	\$348.85	\$248.85
<b>350100 Interest Income</b>	<b>\$653.98</b>	<b>\$607.59</b>	<b>\$200.00</b>	<b>\$270.78</b>	<b>\$362.85</b>	<b>\$362.85</b>	<b>\$162.85</b>
367007 GARBAGE AND REFUSE COLL	\$4,283,712.15	\$4,500,142.32	\$4,397,420.00	\$3,205,505.42	\$4,262,000.00	\$4,262,000.00	(\$135,420.00)
367009 OTHER SANITATION FUND REV	\$46,655.92	\$13,775.49	\$12,000.00	\$3,016.10	\$6,000.00	\$6,000.00	(\$6,000.00)
367051 SANITATION LIENS PRINC	\$17,554.03	\$53,426.63	\$50,000.00	\$6,740.26	\$8,700.00	\$8,700.00	(\$41,300.00)
367052 SANITATION LIENS INT	\$3,803.72	\$3,073.29	\$1,500.00	\$1,341.33	\$2,328.00	\$2,328.00	\$828.00
<b>367100 Sanitation Utility Fund</b>	<b>\$4,351,725.82</b>	<b>\$4,570,417.73</b>	<b>\$4,460,920.00</b>	<b>\$3,216,603.11</b>	<b>\$4,279,028.00</b>	<b>\$4,279,028.00</b>	<b>(\$181,892.00)</b>
380010 RECEIPT OF PRIOR YEAR REV	\$0.00	\$710,496.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
385000 REFUNDS OF EXPENDITURES	\$12,197.54	\$0.00	\$0.00	\$866.84	\$867.00	\$0.00	\$0.00
<b>380100 Miscellaneous</b>	<b>\$12,197.54</b>	<b>\$710,496.00</b>	<b>\$0.00</b>	<b>\$866.84</b>	<b>\$867.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
396000 GRANT PROCEEDS	\$36,337.00	\$51,853.00	\$51,853.00	\$0.00	\$51,853.00	\$51,853.00	\$0.00
<b>390100 Intergovernmental</b>	<b>\$36,337.00</b>	<b>\$51,853.00</b>	<b>\$51,853.00</b>	<b>\$0.00</b>	<b>\$51,853.00</b>	<b>\$51,853.00</b>	<b>\$0.00</b>
<b>TOTAL SANITATION FUND</b>	<b>\$4,400,914.34</b>	<b>\$5,333,374.32</b>	<b>\$4,512,973.00</b>	<b>\$3,217,740.73</b>	<b>\$4,332,110.85</b>	<b>\$4,331,243.85</b>	<b>(\$181,729.15)</b>

POSITION ANALYSIS SUMMARY  
2014 PROPOSED BUDGET

	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
SANITATION UTILITY FUND						
Neighborhood Services - Sanitation	23.00	20.00	20.00	22.50	23.50	23.50
TOTAL POSITIONS	<u>23.00</u>	<u>20.00</u>	<u>20.00</u>	<u>22.50</u>	<u>23.50</u>	<u>23.50</u>

The 2010 Budget reflected the elimination of two vacant positions, which were a Laborer III and a Motor Equipment Operator. In the 2011 Budget, there was a net change of one position. Two vacant Motor Equipment Operator positions were eliminated and one Laborer III position was added.

In the 2012 Approved Budget, there was a decrease of one Motor Equipment Operator vacancy. There was no position change in the 2013 Budget.

In the 2014 Budget, there is a proposed increase of position in the Bureau of Sanitation. A Recycling Coordinator position was added via reallocation in 2013 but will be filled in 2014. One vacant Laborer III position is proposed to be eliminated and one Solid Waste Education & Enforcement Technician position is proposed to be added in the 2014 Budget.



BUREAU OF NEIGHBORHOOD SERVICES - SANITATION

The Bureau of Neighborhood Services - Sanitation is responsible for weekly refuse collection, recyclables collection, and transportation of both to the Harrisburg Resource Recovery Facility. Residential customers are provided weekly service while commercial accounts are collected up to seven times weekly. In addition, the Bureau empties 250 sidewalk receptacles weekly. Special collections and neighborhood non-bulk collections are provided on a call-in basis in addition to regular weekly services.

EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

Utility Fund

2710 Neighborhood Services - Sanitation

Allocation Plan

Position Control

	Allocation Plan		JOB CLASSIFICATION	Position Control			
	2013 BUDGET	2014 BUDGET		2013 BUDGET	2014 BUDGET	2013 BUDGET	2014 BUDGET
PERSONNEL SERVICES							
Salaries-Mgmt	30,000	75,760	Deputy Director	0.50	0.50	30,000	30,000
Salaries-BU	811,411	803,697	Recycling Coordinator	0.00	1.00	0	45,760
Overtime	28,000	48,000					
Fringe Benefits	417,548	499,024	Total Management	0.50	1.50	30,000	75,760
Miscellaneous	98,600	34,964					
TOTAL	1,385,559	1,461,445	Motor Equipment Operator	11	11	400,574	407,988
			Laborer III	11	10	410,837	355,009
OPERATING EXPENSES			Solid Waste Education & Enforcement Technician	0	1	0	40,700
Communications	4,900	4,900	Total Bargaining Unit	22	22	811,411	803,697
Professional Services	7,425	7,425					
Utilities	1,700	1,700	Overtime			28,000	48,000
Insurance	61,000	58,391	FICA			67,548	72,114
Rentals	8,900	8,100	Healthcare Benefits - Active			350,000	426,910
Maintenance & Repairs	171,000	176,200	Total Fringe Benefits			417,548	499,024
Contracted Services	980,300	524,783	Sick Leave Buy-Back			3,600	5,178
Supplies	283,480	205,300	Severance Pay			10,000	10,000
Minor Capital Equipment	1,000	1,000	Unemployment Compensation			15,000	15,000
TOTAL	1,519,705	987,799	Workers' Compensation			5,000	5,000
			Loss/Time Medical			65,000	45,000
CAPITAL OUTLAY	580,000	180,000	State Fees			0	0
			Excess Policy & Bond			0	0
DEBT SERVICE	0	0	Concessions & Vacancies			0	(45,215)
			Total Miscellaneous			98,600	34,964
TRANSFERS	1,700,000	1,700,000					
			TOTAL	22.50	23.50	1,385,559	1,461,445
NON-EXPENDITURE ITEMS	(672,291)	2,000					
TOTAL APPROPRIATION	4,512,973	4,331,244					

