

Administration & Finance

August 17, 2015



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Administration & Finance



August 17, 2015



Administration & Finance Today's Agenda



- Introduction of Team and Other Funds – John Murphy
- Finance & Purchasing – Jennifer Hockenhull and George King
- 311 Call Center – Cathleen Sutherland
- Human Rights – Lonnie Douglas
- Safety & Risk Management – Robert Yeary
- Information Technology – Shawn Delahanty
- Office of Innovation – Santiago Garces
- Human Resources – Janet Cadotte

Administration & Finance Department Vision



- The goal of Administration & Finance is to be the best department of its type of any city in the State of Indiana.
- This goal can be achieved by:
 - Hiring and retaining the best people possible;
 - Providing an environment that encourages continued professional development and achievement;
 - Maintain high standards for service and reporting;
 - Provide mentoring and internship opportunities for new and prospective employees in the department;
 - Provide regular opportunities for communication and collaboration within the department.
- Administration and Finance desires to provide high quality services to its internal customers (other city departments and employees) and external customers (visitors and residents).

Administration & Finance Overall Budget Summary



City of South Bend Expenditure Summary - 2014 to 2016 August 17, 2015						
Fund	Fund Name	2014 Actual	2015 Amended Budget	2016 Preliminary Budget	2015-2016 Budget Change	2015-2016 Percent Change
General Fund						
101-0104	311 Call Center	429,313	486,733	0	(486,733)	0.00%
101-0401	Administration & Finance	1,951,255	2,008,924	2,153,087	144,163	7.18%
101-1008	Human Rights	334,143	373,179	371,226	(1,953)	-0.52%
Special Revenue Funds						
258	HUMAN RIGHTS - FEDERAL GRANT	209,218	247,357	221,838	(25,519)	-10.32%
404	COUNTY OPTION INCOME TAX	9,162,939	15,660,371	12,133,728	(3,526,643)	-22.52%
408	ECONOMIC DEVELOPMENT INCOME TAX	9,881,841	9,943,709	10,441,658	497,949	5.01%
Debt Service Fund						
313	HALL OF FAME DEBT SERVICE	1,271,300	1,266,820	1,268,015	1,195	0.09%
Capital Project Funds						
377	PROFESSIONAL SPORTS DEVELOPMENT	865,545	855,603	838,052	(17,551)	-2.05%
406	CUMULATIVE CAPITAL DEVELOPMENT	722,934	542,691	526,737	(15,954)	-2.94%
407	CUMULATIVE CAPITAL IMPROVEMENT	369,800	365,625	365,907	282	0.08%
Internal Service Funds						
226	LIABILITY INSURANCE	2,541,638	3,056,791	3,074,192	17,401	0.57%
279	311 CALL CENTER	0	0	499,358	499,358	100.00%
711	SELF-FUNDED EMPLOYEE BENEFITS	14,923,434	16,696,935	17,333,931	636,996	3.82%
713	UNEMPLOYMENT COMPENSATION FUND	121,906	226,796	107,282	(119,514)	-52.70%

Administration & Finance Overall Staffing Changes



<i>Fund Name</i>	<i>2014 Actual</i>	<i>2015 Amended Budget</i>	<i>2016 Preliminary Budget</i>	<i>2015-2016 Budget Change</i>
ADMINISTRATION & FINANCE	21	22	23	1
HUMAN RIGHTS	4	4	4	0
HUMAN RIGHTS - FEDERAL GRANT	2	2	2	0
311 CALL CENTER	6.5	6.5	6.5	0
COUNTY OPTION INCOME TAX (IT/INNOVATION)	0	4	3	(1)
LIABILITY INSURANCE (SAFETY & RISK)	3	4	3	(1)
Total	36.5	42.5	41.5	-1

A/F – Other Funds Budget Summary



- **COIT Fund 404** – assumes a 2% increase in COIT revenue – includes spending of \$3.2 million dollars on Information Technology/Innovation.
- **EDIT Fund 408** – assumes a 2% increase in EDIT revenue - balanced budget for 2016 - transfers to DCI, MVH, Animal Control and Code are the same as in 2015.
- **CCD Fund 406** – flat property tax revenue – used for police vehicle capital leases.
- **Liability Insurance Fund 226** – an allocation equal to 50% of the computed amount charged to the police and fire budgets for 2016 – estimated cash of \$3.1 million dollars at 12/31/16 needed for incurred but not reported claims (IBNR).
- **Self-Funded Employee Benefits Fund 711** – 20% increase charged to departments for medical costs - includes cost to operate the new near-site clinic that will be up and running in the 4Q, 2015 – hopeful to break even in the fund during 2016.
- **Rainy Day Fund 102** - \$8.7 million cash balance – no plans to spend – needed for emergencies, good governance and to maintain high AA bond rating.

