BEACHWOOD CITY COUNCIL
FINANCE AND INSURANCE COMMITTEE MEETING

AGENDA

MONDAY, OCTOBER 29, 2018 6:00 P.M.

at **BEACHWOOD CITY HALL, CONFERENCE ROOM A,**
25325 Fairmount Boulevard, Beachwood, Ohio.

Chairman: Alec Isaacson
Committee Member: Eric Synenberg
Committee Member: June Taylor

1. Mayor's Report.

2. Discussion regarding 2019 Budget.

3. Any other matters coming before the Finance and Insurance Committee.

# # #

Whitney Crook

To: Larry Heiser
Subject: RE:

From: Larry Heiser
Sent: Tuesday, October 23, 2018 4:31 PM
To: Whitney Crook
Cc: Diane A. Calta
Subject:

All-
Here is the updated 2019 budget: Changes are: Council budget increased by $3300 under professional services line item for Civic Clerk: Mayor budget increase by $1400 which was a reduction in salaries by $3600 and an addition of $5000 under Other Capital. Under Recreation Camps : Other professional services was increased by $5700 as Council has requested a Nurse be present during camps.

Under appendix A – total increased by $55,000 $60,000 was added to Service as he advocated for a new Plow truck and $5,000 was taken from the Mayor's office for the Trailer for the block party as that is going to be purchased this year. Dale moved a few items around in his budget to maintain the same total for his department.

I have also attached the Capital listing whereby the Fire Truck was moved forward to 2019 and a few roads will be paid for out of the street fund as indicated.

Larry

City of Beachwood

2019 Estimated Revenue Compared to Appropriations

General Fund

Total Estimated 2019 General Fund Revenue	42,500,000
Total 2019 General Fund Appropriations Less Transfers	40,024,400
Revenue Over (Under) Expenditures	2,475,600
Transfer to Debt Service	(2,400,000)
Revenue Over (Under) Expenditures	**75,600**
Transfer to Capital	2,000,000
Total General Fund Appropriations, Including Transfers	44,424,400

Departmental Property and Equipment Requests

2019

The table below lists the various departmental requests for property and equipment. Although expenditures for these items have been budgeted for, if and when these purchases are made, the departments must follow normal city purchasing practices.

Department	Description	Quantity	Amount
Finance	Computers, as needed for all departments		50,000
	Computer switches and other equipment		150,000
	Total		**200,000**
Police	Replace undercover vehicles	1	25,000
	Speed awareness signs		10,000
	Complete MDT upgrade		50,000
	Equipment for new crusiers		44,000
	K9 unit, includes dogs, training, outfiting vehicles	2	84,000
	Total		**213,000**
Fire	Rescue Squad		250,000
	Total		**250,000**
Service	Salt truck		160,000
	Total		**160,000**
Building	Vehicle	1	30,000
	Drone	1	5,000
	Total		**35,000**
	Grand Total		**$ 858,000**

City of Beachwood
General Fund
TOTAL APPROPRIATIONS

	Current YTD 2018 Appropriations	Proposed 2019 Appropriations	Difference	% Difference	
Council	230,600	157,100	(73,500)	-31.9%	Moved Beachwood Buzz to Mayor's office
Mayor's Office	664,400	651,000	(13,400)	-2.0%	
Economic Development	627,200	579,800	(47,400)	-7.6%	
Finance Department	3,483,900	3,225,400	(258,500)	-7.4%	Moved HR into new department
Human Resources		217,000			New Department, previously in Finance
Law Department	656,600	646,000	(10,600)	-1.6%	
Police Department	10,893,500	11,086,800	193,300	1.8%	
Fire Department	8,160,400	8,512,000	351,600	4.3%	Increase in overtime, rescue squad
Service Dept	10,280,700	10,032,200	(248,500)	-2.4%	
Human Services	732,700	713,000	(19,700)	-2.7%	
Recreation Administration	1,423,100	1,448,500	25,400	1.8%	
Recreation Camps	536,700	549,300	12,600	2.3%	
Recreation Sports	81,200	81,800	600	0.7%	
Recreation Other	185,400	173,900	(11,500)	-6.2%	
Swimming Pool/ Parks	596,400	582,900	(13,500)	-2.3%	
Building Department	1,309,100	1,367,700	58,600	4.5%	
Total	39,861,900	40,024,400	162,500	0.4%	
Plus Transfer to Debt Service	2,000,000	2,400,000	400,000	20.0%	
Plus Transfer to Capital	2,000,000	2,000,000			
Grand Total	43,861,900	44,424,400	562,500	1.3%	

TRUE

COUNCIL

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	Current year Actual 10/17/2018
PERSONAL SERVICES - SALARIES AND WAGES						
SALARIED EMPLOYEES						
COUNCIL	$ 107,917	$ 108,000		$ 108,100	$ 108,100	$ 88,571
TOTAL SALARIES AND WAGES	107,917	108,000	-	108,100	108,100	88,571
PERSONAL SERVICES - EMPLOYEE BENEFITS						
EMPLOYEE BENEFITS						
HEALTH COVERAGE	2,057	1,374		700	2,500	809
PERS	14,972	15,120		15,200	15,200	9,880
MEDICARE	1,347	1,349		1,600	1,600	1,284
TOTAL EMPLOYEE BENEFITS	18,376	17,843	-	17,500	19,300	11,973
PROFESSIONAL SERVICES						
OTHER PROFESSIONAL SERVICES						
OTHER PROFESSIONAL SERVICES	237	14,750		23,300 Inc	20,000	13,475
TOTAL PROFESSIONAL SERVICES	237	14,750	-	23,300	20,000	13,475
CONTRACTUAL SERVICES						
OTHER CONTRACTUAL SERVICES	-	-	-	500	500	-
TOTAL CONTRACTUAL SERVICES	-	-	-	500	500	-
OTHER SERVICES AND EXPENSES						
INSURANCE	-	-	-	-	-	316
EMPLOYEE BUSINESS EXPENSES						
EDUCATION AND TRAINING	-	-	-	400	400	65
TRAVEL	-	-	-	600	600	
MEMBERSHIPS	300	300		500	500	300
PROFESSIONAL/SOCIAL MEETINGS	660	345		1,000	1,000	125
PRINTING						
LEGISLATIVE AND EXECUTIVE PUBL	55,500	55,750		-	65,000	46,250
BUSINESS PRINTING	-	573		2,000	2,000	92
LEGAL NOTICES	-					393
EMPLOYMENT ADVERTISING	-					74
TOTAL OTHER SERVICES & EXPE	56,460	56,968	-	4,500	69,500	47,615
MATERIALS AND SUPPLIES						
FOOD/GROCERY ITEMS						
COFFEE	0	369		700	700	0
OTHER FOOD/GROCERY ITEMS	473	857		1,000	1,000	782
OFFICE SUPPLIES						
POSTAGE	-	489		-	-	-
PUBLICATIONS/SUBSCRIPTIONS	-	176		300	300	132
OTHER OFFICE SUPPLIES	257	77		200	200	1,086
COMPUTER EQUIPMENT						97
TOTAL MATERIALS AND SUPPLIE	730	1,968	-	2,200	2,200	2,097
PROPERTY AND EQUIPMENT						
COMPUTER EQUIPMENT	-	-	-	-	-	5,425
OTHER EQUIPMENT/ASSETS		72,571		1,000	1,000	-
TOTAL PROPERTY AND EQUIPME	-	72,571	-	1,000	1,000	5,425
GRAND TOTAL - COUNCIL	$ 183,720	$ 272,100	$ -	$ 157,100	$ 220,600	$ 169,156

MAYOR'S OFFICE

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	Current year Actual 10/17/2018
PERSONAL SERVICES - SALARIES AND WAGES						
Includes salary and other benefits						
ELECTED OFFICIALS	$ 189,046	$ 189,046		$ 171,300	$ 164,100	$ 138,425
OTHER EXEMPT EMPLOYEES	108,580	190,753		194,500	277,400	167,753
FULL-TIME EMPLOYEES	78,482	-	-	-	-	-
PART-TIME EMPLOYEES	-	-	-	3,000	-	1,878
OVERTIME	79	-	-	-	-	-
LEAVE SETTLEMENTS	865	1,219		7,000	7,000	12,754
TOTAL SALARIES AND WAGES	377,052	381,018	-	375,800	448,500	320,810
PERSONAL SERVICES - EMPLOYEE BENEFITS						
HEALTH COVERAGE	62,565	67,210		52,100	88,400	50,648
GROUP LIFE AND DISABILITY INSURANCE	2,289	2,377		2,700	2,700	2,566
UNEMPLOYMENT	-	-	-	-	-	537
WORKERS COMPENSATION	-	-	-	5,000	5,000	-
PERS	49,294	49,807		51,000	61,100	33,251
MEDICARE	5,535	5,507		5,200	6,400	4,562
TOTAL EMPLOYEE BENEFITS	119,683	124,901	-	116,000	163,600	91,564
PROFESSIONAL SERVICES						
LEGAL SERVICES	11,250	12,400		12,500	12,500	8,550
OTHER PROFESSIONAL SERVICES	72,841	76,597		3,000	3,000	-
TOTAL PROFESSIONAL SERVICES	84,091	88,997	-	15,500	15,500	8,550
CONTRACTUAL SERVICES						
OTHER EQUIPMENT MAINT. & REPAIR	3,741	3,779		5,000	5,000	659
OTHER CONTRACTUAL SERVICES	-	-	-	17,000	-	-
TOTAL CONTRACTUAL SERVICES	3,741	3,779	-	22,000	5,000	659
OTHER SERVICES AND EXPENSES						
TELEPHONE/FAX COMMUNICATION	1,215	1,364		1,400	1,400	1,048
EDUCATION & TRAINING	90	250		12,000	8,600	225
TRAVEL EXPENSES	-	8		2,000	500	176
MEMBERSHIPS, DUES, LICENSES	3,810	3,960		5,500	4,200	6,464
PROFESSIONAL/SOCIAL MEETINGS/EVEN	1,052	1,081		500	1,500	100
OTHER EMPLOYEE BUSINESS EXPENSES	-	100		-	500	-
BUSINESS PRINTING	280	962		3,000	3,000	123
ADVERTISING						
OTHER ADVERTISING	-	-	-	85,000	-	1,975
TOTAL OTHER SERVICES & EXPENSES	6,447	7,725	-	109,400	19,700	10,111
MATERIALS & SUPPLIES						
FOOD/GROCERY ITEMS						
COFFEE, CREAM, SUGAR	665	657		500	1,200	231
OTHER FOOD/GROCERY ITEMS	531	490		600	1,000	296
OFFICE SUPPLIES						
POSTAGE	563	625		3,000	700	925
PUBLICATIONS/SUBSCRIPTIONS	895	985		1,200	1,200	111
OTHER OFFICE SUPPLIES	4,524	4,480		5,000	5,000	2,651
EQUIPMENT < $1,000						
OFFICE EQUIPMENT < $1,000	-	225		500	500	-
COMPUTER EQUIPMENT < $1,000	-	-	-	500	500	2,191
OTHER EQUIPMENT < $1,000	-	-	-	-	-	1,174
TOTAL MATERIALS AND SUPPLIES	7,178	7,462	-	11,300	10,100	7,579
PROPERTY AND EQUIPMENT						
OFFICE FURNITURE & EQUIPMENT	-	6,888		1,000	-	311
COMPUTER HARDWARE/SOFTWARE	-	-	-	-	2,000	-
OTHER CAPITAL EQUIPMENT	-	-	-	-	-	-
TOTAL PROPERTY AND EQUIPMENT	-	6,888	-	1,000	2,000	311
GRAND TOTAL - MAYOR'S OFFICE	$ 598,192	$ 620,770	$ -	$ 651,000	$ 664,400	$ 439,584

