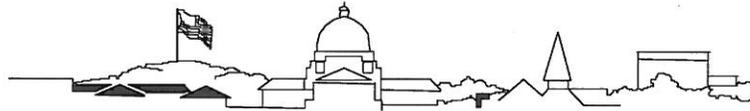


CITY OF ALTOONA



2015 OPERATING BUDGET ADOPTED DECEMBER 10, 2014 ORDINANCE #5656

**MAYOR – MATT PACIFICO
VICE-MAYOR – WILLIAM NEUGEBAUER
COUNCIL MEMBER – DAVID BUTTERBAUGH
COUNCIL MEMBER – MATT CACCIOTTI
COUNCIL MEMBER – ERIK CAGLE
COUNCIL MEMBER – MICHAEL HAIRE
COUNCIL MEMBER – BRUCE KELLEY**

**INTERIM CITY MANAGER – PETER S. MARSHALL
FINANCE DIRECTOR – OMAR STROHM**

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MANAGER'S LETTER

TO: Mayor & Council
FROM: Peter S. Marshall, Interim City Manager
SUBJECT: 2015 Budget

GENERAL FUND

OVERVIEW – The 2015 Budget year is the third year under the constraints of Act 47. The Budget for 2015 is a continuation of the financial improvement that began with the 2013 Budget under Act 47. We estimate that at year end 2014 we will experience a positive balance of approximately \$1,200,000.

On the negative side, this has been achieved by:

- Freezing management employee wages for 4 years.
- Freezing other employee wages for 3 years.
- Under funding streets resurfacing/reconstruction for the past decade by 50% to 60%.
- Operating with less than adequate staffing in several departments.
- Eliminating 38 jobs.
- Allowing the City's post-employment benefits unfunded liability to grow to well over \$18 million.
- Allowing the City's unfunded pension liability to grow to \$26 million.
- Levying an Act 47 EIT on residents and non-residents.

It is clear the City's financial position in the near and intermediate future will not improve to the point that we can leave the distress City status without significantly increased revenues and/or elimination of services.

RECEIPTS

The 2015 Budget Receipts are up approximately 8% from the 2014 Budget. There are several reasons for this:

- 2015 Millage is 1.38 Mills higher than in 2014.
- Per Capita Tax is \$5 higher than in 2014.
- CDBG Grant Receipts for personnel that were not shown in the 2014 Budget are included in the 2015 Budget. Also, all CDBG Personnel Expenditures are included in the 2015 Budget.
- A higher amount of pension funds are transferred from the Act 205 Fund in 2015 than in 2014.

EXPENDITURES

Budgeted expenditures in 2015 are approximately 8% higher than in 2014. There are several reasons for this:

- In 2015 funds are budgeted for a Financial Consultant and a Legal Consultant. Nothing was budgeted in 2014.
- Pension contributions are higher in 2015 than in 2014.
- The IT Department is implementing the recommendations of the IT Audit.
- CDBG Personnel costs have been included in the 2015 Budget. These costs were only partially included in the 2014 Budget.

OTHER ITEMS OF INTEREST

Receipts – City Authority Agreement (34142-0341) – In 2014 this was budgeted at approximately \$3,500,000. The 2015 budgeted amount reflects the actual amount provided by the agreement. Although the City requested an increase in the payment, the Authority has not agreed to the additional payment.

EMPLOYEES BY DEPARTMENT

<u>Department/Office</u>	<u>2014</u>	<u>2015</u>
Council	7	7
City Manager	2	2
City Clerk	1	1
Controller	2	2
Finance	3.5	5
Human Resources	2.5	2.5

IT	1	1
P.W. Engineering	9	9
P.W. Highway	33	33
P.W. Traffic Signal/St. Lighting	5	5
P.W. Fleet Maint.	5	5
P.W. Building & Property	3	3
Police	74	74
Fire	63	63
Planning	15	14.5
Planning/Code Enforcement	<u>7</u>	<u>6</u>
Total	233	233

ANNUAL BUDGET					
Comparative Detail of Appropriations and Expenditures					
SUMMARY EXPENDITURES					
GENERAL					
Account	Actual Expenditures 2012	Actual Expenditures 2013	Budgeted Expenditures 2014	Year End Estimate 2014	Budgeted Expenditures 2015
EXPENDITURES					
Council	\$ 46,329	\$ 47,629	\$ 74,777	\$ 84,277	\$ 59,777
City Manager	138,232	173,852	171,460	196,466	320,021
City Clerk	70,120	72,410	85,791	81,070	79,871
City Controller	67,730	67,920	98,091	98,076	101,472
Solicitor/Legal Services	94,861	154,022	110,250	126,580	126,580
Finance Department	5,285,715	5,716,019	1,195,202	1,224,258	1,475,272
Human Resource Department	5,266,288	5,486,736	811,778	818,728	843,786
Information Technology	150,007	151,776	344,759	397,561	537,553
P.W. Engineering	416,603	402,961	554,554	554,785	568,737
P.W. Highways & Streets	1,426,205	1,493,125	1,934,488	1,940,471	2,175,291
P.W. Street Lighting/Traffic Signals	214,397	205,773	295,708	284,050	283,080
P.W. Fleet Maintenance	618,571	636,653	747,737	727,037	781,940
P.W. Buildings & Property	245,316	261,500	317,162	318,227	312,336
Police Department	5,243,882	5,129,230	8,656,776	8,596,476	9,208,397
Fire Department	5,251,953	4,616,032	8,773,156	8,627,250	9,063,681
Planning & Zoning	760,283	402,097	488,357	1,248,882	1,104,070
Planning Code Enforcement	326,325	300,380	420,398	377,694	369,244
Culture and Recreation	251,544	259,124	260,688	259,988	305,188
Shade Tree Commission	17,307	11,397	19,514	19,514	19,131
Other Community Organizations	115,860	121,653	124,086	124,086	126,568
Miscellaneous	25,053	323,975	479,460	30,000	30,000
Other Financing Uses	-	-	100,000	100,000	150,000
Debt Service	2,141,606	2,140,926	2,308,240	2,263,082	2,576,623
TOTAL EXPENDITURES	\$ 28,174,187	\$ 28,175,190	\$ 28,372,432	\$ 28,498,558	\$ 30,618,618

ANNUAL BUDGET

BUDGET COMPARISONS 2014 & 2015

	2014	2015	% CHANGE
RECEIPTS			
Taxes	\$ 16,145,515	\$ 17,179,579	6%
Licenses & Permits	1,373,260	1,336,715	-3%
Fines & Costs	297,400	233,350	-22%
Departmental Service Charges	4,036,595	3,418,096	-15%
Intergovernmental Revenue	6,456,171	8,416,963	30%
Interest/Earnings/Rents	56,492	61,911	10%
Other Revenue	7,000	13,200	89%
TOTAL	\$ 28,372,433	\$ 30,659,814	8%
EXPENDITURES			
Council	\$ 74,777	\$ 59,777	-20%
City Manager	171,460	320,021	87%
City Clerk	85,791	79,871	-7%
City Controller	98,091	101,472	3%
Solicitor/Legal Services	110,250	126,580	15%
Finance Department	1,195,202	1,475,272	23%
Human Resources Department	811,778	843,786	4%
Information Technology	344,759	537,553	56%
Public Works			
Engineering	554,554	568,737	3%
Highways & Streets	1,934,488	2,175,291	12%
Street Lighting/Traffic Signals	295,708	283,080	-4%
Fleet Maintenance	747,737	781,940	5%
Buildings & Property	317,162	312,336	-2%
Police Department	8,656,776	9,208,397	6%
Fire Department	8,773,156	9,063,681	3%
Planning & Zoning	488,357	1,104,070	126%
Planning Code Enforcement	420,398	369,244	-12%
Culture & Recreation	260,688	305,188	17%
Shade Tree Commission	19,514	19,131	-2%
Other Community Organizations	124,086	126,568	2%
Miscellaneous	479,460	30,000	-94%
Other Financial Uses	100,000	150,000	50%
Debt Service	2,308,240	2,576,623	12%
TOTAL	\$ 28,372,432	\$ 30,618,618	8%

