

Greenville City Council Budget Workshop Agenda

Monday, March 21, 2016
6:00 p.m.
City Hall Conference Room 337
200 West Fifth Street

- I. Call Meeting to Order
- II. Roll Call
- III. Approval of Agenda

- Public Comment Period

The Public Comment Period is a period reserved for comments by the public. Items that were or are scheduled to be the subject of public hearings conducted at the same meeting or another meeting during the same week shall not be discussed. A total of 30 minutes is allocated with each individual being allowed no more than 3 minutes. Individuals who registered with the City Clerk to speak will speak in the order registered until the allocated 30 minutes expires. If time remains after all persons who registered have spoken, individuals who did not register will have an opportunity to speak until the allocated 30 minutes expires.

- IV. February General Fund Financial Report (15 minutes)
- V. Presentations of Departmental Budget Requests
 - Police Department (1 hour)
 - Fire/Rescue (45 minutes)
 - BREAK**
 - Public Works (1 hour)
- VI. Adjournment

SECTION 1 TAB

**FEBRUARY
FINANCIAL REPORT**



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Greenville City Council Budget Workshop

FEBRUARY GENERAL FUND FINANCIAL REPORT

MEMORANDUM

TO: Barbara Lipscomb, City Manager
 Michael Cowin, Assistant City Manager
FROM: Bernita Demery, CPA, MBA, Director of Financial Services *Bolster*
DATE: March 11, 2016
SUBJECT: February 2016 General Fund Financial Report

In preparation for the March 21, 2016 Budget Workshop, you will find enclosed the year-to-date fiscal year 2016 financial information for the General Fund for eight months ending February 29, 2016. The report does not include information related to the Enterprise Funds. Enterprise Funds are scheduled to be presented at the March 31, 2016 Budget Workshop. The eight month period represents approximately 67% of fiscal year 2016. The report contains a comparison of the eight month period ending February 29, 2016 to the eight-month period ending February 29, 2015 for revenues, expenses, and transfers. Comparisons between fiscal year 2016 and 2015 are made on a year-to-date and month-to-date basis. Significant variances from the prior period(s) will be noted. Staff has also included a year-end projection discussion.

Summary

The following is a summary of the General Fund for February 29, 2016 on both a month-to-date and year-to-date basis:

GENERAL FUND SUMMARY AS OF FEBRUARY 29, 2016								
	2016	2015	%	2016	2015	%	2016	% REC./
	MTD	MTD	CHG	YTD	YTD	CHG	BUDGET	SPENT
REVENUES	\$ 3,606,770	\$ 5,316,289	-32%	\$ 55,899,799	\$56,252,889	-1%	\$81,780,552	68%
EXPENSES	\$ 4,541,001	\$ 4,522,072	<1%	\$ 42,016,529	\$42,070,681	<1%	\$71,033,980	59%
TRANSFERS	1,514,722	482,355	>100%	6,199,611	7,260,286	-15%	10,746,572	58%
NET	\$ (2,448,953)	\$ 311,862	<(100%)	\$ 7,683,660	\$ 6,921,923	11%	-	

For the current month ending February 29, 2016, expenses and transfers exceeded revenues by approximately \$2,448,953 while revenues exceeded expenses and transfers by approximately \$311,862 for the one month ending February 28, 2015 which is a difference of approximately \$2,760,815. This difference is the result of the transfer to the Capital Reserve fund for the Dickinson area Sidewalk Project, as well as timing of revenues in FY 2015, including Powell Bill, school resource officer reimbursements, and state fire protection.

Year-to-date, revenues exceeded expenses and transfers by approximately \$7,683,660, while prior year's revenues exceeded expenses and transfers by approximately \$6,921,923; a change of eleven percent. A further analysis of revenues and expenses for the eight-month period of fiscal year 2016 as compared to 2015 is provided on the pages that follow.

cc: Department Heads

Revenues

The following is a summary of the General Fund revenue for February 29, 2016 on both a month-to-date and year-to-date basis:

GENERAL FUND REVENUE BY TYPE SUMMARY AS OF FEBRUARY 29, 2016								
	2016	2015	\$	2016	2015	\$	2016	% REC/
	MTD	MTD	CHANGE	YTD	YTD	CHANGE	BUDGET	SPENT
PROPERTY	\$ 653,773	\$ 759,186	\$ (105,413)	\$30,040,715	\$ 29,781,199	\$ 259,516	\$32,020,369	94%
SALES	1,166,710	1,105,500	61,210	8,309,679	7,845,645	464,034	16,627,515	50%
UTILITIES	-	-	-	3,537,139	2,948,975	688,165	6,052,187	60%
MOTOR VEHICLE	70,631	84,791	(14,160)	661,867	630,348	31,519	1,018,705	65%
INSPECTION	43,422	55,069	(11,647)	402,003	511,311	(109,308)	865,514	46%
RESCUE	215,738	148,107	67,631	1,619,420	1,825,262	(205,841)	3,085,803	52%
RECREATION	157,639	158,489	(850)	1,081,881	1,143,266	(61,385)	1,990,809	54%
INVESTMENTS	45,449	239,661	(194,212)	21,912	621,356	(599,444)	553,761	4%
GUC TRANS. IN	629,056	539,993	89,063	4,770,842	4,395,312	375,530	6,500,000	73%
POWELL BILL	-	1,117,871	(1,117,871)	2,220,065	2,235,741	(15,676)	2,235,741	99%
SUBTOTAL	2,982,418	4,208,668	(1,226,250)	52,765,524	51,938,415	827,109	70,950,404	74%
ALL OTHER REV.	624,352	1,107,621	(483,269)	3,134,275	4,314,475	(1,180,200)	5,755,418	54%
APP. FUND BAL.	-	-	-	-	-	-	5,074,730	0%
SUBTOTAL	624,352	1,107,621	(483,269)	3,134,275	4,314,475	(1,180,200)	10,830,148	29%
TOTAL	\$ 3,606,770	\$ 5,316,289	\$(1,709,519)	\$55,899,799	\$ 56,252,889	\$ (353,090)	\$81,780,552	68%

Revenues were down approximately \$1,709,519 (32%) for the month of February coming in at \$3,606,770 for February 2016 as compared to \$5,316,289 for February 2015. For the eight months ending February 29, 2016, revenues were approximately \$55,899,799 as compared to \$56,252,889 in the prior year, which is a decrease of approximately \$353,090 (1%). Overall total revenue is projected to exceed budget revenue, excluding fund balance appropriations, for fiscal year 2016. Brief explanations of the variances are provided below:

- **PROPERTY TAX:** Property Tax revenues were down \$105,413 (14%) for the month of February 2016 as compared to February 2015, due the timing of property tax receipts recorded at the end of the period. Year-to-date through eight months, Property Tax revenues are one percent greater for fiscal year 2016 as compared to fiscal year 2015. Making up approximately 40% of the yearly budget, Property Tax is currently on pace to be within one percent of budget at the end of this fiscal year.
- **SALES TAX:** Sales Tax revenues were up 61,210 (6%) for the month of February 2016 as compared to February 2015, while year-to-date sales tax revenues are six percent greater for fiscal year 2016 as compared to fiscal year 2015 through eight months. Sales Tax is projected to exceed the budget amount for fiscal year 2016.
- **UTILITY FRANCHISE TAX:** For the eight-month period ending February 29, 2016 as compared to 2015, Utility Franchise Tax revenues are up approximately \$688,165 (23%). The increase is primarily due to the change in the allocation formula. Recent tax reform eliminated the State and Local franchise taxes on electricity and natural gas and applied the combined general sales tax rate of 7% of sales to both. The City continues to see increased revenues based on the change in distribution.

- **MOTOR VEHICLE:** For the eight-month period ending February 29, 2016, Motor Vehicle revenues are up approximately \$31,519, as compared to fiscal year 2015. However, month-to-date, the Motor Vehicle revenue was \$14,160 less than that of February 2015.
- **INSPECTIONS:** Inspections revenues were down \$11,647 for the month of February 2016 and down \$109,308, year-to-date, due to decreased permits in FY 2016. Fiscal year 2015 included various large projects in the uptown and medical district whereas fiscal year 2016 has not included such projects.
- **RESCUE SERVICE TRANSPORT:** This revenue category has increased month-to-date, but is still down year-to-date. A temporary change in staffing has slowed down the processing of the Rescue Service Transport billings. However, collections have increased in the recent months. As staffing returns to its normal level over the next month, collection levels will increase with the intentions to fully recover by the end of the fiscal year.
- **INVESTMENT EARNINGS:** This category has decreased on both a month-to-date and year-to-date basis. This is due to the change in timing of the posting of coupon payment receipts and the volatility of investment buy/sell transactions during this year, which have resulted in losses of \$122,287 and \$197,517, respectively in the two previous months. Additionally, a gain of \$188,449 was realized in February 2015, causing the significant monthly variance. Based on the volatility in the market each month, projections for this category have decreased to \$100,000 for the fiscal year.
- **GUC TRANSFER IN:** The month-to-date increase of 14% is directly due to an increase in the GUC transfer allocation for the year.
- **POWELL BILL:** The month-to-date decrease of 100% is due to the timing of the second Powell Bill allocation received during FY 2015.
- **OTHER REVENUE:** Other revenues were down approximately \$483,269 for the month of February 2016 as compared to February 2015. The decrease is primarily due to the timing of the School Resource Officers reimbursement. Additional billings were collected from the Pitt County Board of Education in February of 2015 related to the School Resource Officers program and a correction of a billing process related to the program.

Expenses

The following is a summary of the General Fund expenses by type for February 29, 2016 on both a month-to-date and year-to-date basis:

GENERAL FUND EXPENSE BY DEPARTMENT SUMMARY AS OF FEBRUARY 29, 2016								
	2016	2015	\$	2016	2015	\$	2016	% REC/
	MTD	MTD	CHANGE	YTD	YTD	CHANGE	BUDGET	SPENT
PERSONNEL	4,191,274	3,526,227	\$ 665,047	\$30,922,159	\$31,007,121	\$ (84,962)	\$50,255,717	62%
OPERATIONS	314,471	769,043	(454,572)	9,987,349	9,237,080	750,269	16,642,465	60%
CAPITAL OUTLAY	-	12,127	(12,127)	171,076	150,513	20,564	196,055	87%
CAPITAL IMPROVE	35,256	214,674	(179,419)	935,944	1,675,967	(740,023)	3,939,743	24%
TOTAL	\$4,541,001	\$4,522,072	\$ 18,929	\$42,016,529	\$42,070,681	\$ (54,152)	\$71,033,980	59%

Expenses were up \$18,929 (< 1%) and down \$54,152 (<1%), month-to-date and year-to-date, respectively. Personnel expenses have decreased less than one percent compared to prior year. This decrease is primarily the result of City-wide staff turnover leaving unfilled vacant positions. The other categories (Operations, Capital Outlay, and etc.) fluctuate year to year, due to the timing of payment for various items. A brief explanation is provided below:

- **PERSONNEL:** The Personnel increase of 19%, month-to-date, is due to Parks Division regular salaries posting to an operating expense line, resulting in a correction in February. Due to turnover and unfilled vacancies throughout the year, personnel expenses are expected to be under budget for fiscal year 2016.
- **OPERATIONS:** The Operations decrease month-to-date is due to the same February salary adjustment mentioned above. Operating expenses are also expected to be under budget at year end, which is consistent with historical patterns.
- **CAPITAL OUTLAY & IMPROVEMENTS:** The Capital Outlay variances month-to-date and year-to-date are driven by department needs and the timing of purchases. There were a number of police equipment purchases, incurred during February 2015, that did not occur in February 2016. However, the Police Department's year-to-date capital outlay spending has outpaced the previous year. The Capital Improvement decreases, month-to-date and year-to-date, are due to the costs associated with the Purchasing Relocation Project, the Municipal Building waterproofing, and Police Viper System that were paid in prior year.

The following is a summary of the General Fund expenses by department for February 29, 2016 on both a month-to-date and year-to-date basis:

Expenses (cont.)

GENERAL FUND EXPENSE BY DEPARTMENT SUMMARY AS OF FEBRUARY 29, 2016								
	2016	2015	\$	2016	2015	\$	2016	% REC/
	MTD	MTD	CHANGE	YTD	YTD	CHANGE	BUDGET	SPENT
MAYOR & COUNCIL	\$ 38,911	\$ 12,254	\$ 26,657	\$ 367,640	\$ 172,606	\$ 195,034	\$ 515,411	71%
CITY MANAGER	82,659	90,394	(7,735)	686,479	708,645	(22,166)	1,631,172	42%
CITY CLERK	16,949	18,749	(1,801)	156,887	155,747	1,140	259,366	60%
CITY ATTORNEY	35,049	31,413	3,637	295,114	296,625	(1,511)	468,242	63%
HUMAN RESOURCES	83,539	187,344	(103,805)	2,203,428	1,577,997	625,431	2,620,942	84%
INFORMATION TECH.	194,246	198,501	(4,255)	1,950,447	1,983,469	(33,022)	3,451,845	57%
FIRE/RESCUE	1,022,792	911,269	111,524	8,467,632	8,218,020	249,611	13,961,743	61%
FINANCIAL SVCS.	136,134	139,201	(3,067)	1,701,653	1,608,738	92,915	2,487,182	68%
CONTINGENCY	-	-	-	-	-	-	-	0%
OPEB CONTRIBUTION	-	-	-	450,000	400,000	50,000	450,000	100%
POLICE	1,689,261	1,577,699	111,561	14,558,386	14,857,167	(298,781)	23,880,835	61%
RECREATION & PARKS	483,461	496,735	(13,273)	4,733,589	4,864,363	(130,774)	8,549,468	55%
PUBLIC WORKS	551,093	696,547	(145,453)	5,416,915	6,308,076	(891,161)	10,756,940	50%
COMM. DEVELOPMENT	206,906	161,966	44,940	1,669,644	1,569,890	99,754	3,269,049	51%
INDIRECT COST	-	-	-	(641,285)	(650,662)	9,378	(1,268,214)	51%
TOTAL	\$ 4,541,001	\$ 4,522,072	\$ 18,929	\$ 42,016,529	\$ 42,070,681	\$ (54,152)	\$ 71,033,980	59%

Overall, departmental spending fell within the expected limit as a percentage of budget. In addition, departments are projected to end the year within their respective budgets. Compared to the prior year, total departmental expenses for the month of February increased \$18,929 (<1%), while year-to-date expenses decreased \$54,152 (<1%). There are three departments (Mayor and City Council, Human Resources, and Financial Services) that are at risk of overspending and will be monitored month-to-month. Significant departmental variances are noted below:

- **MAYOR AND CITY COUNCIL:** The month-to-date increase of more than 100% is due to the timing of various contracted services and dues and subscriptions payments. The year-to-date increase is due to the timing of various dues and subscriptions for the NC League of Municipalities and UNC School of Government in addition to the election costs for the year.
- **CITY CLERK:** The month-to-date decrease is due to the timing of various operating expenses that did not occur in February, 2016, as compared to February, 2015.
- **CITY ATTORNEY:** The month-to-date increase is due to increased personnel expenses related to wellness incentives occurring during February, 2016.
- **HUMAN RESOURCES:** The month-to-date decrease of \$103,805 (55%) is due to timing differences in the payments of the health insurance retiree premiums; the overall year-to-date increase of \$625,431 (40%) is due to the timing of retiree health insurance premiums as well as worker's compensation payments.
- **OPEB:** The year-to-date increase of the OPEB payment for the year is in line with the original approved budget per direction of the City Council. This expense will increase \$50,000 annually until the annual contribution reaches \$500,000 in fiscal year 2017.
- **FIRE/RESCUE:** The month-to-date increase of \$111,524 (12%) is due to increased personnel expenses resulting from increased staffing.

- **PUBLIC WORKS:** The 21% month-to-date decrease and the 14% year-to-date decrease are due to decreased capital activity in fiscal year 2016, specifically activity for the Purchasing Relocation Project, which continued into February 2015.
- **COMMUNITY DEVELOPMENT:** The month-to-date increase of 28% is due to contracted services expenses occurring during February 2016 that did not occur during the same period in fiscal year 2015.

Transfers

The following is a summary of the General Fund transfers for February 29, 2016 on both a month-to-date and year-to-date basis:

GENERAL FUND TRANSFERS AS OF FEBRUARY 29, 2016								
	2016	2015	\$	2016	2015	\$	2016	% REC/
	MTD	MTD	CHANGE	YTD	YTD	CHANGE	BUDGET	SPENT
To Facilities Imp Fund	-	-	-	1,579,180	1,545,434	33,746	1,579,180	100%
To Capital Reserve	1,447,301	-	1,447,301	1,447,301	25,000	1,422,301	1,447,301	0%
To Transit Fund	-	-	-	683,784	-	683,784	683,784	100%
To Intermodal Trans	-	-	-	-	178,000	(178,000)	109,136	0%
To Debt Service	-	316,313	(316,313)	1,743,979	1,967,358	(223,379)	4,197,502	42%
To Sheppard Library	67,421	104,065	(36,643)	745,367	832,516	(87,149)	1,162,192	64%
To Home Division	-	-	-	-	-	-	313,835	0%
To Spec Rev Grant	-	-	-	-	-	-	57,500	0%
To R&P Capital Projects	-	-	-	-	-	-	10,000	0%
To F/R Capital Projects	-	-	-	-	-	-	48,142	0%
To Grnways Capital Projec	-	61,978	(61,978)	-	61,978	(61,978)	-	0%
To Street Imp	-	-	-	-	2,650,000	(2,650,000)	1,138,000	0%
TOTAL	\$ 1,514,722	\$ 482,355	\$ 1,032,367	\$ 6,199,611	7,260,286	\$ (1,060,675)	\$10,746,572	58%

Transfers through the first eight months of fiscal year 2016 have decreased 35%. The following is a summary of the primary factors driving the year-to-date variance:

- The large transfer of \$2.65 million in FY 2015 was a one-time transfer intended to establish the Street Improvement fund.
- The one-month ending February 29, 2016 includes a one-time transfer of \$1,447,301 to the Capital Reserve Fund for the Dickinson area Sidewalk Project, as appropriated by Council.

General Fund Year-End Projection

Below is a summary of revenue and expenditure projections for the General Fund based on results through February 29, 2016.