ECONOMIC DEVELOPMENT

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	Current year 10/17/2018 Actual
PERSONAL SERVICES - SALARIES AND WAGES						
Includes salary and other benefits						
OTHER EXEMPT EMPLOYEES	170,893	51,566		86,000	70,100	49,778
PART-TIME EMPLOYEES	-			15,000	-	9,588
LEAVE SETTLEMENTS	-	6,679		3,000	3,000	-
TOTAL SALARIES AND WAGES	170,893	58,245	-	104,000	73,100	59,366
PERSONAL SERVICES - EMPLOYEE BENEFITS						
HEALTH CARE PREMIUMS	37,705	23,323		32,000	32,800	38,898
GROUP LIFE & DISABILITY INSURANCE	1,371	1,119		1,000	1,500	349
WORKERS COMPENSATION	-	-		2,000	2,000	-
PERS	27,764	10,496		14,000	9,600	6,511
MEDICARE	2,418	778		1,500	1,000	796
TOTAL EMPLOYEE BENEFITS	69,258	35,716	-	50,500	46,900	46,554
PROFESSIONAL SERVICES						
OTHER PROFESSIONAL SERVICES	101,550	102,092		10,000	33,000	29,575
TOTAL PROFESSIONAL SERVICES	101,550	102,092	-	10,000	33,000	29,575
CONTRACTUAL SERVICES						
RENTALS AND LEASES						
OTHER RENTS AND LEASES	1,270	-	-	-	1,000	-
MAINTENANCE AND REPAIR SERVICES						
OTHER EQUIPMENT MAINT. & REPAIR	-	-	-	-	1,000	-
OTHER CONTRACTUAL SERVICES						
OTHER CONTRACTUAL SERVICES	4,550	4,200		5,000	5,000	-
TOTAL CONTRACTUAL SERVICES	5,820	4,200	-	5,000	7,000	-
OTHER SERVICES AND EXPENSES						
TELEPHONE/FAX COMMUNICATION	655	673		800	800	510
EDUCATION & TRAINING	60	59		3,000	2,000	1,418
TRAVEL EXPENSES	39	-		2,000	800	1,533
MEMBERSHIPS, DUES, LICENSES	1,815	2,590		3,000	3,000	1,980
PROFESSIONAL/SOCIAL MEETINGS & EVI	1,734	445		2,000	2,000	114
BUSINESS PRINTING	12,957	-		5,000	22,000	13
OTHER ADVERTISING	59,632	72,974		27,000	82,000	22,395
INCENTIVE PROGRAMS	148,625	293,309		360,000	329,000	256,458
TOTAL OTHER SERVICES & EXPENSES	225,517	370,050	-	402,800	441,600	284,421
MATERIALS & SUPPLIES						
OTHER FOOD/GROCERY ITEMS	200	-	-	1,000	500	288
POSTAGE	8	-	-	200	200	-
PUBLICATIONS/SUBSCRIPTIONS	474	166		800	800	77
OTHER OFFICE SUPPLIES	45	1,290		1,000	600	118
OTHER MATERIALS & SUPPLIES	1,472	-	-	1,500	1,500	451
EQUIPMENT < $1,000						
COMPUTER EQUIPMENT < $1,000	-	-	-	500	500	-
OTHER EQUIPMENT < $1,000	-	-	-	500	500	-
TOTAL MATERIALS AND SUPPLIES	2,199	1,456	-	5,500	4,600	934
PROPERTY AND EQUIPMENT						
COMPUTER HARDWARE/SOFTWARE	1,787	1,523		-	5,000	-
OTHER EQUIPMENT/ASSETS	-	-	-	2,000		
TOTAL PROPERTY AND EQUIPMENT	1,787	1,523	-	2,000	5,000	-
GRAND TOTAL - ECONOMIC DEVELOPME	$ 577,024	$ 573,282	$ -	$ 579,800	$ 611,200	$ 420,850

Human Resources

	2019 Appropriation
PERSONAL SERVICES - SALARIES AND WAGES	
Includes salary and other benefits	
OTHER EXEMPT EMPLOYEES	79,500
FULL-TIME EMPLOYEES	55,200
OVERTIME	1,000
LEAVE SETTLEMENTS	3,000
TOTAL SALARIES AND WAGES	138,700
PERSONAL SERVICES - EMPLOYEE BENEFITS	
HEALTH COVERAGE	40,000
GROUP LIFE AND DISABILITY INSURANCE	1,500
PERS	18,700
MEDICARE	2,000
TOTAL EMPLOYEE BENEFIT	62,200
OTHER SERVICES AND EXPENSES	
EMPLOYEE BUSINESS EXPENSES	
EDUCATION AND TRAINING	10,000
TRAVEL EXPENSES	500
MEMBERSHIPS, DUES, LICENSES	700
PROFESSIONAL/SOCIAL MEETINGS	400
PRINTING	
BUSINESS PRINTING	100
ADVERTISING	
EMPLOYMENT ADVERTISING	3,000
TOTAL OTHER SERVICES & EXPENSES	14,700
MATERIALS AND SUPPLIES	
OFFICE SUPPLIES	
PUBLICATIONS/SUBSCRIPTIONS	500
OTHER OFFICE SUPPLIES	400
OTHER MATERIALS AND SUPPLIES	
OTHER MATERIALS & SUPPLIES	500
TOTAL MATERIALS AND SUPPLIES	1,400
GRAND TOTAL - FINANCE DEPARTMENT	$ 217,000

FINANCE

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation		2018 Appropriation	Current year Actual 10/17/2018
PERSONAL SERVICES - SALARIES AND WAGES							
Includes salary and other benefits							
BOARDS AND COMMISSIONS	$ 150	$ 300		$ 500		$ 500	$ -
OTHER EXEMPT EMPLOYEES	510,900	694,311		725,500		762,000	623,353
FULL-TIME EMPLOYEES	238,893	211,519		231,500		286,000	214,050
OVERTIME	134	44		1,000		2,000	21
LEAVE SETTLEMENTS	95,904	18,371		32,000		32,000	4,406
TOTAL SALARIES AND WAGES	845,981	924,545	-	990,500		1,082,500	841,830
PERSONAL SERVICES - EMPLOYEE BENEFITS							
HEALTH COVERAGE	183,664	253,615		248,000		325,600	240,128
GROUP LIFE AND DISABILITY INSURANCI	5,481	6,887		8,500		9,200	7,854
WORKERS COMPENSATION	-	-		10,000		10,000	-
PERS	101,906	117,481		134,000		144,650	90,792
SOCIAL SECURITY	9	18		-		50	-
MEDICARE	11,745	12,697		14,000		15,000	11,634
TOTAL EMPLOYEE BENEFIT	302,805	390,698	-	414,500		504,500	350,408
PROFESSIONAL SERVICES							
ACCOUNTING AND FINANCIAL SERVICES	30,899	30,367		38,000		38,000	32,112
OTHER PROFESSIONAL SERVICES	159,951	141,204		150,000		150,000	117,408
COMPUTER CONSULTING SERVICES	186,707	194,949		15,000	R	15,000	10,289
INCOME TAX COLLECTION SERVICES	604,102	610,024		640,000		625,000	518,188
PAYROLL SERVICES	33,673	44,952		52,000		52,000	23,746
OTHER COMPUTER/TECHNICAL SERVICE	1,975	2,275		20,000		2,000	1,500
TOTAL PROFESSIONAL SERVICES	1,017,307	1,023,771	-	915,000		882,000	703,243
CONTRACTUAL SERVICES							
RENTALS AND LEASES							
OFFICE EQUIPMENT	1,044	1,044		1,200		1,200	1,079
MAINTENANCE AND REPAIR SERVICES							
OTHER EQUIPMENT MAINT. & REPAIR	17,918	29,685		40,000	In	40,000	14,342
OTHER CONTRACTUAL SERVICES							
OTHER CONTRACTUAL SERVICES	50,110	50,219		55,000	M	52,000	52,856
TOTAL CONTRACTUAL SERVICES	69,072	80,948	-	96,200		93,200	68,277
OTHER SERVICES AND EXPENSES							
INSURANCE SERVICES							
INSURANCE PREMIUM COSTS	284,011	289,822		390,000	$:	375,000	322,067
EXPENSES TO BE REIMB BY INSURANCE/	19,172	33,807		50,000		50,000	119,488
MORAL CLAIMS	256	-		-		-	-
COMMUNICATIONS							
TELEPHONE/FAX COMMUNICATION	4,149	4,405		5,000		5,000	3,256
OTHER COMMUNICATIONS	5,479	8,861		10,000		10,000	6,225
EMPLOYEE BUSINESS EXPENSES							
EDUCATION AND TRAINING	3,985	3,339		5,000		5,000	3,815
TRAVEL EXPENSES	3,985	3,479		5,000		5,000	2,049
MEMBERSHIPS, DUES, LICENSES	11,650	11,503		12,300	In	13,000	9,771
PROFESSIONAL/SOCIAL MEETINGS	257	665		600		1,000	-
OTHER EMPLOYEE BUSINESS EXPENSES	329	-		-		-	-
PRINTING							
BUSINESS PRINTING	3,766	4,466		4,500		4,500	934
ADVERTISING							
EMPLOYMENT ADVERTISING	4,762	11,716		-	M	3,000	572
COUNTY AUDITOR DEDUCTIONS							
ELECTION EXPENSE	28,110	-		10,000		10,800	8,354
BOARD OF TAX APPEAL	-	-		50		100	3
ADVERTISING DELINQUENT PROPERTY	4	4		50		100	2
AUDITOR & TREASURER FEES	28,175	29,235		33,000		32,000	29,083
DRETAC FUND	3,985	9,089		9,500		9,500	6,393
HB 66 FEE	957	488		1,000		1,000	-
COUNTY LAND BANK FEE	-	-		2,000		2,000	1,382
OTHER COUNTY AUDITOR DEDUCTS	1,224	1,154		2,000		2,000	13
OTHER SERVICES AND EXPENSES							
REAL ESTATE TAXES	15,861	15,861		20,000		20,000	15,860
OTHER SERVICES AND EXPENSES	414	-		500		4,000	2,100
TOTAL OTHER SERVICES & EXPENSES	420,531	427,894	-	560,500		553,000	531,367
MATERIALS AND SUPPLIES							
FOOD/GROCERY ITEMS							
COFFEE, CREAM, SUGAR	875	457		700		700	328
OTHER FOOD/GROCERY ITEMS	245	-		-		200	-