ANNUAL BUDGET						
Detailed Receipts						
DETAILED RECEIPTS						
FUND:	GENERAL					
Account No.	Account	Actual Receipts 2012	Actual Receipts 2013	Budgeted Receipts 2014	Year End Estimate 2014	Budgeted Receipts 2015
	TAXES					
31115-0311	Real Estate Tax - Discount, Face & Penalty	\$ 8,520,331	\$ 8,494,428	\$ 8,452,830	\$ 8,600,000	\$ 8,658,929
31135-0311	Tax Claim - Face Amt. @ Penalty Coll.	787,254	803,259	527,025	803,000	850,000
31140-0311	Tax Claim - Penalty & Interest	99,476	96,111	75,000	96,100	96,100
31141-0311	Uncollectable Taxes	-	15,000	-	-	-
31510-0315	Earned Income - Current Year	3,609,830	3,053,554	3,188,010	3,130,000	3,300,000
31512-0315	Earned Income - Act 47	-	2,111,812	1,565,300	1,900,000	1,700,000
31815-0318	Mercantile Tax	395,077	490,585	425,000	475,000	475,000
31820-0318	Local Services - EMS Tax	869,385	905,229	890,000	930,000	930,000
31825-0318	Amusement Taxes	258	360	350	350	350
31830-0318	Mechanical Device	8,985	9,835	12,000	9,200	9,200
31835-0318	Business Privilege	565,458	560,231	535,000	560,000	560,000
31840-0318	Business Privilege Rental	50,195	63,377	60,000	65,000	65,000
31810-0318	Real Estate Transfer	263,564	299,873	260,000	260,000	260,000
31845-0318	Per Capita Tax	123,482	117,197	105,000	105,000	200,000
31850-0318	Flat Rate Occupation Tax	58,953	82,900	50,000	75,000	75,000
	Sub-Total:	\$ 15,352,248	\$ 17,103,751	\$ 16,145,515	\$ 17,008,650	\$ 17,179,579
	LICENSES & PERMITS					
32110-0321	Mercantile License	\$ 8,045	\$ 32,288	\$ 35,000	\$ 20,000	\$ 25,000
32100-0321	Business Privilege Licenses	41,295	126,787	110,000	112,000	112,000
32108-0321	Health Dept. Licenses	24,125	21,400	24,205	24,000	24,000
32114-0321	Room & Boarding Licenses	200	200	155	200	200
32120-0321	Building Permits	80,022	93,246	82,400	105,000	90,000
32124-0321	Electrical Permits	32,894	31,585	30,900	45,000	35,000
32125-0321	Electrical Reset Inspection	10,289	12,166	10,000	10,000	10,000
32126-0321	Plumbing Permits	24,215	25,956	28,840	35,000	29,000
32156-0321	Mechanical Code Permits - (Furnace)	13,049	22,900	20,600	32,000	23,000
32116-0321	Sexually Oriented Business	500	500	515	250	250
32112-0321	Plumbing Licenses	9,375	9,550	4,635	9,000	9,000
32102-0321	Contractors License	6,750	9,200	5,150	5,000	5,150
32106-0321	Electrical License Renewals	13,625	12,950	13,390	14,675	13,400

ANNUAL BUDGET 2015

EXPLANATION – RECEIPTS

- 31115-0311** **Real Estate Tax – This estimate includes a 1.38 mill increase to cover the added debt service. The City’s assessed value is slightly lower in 2015 than in 2014.**
- 31845-0318** **Per Capita Tax – This increase is based on \$5 increase in the per capita tax permitted under the Third Class City Code. This will raise the Per Capita Tax to \$10.**

ANNUAL BUDGET						
Detailed Receipts						
DETAILED RECEIPTS						
FUND:	GENERAL					
Account No.	Account	Actual Receipts 2012	Actual Receipts 2013	Budgeted Receipts 2014	Year End Estimate 2014	Budgeted Receipts 2015
32142-0321	Property Maint. - Reinspect Fee	9,450	15,888	10,300	9,000	10,050
32144-0321	Rental License Fee	240,265	240,590	283,250	242,000	242,000
32130-0321	Code Appeals Board	200	-	515	200	200
32152-0321	Zoning Hearing Fees	3,900		4,138	7,200	7,200
32154-0321	Zoning Permit Fees	9,656	15,454	15,450	30,000	25,000
32104-0321	Dog Licenses	41,288	45,131	46,350	45,000	45,000
32148-0321	T.V. Cable Contract Fee	513,499	515,866	520,000	513,000	513,000
32128-0321	Street Opening Permits	35,760	29,795	40,170	25,000	30,000
32121-0321	Municipal Code Act 13	6,318	5,518			
32122-0321	Driveway Permits	1,300	1,275	1,545	1,500	1,400
32134-0321	Handicapped Sign Fees	12,305	12,365	12,360	12,365	12,365
32137-0321	Misc. Alarm Rental	61,433	58,786	41,200	44,000	44,000
32150-0321	Towing Permit Fees	1,100	1,400	1,030	2,000	2,000
32138-0321	Pawn Shop Permit Fees	600	200	1,648	1,000	1,000
32155-0321	Haulers Tonage Fees	8,039	7,224	8,034	6,800	6,950
32160-0321	Vacant Building Registration	12,000	11,500	5,150	9,000	8,500
32165-0321	Student Rental Review Fee	-	-	-	-	-
32168-0321	Foreclosed Property Registration Fee	-	-	5,000	-	5,000
32170-0321	Plan Review Fees	5,126	5,426	5,150	11,500	6,500
32175-0321	Right-of-Way Fee	-	-	5,150	-	-
32180-0321	Storm Water Management Review	200	350	1,030	300	300
32190-0321	Storm Water Tap/Inspection Fee	-	-	-	250	250
32185-0321	Cost Indexing of Fees	-	-	-	-	-
	Sub-Total:	\$ 1,226,823	\$ 1,365,496	\$ 1,373,260	\$ 1,372,240	\$ 1,336,715
	FINES AND FORFEITS					
34020-0340	Court Ordered Reimb. Criminal	233,216	213,885	280,000	205,000	215,000
34030-0340	Traffic Tickets	6,747	9,719	12,100	12,000	14,000
34035-0340	Restitution Damage City Property	11,642	2,985	4,000	8,000	4,000
34015-0340	Alarm Ordinance Fines	650	350	1,000	100	350
34040-0340	Zoning Fines	330	(345)	300	-	-
	Sub-Total:	\$ 252,585	\$ 226,594	\$ 297,400	\$ 225,100	\$ 233,350

ANNUAL BUDGET 2015

EXPLANATION – RECEIPTS

32168-0321 Foreclosed Property Registration Fee – This reflects an effort by the City to enforce our ordinances.

ANNUAL BUDGET						
Detailed Receipts						
DETAILED RECEIPTS						
FUND:	GENERAL					
Account No.	Account	Actual Receipts 2012	Actual Receipts 2013	Budgeted Receipts 2014	Year End Estimate 2014	Budgeted Receipts 2015
	CHARGES FOR SERVICES					
34110-0341	No Lien Statements	\$ 11,785	\$ 8,848	\$ 11,000	\$ 8,000	\$ 9,000
34112-0341	Accident Report Fees	12,395	14,340	12,360	14,000	13,000
34114-0341	Fingerprinting Fees	2,070	2,580	1,545	1,700	2,000
34118-0341	Police Records Search Fees	15	45	52	100	40
34128-0341	Dumpster Fees	1,800	2,340	2,266	2,200	2,100
34122-0341	Fire Inspection Fees	6,480	6,670	9,270	7,000	7,000
34136-0341	Pole & Conduit Fees	1,120	720	1,545	720	720
34130-0341	Highway Dept. Street Cuts Fees	214,093	245,999	298,700	180,000	260,000
34142-0341	City Authority Agreement	2,929,000	2,958,290	3,554,539	2,987,873	3,017,751
34134-0341	Utility Street Cut Fees	113,924	135,415	82,400	60,000	70,000
34138-0341	Engineering Services	4,122	4,278	7,210	6,000	6,500
34144-0341	Duplicating Services	67	48	258	25	25
34148-0341	Subdivision & Land Development Fees	5,000	-	5,150	5,800	5,000
34145-0341	Sale of City Maps	68	54	150	40	40
34116-0341	Police Photo Services	135	203	515	150	170
34124-0341	Special Services - Fire	2,170	2,088	2,575	2,575	2,750
34160-0341	Storm Water Maintenance	6,850	13,450	10,000	10,000	10,000
34165-0341	Floodplain Review Fee	35	1,620	2,060	100	2,000
34170-0341	Emergency Response Fee - Fire	-	2,228	15,000	10,000	10,000
34175-0341	False Alarm Fee - Fire	-	-	20,000	-	-
	Sub-Total:	\$ 3,311,129	\$ 3,399,216	\$ 4,036,595	\$ 3,296,283	\$ 3,418,096
	INTERGOVERNMENTAL REVENUES					
	FEDERAL					
33406-0332	Reimburse 50% Police Vests	\$ -	\$ -	\$ 4,125	\$ 4,125	\$ 6,000
33407-0332	FEMA Reimbursement	-	-	-	-	-
33409-0332	AFG Regional Grant	937,163	248,336	161,991	175,610	-
33413-0332	SAFER Grant	-	10,997	174,768	138,931	147,440
	Sub-Total:	\$ 937,163	\$ 259,333	\$ 340,884	\$ 318,666	\$ 153,440