GENERAL FUND REVENUE BY TYPE SUMMARY AS OF FEBRUARY 29, 2016				
REVENUES	2016 BUDGET	2016 YTD	2016 Projection	Variance Budget vs. Proj.
PROPERTY	\$32,020,369	\$ 30,040,715	\$31,753,429	\$ (266,940)
SALES	16,627,515	8,309,679	17,334,336	706,821
UTILITIES	6,052,187	3,637,139	6,913,896	861,709
MOTOR VEHICLE	1,018,705	661,867	1,001,867	(16,838)
INSPECTION	865,514	402,003	688,172	(177,342)
RESCUE	3,085,803	1,619,420	3,085,803	-
RECREATION	1,990,809	1,081,881	1,935,266	(55,543)
INVESTMENTS	553,761	21,912	100,000	(453,761)
GUC TRANS. IN	6,500,000	4,770,842	7,345,277	845,277
POWELL BILL	2,235,741	2,220,065	2,220,065	(15,676)
APPROPRIATED FUND BALANCE	5,074,730	-	-	(5,074,730)
ALL OTHER REV.	5,755,418	3,134,275	4,777,104	(978,314)
TOTAL	81,780,552	55,899,799	77,155,216	(4,625,337)
EXPENSES				
PERSONNEL	\$50,255,717	\$ 30,922,159	\$48,721,970	\$ (1,533,747)
OPERATING	17,656,734	10,349,710	17,620,602	(36,132)
CAPITAL IMPROVEMENT	3,939,743	935,944	2,363,846	(1,575,897)
REIMBURSEMENT INDIRECT COST	(1,268,214)	(641,285)	(1,268,214)	-
TRANSFERS OUT	10,746,572	6,199,611	10,596,572	(150,000)
OTHER EXPENSES	450,000	450,000	450,000	-
TOTAL	81,780,552	48,216,139	78,484,776	(3,295,776)
NET	-	7,683,660	(1,329,560)	(1,329,560)

Based on year-to-date revenues and expenses through eight months ending February 29, 2016, expenses are projected to exceed revenues by approximately \$1,329,560 for the fiscal year. It must be noted that the difference of revenue over expenses projected for the fiscal year is being driven primarily by the addition of the transfer to the Capital Reserve Fund for the Dickinson area Sidewalk Project. The Capital Reserve transfer adds an additional \$1,447,301 in additional expenses for the year. The following is a net comparison adjusted for the one-time transfer to the Capital Reserve Fund:

	Projections as of February 29, 2016		
	Including Capital Reserve Transfer	One-Time Capital Reserve Transfer	Excluding Capital Reserve Transfer
Revenues	\$ 77,155,216	\$ -	\$ 77,155,216
Expenses	78,484,776	(1,447,301)	77,037,475
Net	\$ (1,329,560)	\$ 1,447,301	\$ 117,741

Excluding the one-time transfer to the Capital Reserve Fund, revenues are projected to exceed expenses by approximately \$117,741. However, this is a significant change from year-end projections included in the January 2016 Financial Report where revenues were projected to exceed expenses by approximately \$1.3 million. The following is a summary of the change from the January 2016 Financial Report to the current February 2016 Financial Report:

Fiscal Year 2016 Year-End Projections As Of:				
	February 2016 Financial Report	January 2016 Financial Report	Difference	% Change
Revenue	77,155,216	78,259,916	(1,104,700)	-1.41%
Expense	77,037,475	76,934,622	102,853	0.13%
Net	117,741	1,325,294	(1,207,553)	

Projected expenses for fiscal year 2016, from the January Financial Report to the February Financial Report, have remained fairly constant at \$77 million (0.13% change). However, projected revenues for the year are down approximately \$1.1 million (1.41%) from the January report to the February report. The following is a summary of projected revenue line items that have been adjusted down from the January report to the February report and that are driving the overall reduction in projected revenues:

Fiscal Year 2016 Year-End Projections As Of:				
	February 2016 Financial Report	January 2016 Financial Report	Difference	% Change
Utility Franchise	\$ 6,913,896	\$ 7,274,279	\$ (360,383)	-4.95%
Inspections	688,172	867,179	(179,007)	-20.64%
Investments	100,000	526,616	(426,616)	-81.01%
Other Revenue	4,777,104	4,968,698	(191,594)	-3.86%
Total	\$ 12,479,172	\$ 13,636,772	\$ (1,157,600)	-8.49%

Brief explanations of the variances are provided below:

- **UTILITY FRANCHISE TAX:** For the eight-month period ending February 29, 2016 as compared to 2015, Utility Franchise Tax revenues are up approximately \$688,165 (23%). Utility Franchise revenue is received on a quarterly basis. The next quarterly receipt, which is scheduled for March, was projected to be approximately \$1.7 million. Financial Services received correspondence from the State last week that the March quarterly receipt would be approximately \$1.5 million. For this reason, the March and June projected quarterly receipts have been projected down. The following is a summary of the projected revenue:

September	\$ 1,547,878	Actual
December	2,089,261	Actual
March	1,500,000	Projected
June	1,776,757	Projected
Total	\$ 6,913,896	

- INSPECTIONS:** Inspections revenues are down \$109,308, year-to-date. This has primarily been driven by lower than anticipated Inspection revenues for the prior three months. Between July and November, Inspection revenues averaged over \$55,000 per month whereas the three month average for December through February has been approximately \$42,000. Inspections are anticipated to increase over the remainder of fiscal year 2016 as we move into the warmer months. However, projections have been adjusted to reflect lower than expected revenues over the prior three month period. The following is a summary of projected revenues:

July	\$	56,918	Actual
August		59,110	Actual
September		63,899	Actual
October		35,404	Actual
November		59,938	Actual
December		36,894	Actual
January		46,417	Actual
February		43,422	Actual
March		71,542	Projected
April		71,542	Projected
May		71,542	Projected
June		71,542	Projected
Total	\$	688,172	

- INVESTMENT EARNINGS:** The volatile market has significantly impacted investment earnings over the last three months. As the fiscal year draws closer to the end, it appears less likely that earnings will rebound to meet budget. The following is summary of investment earnings through the first eight months of fiscal year 2016:

July - November	\$	146,096
December - February		(124,184)
YTD Revenue	\$	21,912

Through November, the City was on target to meet budget. However, significant losses over the last few months have wiped out basically all earnings of the first five months of the fiscal year. Whereas the unpredictability of the market could result in a rebound in earnings over the last few months of the fiscal year, there is not enough evidence to project this at the current time.

- OTHER REVENUE:** Next to Investment Earnings, Other Revenue is the most volatile and difficult to predict revenue line item. Other Revenue for fiscal year 2016 was projected at approximately \$4,968,698 per the January Financial Report which is an average of approximately \$414,000 per month. Actual Other Revenue through February totals approximately \$3,134,275 which is an average of \$391,784 through eight months. Per the February financial report, Other revenue for fiscal year 2016 has been projected at approximately \$4,777,104 which is an average of approximately \$400,000 per month. Projected Other Revenues, as with all General Fund Revenues, will be closely monitored, evaluated, and adjusted as needed as we move closer to fiscal year-end.

Personnel expense was budgeted to be approximately \$50,255,717 which included a 3.0% allowance for vacancies. However, the vacancy rate for the City of Greenville has run at approximately 7.0% for fiscal year 2016. This difference is creating significantly less projected personnel expense as compared to that of budget. The following is a summary of the calculation of projected personnel expense for fiscal year 2016:

Year-to-Date Actual Personnel Expense	\$ 30,922,159
Year-to-Date Pay Periods Completed	16.80
Average Personnel Expense per Pay Period	1,840,605
Pay Periods Remaining in Fiscal Year	9.40
Projected Remaining Based on Pay Periods	17,301,684
Adjustments for Seasonal Expense/ Late Hires	498,126.52
Total Projected Remaining Personnel Expense	\$ 17,799,811
Year-to-Date Actual Personnel Expense	\$ 30,922,159
Total Projected Remaining Personnel Expense	17,799,811
FY2016 Annualized Personnel Expense	\$ 48,721,970
FY2016 Budget Personnel Expense	\$ 50,255,717
FY2016 Annualized Personnel Expense	48,721,970
Under (Over) Budget	\$ 1,533,747

The actual amount of remaining personnel expense will have a significant impact on the actual balance of revenues versus expenditures for fiscal year 2016. For this reason, personnel expenses will be closely monitored and re-evaluated each month over the remainder of the fiscal. In addition, actual revenues will also be closely monitored over the remaining four months and new projections will be formulated. For this reason, the projected revenues less expenses for fiscal year 2016 are volatile and subject to change.

**FISCAL YEAR 2016 PROJECTED REVENUE LESS EXPENSE
(BASED ON EIGHT MONTHS ENDING FEBRUARY, 2016)**

REVENUES	2016 BUDGET	2016 PROJECTION	DIFFERENCE
PROPERTY	\$ 32,020,369	\$ 31,753,429	\$ (266,940)
SALES	16,627,515	17,334,336	706,821
UTILITIES	6,052,187	6,913,896	861,709
MOTOR VEHICLE INSPECTION	1,018,705	1,001,867	(16,838)
RESCUE	865,514	688,172	(177,342)
RECREATION	3,085,803	3,085,803	-
INVESTMENTS	1,990,809	1,935,266	(55,543)
GUC TRANS. IN	553,761	100,000	(453,761)
POWELL BILL	6,500,000	7,345,277	845,277
ALL OTHER REV.	2,235,741	2,220,065	(15,676)
	5,755,418	4,777,104	(978,314)
SUBTOTAL	\$ 76,705,822	\$ 77,155,216	\$ 449,394
APPROPR FUND BALANCE	5,074,730	-	(5,074,730)
TOTAL	\$ 81,780,552	\$ 77,155,216	\$ (4,625,337)

**FISCAL YEAR 2016 PROJECTED REVENUE LESS EXPENSE
(BASED ON EIGHT MONTHS ENDING FEBRUARY, 2016)**

EXPENSES	2016 BUDGET	2016 PROJECTION	DIFFERENCE
PERSONNEL	\$ 50,255,717	\$ 48,721,970	\$ (1,533,747)
OPERATING	17,656,734	17,620,602	(36,132)
CAPITAL IMPROVEMENT	3,939,743	2,363,846	(1,575,897)
REIMB INDIRECT COST	(1,268,214)	(1,268,214)	-
TRANSFERS OUT	10,746,572	10,596,572	(150,000)
OTHER EXPENSES	450,000	450,000	-
TOTAL	\$ 81,780,552	\$ 78,484,776	\$ (3,295,776)

Note: 2016 Projected Expense Includes One-Time Transfer to Capital Reserve Fund as Appropriated by Council for the Dickinson Sidewalk Project.

**FISCAL YEAR 2016 PROJECTED REVENUE LESS EXPENSE
(BASED ON EIGHT MONTHS ENDING FEBRUARY, 2016)**

	INCLUDING CAPITAL RESERVE TRANSFER	ONE-TIME CAPITAL RESERVE TRANSFER	EXCLUDING CAPITAL RESERVE TRANSFER
REVENUES	\$ 77,155,216	\$ -	\$ 77,155,216
EXPENSES	78,484,776	(1,447,301)	77,037,475
NET	\$ (1,329,560)	\$ 1,447,301	\$ 117,741

**FISCAL YEAR 2016 PROJECTED REVENUE LESS EXPENSE
(BASED ON EIGHT MONTHS ENDING FEBRUARY, 2016)**

	February 2016	January 2016		%
	Financial Report	Financial Report	Differnce	Change
Revenue	77,155,216	78,259,916	(1,104,700)	-1.41%
Expense	77,037,475	76,934,622	102,853	0.13%
Net	117,741	1,325,294	(1,207,553)	

**FISCAL YEAR 2016 PROJECTED REVENUE LESS EXPENSE
(BASED ON EIGHT MONTHS ENDING FEBRUARY, 2016)**

Reduction in Projected Revenues From January Report:

Revenue	February 2016 Financial Report	January 2016 Financial Report	Difference
Utility Franchise	\$ 6,913,896	\$ 7,274,279	\$ (360,383)
Inspections	688,172	867,179	(179,007)
Investments	100,000	526,616	(426,616)
Other Revenue	4,777,104	4,968,698	(191,594)
Total	\$ 12,479,172	\$ 13,636,772	\$ (1,157,600)

**FISCAL YEAR 2016 PROJECTED REVENUE LESS EXPENSE
(BASED ON EIGHT MONTHS ENDING FEBRUARY, 2016)**

Utility Franchise Tax

- **Revenues Up \$688,165 Through February 2016 Compared to February 2015.**
- **Revenue is Received on Quarterly Basis With Next Distribution Scheduled for March 2016.**
- **March Distribution Was Projected to be Approximately \$1.7 Million.**
- **Actual March Distribution is Coming in at Approximately \$1.5 Million.**
- **For This Reason, the March and June Quarterly Receipts are Being Projected Down.**

**FISCAL YEAR 2016 PROJECTED REVENUE LESS EXPENSE
(BASED ON EIGHT MONTHS ENDING FEBRUARY, 2016)**

Inspections

- **Revenues are Down \$109,308 Year-To-Date Compared to Prior Fiscal Year.**
- **This Is Primarily Driven By Lower Than Anticipated Revenues for the Prior Three Month Period.**
- **Between July and November Revenues Averaged \$55,000 per Month.**
- **Between December and February Revenues Averaged \$42,000 per Month.**
- **Revenues are Projected to Increase Over the Remainder of Fiscal Year 2016 as we Move into the Spring / Summer.**
- **However, It Does Not Appear That the Increase Will be Sufficient to Meet Revenues as Projected in January.**

**FISCAL YEAR 2016 PROJECTED REVENUE LESS EXPENSE
(BASED ON EIGHT MONTHS ENDING FEBRUARY, 2016)**

Investments

July - November	\$ 146,096
December - February	(124,184)
YTD Revenue	\$ 21,912

**FISCAL YEAR 2016 PROJECTED REVENUE LESS EXPENSE
(BASED ON EIGHT MONTHS ENDING FEBRUARY, 2016)**

Other Revenue

		Average per Month
Actual YTD February	\$ 3,124,275	\$ 390,534
Projected January Report	\$ 4,968,698	\$ 414,058
Projected February Report	\$ 4,777,104	\$ 398,092
Change	\$ (191,594)	\$ (15,966)

**FISCAL YEAR 2016 PROJECTED REVENUE LESS EXPENSE
(BASED ON EIGHT MONTHS ENDING FEBRUARY, 2016)**

Property Tax & Sales Tax

	2016 BUDGET	2016 PROJECTION	DIFFERENCE
PROPERTY	\$ 32,020,369	\$ 31,753,429	\$ (266,940)
SALES	16,627,515	17,334,336	706,821
TOTAL	\$ 48,647,884	\$ 49,087,765	\$ 439,881
% of REVENUE	63.42%	63.62%	

SECTION 12 TAB

POLICE DEPARTMENT



Find yourself in good company

Greenville City Council Budget Workshop
Fiscal Years 2017 & 2018

POLICE DEPARTMENT

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

POLICE DEPARTMENT

GOALS AND OBJECTIVES

Mission Statement:

The Greenville Police Department exists to enhance public safety and quality of life, in partnership with ALL people in OUR community, by preventing crime with honor and integrity.

Goals:

To continue be a transparent and legitimate law enforcement agency to OUR community by creating a new marketing strategy, expanding the body-worn camera program to outfit all officers, implementing a new “Neighborhood Pride Initiative,” and expanding outreach to include full-service substations and a stronger P.A.L. Program partnered with the Pitt County Boys and Girls Club.

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

POLICE DEPARTMENT

GOALS AND OBJECTIVES

Associated Activities:

- New Marketing Strategy:
 - Through the Office of the Public Information Officer the department will better brand its efforts through new, diverse materials for public dissemination.
 - The messages associated with the department will be cleansed by the Public Information Officer to ensure the story is consistent and all aspects of the department are unified.
 - The new three year strategic plan will be created in March/April of 2016 and the brand will be consistent with all other publications.
 - The department recruitment video will be updated with diversity and messaging in mind.
- Body-Worn Cameras:
 - The department will need approximately 80 additional body cameras to fully outfit sworn personnel answering calls for service.

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

POLICE DEPARTMENT

GOALS AND OBJECTIVES

Associated Activities:

- Neighborhood Pride Initiative:
 - New officers gained in both the first year (3 Officers) and second year (3 officers) will be assigned to the Zone Commander for problem-oriented project focus.
 - Neighborhoods will be focused on one at a time from a holistic approach including quality of life issues, neighborhood blight, and crime enforcement.
- Community Outreach:
 - There are two substations (East Zone and West Zone) currently in full-service operation. The South Zone is in the initial stages of a lease agreement and will continue until it too is a full-service substation.
 - The Police Athletic League is non-profit entity that operates two after-school programs with approximately 30 youth (ages 5-13) at each site. By partnering with the Boys and Girls Club of Pitt County it is highly likely that the program can be significantly expanded to provide service to more youth for less operating and personnel cost to the City.

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
POLICE DEPARTMENT
GENERAL FUND

FY 2016-17 \$ 23,669,728

FY 2017-18 \$ 24,352,688

Note: 1) Salary and Benefits Include a 3.0% Increase 2) Salary and Benefits Do Not Include any Requested New Positions and/or Position Reclassifications

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
POLICE DEPARTMENT

Division	FY 2016-17	FY 2017-18	%
Administration	\$ 8,053,286	\$ 8,349,012	34.2%
Chief's Office	1,363,320	1,346,182	5.6%
Field Operations	9,960,947	10,252,239	42.1%
Investigations	4,292,175	4,405,255	18.1%
Total	\$23,669,728	\$24,352,688	100.0%

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
POLICE DEPARTMENT

	FY 2016-17	FY 2017-18	%
Personnel	\$19,417,977	\$19,893,801	81.9%
Operations	4,251,751	4,458,887	18.1%
Total	\$23,669,728	\$24,352,688	100.0%

**POLICE DEPARTMENT
PERSONNEL EXPENSE
EXPENSE BY CATEGORY**

	FY 2016-17		FY 2017-18	
Salaries	\$13,741,563	70.8%	\$ 14,097,659	70.9%
Benefits	5,676,414	29.2%	5,796,142	29.1%
Total	\$19,417,977	100.0%	\$ 19,893,801	100.0%

POLICE DEPARTMENT
PERSONNEL EXPENSE
APPROVED POSITIONS

Division	Sworn	Non-Sworn	Total
Administration	13.0	43.0	56.0
Chief's Office	4.0	5.0	9.0
Field Operations	119.0	1.0	120.0
Investigations	52.0	3.0	55.0
Total	188.0	52.0	240.0