FINANCE

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	Current year Actual 10/17/2018
OFFICE SUPPLIES						
POSTAGE	4,554	3,904		5,000	5,000	2,700
PUBLICATIONS/SUBSCRIPTIONS	490	494		200 $5	600	518
OTHER OFFICE SUPPLIES	5,227	6,421		6,800	7,000	4,876
OTHER MATERIALS AND SUPPLIES						
OTHER MATERIALS & SUPPLIES	3,872	1,243		2,000	5,000	-
EQUIPMENT < $1,000						
OFFICE EQUIPMENT < $1,000	1,140	237		1,000	1,200	743
COMPUTER EQUIP./SOFT < $1,000	5,090	385		6,000	6,000	4,551
COMMUNICATION EQUIP. < $1,000	2,956	117		5,000	3,000	7,167
OTHER EQUIP./ASSETS < $1,000	550			500	500	300
TOTAL MATERIALS AND SUPPLIES	24,999	13,258	-	27,200	29,200	21,183
PROPERTY AND EQUIPMENT						
OFFICE FURNITURE & EQUIPMENT	-	1,800		-	-	-
COMPUTER EQUIPMENT/SOFTWARE	54,542	120,479		200,000	230,000	54,043
COMMUNICATIONS EQUIPMENT	13,040	6,984		10,000	4,000	-
OTHER EQUIPMENT	1,380	-		10,000	4,000	-
TOTAL PROPERTY AND EQUIPMENT	68,962	129,263	-	220,000	238,000	54,043
	$ 2,749,657	$ 2,990,377	$ -	$ 3,223,900	$ 3,382,400	$ 2,570,351
TRANSFERS AND ADVANCES						
TRANSFERS OUT - to Capital Improvement	2,000,000	11,000,000		2,000,000	2,000,000	4,000,000
TRANSFERS OUT - to Debt Service Fund	1,766,400	1,761,000		2,400,000	2,000,000	-
TRANSFERS OUT - to Workers Comp Fund	-	-	-			
ADVANCES OUT	-	-	-			
SALES TAX	997	656		1,500	1,500	923
OTHER DISBURSEMENTS	-	-	-			
GRAND TOTAL - FINANCE DEPARTMENT	$ 6,517,054	$ 15,752,033	$ -	$ 7,625,400	$ 7,383,900	$ 6,571,274

LAW

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	Current year Actual 10/17/2018
PERSONAL SERVICES - SALARIES AND WAGES						
Includes salary and other benefits						
BOARDS AND COMMISSIONS	$ 320	$ 325		$ 1,000	$ 1,000	$ 288
OTHER EXEMPT EMPLOYEES	343,433	287,865		299,600	289,300	216,702
FULL-TIME EMPLOYEES	33,230	-	-	-	-	-
PART TIME EMPLOYEES	-	-	-	30,000	-	6,467
OVERTIME	110	-	-	-	-	-
LEAVE SETTLEMENTS	8,163	414		5,000	5,000	4,400
TOTAL SALARIES AND WAGES	385,256	288,604	-	335,600	295,300	227,857
PERSONAL SERVICES - EMPLOYEE BENEFIT						
HEALTH COVERAGE	70,755	63,184		80,900	77,000	60,195
GROUP LIFE AND DISABILITY INSURANCE	2,023	1,781		3,000	2,500	1,963
WORKERS COMPENSATION	-	-	-	5,000	5,000	-
PERS	52,207	37,572		46,000	40,100	23,716
SOCIAL SECURITY	-	9		-	100	-
MEDICARE	5,402	4,058		4,800	4,200	3,199
TOTAL EMPLOYEE BENEFIT	130,387	106,604	-	139,700	128,900	89,073
PROFESSIONAL SERVICES						
LEGAL SERVICES	39,918	33,047		80,000	124,000	91,915
OTHER PROFESSIONAL SERVICES	-	13,372		10,000	20,000	1,802
OTHER COMPUTER SERVICES	-	-	-	-	-	390
CIVIL SERVICE TESTING	27,931	33,171		30,000	35,000	19,445
TOTAL PROFESSIONAL SERVICES	67,849	79,590	-	120,000	179,000	113,552
CONTRACTUAL SERVICES						
MAINTENANCE AND REPAIR SERVICES						
OTHER EQUIPMENT MAINT. & REPAIR	726	729		2,000	2,000	653
OTHER CONTRACTUAL SERVICES						
OTHER CONTRACTUAL SERVICES	220	59		1,000	9,000	6,583
TOTAL CONTRACTUAL SERVICES	946	788	-	3,000	11,000	7,236
OTHER SERVICES AND EXPENSES						
MORAL CLAIMS	330	1,762		1,500	1,500	1,385
TELEPHONE/FAX COMMUNICATION	1,002	1,073		1,000	1,000	824
EDUCATION & TRAINING	1,605	1,961		2,000	1,500	504
TRAVEL EXPENSES	63	-		1,000	1,000	-
MEMBERSHIPS, DUES, LICENSES	895	1,660		1,500	1,500	280
OTHER EMPLOYEE BUSINESS	-	-		200	200	-
BUSINESS PRINTING	10,183	9,178		11,000	9,500	415
ADVERTISING						
LEGAL NOTICES	4,766	5,375		12,000	10,000	7,935
EMPLOYMENT ADVERTISING	-	-	-	-	-	551
TOTAL OTHER SERVICES & EXPENSES	18,844	21,009	-	30,200	26,200	11,894
MATERIALS AND SUPPLIES						
COFFEE, CREAM, SUGAR	723	-	-	-	-	-
OTHER FOOD/GROCERY ITEMS	-	82		100	100	129
POSTAGE	454	696		800	1,000	2,427
PUBLICATIONS/SUBSCRIPTIONS	6,262	6,471		7,000	6,000	3,804
OTHER OFFICE SUPPLIES	2,127	2,048		4,000	4,000	1,046
EQUIPMENT < $1,000						
OFFICE EQUIPMENT < $1,000	-	834		800	800	376
COMPUTER EQUIP./SOFTWARE < $1,000	-	283		800	800	370
TOTAL MATERIALS AND SUPPLIES	9,566	10,414	-	13,500	12,700	8,152
PROPERTY AND EQUIPMENT						
OFFICE FURNITURE & EQUIPMENT	5,935			1,000	1,000	2,181
COMPUTER HARDWARE/SOFTWARE	-	5,203		3,000	2,500	-
TOTAL PROPERTY AND EQUIPMENT	5,935	5,203	-	4,000	3,500	2,181
GRAND TOTAL - LAW DEPARTMENT	$ 618,783	$ 512,212	$ -	$ 646,000	$ 656,600	$ 459,945

POLICE

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	Current year 10/17/2018
PERSONAL SERVICES - SALARIES AND WAGES						
Includes salary and other benefits						
OTHER EXEMPT EMPLOYEES	$ 209,395	$ 205,665		$ 221,000	$ 212,900	$ 171,795
FULL-TIME EMPLOYEES	4,816,586	4,661,338		5,560,000	5,205,400	3,974,934
PART-TIME EMPLOYEES	819,755	800,026		840,000	840,000	623,011
OVERTIME	433,988	412,103		400,000	425,000	384,974
LEAVE SETTLEMENTS	135,201	179,765		200,000	200,000	133,905
TOTAL SALARIES AND WAGES	6,414,925	6,258,897	-	7,221,000	6,883,300	5,288,619
PERSONAL SERVICES - EMPLOYEE BENEFITS						
HEALTH COVERAGE	1,140,240	1,242,585		1,601,000	1,545,200	1,155,723
GROUP LIFE AND DISABILITY INSURANCE	2,313	2,815		5,000	5,000	3,454
WORKERS COMPENSATION	60,435	142,087		50,000	50,000	16,731
UNEMPLOYMENT	-	2,632		-	-	-
PERS	257,920	261,091		289,000	285,400	185,015
POLICE PENSION	629,164	560,360		760,000	700,100	404,052
MEDICARE	90,977	88,554		100,000	94,800	74,955
CLOTHING ALLOWANCE	79,725	72,475		92,700	86,100	84,490
TOTAL EMPLOYEE BENEFITS	2,260,774	2,372,599	-	2,897,700	2,766,600	1,924,420
PROFESSIONAL SERVICES						
ENGINEERING SERVICES	-	3,154		45,000 In	75,000	23,125
ACCOUNTING AND FINANCIAL SERVICES	8,931	3,480		8,000	8,000	3,055
OTHER PROFESSIONAL SERVICES	6,204	18,968		25,000	35,000	10,298
COMPUTER CONSULTING	-	7,356		6,000	-	5,565
OTHER COMPUTER/TECHNICAL SERVICES	7,200	6,600		13,500	18,000	5,400
TOTAL PROFESSIONAL SERVICES	22,335	39,558	-	97,500	136,000	47,443
CONTRACTUAL SERVICES						
UTILITY AND SANTATION SERVICES						
ELECTRIC	131,459	128,039		140,000	145,000	88,267
RENTALS AND LEASES						
OTHER RENTS AND LEASES	9,511	600		1,000	1,000	888
MAINTENANCE AND REPAIR SERVICES						
BUILDING MAINTENANCE & REPAIR	-	427		20,000 M	5,000	25
VEHICLE MAINTENANCE & REPAIR	3,350	-		1,000	2,000	146
OTHER EQUIP. MAINT. & REPAIR	157,921	238,757		144,000 In	144,000	100,578
JAIL FACILITY COSTS						
PRISONER MEALS	16,771	14,879		20,000	23,000	12,042
PRISONER MEDICAL	11,419	9,556		20,000	16,500	10,170
JAIL/PRISONER OTHER	-	1,500		4,000	1,500	-
OTHER CONTRACTUAL SERVICES						
OTHER CONTRACTUAL SERVICES	29,943	29,083		37,000 In	40,500	26,018
TOTAL CONTRACTUAL SERVICES	360,374	422,841	-	387,000	378,500	238,134
OTHER SERVICES & EXPENSES						
COMMUNICATIONS						
TELEPHONE/FAX COMMUNICATIONS	67,329	25,150		15,000	35,000	8,973
OTHER COMMUNICATION	13,374	17,463		20,000	20,000	12,103
EDUCATION AND TRAINING	31,127	41,095		35,000	35,000	15,892
TRAVEL EXPENSES	3,383	1,066		5,000	5,000	2,133
MEMBERSHIPS, DUES, LICENSES	1,714	1,394		2,000	3,000	1,375
PROFESSIONAL/SOCIAL MEETINGS	-	-		-	200	-
OTHER EMPLOYEE BUSINESS	121	-		200	200	-
BUSINESS PRINTING	2,462	6,561		7,000	8,000	6,303
OTHER ADVERTISING	118	-		-	-	540
TOTAL OTHER SERVICES & EXPENSES	119,628	92,729	-	84,200	106,400	47,319
MATERIALS AND SUPPLIES						
FOOD/GROCERY ITEMS						
COFFEE, CREAM, SUGAR	2,414	2,049		3,000	3,000	2,160
OTHER FOOD/GROCERY ITEMS	1,123	340		500	1,000	-
POSTAGE	1,653	1,297		2,000	2,000	1,259
PUBLICATIONS/SUBSCRIPTIONS	2,309	1,071		3,500	3,500	1,316
OTHER OFFICE SUPPLIES	13,306	20,242		17,000	20,000	12,083
AMMUNITION	6,193	3,504		10,000	10,000	9,218
PUBLIC ED MATERIALS	-	-		3,500	2,500	721
UNIFORMS/TURNOUT GEAR	15,744	21,959		30,000	30,000	10,400
OTHER MATERIALS & SUPPLIES	21,757	29,381		45,000 $'	35,000	18,052
OFFICE EQUIPMENT < $1,000	269	943		2,000	5,000	179
COMPUTER EQUIPMENT/SOFTWARE < $1,0(	844	21,885		7,500	15,000	7,837
COMMUNICATIONS EQUIPMENT < $1,000	1,504	120		4,000	2,000	-
OTHER EQUIPMENT/ASSETS < $1,000	12,902	4,365		18,000	20,000	849