Finance & Purchasing



A/F - Finance Budget Summary & Staffing Changes



- Reduced professional services to cover 2% raises and 20% medical insurance per employee increases.
- Overall budget increase due to funding of the following (to be discussed later):
 - Municipal ID program = \$18,000
 - Diversity Inclusion Officer = \$104,000 (includes salary and benefits)
 - Sr. Human Resource Generalist (public safety focus) = \$86,000 (includes salary and benefits)

A/F - Finance 2015 Accomplishments



- Received GFOA award for 2013 CAFR – 24th consecutive year for the City of South Bend. Submitted the 2014 CAFR to GFOA for award.
- Received GFOA Budget Award for 2015 Budget – 1st time the City has received this in more than 10 years.
- Re-affirmed City’s AA bond rating with Standard & Poor’s in July 2015.
- Assisted with bond issuances for Century Center Energy Savings and Parks EDIT.
- Refunding of Redevelopment Authority Lease Rental Eddy Street Common Bonds in August (savings of over \$3 million).
- Successful Budget Kickoff meeting at Century Center on May 28, 2015.
- Initiated a City-wide training program with Departments to begin data collection on the inclusion of Women and/or Minority Business Enterprises in the City’s bid and quote processes.
- Participated in the St. Mary’s Women’s Business Conference by hosting an informational table on the City’s opportunities, and sponsoring a class on “How to do Business with the City.”

A/F - Finance 2015 Goals & Challenges What We Have Accomplished So Far



2015 Goals & Challenges	How We Are Proceeding to Meet Goals
Continued training for staff members – GFOA, DLGF, IACT.	Through 6/30/15, A/F team has logged 575 hours of training
Faster preparation of the annual CAFR	Did not meet goal in 2015 of June 15 th ; this goal should be met in 2016
Apply for and receive the GFOA Distinguished Budget Award	Award was received in 2015 for the 2015 budget
Accelerate month-end close from 10 days to 8 days	Continue to strive to meet this goal; typically closed by the 9th
Fully implement five-year operating budget	Accomplished for 2015 budget; continue to improve
Continue A/F internship program – engage students in the concept of municipal finance as a career path	Presentation given to IUSB Government Accounting class; working with IUSB Accounting Association
Orientation and training of Departments regarding inclusion of M/WBE in the procurement processes	Continuous training at the Departmental level. Public Works has proactively added terms to support inclusion in bid specifications.
Participate in Diversity Outreach Programs	Proactively stay involved with community programs such as St Mary’s College and area celebrations (Cinco de Mayo). Work with Diversity Utilization Board to identify a needed program and develop a program to fulfill it.

A/F - Finance 2016 Goals & Challenges



- GFOA PAFR (Popular Annual Financial Report) Award – this would be distributed to the public as a citizen-friendly financial report which would need to be completed and submitted by June 30, 2016.
- Training & Development of Team – continue to encourage training at all levels of the department.
- High Level of Monthly Reporting – other municipalities continue to contact us regarding our high level reporting.
- Transparency through Open Expenditures – should be live prior to the end of 2015. Allows citizens to drill into various expenditures of the City by department, fund, and area of interest.
- Support the Diversity Ordinance, focusing on reporting requirements, the activities of the Diversity Utilization Board, participation in Outreach Programs to the Community, and the development of KPIs.
- Support the City Departments in the procurement process to achieve optimal efficiencies in operational and purchasing practices, and to support the Public Procurement codes.

A/F - Finance Key Performance Indicators



Measure	Mayoral Goal	Type	2017	2014	2015	2016
			Long Term Goal	Actual	Estimated (if available)	Target
GFOA CAFR/Budget Award/PAFR	GG	Output	3/3	1/1	2/2	3/3
S&P Bond Rating	GG	Quality	AA	AA	AA	AA
SBOA Audit Findings	GG	Outcome	0	3	0	0
Month-End Closing (days)	BE	Output	8	10	9	8
DOA Certified M/WBE in St. Joseph County and surrounding counties	GG	Outcome	100	N/A	50	60

311 Call Center



311 Call Center Budget Summary & Staffing Changes



- The 311 Call Center has been moved to an Internal Services Fund starting in 2016. The budget is funded by allocations to user departments (i.e. Water Works, Wastewater, Solid Waste, Animal Control, Code Enforcement, Admin/Finance, etc.) based on call volume.
- No staffing level changes for 2016. 6.5 FTE's.

311 Call Center 2015 Accomplishments



- Have handled over 90,000 calls so far during 2015; 350,000 calls since inception of the program.
- 311 assumed call taking for Animal Care & Control and Administration & Finance in 2015. We are currently working on Code Enforcement and intend to implement in early 2016.
- Department was able to keep working during snow day when many other governmental offices were closed. We took 900 calls that day, many relating to the snow emergency.