POLICE DEPARTMENT
PERSONNEL EXPENSE
EXPENSE PER POSITION

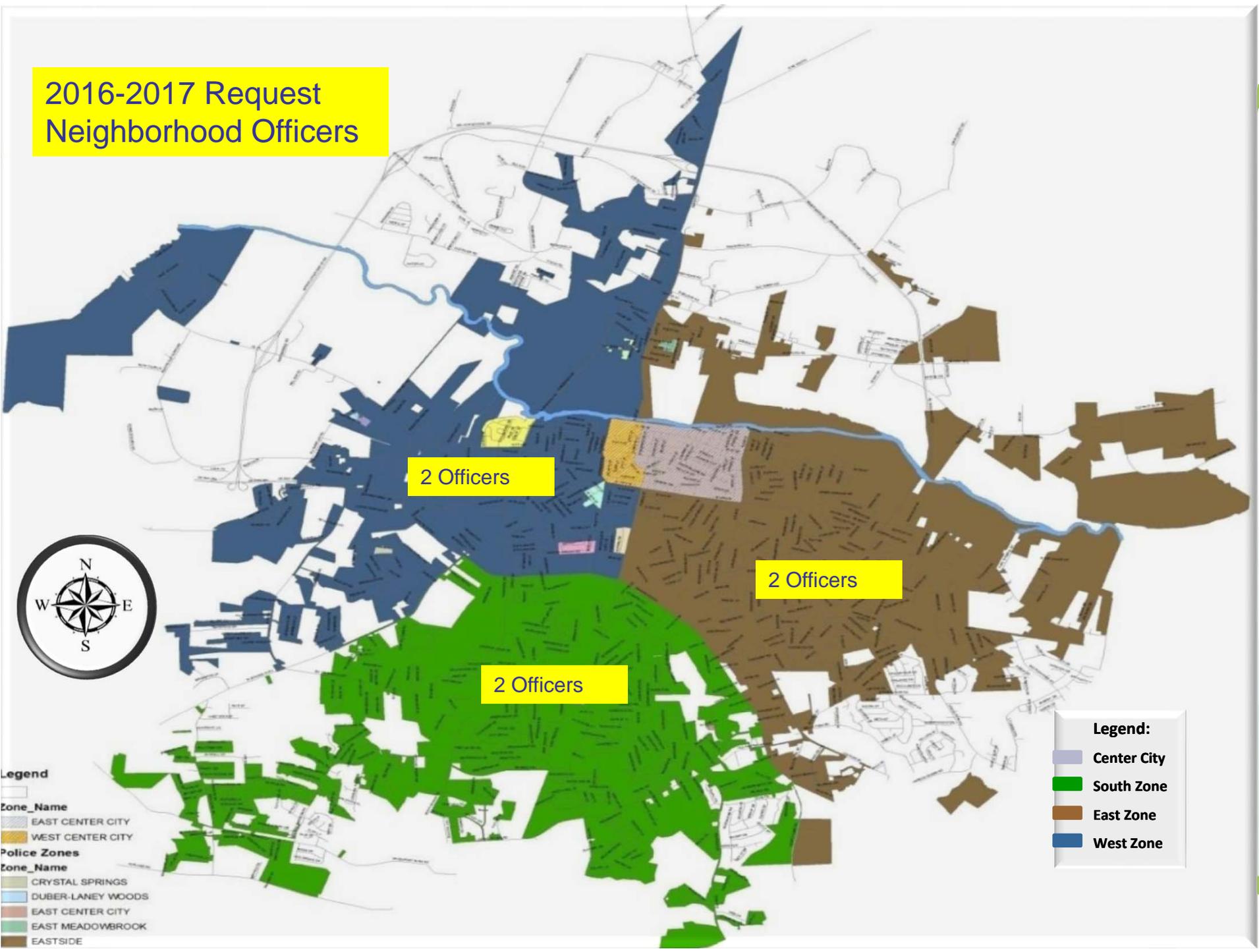
Year	Personnel Expense	Approved Positions	Expense per Position
FY 2016-17	\$ 19,417,977	240.0	\$ 80,908
FY 2017-18	\$ 19,893,801	240.0	\$ 82,891

Note: Includes Both Salaries and Benefits

POLICE DEPARTMENT
PERSONNEL EXPENSE
NEW POSITION REQUESTS

	Positions	Annual Cost	
		FY2016-17	FY2017-18
Administrative Services Specialist	1.00	64,584	66,088
Parking Control Officer	1.00	34,012	35,045
Police Officer	6.00	398,775	408,324
Police Officer	4.00	-	272,216
Total	12.00	497,371	781,673

2016-2017 Request Neighborhood Officers



2 Officers

2 Officers

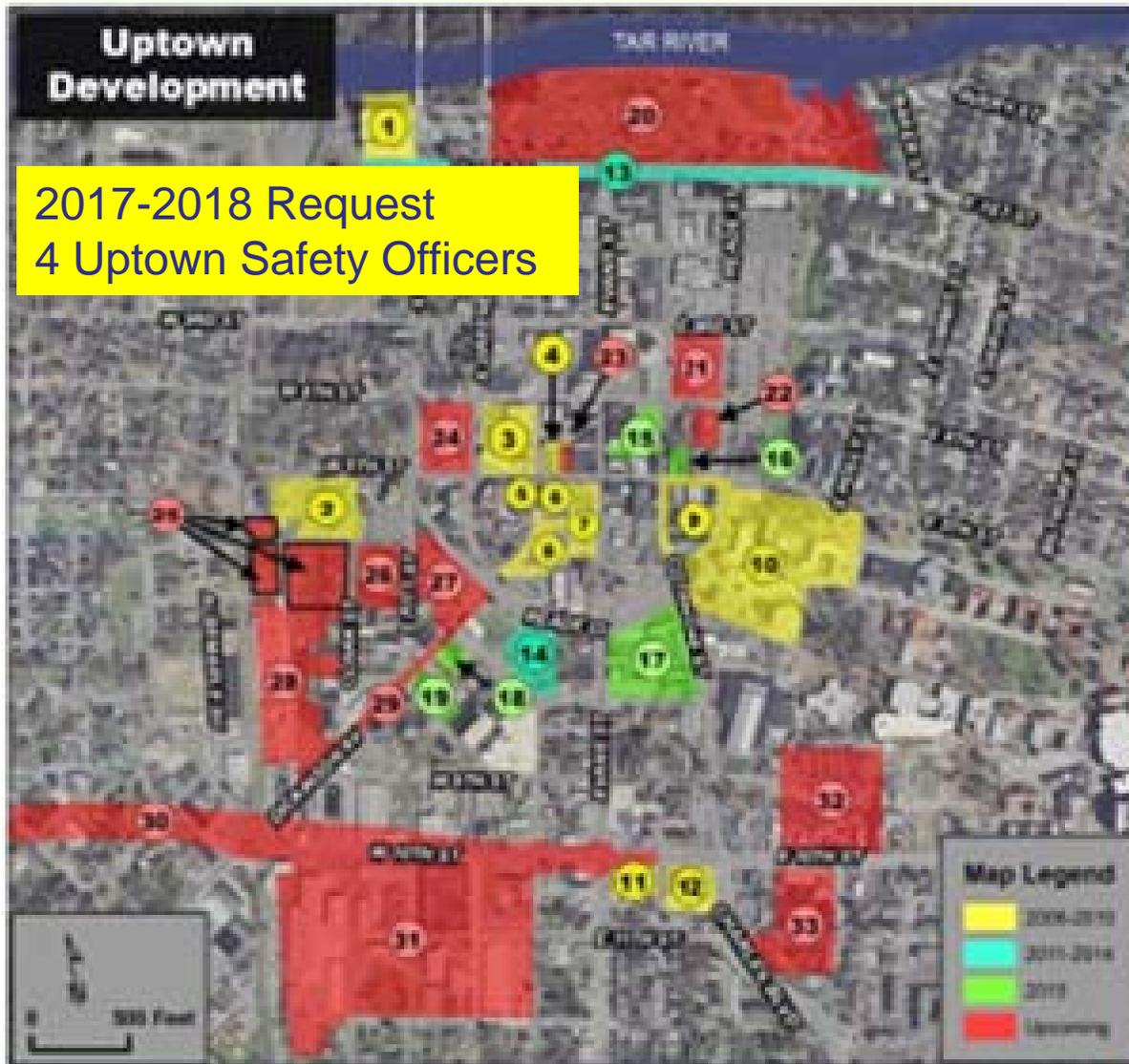
2 Officers

- Legend**
- Zone_Name
 - EAST CENTER CITY
 - WEST CENTER CITY
 - Police Zones**
 - Zone_Name
 - CRYSTAL SPRINGS
 - DUBER-LANEY WOODS
 - EAST CENTER CITY
 - EAST MEADOWBROOK
 - EASTSIDE

- Legend:**
- Center City
 - South Zone
 - East Zone
 - West Zone

**Uptown
Development**

2017-2018 Request
4 Uptown Safety Officers



2006 - 2010 Developments

1. First Street Plaza	\$ 14 Million
2. Nathaniel Village	\$ 6.5 Million
3. City Hall / GUC	\$ 7 Million
4. Winston's Deli	\$ 897 Thousand
5. Municipal Building	\$ 2 Million
6. Hunter House	\$ 1 Million
7. 5-Points Plaza	\$ 588 Thousand
8. Washington St closing	\$ 1+ Million
9. Colanache / Randa Streetscape	\$ 1+ Million
10. ECU Cafeteria / Barnes renovation	\$ 10+ Million
11. Starbucks / Subway	\$ 345 Thousand
12. Sheets	\$ 580 Thousand

2011 - 2014 Developments

13. 1 st Street Restriping	\$ 1 Million
14. Bankruptcy Courthouse	\$ 4 Million

2015 Developments

15. 4 th St Parking Deck	\$ 5 Million
16. Superblock	\$ 2 Million
17. The Boundary	\$ 42 Million
18. G&P & Trolleywood	\$ 1 Million
19. Go Science	\$ 2 Million

Upcoming Developments (2016 - 2019)

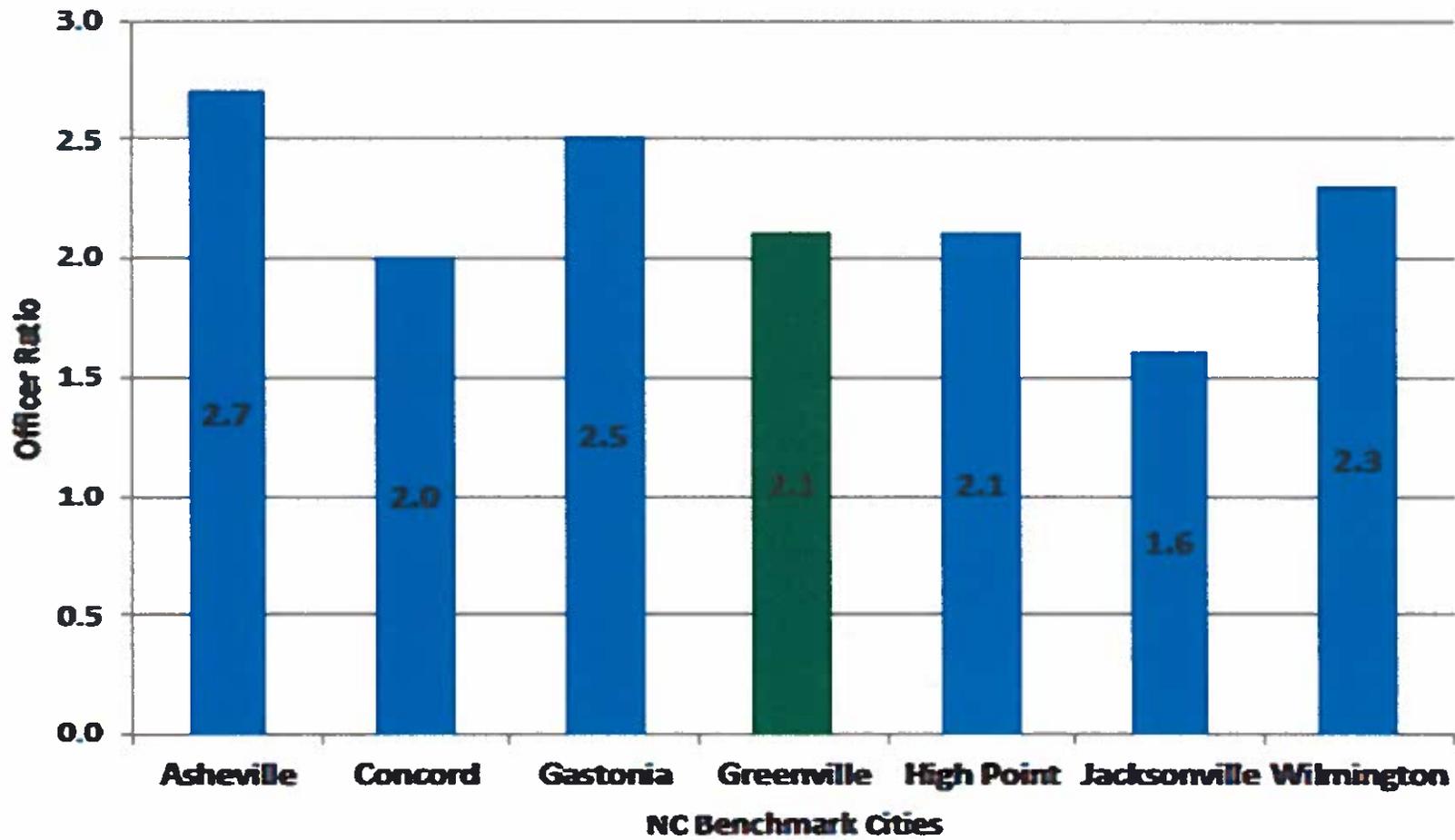
20. Team Common	\$ 680 Thousand
21. ECU Student Services	\$ 55 Million
22. Alumni Center / Hotel	\$ 17 Million
23. Theatre	\$ 1-2 Million
24. Outer Uptown	\$ 20 Million
25. Relocated City Parking	\$ 1.5 Million
26. GT&C	\$ 8 Million
27. Sidewalk Development	\$ 22 Million
28. Imperial Site	\$ 1.5 Million
29. Dickman Ave Improvements	\$ 12 Million
30. 10 th St Connector	\$ 27 Million
31. ECU Millennial Campus	\$ 10+ Million
32. ECU Student Union	\$ 120 Million
33. Campus Edge	\$ 54 Million