SANITATION UTILITY FUND

EMPLOYEE	POSITION	ANNUAL INCR.	D.O.H.	2013 SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
VACANT	DEPUTY DIRECTOR FOR PUBLIC WORKS 50%	9	16	1998 \$ 30,000.00	0.00	0.00	0.00	30,000.00	0.00	2,295.00		32,295.00
VACANT	RECYCLING COORDINATOR	1	1	2014 \$ 45,760.00	0.00	0.00	0.00	45,760.00	0.00	3,501.00		49,261.00
1.50	MANAGEMENT TOTALS			75,760.00	0.00	0.00	0.00	75,760.00	0.00	5,796.00	0.00	81,556.00
	LABORER III	2	13	1989 \$ 35,045.29	0.00	0.00	700.91	35,746.00	0.00	2,735.00		38,481.00
	LABORER III	11	27	1989 \$ 35,045.29	0.00	0.00	700.91	35,746.00	0.00	2,735.00		38,481.00
VACANT	LABORER III	8	19	1991 \$ 35,045.29	0.00	0.00	700.91	35,746.00	0.00	2,735.00		38,481.00
	LABORER III	9	28	1992 \$ 35,045.29	0.00	0.00	700.91	35,746.00	0.00	2,735.00		38,481.00
	LABORER III	8	7	1995 \$ 35,045.29	0.00	0.00	525.68	35,571.00	0.00	2,721.00		38,292.00
	LABORER III	6	21	1999 \$ 35,045.29	0.00	0.00	350.45	35,396.00	0.00	2,708.00		38,104.00
	LABORER III	7	30	2001 \$ 35,045.29	0.00	0.00	350.45	35,396.00	0.00	2,708.00		38,104.00
	LABORER III	3	25	2002 \$ 35,045.29	0.00	0.00	350.45	35,396.00	0.00	2,708.00		38,104.00
	LABORER III	11	24	2008 \$ 35,045.29	0.00	0.00	175.23	35,221.00	0.00	2,694.00		37,915.00
VACANT	LABORER III	4	6	2009 \$ 35,045.29	0.00	0.00	0.00	35,045.00	0.00	2,681.00		37,726.00
	LABORER III	8	1	2011 \$ 35,045.29	0.00	0.00	0.00	35,045.00	0.00	2,681.00		37,726.00
	MOTOR EQUIPMENT OPERATOR	5	9	1995 \$ 37,191.73	0.00	0.00	557.88	37,750.00	0.00	2,888.00		40,638.00
	MOTOR EQUIPMENT OPERATOR	6	7	1999 \$ 37,191.73	0.00	0.00	371.92	37,564.00	0.00	2,874.00		40,438.00
	MOTOR EQUIPMENT OPERATOR	9	13	1999 \$ 37,191.73	0.00	0.00	371.92	37,564.00	0.00	2,874.00		40,438.00
	MOTOR EQUIPMENT OPERATOR	3	20	2006 \$ 37,191.73	0.00	0.00	185.96	37,378.00	0.00	2,859.00		40,237.00
	MOTOR EQUIPMENT OPERATOR	3	16	2009 \$ 37,191.73	0.00	0.00	0.00	37,192.00	0.00	2,845.00		40,037.00
	MOTOR EQUIPMENT OPERATOR	4	27	2009 \$ 37,191.73	0.00	0.00	0.00	37,192.00	0.00	2,845.00		40,037.00
	MOTOR EQUIPMENT OPERATOR	3	25	2013 \$ 34,217.96	6,310.48	0.00	0.00	40,528.00	0.00	3,100.00		43,628.00
	MOTOR EQUIPMENT OPERATOR	7	18	2011 \$ 37,191.73	0.00	0.00	0.00	37,192.00	0.00	2,845.00		40,037.00
	MOTOR EQUIPMENT OPERATOR	10	24	2011 \$ 37,191.73	0.00	0.00	0.00	37,192.00	0.00	2,845.00		40,037.00
	MOTOR EQUIPMENT OPERATOR	3	25	2013 \$ 34,217.96	0.00	0.00	0.00	34,218.00	0.00	2,618.00		36,836.00
VACANT	MOTOR EQUIPMENT OPERATOR	1	1	2014 \$ 34,217.96	0.00	0.00	0.00	34,218.00	0.00	2,618.00		36,836.00
22.00	BARGAINING UNIT TOTALS			785,685.91	6,310.48	0.00	6,043.56	798,042.00	0.00	61,052.00	0.00	859,094.00
	REQUESTED	1	1	2014 \$ 40,700.00	0.00	0.00	0.00	40,700.00	0.00	3,114.00		43,814.00
	REQUESTED	1	1	2014 \$ 40,700.00	0.00	0.00	0.00	40,700.00	0.00	3,114.00		43,814.00
	MAYOR CUT	1	1	2014 \$ (40,700.00)	0.00	0.00	0.00	(40,700.00)	0.00	(3,114.00)		(43,814.00)
	MAYOR CUT			\$ (35,045.29)	0.00	0.00	0.00	(35,045.00)	0.00	(2,681.00)		(37,726.00)
0.00	REQUESTED POSITIONS-BARGAINING UNIT			5,654.71	0.00	0.00	0.00	5,655.00	0.00	433.00	0.00	6,088.00
23.50	TOTAL			867,100.62	6,310.48	0.00	6,043.56	879,457.00	0.00	67,281.00	0.00	946,738.00
	OVERTIME							48,000.00	0.00	3,672.00	0.00	51,672.00
	SICK-LEAVE BUY BACK							5,178.44	0.00	396.00	0.00	5,574.44
	SUBTOTAL			932,635.44	0.00	0.00	0.00	932,635.44	0.00	71,349.00	0.00	1,003,984.44
	MEDICAL							426,910.00	0.00	0.00	0.00	426,910.00
	SEVERANCE PAY							10,000.00	0.00	765.00	0.00	10,765.00
	UNEMPLOYMENT COMPENSATION							15,000.00	0.00	0.00	0.00	15,000.00
	WORKERS COMP-ADJ FEES							5,000.00	0.00	0.00	0.00	5,000.00

SANITATION UTILITY FUND

NEIGHBORHOOD SERVICES -SANITATION - 2710

EMPLOYEE	POSITION	ANNIV. / D.O.H.	2013 END OF YR SALARY	2014 GRADE/STEP INCREASE	2014 ANNUAL INCREASE	2014 LONG.	2014 SALARY	2014 LUMP SUM	FICA	FRINGE BENEFITS	TOTAL
LOSS TIME & MED							45,000.00	0.00	0.00	0.00	45,000.00
CONCESSIONS & VACANCIES							(45,214.87)	0.00	0.00	0.00	(45,214.87)
<b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b>							<b>1,389,330.57</b>	<b>0.00</b>	<b>72,114.00</b>	<b>0.00</b>	<b>1,461,444.57</b>