POLICE

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation		2018 Appropriation	Current year 10/17/2018
TOTAL MATERIALS AND SUPPLIES	80,018	107,156	-	146,000		149,000	64,074
PROPERTY AND EQUIPMENT							
OFFICE FURNITURE AND EQUIPMENT	7,109	-		5,000		5,000	-
COMPUTER EQUIPMENT/SOFTWARE	71,921	25,212		70,000	$5	188,000	31,769
COMMUNICATIONS EQUIPMENT	34,511	21,147		16,500	$	25,000	5,191
VEHICLES	171,582	85,162		120,000	R	207,200	110,737
OTHER EQUIPMENT/ASSETS	126,651	20,560		41,900	$	48,500	46,040
TOTAL PROPERTY AND EQUIPMENT	411,774	152,081	-	253,400		473,700	193,737
GRAND TOTAL - POLICE DEPARTMENT	$ 9,669,828	$ 9,445,861	$ -	$ 11,086,800		$ 10,893,500	$ 7,803,746

FIRE

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	Current year Actual 10/17/2018
PERSONAL SERVICES - SALARIES & WAGES						
Includes salary and other benefits						
OTHER EXEMPT EMPLOYEES	$ 245,539	$ 296,565		$ 265,000	$ 344,700	$ 203,281
FULL-TIME EMPLOYEES	3,865,248	3,883,152		4,245,000	4,113,200	3,353,334
PART-TIME EMPLOYEES	-	-	-	25,000	-	-
OVERTIME	539,508	582,352		550,000	400,000	406,442
LEAVE SETTLEMENTS	112,021	110,631		150,000	150,000	9,272
TOTAL SALARIES AND WAGES	4,762,316	4,872,700	-	5,235,000	5,007,900	3,972,329
PERSONAL SERVICES - EMPLOYEE BENEFITS						
HEALTH COVERAGE	1,027,915	1,121,407		1,232,000	1,286,700	1,051,870
GROUP LIFE AND DISABILITY INSURANCE	3,606	3,560		4,300	4,200	3,501
WORKERS COMPENSATION	11,194	15,489		70,000 In	70,000	1,629
PERS	36,120	35,977		37,000	45,000	20,523
FIRE PENSION	1,013,951	1,044,027		1,132,000	1,055,900	698,990
MEDICARE	66,872	68,232		73,300	69,900	55,441
UNIFORM/CLOTHING ALLOWANCE	53,700	51,650		55,000	60,000	50,750
TOTAL EMPLOYEE BENEFITS	2,213,358	2,340,342	-	2,603,600	2,591,700	1,882,704
PROFESSIONAL SERVICES						
OTHER PROFESSIONAL SERVICES	-	-	-	2,000	4,000	-
TOTAL PROFESSIONAL SERVICES	-	-	-	2,000	4,000	-
CONTRACTUAL SERVICES						
UTILITY AND SANITATION SERVICES						
ELECTRIC	40,265	37,604		48,000	48,000	31,436
NATURAL GAS	6,831	4,388		8,000	8,000	5,262
WATER	33,065	33,839		40,000	40,000	30,509
MAINTENANCE AND REPAIR SERVICES						
BUILDING MAINTENANCE & REPAIR	4,670	4,865		5,000	10,000	4,883
OTHER EQUIPMENT MAINT. & REPAIR	46,902	18,754		25,000	45,000	16,770
OTHER CONTRACTUAL SERVICES						
OTHER CONTRACTUAL SERVICES	3,021	28,060		43,000 In	35,000	18,447
TOTAL CONTRACTUAL SERVICES	134,754	127,510	-	169,000	186,000	107,307
OTHER SERVICES AND EXPENSES						
TELEPHONE/FAX COMMUNICATIONS	67,784	26,769		28,000	38,000	10,482
OTHER COMMUNICATION	8,314	6,777		10,000	15,000	2,869
EDUCATION AND TRAINING	9,076	14,057		15,000	20,000	3,352
TRAVEL EXPENSES	9,648	16,733		10,000	12,000	2,823
MEMBERSHIPS, DUES, LICENSES	18,674	10,574		10,000	20,000	11,088
PROFESSIONAL/SOCIAL MEETINGS	-	852		1,000	1,000	-
BUSINESS PRINTING	514	1,003		1,000	2,000	260
OTHER SERVICES & EXPENSES	-	3,890		-	-	940
TOTAL OTHER SERVICES & EXPENSES	114,010	80,655	-	75,000	108,000	31,814
MATERIALS & SUPPLIES						
COFFEE, CREAM, SUGAR	963	773		1,000	1,000	582
OTHER FOOD/GROCERY ITEMS	94	105		600	2,000	729
POSTAGE	258	214		800	800	172
PUBLICATIONS/SUBSCRIPTIONS	794	-		1,000	1,000	1,637
OTHER OFFICE SUPPLIES	3,024	3,094		5,000	5,000	1,708
BUILDING MATERIALS AND SUPPLIES	1,310	2,411		5,000	10,000	1,270
MEDICAL SUPPLIES	23,451	18,526		25,000	22,000	19,407
PUBLIC EDUCATION MATERIALS	3,788	4,834		5,000	5,000	2,719
UNIFORM/TURNOUT GEAR	31,722	47,068		25,000	30,000	27,793
OTHER MATERIALS AND SUPPLIES	16,783	10,080		20,000	20,000	21,595
EQUIPMENT < $1,000						
OFFICE EQUIPMENT < $1,000	2,876	424		3,000	3,000	3,320
COMPUTER EQUIPMENT < $1,000	817	1,944		5,000	5,000	3,005
COMMUNICATIONS EQUIPMENT < $1,000	-	1,270		5,000	5,000	219
OTHER EQUIPMENT/ASSETS < $1,000	9,171	5,497		10,000	10,000	9,081
TOTAL MATERIALS AND SUPPLIES	95,051	96,240	-	111,400	119,800	93,237

FIRE

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation		2018 Appropriation	Current year Actual 10/17/2018
PROPERTY AND EQUIPMENT							
OFFICE FURNITURE & EQUIPMENT	-	1,562		3,000		3,000	7,411
COMPUTER HARDWARE/SOFTWARE	18,874	3,536		3,000		25,000	22,419
COMMUNICATIONS EQUIPMENT	676	9,389		15,000		15,000	-
VEHICLES	28,631	241,065		250,000	R	-	-
OTHER EQUIPMENT/ASSETS	51,166	46,292		45,000	G	100,000	6,921
TOTAL PROPERTY AND EQUIPMENT	99,347	301,844	-	316,000		143,000	36,751
GRAND TOTAL - FIRE DEPARTMENT	$ 7,418,836	$ 7,819,291	$ -	$ 8,512,000		$ 8,160,400	$6,124,142

SERVICE DEPARTMENT

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	Current year 10/17/2018 Actual
PERSONAL SERVICES - SALARIES AND WAGES						
Includes salary and other benefits						
OTHER EXEMPT EMPLOYEES SALARIES	$ 816,148	$ 745,810		$ 800,000	$ 773,600	623,456
FULL-TIME EMPLOYEES	2,871,768	3,012,078		3,186,000	3,135,200	2,521,239
PART-TIME EMPLOYEES	191,913	230,508		240,000	232,000	175,050
OVERTIME	341,203	359,490		350,000	330,000	257,924
LEAVE SETTLEMENTS	57,869	61,510		65,000	60,000	2,294
TOTAL SALARIES AND WAGES	4,278,901	4,409,396	-	4,641,000	4,530,800	3,579,963
PERSONAL SERVICES - EMPLOYEE BENEFITS						
HEALTH COVERAGE	1,069,820	1,169,643		1,270,000	1,394,100	1,063,613
GROUP LIFE AND DISABILITY INSURANCE	8,475	8,714		24,000	11,500	12,403
WORKERS COMPENSATION	21,314	28,545		50,000	40,000	1,449
UNEMPLOYMENT COMPENSATION	102	88		2,000	3,000	-
PERS	555,612	581,617		624,000	605,300	390,387
MEDICARE	60,205	61,826		66,000	62,700	50,341
UNIFORM/CLOTHING ALLOWANCE	65,625	67,000		98,400	70,500	75,674
TOTAL EMPLOYEE BENEFITS	1,781,153	1,917,433	-	2,134,400	2,187,100	1,593,867
PROFESSIONAL SERVICES						
ENGINEERING SERVICES	57,227	54,333		70,000	130,000	40,187
OTHER PROFESSIONAL SERVICES	10,396	15,090		20,000	20,000	15,290
TOTAL PROFESSIONAL SERVICES	67,623	69,423	-	90,000	150,000	55,477
CONTRACTUAL SERVICES						
UTILITY & SANITATION SERVICES						
ELECTRIC	356,714	343,026		350,000 F	374,000	232,974
NATURAL GAS	107,243	87,081		115,000	115,000	69,200
WATER / SEWER	46,533	54,746		65,000	70,000	27,081
REFUSE DISPOSAL/HAULING	146,461	143,065		150,000	148,000	135,426
RENTALS AND LEASES						
OTHER EQUIPMENT	6,674	6,773		4,000	4,000	3,734
OTHER RENTALS & LEASES	2,384	2,546		3,000	3,000	627
MAINTENANCE AND REPAIR SERVICES						
BUILDING MAINTENANCE & REPAIRS	260,015	311,579		205,000 S	215,000	142,414
GROUNDS MAINTENANCE & REPAIR	9,267	41,370		40,000	40,000	25,592
OTHER STREETS/SIDEWALKS/SEWER REP/	104,997	86,070		100,000	100,000	82,730
VEHICLE MAINTENANCE	54,199	98,442		130,000	130,000	63,751
OTHER EQUIPMENT MAINT. & REPAIR	10,217	10,675		10,000	10,000	4,826
OTHER CONTRACTUAL SERVICES						
OTHER CONTRACTUAL SERVICES	7,285	7,261		10,000	10,000	5,290
TOTAL CONTRACTUAL SERVICES	1,111,989	1,192,634	-	1,182,000	1,219,000	793,645
OTHER SERVICES AND EXPENSES						
COMMUNICATIONS						
TELEPHONE/FAX COMMUNICATIONS	48,180	18,662		10,000	10,000	3,845
OTHER COMMUNICATION EXPENSE	355	374		500	500	344
EMPLOYEE BUSINESS EXPENSES						
EDUCATION & TRAINING	2,064	10,638		10,000	10,000	1,690
TRAVEL EXPENSES	937	880		1,500	1,500	1,013
MEMBERSHIPS, DUES, LICENSES	1,695	7,470		5,000	5,000	4,796
PROFESSIONAL/SOCIAL MEETINGS	111	105		300	300	120
PRINTING						
BUSINESS PRINTING	387	373		600	600	2,214
TOTAL OTHER SERVICES & EXPENSES	53,729	38,502	-	27,900	27,900	14,022
MATERIALS AND SUPPLIES						
COFFEE, CREAM, SUGAR	947	571		1,000	1,000	705
OTHER FOOD/GROCERY ITEMS	1,437	-		- L	-	-
POSTAGE	157	162		300	300	59
PUBLICATIONS/SUBSCRIPTIONS	154	452		500	500	-
OTHER OFFICE SUPPLIES	5,858	6,267		8,000 n	8,000	4,941
BUILDING MATERIALS & SUPPLIES	87,830	69,726		80,000	80,000	59,174
GROUNDS MATERIALS & SUPPLIES	214,336	125,623		140,000 Ir	140,000	108,132
VEHICLE & EQUIP. MATERIALS & SUPPLIES						
GASOLINE	198,148	222,361		230,000	230,000	219,963
TIRES	41,551	54,196		55,000	55,000	38,113
VEHICLE PARTS	160,437	189,638		165,000	165,000	131,957
OTHER VEHICLE & EQUIP. SUPPLIES	214,882	243,792		225,000	225,000	144,392
OTHER MATERIALS AND SUPPLIES						
SALT	457,014	459,816		550,000	560,000	524,586