ANNUAL BUDGET 2015

EXPLANATION – RECEIPTS

- 33409-0332** **AFG Regional Grant – This grant was hosted by the City to pay for new radios compatible with the County’s new system. This ended in 2014.**

- 33413-0332** **Safer Grant – This is a three year FEMA Grant to fund three Firefighters. The grant ends in 2015.**

ANNUAL BUDGET						
Detailed Receipts						
DETAILED RECEIPTS						
FUND:	GENERAL					
Account No.	Account	Actual Receipts 2012	Actual Receipts 2013	Budgeted Receipts 2014	Year End Estimate 2014	Budgeted Receipts 2015
	STATE					
33410-0334	State Utility Reality	\$ 19,826	\$ 20,869	\$ 22,000	\$ 21,900	\$ 22,000
33425-0334	State Liquor Tax Refund	24,280	30,276	26,000	26,000	26,000
33420-0334	Pension Reimbursement - Cola (Ad Hoc)	70,517	84,447	84,447	84,371	84,371
33415-0334	State Aid Pension Contribution	1,319,585	1,367,294	1,367,291	1,293,475	1,293,475
33475-0334	Blair County Task Force Reimburse	134,612	75,462	80,000	62,500	60,000
33490-0334	State Grants - Other	-	-	14,000	-	-
39115-0391	Transfer In - Highway Aid Fund	456,700	456,700	456,700	456,700	456,700
33496-0334	Intergovernmental - Act 47	-	-	-	233,999	285,001
	Sub-Total:	\$ 2,025,520	\$ 2,035,048	\$ 2,050,438	\$ 2,178,945	\$ 2,227,547
	LOCAL					
33010-0330	Housing Authority-In Lieu of R. E.	\$ 35,964	\$ 39,602	\$ 39,000	\$ 37,310	\$ 37,310
33015-0330	Pleasant Village Payments	-	-	-	-	-
33020-0330	Payments in Lieu of Taxes (Hospital)	215,150	215,150	215,150	215,150	215,150
33066-0330	Bon Secour KOZ				28,282	28,282
33032-0330	Reimburse JAG Grant - 2009	1,399	-	-	-	-
33033-0330	Reimburse JAG Grant - 2010	-	1,470	-	-	-
33050-0330	Reimburse JAG Grant - 2011	-	1,182	650	-	-
33060-0330	Reimburse JAG Grant - 2012	-	5,094	-	-	-
33062-0330	Reimburse JAG Grant - 2013	-	-	12,000	412	-
33063-0330	Reimburse JAG Grant - 2014				-	11,907
33034-0330	Reimburse ARRA Justice Assistance Grant	19,277	2,754	-	-	-
33036-0330	Reimburse Liquor Enforcement Grant	1,510	2,494	10,000	10,000	10,000
33035-0330	Reimburse Police-Housing Authority	49,109	54,364	65,000	51,500	51,500
33040-0330	Reimburse-50% School Guard Wage - AASD	78,091	87,719	81,794	81,793	81,793
33045-0330	Reimburse Off Duty Employment - Police	6,413	3,946	2,000	6,500	5,000
33065-0330	Reimburse-Blair County Sobriety Checkpoint	4,027	8,707	5,000	4,000	4,000
33070-0330	Reimburse-Operation Our Town	26,282	33,031	50,000	50,000	40,000
33075-0330	Hazmat-LEPC	-	-	16,882	16,800	16,800
39120-0391	Transfer In - Pension	3,277,938	3,589,773	3,567,373	3,641,189	4,441,313

ANNUAL BUDGET 2015

EXPLANATION – RECEIPTS

33075-0330 Hazmat-LEPC – This is a County reimbursement for the City’s operation of HAZMAT.

39120-0391 Transfer In – Pension – The City is required to pay an annual payment equivalent to the Minimum Municipal Obligation (MMO) to each of its three pension plans as determined by the most recent Actuarial Valuation Report (AVR) for each pension plan. The total 2015 MMO for all pension plans is \$5,734,788. These obligations are partially funded through receipt of State Aid for Pensions, with the balance due transferred from the Act 205 Fund. The amount placed in this line item represents the money that will be transferred during the course of 2015 from the Act 205 into the General Fund in order to meet the MMO.

ANNUAL BUDGET
Detailed Receipts

DETAILED RECEIPTS						
FUND:	GENERAL					
Account No.	Account	Actual Receipts 2012	Actual Receipts 2013	Budgeted Receipts 2014	Year End Estimate 2014	Budgeted Receipts 2015
33300-0330	CDBG Reimbursement - All Departments	828,497	460,962	-	1,074,358	1,092,921
39130-0000	Transfer In - Unreserved Funds	-	-	-	-	-
	Sub-Total:	\$ 4,543,657	\$ 4,506,248	\$ 4,064,849	\$ 5,217,294	\$ 6,035,976
	INTEREST, RENTS & ROYALTIES					
36110-0361	Interest on Investments	\$ 5,299	\$ 3,405	\$ 5,000	\$ 5,000	\$ 5,000
36315-0363	Rent-Waste Management	44,280	45,828	42,840	42,840	48,000
36320-0363	Rent - Tax Collection Bureau	8,160	8,400	8,652	8,652	8,911
	Sub-Total:	\$ 57,739	\$ 57,633	\$ 56,492	\$ 56,492	\$ 61,911
	OTHER REVENUE					
39015-0390	Sale of City Property	\$ 18,717	\$ -	\$ 5,000	\$ 10,000	\$ 6,000
39025-0390	Vending Machine Receipts	242	277	500	200	200
39010-0390	Donations	-	-	-	-	-
39030-0390	Revenue-Miscellaneous	6,473	83,196	1,500	4,600	5,000
39045-0390	Police Equip. - Donations	-	-	-	11,250	1,000
39050-0390	Fire-Donations	8,800	8,500	-	1,000	1,000
36410-0364	Grants - Non Government	-	-	-	-	-
39080-0390	Youth Committee Donations	-	-	-	-	-
	Sub-Total:	\$ 34,232	\$ 91,973	\$ 7,000	\$ 27,050	\$ 13,200
	TOTALS	\$ 27,741,096	\$ 29,045,292	\$ 28,372,433	\$ 29,700,720	\$ 30,659,814

ANNUAL BUDGET 2015

EXPLANATION – RECEIPTS

33300-0330 CDBG Personnel Reimbursement – All Departments – This represents all of the CDBG funding received by the City. CDBG funds are used to pay for a variety of programs and positions in the City. Those CDBG funded positions include:

<u>TITLE</u>	<u>ALLOCATION</u>
Planning & Community Development Director	50%
Deputy Planning Director	100%
Lead Housing Rehab Spec/Labor Comp. Off.	100%
Labor Compliance Officer	100%
CD Program Manager	100%
Fair Housing Administrator	100%
Financial Manager	100%
Clerical Associate I	35%
Property/Program Coordinator	5%
Planner II	0%
GIS Technician	5%
Property Supervisor	100%
Demolition & Repair Worker	100%
Clerical Associate III	0%

ANNUAL BUDGET 2015

EXPLANATION – COUNCIL

- 53035-1310 TRAVEL/TRAINING – PML Annual Conference.**
- 53037-1310 MEMBERSHIPS – Pennsylvania Municipal League.**
- 53041-1310 MANAGER RECRUITMENT – 2014 Advertising, travel & accommodations, misc., 2015 moving expenses.**

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EXPLANATION – CITY MANAGER

- 41102-1320 STANDARD SALARY – MANAGER – This reflects the salary range advertised in the manager recruitment process.**
- 53039-1320 GRIFFIN FINANCIAL – This is the City’s Financial Consultant. This was not budgeted in 2014.**
- 53042-1320 LEGAL CONSULTANT – This is the City’s Finance/Bond Attorney. This was not budgeted in 2014.**