311 Call Center 2015 Goals & Challenges What We Have Accomplished So Far



2015 Goals & Challenges	How We Are Proceeding to Meet Goals
Acquiring new departments of the City and learning their processes with the goal of improving efficiencies at both the department and Call Center levels.	Successfully implemented Animal Care & Control and Administration & Finance in 2015. Currently working with Code Enforcement to prepare for implementation.
Improve responsiveness with the goal being quicker resolution of citizens' issues	<ul style="list-style-type: none"> • Went live with 311 app and email. • We changed our internal processes and assigned specific liaison to respond to & follow up on service requests. • Scheduling semi-annual meetings with partnering departments to ensure high levels of service.

311 Call Center 2016 Goals & Challenges



- Implement additional NaviLine features with department workflows.
- 311 will continue to partner with additional departments and improve the efficiency of the Knowledge Base.
- Continue to promote City Wide awareness of 311.
- 311 will assist with the implementation and roll out of the VETs Program – help veterans access services in the community. Slated to launch in the Fall of 2015.

311 Call Center Key Performance Indicators



Measure	Mayoral Goal	Type	2017	2014	2015	2016
			Long Term Goal	Actual (if available)	Estimated (if available)	Target
Average time to answer call (seconds)	GG	Efficiency	30	n/a	35	33
Percentage of calls handled within 30 seconds	GG	Efficiency	80%	80%	70%	75%
Percentage of Abandoned Calls	GG	Efficiency	5%	6%	7%	6%
Contact Management Volume	GG	Output	275,000	163,598	222,000	248,200

Human Rights



A/F - Human Rights Budget Summary & Staffing Changes



- Human Rights is funded through the general fund and HUD/EEOC funds.
- Fund 101 (General) and Fund 258 (HUD / EEOC Grants).
- Number of staff unchanged in both funds. Six full time employees and two part-time employees.
- Fund 101 - approved Investigator V change to an Investigator VI.
- Fund 258 - approved Investigator V change to an Investigator VI.

A/F - Human Rights 2015 Accomplishments



- Hosted the annual Human Rights Fair Housing training and awards scholarships.
- Performed diversity training for new police recruits and new fire fighters as they were about to become members of their respective departments.
- Attended the annual Indiana Consortium of State and Local Human Rights Agencies Training Conference.
- Successfully hosted a joint training with EEOC and HUD in the city of South Bend for employees and the community.
- Director, Lonnie L. Douglas, was reappointed to the EEOC – FEPA Committee.
- The Commission will continue the policy that all cases filed with the Commission must be completed within 180 days or less with an exception for those cases that require legal intervention. Those cases must be completed within 360 days.

A/F - Human Rights 2015 Goals & Challenges



2015 Goals & Challenges	How We Are Proceeding to Meet Goals
Keep contractual relationships with the EEOC and HUD by reaching our case production numbers prior to the end of the contractual period.	Our contractual relationships with both federal contractors continue to be strong.
Continue to work with all entities within Saint Joseph County to insure that all of the citizens of South Bend and the rest of the county have an avenue to register their complaints.	The Commission continues to partner with different organizations and groups in the community to strive toward a county wide Commission.
Continue to seek grants and other forms of revenue to supplement the general fund budget.	We are continually striving to find funding sources.
Continue to work at eliminating discrimination in our community while continually maintaining enough resources to keep the Commission effective and a valued part of the community.	Education and outreach and any opportunity to earn income. Constantly seeking new partners.
Continue to inform citizens that diversity strengthens and benefits our community through inclusion of all types of people.	The Commission did a regional diversity training for all of the police departments in Michiana.

A/F - Human Rights 2016 Goals & Challenges



- Keep contractual relationships with the EEOC and HUD by reaching our case production numbers prior to the end of the contractual period.
- Continue to work with the City of Mishawaka and the County to ensure that all of the citizens of Saint Joseph County are ensured equal opportunity.
- Continue to seek grants and other forms of revenue to supplement the general fund budget.
- Continue to work at eliminating discrimination in our community while continually maintaining enough resources to keep the Commission effective and a valued part of the community.
- Continue to inform citizens that diversity strengthens and benefits our community through inclusion of all types of people.