SERVICE DEPARTMENT

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	Current year 10/17/2018 Actual
CONCRETE/ASPHALT	161,368	85,548		180,000	200,000	95,432
OTHER STREETS/SIDEWALKS/SEWERS	79,948	49,802		80,000 F	120,000	70,721
UNIFORMS / CLOTHING	29,393	31,163		34,000	34,000	18,675
OTHER MATERIALS AND SUPPLIES	22,573	20,501		25,000	35,000	16,771
EQUIPMENT < $1,000		-				
OFFICE EQUIPMENT < $1,000	229	621		600	600	247
COMPUTER EQUIPMENT < $1,000	1,895	1,084		2,000	2,000	1,741
COMMUNICATIONS EQUIPMENT < $1,000	2,596	476		500	500	-
OTHER EQUIPMENT/ASSETS < $1,000	14,187	20,137		20,000	20,000	3,247
TOTAL MATERIALS AND SUPPLIES	1,694,940	1,581,936	-	1,796,900	1,876,900	1,438,856
PROPERTY AND EQUIPMENT						
LAND, BUILDINGS & GROUNDS	20,972	-	-	-	-	-
COMPUTER HARDWARE/SOFTWARE	5,589	3,937		-	5,000	2,730
COMMUNICATIONS EQUIPMENT	6,290	9,387		-	10,000	-
VEHICLES	471,012	256,143		160,000 S	150,000	-
OTHER CAPITAL ASSETS	129,550	277,720		-	124,000	70,402
TOTAL PROPERTY AND EQUIP.	633,413	547,187	-	160,000	289,000	73,132
GRAND TOTAL - SERVICE DEPARTMENT	$ 9,621,748	$ 9,756,511	$ -	$ 10,032,200	$ 10,280,700	$ 7,548,962

HUMAN SERVICES

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	Current year 10/17/2018 Actual
PERSONAL SERVICES - SALARIES AND WAGES						
Includes salary and other benefits						
OTHER EXEMPT EMPLOYEES	121,203	128,503		142,000	135,600	108,990
FULL-TIME EMPLOYEES	69,197	81,298		88,500	84,000	67,916
PART-TIME EMPLOYEES	40,668	47,434		52,000	48,000	43,569
OVERTIME	4,848	4,185		10,000	10,000	2,736
LEAVE SETTLEMENTS	2,084	5,190		11,000	11,000	-
TOTAL SALARIES AND WAGES	238,000	266,610	-	303,500	288,600	223,211
PERSONAL SERVICES - SALARIES AND WAGES						
EMPLOYEE BENEFITS						
HEALTH COVERAGE	58,617	63,959		69,500	70,800	57,787
GROUP LIFE & DISABILITY INSURANCE	1,499	1,711		2,200	2,100	1,667
PERS	33,425	34,876		42,000	39,000	24,395
MEDICARE	3,334	3,732		4,500	4,100	3,121
TOTAL EMPLOYEE BENEFITS	96,875	104,278	-	118,200	116,000	86,970
CONTRACTUAL SERVICES						
OTHER EQUIPMENT MAINT. & REPAIR	-	-	-	500	500	85
INSTRUCTORS/ SPEAKERS/ENTERTAN.	31,288	29,091		50,000	45,000	30,641
ADMISSIONS	121,400	109,756		135,000	135,000	103,422
TRANSPORTATION	25,594	23,006		30,000	30,000	17,179
OTHER CONTRACTUAL SERVICES	-	118		500	500	105
TOTAL CONTRACTUAL SERVICES	178,282	161,971	-	216,000	211,000	151,432
OTHER SERVICES AND EXPENSES						
TELEPHONE/FAX COMMUNICATION	2,541	2,751		3,500	3,500	2,294
EDUCATION & TRAINING	165	-		200	200	-
TRAVEL EXPENSES	15	293		200	200	113
MEMBERSHIPS, DUES, LICENSES	-	-		100	100	100
RECREATION PUBLICATIONS	18,915	15,123		25,000	25,000	12,217
BUSINESS PRINTING	679	1,213		800	800	-
TOTAL OTHER SERVICES & EXPENSES	22,315	19,380	-	29,800	29,800	14,724
MATERIALS AND SUPPLIES						
OTHER FOOD/GROCERY ITEMS	23,345	20,816		26,000	26,000	17,654
POSTAGE	7,510	6,265		10,000	12,000	5,031
OTHER OFFICE SUPPLIES	-	309		500	800	39
UNIFORMS	354	-		500	500	-
OTHER MATERIALS AND SUPPLIES	7,347	8,734		6,000	5,500	3,977
OFFICE EQUIPMENT < $1,000	-	-		500	500	-
COMPUTER EQUIP./SOFTWARE < $1,000	-	613		500	500	-
OTHER EQUIPMENT/ASSETS < $1,000	-	-	-	500	500	
TOTAL MATERIALS AND SUPPLIES	38,556	36,737	-	44,500	46,300	26,701
PROPERTY AND EQUIPMENT						
OFFICE FURNITURE & EQUIPMENT	-	-	-	1,000	500	-
COMPUTER EQUIPMENT/SOFTWARE	-	-	-	-	500	-
VEHICLES	21,314	78,267		-	-	-
TOTAL PROPERTY AND EQUIPMENT	21,314	78,267	-	1,000	1,000	-
GRAND TOTAL - HUMAN SERVICES	$ 595,342	$ 667,243	$ -	$ 713,000	$ 692,700	$ 503,038

RECREATION ADMINISTRATION

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	10/17/2018 Actual
PERSONAL SERVICES - SALARIES AND WAGES						
Includes salary and other benefits						
OTHER EXEMPT EMPLOYEES	$ 359,773	$ 425,015		$ 455,400	$ 442,900	$ 355,725
FULL-TIME EMPLOYEES	153,849	103,182		110,500	106,700	86,256
PART-TIME EMPLOYEES	33,140	33,813		45,000	45,000	27,585
OVERTIME	8,813	3,587		8,000	8,000	3,557
LEAVE SETTLEMENTS	16,174	26,627		32,000	28,000	967
TOTAL PERSONAL SERVICES	571,749	592,224	-	650,900	630,600	474,090
PERSONAL SERVICES - EMPLOYEE BENEFITS						
HEALTH COVERAGE	111,439	120,530		118,100	137,900	102,725
GROUP LIFE & DISABILITY INSURANCE	3,659	4,057		6,000	4,500	3,938
WORKERS COMPENSATION	3,652	419		10,000	10,000	-
PERS	74,328	75,602		89,000	85,500	51,400
MEDICARE	7,977	8,242		9,500	8,900	6,595
TOTAL EMPLOYEE BENEFITS	201,055	208,850	-	232,600	246,800	164,658
PROFESSIONAL SERVICES						
ACCOUNTING & FINANCIAL SERVICES	24,793	15,687		20,000	26,000	13,903
OTHER PROFESSIONAL SERVICES	3,308	1,973		2,500	2,500	332
TOTAL PROFESSIONAL SERVICES	28,101	17,660	-	22,500	28,500	14,235
CONTRACTUAL SERVICES						
RENTALS AND LEASES						
OFFICE EQUIPMENT	-	-	-	-	-	-
OTHER RENTS & LEASES	385,161	367,581		410,000 In	376,000	334,664
MAINTENANCE AND REPAIR SERVICES						
BUILDING MAINTENANCE & REPAIR	-	-	-	2,000	4,000	735
COMMUNITY CENTER MAINT & REPAIR	4,590	7,450		8,000	10,000	2,942
OTHER EQUIPMENT MAINT. & REPAIR	7,812	6,792		8,500	8,500	4,152
RECREATION CONTRACT SERVICES						
INSTRUCTORS/SPEAKERS/ENTERTAIN.	24,752	22,945		30,000	30,000	3,700
OTHER CONTRACTUAL SERVICES						
OTHER CONTRACTUAL SERVICES	6,778	4,203		3,000	3,000	2,910
TOTAL CONTRACTUAL SERVICES	429,093	408,971	-	461,500	431,500	349,103
OTHER SERVICES AND EXPENSES						
TELEPHONE/FAX COMMUNICATION	4,557	5,804		5,500	5,200	3,831
EDUCATION & TRAINING	1,903	3,885		3,500	3,500	1,130
TRAVEL EXPENSES	2,432	3,982		4,500	4,000	2,091
MEMBERSHIPS, DUES, LICENSES	1,406	1,290		1,500	1,500	1,097
PROFESSIONAL/SOCIAL MEETINGS	115	113		300	500	110
RECREATION PUBLICATIONS	2,929	2,902		5,000	6,000	1,744
BUSINESS PRINTING	1,443	1,352		2,000	2,000	2,091
OTHER ADVERTISING	535	560		1,700	2,000	620
OTHER SERVICES AND EXPENSES	-	1,008		500	-	742
TOTAL OTHER SERVICES & EXPENSES	15,320	20,896	-	24,500	24,700	13,456
MATERIALS AND SUPPLIES						
COFFEE, CREAM, SUGAR	2,633	2,181		3,000	3,500	483
OTHER FOOD/GROCERY ITEMS	9,839	8,957		10,000	11,000	5,979
POSTAGE	3,169	3,543		5,500	6,500	2,516
PUBLICATIONS/SUBSCRIPTIONS	93	159		300	300	39
OTHER OFFICE SUPPLIES	4,902	5,710		6,500	6,500	4,882
UNIFORMS	360	456		700	700	129
OTHER MATERIALS AND SUPPLIES	17,923	21,242		20,000	20,000	14,624
OFFICE EQUIPMENT < $1,000	-	-		500	500	743
COMPUTER EQUIP./SOFTWARE < $1,000	2,605	4,485		3,500	-	2,005
OTHER EQUIPMENT/ASSETS < $1,000	979	1,550		1,500	2,000	-
TOTAL MATERIALS & SUPPLIES	42,503	48,283	-	51,500	51,000	31,400
PROPERTY AND EQUIPMENT						
OFFICE FURNITURE AND EQUIPMENT	3,830	-	-	-	-	-
COMPUTER HARDWARE/SOFTWARE	-	1,623		-	5,000	2,312
OTHER EQUIPMENT/ASSET	7,038	7,600		5,000	5,000	-
TOTAL PROPERTY AND EQUIPMENT	10,868	9,223	-	5,000	10,000	2,312
GRAND TOTAL - RECREATION ADMIN.	$ 1,298,689	$ 1,306,107	$ -	$ 1,448,500	$ 1,423,100	$ 1,049,254