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 2727210 Sanitation Fund

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
414000 SALARIES & WAGES	\$771,516.25	\$751,560.78	\$821,411.00	\$612,656.43	\$747,369.78	\$879,457.00	\$58,046.00
416000 OVERTIME	\$32,866.61	\$39,108.10	\$48,000.00	\$45,781.78	\$72,716.03	\$48,000.00	\$0.00
417000 SICK LEAVE BUY-BACK	\$3,553.50	\$2,081.09	\$3,600.00	\$3,100.87	\$3,100.87	\$5,178.44	\$1,578.44
<b>414100 Salaries/Wages</b>	<b>\$807,936.36</b>	<b>\$792,749.97</b>	<b>\$873,011.00</b>	<b>\$661,539.08</b>	<b>\$823,186.68</b>	<b>\$932,635.44</b>	<b>\$59,624.44</b>
419001 SOCIAL SECURITY	\$62,357.81	\$61,761.59	\$67,548.00	\$51,330.43	\$65,479.12	\$72,114.00	\$4,566.00
419002 MEDICAL	\$313,001.75	\$361,595.17	\$350,000.00	\$274,249.74	\$274,249.74	\$426,910.00	\$76,910.00
419005 SEVERANCE PAY	\$7,194.58	\$11,529.86	\$10,000.00	\$2,503.99	\$24,293.99	\$10,000.00	\$0.00
419010 UNEMPLOYMENT COMPENSAT	\$1,108.52	\$10,296.00	\$15,000.00	\$0.00	\$4,000.00	\$15,000.00	\$0.00
419011 WORKERS' COMP-ADJ FEES	\$3,632.13	\$4,950.00	\$5,000.00	\$4,500.00	\$5,000.00	\$5,000.00	\$0.00
419012 LOSS TIME & MED	\$75,741.69	\$45,877.45	\$65,000.00	\$25,113.24	\$33,484.32	\$45,000.00	(\$20,000.00)
419014 STATE FEES & ASSESSMENTS	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
419099 CONCESSIONS & VACANCIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$45,214.87)	(\$45,214.87)
<b>419100 Fringe Benefits</b>	<b>\$463,036.48</b>	<b>\$496,510.07</b>	<b>\$512,548.00</b>	<b>\$357,697.40</b>	<b>\$406,507.17</b>	<b>\$528,809.13</b>	<b>\$16,261.13</b>
<b>TOTAL PERSONNEL</b>	<b>\$1,270,972.84</b>	<b>\$1,289,260.04</b>	<b>\$1,385,559.00</b>	<b>\$1,019,236.48</b>	<b>\$1,229,693.85</b>	<b>\$1,461,444.57</b>	<b>\$75,885.57</b>
420010 ADVERTISING	\$0.00	\$0.00	\$800.00	\$297.34	\$800.00	\$800.00	\$0.00
420020 PRINTING	\$2,003.65	\$2,258.82	\$2,800.00	\$2,140.57	\$2,800.00	\$2,800.00	\$0.00
420040 TELEPHONE	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	\$300.00	\$0.00
420050 POSTAGE	\$35.54	\$30.12	\$1,000.00	\$10.79	\$100.00	\$1,000.00	\$0.00
<b>420100 Communications</b>	<b>\$2,039.19</b>	<b>\$2,288.94</b>	<b>\$4,900.00</b>	<b>\$2,448.70</b>	<b>\$4,000.00</b>	<b>\$4,900.00</b>	<b>\$0.00</b>
421020 AUDIT	\$0.00	\$4,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00
421040 COLLECTION(OPT & LIENS)	\$0.00	\$0.00	\$1,250.00	\$0.00	\$250.00	\$1,250.00	\$0.00
421050 OTHER PROFESSIONAL FEES	\$0.00	\$3,375.00	\$175.00	\$175.00	\$175.00	\$175.00	\$0.00
<b>421100 Professional Services</b>	<b>\$0.00</b>	<b>\$7,375.00</b>	<b>\$7,425.00</b>	<b>\$6,175.00</b>	<b>\$6,425.00</b>	<b>\$7,425.00</b>	<b>\$0.00</b>
422000 SEWERAGE	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00
422010 WATER	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00
422080 SEWERAGE MAINT CHARGES	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00
422090 REFUSE	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00
<b>422100 Utilities &amp; Services</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,700.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,700.00</b>	<b>\$0.00</b>
423002 STOP/LOSS PREMIUM	\$12,455.81	\$12,046.61	\$18,500.00	\$9,333.71	\$18,500.00	\$18,500.00	\$0.00
423010 AUTOMOBILE PREM	\$19,323.94	\$15,483.85	\$21,000.00	\$12,746.19	\$21,000.00	\$16,602.00	(\$4,398.00)
423011 AUTO DEDUCT	\$0.00	\$5,112.99	\$14,000.00	\$13,067.56	\$15,000.00	\$15,000.00	\$1,000.00
423020 GENERAL LIABILITY PREM	\$3,284.73	\$2,975.52	\$5,100.00	\$3,041.49	\$5,100.00	\$4,140.56	(\$959.44)
423021 GEN LIAB DEDUCT	\$0.00	\$0.00	\$3,200.00	\$0.00	\$1,000.00	\$3,200.00	\$0.00
423095 EXCESS LIABILITY	\$1,409.65	\$1,442.78	\$1,200.00	\$728.33	\$1,200.00	\$948.72	(\$251.28)
<b>423100 Insurance</b>	<b>\$36,474.13</b>	<b>\$37,061.75</b>	<b>\$63,000.00</b>	<b>\$38,917.28</b>	<b>\$61,800.00</b>	<b>\$58,391.28</b>	<b>(\$4,608.72)</b>
424000 VEHICULAR EQUIPMENT	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	\$0.00	(\$800.00)
424061 UNIFORM RENTALS	\$0.00	\$8,388.57	\$8,100.00	\$8,100.00	\$8,100.00	\$8,100.00	\$0.00
<b>424100 Rentals</b>	<b>\$0.00</b>	<b>\$8,388.57</b>	<b>\$8,900.00</b>	<b>\$8,100.00</b>	<b>\$8,900.00</b>	<b>\$8,100.00</b>	<b>(\$800.00)</b>
425010 VEHICULAR EQUIPMENT	\$104,655.00	\$97,224.62	\$145,000.00	\$124,458.35	\$145,000.00	\$145,000.00	\$0.00
425030 BUILDING MAINT	\$1,371.62	\$1,098.70	\$0.00	\$0.00	\$0.00	\$1,200.00	\$1,200.00
425090 MAINT SERV CONTRACT	\$23,056.88	\$24,862.50	\$29,067.00	\$29,066.11	\$29,067.00	\$30,000.00	\$933.00
<b>425100 Maint. Repairs Services</b>	<b>\$129,083.50</b>	<b>\$123,185.82</b>	<b>\$174,067.00</b>	<b>\$153,524.46</b>	<b>\$174,067.00</b>	<b>\$176,200.00</b>	<b>\$2,133.00</b>
429003 GENERAL ADMIN. CHARGES	\$957,745.00	\$957,745.00	\$960,000.00	\$500,000.00	\$960,000.00	\$506,063.00	(\$453,937.00)
429005 NUISANCE	\$0.00	\$0.00	\$500.00	\$420.00	\$500.00	\$420.00	(\$80.00)
429009 ADMIN/TRUSTEE FEE	\$115.07	\$144.05	\$200.00	\$10.04	\$100.00	\$200.00	\$0.00
429012 LAUNDRY	\$5,377.26	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	(\$2,000.00)
429013 INCINERATOR TRUCK PERMIT	\$4,300.00	\$4,250.00	\$6,000.00	\$4,450.00	\$4,450.00	\$5,000.00	(\$1,000.00)
429025 DISASTER RECOVERY SYSTEM	\$8,214.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
429090 MISC CONTRACTED SRVCS	\$0.00	\$4,691.50	\$7,200.00	\$3,448.76	\$4,600.00	\$4,700.00	(\$2,500.00)
429095 BANK SERV CHARGES	\$6,917.08	\$8,129.44	\$8,400.00	\$6,955.18	\$8,400.00	\$8,400.00	\$0.00
<b>429100 Contracted Services</b>	<b>\$982,668.89</b>	<b>\$974,959.99</b>	<b>\$984,300.00</b>	<b>\$515,283.98</b>	<b>\$978,050.00</b>	<b>\$524,783.00</b>	<b>(\$459,517.00)</b>
430002 SOFTWARE	\$15,005.82	\$15,005.82	\$22,500.00	\$22,409.16	\$22,500.00	\$22,500.00	\$0.00
430005 DUPLICATING	\$84.00	\$273.00	\$292.00	\$292.00	\$292.00	\$300.00	\$8.00
430009 OFFICE	\$193.34	\$991.22	\$988.00	\$301.81	\$400.00	\$1,000.00	\$12.00
430011 CUSTODIAL	\$1,124.05	\$2,795.87	\$2,500.00	\$500.00	\$1,000.00	\$1,500.00	(\$1,000.00)