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POLICE DEPARTMENT

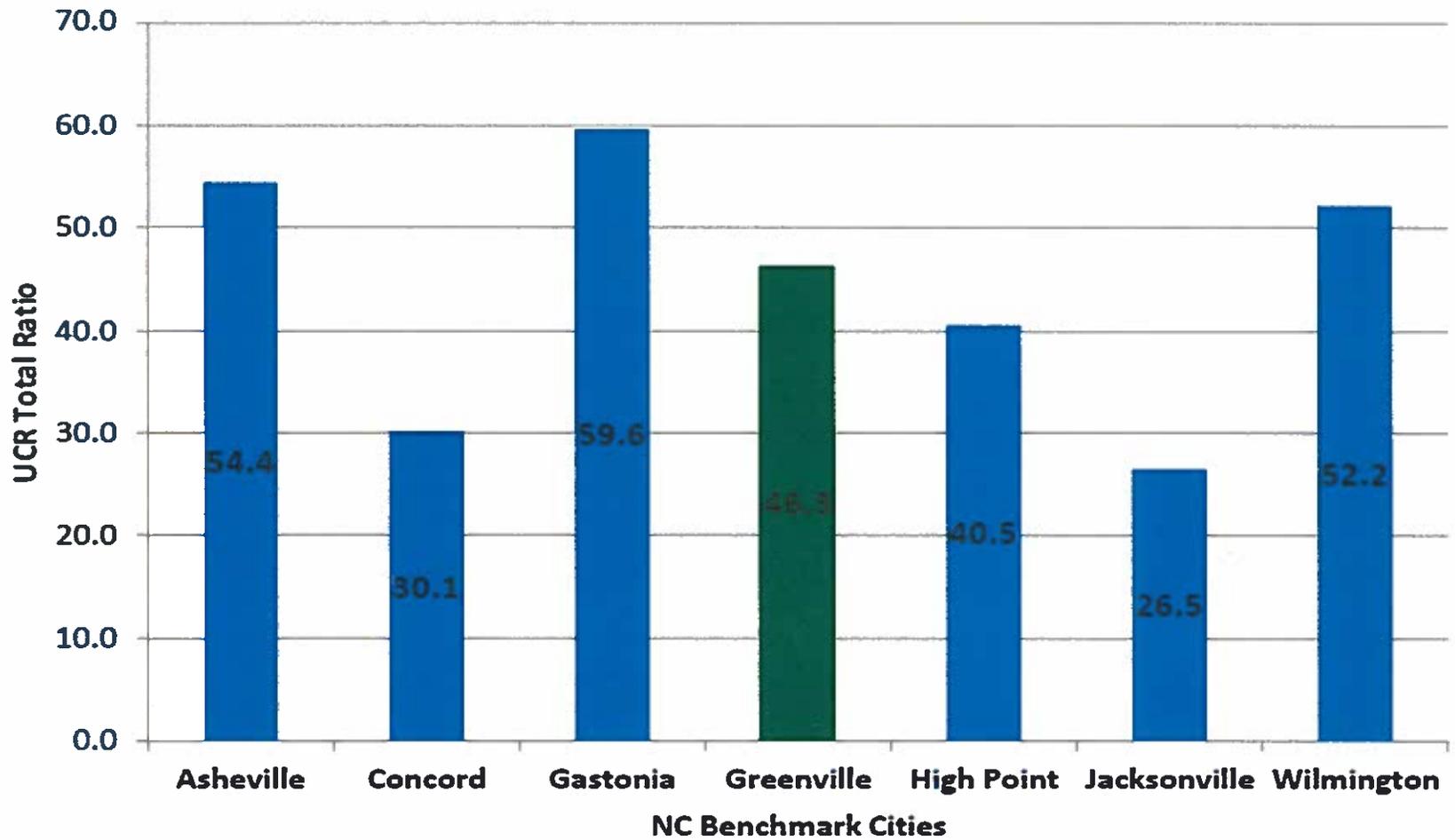
Officer Ratio per 1,000 Residents

Benchmark City Comparison



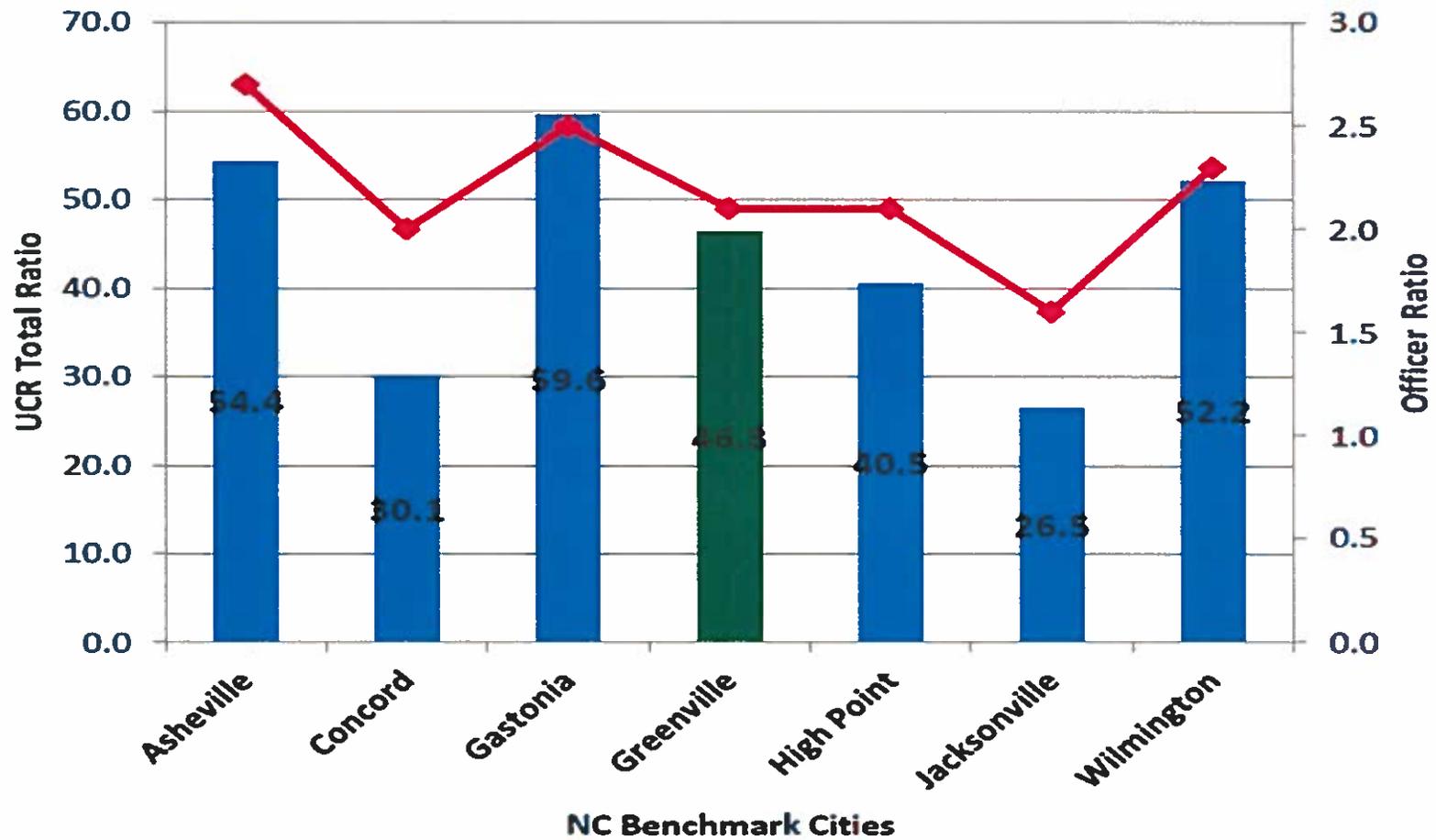
POLICE DEPARTMENT

UCR Total Crime Ratio per 1,000 Residents Benchmark City Comparison



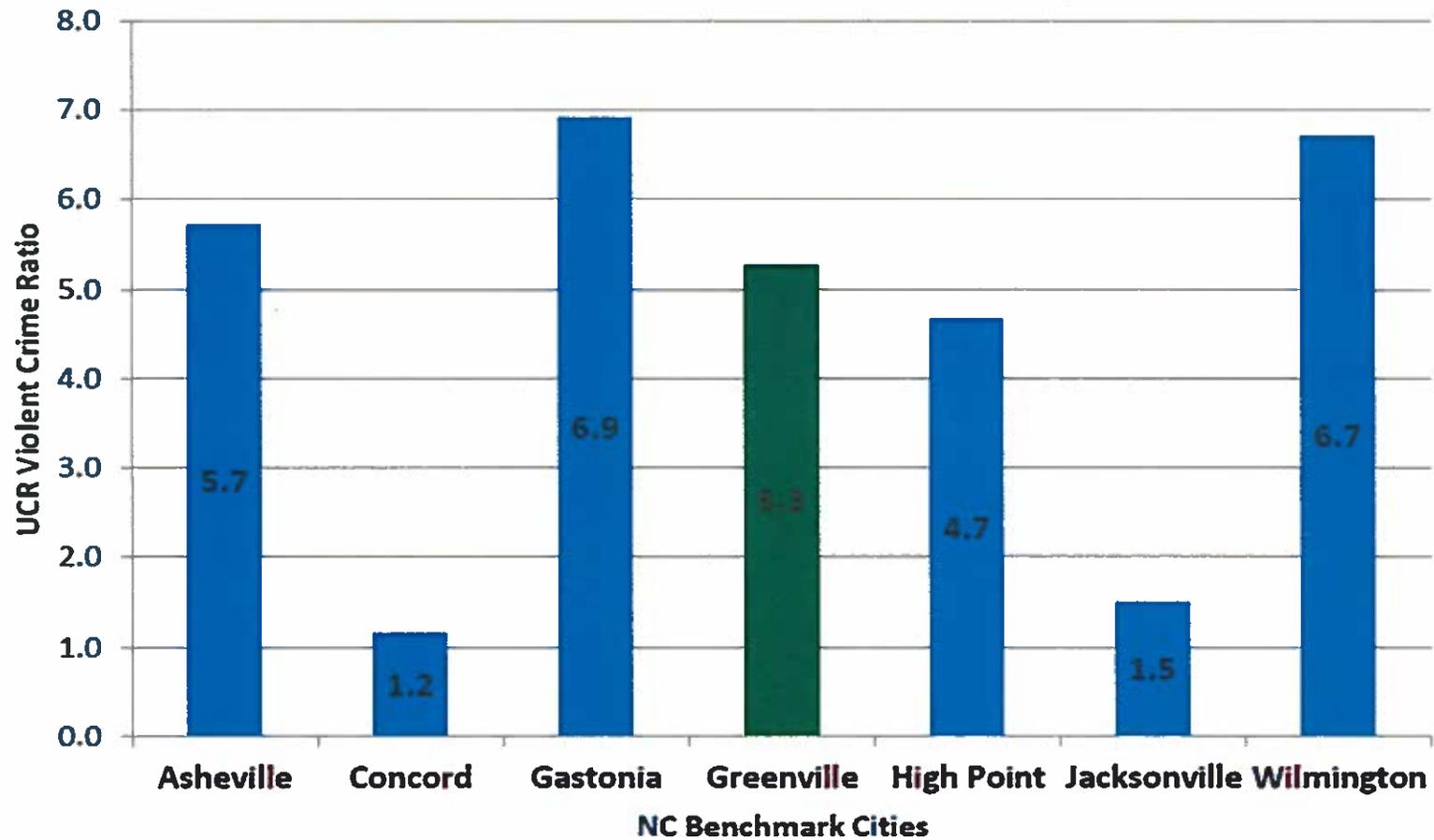
POLICE DEPARTMENT

UCR Total Crime Ratio per 1,000 Residents Compared to Officer Ratio Benchmark City Comparison



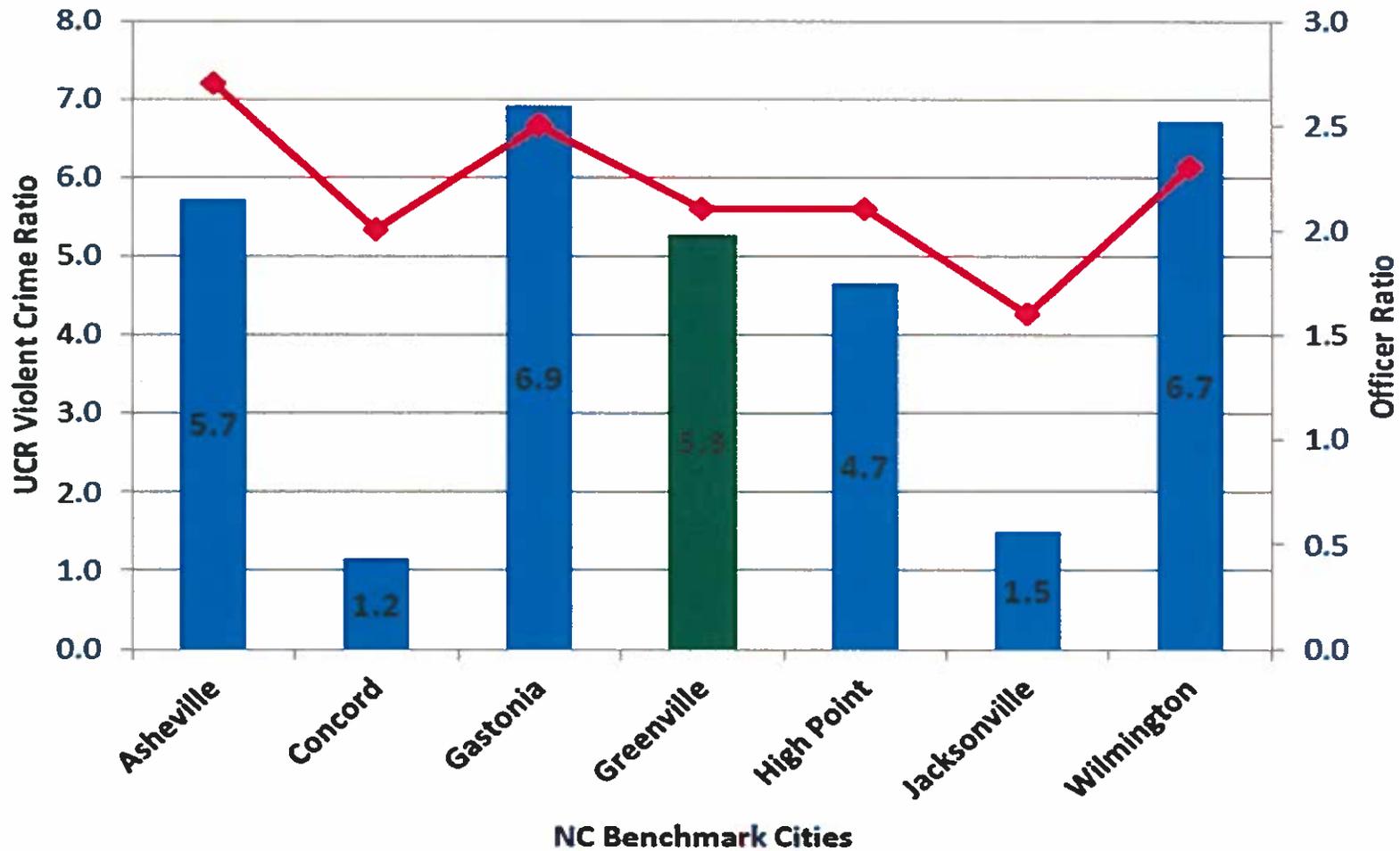
POLICE DEPARTMENT

UCR Violent Crime Ratio per 1,000 Residents Benchmark City Comparison



POLICE DEPARTMENT

UCR Violent Crime Ratio per 1,000 Residents Compared to Officer Ratio Benchmark City Comparison



GREENVILLE CITY COUNCIL BUDGET WORKSHOP
POLICE DEPARTMENT
OPERATIONS EXPENSE

	FY2016	FY2017	FY2018
Fixed Cost Budget	\$ 1,721,021	\$ 1,772,651	\$1,825,831
Discretionary Budget	2,448,823	2,479,100	2,633,056
Total Budget	\$ 4,169,844	\$ 4,251,751	\$4,458,887

Note: Discretionary Budget Represents an 2 Year Average Annual Growth Rate of 3.69%.

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

POLICE DEPARTMENT

OPERATIONS EXPENSE

	FY 2016-17		FY 2017-18	
Supplies and Materials	\$ 1,147,504	27.0%	\$ 1,304,809	29.3%
Maintenance	712,878	16.8%	730,199	16.4%
Contracted Services	592,117	13.9%	605,938	13.6%
Fleet Service Cost-Fixed	554,012	13.0%	554,012	12.4%
Fuel	368,770	8.7%	377,435	8.5%
General Liability Insurance	220,000	5.2%	220,000	4.9%
Special Investigations	207,000	4.9%	212,000	4.8%
Travel & Education	145,000	3.4%	150,000	3.4%
Telephone	140,600	3.3%	140,600	3.2%
Drug Task Force	75,000	1.8%	75,000	1.7%
PAL Program	58,000	1.4%	58,000	1.3%
Printing	14,300	0.3%	14,300	0.3%
Dues and Subscriptions	9,700	0.2%	9,700	0.2%
Other	6,870	0.2%	6,894	0.2%
Total	\$ 4,251,751	100.0%	\$ 4,458,887	100.0%

POLICE DEPARTMENT
OPERATIONS EXPENSE
SUPPLY AND MATERIAL EXPENSE

	FY 2016-17	FY 2017-18
<i>By Category</i>		
General Office	\$ 409,529	\$ 443,131
Computer	509,975	633,678
Uniforms/Equipment	220,000	220,000
Special Donations	8,000	8,000
Total	<u>\$ 1,147,504</u>	<u>\$ 1,304,809</u>

POLICE DEPARTMENT
OPERATIONS EXPENSE
MAINTENANCE EXPENSE

	FY 2016-17	FY 2017-18
Equipment	\$ 20,000	\$ 20,000
Vehicle	318,507	333,518
Fleet Labor	281,957	281,957
Commercial Labor	92,414	94,724
Total	\$ 712,878	\$ 730,199

POLICE DEPARTMENT
OPERATIONS EXPENSE
CONTRACTED SERVICES EXPENSE

	FY 2016-17	FY 2017-18
<i>By Division</i>		
Administration	\$ 386,694	395,938
Field Operations	25,000	25,000
Investigations	180,423	185,000
Total	\$ 592,117	\$ 605,938

Includes Fees For

- Psychological Exams
- DCI Fees
- CALEA Fees
- Promotional Processes
- Carolina Recording Fees
- K-9 Vet Expenses
- Rent
- Vehicle Leases
- DNA Services
- Tow Fees
- Drug Test Fees
- Software Subscriptions
- ECU Studies
- Copier Lease
- Radios

POLICE DEPARTMENT
OPERATIONS EXPENSE
SPECIAL INVESTIGATIONS & DRUG TASK FORCE

	FY 2016-17		FY 2017-18	
<i>By Division</i>				
Field Operations	\$	35,000	\$	40,000
Investigations		172,000		172,000
Drug Task Force		75,000		75,000
Total	\$	282,000	\$	287,000

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Police Department

% of Budget 96.30%

2017 Requested Budget by Division

	Administration	Chief's Office	Field Operations	Investigations	Grants	Total	% of Total
Personnel							
Salary	3,464,100.00	626,540.00	6,929,724.00	2,721,199.00	-	13,741,563.00	58.06%
Benefits	1,154,758.00	481,880.00	2,925,223.00	1,114,553.00	-	5,676,414.00	23.98%
	4,618,858.00	1,108,420.00	9,854,947.00	3,835,752.00	-	19,417,977.00	82.04%
Operations							
Maintenance	712,878.00	-	-	-	-	712,878.00	3.01%
Contracted Services	386,694.00	-	25,000.00	180,423.00	-	592,117.00	2.50%
Supplies and Materials	1,049,504.00	33,000.00	40,000.00	25,000.00	-	1,147,504.00	4.85%
Special Investigations	-	-	35,000.00	172,000.00	-	207,000.00	0.87%
Drug Task Force	-	-	-	75,000.00	-	75,000.00	0.32%
Dues and Subscriptions	3,700.00	-	6,000.00	-	-	9,700.00	0.04%
Other	970.00	1,900.00	-	4,000.00	-	6,870.00	0.03%
General Liability Insurance	-	220,000.00	-	-	-	220,000.00	0.93%
Fleet Service Cost-Fixed	554,012.00	-	-	-	-	554,012.00	2.34%
Fuel	368,770.00	-	-	-	-	368,770.00	1.56%
Travel & Education	145,000.00	-	-	-	-	145,000.00	0.61%
Telephone	140,600.00	-	-	-	-	140,600.00	0.59%
PAL Program	58,000.00	-	-	-	-	58,000.00	0.25%
Printing	14,300.00	-	-	-	-	14,300.00	0.06%
	3,434,428.00	254,900.00	106,000.00	456,423.00	-	4,251,751.00	17.96%
Capital							
Capital Equipment	-	-	-	-	-	-	0.00%
	-	-	-	-	-	-	0.00%
Total	8,053,286.00	1,363,320.00	9,960,947.00	4,292,175.00	-	23,669,728.00	100.00%

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Police Department

% of Budget 96.36%

2018 Requested Budget by Division

	Administration	Chief's Office	Field Operations	Investigations	Grants	Total	% of Total
Personnel							
Salary	3,536,523.00	643,289.00	7,122,557.00	2,795,290.00	-	14,097,659.00	57.89%
Benefits	1,190,502.00	437,993.00	3,018,682.00	1,148,965.00	-	5,796,142.00	23.80%
	4,727,025.00	1,081,282.00	10,141,239.00	3,944,255.00	-	19,893,801.00	81.69%
Operations							
Maintenance	730,199.00	-	-	-	-	730,199.00	3.00%
Contracted Services	395,938.00	-	25,000.00	185,000.00	-	605,938.00	2.49%
Supplies and Materials	1,196,809.00	43,000.00	40,000.00	25,000.00	-	1,304,809.00	5.36%
Special Investigations	-	-	40,000.00	172,000.00	-	212,000.00	0.87%
Drug Task Force	-	-	-	75,000.00	-	75,000.00	0.31%
Dues and Subscriptions	3,700.00	-	6,000.00	-	-	9,700.00	0.04%
Other	994.00	1,900.00	-	4,000.00	-	6,894.00	0.03%
General Liability Insurance	-	220,000.00	-	-	-	220,000.00	0.90%
Fleet Service Cost-Fixed	554,012.00	-	-	-	-	554,012.00	2.27%
Fuel	377,435.00	-	-	-	-	377,435.00	1.55%
Travel & Education	150,000.00	-	-	-	-	150,000.00	0.62%
Telephone	140,600.00	-	-	-	-	140,600.00	0.58%
PAL Program	58,000.00	-	-	-	-	58,000.00	0.24%
Printing	14,300.00	-	-	-	-	14,300.00	0.06%
	3,621,987.00	264,900.00	111,000.00	461,000.00	-	4,458,887.00	18.31%
Capital							
Capital Equipment	-	-	-	-	-	-	0.00%
	-	-	-	-	-	-	0.00%
Total	8,349,012.00	1,346,182.00	10,252,239.00	4,405,255.00	-	24,352,688.00	100.00%

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Police Department

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Administration Summary						
Personnel						
Salaries	3,151,135.72	3,189,735.20	2,052,875.19	3,362,738.00	3,464,100.00	3,536,523.00
Benefits	1,031,038.60	1,109,717.23	694,788.95	1,172,403.00	1,154,758.00	1,190,502.00
	4,182,174.32	4,299,452.43	2,747,664.14	4,535,141.00	4,618,858.00	4,727,025.00
Operations						
Supplies and Materials	816,886.40	828,239.62	969,114.98	1,155,027.88	1,049,504.00	1,196,809.00
Maintenance	543,066.29	575,441.00	465,457.54	492,500.00	712,878.00	730,199.00
Fleet Service Cost-Fixed	658,995.00	550,634.00	275,520.00	551,040.00	554,012.00	554,012.00
Fuel	519,481.57	358,091.85	195,716.21	405,457.00	368,770.00	377,435.00
Contracted Services	177,175.68	208,325.45	195,843.64	345,050.00	386,694.00	395,938.00
Travel & Education	131,013.05	135,247.72	106,833.43	134,000.00	145,000.00	150,000.00
Telephone	147,267.97	126,937.06	84,377.96	136,380.00	140,600.00	140,600.00
PAL Program	54,941.41	41,738.49	22,654.78	58,000.00	58,000.00	58,000.00
Printing	6,005.73	11,981.77	10,233.90	14,300.00	14,300.00	14,300.00
Dues and Subscriptions	3,247.00	4,779.60	3,645.50	3,200.00	3,700.00	3,700.00
Other	1,068.00	822.60	172.20	1,025.00	970.00	994.00
General Liability Insurance	-	-	15,500.00	-	-	-
	3,059,148.10	2,842,239.16	2,345,070.14	3,295,979.88	3,434,428.00	3,621,987.00
Capital						
Capital Equipment	-	15,665.66	-	-	-	-
	-	15,665.66	-	-	-	-
Total	7,241,322.42	7,157,357.25	5,092,734.28	7,831,120.88	8,053,286.00	8,349,012.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Police Department