A/F – Human Rights Key Performance Indicators



Measure	Mayoral Goal	Type	2017 Long Term Goal	2014 Actual (if available)	2015 Estimated (if available)	2016 Target
Number of inquiries handled	GG	Output	107	137	105	100
Number of trainings performed	GG	Output	6	10	10	10
Number of cases investigated	GG	Output	106	100	98	100
Number of no causes	GG	Output	77	73	80	78
Number of open cases	GG	Output	60	64	58	58
Number of cases over 180 days	GG	Outcome	0	10	12	6
Number of probably causes	GG	Effectiveness	8	8	8	6

Safety & Risk Management



A/F – Safety & Risk Management Budget Summary & Staffing Changes



- Safety & Risk Management is included as a cost center in the Liability Insurance Fund 226.
- Reduced staffing level due to retirement of Public Works Safety Coordinator. Duties will be handled through contractual training and utilizing the Safety Officers for each department.

A/F – Safety & Risk Management 2015 Accomplishments



- Reduction in total amount spent on workers’ compensation claims to \$420,000 (projected) compared to \$600,000 that was budgeted.
- Total of more than 4,600 hours (projected) of training for City employees.
- Secured a provider contract for workers compensation treatment at a 40% reduction over older contracts.
- Reduction of WC cost for Police department by 43% over 2014.
- Reduction of injury reports
 - Police 37%
 - Public Works 41%
- Developed a formal education training standard for all City job descriptions.
- Updated all safety policies and procedures to include new regulatory requirements from OSHA, DOT, EPA, NFPA and ANSI.
- Through several education certifications, the department will have a certification recognition from OSHA in general industry and construction standards. The City of South Bend will be the first local or state government entity to receive this certification, for the entire country.

A/F – Safety & Risk Management 2015 Goals & Challenges



2015 Goals & Challenges	How We Are Proceeding to Meet Goals
Update the current policies and procedures manual to include current regulatory changes	Thorough review of the current policies and adding all new standards from regulatory agencies.
Maintain below industry benchmarks for workers compensation reported accidents and cost	All departments are below industry benchmarks for costs. The reported incidents are above benchmarks due to encouragement of reporting all incidents continue to let education drive lower costs.
Partner with wellness to jointly develop prevention programs to keep injuries down and foster a healthy workforce	Currently working with Parks on the wellness program. If we can get our employees healthier through wellness, it will reduce our workers compensation claims and cost.

A/F – Safety & Risk Management 2016 Goals & Challenges



- Reduction of workers' compensation claims reported and the cost of treatment for injuries. This will be done with education, audits and inventive programs for the targeted areas which have high numbers for 2015.
- Lead the Safety & Risk department to achieve recognitions from peers for outstanding programs and below industry benchmarks workers' compensation claims and cost. This will be achieved by continuing education for the Safety & Risk staff as well as education for all City employees. Another key to achieving this recognition will be through inventive programs that will be low to no cost to the budget.
- Move all Safety & Risk functions to a department web page. This will be a web page that all departments will utilize for policies and procedures, limited training, best practice education, regulatory updates and guides for departments to see their status in areas such as workers' compensation, claims, training compliance and audit results.

A/F – Safety & Risk Management Key Performance Indicators



Measure	Mayoral Goal	Type	2017	2014	2015	2016
			Long Term Goal	Actual (if available)	Estimated (if available)	Target
Total amount spent for W/C for Public Safety	GG	Outcome	\$175,000	\$384,500	\$300,000	\$190,000
Total amount spent for W/C for Public Works, Parks & Administration	GG	Outcome	\$75,000	\$148,695	\$120,000	\$85,000
Total number of lost time days for injured employees	GG	Outcome	20	89	40	30
Injured employee satisfaction survey	BE	Quality	98%	n/a	90%	95%
Audits conducted (2 for all facilities)	GG	Quality	100%	97.43%	98.52%	100%
Audit Results	GG	Quality	98%	91.72%	86.28%	95%
Number of restricted duty days	GG	Outcome	75	196	275	100

Information Technology



A/F – Information Technology Budget Summary & Staffing Changes



- Information Technology is included in the Administration & Finance Department of the General Fund and the IT cost center in the COIT Fund budget.
- Chief Technology Officer position still posted.

A/F – Information Technology 2015 Accomplishments



- **Transparency and Citizen Service**
 - Published New Data Sets
 - Open Expenditures App
 - Expanded City's YouTube Presence
 - City Council AV and Digital Displays
 - Parks Facilities Management (Reporting)
- **Infrastructure & Networking**
 - Migration to new ISP/VoIP Provider
 - County GIS Connectivity
 - MLK/CBC Connectivity
 - Hosted Sungard Solution
- **Network Reliability and Security**
 - Mobile Device Management
 - Cisco RISC Assessment
 - PCI Compliance Review

A/F – Information Technology 2015 Goals & Challenges



2015 Goals & Challenges	How We Are Proceeding to Meet Goals
IT Governance: Policy, Project Prioritization	Creating policy for recommendation to Governance Group and the Mayor; Work with Office of Innovation to identify opportunities for process improvement.
Strategic Partnerships	Working with County, Mishawaka, SBCSC, EnFocus, Non-Profits to share knowledge and resources.
Strengthen Departmental Aptitude: Training, Repurposing	Formalized training in SQL, Microsoft, Network+, VmWare, Sungard; Cross-Training for regular duties.
Initiatives: <ul style="list-style-type: none"> • Hosted ERP (Sungard) • Mobile Device Management • Facilities Management • Network and Fiber Redundancy 	<ul style="list-style-type: none"> • Negotiated Contract for ERP • Installed AirWatch, migrating Departments • Created Facilities for all Parks for maintenance, work order tracking, and reporting. • Working with SJVMetronet to create redundant fiber loops for City Offices.