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 27272710 Sanitation Fund

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
430012 PERSONAL SAFETY	\$0.00	\$130.89	\$1,200.00	\$439.83	\$500.00	\$500.00	(\$700.00)
430014 WEARING APPAREL	\$5,612.49	\$4,513.03	\$5,000.00	\$4,724.00	\$5,000.00	\$5,000.00	\$0.00
430042 TOOLS & HARDWARE	\$23.99	\$347.78	\$1,500.00	\$1,000.00	\$1,500.00	\$1,500.00	\$0.00
430049 TRASH REMOVAL	\$3,164.20	\$2,986.40	\$3,000.00	\$0.00	\$3,000.00	\$0.00	(\$3,000.00)
430050 MOTOR FUELS/LUBRICANTS	\$95,841.53	\$100,000.00	\$100,000.00	\$80,138.93	\$83,000.00	\$100,000.00	\$0.00
430051 TIRES & BATTERIES	\$12,370.16	\$14,281.16	\$14,000.00	\$14,000.00	\$14,000.00	\$18,000.00	\$4,000.00
430052 VEHICLE PARTS & SUPPLIES	\$26,787.44	\$31,809.42	\$56,000.00	\$22,315.29	\$27,000.00	\$40,000.00	(\$16,000.00)
430099 MISC SUPPLIES AND EXP	\$0.00	\$0.00	\$65,433.00	\$1,720.52	\$15,000.00	\$15,000.00	(\$50,433.00)
<b>430100 Supplies and Expenses</b>	<b>\$160,207.02</b>	<b>\$173,134.59</b>	<b>\$272,413.00</b>	<b>\$147,841.54</b>	<b>\$173,192.00</b>	<b>\$205,300.00</b>	<b>(\$67,113.00)</b>
439015 OFFICE EQUIPMENT	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
<b>439100 Minor Capital</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>
<b>TOTAL OPERATING</b>	<b>\$1,310,472.73</b>	<b>\$1,326,394.66</b>	<b>\$1,517,705.00</b>	<b>\$872,290.96</b>	<b>\$1,407,434.00</b>	<b>\$987,799.28</b>	<b>(\$529,905.72)</b>
453030 MOTOR EQUIPMENT	\$0.00	\$0.00	\$450,000.00	\$0.00	\$0.00	\$0.00	(\$450,000.00)
453049 LEASE PURCHASE	\$146,420.76	\$119,544.75	\$130,000.00	\$21,391.02	\$53,000.00	\$180,000.00	\$50,000.00
<b>TOTAL CAPITAL</b>	<b>\$146,420.76</b>	<b>\$119,544.75</b>	<b>\$580,000.00</b>	<b>\$21,391.02</b>	<b>\$53,000.00</b>	<b>\$180,000.00</b>	<b>(\$400,000.00)</b>
481001 GENERAL FUND TRANSFERS	\$1,853,097.98	\$1,688,938.76	\$1,700,000.00	\$710,496.00	\$1,639,983.00	\$1,700,000.00	\$0.00
481055 LIABILITY INSURANCE CLAIM	\$3,200.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
499099 ANTICIPATED CONCESSIONS	\$0.00	\$0.00	(\$672,291.00)	\$0.00	\$0.00	\$0.00	\$672,291.00
<b>TOTAL MISCELLANEOUS</b>	<b>\$1,856,297.98</b>	<b>\$1,688,938.76</b>	<b>\$1,029,709.00</b>	<b>\$712,496.00</b>	<b>\$1,641,983.00</b>	<b>\$1,702,000.00</b>	<b>\$672,291.00</b>
<b>TOTAL SANITATION FUND</b>	<b>\$4,584,164.31</b>	<b>\$4,424,138.21</b>	<b>\$4,512,973.00</b>	<b>\$2,625,414.46</b>	<b>\$4,332,110.85</b>	<b>\$4,331,243.85</b>	<b>(\$181,729.15)</b>

INCINERATOR DISPOSAL FEES FUND

The Incinerator Disposal Fees Fund accounts for the collection of Resource Recovery Facility (Incinerator) disposal fees billed for the provision of solid waste incineration services to the residents and commercial and industrial establishments of the City of Harrisburg.