RECREATION CAMP

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation		2018 Appropriation	Current year 10/17/2018 Actual
PERSONAL SERVICES - SALARIES AND WAGES							
PART-TIME/SEASONAL EMPLOYEES	$ 251,798	$ 275,471		$ 304,300	In	$ 300,000	$ 267,824
TOTAL PERSONAL SERVICES	251,798	275,471	-	304,300		300,000	267,824
PERSONAL SERVICES - EMPLOYEE BENEFITS							
UNEMPLOYMENT	-	-	-	1,000		1,000	-
PERS	35,472	38,566		43,700		42,000	37,495
MEDICARE	3,651	3,994		4,300		4,400	3,883
TOTAL EMPLOYEE BENEFITS	39,123	42,560	-	49,000		47,400	41,378
PROFESSIONAL SERVICES							
OTHER PROFESSIONAL SERVICES	8,397	6,600		13,700	A	8,000	1,474
TOTAL PROFESSIONAL SERVICES	8,397	6,600	-	13,700		8,000	1,474
CONTRACTUAL SERVICES							
RENTS & LEASES							
OTHER RENTS AND LEASES	3,913	1,946		3,000		3,000	1,463
RECREATION CONTRACT SERVICES							
INSTRUCTORS/SPEAKERS/ENTERTAIN.	15,451	24,433		27,500		30,000	11,654
ADMISSIONS	57,905	66,194		70,000		65,000	62,503
TRANSPORTATION	51,552	32,963		45,000		45,000	30,146
TOTAL CONTRACTUAL SERVICES	128,821	125,536	-	145,500		143,000	105,766
OTHER SERVICES AND EXPENSES							
PRINTING							
RECREATION PUBLICATIONS	1,595	1,677		1,600		1,400	1,529
BUSINESS PRINTING	903	203		500		500	90
ADVERTISING							
OTHER ADVERTISING	1,568	1,818		2,000		2,000	1,615
TOTAL OTHER SERVICES & EXPENSES	4,066	3,698	-	4,100		3,900	3,234
MATERIALS AND SUPPLIES							
FOOD/GROCERY ITEMS							
OTHER FOOD/GROCERY ITEMS	7,054	6,899		10,000		10,000	7,753
OFFICE SUPPLIES							
POSTAGE	485	521		700		700	237
OTHER OFFICE SUPPLIES	968	-		500		1,000	-
OTHER MATERIALS & SUPPLIES							
CAMP SHIRTS	8,105	6,913		10,000		10,000	7,294
OTHER MATERIALS AND SUPPLIES	11,675	7,813		11,000		12,000	7,596
EQUIPMENT < $1,000							
OTHER EQUIPMENT/ASSETS < $1,000	320	-		500		700	-
TOTAL MATERIALS AND SUPPLIES	28,607	22,146	-	32,700		34,400	22,880
GRAND TOTAL - RECREATION CAMPS	$ 460,812	$ 476,011	$ -	$ 549,300		$ 536,700	$ 442,556

RECREATION SPORTS

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriations	2018 Appropriations	Current year 10/17/2018 Actual
PERSONAL SERVICES - SALARIES AND WAGES						
PART-TIME/SEASONAL EMPLOYEES	$ 9,248	$ 9,348		$ 15,000	$ 15,000	$ 9,160
TOTAL PERSONAL SERVICES	9,248	9,348	-	15,000	15,000	9,160
PERSONAL SERVICES - EMPLOYEE BENEFITS						
PERS	1,309	1,313		2,100	2,100	1,105
MEDICARE	134	136		300	300	133
TOTAL EMPLOYEE BENEFITS	1,443	1,449	-	2,400	2,400	1,238
CONTRACTUAL SERVICES						
RENTALS AND LEASES						
OTHER RENTS AND LEASES	474	613		700	1,000	553
RECREATION CONTRACT SERVICES						
INSTRUCTORS/SPEAKERS/ENTERTAINMENT	33,688	27,148		40,000	35,000	27,194
ADMISSIONS	1,410	705		1,000	1,500	-
TOTAL CONTRACTUAL SERVICES	35,572	28,466	-	41,700	37,500	27,747
OTHER SERVICES AND EXPENSES						
EDUCATION & TRAINING	-	1,950		2,000	3,600	1,950
RECREATION PUBLICATIONS	3,016	2,703		3,000	3,000	1,744
OTHER PRINTING	-	200		500	500	196
TOTAL OTHER SERVICES AND EXPENSES	3,016	4,853	-	5,500	7,100	3,890
MATERIALS AND SUPPLIES						
OFFICE SUPPLIES						
POSTAGE	863	928		1,200	1,200	633
OTHER MATERIALS & SUPPLIES						
SPORTS SHIRTS	12,441	5,434		9,000	10,000	2,724
OTHER MATERIALS AND SUPPLIES	5,673	9,423		7,000	8,000	2,043
TOTAL MATERIALS AND SUPPLIES	18,977	15,785	-	17,200	19,200	5,400
GRAND TOTAL - RECREATION SPORTS	$ 68,256	$ 59,901	$ -	$ 81,800	$ 81,200	$ 47,435

RECREATION OTHER

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriations	2018 Appropriations	Current year 10/17/2018 Actual
PERSONAL SERVICES - SALARIES AND WAGES						
OTHER EXEMPT EMPLOYEES	$ 1,002	$ -	$ -	$ -		$ -
PART-TIME/SEASONAL EMPLOYEES	63,155	66,987		70,000	75,000	51,388
LEAVE SETTLEMENTS	5,792	-	-			-
TOTAL PERSONAL SERVICES	69,949	66,987	-	70,000	75,000	51,388
PERSONAL SERVICES - EMPLOYEE BENEFITS						
UNEMPLOYMENT COMPENSATION	109	377		800	2,000	-
PERS	9,745	9,163		10,000	10,500	6,856
MEDICARE	1,069	971		1,000	1,100	745
TOTAL EMPLOYEE BENEFITS	10,923	10,511	-	11,800	13,600	7,601
CONTRACTUAL SERVICES						
RENTALS AND LEASES						
OTHER RENTS & LEASES	7,492	5,915		6,000	6,500	3,695
RECREATION CONTRACT SERVICES						
INSTRUCTORS/SPEAKERS/ENTERTAINMENT	55,849	60,956		75,000	75,000	36,349
ADMISSIONS	-	-	-	1,000	3,000	-
OTHER CONTRACTUAL SERVICES						
OTHER	3,958	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	67,299	66,871	-	82,000	84,500	40,044
OTHER SERVICES AND EXPENSES						
PRINTING						
RECREATION PUBLICATIONS	3,016	3,102		3,500	4,500	1,744
OTHER PRINTING	1,654	1,854		2,000	2,000	1,427
TOTAL OTHER SERVICES AND EXPENSES	4,670	4,956	-	5,500	6,500	3,171
MATERIALS AND SUPPLIES						
OTHER FOOD/GROCERY ITEMS	346	915		600	800	285
POSTAGE	863	928		1,500	2,000	633
OTHER MATERIALS AND SUPPLIES	3,579	3,189		2,500	3,000	1,438
TOTAL MATERIALS AND SUPPLIES	4,788	5,032	-	4,600	5,800	2,356
GRAND TOTAL - RECREATION OTHER	$ 157,629	$ 154,357	$ -	$ 173,900	$ 185,400	$ 104,560

RECREATION POOLS & PARKS

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriations	2018 Appropriations	Current year 10/17/2018 Actual
PERSONAL SERVICES - SALARIES AND WAGES						
PART-TIME/SEASONAL EMPLOYEES	$ 223,878	$ 202,797		$ 230,000	$ 240,000	$ 214,374
TOTAL PERSONAL SERVICES	223,878	202,797	-	230,000	240,000	214,374
PERSONAL SERVICES - EMPLOYEE BENEFITS						
UNEMPLOYMENT	-	-		-	1,000	-
PERS	30,813	28,392		33,000	36,400	28,475
MEDICARE	3,192	2,941		3,400	3,500	3,108
TOTAL EMPLOYEE BENEFITS	34,005	31,333	-	36,400	40,900	31,583
CONTRACTUAL SERVICES						
UTILITIES						
ELECTRIC	40,257	42,144		47,000	46,000	38,453
NATURAL GAS	12,764	15,232		17,000	15,000	11,894
WATER/SEWER	14,274	11,018		20,000	20,000	8,262
BUILDING MAINTENANCE & REPAIR	1,460	2,065		5,000	6,000	1,740
GROUNDS MAINTENANCE	-	3,475		1,000	-	990
POOL MAINTENANCE AND REPAIR SERV	106,190	139,833		120,000	120,000	39,248
FIELD/PARKS MAINT & REPAIR	700	343		7,000	4,000	8,344
OTHER EQUIPMENT MAINTENANCE	1,757	-		5,000	5,000	2,755
RECREATION CONTRACT SERVICES						
INSTRUCTORS/SPEAKERS	-	-	-	500	-	396
TOTAL CONTRACTUAL SERVICES	177,402	214,110	-	222,500	216,000	112,082
OTHER SERVICES AND EXPENSES						
COMMUNICATIONS						
TELEPHONE/FAX COMMUNICATION	203	190		300	300	145
EMPLOYEE BUSINESS EXPENSES						
EDUCATION & TRAINING	-	345		800	400	275
MEMBERSHIPS, DUES, LICENSES	533	716		1,000	1,000	526
PRINTING						
RECREATION PUBLICATIONS	753	746		900	1,000	756
BUSINESS PRINTING	694	670		900	1,000	724
TOTAL OTHER SERVICES AND EXPENSES	2,183	2,667	-	3,900	3,700	2,426
MATERIALS AND SUPPLIES						
POSTAGE	204	231		300	300	237
PUBLICATIONS/SUBSCRIPTIONS	462	315		800	500	809
OTHER OFFICE SUPPLIES	274	-		500	500	-
BUILDING MATERIALS & SUPPLIES	-	-		500	500	-
GROUNDS MATERIALS & SUPPLIES	-	1,371		2,500	3,000	302
POOL MATERIALS AND SUPPLIES	35,250	34,305		55,000	55,000	35,021
OTHER MATERIALS & SUPPLIES						
UNIFORMS	8,402	7,970		9,000	9,000	6,612
OTHER MATERIALS AND SUPPLIES	13,781	10,636		13,000	15,000	8,462
EQUIPMENT < $1,000						
OTHER EQUIPMENT/ASSETS < $1,000	3,100	611		3,500	4,000	2,122
TOTAL MATERIALS AND SUPPLIES	61,473	55,439	-	85,100	87,800	53,565
PROPERTY AND EQUIPMENT						
COMPUTER HARDWARE/SOFTWARE	357	-	-	-	3,000	-
OTHER EQUIPMENT/ASSETS	13,337	-	-	5,000	5,000	-
TOTAL PROPERTY AND EQUIPMENT	13,694	-	-	5,000	8,000	-
GRAND TOTAL - REC. POOLS & PARKS	$ 512,635	$ 506,346	$ -	$ 582,900	$ 596,400	$ 414,030