A/F – Information Technology 2016 Goals & Challenges



- **IT Governance**
 - Policy
 - Project prioritization
 - Resource allocation
- **Strategic Partnerships**
- **Strengthen departmental aptitude**
 - Training
 - Repurposing
- **Initiatives**
 - Network redundancy and failover strategies
 - Updated Emergency Response/Disaster Recovery Plan
 - Hosted data platforms
 - SaaS, IaaS
 - Tech Refresh for Infrastructure
 - Mobile Workforce
 - Data Transparency/Improved Citizen Interaction

A/F – Information Technology Key Performance Indicators



Measure	Mayoral Goal	Type	2017	2014	2015	2016
			Long Term Goal	Actual (if available)	Estimated (if available)	Target
System Availability – Uptime Percentage	GG	Effectiveness	99.999%	99.90%	99.985%	99.99%
Published Data Sets	BE	Effectiveness	82	34	54	68
Service Level Not Achieved	GG	Efficiency	0.1%	1.81%	0.5%	0.3%
Customer Satisfaction	GG	Efficiency	3.60/4	3.39/4	3.41/4	3.50/4

Office of Innovation



A/F – Office of Innovation Budget Summary & Staffing Changes



- Budget included in the COIT Fund
- Reduction of GIS budget by 50%

Office of Innovation 2015 Accomplishments



We catalyze **performance improvement** and **innovation** using data and analysis to **drive strategy, to optimize processes, & to build government as a platform.**

- **Drive Strategy**
 - Developed framework to analyze issues at neighborhood level
 - Assisted in strategic planning efforts (design or operationalization) for Morris, Fire Department, Communications, Community Outreach
- **Optimize Processes**
 - Lead three mayor implementations: Code, V&A, Solid Waste
 - Code:
 - Improved efficiency of crews 4.2X
 - Provide instantaneous data from the field, reducing errors
 - Solid Waste:
 - Minimized variance in routes
 - Enabled a 25% increase in efficiency in pick ups
 - Facilitated a reduction of 33% of missed pick-ups
- **Platforms**
 - Improved accuracy of service locations and addressing to > 95%
 - Automated and cleansed land management data from the county for automatic bi-weekly refresh
 - Supported the creation of business applications: 10 GIS applications, 5 SharePoint Applications

Office of Innovation 2016 Goals & Challenges



- **Drive Strategy**
 - Facilitate data for decision making for (make it more accessible and digestible):
 - Residents
 - Council
 - Departments
 - Streamline Innovation process and service offerings
- **Process Optimization**
 - Implement service orientation to improve ability to track municipal services
 - Focus on departmental priorities:
 - Improving the retrieval of information to further our goals of transparency and openness
 - Optimize usage of paper and other variable costs
 - Enable prioritization for asset management
- **Platforms**
 - Work closely with IT to enhance our systems to better:
 - Track and provide appropriate access to documents (Document Management)
 - Measure and analyze the performance of city services (GIS and KPIs)
 - Support work done in the field (Mobility)
 - Improve our ability to distribute and gather information with residents – addressing challenges in terms of access and inequality

Office of Innovation Key Performance Indicators



Measure	Mayoral Goal	Type	2017 Long Term Goal	2014 Actual (if available)	2015 Estimated (if available)	2016 Target
Number of Applications created or configured	GG	Effectiveness	20	NA	>15	>15
Number of data acquired regarding feedback on municipal services	BE	Effectiveness	>1000	NA	200	200
Improved Efficiency in Code Crew (through access to data)	GG	Efficiency	NA	N/A	420%	420%
Number of Cities in Collaboration Network	GG	Efficiency	>10	NA	5	5
Number of Collaborative projects with local partners	ED/BE	Effectiveness	4	NA	4	4

Human Resources



A/F – Human Resources Budget Summary & Staffing Changes



- Human Resources is included in the Administration & Finance budget in the General Fund.
- Current staff includes five full time employees and temporary/intern employees.
- Approved to add a Sr. HR Generalist position with a Public Safety focus for 2016.
- Approved to add a Diversity Inclusion Officer position to include the duties of the former Diversity Compliance Officer as well as other duties as assigned for 2016.