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RESOURCE ALLOCATION  
2014 PROPOSED BUDGET

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RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	17	OPERATIONS	6,500,179
READY TO DISPOSE INCOME	6,500,162		
FUND BALANCE APPROPRIATION	0		
TOTAL RESOURCES	6,500,179	TOTAL APPROPRIATION	6,500,179

INCINERATOR DISPOSAL FEES FUND  
2014 PROPOSED BUDGET

Account Name	2010 Actual	2011 Actual	2012 Actual	2013 Approved Budget	2013 Projected	2014 Proposed Budget
REVENUE ANALYSIS SUMMARY						
Investment Income	47	21	20	0	17	17
Ready to Dispose Income	6,280,561	6,215,207	6,568,094	0	6,500,210	6,500,162
<b>TOTAL REVENUE</b>	<u>6,280,608</u>	<u>6,215,228</u>	<u>6,568,114</u>	<u>0</u>	<u>6,500,227</u>	<u>6,500,179</u>
Fund Balance Appropriation	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<u>6,280,608</u>	<u>6,215,228</u>	<u>6,568,114</u>	<u>0</u>	<u>6,500,227</u>	<u>6,500,179</u>

REVENUE ANALYSIS DETAIL						
Interest-Savings Account	47	21	20	0	17	17
Interest-Other	0	0	0	0	0	0
Ready to Dispose Charges	6,228,313	6,158,501	6,427,020	0	6,473,748	6,473,700
Ready Dispose Liens - Principal	49,353	51,052	136,531	0	23,100	23,100
Ready Dispose Liens - Interest	2,895	5,654	4,543	0	3,362	3,362
<b>TOTAL REVENUE</b>	<u>6,280,608</u>	<u>6,215,228</u>	<u>6,568,114</u>	<u>0</u>	<u>6,500,227</u>	<u>6,500,179</u>
Fund Balance Appropriation	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<u>6,280,608</u>	<u>6,215,228</u>	<u>6,568,114</u>	<u>0</u>	<u>6,500,227</u>	<u>6,500,179</u>

EXPENDITURE ANALYSIS SUMMARY						
Refuse Disposal	6,091,377	6,224,335	5,868,185	0	5,858,097	5,858,100
Refuse Disposal - Delinquent	0	0	0	0	0	435,693
Bank Service Charges	9,222	10,101	12,150	0	12,787	13,000
General Administrative Charges	0	0	0	0	193,386	193,386
Transfers	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<u>6,100,599</u>	<u>6,234,436</u>	<u>5,880,335</u>	<u>0</u>	<u>6,064,270</u>	<u>6,500,179</u>

## 2014 Proposed Budget

### Revenue Line Item

Budget Unit: 28282800 Incinerator Fund Revenue

Account	2011 Actual	2012 Actual	2013 Adjusted Budget (10/19)	2013 YTD Revenue (10/19)	2013 Projected Year End Revenue	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
350000 SAVINGS ACCT INTEREST	\$20.78	\$19.89	\$0.00	\$14.46	\$17.35	\$17.00	\$17.00
<b>350100 Interest Income</b>	<b>\$20.78</b>	<b>\$19.89</b>	<b>\$0.00</b>	<b>\$14.46</b>	<b>\$17.35</b>	<b>\$17.00</b>	<b>\$17.00</b>
368004 READY TO DISP. CHARGES	\$6,158,501.47	\$6,427,020.07	\$0.00	\$5,151,048.98	\$6,473,748.00	\$6,473,700.00	\$6,473,700.00
368051 DISP RTS INC LIENS PRIN.	\$51,051.91	\$136,531.00	\$0.00	\$21,509.92	\$23,100.00	\$23,100.00	\$23,100.00
368052 DISP RTS INC. LIENS -INT.	\$5,654.01	\$4,543.39	\$0.00	\$3,112.74	\$3,362.00	\$3,362.00	\$3,362.00
<b>368100 Landfill/Incinerator Fund</b>	<b>\$6,215,207.39</b>	<b>\$6,568,094.46</b>	<b>\$0.00</b>	<b>\$5,175,671.64</b>	<b>\$6,500,210.00</b>	<b>\$6,500,162.00</b>	<b>\$6,500,162.00</b>
<b>TOTAL SANITATION FUND</b>	<b>\$6,215,228.17</b>	<b>\$6,568,114.35</b>	<b>\$0.00</b>	<b>\$5,175,686.10</b>	<b>\$6,500,227.35</b>	<b>\$6,500,179.00</b>	<b>\$6,500,179.00</b>



EXPENDITURE ANALYSIS DETAIL  
2014 PROPOSED BUDGET

Proprietary Fund

2810 Incinerator Disposal Fee

Allocation Plan

OPERATING EXPENSES	2013 BUDGET	2014 PROPOSED BUDGET
Refuse Disposal	0	5,858,100
Refuse Disposal - Delinquent	0	435,693
Bank Service Charges	0	13,000
General Administrative Charges	0	193,386
TOTAL	0	6,500,179
CAPITAL OUTLAY	0	0
TRANSFERS	0	0
TOTAL APPROPRIATION	0	6,500,179

## 2014 Proposed Budget

### Expenditure Line-Item

Budget Unit: 28282810 Incinerator Fund

Account	2011 Actual	2012 Actual	2013 Adjusted Budget	2013 YTD Actual (10/17)	2013 Projected Year End Exp	2014 Proposed Budget	Change from 2013 Adjusted to 2014 Request
422090 REFUSE DISPOSAL	\$6,224,335.00	\$5,868,184.80	\$0.00	\$5,827,965.45	\$5,858,097.23	\$5,858,100.00	\$5,858,100.00
422092 REFUSE DISPOSAL-DELINQ.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$435,693.00	\$435,693.00
429095 BANK SERVICE CHARGES	\$10,100.75	\$12,149.78	\$0.00	\$10,655.63	\$12,786.76	\$13,000.00	\$13,000.00
429003 GENERAL ADMIN. CHARGES	\$0.00	\$0.00	\$0.00	\$0.00	\$193,386.00	\$193,386.00	\$193,386.00
<b>TOTAL SANITATION FUND</b>	<b>\$6,234,435.75</b>	<b>\$5,880,334.58</b>	<b>\$0.00</b>	<b>\$5,838,621.08</b>	<b>\$6,064,269.99</b>	<b>\$6,500,179.00</b>	<b>\$6,500,179.00</b>

# **GLOSSARIES**

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## GLOSSARY OF TERMS

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### 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.

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## GLOSSARY OF TERMS

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**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.

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## GLOSSARY OF TERMS

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**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).

### 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,

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## GLOSSARY OF TERMS

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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.