BUILDING

	2016 Actual Expenses	2017 Actual Expenses	2018 Actual Expenses	2019 Appropriation	2018 Appropriation	Current year 10/17/2018 Actual
PERSONAL SERVICES - SALARIES AND WAGES						
Includes salary and other benefits						
BOARDS AND COMMISSIONS SALARIES	$ 2,730	$ 3,245		$ 5,000	$ 5,000	$ 2,307
OTHER EXEMPT EMPLOYEES	236,867	240,821		320,100	308,600	236,726
FULL-TIME EMPLOYEES	476,584	483,096		481,300	442,200	392,422
PART-TIME EMPLOYEES	27,296	19,003		40,000 in	32,000	12,855
OVERTIME	1,138	3,018		5,000	5,000	375
LEAVE SETTLEMENTS	66,440	7,696		25,000	25,000	-
TOTAL SALARIES AND WAGES	811,055	756,879	-	876,400	817,800	644,685
PERSONAL SERVICES - EMPLOYEE BENEFITS						
HEALTH COVERAGE	197,484	204,328		224,200	231,100	175,668
GROUP LIFE & DISABILITY INSURANCE	4,111	3,237		6,000	7,000	4,797
WORKERS COMPENSATION	24,372	4,191		10,000	10,000	148
PERS	99,923	99,600		119,000	110,000	68,904
SOCIAL SECURITY	88	74		-	500	-
MEDICARE	11,274	10,470		12,400	11,400	8,934
TOTAL EMPLOYEE BENEFITS	337,252	321,900	-	371,600	370,000	258,451
PROFESSIONAL SERVICES						
ARCHITECTURAL SERVICES	12,040	16,803		22,000	22,000	9,430
ENGINEERING SERVICES	9,871	4,129		15,000	8,000	3,842
OTHER PROFESSIONAL SERVICES	-	-		1,000	1,000	-
COMPUTER CONSULTING SERVICES	-	-		1,000	1,000	-
TOTAL PROFESSIONAL SERVICES	21,911	20,932	-	39,000	32,000	13,272
CONTRACTUAL SERVICES						
MAINTENANCE AND REPAIR SERVICES						
BUILDING MAINTENANCE & REPAIR	-	-	-	4,000	4,000	-
VEHICLE MAINTENANCE	40	186		300	500	80
OTHER EQUIPMENT MAINT. & REPAIR	3,226	3,360		5,000	5,000	2,430
OTHER CONTRACT SERVICES						
OTHER CONTRACTUAL SERVICES	-	-	-	2,000	4,000	900
TOTAL CONTRACTUAL SERVICES	3,266	3,546	-	11,300	13,500	3,410
OTHER SERVICES AND EXPENSES						
TELEPHONE/FAX COMMUNICATIONS	6,278	6,830		7,800	8,300	5,139
EDUCATION & TRAINING	1,815	4,232		3,500	3,000	1,170
TRAVEL EXPENSES	284	3,940		3,500	3,000	1,193
MEMBERSHIPS, DUES, LICENSES	2,722	1,443		1,800	1,800	996
PROFESSIONAL/SOCIAL MEETINGS	-	-		-	800	-
OTHER EMPLOYEE BUS. EXPENSES	-	-		-	500	-
BUSINESS PRINTING	1,167	243		1,500	1,500	373
EMPLOYMENT ADVERTISING	-	-		-	1,100	-
TOTAL OTHER SERV. & EXPENSES	12,266	16,688	-	18,100	20,000	8,871
MATERIALS AND SUPPLIES						
FOOD/GROCERY ITEMS						
COFFEE, CREAM, SUGAR	925	667		1,000	1,000	357
OTHER FOOD/GROCERY ITEMS	131	-		300	300	-
POSTAGE	2,197	2,234		3,000	3,000	1,997
PUBLICATIONS/SUBSCRIPTIONS	1,490	1,119		2,500	4,000	1,246
OTHER OFFICE SUPPLIES	2,468	4,181		5,500	5,500	2,431
UNIFORMS	-	-		500	1,500	
OTHER MATERIALS AND SUPPLIES	364	150		500	500	-
OFFICE EQUIPMENT < $1,000	-	-		500	500	-
COMPUTER EQUIPMENT < $1,000	5,916	1,400		2,000	2,000	217
OTHER EQUIPMENT < $1,000	-	-		500	500	-
TOTAL MATERIALS AND SUPPLIES	13,491	9,751	-	16,300	18,800	6,248
PROPERTY AND EQUIPMENT						
OFFICE FURNITURE & EQUIPMENT	2,561	-	-	-	2,000	-
COMPUTER HARDWARE/SOFTWARE		6,921		-	5,000	5,916
VEHICLES	-	-	-	30,000	30,000	-
OTHER EQUIPMENT/ASSETS	-	-	-	5,000 $	-	-
TOTAL PROPERTY AND EQUIPMENT	2,561	6,921	-	35,000	37,000	5,916
GRAND TOTAL - BUILDING DEPARTMENT	$ 1,201,802	$ 1,136,617	$ -	$ 1,367,700	$1,309,100	$ 940,853

2019 Capital Projects

Fund	Amount	Description
211	700,000	George Zeiger
211	90,000	Wendover
211	90,000	Timberlane
Total	880,000	
441	875,000	Halburton - Phase 2
441	230,000	Brentwood
441	240,000	Edgewood
441	382,000	Campus Road Waterline project - Will be reimbursed
441	200,000	Asphalt & Concrete patching program
441	200,000	Camera project
441	900,000	Fire truck
441	675,000	Phase 1 of sidewalk project
441	500,000	Cedar Road bridge
441	200,000	Tear down of north end of Service center
441	100,000	Signage
441	2,000,000	Purchase of land for connector rd.
441	700,000	Design fees for police department renovation
441	400,000	Miscellaneous
Total	7,602,000	
Grand Total	8,482,000	

CITY OF *Beachwood*

INTEROFFICE MEMORANDUM

TO: Alec Isaacson, Finance & Insurance Committee Chair
Eric Synenberg, Member of the Finance & Insurance Committee
June Taylor, Member of the Finance & Insurance Committee
Brian Linick, Council President
James Pasch, Council Vice President
Justin Berns, Member of Council
Barbara Bellin Janovitz, Member of Council

FROM: Tina M. Turick, Assistant Administrative Officer

DATE: October 22, 2018

SUBJECT: Finance Committee Meeting October 29, 2018

As a follow up to our last meeting to discuss the budget, Mayor Horwitz met with the Department Directors so the following additional information could be provided to City Council in response to your inquiries:

1. Departmental Property and Equipment Requests for 2019 Summary
    a. Attached is a copy of the current Departmental Property and Equipment Requests
    b. The Departmental summaries are provided in the same order as they appear on the list.

2. Grant Summary – 2016 – 2018
    a. Harvey Rose worked with the Department Directors and provided the attached spreadsheet outlining the grant applications for the time period referenced.

If you have any questions or need additional information, please let us know.

T.M.T

Enc.

Cc: Martin S. Horwitz, Mayor
Diane Calta, Law Director
Larry Heiser, Finance Director
Michelle Kaplan, Assistant Finance Director
Department Directors
Whitney Crook, Clerk of Council

Departmental Property and Equipment Requests

2019

The table below lists the various departmental requests for property and equipment. Although expenditures for these items have been budgeted for, if and when these purchases are made, the departments must follow normal city purchasing practices.

Department	Description	Quantity	Amount
Finance	Computers, as needed for all departments		50,000
	Computer switches and other equipment		150,000
	Total		**200,000**
Police	Replace undercover vehicles	1	25,000
	Speed awareness signs		10,000
	Complete MDT upgrade		50,000
	Equipment for new crusiers		44,000
	K9 unit, includes dogs, training, outfiting vehicles	2	84,000
	Total		**213,000**
Fire	Rescue Squad		250,000
	Total		**250,000**
Service	Salt truck		160,000
	Total		**160,000**
Building	Vehicle	1	30,000
	Drone	1	5,000
	Total		**35,000**
	Grand Total		**$ 858,000**

Memorandum

To: Larry Heiser, Finance Director

From: Craig Kaufman, IT Manager

Subject: Budget

Date: October 19, 2018

With windows 7 support ending in 2020 and in order to maintain up-to-date computer equipment and a standardized computer inventory, we would like to put the City on a 3 to 4 year rotation. All of the computers we are buying now have a 3 year warranty, so we are recommending replacing them when the warranty is up.

The city also needs to add the following projects for 2019.

1. Upgrade storage on are current network
2. Implement an offsite backup system
3. Upgrade Microsoft Exchange(E-Mail)
4. Upgrades to Council Chambers audio and video equipment
5. Upgrade Microsoft Office

Tina Turick

From:	Tina Turick
Sent:	Sunday, October 21, 2018 11:04 AM
To:	Gary Haba
Cc:	Larry Heiser; Martin S. Horwitz
Subject:	Re: Explanation of Appendix A Items for PD

Thanks Gary. We really appreciate it.

Sent from my iPhone

On Oct 21, 2018, at 10:57 AM, Gary Haba <Gary.Haba@beachwoodohio.com> wrote:

> Tina, let me know if you need anything else. Thanks. Haba
>
> **Replace Undercover Vehicles- $25,000:** We have three vehicles we use for undercover operations and occasionally to drive to training classes. We have historically had four such vehicles. About 3-4 years ago, we sold two of them along with a few seized vehicles for somewhere around $51,000 that was placed in the General Fund. We had planned to request three replacement vehicles and use the $51,000 and trade in the remaining two vehicles to pay for it. Chief Winebrenner elected not to do anything. We have since inherited an older Tahoe that still works OK. The two remaining vehicles are a 2007 Honda Pilot and a 2007 Honda Odyssey. As undercover vehicles, they have been "burned" a long time ago, meaning that local bad folks know they are ours. Sort of defeats the purpose of "undercover", at least for some situations. Our hope is to trade in one of the vehicles and obtain a used vehicle to replace it. Then we can do another next year. The mileage is only about 50,000 on our vehicles, but they are 12 years old now and I wish we had traded them in 4 years ago when we would have fetched significantly more for them to achieve the same purpose. With a trade in and the purchase of another likely used vehicle, I doubt that we will approach the $25,000 mark but I wanted to make it high enough to have our options open.
>
> **Speed Awareness Signs- $10,000:** Two years ago we began budgeting for radar trailers, LED blinking speed limit or stop signs, etc. in response to speeding and other traffic complaints. We now have two radar trailers with data-gathering capabilities and they are great. We have also put LED speed limit signs on Greenlawn and Bryden. Two LED stop signs just arrived and will be placed soon. If we want to continue with this program, $10,000 will get us about four signs.
>
> **Complete MDT Upgrade:** The mobile data terminals in the cruisers were beyond their warranties (5-7 years old) and were experiencing sporadic problems. Instead of completing the entire project at once for $80-$100K, council approved a purchase of almost half of the MDTs in 2018. Those units are in service. The remaining old MDTs were planned to and should be replaced in 2019 and will include two more since the fleet will expand by 2 vehicles. The estimated cost per our IT department is in the area of $45-$46K. $50,000 was requested in case there are minor price adjustments next year.
>
> **K-9 Unit-$86,000:** With the amount of sizable Jewish institutions, public/private schools and businesses within our city, an explosive detection canine can easily be justified. Each year, we must call for canines from elsewhere on multiple occasions that can sometimes take more than 90 minutes to actually arrive. Having a large shopping mall and many hotels results in significant drug activity. We call for canines from elsewhere for this purpose dozens of times per year and often cannot even locate one within a reasonable amount of time. Most of the departments in the area have canines and many are

smaller with less call volume. We are well behind the times when it comes to this program. By adding a canine program, we will not only be helping ourselves, but will be assisting regional agencies as they currently do for us. Any expansion of trained canines in the area benefits all citizens and without question, makes the communities and officers safer.