ANNUAL BUDGET						
Comparative Detail of Appropriations and Expenditures						
DEPARTMENT:	FINANCE					
FUND:	GENERAL					
Account No.	Account	Actual Expenditure 2012	Actual Expenditure 2013	Budgeted Approp. 2014	Year End Estimate 2014	Budgeted Approp. 2015
	PERSONNEL EXPENSES					
41106-1510	STANDARD SALARY - FINANCE DIRECTOR	\$ 22,956		\$ 31,606	\$ 31,606	\$ 31,414
41107-1510	STANDARD SALARY- DEPUTY FINANCE DIR.	57,927	57,927	56,869	56,869	56,869
41108-1510	STANDARD SALARY- PURCHASING AGENT	40,721	41,911	40,914	40,914	40,914
41109-1510	STANDARD SALARY- PAYROLL CLERK	40,481	41,671	40,914	40,914	40,914
41172-1510	STANDARD SALARY - CLERICAL ASSOCIATE II & III (1.5 EE's)	-	-	-	-	56,422
42152-1510	LONGEVITY SALARY	-	-	2,472	2,472	2,472
42150-1510	HEALTH INSURANCE	-	-	50,439	50,439	49,539
42050-1510	HEALTH/WELFARE	-	-	216	216	265
42100-1510	LIFE/DISABILITY INSURANCE	-	-	740	740	832
42250-1510	SOCIAL SECURITY	-	-	14,427	14,427	17,612
	Sub-Total:	\$ 162,085	\$ 141,509	\$ 238,596	\$ 238,596	\$ 297,251
	OPERATING EXPENSES					
42300-1510	PENSION CONTRIBUTION - NON-UNIFORM	\$ 328,831	\$ 330,284	\$ 327,721	\$ 327,721	\$ 500,327
42350-1510	PENSION CONTRIBUTION - POLICE	1,761,012	1,820,128	-	-	-
42350-1510	PENSION CONTRIBUTION - FIRE	2,472,573	2,785,740	-	-	-
53015-1510	MATERIALS/SUPPLIES OFFICE	14,207	15,251	18,000	17,500	18,000
53030-1510	POSTAGE-ALL DEPTS.	16,515	18,245	20,000	18,500	18,000
53035-1510	TRAVEL/TRAINING	52	36	100	62	100
53045-1510	PUBLICATIONS/MEMBERSHIPS	708	550	300	514	810
53055-1510	PRINTING-ALL DEPTS.	1,938	3,368	2,000	3,275	3,500
53060-1510	GENERAL INSURANCE - ALL DEPTS.	243,036	272,369	285,500	294,515	300,000
53090-1510	AUDITS-FINANCIAL/EARNED INCOME	48,250	37,450	40,000	38,600	45,725
53095-1510	INSURANCE LOSS DEDUCTIBLE	17,113	17,272	15,000	17,500	17,500
53100-1510	REAL ESTATE TAX NOTICES	15,361	7,925	8,463	8,187	8,187
53105-1510	TAX COLLECTION FEES - ALL	204,035	265,890	239,522	259,288	265,172
53305-1510	DOG LICENSE EQUIP./SUPPLIES	-	-	-	-	700
	Sub-Total:	\$ 5,123,630	\$ 5,574,509	\$ 956,606	\$ 985,662	\$ 1,178,021
	TOTALS:	\$ 5,285,715	\$ 5,716,019	\$1,195,202	\$1,224,258	\$ 1,475,272

ANNUAL BUDGET 2015

EXPLANATION – FINANCE

- 53015-1510 MATERIALS/SUPPLIES OFFICE – Office supplies for all City departments are paid from this line item.**
- 53090-1510 AUDITS FINANCIAL/EARNED INCOME – The City’s financial audit is paid from this line item, and the audit for the Redevelopment Authority is now being paid from this line item as well.**
- 53095-1510 INSURANCE LOSS DEDUCTIBLE – This is used to pay the deductible for any insurance loss (primarily vehicles).**
- 41172-1510 STANDARD SALARY – CLERICAL ASSOCIATE II & III – In 2014, the Code functions were centralized under the Planning Department. Code Inspectors from the Fire Department and the Planning Department were moved to a single location under a single manager. In this process, 2 clerical positions were moved from Codes, 1 ½ clerical positions were moved to Finance and ½ clerical position was moved to Planning. 1 management position was moved from Planning to Codes.**

ANNUAL BUDGET

Comparative Detail of Appropriations and Expenditures

DEPARTMENT:	HUMAN RESOURCES					
FUND:	GENERAL					
Account No.	Account	Actual Expenditure 2012	Actual Expenditure 2013	Budgeted Approp. 2014	Year End Estimate 2014	Budgeted Approp. 2015
	PERSONNEL EXPENSES					
41111-1550	STANDARD SALARY-HUMAN RESOURCES DIR.	\$ 56,360	\$ 87,896	\$ 47,120	\$ 47,120	\$ 47,120
41112-1550	STANDARD SALARY-HUMAN RESOURCES ADMIN.	41,068	41,068	40,193	40,193	40,193
41113-1550	STANDARD SALARY- HUMAN RESOURCES ASST.	42,126	42,126	41,965	41,965	41,965
42550-1550	OTHER SALARY - SICK PAY INCENTIVE	61,375	49,819	55,000	55,000	55,000
42152-1550	LONGEVITY SALARY	-	-	1,008	1,008	1,008
42150-1550	HEALTH INSURANCE	-	-	39,369	39,369	49,353
42050-1550	HEALTH/WELFARE	-	-	542	542	140
42100-1550	LIFE/DISABILITY INSURANCE	-	-	162	162	333
42250-1550	SOCIAL SECURITY	-	-	13,419	13,419	14,174
	Sub-Total:	\$ 200,929	\$ 220,909	\$ 238,778	\$ 238,778	\$ 249,286
	OPERATING EXPENSES					
42050-1550	HEALTH/WELFARE-ALL DEPTS	\$ 6,075	\$ 3,897	\$ -	\$ -	\$ -
42100-1550	LIFE INS/AD&D, LTD - ALL DEPTS	50,602	51,669	-	-	-
42150-1550	HOSPITALIZATION - ALL DEPTS	4,032,249	4,105,454	-	-	-
42250-1550	FICA/SOCIAL SECURITY - ALL DEPTS	439,247	444,011	-	-	-
42600-1550	UNEMPLOYMENT COMPENSATION	26,072	1,316	10,000	1,400	1,500
53035-1550	TRAVEL/TRAINING	1,889	1,073	2,000	1,200	1,500
53065-1550	WORKERS COMPENSATION	494,511	625,807	545,000	550,000	570,000
53045-1550	PUBLICATIONS/MEMBERSHIPS	2,057	3,915	2,000	2,000	2,000
53150-1550	MEDICAL EXAMS	2,925	2,593	3,000	3,000	3,000
53155-1550	CIVIL SERVICE FEES	8,766	26,092	10,000	22,000	16,000
53170-1550	PROMOTIONAL TESTING	966	-	1,000	350	500
	Sub-Total:	\$ 5,065,358	\$ 5,265,827	\$ 573,000	\$ 579,950	\$ 594,500
	TOTALS:	\$ 5,266,288	\$ 5,486,736	\$ 811,778	\$ 818,728	\$ 843,786

ANNUAL BUDGET 2015

EXPLANATION – HUMAN RESOURCES

- 42050-1550** **HEALTH/WELFARE – This line item is used to pay vision coverage for all non-uniformed employees. Once paid entirely through the Human Resources Department, the 2014 Budget split this and all employee benefits out at the department level.**

- 53045-1550** **PUBLICATIONS/MEMBERSHIPS – This pays for memberships in Public Employer Labor Relations Advisory Service, International City Management Association, Society of Human Resource Management.**

- 53155-1550** **CIVIL SERVICE FEES – This pays for Civil Service advertisements and testing materials.**

ANNUAL BUDGET 2015

EXPLANATION – INFORMATION TECHNOLOGY

- 53200-1920 MAINT-EQUIPMENT/SOFTWARE – Software annual maintenance costs, internet provider bills. This has increased due to our change to Google mail and other software maintenance increases.**
- 53208-1920 TELEPHONE MAINTENANCE CONTRACT – Increase in telephone services and software and network equipment costs.**
- 54439-1920 CONSULTING – Police IT.**
- 53047-1920 AUDIT IMPLEMENTATION EXPENSE – This line item is improvements identified in the IT Audit, such as Police Department Building Access, Electronic Payments for Accounts Payable, etc. This expense is funded by corresponding receipts under Intergovernmental Receipts – Act 47.**