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

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

### **R -**

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

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

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

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

### **S -**

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

### **T -**

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

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

### **U -**

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

### **Y -**

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

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## GLOSSARY OF ABBREVIATED TERMS

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



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## GLOSSARY OF ABBREVIATED TERMS

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

BILL NO. 34 of 2013

Moved by: \_\_\_\_\_

An Ordinance establishing the budget for the Municipal Government of the City of Harrisburg for the year Two Thousand Fourteen (2014).

**SECTION 1. GENERAL FUND**

**\$ 57,252,933**

Appropriations in the amount of **Fifty-Seven Million Two Hundred Fifty-Two Thousand Nine Hundred Thirty-Three Dollars** are hereby made to the General Fund as specified in Exhibit "A" and summarized as follows:

**FOR: GENERAL GOVERNMENT**

**\$ 1,976,205**

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

Personnel Services	\$ 279,352	
Operating Expenses	\$ 206,743	
Capital Outlay	\$ <u>0</u>	
<b>Total - City Council</b>		<b>\$ 486,095</b>

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

Personnel Services	\$ 269,125	
Operating Expenses	\$ 14,014	
Capital Outlay	\$ <u>5,000</u>	
<b>Total - Mayor's Office</b>		<b>\$ 288,139</b>

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

Personnel Services	\$ 142,988	
Operating Expenses	\$ 445	
Capital Outlay	\$ <u>0</u>	
<b>Total - City Controller's Office</b>		<b>\$ 143,433</b>

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

Personnel Services	\$ 359,595	
Operating Expenses	\$ 131,400	
Capital Outlay	\$ <u>0</u>	
<b>Total - City Treasurer's Office</b>		<b>\$ 490,995</b>

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

Personnel Services	\$ 325,275	
Operating Expenses	\$ 242,268	

47	Capital Outlay	\$ <u>0</u>	
48	Total - City Solicitor's Office		\$ 567,543
49			
50	<b>FOR: DEPARTMENT OF ADMINISTRATION</b>		<b>\$ 2,589,108</b>
51			
52	<b>To: Office of the Chief of Staff/Business Administrator (0110):</b>		
53	Personnel Services	\$ 162,552	
54	Operating Expenses	\$ 18,150	
55	Capital Outlay	\$ <u>0</u>	
56	Total - Chief of Staff/Business Admin.		\$ 180,702
57			
58	<b>To: Bureau of Financial Management (0112):</b>		
59	Personnel Services	\$ 397,720	
60	Operating Expenses	\$ 199,524	
61	Capital Outlay	\$ <u>0</u>	
62	Total - Financial Management		\$ 597,244
63			
64	<b>To: Bureau of Information Technology (0116):</b>		
65	Personnel Services	\$ 499,472	
66	Operating Expenses	\$ 313,446	
67	Capital Outlay	\$ <u>99,700</u>	
68	Total - Information Technology		\$ 912,618
69			
70	<b>To: Bureau of Human Resources (0117):</b>		
71	Personnel Services	\$ 324,694	
72	Operating Expenses	\$ 46,499	
73	Capital Outlay	\$ <u>0</u>	
74	Total - Human Resources		\$ 371,193
75			
76	<b>To: Bureau of Operations and Revenue (0124):</b>		
77	Personnel Services	\$ 186,579	
78	Operating Expenses	\$ 340,772	
79	Capital Outlay	\$ <u>0</u>	
80	Total - Director's Office		\$ 527,351
81			
82	<b>FOR: DEPARTMENT OF BUILDING &amp;</b>		
83	<b>HOUSING DEVELOPMENT</b>		<b>\$ 891,542</b>
84	<b>To: Office of the Director (0134):</b>		
85	Personnel Services	\$ 83,967	
86	Operating Expenses	\$ 0	
87	Capital Outlay	\$ <u>0</u>	
88	Total - Office of the Director		\$ 83,967
89			
90	<b>To: Bureau of Planning (0135):</b>		
91	Personnel Services	\$ 48,442	
92	Operating Expenses	\$ 45,845	

93	Capital Outlay	\$ <u>0</u>	
94	Total - Planning		\$ 94,287
95			
96	To: Bureau of Codes Enforcement (0137):		
97	Personnel Services	\$ 631,439	
98	Operating Expenses	\$ 25,350	
99	Capital Outlay	\$ <u>0</u>	
100	Total - Codes Enforcement		\$ 656,789
101			
102	To: Bureau of Economic Development (0139):		
103	Personnel Services	\$ 43,060	
104	Operating Expenses	\$ 13,439	
105	Capital Outlay	\$ <u>0</u>	
106	Total - Economic Development		\$ 56,499
107			
108			
109	<b>FOR: DEPARTMENT OF PUBLIC SAFETY</b>		<b>\$ 24,620,868</b>
110			
111	To: Bureau of Police (0142):		
112	Personnel Services	\$15,619,980	
113	Operating Expenses	\$ 859,367	
114	Capital Outlay	\$ 0	
115	Miscellaneous	\$ <u>15,000</u>	
116	Total - Bureau of Police		\$ 16,494,347
117			
118			
119	To: Bureau of Fire (0151):		
120	Personnel Services	\$ 7,803,971	
121	Operating Expenses	\$ 322,550	
122	Capital Outlay	\$ <u>0</u>	
123	Total - Bureau of Fire		\$ 8,126,521
124			
125			
126	<b>FOR: DEPARTMENT OF PUBLIC WORKS</b>		<b>\$ 7,816,793</b>
127			
128	To: Office of the Director (0160):		
129	Personnel Services	\$ 557,263	
130	Operating Expenses	\$ 862,050	
131	Capital Outlay	\$ <u>363,000</u>	
132	Total - Office of Director		\$ 1,782,313
133			
134	To: Bureau of Neighborhood Services - City Services (0162):		
135	Personnel Services	\$ 1,749,095	
136	Operating Expenses	\$ 1,239,718	
137	Capital Outlay	\$ <u>293,900</u>	
138	Total - Neighborhood Services		\$ 3,282,713

139  
 140 **To: Bureau of Vehicle Management (0172):**  
 141     **Personnel Services**                     **\$ 526,593**  
 142     **Operating Expenses**                   **\$ 1,975,174**  
 143     **Capital Outlay**                         **\$ 250,000**  
 144         **Total - Vehicle Management**                     **\$ 2,751,767**  
 145

146 **FOR: DEPARTMENT OF PARKS & RECREATION & ENRICHMENT**   **\$ 412,274**  
 147

148 **To: Office of the Director (0180):**  
 149     **Personnel Services**                     **\$ 395,634**  
 150     **Operating Expenses**                   **\$ 16,640**  
 151     **Capital Outlay**                         **\$ 0**  
 152         **Total - Office of the Director**                     **\$ 412,274**  
 153