The proposal is for one explosive detection dog and one drug detection dog. Both dogs will be dual-purpose, which means in addition to those abilities, they will also be trained to track, bite and participate in crowd control. I would not say it is frequent, but it is not out of the ordinary for us to be called upon to help locate a missing at-risk person (usually elderly) who has walked away from their home or a facility. These dogs would be valuable in that regard as well as for tracking criminals. Canines are also force multipliers when it comes to crowd control. I have personally witnesses this more than once during disorderly gatherings at the mall. One officer and a barking dog can clear an area of rowdy citizens faster than 10 officers could, and with much less potential for actual force being used.

The dollar figure is arrived at as follows:

Trained dual-purpose K-9 with handler training including lodging X2	$30,000
Upfit dog equipment for cruiser X2	$14,000
Dash cams, triggers, mounts, etc. for cruiser X2	$30,000
Patrol rifle/mount and misc. equipment (bin, fire extinguisher, AED, broom, first aid, etc.) for cruiser X2	$7,000
Food, kennel, vet, misc.	$5,000
TOTAL	$86,000

The cruisers themselves were already purchased and approved. If this program does not materialize, the cruisers are still needed and can be used but will not be modified for canine handling.

Tina Turick

From:	Patrick Kearns
Sent:	Monday, October 22, 2018 2:37 PM
To:	Tina Turick
Subject:	Rescue Squad

In the Early 2000's we were requested by the city administration to put the rescue squads on a replacement cycle. We did. Purchasing a Squad every two years was selected and agreed to.

We currently have:

Year	Mileage
2008	105,026
2010	109,843
2012	No purchase this year.
2014	78,792
2016	32,940
2018	We were asked to push one year.

Service Department recommends purchase in 2019.

Tina Turick

From: Dale Pekarek
Sent: Friday, October 19, 2018 3:25 PM
To: Martin S. Horwitz
Subject: 2019 capital equipment budget.

Mayor, In reference to the Capital budget for 2019, the Public Service Department looks to replace salt truck #4. #4 is seventeen years old with 67 thousand miles. The main cab body is structurally compromised by rust. New replacement cabs are no longer available from International Truck. Used cabs are not worth the trouble and even if a new cab could be procured, the cost of the cab in addition to the cost of the labor to replace would be more than double the current value of the unit itself. For note, it takes 14 months after order to receive a new unit. Once the cab and chassis ore received, the unit must be sent out for the addition of the snow plow and salt spreading equipment. Budget cost for this unit is $160,000.00 .

City of Beachwood
Martin S. Horwitz, Mayor

Building Department
William B. Griswold, Building Commissioner
Phone (216) 292-1914
Fax (216) 292-1917

Memorandum
October 22, 2018

To: Mayor Martin S. Horwitz
Tina Turick, Asst. Admin. Officer

From: William Griswold, Building Commissioner

Re: Budget Information Request

Presently the Building Department has six (6) vehicles, five (5) of those are Ford Rangers (4x4) and one (1) Ford Focus. I have always relied on the Service Department to access condition of the vehicles and, as the attached email from Dan indicates, Service Department is spending $3,000-$6,000 in body work per vehicle. The trucks do not have excessive mileage (65-75,000); however, the manufacture costs are substantial for trucks that were about $20,000 when purchased. I also wanted to phase in new vehicles so we did not reach a point where we needed to purchase 3 or 4 vehicles in a given budget year.

The proposed drone expenditure is to permit the ability to perform roof A/C unit inspections along with capability to provide aerial photographs for Economic presentations. It is also intended to be shared with both Police and Fire Departments as they would request. I would also note we have a Building Department employee, an Airforce veteran, who is in the process of taking courses to be certified to fly said drone.

Respectfully,

William Griswold
William Griswold
Building Commissioner

Enclosure

Veronica Muth

From: Dan Cicchella
Sent: Wednesday, October 17, 2018 12:04 PM
To: William Griswold
Subject: RE: VEHICLE RECALL

B-1, B-2, B-3, and B-4 are all 2007. B-5 and B-7 are 2008 and 2009. Last year we spent 3,000 to 6,000 per vehicle just in body work . if you purchase them all at the same time then eventually you will have to replace them all at the same time. If you plan to replace one a year it will spread the cost out over several years. Mechanically we can keep them going but rust and corrosion is a problem her in our climate.

From: William Griswold
Sent: Wednesday, October 17, 2018 10:46 AM
To: Tom Moore; Dan Cicchella
Subject: RE: VEHICLE RECALL

Dan, because it is budget item, I had allocated 30K for a vehicle this year as I know you had mentioned doing so for the last number of years. Can you give me some rational as to why we might need to replace one of our vehicles (which one) and why Service might recommend doing so next year.

From: Tom Moore
Sent: Wednesday, October 17, 2018 10:24 AM
To: Dan Cicchella; Building All
Subject: RE: VEHICLE RECALL

Dan,

You can start with B4 and when completed leave B4 as the spare while each other is being done.

From: Dan Cicchella
Sent: Wednesday, October 17, 2018 10:01 AM
To: Building All <BuildingAll@beachwoodohio.com>
Subject: VEHICLE RECALL

Good morning to all, there is a recall on B-2, B-3, B-4 and B-7. I can take them one at a time to Ford in Mayfield for you. Parts are in stock and repair should take one day. Let me know when I can have the first one.

Grants Applied For

2016 - 2018

Year	Dept.	Grant name	Organization	Amount	Received	Notes
2016	Community Services	Community Recycling Awareness	Cuyahoga County Solid Waste District	$ 2,835.00	$ 2,835.00	Reimbursement Grant
2016	Community Services	Mini Grant	Cuyahoga County Solid Waste District	$ 350.00	$ 350.00	Reimbursement Grant recycle banner
2016	Fire	Assistance to Firefighters Grant	FEMA	$ 192,210.00	$ -	SCBA gear
2016	Police	EDGE	Cuyahoga County	$ 41,670.00	$ 41,670.00	14 night vision monoculars for SWAT
2016	Service	Chagrin Blvd Resurfacing	ODOT	$ 240,000.00	$ 240,000.00	Richmond to I-271
2017	Community Services	Community Recycling Awareness	Cuyahoga County Solid Waste District	$ 1,800.00	$ 1,775.00	Reimbursement Grant
2017	Community Services	Enhanced Mobility for Seniors and Individuals with Disabilities	NOACA	$ 44,166.40	$ -	80% of purchase price ($55,208.00) 49 USC S.5310 Fed Transit Act
2017	Fire	EMS Priority One	ODPS	$ 3,125.00	$ 3,125.00	Amount determined by ODPS
2017	Fire	Funding Main$pring	FEEEG	$ 15,000.00	$ -	not qualified, self-insured city
2017	Police	Ballistic Vest Partnership	DOJ	$4000 - $8000	$4000 - $8000	Annual reimbursement grant, %50 of purchase price
2017	Police	Community Supplemental Grant Program	Cuyahoga County	$ 50,000.00	$ -	Multi-jurisdictional Public Safety Dispatch Center
2017	Police	EDGE	LE State Homeland	$ 60,000.00	$ -	Mini-caliber robot
2017	Police	Traffic signal upgrades	NOACA / CMAQ	$ 3,185,113.00	$ 550,000.00	
2017	Service	Community/Union Sewers	NEORSD	$ 665,875.00	$ -	50/50 Grant, storm and sanitary sewers
2017	Service	Harvard Road Resurfacing	Cuyahoga County	$ 250,000.00	$ 250,000.00	Asphalt, Green Rd to Eaton Blvd
2018	Community Services	Community Challenge	AARP	$ 70,000.00	$ -	Exercise equipment
2018	Community Services	Community Recycling Awareness	Cuyahoga County Solid Waste District	$ 4,321.00	$ 4,321.00	Reimbursement Grant - pending reimbursement submission
2018	Economic Dev	Dog Park	Cuyahoga County Muni	$ 150,000.00	$ -	
2018	Economic Dev	Planning Services	NOACA	$ 30,000.00	pending	
2018	Finance	Energized Community	NOPEC	$ 48,472.00	$ 48,472.00	To be received in 2019
2018	Fire	Assistance to Firefighters Grant	FEMA	$ 219,868.00	$ -	SCBA gear
2018	Fire	Assistance to Firefighters Grant	FEMA	$ 244,005.00		pending
2018	*Fire*	*EMS Electronic Tablet*	*ODPS*	*4 tablets*	*4 tablets*	Incompatible with system, had to return
2018	Fire	EMS Priority One	ODPS	$ 3,790.00	$ 3,790.00	Amount determined by ODPS
2018	Police	Ballistic Vest Partnership	DOJ	$4000 - $8000	$4000 - $8000	Annual reimbursement grant, %50 of purchase price
2018	Police	EDGE	JAG	$ 50,000.00	pending	Bait car & equipment; grant includes car, approx $30,000
2018	Police	EDGE	TRCC	$ 40,000.00	pending	Total station robotic MVA & crime scene computerized photography/reenactment equipment
2018	Police	EDGE	Cuyahoga County	$ 37,851.00	$ 37,851.00	31 TEA tactical headsets for SWAT
2018	Police	LPR	UASI	$ 50,000.00		Pending; in conjunction with Cuy Cty for 2 sites
2018	Service	Campus Road Water Main	CWD	$ 381,502.00	$ 381,502.00	Water main replacement
2018	Service	Community/Union Sewers	NEORSD	$ 665,875.00	$ -	50/50 Grant, storm and sanitary sewers
2018	Service	Richmond Corridor Traffic Study	ODOT	$ 472,964.00	$ 472,694.00	90/10 Grant, Richmond Rd Corridor
2018	Service	Richmond Road Paving	ODOT	$ 328,000.00	$ 328,000.00	Chagrin to Shaker