ANNUAL BUDGET

Comparative Detail of Appropriations and Expenditures

DEPARTMENT:	P.W. HIGHWAYS & STREETS					
FUND:	GENERAL					
Account No.	Account	Actual Expenditure 2012	Actual Expenditure 2013	Budgeted Approp. 2014	Year End Estimate 2014	Budgeted Approp. 2015
	PERSONNEL EXPENSES					
41158-3210	STANDARD SALARY - SUPERINTENDENT	\$ 50,624	\$ 50,624	\$ 50,430	\$ 50,430	\$ 50,430
41159-3210	STANDARD SALARY - CLERICAL ASSOCIATE III	38,415	60,203	38,563		-
41172-3210	STANDARD SALARY - CLERICAL ASSOCIATE I	-	-	-	24,346	28,565
41161-3210	STANDARD SALARY - FOREMEN	91,840	94,513	92,477	92,477	92,477
41162-3210	STANDARD SALARY - EMPLOYEES	1,004,707	1,019,625	1,027,686	1,027,686	962,528
41163-3220	STANDARD SALARY - TEMP. EMPLOYEES	29,769	31,442	32,000	32,000	32,000
42152-3210	LONGEVITY SALARY	-	-	10,920	10,920	8,880
42150-3210	HEALTH INSURANCE	-	-	331,322	331,322	334,608
42050-3210	HEALTH/WELFARE	-	-	1,728	1,728	1,782
42100-3210	LIFE/DISABILITY INSURANCE	-	-	5,779	5,779	5,001
42250-3210	SOCIAL SECURITY	-	-	98,382	98,382	95,272
41150-3210	OVERTIME	45,445	57,807	35,000	58,000	55,000
41200-3210	TEMPORARY RATE	9,314	8,375	9,000	9,500	8,400
41250-3210	SHIFT DIFFERENTIAL	6,275	5,858	7,500	7,500	7,500
	Sub-Total:	\$ 1,276,388	\$ 1,328,446	\$ 1,740,788	\$ 1,750,071	\$ 1,682,442
	OPERATING EXPENSES					
53085-3210	EDUCATION/TRAINING	\$ 399	\$ 1,000	\$ 1,200	\$ 1,200	\$ 1,500
53585-3210	MAINT/LUMBER	660	929	1,500	1,000	1,500
53017-3210	MATERIALS/SUPPLIES	10,782	7,914	10,000	11,000	11,000
53600-3210	ROAD MATLS (NON-CONTRACT)	3,016	9,852	10,000	10,000	10,000
53615-3210	ROAD MATERIALS -STREET CUTS	68,295	71,802	85,000	85,000	85,000
53630-3210	ROAD MATERIALS- CONCRETE	19,187	20,000	20,000	20,000	20,000
53645-3210	ROAD MATERIALS- STONE	1,300	1,878	4,000	4,000	4,000
53018-3210	TOOLS & SUPPLIES	2,815	4,209	6,000	6,000	6,000
53660-3210	SAFETY EQUIPMENT & CLOTHING	3,950	4,391	5,000	5,000	5,000
53665-3210	ROADSIDE MANAGEMENT	3,229	3,278	4,000	4,000	5,000
53200-3210	MAINTENANCE EQUIPMENT	2,003	1,973	2,000	2,000	2,000
53240-3210	ELECTRICITY - HIGHWAY YARD	14,459	14,383	19,000	15,000	16,000
53245-3210	FUEL OIL/NATURAL GAS HIGHWAY YARD	7,092	9,937	9,500	9,200	9,400
53195-3210	MAINTENANCE - HWY YARD	4,659	3,587	4,500	4,500	4,500
53750-3210	ST. RESURFACING-TRANSFER TO CAPITAL ST-1					285,449

ANNUAL BUDGET 2015

EXPLANATION – P. W. HIGHWAYS AND STREETS

- 53600-3210 ROAD MATERIALS (IN-HOUSE USE) – This line item is used to purchase materials for alley and other paving performed by City employees.**
- 53018-3210 TOOLS & SUPPLIES – This is for the purchase of broken or lost hand tools (shovels, rakes, hammers, etc.)**
- 53665-3210 ROADSIDE MANAGEMENT – This funds the contract for roadside herbicide spraying along guard rails and along road edges.**
- 53200-3210 MAINTENANCE EQUIPMENT – For small tools, etc. sent out for repairs.**
- 53725-3210 STREET MAINTENANCE – This is used to maintain streams flowing through the City. Gravel bars, trees and other obstructions are removed from streams and from bridge abutments.**
- 53730-3210 LANDFILL COSTS – This pays for the disposal of refuse picked up from City buildings and trash cans on the streets.**

ANNUAL BUDGET 2015

EXPLANATION – P. W. STREET LIGHTING/TRAFFIC SIGNALS

53815-3400 ONE CALL SYSTEM – This is our cost for participating in the state-wide one call system.

ANNUAL BUDGET 2015

EXPLANATION – P. W. FLEET MAINTENANCE

53320-3600 VEHICLE REPAIRS – The year end 2014 expenditure for this line item is \$60,000. Last winter was especially hard on City P.W. equipment. In addition, we also spent \$25,000 from Highway Aid on major repairs like front-ends, transmissions, turbo chargers, and emission regulations. This item also funds \$4,500 in software for vehicle and engine scan tools to diagnose vehicle problems.

ANNUAL BUDGET 2015

EXPLANATION – P. W. BUILDINGS & PROPERTY

- 53245-1940 FUEL/HEATING – This is the fuel required to heat City Hall. This amount is higher due to lower than anticipated winter temperatures in 2014.**
- 53270-1940 LEASE RENTAL-NORFOLK SOUTHERN – This is for a small parcel of land near the 8th Street Bridge leased from Norfolk Southern as part of the City's right-of-way.**

ANNUAL BUDGET

Comparative Detail of Appropriations and Expenditures

DEPARTMENT:	POLICE					
FUND:	GENERAL					
Account No.	Account	Actual Expenditure 2012	Actual Expenditure 2013	Budgeted Approp. 2014	Year End Estimate 2014	Budgeted Approp. 2015
	PERSONNEL EXPENSES					
41126-2300	STANDARD SALARY - CHIEF	\$ 92,653	\$ 92,653	\$ 79,856	\$ 79,856	\$ 79,856
41127-2300	STANDARD SALARY - DEPUTY CHIEF	78,617	54,409	-	-	-
41128-2300	STANDARD SALARY - LIEUTENANTS	215,716	241,345	194,767	194,767	194,767
41129-2300	STANDARD SALARY - SERGEANTS	751,365	809,447	651,516	651,516	651,516
41131-2300	STANDARD SALARY - CORPORALS	599,048	589,216	577,818	577,818	575,228
41132-2300	STANDARD SALARY - PATROLMEN	2,100,744	2,066,580	1,881,135	1,881,135	1,844,420
41133-2300	STANDARD SALARY - BIKE PATROL	186,478	119,388	164,192	164,192	161,192
41134-2300	STANDARD SALARY - OFFICE SUPERVISOR	43,518	43,518	42,514	42,514	42,514
41135-2300	STANDARD SALARY - CLERICAL ASSOC. III	150,547	155,616	152,651	152,651	152,984
41136-2300	STANDARD SALARY - DOG LAW OFFICER	42,892	44,145	43,139	43,139	43,139
41137-2300	STANDARD SALARY - COURT LIAISON	41,848	43,080	42,078	42,078	42,078
41138-2300	STND SALARY - VEH. MAINT/SCHL GRD COORD.	42,892	46,497	43,139	43,139	43,139
41139-2300	STANDARD SALARY - SCHOOLGUARDS	153,453	151,990	163,587	163,587	163,587
42152-2300	LONGEVITY SALARY	-	-	131,369	131,369	136,922
42150-2300	HEALTH INSURANCE	-	-	1,189,778	1,189,778	1,261,692
42150-2300	HEALTH INSURANCE - RETIREES	-	-	557,142	557,142	717,966
42050-2300	HEALTH/WELFARE	-	-	432	432	432
42100-2300	LIFE/DISABILITY INSURANCE	-	-	16,975	16,975	17,024
42101-2300	LIFE/DISABILITY INSURANCE - RETIREES	-	-	-	-	1,754
42250-2300	SOCIAL SECURITY	-	-	96,545	96,545	95,471
41150-2300	OVERTIME SALARY	99,491	82,412	100,000	85,000	90,000
41170-2300	DOG LAW OVERTIME SALARY	9,003	8,425	8,000	8,000	8,000
41180-2300	SPECIAL EVENTS OVERTIME SALARY	17,438	14,237	15,000	15,000	15,000
41190-2300	OFF DUTY POLICE OVERTIME SALARY	79	-	2,000	3,600	3,600
41192-2300	BIKE PATROL OVERTIME SALARY	14,653	12,357	15,000	13,500	14,000
41194-2300	JAG 2013 GRANT	-	5,127	-	-	-
41200-2300	TEMPORARY RATE SALARY	6,987	7,073	7,000	7,000	7,000
41250-2300	SHIFT DIFFERENTIAL SALARY	81,592	80,424	80,205	80,205	80,205
41310-2300	POLICE FESTIVE HOLIDAY SALARY	11,923	12,809	14,500	14,500	14,500
41350-2300	POLICE COLLEGE CREDITS SALARY	16,450	15,800	16,650	15,100	15,750