154  
 155 **FOR: GENERAL EXPENSES (0188):**                                     **\$10,114,966**  
 156

157 **To: Personnel Services**                     **\$ 7,114,836**  
 158 **Operating Expenses**                   **\$ 1,214,320**  
 159 **Capital Outlay**                         **\$ 0**  
 160 **Subsidies and Grants**                   **\$ 272,510**  
 161 **Fines & Settlements**                   **\$ 1,510,000**  
 162 **Prior-Year Expenditures**               **\$ 0**  
 163 **Miscellaneous**                         **\$ 3,300**  
 164         **Total - General Expenses**                     **\$10,114,966**  
 165

166 **FOR: TRANSFERS TO OTHER FUNDS (0189):**                             **\$8,831,177**  
 167

168 **To: Debt Service Fund**                     **\$8,831,177**  
 169

170 **SECTION 2. STATE LIQUID FUELS TAX FUND**                             **\$ 901,400**  
 171

172         Appropriations in the sum of **Nine Hundred One Thousand Four Hundred Dollars** are  
 173 hereby made to the State Liquid Fuels Tax Fund as specified in Exhibit "A" and summarized as  
 174 follows:  
 175

176 **To: State Liquid Fuels Tax Fund (2020)**  
 177     **Personnel Services**                     **\$ 0**  
 178     **Operations:**                             **\$ 901,400**  
 179     **Capital Outlay**                         **\$ 0**  
 180         **Total - State Liquid Fuels Tax Fund:**                     **\$ 901,400**  
 181

182 **SECTION 3. HOST MUNICIPALITY FEES FUND**                             **\$0**  
 183

184 Appropriations in the sum of **Zero Dollars** are hereby made to the Host Municipality  
185 Fees as specified in Exhibit "A" and summarized as follows:

186

187	<b>To: Host Municipality Fees Fund (2110):</b>		
188	<b>Personnel Services</b>	\$	0
189	<b>Operating Expenses</b>	\$	0
190	<b>Capital Outlay</b>	\$	<u>0</u>
191	<b>Total – Host Municipality Fees Fund:</b>		\$0

192

193	<b><u>SECTION 4. DEBT SERVICE FUND</u></b>	<b>\$8,831,177</b>
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194

195 Appropriations in the sum of **Eight Million Eight-Hundred Thirty-One Thousand**  
196 **One Hundred Seventy-Seven Dollars** are hereby made to the Debt Service Fund as specified in  
197 Exhibit "A" and summarized as follows:

198

199	<b>To: Debt Service</b>	<b>\$8,831,177</b>
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200

201	<b><u>SECTION 5. SANITATION UTILITY FUND</u></b>	<b>\$ 4,331,244</b>
-----	--	---------------------

202

203 Appropriations in the sum of **Four Million Three Hundred Thirty-One Thousand**  
204 **Two Hundred Forty-Fou Dollars** are hereby made to the Sanitation Utility Fund as specified in  
205 Exhibit "A" and summarized as follows:

206

207	<b>To: Bureau of Neighborhood Services - Sanitation (2710):</b>		
208	<b>Personnel Services</b>	\$	1,461,445
209	<b>Operating Expenses</b>	\$	987,799
210	<b>Capital Outlay</b>	\$	180,000
211	<b>Transfers</b>	\$	1,700,000
212	<b>Miscellaneous</b>	\$	<u>2,000</u>
213	<b>Total – Sanitation Utility Fund</b>		\$ 4,331,244

214

215	<b><u>SECTION 6. INCINERATOR DISPOSAL FEES FUND</u></b>	<b>\$ 6,500,179</b>
-----	---	---------------------

216

217 Appropriations in the sum of **Six Million Five Hundred Thousand One Hundred**  
218 **Seventy-Nine Dollars** are hereby made to the Incinerator Disposal Fees Fund as specified in  
219 Exhibit "A" and summarized as follows:

220

221	<b>To: Incinerator Disposal Fee Fund (2810):</b>		
222	<b>Personnel Services</b>	\$	0
223	<b>Operating Expenses</b>	\$	6,500,179
224	<b>Capital Outlay</b>	\$	<u>0</u>
225	<b>Total – Incinerator Disposal Fee Fund</b>		\$ 6,500,179

226

227	<b><u>SECTION 7. ESTIMATED RESOURCES</u></b>	
-----	--	--

228

229

230 The estimated resources of the City of Harrisburg for the year 2014 are as follows:

231		
232	<b>GENERAL FUND</b>	<b>\$ 57,252,933</b>
233		
234	<b>STATE LIQUID FUELS TAX FUND</b>	<b>\$ 901,400</b>
235		
236	<b>HOST MUNICIPALITY FEES FUND</b>	<b>\$ 422,572</b>
237		
238	<b>DEBT SERVICE FUND</b>	<b>\$ 8,831,177</b>
239		
240	<b>SANITATION UTILITY FUND</b>	<b>\$ 4,331,244</b>
241		
242	<b>INCINERATOR DISPOSAL FEES FUND</b>	<b>\$ 6,500,179</b>
243		
244	<b><u>TOTAL 2014 PROPOSED BUDGET</u></b>	<b><u>\$78,239,393</u></b>
245		

246

247 **SECTION 8. DELEGATION**

248

249 Appropriate City officials are authorized and directed to take such actions as are

250 necessary to effectuate this ordinance.

251

252 **SECTION 9. SEVERABILITY**

253

254 If any provision, sentence, clause, section, or part of this ordinance or the application

255 thereof to any person or circumstance is for any reason found to be unconstitutional, illegal or

256 invalid by a court of competent jurisdiction, such unconstitutionality, illegality or invalidity

257 shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts

258 of this ordinance. It is hereby declared as the intent of the Council of the City of Harrisburg that

259 this ordinance would have been adopted had such unconstitutional, illegal or invalid provision,

260 sentence, clause, section, or part not been included herein.

261

262 **SECTION 11. REPEALER**

263

264 All ordinances or parts of ordinances in conflict herewith be and the same are hereby

265 repealed.

266

267 **SECTION 12. EFFECTIVE DATE**

268

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

270

271

272

273

274 Secoded by: \_\_\_\_\_

275

276

277 City Council: \_\_\_\_\_

278

279 Signed by the Mayor: \_\_\_\_\_

280



**BILL NO. 35 of 2013**

Moved by: \_\_\_\_\_

**An Ordinance** amending the Codified Ordinances of the City of Harrisburg, Title V, Licensing and Taxation, Part V, Real Estate Taxes, Chapter 5-501, Property Tax, by establishing for the year Two Thousand Fourteen (2014) a tax levy on land and improvements and providing for the distribution of taxes levied and assessed and providing for a tax rebate for the difference between the tax due and attributable to the year Two Thousand Fourteen (2014) tax levy over the tax due and attributable to the year Two Thousand Six (2006) tax levy for qualifying senior citizens.