A/F – Human Resources 2015 Accomplishments



- Employee Handbook revised and implemented, with 93% completion rate based on completed employee acknowledgement forms to date.
- Health Fair scheduled for October, 2015. 2014 Fair very successful.
- 2nd Annual Women's Leadership Conference – scheduled for October, 2015.
- Employee Near-Site Clinic underway – scheduled for opening in December, 2015.
- Applicant Tracking System – currently in testing phase. Implementation will begin in September, 2015.
- HR Team in process of being cross trained in all facets of HR to improve service to employees.
- Preliminary compensation study underway and currently under review by Senior Management.

A/F – Human Resources 2015 Goals & Challenges



2015 Goals & Challenges	How We Are Proceeding to Meet Goals
Manager/Supervisor Training	Harassment/Bullying Training scheduled to begin in September, 2015. Performance Management scheduled for October, 2015.
Performance Evaluation System revised/updated (City-wide)	Have started with Police Department at level of Patrolman. Will roll out and conduct training for PD employees and management in August/September 2015. Other city departments to follow.
Creation and implementation of Near-Site Clinic.	Clinic logistics underway. Clinic expected to open before end of 2015.
Training Needs Assessment	HR Team has been challenged on this goal due to limited staffing and focus on other areas.
New Employee Orientation/OnBoarding program redesigned and implemented.	HR Team has been challenged on this goal due to limited staffing and focus on other areas.
Employee Handbook	Has been completed.
Compensation study (City-wide minus Teamsters positions).	Is underway and currently under review by senior management.

A/F – Human Resources 2016 Goals & Challenges



- Complete the implementation of electronic Applicant Tracking System (for all departments including Police and Fire).
- Performance Evaluation System analyzed and revised where necessary.
- Full implementation and monitoring of Work-Site Clinic.
- Continued training of managers/supervisors.
- Review of current benefit programs for effectiveness and value.
- New Employee Orientation/OnBoarding program redesigned and implemented.
- Policy Manual revised and fully implemented.
- ID Badge system – one system to meet needs of all departments.
- Intranet System – designed specifically for the employees.

Rainy Day Fund - 102

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	29,524	24,483	34,680	29,391	40,000	40,400	40,804	41,212	41,624	5,320	15.3%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	29,524	24,483	34,680	29,391	40,000	40,400	40,804	41,212	41,624	5,320	15.3%
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	-	-	-	-	-	-	-	-	-	-	-
Fringe Benefits	-	-	-	-	-	-	-	-	-	-	-
Total Personnel	-	-	-	-	-	-	-	-	-	-	-
Supplies											
-	-	-	-	-	-	-	-	-	-	-	-
Services & Charges											
Professional Services	-	-	-	-	-	-	-	-	-	-	-
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	-	-	-	-	-	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	-	-	-	-	-	-	-
Print Shop	-	-	-	-	-	-	-	-	-	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	-	-	-	-	-	-	-	-	-	-	-
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	-	-	-	-	-	-	-	-	-	-	-
Total Services & Charges	-	-	-	-	-	-	-	-	-	-	-
Capital											
-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	-	-	-	-	-	-	-	-	-	-	-
Net Surplus / (Deficit)	29,524	24,483	34,680	29,391	40,000	40,400	40,804	41,212	41,624		
Beginning Cash Balance	8,588,180	8,617,705	8,647,178	8,647,178	8,681,858	8,721,858	8,762,258	8,803,062	8,844,274		
Cash Adjustments	0	4,990	-	(4,990)	-	-	-	-	-		
Ending Cash Balance	8,617,705	8,647,178	8,681,858	8,671,579	8,721,858	8,762,258	8,803,062	8,844,274	8,885,898		
Cash Reserves Target	8,466,515	8,389,741	8,063,538	8,063,538	8,063,537	8,305,443	8,547,349	8,789,255	8,869,891		3%SPEC.

Explain Significant Revenue and Expenditure Changes Below:

Interest rates are slightly higher than in prior year. Increase is expected based on improvement in economy and interest rates. Used assumption of 0.5% return based on May 2014 results on investment holdings. Note: The Cash Reserves Target for the Rainy Day Fund is equal to 3% of total expenditures for the year.

Rainy Day Fund - 102

Fund Summary - Description, Accomplishments, Goals, KPI's

Fund Description & Purpose

Fund is used to accumulate cash reserves for unforeseen purposes. The fund receives from time to time certain "catch up" distributions of COIT and EDIT monies from the State that are required to be deposited into this fund. The fund is used for mid-year or year-end advances to other funds that have cash shortages and the advances must be paid back within six months.