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Chief's Office Summary						
Personnel						
Salaries	616,014.75	541,762.38	359,950.66	564,381.00	626,540.00	643,289.00
Benefits	346,569.90	421,975.77	275,811.12	459,717.00	481,880.00	437,993.00
	962,584.65	963,738.15	635,761.78	1,024,098.00	1,108,420.00	1,081,282.00
Operations						
General Liability Insurance	157,819.07	358,419.33	115,158.74	345,000.00	220,000.00	220,000.00
Supplies and Materials	65,121.50	52,495.11	28,384.26	35,533.43	33,000.00	43,000.00
Other	6,484.12	1,375.00	626.03	3,800.00	1,900.00	1,900.00
Contracted Services	-	14,500.00	19,573.75	-	-	-
	229,424.69	426,789.44	163,742.78	384,333.43	254,900.00	264,900.00
Capital						
Capital Equipment	242,270.39	13,189.45	118,608.05	265,482.78	-	-
	242,270.39	13,189.45	118,608.05	265,482.78	-	-
Total	1,434,279.73	1,403,717.04	918,112.61	1,673,914.21	1,363,320.00	1,346,182.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Police Department

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Field Operations Summary						
Personnel						
Salaries	7,113,909.89	6,702,151.04	4,391,350.02	6,931,134.00	6,929,724.00	7,122,557.00
Benefits	2,958,293.12	2,832,691.53	1,759,929.20	3,036,308.00	2,925,223.00	3,018,682.00
	10,072,203.01	9,534,842.57	6,151,279.22	9,967,442.00	9,854,947.00	10,141,239.00
Operations						
Maintenance	99,191.80	0.20	4,457.00	-	-	-
Contracted Services	45,387.97	27,147.00	28,188.44	20,000.00	25,000.00	25,000.00
Supplies and Materials	49,207.36	45,721.00	48,624.97	44,998.00	40,000.00	40,000.00
Special Investigations	24,000.00	24,890.00	18,956.18	25,000.00	35,000.00	40,000.00
Dues & Subscriptions	3,068.23	580.00	1,250.00	2,000.00	6,000.00	6,000.00
Other	14,029.29	1,841.34	111.00	-	-	-
General Liability Insurance	-	-	26,000.00	-	-	-
	234,884.65	100,179.54	127,587.59	91,998.00	106,000.00	111,000.00
Capital						
Capital Equipment	26,043.31	260,748.00	89,567.00	165,134.00	-	-
	26,043.31	260,748.00	89,567.00	165,134.00	-	-
Total	10,333,130.97	9,895,770.11	6,368,433.81	10,224,574.00	9,960,947.00	10,252,239.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Police Department

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Code Enforcement Detail						
Personnel						
Salary	-	239,439.17	133,645.02	348,961.00	-	-
Benefits	-	110,549.73	50,199.23	158,970.00	-	-
	-	349,988.90	183,844.25	507,931.00	-	-
Operations						
Maintenance	-	78,533.00	44,064.10	115,000.00	-	-
Contracted Services	-	26,051.00	24,226.00	51,549.00	-	-
Supplies and Materials	-	18,469.41	4,925.28	20,000.00	-	-
Other	-	331.00	658.00	4,300.00	-	-
	-	123,384.41	73,873.38	190,849.00	-	-
Total	-	473,373.31	257,717.63	698,780.00	-	-

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Police Department

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Investigations						
Personnel						
Salaries	2,401,962.79	2,428,618.80	1,715,549.65	2,215,362.00	2,721,199.00	2,795,290.00
Benefits	979,773.48	1,011,995.08	686,747.74	933,411.00	1,114,553.00	1,148,965.00
	3,381,736.27	3,440,613.88	2,402,297.39	3,148,773.00	3,835,752.00	3,944,255.00
Operations						
Contracted Services	150,507.95	143,986.16	103,921.72	130,000.00	180,423.00	185,000.00
Special Investigations	189,979.90	184,941.74	113,549.39	184,000.00	172,000.00	172,000.00
Drug Task Force	80,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00
Supplies and Materials	29,720.46	28,615.47	9,929.00	31,470.24	25,000.00	25,000.00
Other	2,714.29	3,433.58	2,007.00	4,000.00	4,000.00	4,000.00
General Liability Insurance	-	-	24,000.00	-	-	-
	452,922.60	435,976.95	328,407.11	424,470.24	456,423.00	461,000.00
Total	3,834,658.87	3,876,590.83	2,730,704.50	3,573,243.24	4,292,175.00	4,405,255.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Police Department

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Grants						
Salaries	213.90	-	3,097.16	-	-	-
Supplies and Materials	2,333.53	1,878.32	-	11,943.73	-	-
Capital Equipment	32,626.67	-	-	-	-	-
Total	35,174.10	1,878.32	3,097.16	11,943.73	-	-

SECTION 10 TAB

FIRE / RESCUE



Find yourself in good company

Greenville City Council Budget Workshop
Fiscal Years 2017 & 2018

FIRE / RESCUE DEPARTMENT

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

FIRE / RESCUE PROPOSED BUDGET

GOALS AND OBJECTIVES

- **Administration**
 - **Collaboration with Partners**
 - Continue development of positive relationships with community partners and actively pursue opportunities for collaborations that will benefit the community
 - Strengthen automatic aid agreements with other jurisdictions
 - **Fire/Department Operations and Data Analysis**
 - Develop and implement a fire/EMS deployment plan for F/R Station 7 (Southeast)
 - Continue implementation of ICMA recommendations
 - Continue with the expansion of the enhanced EMS deployment plan to ensure the department is responsive to the current needs of the community
 - Pursue accreditation through the Center for Public Safety Excellence
 - Accreditation Team will complete the Self-Assessment Module by January 1, 2017
 - **Utilize new and existing data to improve operational efficiencies and effectiveness**
 - Fireview software implementation, training and report development
 - **Diversity**
 - Ensure that diversity and inclusion are integral to the way the department functions, both internally and externally

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

FIRE / RESCUE PROPOSED BUDGET

GOALS AND OBJECTIVES

- **Operations**
 - **Provide a high level of quality in the delivery of emergency and non-emergency services to the community**
 - Implement a formal quality assurance process
 - **Maintain quality equipment, apparatus, facilities and technology**
 - Perform monthly inspections
 - **Employee Development**
 - Recruit and retain a diverse and effective workforce
 - Complete mandatory training hours for Fire and EMS
 - Develop and implement an Acting Officer training program
 - Develop and implement a comprehensive annual training plan
 - **Health and Safety**
 - Provide for the health and safety of all department employees
 - Develop and implement a comprehensive Risk Management Plan

- **Emergency Management**
 - Review the City's Emergency Operations Plan
 - Coordinate annual emergency operations training
 - Coordinate updated NIMS training for essential City Staff

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

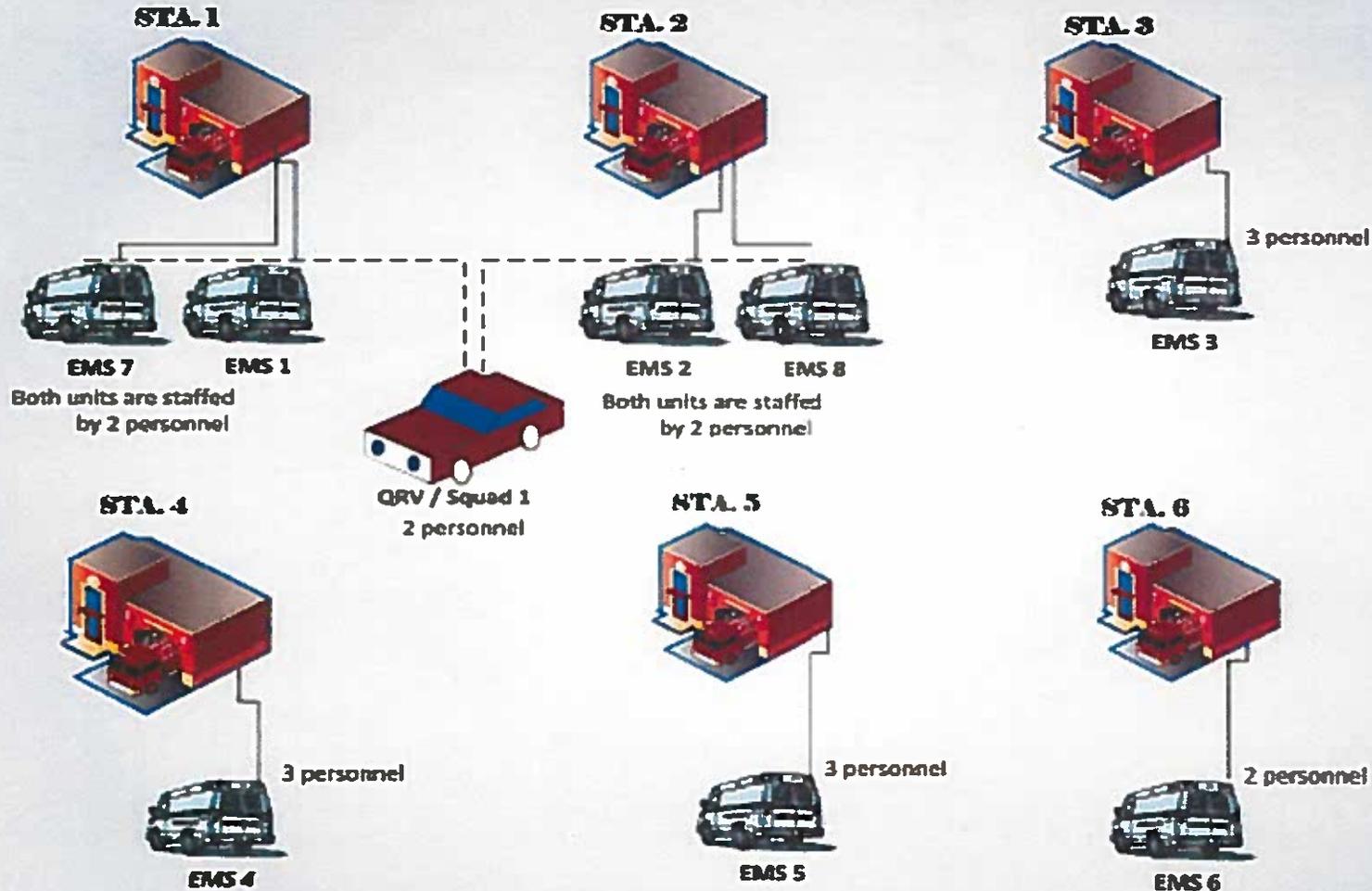
FIRE / RESCUE PROPOSED BUDGET

GOALS AND OBJECTIVES

- **Life Safety Services**
 - **Fire Inspections**
 - Maintain a proactive business inspection program to enhance public safety and prevent fires in commercial buildings
 - Complete 100% of high hazard and ETJ inspections
 - Improve current fire inspection process and increase efficiencies through the use of Geographic Information Systems
 - **Community Outreach and Educational Programs**
 - Enhance public safety through an analysis and development of improved fire and life safety educational programs
 - Provide CPR and AED training for the public and staff to improve opportunities for survival of patients in cardiac arrest
 - Provide fire prevention training for the public and staff to reduce the injuries and loss of life associated with fires
 - Increase community outreach and agency partnerships to strengthen department services
 - Utilize fire inspection data to identify local trends for the development of a focused risk reduction program

FIRE / RESCUE DEPARTMENT

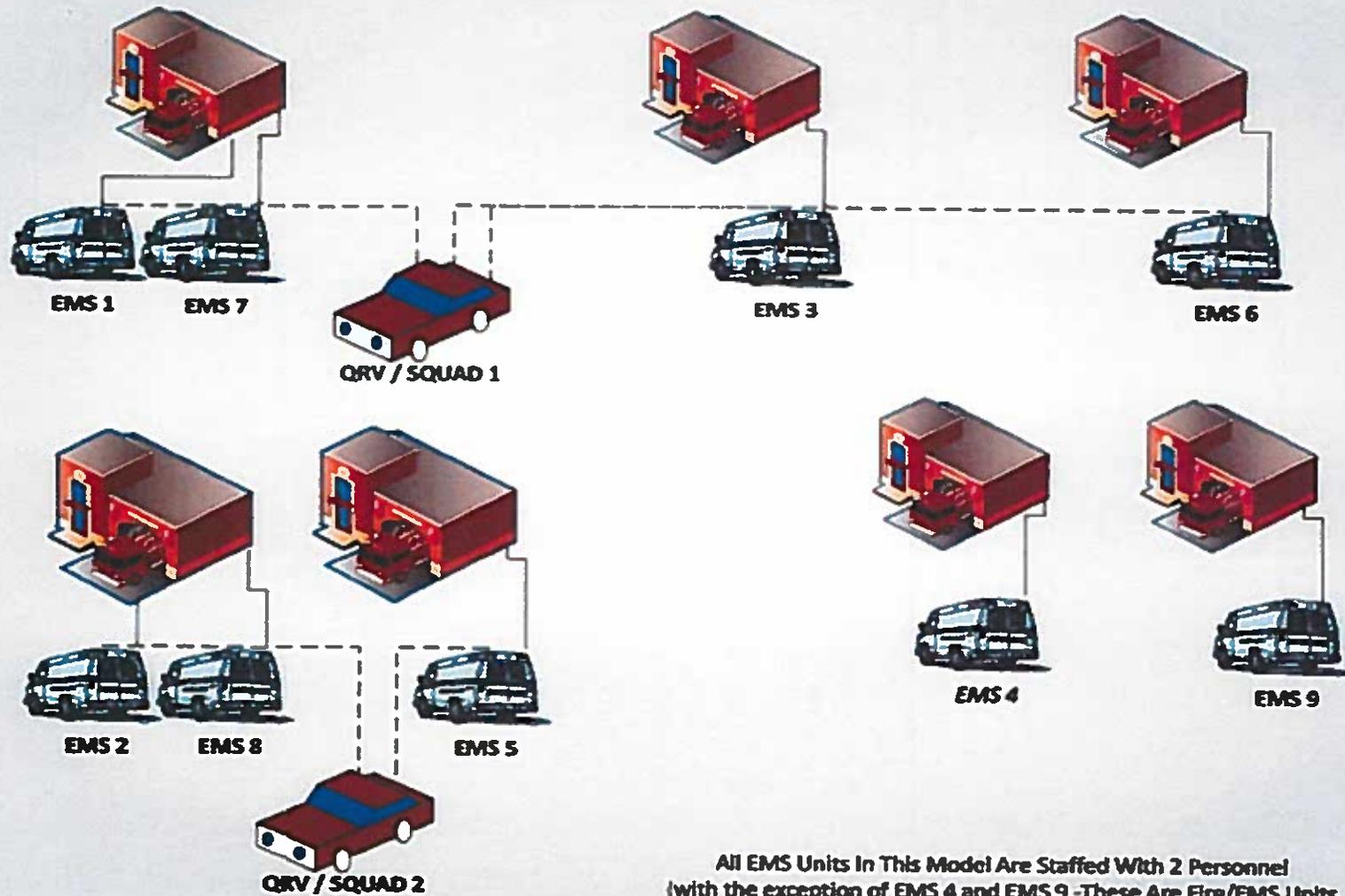
August 2015 EMS Deployment Model



ALL EMS Units In This Model Are Staffed With 3 Personnel
(with the exception of EMS 6 with 2 Personnel)

FIRE / RESCUE DEPARTMENT

Future EMS Deployment Model



All EMS Units In This Model Are Staffed With 2 Personnel
(with the exception of EMS 4 and EMS 9 - These Are Fire/EMS Units
Staffed with 3 Personnel)

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
FIRE / RESCUE PROPOSED BUDGET
GENERAL FUND

FY 2016-17 \$ 14,004,156

FY 2017-18 \$ 14,324,455

Note: 1) Salary and Benefits Include a 3.0% Increase 2) Salary and Benefits Do Not Include any Requested New Positions and/or Position Reclassifications

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

FIRE / RESCUE PROPOSED BUDGET

Division	FY 2016-17	FY 2017-18	%
Fire	\$ 8,492,157	\$ 8,694,173	60.7%
Rescue	5,511,999	5,630,282	39.3%
Total	\$ 14,004,156	\$ 14,324,455	100.0%

Note: EMS Accounts for Approximately 78% of Total Incidents

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
FIRE / RESCUE PROPOSED BUDGET

	FY 2016-17	FY 2017-18	%
Personnel	\$ 12,556,565	\$ 12,844,317	89.7%
Operations	1,447,591	1,471,138	10.3%
Capital	-	9,000	0.0%
Total	\$ 14,004,156	\$ 14,324,455	100.0%

FIRE / RESCUE PROPOSED BUDGET
PERSONNEL EXPENSE
EXPENSE BY CATEGORY

	Fiscal Year 2016-17		Fiscal Year 2017-18	
Salaries	\$ 8,973,760	71.5%	\$ 9,217,773	71.8%
Benefits	3,582,805	28.5%	3,626,544	28.2%
Total	\$ 12,556,565	100.0%	\$ 12,844,317	100.0%

FIRE / RESCUE PROPOSED BUDGET
PERSONNEL EXPENSE
APPROVED POSITIONS

F/R Officer I	46.0
EMS Specialist	45.0
F/R Officer II	24.0
F/R Lieutenant	19.0
F/R Captain	10.0
Battalion Chief	4.0
Deputy Fire Marshal	2.0
Administrative Assistant	1.0
Data Analyst	1.0
Deputy F/R Chief	1.0
EMS Manager	1.0
F/R Admin Assistant	1.0
F/R Chief	1.0
Fire Marshal/Battalion Chief	1.0
Life Safety Educator	1.0
Total	<u>158.0</u>

FIRE / RESCUE PROPOSED BUDGET
PERSONNEL EXPENSE
EXPENSE PER POSITION

Year	Personnel Expense	Approved Positions	Expense per Position
FY 2016-17	\$ 12,556,565	158.0	\$ 79,472
FY 2017-18	\$ 12,844,317	158.0	\$ 81,293

Note: Includes Both Salaries and Benefits

FIRE / RESCUE PROPOSED BUDGET

PERSONNEL EXPENSE

NEW POSITION REQUESTS

Positions Annual Cost

F / R Officer I

4.00

248,532

FIRE / RESCUE

Fire/EMS Incidents 2013 - 2014				
Type	2013	2014	2015	13-15 % CHG
Fire	2,900	3,546	3,911	35%
EMS	12,234	12,641	12,887	5%
Total	15,134	16,187	16,798	11%

FIRE / RESCUE

Total Runs 2014 - 2015		
2014	2015	% CHG
23,243	29,174	26%

Response Times 2014 - 2015		
	2014	2015
Average	6 min 21 secs	6 min 15 secs
90th Percentile	10 min 11 secs	10 min 0 secs

FIRE / RESCUE

Total Fire Inspections 2014 - 2015		
2014	2015	% CHG
1665	1805	8%

Nonemergency Activity 2013 - 2015		
2013	2014	2015
322	255	1922

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

FIRE / RESCUE PROPOSED BUDGET

OPERATIONS EXPENSE

	Fiscal Year 2016-17		Fiscal Year 2017-18				
Maintenance	\$	507,945	35.1%	\$	519,630	35.3%	} 90%
Supplies		346,408	23.9%		350,505	23.8%	
General Liability		117,500	8.1%		117,500	8.0%	
Fuel		93,842	6.5%		98,565	6.7%	
Utilities		91,000	6.3%		91,700	6.2%	
Contracted Services		78,147	5.4%		78,382	5.3%	
Fleet		77,810	5.4%		77,810	5.3%	
Uniforms		53,765	3.7%		53,765	3.7%	
Travel and Ed		27,350	1.9%		29,350	2.0%	
Telephone		26,160	1.8%		26,160	1.8%	
Other Expense		27,664	1.9%		27,771	1.9%	
Total	\$	1,447,591	100.0%	\$	1,471,138	100.0%	