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

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

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

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

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

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

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

There is hereby levied and assessed against all land within the City of Harrisburg, which is taxable for City purposes, exclusive of buildings and site improvements located thereon, if any, and upon all persons owning said land, a tax at the rate of Thirty and Ninety-Seven Hundredths Mills (.03097) per dollar for the fiscal year 2014. For purposes of computing said tax, the valuation of said land as taken from other books and records of the Dauphin County

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

49  
50

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

52

53 There is hereby levied and assessed against all buildings and site improvements, whether  
54 residential, commercial or otherwise, within the City of Harrisburg, which are taxable for the  
55 City purposes, exclusive of the land on which such buildings and site improvements are located  
56 and upon all persons owning such buildings and site improvements, a tax at the rate of Five and  
57 Sixteen Hundredths Mills (.005160) per dollar for fiscal year 2014. For purposes of computing  
58 said tax, the valuation of said buildings and site improvements as taken from the books and  
59 records of the Dauphin County Tax Assessment Office shall be used. Said tax amounts to Fifty-  
60 One and Six Tenths Cents (\$.516) on each \$100.00 of assessed value.

61  
62

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

64

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

67

68 (a) For General Revenue, Three and Eight Hundred Twenty Thousandths of one mill  
69 (.003820) or Thirty Eight and Two Tenths Cents (\$.382) on each \$100.00 of assessed value.

70

71 (b) For payment of Debt Service, i.e., payment on bonded indebtedness, Five and Five  
72 Hundred Eighty-Seven Thousandths Mills (.005587) or Fifty-Five and Eighty-Seven Hundredths  
73 Cents (\$.5587) on each \$100.00 of assessed value.

74

75 (c) For a contribution to the Police Pension Plan, One and Two Hundred Eighty-Seven  
76 Thousandths of One Mill (.001287) or Twelve and Eighty-Seven Hundredths of One Cent  
77 (\$.1287) on each \$100.00 of assessed value.

78

79 (d) For a contribution for recreation purposes, Two Hundred and Sixty-One Thousandths  
80 Mills (.000261) or Two and Sixty-One Hundredths Cents (\$.0261) on each \$100.00 of assessed  
81 value.

82

83 \* \* \* \* \*

84

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

86

87 (a) Definitions:

88

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

91

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

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

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

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

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

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

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

124  
125 (5) Person. A natural person.

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

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

135  
136 (8) Property Tax Rebate. The amount equal to the difference between the property tax  
137 due and attributable to the year Two Thousand Fourteen (2014) tax levy as indicated in Sections

138 5-501.1 and 5-501.2 of this Chapter and the Two Thousand Six (2006) tax levy indicated in  
139 Ordinance 26 of 2006.

140

141 (a) Participation in the Senior Citizen Property Tax Rebate Program

142

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

148

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

151

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

157

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

160

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

164

165 d. The applicant must have remitted payment for the full amount of the year  
166 Two Thousand Fourteen (2014) tax levy prior to making application for the Senior Citizen  
167 Property Tax Rebate Program or the applicant must remit payment for the full amount of the year  
168 Two Thousand Fourteen (2014) tax levy at the time of making application for the Senior Citizen  
169 Property Tax Rebate Program. In either case, no rebate will be forthcoming until payment in full  
170 is received by the City and properly credited to the applicant's property tax account. Applicants  
171 paying the Two Thousand Fourteen (2014) property tax by installments as indicated in Section 5-  
172 501.4(b) of this Chapter shall not be eligible for the Senior Citizen Property Tax Rebate  
173 Program.

174

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

177

178 (3). Applications for the Senior Citizen Property Tax Rebate Program must be completed  
179 in their entirety and received in the Office of the City Treasurer no later than 4:00 o'clock p.m.  
180 on Friday, May 23, 2014. Failure to submit completed applications before the indicated deadline  
181 shall forfeit participation in the Senior Citizen Property Tax Rebate Program even if the taxpayer  
182 would have otherwise qualified as an eligible taxpayer.

183

184 (c) City Treasurer Duties.  
185

186 (1) The City Treasurer shall independently certify those applicants who are eligible  
187 taxpayers and whose household income does not exceed the poverty guidelines for the tax year  
188 for which a rebate is sought.  
189

190 (2) The City Treasurer shall deny participation in the Senior Citizen Property Tax  
191 Rebate Program to any applicant as to whom it is determined that a delinquency exists for any  
192 City of Harrisburg tax, water charge, sewage charge, fees, or municipal claims.  
193

194 (3) The City Treasurer shall have the authority to issue rules and regulations with  
195 respect to the administration of the Senior Citizen Tax Rebate Program. Such rules and  
196 regulations shall include, but not limited to, reasonable proof of household income, proof of  
197 residence, proof of qualification for or receipt of a property rebate under the Property Tax and  
198 Rent Rebate Program or the Taxpayer Relief Act or any other reasonable requirements and  
199 conditions as may be necessary to operate the Senior Citizen Property Tax Rebate Program.  
200

201  
202 **SECTION 5. DELEGATION**  
203

204 Appropriate City officials are authorized and directed to take such actions as are  
205 necessary to effectuate this Ordinance.  
206

207  
208 **SECTION 6. SEVERABILITY**  
209

210 If any provision, sentence, clause, section, or part of this ordinance or the application  
211 thereof to any person or circumstance is for any reason found to be unconstitutional, illegal or  
212 invalid by a court of competent jurisdiction, such unconstitutionality, illegality or invalidity shall  
213 not effect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this  
214 Ordinance. It is hereby declared as the intent of the Council of the City of Harrisburg that this  
215 ordinance would have been adopted had such unconstitutional, illegal or invalid provision,  
216 sentence, clause, section, or part not been included herein.  
217

218  
219 **SECTION 7. REPEALER**  
220

221 All ordinances or parts of ordinances in conflict herewith be and the same are hereby  
222 repealed.  
223

224  
225 **SECTION 8. EFFECTIVE DATE**  
226

227 This ordinance shall take effect in accordance with the provisions of the law and shall  
228 expire on December 31, 2014 unless extended by approval of City Council.  
229

230

231 Seconded by: \_\_\_\_\_

232

233

234 Passed by Council: \_\_\_\_\_

235

236 Signed by the Mayor: \_\_\_\_\_