2015 Accomplishments & Outcomes

- Continue to accumulate fund reserves for future emergency or unforeseen circumstances.
- Continue to accumulate fund reserves for short-term advances to other city funds.
- Investment fund reserves in the investment program at 1st Source Bank to realize interest earnings.
- Emphasize Rainy Day Fund reserves during bond credit rating discussions to emphasize the fiscal health of the City. Fund reserves are an important factor in determining a credit rating.

2016 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

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Good Government (GG)

- Continue to attend quarterly investment meetings with 1st Source to ensure the money in the fund are properly invested.

Economic Development (ED)

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Key Performance Indicators (KPI's)

Measure	City Goal	Type	2017	2014	2015	2016
			Long Term Goal	Actual	Estimated	Target
- Cash Reserves	GG	Output	\$8,778,000	\$8,632,817	\$8,680,000	\$8,728,000
- Interest Earnings	GG	Output	\$65,000	\$24,483	\$58,000	\$58,000
- Percent Yield	GG	Efficiency	0.740%	0.284%	0.664%	0.664%
-						
-						
-						
-						
-						
-						
-						

Types: output, efficiency, effectiveness, quality, outcome, technology

2016 Significant Changes/Challenges/Opportunities (with a focus on solutions)

- Continue to maintain cash reserves in this fund for future needs and bond ratings.

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
RAINY DAY FUND								
102-0000-361.00-00	INTEREST ON INVESTMENTS	29,524	24,483	34,680	34,680	35,200	29,391	40,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED INTEREST EARNINGS ON FUND BALANCES PER TRENDS		40,000					
			40,000					
**	RAINY DAY FUND	29,524	24,483	34,680	34,680	35,200	29,391	40,000
***	RAINY DAY FUND	29,524	24,483	34,680	34,680	35,200	29,391	40,000

Excess Levy - 103

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	-	3,648	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	20	9	20	-	-	-	-	-	0.0%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	-	3,648	20	9	20	-	-	-	-	-	0.0%
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	-	-	-	-	-	-	-	-	-	-	-
Fringe Benefits	-	-	-	-	-	-	-	-	-	-	-
Total Personnel	-	-	-	-	-	-	-	-	-	-	-
Supplies											
-	-	-	-	-	-	-	-	-	-	-	-
Services & Charges											
Professional Services	-	-	-	-	-	-	-	-	-	-	-
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	-	-	-	-	-	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	-	-	-	-	-	-	-
Print Shop	-	-	-	-	-	-	-	-	-	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	-	-	-	-	-	-	-	-	-	-	-
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	-	-	-	-	-	-	-	-	-	-	-
Total Services & Charges	-	-	-	-	-	-	-	-	-	-	-
Capital											
-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	-	-	-	-	-	-	-	-	-	-	-
Net Surplus / (Deficit)	-	3,648	20	9	20	-	-	-	-	-	-
Beginning Cash Balance	-	-	3,648	3,648	3,668	3,688	3,688	3,688	3,688	3,688	-
Cash Adjustments	-	(0)	-	0	-	-	-	-	-	-	-
Ending Cash Balance	-	3,648	3,668	3,657	3,688	3,688	3,688	3,688	3,688	3,688	-
Cash Reserves Target	-	-	-	-	-	-	-	-	-	-	0.0%

Explain Significant Revenue and Expenditure Changes Below:

This fund received a small payment in 2014 for excess property tax revenues from the County. No activity is expected within this fund aside from interest for the foreseeable future.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
EXCESS LEVY								
103-0000-311.00-00	GENERAL PROPERTY TAX	0	3,648	0	0	0	0	0
103-0000-361.00-00	INTEREST ON INVESTMENTS	0	0	0	20	12	9	20
LEVEL	TEXT	TEXT AMT						
01	EST 2016 INTEREST	20						
		20						
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**	EXCESS LEVY	0	3,648	0	20	12	9	20
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***	EXCESS LEVY	0	3,648	0	20	12	9	20