FIRE / RESCUE PROPOSED BUDGET
OPERATIONS EXPENSE
MAINTENANCE EXPENSE

	FY 2016-17	FY 2017-18
Equipment	\$ 130,950	\$ 137,950
Vehicle	159,202	165,518
Buildings	29,600	25,600
Fleet Labor	93,431	93,431
Commercial Labor	94,762	97,131
Total	\$ 507,945	\$ 519,630

FIRE / RESCUE PROPOSED BUDGET
OPERATIONS EXPENSE
SUPPLY EXPENSE

	FY 2016-17	FY 2017-18
General Office	\$ 72,850	\$ 75,350
Computer	60,226	47,368
Fire Fighting Gear	117,775	125,250
Disaster	2,000	2,000
Small Tools	27,873	33,873
EMS	65,484	66,464
Other	200	200
Total	\$ 346,408	\$ 350,505

FIRE / RESCUE PROPOSED BUDGET
OPERATIONS EXPENSE
CONTRACTED SERVICES EXPENSE

	FY 2016-17	FY 2017-18
Lawn Maintenance	\$ 10,500	\$ 10,500
Aid Contract: Pactolus	6,000	6,000
Zoll Warranty	12,000	12,000
Draeger Contract	7,000	5,800
PLM Stretcher Service	3,500	3,500
Plymovent	4,200	4,600
Other	2,800	2,800
Safe Air Maintenance	3,500	3,500
Fire Alarm Inspections	2,550	2,550
Copier Maintenance	3,912	3,912
Radio Maintenance	22,185	23,220
Total	\$ 78,147	\$ 78,382

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Fire & Rescue Department

% of Budget 96.60%

2017 Requested Budget by Division

	Fire	Rescue	Total	% of Total
Personnel				
Salaries	5,453,121.00	3,520,639.00	8,973,760.00	64.08%
Benefits	2,187,481.00	1,395,324.00	3,582,805.00	25.58%
	7,640,602.00	4,915,963.00	12,556,565.00	89.66%
Operations				
Maintenance	354,162.00	153,783.00	507,945.00	3.63%
Supplies and Materials	138,139.60	208,268.40	346,408.00	2.47%
Fleet Service Cost-Fixed	77,810.00	-	77,810.00	0.56%
Printing	1,440.00	-	1,440.00	0.01%
Utilities	54,600.00	36,400.00	91,000.00	0.65%
General Liability Insurance	55,000.00	62,500.00	117,500.00	0.84%
Fuel	47,155.00	46,687.00	93,842.00	0.67%
Contracted Services	39,123.45	39,023.55	78,147.00	0.56%
Uniforms	32,259.00	21,506.00	53,765.00	0.38%
Travel and Education	16,410.00	10,940.00	27,350.00	0.20%
Telephone	15,696.00	10,464.00	26,160.00	0.19%
Advertising	9,003.00	-	9,003.00	0.06%
Dues and Subscriptions	8,257.00	5,504.00	13,761.00	0.10%
Other	2,500.00	960.00	3,460.00	0.02%
	851,555.05	596,035.95	1,447,591.00	10.34%
Capital				
Capital	-	-	-	0.00%
	-	-	-	0.00%
Total	8,492,157.05	5,511,998.95	14,004,156.00	100.00%

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Fire & Rescue Department

% of Budget 96.56%

2018 Requested Budget by Division

	Fire	Rescue	Total	% of Total
Personnel				
Salaries	5,598,812.00	3,618,961.00	9,217,773.00	64.35%
Benefits	2,221,058.00	1,405,486.00	3,626,544.00	25.32%
	<u>7,819,870.00</u>	<u>5,024,447.00</u>	<u>12,844,317.00</u>	<u>89.67%</u>
Operations				
Maintenance	362,409.00	157,221.00	519,630.00	3.63%
Supplies and Materials	139,624.80	210,880.20	350,505.00	2.45%
Fleet Service Cost-Fixed	77,810.00	-	77,810.00	0.54%
Printing	1,440.00	-	1,440.00	0.01%
Utilities	55,020.00	36,680.00	91,700.00	0.64%
General Liability Insurance	55,000.00	62,500.00	117,500.00	0.82%
Fuel	49,665.00	48,900.00	98,565.00	0.69%
Contracted Services	38,902.20	39,479.80	78,382.00	0.55%
Uniforms	32,259.00	21,506.00	53,765.00	0.38%
Travel and Education	17,610.00	11,740.00	29,350.00	0.20%
Telephone	15,696.00	10,464.00	26,160.00	0.18%
Advertising	9,110.00	-	9,110.00	0.06%
Dues and Subscriptions	8,257.00	5,504.00	13,761.00	0.10%
Other	2,500.00	960.00	3,460.00	0.02%
	<u>865,303.00</u>	<u>605,835.00</u>	<u>1,471,138.00</u>	<u>10.27%</u>
Capital				
Capital	9,000.00	-	9,000.00	0.06%
	<u>9,000.00</u>	<u>-</u>	<u>9,000.00</u>	<u>0.06%</u>
Total	<u><u>8,694,173.00</u></u>	<u><u>5,630,282.00</u></u>	<u><u>14,324,455.00</u></u>	<u><u>100.00%</u></u>

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Fire & Rescue Department

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Fire Summary						
Personnel						
Salaries	4,457,057.01	4,545,133.31	3,224,671.10	4,187,310.00	5,453,121.00	5,598,812.00
Benefits	1,724,252.81	1,947,986.78	1,182,583.89	1,760,989.00	2,187,481.00	2,221,058.00
	6,181,309.82	6,493,120.09	4,407,254.99	5,948,299.00	7,640,602.00	7,819,870.00
Operations						
Maintenance	194,648.87	276,081.97	235,372.63	245,509.00	354,162.00	362,409.00
Supplies and Materials	144,843.24	116,263.30	126,471.98	180,535.58	138,139.60	139,624.80
Fleet Service Cost-Fixed	-	67,874.00	33,960.00	67,920.00	77,810.00	77,810.00
Printing	1,154.75	1,244.82	569.89	690.00	1,440.00	1,440.00
Utilities	54,186.73	54,495.89	41,794.83	61,800.00	54,600.00	55,020.00
General Liability Insurance	40,318.00	39,793.00	57,521.00	40,000.00	55,000.00	55,000.00
Fuel	78,514.57	45,501.39	32,259.57	53,370.00	47,155.00	49,665.00
Contracted Services	36,212.84	48,005.36	35,779.18	44,293.00	39,123.45	38,902.20
Uniforms	33,289.91	31,761.47	37,336.38	46,031.00	32,259.00	32,259.00
Travel and Education	25,314.88	10,868.31	13,324.16	17,955.00	16,410.00	17,610.00
Telephone	17,156.07	14,558.74	9,171.96	15,732.00	15,696.00	15,696.00
Advertising	-	7,603.29	4,630.99	6,285.00	9,003.00	9,110.00
Dues and Subscriptions	5,095.80	4,333.29	1,800.80	4,972.00	8,257.00	8,257.00
Other	7,791.18	38,683.69	1,348.00	8,000.00	2,500.00	2,500.00
	638,526.84	757,068.52	631,341.37	793,092.58	851,555.05	865,303.00
Capital						
Capital	29,105.80	-	-	-	-	9,000.00
	29,105.80	-	-	-	-	9,000.00
Total	6,848,942.46	7,250,188.61	5,038,596.36	6,741,391.58	8,492,157.05	8,694,173.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Fire & Rescue Department

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Rescue Summary						
Personnel						
Salaries	3,745,383.13	3,563,442.28	2,199,055.21	4,289,084.00	3,520,639.00	3,618,961.00
Benefits	1,432,195.41	1,399,749.69	843,597.94	1,790,672.00	1,395,324.00	1,405,486.00
	5,177,578.54	4,963,191.97	3,042,653.15	6,079,756.00	4,915,963.00	5,024,447.00
Operations						
Supplies and Materials	212,964.47	184,994.48	175,013.80	270,159.36	208,268.40	210,880.20
Maintenance	91,123.34	122,247.47	100,578.30	118,231.00	153,783.00	157,221.00
Fuel	68,662.77	42,863.28	31,476.11	36,905.00	46,687.00	48,900.00
General Liability Insurance	111,499.17	122,593.69	57,521.00	83,000.00	62,500.00	62,500.00
Contracted Services	71,983.75	41,268.73	33,305.14	46,387.00	39,023.55	39,479.80
Utilities	-	36,329.73	27,863.27	41,200.00	36,400.00	36,680.00
Uniforms	22,193.28	21,206.47	24,892.23	30,688.00	21,506.00	21,506.00
Travel and Education	17,149.47	7,055.13	8,496.84	11,970.00	10,940.00	11,740.00
Telephone	11,437.40	9,705.81	6,114.64	10,488.00	10,464.00	10,464.00
Dues & Subscriptions	3,368.20	2,792.19	1,217.20	3,314.00	5,504.00	5,504.00
Other	66,453.10	808.32	379.94	460.00	960.00	960.00
	676,834.95	591,865.30	466,858.47	652,802.36	596,035.95	605,835.00
Capital						
Capital	35,517.69	34,065.57	35,022.73	35,500.00	-	-
	35,517.69	34,065.57	35,022.73	35,500.00	-	-
Total	5,889,931.18	5,589,122.84	3,544,534.35	6,768,058.36	5,511,998.95	5,630,282.00

SECTION 13 TAB

**PUBLIC WORKS
GENERAL FUND**



Find yourself in good company

Greenville City Council Budget Workshop
Fiscal Years 2017 & 2018

PUBLIC WORKS DEPARTMENT

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

PUBLIC WORKS PROPOSED BUDGET

GOALS AND OBJECTIVES

Goal : DYNAMIC AND INVITING COMMUNITY

- **West 5th St Streetscape – Complete construction**
- **South Tar Greenway Phase 3A – Complete construction**
- **Roadway Improvements – Begin Transportation Bond projects**
- **Public Art – Continue to identify and implement public art in public spaces**

Goal : WELL MANAGED & FISCALLY SUSTAINABLE ORG

- **Sanitation Automation Plan – Continue implementation of 5 Year Plan - all non-backyard service residents have automation capability**
- **Facility Improvement Plan – Continue implementation of Facility Improvement Plan**

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
PUBLIC WORKS PROPOSED BUDGET
GOALS AND OBJECTIVES

Goal : INFRASTRUCTURE

- **Town Creek Culvert – Begin Construction in FY17
(Scheduled for completion in FY19)**
- **Traffic Signal Timing – Continue coordination with NCDOT on improved timing of major thoroughfares**
- **Greenville Transportation Activity Center – Complete construction of intermodal facility**

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
PUBLIC WORKS PROPOSED BUDGET
GENERAL FUND

FY 2016-17 \$ 7,372,484

FY 2017-18 \$ 7,412,065

Note: 1) Salary and Benefits Include a 3.0% Increase 2) Salary and Benefits Do Not Include any Requested New Positions and/or Position Reclassifications

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
PUBLIC WORKS PROPOSED BUDGET

Division	FY 2016-17	FY 2017-18	%
Administration	\$ 745,650	\$ 756,646	10.2%
Street Maintenance	710,774	724,824	9.7%
Building & Grounds	2,930,411	2,918,578	39.6%
Engineering	2,312,810	2,322,255	31.4%
Traffic Services	271,771	278,110	3.7%
MPO	363,568	374,152	5.0%
Intergenerational	37,500	37,500	0.5%
Total	\$7,372,484	\$ 7,412,065	100.0%

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
PUBLIC WORKS PROPOSED BUDGET

	FY 2016-17	FY 2017-18	%
Personnel	\$ 3,166,629	\$ 3,256,621	43.4%
Operations	4,205,855	4,155,444	56.6%
Total	\$ 7,372,484	\$ 7,412,065	100.0%

PUBLIC WORKS PROPOSED BUDGET
PERSONNEL EXPENSE
EXPENSE BY CATEGORY

	Fiscal Year 2016-17		Fiscal Year 2017-18	
Salaries	\$2,200,416	69.5%	\$ 2,263,571	69.5%
Benefits	966,213	30.5%	993,050	30.5%
Total	\$3,166,629	100.0%	\$ 3,256,621	100.0%

PUBLIC WORKS PROPOSED BUDGET
PERSONNEL EXPENSE
APPROVED POSITIONS

Administration	5.5
Street Maintenance	8.4
Building & Grounds	22.4
Engineering	6.1
Traffic Services	2.4
MPO	2.0
Total	46.7

Note: General Fund Only. Does Not Include Positions Paid From Powell Bill or Other Funds

PUBLIC WORKS PROPOSED BUDGET
PERSONNEL EXPENSE
EXPENSE PER POSITION

Year	Personnel Expense	Approved Positions	Expense per Position
FY 2016-17	\$3,166,629	46.7	\$ 67,808
FY 2017-18	\$3,256,621	46.7	69,735

Note: Includes Both Salaries and Benefits

PUBLIC WORKS PROPOSED BUDGET

PERSONNEL EXPENSE

NEW POSITION REQUESTS

	Positions	Annual Cost	
		FY2016-17	FY2017-18
Construction Mgmt. Supervisor	1.00	\$ 79,104	\$ 81,477
Staff Support Specialist II	1.00	49,620	51,109
Transit Supervisor	2.00	61,287	63,125
Total	4.00	\$ 190,011	\$ 195,711

PUBLIC WORKS PROPOSED BUDGET
PERSONNEL EXPENSE
POSITION RECLASSIFICATION REQUESTS

Proposed Position Title	Current Position Title	Positions	Annual Cost	
			FY2016-17	FY2017-18
Assistant Street Superintendent	Street Coordinator	1.00	21,258	21,895
Street Supervisor	Equipment Operator V	2.00	11,066	11,398
Senior Construction Worker	Equip. Operator I/II & Laborer	2.00	16,640	17,139
Public Works Coordinator	Public Works Coordinator	1.00	3,370	3,471
Equipment Operator	Equipment Operator I/II/III	2.00	5,698	5,869
Customer Svc & Billing Supervisor	Administrative Assistant	1.00	7,696	7,927
Cust Service Representative	Staff Support Specialist II	2.00	3,744	3,856
Total		11.00	69,472	71,555

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
PUBLIC WORKS PROPOSED BUDGET
OPERATIONS EXPENSE

	Fiscal Year 2016-17		Fiscal Year 2017-18	
Utilities	\$ 2,041,238	48.5%	\$ 2,046,238	49.2%
Contracted Services	844,955	20.1%	835,067	20.1%
Maintenance	474,850	11.3%	472,390	11.4%
Supplies	317,224	7.5%	273,176	6.6%
General Liability	165,000	3.9%	165,000	4.0%
Fleet	118,160	2.8%	118,160	2.8%
Stormwater Utility Fee	75,000	1.8%	75,000	1.8%
Concessions	74,200	1.8%	74,200	1.8%
Other	95,228	2.3%	96,213	2.3%
Total	\$ 4,205,855	100.0%	\$ 4,155,444	100.0%

PUBLIC WORKS PROPOSED BUDGET

OPERATIONS EXPENSE

UTILITIES EXPENSE

	FY 2016-17	FY 2017-18
Street Lighting	\$ 1,550,840	\$ 1,550,840
Building and Grounds	381,398	381,398
Administration	105,000	110,000
Intergenerational	4,000	4,000
Total	\$ 2,041,238	\$ 2,046,238

Note: GUC Reimburses 50% of Street Lighting Expense (i.e. \$775,000)

PUBLIC WORKS PROPOSED BUDGET
OPERATIONS EXPENSE
CONTRACTED SERVICES EXPENSE

	FY 2016-17	FY 2017-18
Contracted Services	\$ 844,955	\$ 835,067

- **Copiers, Radios**
- **Laundry, Uniforms**
- **Snow Removal, Litter Removal, Holiday Decorations**
- **Elevator Maint., PFR Annual Plumbing Flush**
- **Roll Up Door Maint., Schneider Controls Support**
- **ROW Mowing (\$200k), Custodial Services**
- **Cemetery**

PUBLIC WORKS PROPOSED BUDGET

OPERATIONS EXPENSE

MAINTENANCE EXPENSE

	FY 2016-17	FY 2017-18
Building	\$ 64,900	\$ 64,900
Equipment	30,000	30,000
Vehicle	133,548	133,548
Fleet Labor	102,540	102,540
Commercial Labor	30,862	31,402
Parking Lot	58,000	58,000
Demolitions	20,000	20,000
Landfill Fees	15,000	12,000
Cemetary	20,000	20,000
Total	\$ 474,850	\$ 472,390

PUBLIC WORKS PROPOSED BUDGET
OPERATIONS EXPENSE
SUPPLY EXPENSE

	FY 2016-17	FY 2017-18
General Office	\$ 94,500	\$ 89,500
Computer	37,504	25,456
Small Tools	22,440	20,440
Uniforms	12,110	12,110
Holiday Decorations	5,000	5,000
Tree Replace / Landscape	75,000	50,000
Small Equipment	36,520	36,520
Other	9,150	9,150
Signs	25,000	25,000
Total	\$ 317,224	\$ 273,176

PUBLIC WORKS PROPOSED BUDGET

OPERATIONS EXPENSE

STORMWATER UTILITY FEE

	<u>FY 2016-17</u>	<u>FY 2017-18</u>
Stormwater Utility Fee	\$ 75,000	\$ 75,000

- **Utility Fees Paid by the City for All Non-Parks Facilities**

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Public Works

% of Budget 95.08%

2017 Requested Budget by Division

	Administration	Street Maintenance	Building & Grounds	Engineering	Traffic Services	MPO	Intergen Center	Total	% of Total
Personnel									
Salary	292,605.00	297,168.00	911,922.00	415,131.00	136,883.00	146,707.00	-	2,200,416.00	29.8%
Benefits	173,353.00	155,947.00	378,870.00	153,120.00	49,712.00	55,211.00	-	966,213.00	13.1%
	465,958.00	453,115.00	1,290,792.00	568,251.00	186,595.00	201,918.00	-	3,166,629.00	43.0%
Operations									
Maintenance	15,000.00	105,340.00	292,688.00	53,240.00	2,582.00	-	6,000.00	474,850.00	6.4%
Contracted Services	37,822.00	7,403.00	638,283.00	7,393.00	11,554.00	118,000.00	24,500.00	844,955.00	11.5%
Supplies and Materials	12,275.00	52,550.00	144,884.00	32,565.00	40,950.00	31,000.00	3,000.00	317,224.00	4.3%
Utilities	105,000.00	-	381,398.00	1,550,840.00	-	-	4,000.00	2,041,238.00	27.7%
Concessions	-	-	74,200.00	-	-	-	-	74,200.00	1.0%
Dues and Subscriptions	630.00	500.00	1,000.00	2,375.00	1,200.00	3,000.00	-	8,705.00	0.1%
COG Prop Strmwtr Util Fees	-	-	-	75,000.00	-	-	-	75,000.00	1.0%
Other	450.00	300.00	670.00	2,666.00	200.00	650.00	-	4,936.00	0.1%
General Liability Insurance	95,000.00	20,000.00	20,000.00	10,000.00	20,000.00	-	-	165,000.00	2.2%
Fleet Service Cost-Fixed	-	50,351.00	60,346.00	3,961.00	3,502.00	-	-	118,160.00	1.6%
Fuel	-	20,215.00	21,550.00	1,019.00	3,188.00	-	-	45,972.00	0.6%
Travel & Education	2,000.00	1,000.00	4,600.00	4,000.00	2,000.00	4,000.00	-	17,600.00	0.2%
Telephone	11,515.00	-	-	-	-	-	-	11,515.00	0.2%
Advertising	-	-	-	1,500.00	-	5,000.00	-	6,500.00	0.1%
	279,692.00	257,659.00	1,639,619.00	1,744,559.00	85,176.00	161,650.00	37,500.00	4,205,855.00	57.0%
Capital									
Capital Equipment	-	-	-	-	-	-	-	-	0.0%
	-	-	-	-	-	-	-	-	0.0%
Total	745,650.00	710,774.00	2,930,411.00	2,312,810.00	271,771.00	363,568.00	37,500.00	7,372,484.00	100.0%