ANNUAL BUDGET

Comparative Detail of Appropriations and Expenditures

DEPARTMENT:	POLICE					
FUND:	GENERAL					
Account No.	Account	Actual Expenditure 2012	Actual Expenditure 2013	Budgeted Approp. 2014	Year End Estimate 2014	Budgeted Approp. 2015
41110-2300	BLAIR CO SOBRIETY CKPOINT SALARY	4,823	3,823	5,000	4,000	4,000
41120-2300	BLAIR COUNTY TASK FORCE - SALARY	124,942	48,300	80,000	62,500	60,000
41400-2300	COURT OVERTIME SALARY	58,477	60,738	85,000	70,000	75,000
41410-2300	LIQUOR ENFORCEMENT GRANT	8,272	9,651	10,000	10,000	10,000
	Sub-Total:	\$ 4,953,902	\$ 4,819,058	\$ 6,466,990	\$ 6,417,040	\$ 6,622,737
	OPERATING EXPENSES					
42350-2300	PENSION CONTRIBUTION - POLICE	\$ -	\$ -	\$ 1,804,136	\$ 1,804,136	\$ 2,194,478
53020-2300	PROFESSIONAL SERVICES	-	-	500	500	500
53025-2300	CELLULAR TELEPHONE/WIRELESS ACCESS	10,650	9,992	10,500	10,000	10,500
53035-2300	TRAVEL/TRAINING	79	-	500	500	500
53045-2300	PUBLICATIONS/MEMBERSHIPS	1,294	1,137	1,300	1,200	1,200
53275-2300	POLICE CLOTHING ALLOWANCE	55,215	60,223	70,000	70,000	65,000
53280-2300	POLICE VESTS-COLL BARG AGREEMENT	11,345	5,180	8,250	8,250	12,000
53285-2300	UNIFORM-ANIMAL LAW OFFICER	55	428	450	450	450
53290-2300	SCHOOLGUARDS-UNIFORMS	1,705	2,807	5,000	5,000	5,000
53019-2300	MATERIALS/SUPPLIES OTHER	(44,059)	(6,389)	12,000	12,000	12,000
53300-2300	SUPPLIES ANIMALS	670	392	500	500	500
53310-2300	PHOTO SUPPLIES & EQUIPMENT	2,415	377	4,000	2,500	2,000
53315-2300	FIREARMS	13,109	21,204	15,000	15,000	16,000
53320-2300	VEHICLE REPAIRS	40,901	38,677	45,000	42,000	41,000
53150-2300	MEDICAL EXAMS	184	3,908	2,000	2,100	1,500
53345-2300	TOWING & IMPOUNDS	45	50	200	350	350
53350-2300	MAINT CONTRACT POLICE EQUIP	22,552	11,239	25,000	20,000	20,000
53355-2300	MAJOR CASE INVESTIGATIONS	-	277	500	200	275
53360-2300	NARCOTICS/VICE OPERATIONS	40,206	37,579	40,000	40,000	40,000
53370-2300	POLICE TRAINING	13,776	14,789	30,000	30,000	40,000
53371-2300	HIGHER EDUCATION REIMBURSEMENT	10,000	10,258	5,000	10,000	10,000
53372-2300	POLICE ACADEMY TRAINING	528	19,215	-	-	-
53017-2300	MATERIALS/SUPPLIES MAINTENANCE	8,719	8,897	10,500	10,500	10,500
53250-2300	MAINTENANCE-BUILDINGS	3,838	4,266	5,000	5,000	5,000
53245-2300	BUILDING FUEL - POLICE STATION	4,093	5,413	5,300	8,100	8,500

ANNUAL BUDGET 2015

EXPLANATION – POLICE DEPARTMENT

- 41150-2300 OVERTIME SALARY – This appropriation for overtime is to cover costs for Police Officers required to work extra duty during manpower shortages, special work assignments, special criminal investigations, and incidents requiring officers to remain past the end of their assigned duty shift.**
- 41180-2300 SPECIAL EVENTS OVERTIME SALARY – This appropriation for overtime is to cover costs for Police Officers required to work extra duty during the approximately 30 special events held in the City. These events include Walks, Runs, Concerts, Parades, Wing-Offs, etc.**
- 41190-2300 OFF DUTY POLICE OVERTIME SALARY – This appropriation is reimbursed.**
- 41192-2300 BIKE PATROL OVERTIME SALARY – This appropriation is covered by the Federal CDBG Program.**
- 41110-2300 BLAIR CO SOBRIETY CHECKPOINT SALARY – This appropriation is reimbursed.**
- 41120-2300 BLAIR CO. TASK FORCE SALARY – This appropriation is reimbursed.**
- 41410-2300 LIQUOR ENFORCEMENT GRANT – This appropriation is reimbursed.**
- 53020-2300 PROFESSIONAL SERVICES – this appropriation is to pay for any special tests or information requests required for a major crime case.**
- 53035-2300 TRAVEL/TRAINING – These monies are used for travel/training for administrative staff.**
- 53045-2300 PUBLICATIONS/MEMBERSHIPS – Includes yearly subscription costs for Pennsylvania Criminal Law Bulletin, Search and Seizure Bulletin, Narcotics Bulletin, Public Employment Law Report, etc.**

ANNUAL BUDGET 2015

EXPLANATION – POLICE DEPARTMENT (Continued)

- 53280-2300 **POLICE VESTS – Collective Bargaining Agreement – An officer’s ballistic vest is to be replaced by the City every five (5) years. In 2015, sixteen (16) vests are due to be replaced. Half of this cost is reimbursed through the Ballistic Vest Grant.**
- 53019-2300 **MATERIALS/SUPPLIES OTHER – This appropriation is to cover the costs of items such as Evidence Bags, Evidence Labels, Evidence Tape, Crime Scene Processing supplies, PBT Mouthpieces, etc. This line item is also used to replenish Petty Cash and Prisoner Food. In 2015 we also need to purchase Digital Recorders for CID and Tactical Bags for the Tactical Response Team.**
- 53315-2300 **FIREARMS – Funds are used to purchase ammunition, Tactical Response Team supplies to include Less-Lethal Ammunition, Range Supplies, Taser Supplies, etc.**
- 53150-2300 **MEDICAL EXAMS – Funds allocated pay for Physical Exams, Psychological Exams, and Drug Screens for new hires.**
- 53350-2300 **MAINTENANCE CONTRACT POLICE EQUIP – This appropriation covers the costs of maintenance contracts with various companies to include Com Pros (radios), YIS/Cowden (VasCar calibrations, repairs), Cellebrite USA (kit for forensic examination of cell phones), Otis Elevator Co. (elevator service contract), Caporuscio Plumbing (HVAC), Taser International, etc.**
- 53360-2300 **NARCOTICS/VICE OPERATIONS – This appropriation is applied to the costs of narcotics/vice investigations to include special equipment, drug buys, cell phones, purchases of illegal weapons being sold on the street, special details, etc.**

ANNUAL BUDGET 2015

EXPLANATION – POLICE DEPARTMENT (Continued)

- 53370-2300** **POLICE TRAINING** – Training is critical to maintain a highly professional and competent Police Department. Some of the anticipated department-wide training in 2015 includes the following: Mandatory in-service training, Firearms training, Crisis Intervention Team training, Supervisor training, Tactical Response Team training, Active Shooter training, Use of Force training, Automatic External Defibrillator training, Defensive Tactics training, Taser certification and re-certifications. In addition, individual officers, depending on their current assignment, will receive various specialized training.

- 53960-2300** **COMMUNITY SERVICES** – Funds in this account are used to purchase items to be handed out to citizens (adults/children) at events (Neighborhood Watch, Night Out Against Crime, Trick or Treat Night, etc.)

- 53980-2300** **POLICE EQUIPMENT DONATIONS** – This line item varies from year to year. Any monies received as a donation to the Police Department is placed into this account and utilized for special purchases.

- 53998-2300** **OPERATION OUR TOWN EXPENSE** – Monies in this account are utilized for special drug investigations/operations that are conducted on an overtime basis by off-duty officers. The activities must be approved.