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Public Works

% of Budget 95.09%

2018 Requested Budget by Division

	Administration	Street Maintenance	Building & Grounds	Engineering	Traffic Services	MPO	Intergen Center	Total	% of Total
Personnel									
Salary	297,770.00	306,066.00	937,775.00	427,449.00	140,935.00	153,576.00	-	2,263,571.00	30.5%
Benefits	176,447.00	160,774.00	390,212.00	157,822.00	51,219.00	56,576.00	-	993,050.00	13.4%
	474,217.00	466,840.00	1,327,987.00	585,271.00	192,154.00	210,152.00	-	3,256,621.00	43.9%
Operations									
Maintenance	15,000.00	105,880.00	289,688.00	53,240.00	2,582.00	-	6,000.00	472,390.00	6.4%
Contracted Services	37,934.00	7,403.00	628,283.00	7,393.00	11,554.00	118,000.00	24,500.00	835,067.00	11.3%
Supplies and Materials	10,000.00	51,250.00	108,856.00	24,990.00	41,730.00	33,350.00	3,000.00	273,176.00	3.7%
Utilities	110,000.00	-	381,398.00	1,550,840.00	-	-	4,000.00	2,046,238.00	27.6%
Concessions	-	-	74,200.00	-	-	-	-	74,200.00	1.0%
Dues and Subscriptions	530.00	500.00	1,000.00	2,375.00	1,200.00	3,000.00	-	8,605.00	0.1%
COG Prop Strmwtr Util Fees	-	-	-	75,000.00	-	-	-	75,000.00	1.0%
Other	450.00	300.00	670.00	2,666.00	200.00	650.00	-	4,936.00	0.1%
General Liability Insurance	95,000.00	20,000.00	20,000.00	10,000.00	20,000.00	-	-	165,000.00	2.2%
Fleet Service Cost-Fixed	-	50,351.00	60,346.00	3,961.00	3,502.00	-	-	118,160.00	1.6%
Fuel	-	21,300.00	21,550.00	1,019.00	3,188.00	-	-	47,057.00	0.6%
Travel & Education	2,000.00	1,000.00	4,600.00	4,000.00	2,000.00	4,000.00	-	17,600.00	0.2%
Telephone	11,515.00	-	-	-	-	-	-	11,515.00	0.2%
Advertising	-	-	-	1,500.00	-	5,000.00	-	6,500.00	0.1%
	282,429.00	257,984.00	1,590,591.00	1,736,984.00	85,956.00	164,000.00	37,500.00	4,155,444.00	56.1%
Capital									
Capital Equipment	-	-	-	-	-	-	-	-	0.0%
	-	-	-	-	-	-	-	-	0.0%
Total	756,646.00	724,824.00	2,918,578.00	2,322,255.00	278,110.00	374,152.00	37,500.00	7,412,065.00	100.0%

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Public Works

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Administration Summary						
Personnel						
Salaries	273,120.50	280,044.46	173,756.20	246,225.00	292,605.00	297,770.00
Benefits	189,777.75	275,462.65	69,898.78	309,183.00	173,353.00	176,447.00
	462,898.25	555,507.11	243,654.98	555,408.00	465,958.00	474,217.00
Operations						
Utilities	115,702.74	127,068.25	77,464.82	102,564.00	105,000.00	110,000.00
General Liability Insurance	98,861.19	44,859.03	39,887.68	90,000.00	95,000.00	95,000.00
Contracted Services	22,204.52	25,491.97	29,246.31	34,667.16	37,822.00	37,934.00
Maintenance	26,863.10	14,197.53	399.90	15,000.00	15,000.00	15,000.00
Telephone	17,197.32	8,762.34	6,626.15	9,768.00	11,515.00	11,515.00
Supplies and Materials	6,113.68	3,295.84	3,417.39	11,296.00	12,275.00	10,000.00
Travel and Education	369.02	1,528.63	567.15	2,000.00	2,000.00	2,000.00
Dues & Subscriptions	306.00	476.55	240.00	456.00	630.00	530.00
Other	137.08	129.07	350.54	450.00	450.00	450.00
Fleet Service Cost-Fixed	7,890.00	-	-	-	-	-
Fuel	835.35	-	-	-	-	-
	296,480.00	225,809.21	158,199.94	266,201.16	279,692.00	282,429.00
Total	759,378.25	781,316.32	401,854.92	821,609.16	745,650.00	756,646.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Public Works

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Street Maintenance Summary						
Personnel						
Salaries	79,878.99	55,313.47	37,843.08	325,868.00	297,168.00	306,066.00
Benefits	40,025.79	36,482.03	19,725.31	126,759.00	155,947.00	160,774.00
	119,904.78	91,795.50	57,568.39	452,627.00	453,115.00	466,840.00
Operations						
Maintenance	197,927.53	255,485.65	135,061.03	148,625.00	105,340.00	105,880.00
Supplies and Materials	81,071.20	70,895.74	59,856.71	49,055.70	52,550.00	51,250.00
General Liability Insurance	28,000.00	35,000.00	22,000.00	35,000.00	20,000.00	20,000.00
Fleet Service Cost-Fixed	23,526.00	34,867.00	17,459.50	34,919.00	50,351.00	50,351.00
Fuel	68,458.35	71,559.71	46,091.65	63,730.00	20,215.00	21,300.00
Contracted Services	3,028.84	8,636.84	3,617.24	5,680.00	7,403.00	7,403.00
Travel and Education	574.80	851.40	688.00	1,000.00	1,000.00	1,000.00
Dues & Subscriptions	312.00	174.55	165.00	500.00	500.00	500.00
Other	1,956.67	282.78	66.73	300.00	300.00	300.00
Telephone	494.13	-	-	-	-	-
	405,349.52	477,753.67	285,005.86	338,809.70	257,659.00	257,984.00
Capital						
Capital	-	121,457.00	83,238.10	155,966.00	-	-
	-	121,457.00	83,238.10	155,966.00	-	-
Total	525,254.30	691,006.17	425,812.35	947,402.70	710,774.00	724,824.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Public Works

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Building and Grounds Summary						
Personnel						
Salaries	762,994.70	764,461.53	481,813.69	794,116.00	911,922.00	937,775.00
Benefits	313,012.04	308,695.86	177,499.49	345,858.00	378,870.00	390,212.00
	<u>1,076,006.74</u>	<u>1,073,157.39</u>	<u>659,313.18</u>	<u>1,139,974.00</u>	<u>1,290,792.00</u>	<u>1,327,987.00</u>
Operations						
Contracted Services	432,888.54	463,346.80	540,418.22	467,357.00	638,283.00	628,283.00
Utilities	310,898.99	297,848.15	192,079.11	328,648.00	381,398.00	381,398.00
Maintenance	201,125.21	207,559.70	158,823.17	203,513.00	292,688.00	289,688.00
Supplies and Materials	73,648.13	65,178.89	38,133.65	72,437.95	144,884.00	108,856.00
Concessions	76,833.32	153,306.77	97,084.55	74,200.00	74,200.00	74,200.00
Fleet Service Cost-Fixed	56,355.00	56,355.00	28,200.00	56,400.00	60,346.00	60,346.00
Fuel	53,792.49	39,587.99	19,224.53	14,680.00	21,550.00	21,550.00
General Liability Insurance	37,038.00	20,000.00	24,000.00	20,000.00	20,000.00	20,000.00
Travel and Education	1,026.20	770.03	2,204.46	2,700.00	4,600.00	4,600.00
Dues & Subscriptions	637.00	749.10	656.99	1,000.00	1,000.00	1,000.00
Other	593.50	2,547.13	624.65	500.00	670.00	670.00
	<u>1,244,836.38</u>	<u>1,307,249.56</u>	<u>1,101,449.33</u>	<u>1,241,435.95</u>	<u>1,639,619.00</u>	<u>1,590,591.00</u>
Capital						
Capital	45,063.28	141,095.45	189,070.35	341,626.35	-	-
	<u>45,063.28</u>	<u>141,095.45</u>	<u>189,070.35</u>	<u>341,626.35</u>	<u>-</u>	<u>-</u>
Total	<u><u>2,365,906.40</u></u>	<u><u>2,521,502.40</u></u>	<u><u>1,949,832.86</u></u>	<u><u>2,723,036.30</u></u>	<u><u>2,930,411.00</u></u>	<u><u>2,918,578.00</u></u>

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Public Works

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Engineering Summary						
Personnel						
Salaries	301,968.62	302,071.72	192,200.63	351,534.00	415,131.00	427,449.00
Benefits	108,323.94	111,157.00	69,573.73	142,452.00	153,120.00	157,822.00
	410,292.56	413,228.72	261,774.36	493,986.00	568,251.00	585,271.00
Operations						
Utilities	1,318,240.77	1,423,107.77	1,006,157.09	1,505,670.00	1,550,840.00	1,550,840.00
COG Prop Strmwtr Util Fees	57,808.22	61,650.64	49,390.40	75,000.00	75,000.00	75,000.00
Maintenance	7,791.54	14,495.01	10,195.17	13,175.00	53,240.00	53,240.00
Supplies and Materials	15,145.35	27,756.73	36,467.02	37,986.12	32,565.00	24,990.00
General Liability Insurance	6,500.00	8,656.00	5,000.00	15,000.00	10,000.00	10,000.00
Contracted Services	10,829.83	6,578.98	5,265.18	8,242.00	7,393.00	7,393.00
Travel and Education	1,804.93	3,417.69	886.74	4,000.00	4,000.00	4,000.00
Fleet Service Cost-Fixed	10,750.00	7,881.00	3,944.50	7,889.00	3,961.00	3,961.00
Other	477.16	1,594.82	1,289.49	2,666.00	2,666.00	2,666.00
Dues & Subscriptions	3,323.00	2,610.75	1,023.00	3,300.00	2,375.00	2,375.00
Advertising	-	241.52	-	1,500.00	1,500.00	1,500.00
Fuel	3,840.80	5,932.10	2,124.19	2,633.00	1,019.00	1,019.00
Telephone	2,540.54	-	-	-	-	-
	1,439,052.14	1,563,923.01	1,121,742.78	1,677,061.12	1,744,559.00	1,736,984.00
Capital						
Capital	-	8,155.00	-	-	-	-
	-	8,155.00	-	-	-	-
Total	1,849,344.70	1,985,306.73	1,383,517.14	2,171,047.12	2,312,810.00	2,322,255.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Public Works

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Traffic Services Summary						
Personnel						
Salaries	115,199.15	112,184.13	75,852.62	103,380.00	136,883.00	140,935.00
Benefits	45,418.67	47,061.66	30,597.75	41,912.00	49,712.00	51,219.00
	160,617.82	159,245.79	106,450.37	145,292.00	186,595.00	192,154.00
Operations						
Supplies and Materials	32,252.62	40,768.48	16,711.20	41,878.30	40,950.00	41,730.00
General Liability Insurance	7,733.00	8,500.00	19,500.00	15,000.00	20,000.00	20,000.00
Contracted Services	6,374.37	6,915.66	7,230.84	11,111.00	11,554.00	11,554.00
Fleet Service Cost-Fixed	5,784.00	2,672.00	1,337.50	2,675.00	3,502.00	3,502.00
Fuel	6,404.26	21,220.89	7,982.69	4,889.00	3,188.00	3,188.00
Maintenance	37,957.76	33,161.97	26,167.43	15,375.00	2,582.00	2,582.00
Travel and Education	1,918.45	915.15	2,637.86	2,000.00	2,000.00	2,000.00
Dues & Subscriptions	1,055.00	1,706.00	1,195.00	1,200.00	1,200.00	1,200.00
Other	39.50	69.56	-	200.00	200.00	200.00
	99,518.96	115,929.71	82,762.52	94,328.30	85,176.00	85,956.00
Capital						
Capital	-	73,196.27	-	-	-	-
	-	73,196.27	-	-	-	-
Total	260,136.78	348,371.77	189,212.89	239,620.30	271,771.00	278,110.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Public Works

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
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MPO Summary

Personnel

Salaries	151,471.20	93,944.12	56,059.85	139,694.00	146,707.00	153,576.00
Benefits	46,942.31	33,100.61	19,179.43	45,143.00	55,211.00	56,576.00
	198,413.51	127,044.73	75,239.28	184,837.00	201,918.00	210,152.00

Operations

Contracted Services	280,471.17	70,532.46	-	204,658.61	118,000.00	118,000.00
Supplies and Materials	1,000.79	1,134.48	13,778.05	20,500.00	31,000.00	33,350.00
Advertising	-	2,025.49	2,962.99	4,000.00	5,000.00	5,000.00
Travel and Education	960.64	692.28	75.39	1,000.00	4,000.00	4,000.00
Dues & Subscriptions	1,561.79	1,161.79	1,161.79	2,000.00	3,000.00	3,000.00
Other	5,432.29	69.56	31.31	650.00	650.00	650.00
	289,426.68	75,616.06	18,009.53	232,808.61	161,650.00	164,000.00

Total	487,840.19	202,660.79	93,248.81	417,645.61	363,568.00	374,152.00
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City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Public Works

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
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Intergenerational Center Summary

Operations

Contracted Services	18,265.81	16,351.62	46,013.63	20,340.00	24,500.00	24,500.00
Maintenance	2,481.12	2,065.15	192.71	1,000.00	6,000.00	6,000.00
Utilities	2,612.31	3,713.85	2,515.24	4,000.00	4,000.00	4,000.00
Supplies and Materials	4,166.92	3,222.55	-	3,000.00	3,000.00	3,000.00
Total	27,526.16	25,353.17	48,721.58	28,340.00	37,500.00	37,500.00

SECTION 13 TAB

PUBLIC WORKS

POWELL BILL



Find yourself in good company

Greenville City Council Budget Workshop
Fiscal Years 2017 & 2018

POWELL BILL FUND

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
POWELL BILL PROPOSED BUDGET
GOALS AND OBJECTIVES

Goal : Promote a Safe Community

- **East 10th St Safety Study – Continue implementation of safety recommendation along this corridor**
- **Continue sidewalk construction**
- **Continue communication with NCDOT and RR to improve crossings at railroads**

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
PUBLIC WORKS PROPOSED BUDGET
POWELL BILL FUND

FY 2016-17 \$ 3,547,675

FY 2017-18 \$ 3,055,492

Note: 1) Salary and Benefits Include a 3.0% Increase 2) Salary and Benefits Do Not Include any Requested New Positions and/or Position Reclassifications

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
POWELL BILL PROPOSED BUDGET

Division	FY 2016-17	FY 2017-18	%
Street Maintenance	\$ 804,499	\$ 790,317	24.2%
Building & Grounds	336,947	334,288	10.2%
Engineering	434,329	443,381	13.3%
Traffic Services	869,867	883,237	26.5%
CIP	503,000	-	7.6%
Transfers	599,033	604,269	18.2%
Total	\$3,547,675	\$3,055,492	100.0%

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
POWELL BILL PROPOSED BUDGET

	FY 2016-17	FY 2017-18	%
Personnel	\$ 1,588,672	\$ 1,636,388	48.8%
Operations	856,970	814,835	25.3%
CIP	503,000	-	7.6%
Transfers	599,033	604,269	18.2%
Total	\$ 3,547,675	\$ 3,055,492	100.0%

POWELL BILL PROPOSED BUDGET

PERSONNEL EXPENSE

EXPENSE BY CATEGORY

	Fiscal Year 2016-17		Fiscal Year 2017-18	
Salary	\$1,097,945	69.1%	\$ 1,130,378	69.1%
Benefits	490,727	30.9%	506,010	30.9%
Total	<u>\$1,588,672</u>	<u>100.0%</u>	<u>\$ 1,636,388</u>	<u>100.0%</u>

POWELL BILL PROPOSED BUDGET

PERSONNEL EXPENSE

APPROVED POSITIONS

Street Maintenance	9.3
Building & Grounds	4.0
Engineering	2.9
Traffic Services	7.6
Total	23.8

POWELL BILL PROPOSED BUDGET
PERSONNEL EXPENSE
EXPENSE PER POSITION

Year	Personnel Expense	Approved Positions	Expense per Position
FY 2016-17	\$1,588,672	23.8	\$ 66,891
FY 2017-18	\$1,636,388	23.8	\$ 68,901

Note: Includes Both Salaries and Benefits

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
POWELL BILL PROPOSED BUDGET
OPERATIONS EXPENSE

	Fiscal Year 2016-17		Fiscal Year 2017-18	
Supplies and Materials	\$ 357,878	41.8%	\$ 353,248	43.4%
Contracted Services	172,057	20.1%	161,736	19.8%
Maintenance	133,859	15.6%	136,256	16.7%
Fleet Service Cost-Fixed	84,360	9.8%	84,360	10.4%
Fuel	44,564	5.2%	46,125	5.7%
Other	64,252	7.5%	33,110	4.1%
Total	\$ 856,970	100.0%	\$ 814,835	100.0%

POWELL BILL PROPOSED BUDGET
OPERATIONS EXPENSE
SUPPLIES AND MATERIALS EXPENSE

	FY 2016-17	FY 2017-18
General Office	\$ 158,170	\$ 158,170
Small Tools	14,558	14,558
Computer	5,150	520
Pavement Markings	35,000	35,000
Traffic Signal	85,000	85,000
Signs	40,000	40,000
Barricades	20,000	20,000
Total	<u>\$ 357,878</u>	<u>\$ 353,248</u>

POWELL BILL PROPOSED BUDGET
OPERATIONS EXPENSE
CONTRACTED SERVICES EXPENSE

	<u>FY 2016-17</u>	<u>FY 2017-18</u>
Contracted Services	\$ 172,057	\$ 161,736

- **Tree Removal, Stump Grinding, Erosion Control**
- **Utility Cut/Emergency Road Repairs**
- **Construction Inspection**
- **Signal Maintenance, Loop Replacement, Striping, Traffic Counts**

POWELL BILL PROPOSED BUDGET

OPERATIONS EXPENSE

MAINTENANCE EXPENSE

	FY 2016-17	FY 2017-18
Equipment	\$ 4,000	\$ 4,000
Vehicle	39,031	40,007
Fleet Labor	56,828	58,249
Railroad Crossing	29,000	29,000
Bridge Inspect	5,000	5,000
Total	<u>\$ 133,859</u>	<u>\$ 136,256</u>

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
POWELL PROPOSED BUDGET
CIP EXPENSE

FY 2016-17 \$ 503,000

- Sidewalks Funded via NCDOT Grant – Safe Routes to School

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
POWELL BILL PROPOSED BUDGET
TRANSFERS

	FY 2016-17	FY 2017-18
Transfer to Street Improvement	\$ 525,000	\$ 525,000
Transfer to Debt Service Fund	74,033	79,269
Total	\$ 599,033	\$ 604,269

2017 Requested Budget by Division

	Street Maintenance	Building & Grounds	Engineering	Traffic Services	CIP	Transfers	Total	% of Total
Personnel								
Salary	342,066.00	147,261.00	216,164.00	392,454.00	-	-	1,097,945.00	30.95%
Benefits	172,737.00	74,042.00	73,179.00	170,769.00	-	-	490,727.00	13.83%
	514,803.00	221,303.00	289,343.00	563,223.00	-	-	1,588,672.00	44.78%
Operations								
Maintenance	40,000.00	31,062.00	45,688.00	17,109.00	-	-	133,859.00	3.77%
Contracted Services	20,000.00	40,361.00	75,000.00	36,696.00	-	-	172,057.00	4.85%
Utilities	-	-	-	18,000.00	-	-	18,000.00	0.51%
Supplies and Materials	136,370.00	16,358.00	-	205,150.00	-	-	357,878.00	10.09%
Other	-	205.00	9,395.00	-	-	-	9,600.00	0.27%
Fleet Service Cost-Fixed	41,196.00	15,086.00	14,903.00	13,175.00	-	-	84,360.00	2.38%
Fuel	20,000.00	12,572.00	-	11,992.00	-	-	44,564.00	1.26%
Telephone	880.00	-	-	4,522.00	-	-	5,402.00	0.15%
	258,446.00	115,644.00	144,986.00	306,644.00	-	-	825,720.00	23.27%
Capital / Transfers								
Capital / Transfers	31,250.00	-	-	-	503,000.00	599,033.00	1,133,283.00	31.94%
	31,250.00	-	-	-	503,000.00	599,033.00	1,133,283.00	31.94%
Total	804,499.00	336,947.00	434,329.00	869,867.00	503,000.00	599,033.00	3,547,675.00	100.00%

2018 Requested Budget by Division

	Street Maintenance	Building & Grounds	Engineering	Traffic Services	CIP	Transfers	Total	% of Total
Personnel								
Salary	352,276.00	151,371.00	222,586.00	404,145.00	-	-	1,130,378.00	36.99%
Benefits	178,095.00	76,378.00	75,409.00	176,128.00	-	-	506,010.00	16.56%
	530,371.00	227,749.00	297,995.00	580,273.00	-	-	1,636,388.00	53.56%
Operations								
Maintenance	41,000.00	31,739.00	45,980.00	17,537.00	-	-	136,256.00	4.46%
Contracted Services	20,000.00	30,000.00	75,000.00	36,736.00	-	-	161,736.00	5.29%
Utilities	-	-	-	18,000.00	-	-	18,000.00	0.59%
Supplies and Materials	136,370.00	16,358.00	-	200,520.00	-	-	353,248.00	11.56%
Other	-	205.00	9,503.00	-	-	-	9,708.00	0.32%
Fleet Service Cost-Fixed	41,196.00	15,086.00	14,903.00	13,175.00	-	-	84,360.00	2.76%
Fuel	20,500.00	13,151.00	-	12,474.00	-	-	46,125.00	1.51%
Telephone	880.00	-	-	4,522.00	-	-	5,402.00	0.18%
	259,946.00	106,539.00	145,386.00	302,964.00	-	-	814,835.00	26.67%
Capital / Transfers								
Capital / Transfers	-	-	-	-	-	604,269.00	604,269.00	19.78%
	-	-	-	-	-	604,269.00	604,269.00	19.78%
Total	790,317.00	334,288.00	443,381.00	883,237.00	-	604,269.00	3,055,492.00	100.00%

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Powell Bill Fund

Account #	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Street Maintenance Summary						
Personnel						
Salaries	300,065.96	263,670.95	160,696.46	317,255.00	342,066.00	352,276.00
Benefits	126,592.58	110,157.94	62,850.89	151,873.00	172,737.00	178,095.00
	426,658.54	373,828.89	223,547.35	469,128.00	514,803.00	530,371.00
Operations						
Supplies and Materials	99,527.64	111,063.38	75,976.98	136,369.00	136,370.00	136,370.00
Fleet Service Cost- Fixed	26,356.00	48,150.00	24,110.50	48,221.00	41,196.00	41,196.00
Maintenance	8,962.62	-	-	25,000.00	40,000.00	41,000.00
Fuel	16,679.88	-	-	4,475.00	20,000.00	20,500.00
Contracted Services	27,039.45	-	-	20,000.00	20,000.00	20,000.00
Telephone	-	691.94	1,003.41	456.00	880.00	880.00
	178,565.59	159,905.32	101,090.89	234,521.00	258,446.00	259,946.00
Capital						
Capital	-	-	-	-	31,250.00	-
	-	-	-	-	31,250.00	-
Total	605,224.13	533,734.21	324,638.24	703,649.00	804,499.00	790,317.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Powell Bill Fund

Account #	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Building and Grounds Summary						
Personnel						
Salaries	156,403.24	186,485.78	106,533.59	105,861.00	147,261.00	151,371.00
Benefits	72,474.06	83,045.56	44,141.17	61,066.00	74,042.00	76,378.00
	228,877.30	269,531.34	150,674.76	166,927.00	221,303.00	227,749.00
Operations						
Contracted Services	14,717.50	16,322.50	50,832.00	40,361.00	40,361.00	30,000.00
Maintenance	4,036.37	139.12	-	20,250.00	31,062.00	31,739.00
Supplies and Materials	4,542.06	6,464.68	875.31	16,358.00	16,358.00	16,358.00
Fleet Service Cost-Fixed	18,767.00	13,621.00	6,820.00	13,640.00	15,086.00	15,086.00
Fuel	5,389.69	-	-	18,450.00	12,572.00	13,151.00
Other	-	-	100.00	205.00	205.00	205.00
	47,452.62	36,547.30	58,627.31	109,264.00	115,644.00	106,539.00
Capital						
Capital	-	-	-	-	-	-
	-	-	-	-	-	-
Total	276,329.92	306,078.64	209,302.07	276,191.00	336,947.00	334,288.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Powell Bill Fund

Account #	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Engineering Summary						
Personnel						
Salaries	145,448.82	112,085.41	87,099.94	123,096.00	216,164.00	222,586.00
Benefits	54,096.15	40,051.79	29,496.16	48,067.00	73,179.00	75,409.00
	199,544.97	152,137.20	116,596.10	171,163.00	289,343.00	297,995.00
Operations						
Contracted Services	3,519.60	-	-	10,000.00	75,000.00	75,000.00
Maintenance	34,611.20	15,233.20	56,676.08	62,240.00	45,688.00	45,980.00
Fleet Service Cost-Fixed	2,838.00	5,945.00	2,975.50	5,951.00	14,903.00	14,903.00
Other	(99.17)	(664.46)	-	1,025.00	9,395.00	9,503.00
	40,869.63	20,513.74	59,651.58	79,216.00	144,986.00	145,386.00
Capital						
Capital	-	-	-	-	-	-
	-	-	-	-	-	-
Total	240,414.60	172,650.94	176,247.68	250,379.00	434,329.00	443,381.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Powell Bill Fund

Account #	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Traffic Services Summary						
Personnel						
Salaries	393,544.47	403,955.65	271,050.49	380,125.00	392,454.00	404,145.00
Benefits	149,382.05	158,732.71	100,825.60	162,038.00	170,769.00	176,128.00
	542,926.52	562,688.36	371,876.09	542,163.00	563,223.00	580,273.00
Operations						
Supplies and Materials	152,893.32	125,974.88	134,323.14	252,012.98	205,150.00	200,520.00
Contracted Services	22,259.66	13,894.22	30,971.19	66,083.00	36,696.00	36,736.00
Utilities / Traffic Signal Light	18,744.28	16,666.10	15,405.45	18,000.00	18,000.00	18,000.00
Maintenance	8,397.99	(1,841.99)	-	16,913.00	17,109.00	17,537.00
Fleet Service Cost-Fixed	17,351.00	8,017.00	4,012.50	8,025.00	13,175.00	13,175.00
Fuel	15,531.58	(6,742.95)	-	15,478.00	11,992.00	12,474.00
Telephone	-	4,282.95	2,985.78	3,950.00	4,522.00	4,522.00
	235,177.83	160,250.21	187,698.06	380,461.98	306,644.00	302,964.00
Capital						
Capital	11,010.00	35,016.90	-	70,000.00	-	-
	11,010.00	35,016.90	-	70,000.00	-	-
Total	789,114.35	757,955.47	559,574.15	992,624.98	869,867.00	883,237.00

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Powell Bill Fund

Account #	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Capital Improvement Summary						
Capital						
Capital	1,061,652.39	390,191.59	99,631.13	716,832.38	503,000.00	-
	1,061,652.39	390,191.59	99,631.13	716,832.38	503,000.00	-
Total	1,061,652.39	390,191.59	99,631.13	716,832.38	503,000.00	-

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Powell Bill Fund

Account #	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Transfers Summary						
Transfers						
Tranfers	47,341.18	453,084.68	15,045.84	723,440.00	599,033.00	604,269.00
	47,341.18	453,084.68	15,045.84	723,440.00	599,033.00	604,269.00
Total	47,341.18	453,084.68	15,045.84	723,440.00	599,033.00	604,269.00

SECTION 11 TAB

HUMAN RESOURCES



Find yourself in good company

Greenville City Council Budget Workshop
Fiscal Years 2017 & 2018

HUMAN RESOURCES DEPARTMENT

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

HUMAN RESOURCES PROPOSED BUDGET

GOALS AND OBJECTIVES

- **Provide responsive and comprehensive programs and services which maintain an effective, efficient, diverse, and motivated workforce committed to serving the citizens of Greenville.**
 - A. Objective: Continue efforts to make City government reflect the community we serve by expanding external outreach efforts and enhancing internal advancement and employee development opportunities.
 - B. Objective: Continue providing a competitive compensation system which enables the City to hire and retain qualified employees.
 - C. Objective: Continue efforts to retain comprehensive health insurance coverage at affordable rates, incorporating on-site medical services and expanding wellness initiatives.
 - D. Objective: Continue efforts to reinforce safe work practices and reduce on-the-job injuries through mandatory and preventative training, facility inspections, and on-site observations of work practices.

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

HUMAN RESOURCES PROPOSED BUDGET

GOALS AND OBJECTIVES

- **Sustain organizational excellence.**
 - A. Objective: Continue efforts to refine the performance management system to increase individual and organizational effectiveness.
 - B. Objective: Implement pay for performance in order to attract, engage, and retain high performers.
 - C. Objective: Continue to build City's leadership capacity by providing training to supervisors and managers to assist them in developing and enhancing supervisory skills.
 - D. Objective: Drive employee development through relevant training, internal mentoring, and by providing opportunities for professional growth.

GREENVILLE CITY COUNCIL BUDGET WORKSHOP

HUMAN RESOURCES PROPOSED BUDGET

GOALS AND OBJECTIVES

- **Maximize technology to streamline HR transactional processes.**
 - A. Objective: Implement Munis HR/payroll software to manage HR and payroll data and processes, centralize data, and reduce data redundancies.
 - B. Objective: Continue efforts to utilize Neogov applicant tracking software to its fullest potential to automate and streamline the hiring and selection process.

- **Enhance strategic partnerships with City departments.**
 - A. Objective: Continue to partner with departments on key strategic initiatives such as workforce planning, talent management, and employee development.

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
HUMAN RESOURCES PROPOSED BUDGET
GENERAL FUND

FY 2016-17 \$ 2,463,224

FY 2017-18 \$ 2,492,967

Note: 1) Salary and Benefits Include a 3.0% Increase 2) Salary and Benefits Do Not Include any Requested New Positions and/or Position Reclassifications

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
HUMAN RESOURCES PROPOSED BUDGET

	FY 2016-17	FY 2017-18	%
Personnel	\$2,020,963	\$2,043,052	82.0%
Operations	442,261	449,915	18.0%
Total	\$2,463,224	\$2,492,967	100.0%

HUMAN RESOURCES PROPOSED BUDGET

PERSONNEL EXPENSE

EXPENSE BY CATEGORY

	Fiscal Year 2016-17		Fiscal Year 2017-18	
Salaries	* \$ 638,920	31.6%	\$ 655,401	32.1%
Benefits	* 203,291	10.1%	208,899	10.2%
Retiree Benefits	1,014,207	50.2%	1,014,207	49.6%
Employee Medical Services	104,545	5.2%	104,545	5.1%
Unemployment	60,000	3.0%	60,000	2.9%
Total	\$ 2,020,963	100.0%	\$ 2,043,052	100.0%

* Personnel expense for H.R. departmental positions

HUMAN RESOURCES PROPOSED BUDGET

PERSONNEL EXPENSE

APPROVED POSITIONS

Director of H.R.	1.00
HR Specialist I	1.00
HR Specialist II	1.00
Human Resources Generalist	2.00
Human Resources Manager	1.00
Safety Specialist	1.00
Safety/Risk Manager	1.00
Staff Support Specialist III	1.00
Total	<u>9.00</u>

HUMAN RESOURCES PROPOSED BUDGET

PERSONNEL EXPENSE

EXPENSE PER POSITION

Year	Personnel Expense	Approved Positions	Expense per Position
FY 2016-17	\$ 842,211	9.0	\$ 93,579
FY 2017-18	864,300	9.0	96,033

Note: Includes Both Salaries and Benefits

HUMAN RESOURCES PROPOSED BUDGET

PERSONNEL EXPENSE

RETIREE BENEFITS

	FY 2016-17	FY 2017-18
Retiree Supplement BC/BS	\$ 279,515	\$ 279,515
Health Insurance Retirees	734,692	734,692
Total	\$ 1,014,207	\$ 1,014,207

- **City Pays 95% of Base Plan Contributions for Pre-65 Retirees (Covered by Cigna)**
- **Upon Qualifying for Medicare, City Pays 95% of Medicare Supplemental Plan Cost**

HUMAN RESOURCES PROPOSED BUDGET

PERSONNEL EXPENSE

EMPLOYEE MEDICAL SERVICES

	FY 2016-17	FY 2017-18
Employee Medical Services	\$ 104,545	\$ 104,545

Includes Fees For:

- **Pre-Employment Physicals**
- **Comprehensive Physical Assessments for Police and
and Fire / Rescue Officers**
- **Drug Screens**
- **Psychological Assessments (Police and Fire / Rescue)**
- **OSHA Required Testing (Audiometric, Pulmonary
Function, etc.)**

GREENVILLE CITY COUNCIL BUDGET WORKSHOP
HUMAN RESOURCES PROPOSED BUDGET
OPERATIONS EXPENSE

	Fiscal Year 2016-17		Fiscal Year 2017-18	
Contracted Services	\$ 126,992	28.7%	\$ 130,292	29.0%
Special Programs	70,800	16.0%	71,900	16.0%
Postage	65,000	14.7%	70,000	15.6%
Travel and Education	49,625	11.2%	49,625	11.0%
Advertising	38,500	8.7%	40,500	9.0%
Supplies and Materials	36,514	8.3%	32,717	7.3%
General Liability Insurance	24,000	5.4%	24,000	5.3%
Professional Services	15,000	3.4%	15,000	3.3%
Other	15,830	3.6%	15,881	3.5%
Total	\$ 442,261	100.0%	\$ 449,915	100.0%

HUMAN RESOURCES PROPOSED BUDGET
OPERATIONS EXPENSE
CONTRACTED SERVICES EXPENSE

	FY 2016-17	FY 2017-18
Contracted Services	\$ 126,992	\$ 130,292

Includes Fees For:

- **Brokers (e.g., Broker for Self-Insured Workers Comp Program)**
- **Online Applicant Tracking System**
- **Outsourced Benefits Administration**
- **Selection of Promotional Processes**
- **Background Checks**
- **Skills Testing**

HUMAN RESOURCES PROPOSED BUDGET
OPERATIONS EXPENSE
SPECIAL PROGRAMS

	FY 2016-17	FY 2017-18
Special Programs	\$ 70,800	\$ 71,900

Includes Fees For:

- **Service Recognition Program (Length of Service Award)**
- **Retirement Plaques and Luncheons**
- **Employee Holiday Celebration Program**

HUMAN RESOURCES PROPOSED BUDGET
OPERATIONS EXPENSE
ADVERTISING

	FY 2016-17	FY 2017-18
Advertising	\$ 38,500	\$ 40,500

Includes Fees For:

- **Online and Print Job Postings**
- **Job / Career Fairs**

City of Greenville
 Fiscal Year 2017 and 2018 Budget Planning
 Human Resources

	2014 Actual	2015 Actual	2016 YTD Actual	2016 Budget	2017 Requested Budget	2018 Requested Budget
Human Resources						
Personnel						
Salaries	525,070.89	610,085.56	404,097.35	594,901.00	638,920.00	655,401.00
Benefits	1,289,752.50	1,327,976.74	1,277,779.99	1,482,742.00	1,382,043.00	1,387,651.00
	1,814,823.39	1,938,062.30	1,681,877.34	2,077,643.00	2,020,963.00	2,043,052.00
Operations						
Contracted Services	131,902.39	145,413.01	221,693.32	191,032.00	126,992.00	130,292.00
Maintenance	92,348.94	493.86	1,277.28	1,399.00	467.00	479.00
Special Programs	95,367.73	46,756.74	20,802.31	70,500.00	70,800.00	71,900.00
Postage	36,361.21	23,090.74	8,473.17	45,935.00	65,000.00	70,000.00
Travel and Education	26,874.12	36,571.53	16,948.88	72,050.00	49,625.00	49,625.00
Advertising	-	26,906.26	15,764.61	42,000.00	38,500.00	40,500.00
Supplies and Materials	19,450.02	40,452.79	17,234.03	44,261.48	36,514.00	32,717.00
General Liability Insurance	21,021.65	70,011.48	198,187.53	40,000.00	24,000.00	24,000.00
Professional Services	14,590.95	14,429.25	11,822.25	15,000.00	15,000.00	15,000.00
Dues & Subscriptions	1,031.99	3,418.08	6,529.53	4,000.00	4,020.00	4,020.00
Fleet Service Cost-Fixed	2,140.00	3,372.00	1,690.00	3,380.00	3,372.00	3,372.00
Risk Management Safety	1,336.96	2,025.74	1,682.53	2,000.00	3,000.00	3,000.00
Other	31,432.41	11,625.12	11,065.65	11,741.50	4,971.00	5,010.00
	473,858.37	424,566.60	533,171.09	543,298.98	442,261.00	449,915.00
Capital						
Capital	64,965.23	57,591.88	41,290.96	-	-	-
Total	64,965.23	57,591.88	41,290.96	-	-	-
Division Total	2,353,646.99	2,420,220.78	2,256,339.39	2,620,941.98	2,463,224.00	2,492,967.00