ANNUAL BUDGET

Comparative Detail of Appropriations and Expenditures

DEPARTMENT:	FIRE					
FUND:	GENERAL					
Account No.	Account	Actual Expenditure 2012	Actual Expenditure 2013	Budgeted Approp. 2014	Year End Estimate 2014	Budgeted Approp. 2015
	PERSONNEL EXPENSES					
41142-2400	STANDARD SALARY - CHIEF	\$ 101,184	\$ 83,668	\$ 76,887	\$ 76,887	\$ 76,887
41100-2400	STANDARD SALARY - DEPUTY CHIEF	63,273	68,319	62,781	62,781	62,781
41144-2400	STANDARD SALARY - ASST. CHIEFS	254,335	304,838	231,311	231,311	231,311
41146-2400	STANDARD SALARY - CO CAPTAINS	1,205,996	1,304,363	1,080,989	1,080,989	1,080,989
41147-2400	STANDARD SALARY - DRIVERS	1,155,553	1,176,183	1,040,391	1,040,391	1,040,391
41148-2400	STANDARD SALARY - FIREFIGHTERS	819,931	752,334	691,414	691,414	836,711
41149-2400	STANDARD SALARY-FIRE MARSHALL/INSP.	61,450	66,223	57,828	57,828	57,828
41145-2400	STANDARD SALARY - SECRETARY	39,917	39,917	38,927	38,927	38,927
42152-2400	LONGEVITY SALARY	-	-	159,243	159,243	127,395
42150-2400	HEALTH INSURANCE	-	-	1,102,239	1,102,239	1,046,161
42150-2400	HEALTH INSURANCE - RETIREES	-	-	511,934	511,934	647,784
42050-2400	HEALTH/WELFARE	-	-	54	54	54
42100-2400	LIFE/DISABILITY INSURANCE	-	-	19,666	19,666	14,264
42101-2400	LIFE/DISABILITY INSURANCE - RETIREES	-	-	-	-	3,580
42250-2400	SOCIAL SECURITY	-	-	60,298	60,298	61,051
41150-2400	OVERTIME SALARY	441,021	408,419	225,000	240,000	240,000
41140-2400	HAZMAT OVERTIME SALARY	12,576	-	-	-	-
41200-2400	TEMPORARY RATE SALARY	18,574	13,459	20,000	13,000	16,000
41130-2400	HAZ MAT INCENTIVES - COLL. BARGAINING	900	3,400	3,000	3,000	3,200
41300-2400	HOLIDAY PAY - SALARY	-	-	237,906	237,906	227,085
	Sub-Total:	\$ 4,174,709	\$ 4,221,123	\$ 5,619,868	\$ 5,627,868	\$ 5,812,398
	OPERATING EXPENSES					
42400-2400	PENSION CONTRIBUTION - FIRE	\$ -	\$ -	\$ 2,802,807	\$ 2,802,807	\$ 3,039,983
53025-2400	TELEPHONE - CELLULAR	3,587	2,620	3,000	3,000	3,000
53320-2400	VEHICLE REPAIRS	54,832	47,448	63,000	61,000	63,000
53285-2400	FIREFIGHTERS UNIFORMS	15,202	13,360	10,000	9,950	10,000
53415-2400	HOUSE SUPPLIES - FIRE STATION	5,653	5,843	7,500	7,000	7,500
53019-2400	MISC EQUIP & MATLS FIRE	12,248	17,730	21,500	26,700	21,500
53430-2400	EMPLOYEE MEDICAL EXAMS	630	1,380	2,500	1,600	1,600
53475-2400	JUVENILE FIRESETTER PROGRAM	-	-	1,000	400	1,000

ANNUAL BUDGET 2015

EXPLANATION – FIRE DEPARTMENT

- 53019-2400** **MISC. EQUIP & MATERIALS** – this line item is used for a wide variety of purchases. We currently use this line to purchase firefighter personal protective equipment, tools for fire engines, extrication equipment, equipment for the Fire Inspector, repairs to all equipment located on the fire engines or ladder trucks, testing of ladders, testing and repairs of Thermal Imaging Cameras, repairs to air monitors, any air pack repairs, and required testing for air packs. This line item is also used for all loose tool purchases. In 2014 this line item exceeded the budget due to the fact that more personal protective equipment had to be purchased than expected.
- 53200-2400** **MAINTENANCE EQUIPMENT** – This line item is used specifically for all radio and pager replacement and repairs. These repairs include labor and material costs for repairing portable radios damaged while firefighting, mobile radios, pager repairs, and pager batteries.
- 53017-2400** **BUILDING MAINTENANCE – FIRE HOUSES** – This line item is used for all items in relation to the upkeep and maintenance of the stations. These expenses range from preventative maintenance on the HVAC systems, to overhead door repairs, plumbers, propane for generators, or pest control expenses. The Fire Department also takes any expenses associated with the breathing air compressor out of this line item. All maintenance supplies and maintenance labor for the fire stations come from this line item.
- 53506-2400** **PERSONAL PROTECTIVE EQUIPMENT** – This budget item will be used to purchase and repair current firefighter personal protective equipment (PPE). Firefighter PPE includes: turnout gear, helmets, firefighting boots, hoods, structural gloves, rescue gloves, SCBA repairs, SCBA face piece repairs and replacement and various tools utilized by the individual firefighter. Currently, we have been paying for these items out of various budget items, with no specific line item dedicated for PPE. This practice presents two problems. First, when these budget items become depleted due to the purchase of critical PPE, then other department operations suffer. Second, if budget items have been depleted due to other fire department operations, there are no funds to purchase critical PPE for firefighter safety. The creation of a Firefighter PPE line item will allow fire administration to both maintain a high degree of safety, but also more efficiently and effectively purchase and track PPE purchases.

ANNUAL BUDGET

Comparative Detail of Appropriations and Expenditures

DEPARTMENT:	PLANNING & ZONING					
FUND:	GENERAL					
Account No.	Account	Actual Expenditure 2012	Actual Expenditure 2013	Budgeted Approp. 2014	Year End Estimate 2014	Budgeted Approp. 2015
	PERSONNEL EXPENSES					
41100-1910	STANDARD SALARY - PLANNING	\$ 590,223	\$ 247,192	\$ 181,102	\$ 591,109	\$ 592,873
41153-1910	STND SALARY-CLERICAL ASSOC. III (1.5 EE's)	25,920	39,576	38,563	38,563	57,841
41155-1910	BLDG. & CONSTRUCTION CODE OFFICER I	33,707	-	-	-	-
41156-1910	STND SALARY-CODES AND INSPECTIONS MGR.	34,081	47,836	46,638	48,463	-
42152-1910	LONGEVITY SALARY	-	-	3,762	9,000	8,160
41150-1910	OVERTIME	77	-	-	-	-
42150-1910	HEALTH INSURANCE	-	-	81,510	240,468	241,550
42050-1910	HEALTH/WELFARE	-	-	327	810	783
42100-1910	LIFE/DISABILITY INSURANCE	-	-	1,093	1,404	1,357
42250-1910	SOCIAL SECURITY	-	-	21,113	52,566	50,338
	Sub-Total:	\$ 684,009	\$ 334,604	\$ 374,107	\$ 982,383	\$ 952,902
	OPERATING EXPENSES					
53530-1910	ZONING HRG BOARD COSTS	\$ 5,658	\$ 3,056	\$ 8,000	\$ 6,000	\$ 6,000
53220-1910	ZONING EXPENSE	-	413	250	500	500
53035-1910	TRAVEL/TRAINING	96	765	2,000	2,000	2,000
53075-1910	SMALL ITEM EQUIPMENT	992	346	1,000	1,000	1,000
53227-1910	CONTRACTED SERVICES - (MDIA & SITE MAINT.)	69,528	51,333	91,000	40,000	65,000
53228-1910	BLAIR COUNTY PLANNING COMMISSION	-	11,580	12,000	14,000	14,000
53330-1910	ACT 47 DOWNTOWN INVESTMENT PLAN				202,999	47,001
53229-1910	CAR REPLACEMENT - TRANSFER TO CAPITAL PL-1					15,667
	Sub-Total:	\$ 76,274	\$ 67,493	\$ 114,250	\$ 266,499	\$ 151,168
	TOTALS:	\$ 760,283	\$ 402,097	\$ 488,357	\$ 1,248,882	\$ 1,104,070

ANNUAL BUDGET						
Comparative Detail of Appropriations and Expenditures						
DEPARTMENT:	PLANNING CODE ENFORCEMENT					
FUND:	GENERAL					
Account No.	Account	Actual Expenditure 2012	Actual Expenditure 2013	Budgeted Approp. 2014	Year End Estimate 2014	Budgeted Approp. 2015
	PERSONNEL EXPENSES					
41151-2500	STANDARD SALARY - DIRECTOR	\$ 8,886		\$ -	\$ -	\$ -
41156-2500	SALARY - BLDG CODE OFFICIAL	13,576	(179)	-	-	-
41157-2500	STANDARD SALARY - WORKING SUPERVISOR			46,030	27,364	-
41157-2500	STANDARD SALARY - CODE ENF. OFFICERS	209,849	219,372	168,314	168,314	210,392
41152-2500	STANDARD SALARY - CLERICAL ASSOCIATE II	12,384	(144)	73,861	73,861	-
41153-2500	STANDARD SALARY - CLERICAL ASSOCIATE III	70,705	74,145	-	-	-
41197-2500	STANDARD SALARY - CODES & INSPECTIONS MGR.	-	-	-	-	50,590
42152-2500	LONGEVITY SALARY	-	-	3,600	3,600	3,960
42150-2500	HEALTH INSURANCE	-	-	92,960	63,850	66,861
42050-2500	HEALTH/WELFARE	-	-	378	378	270
42100-2500	LIFE/DISABILITY INSURANCE	-	-	1,264	1,174	903
42250-2500	SOCIAL SECURITY	-	-	23,091	23,387	20,268
	Sub-Total:	\$ 315,399	\$ 293,193	\$ 409,498	\$ 361,927	\$ 353,244
	OPERATING EXPENSES					
53035-2500	TRAVEL/TRAINING	\$ 1,720	\$ 1,698	\$ 1,500	\$ 1,500	\$ 1,700
53075-2500	SMALL ITEM EQUIPMENT	815	934	500	3,067	1,600
53305-2500	DOG LICENSE EQUIP/SUPPLIES	-	-	700	-	-
53285-2500	UNIFORMS	458	-	700	700	700
53505-2500	CODE HEARING BOARD	-	465	-	-	-
53510-2500	CODE BOOKS/UCC BOOKS	223	354	1,000	1,000	1,000
53525-2500	NUISANCE ABATEMENT MTLs	1,280	30	2,500	1,000	2,000
53200-2500	EQUIPMENT MAINTENANCE	3,133	(1,666)	4,000	3,500	4,000
53215-2500	MUNICIPAL CODE - ACT 13	3,296	5,372	-	5,000	5,000
	Sub-Total:	\$ 10,926	\$ 7,187	\$ 10,900	\$ 15,767	\$ 16,000
	TOTALS:	\$ 326,325	\$ 300,380	\$ 420,398	\$ 377,694	\$ 369,244

ANNUAL BUDGET 2015

EXPLANATION – PLANNING CODE ENFORCEMENT

- 41157-2500** **STANDARD SALARY – CODE ENF. OFFICERS – (See explanations for Planning & Zoning)**
- 41197-2500** **STANDARD SALARY – CODES & INSPECTIONS MGR. – (See explanations for Planning & Zoning)**
- 53035-2500** **TRAVEL/TRAINING – In order to maintain their certifications, our code officers and building inspector must obtain continuing education credits. These are not offered locally, and are most often offered no closer than Pittsburgh. This item is in the budget for these training opportunities and the associated travel. Because a new codes officer is being trained, a slight budget increase is anticipated for next year.**
- 53075-2500** **SMALL ITEM EQUIPMENT - This line item is for flashlights, duct tape, thermometers, flea spray, measuring tape and other supplies needed by the code officers and building inspector. Over the past year, the City's share of the Planning Department's paper, office supplies and copier maintenance costs were billed to this specific line item as well. The increase in this budget line item is because the Finance Department billed all such costs to the same line item after the reorganization of Planning, Codes and Inspections. Previously, each department had its own small office equipment line item. (Note that Codes, Inspections and Planning all use the same copier and copier paper.)**
- 53525-2500** **NUISANCE ABATEMENT MATERIALS - This line item is for the cleanup of junk on abandoned properties. It has not been used over the past few years, but it should be. There is a need for it. I would keep this money in the budget and use it to clean up properties like Parris's nightmare on 17th Street.**
- 53200-2500** **EQUIPMENT MAINTENANCE - This item is exclusively used for radio maintenance. The code officers have radios.**

ANNUAL BUDGET 2015

EXPLANATION – PLANNING CODE ENFORCEMENT (Continued)

53215-2500 MUNICIPAL CODE – ACT 13 - This is a \$4 fee charged to each permit that is automatically passed on to the Commonwealth of Pennsylvania.

ANNUAL BUDGET 2015

EXPLANATION – CULTURE AND RECREATION

- 53210-4510 14TH STREET HERITAGE PARK PLAZA – This line item is used to purchase flags and banner replacements for 11th and 12th Avenues, Heritage Plaza and the Southern Alleghenies Museum of Art.**
- 53735-4510 PEDESTRIAN CROSSOVER MAINTENANCE – This line item includes the cost of annual elevator maintenance (\$7,000) and other maintenance materials and supplies.**

BALANCE & TRANSFERS - 2014

Beginning Operating Balance 1/1/14		<u>\$ 1,742,665</u>
Estimated Receipts	<u>\$ 29,700,720</u>	
Estimated Expenditures	<u>(\$ 28,498,564)</u>	
Transfer to Contingency Reserve	<u>(\$ 2,344,821)</u>	
Transfer to Self-Insurance Reserve	<u>(\$ -0-)</u>	
Transfer to Equipment Replacement Fund	<u>(\$ -0-)</u>	
Ending Operating Balance 12/31/14		<u>\$ 600,000</u>

BALANCE & TRANSFERS - 2015

Beginning Operating Balance 1/1/15		<u>\$ 600,000</u>
Estimated Receipts	<u>\$ 30,659,814</u>	
Estimated Expenditures	<u>(\$ 30,618,618)</u>	
Transfer to Contingency Reserve	<u>(\$ -0-)</u>	
Transfer to Self- Insurance Reserve	<u>(\$ -0-)</u>	
Transfer to Equipment Replacement Fund	<u>(\$ -0-)</u>	
Ending Operating Balance 12/31/15		<u>\$ 641,196</u>

(Note: The City's Financial Policy requires a contingency reserve be maintained equal to 10% of the City's total receipts: In 2014 a 10% contingency reserve would equal \$2,970,072. We are estimating that at the end of 2014 we will have a contingency reserve of \$2,344,821. In 2015 the contingency reserve should be \$3,200,000. We have not added to the contingency reserve in 2015. When receipts support it, and when we have funded our 10% contingency reserve, I am recommending the establishment of an equipment replacement fund to provide funding for the replacement of mobile equipment/vehicles. Such a fund will reduce City expenditures in the future.)

HIGHWAY AID/LIQUID FUELS BUDGET 2015

DEPARTMENT:	PUBLIC WORKS			
FUND:	HIGHWAY AID/LIQUID FUELS			
Account No.	Account	Actual 2013	Actual / Estimate 2014	Budget 2015
RECEIPTS				
	Beginning Balance	\$ 327,922	\$ 246,057	\$ 160,204
21-33470-0000	Allocation	\$ 985,975	\$ 1,063,362	\$ 1,133,743
21-33470-0000	Turnback Allowance	\$ 4,640	\$ 4,640	\$ 4,640
21-36110-0000	Interest	\$ 154	\$ 1,000	\$ 1,000
21-39035-0000	Refunds	\$ 96,728	\$ 20,000	\$ 20,000
	TOTAL	\$ 1,415,419	\$ 1,335,059	\$ 1,319,587
EXPENDITURES				
21-54307-0000	Major Equipment Purchases	\$ -	\$ -	\$ -
21-54302-0000	Minor Equipment Purchases	\$ -	\$ -	\$ -
21-54310-0000	Cleaning of Streets and Gutters	\$ -	\$ 10,000	\$ 10,000
21-54320-0000	Winter Maintenance Services	\$ 365,742	\$ 300,000	\$ 300,000
21-54330-0000	Traffic Control Devices (includes electricity)	\$ 70,320	\$ 60,000	\$ 75,000
21-54340-0000	Street Lighting (includes electricity)	\$ 198,817	\$ 320,000	\$ 200,000
21-54360-0000	Storm Sewers and Drains	\$ 5,000	\$ -	\$ 10,000
21-54370-0000	Repairs of Tools and Machinery	\$ 47,467	\$ 5,000	\$ 25,000
21-54380-0000	Maintenance of Roads and Bridges*	\$ 470,402	\$ 479,855	\$ 500,000
21-54395-0000	Transfer to Capital - Guide Rail ST-7			\$ 10,000
21-54399-0000	Transfer to Capital - Storm Sewers SW-1			\$ 10,000
Misc.	Miscellaneous	\$ 11,614	\$ -	\$ -
	TOTAL	\$ 1,169,362	\$ 1,174,855	\$ 1,140,000
	ENDING BALANCE/CARRY OVER	\$ 246,057	\$ 160,204	\$ 179,587
* Includes \$456,700 Transfer to General Fund from Highway Aid for salary reimbursement				