Hall of Fame Debt Service - 313

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	1,268,179	497,768	1,177,620	501,785	1,200,000	1,200,000	120,504	-	-	22,380	1.9%
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	67,316	45,683	45,358	36,400	71,000	72,420	73,868	-	-	25,642	56.5%
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	71,468	85,677	51,078	25,539	112,111	114,354	116,641	-	-	61,033	119.5%
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	(41)	50	41	101	101	101	-	-	51	102.0%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	1,406,963	629,087	1,274,106	563,765	1,383,212	1,386,875	311,114	-	-	109,106	8.6%
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	-	-	-	-	-	-	-	-	-	-	-
Fringe Benefits	-	-	-	-	-	-	-	-	-	-	-
Total Personnel	-	-	-	-	-	-	-	-	-	-	-
Supplies											
Supplies	-	-	-	-	-	-	-	-	-	-	-
Services & Charges											
Professional Services	-	-	-	-	-	-	-	-	-	-	-
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	-	-	-	-	-	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	-	-	-	-	-	-	-
Print Shop	-	-	-	-	-	-	-	-	-	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	1,115,000	1,130,000	1,150,000	570,000	1,180,000	1,215,000	615,000	-	-	30,000	2.6%
Interest & Fees	153,000	141,300	116,820	66,000	88,015	53,408	11,224	-	-	(28,805)	-24.7%
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	-	-	-	-	-	-	-	-	-	-	-
Total Services & Charges	1,268,000	1,271,300	1,266,820	636,000	1,268,015	1,268,408	626,224	-	-	1,195	0.1%
Capital											
Capital	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	1,268,000	1,271,300	1,266,820	636,000	1,268,015	1,268,408	626,224	-	-	1,195	0.1%
Net Surplus / (Deficit)	138,963	(642,213)	7,286	(72,235)	115,197	118,467	(315,110)	-	-	-	-
Beginning Cash Balance	574,439	716,336	74,164	74,164	81,450	196,647	315,113	3	3	-	-
Cash Adjustments	2,934	41	-	(42)	-	-	-	-	-	-	-
Ending Cash Balance	716,336	74,164	81,450	1,887	196,647	315,113	3	3	3	-	20.00%
Cash Reserves Target	253,600	254,260	253,364	127,200	253,603	253,682	125,245	-	-	-	-

Explain Significant Revenue and Expenditure Changes Below:

This fund is used to collect a separate property tax levy (distributions received in June and December) and is used to pay debt service on the former College Football Hall of Fame building (payments due in February and July). PILOT taxes paid by the utilities are received monthly in this fund. College Football Hall of Fame Bond will be paid off in the first half of 2018. No other activity is included in this fund.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
HALL OF FAME DEBT SERVICE								
313-0000-311.00-00	GENERAL PROPERTY TAX	1,268,179	497,768	1,177,620	1,177,620	501,785	501,785	1,200,000
LEVEL	TEXT	TEXT AMT						
01	ESTIMATED TO COVER DEBT SERVICE	1,200,000						
	LEVY AND RATE DETERMINED BY DLGF	1,200,000						
313-0000-312.02-00	AUTO EXCISE	55,942	35,030	34,704	34,704	30,418	30,418	60,000
LEVEL	TEXT	TEXT AMT						
01	ESTIMATE BASED ON TRENDS	60,000						
		60,000						
313-0000-312.03-00	COMMERCIAL VEHICLE TAX	11,374	10,653	10,654	10,654	5,982	5,982	11,000
LEVEL	TEXT	TEXT AMT						
01	ESTIMATED AMOUNTS PER TRENDS	11,000						
		11,000						
313-0000-338.00-00	PILOT TRANSFERS IN	71,468	85,677	51,078	51,078	29,795	25,539	112,112
LEVEL	TEXT	TEXT AMT						
01	PILOT ALLOCATION #3	112,112						
		112,112						
313-0000-361.00-00	INTEREST ON INVESTMENTS	0	41-	0	50	41	41	100
**	HALL OF FAME DEBT SERVICE	1,406,963	629,087	1,274,056	1,274,106	568,021	563,765	1,383,212
***	HALL OF FAME DEBT SERVICE	1,406,963	629,087	1,274,056	1,274,106	568,021	563,765	1,383,212

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
HALL OF FAME DEBT SERVICE								
313-0401-472.38-01	PRINCIPAL	1,115,000	1,130,000	1,150,000	1,150,000	1,150,000	570,000	1,180,000
LEVEL	TEXT		TEXT AMT					
01	2011 HALL OF FAME BOND REFUNDING		1,180,000					
			1,180,000					
313-0401-472.38-02	INTEREST	153,000	140,500	116,820	116,820	122,000	66,000	88,015
LEVEL	TEXT		TEXT AMT					
01	2011 HALL OF FAME BOND REFUNDING INTEREST		88,015					
			88,015					
313-0401-472.38-03	PAYING AGENT FEES	0	800	0	0	0	0	0
*	OTHER SERVICES & CHARGES	1,268,000	1,271,300	1,266,820	1,266,820	1,272,000	636,000	1,268,015
**	CONTROLLER	1,268,000	1,271,300	1,266,820	1,266,820	1,272,000	636,000	1,268,015
***	HALL OF FAME DEBT SERVICE	1,268,000	1,271,300	1,266,820	1,266,820	1,272,000	636,000	1,268,015

Professional Sports Development - 377

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	597,111	551,252	747,750	377,510	660,000	679,800	693,396	139,421	-	(87,750)	-11.7%
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	80,593	68,328	61,761	31,093	49,718	36,180	21,292	5,497	-	(12,043)	-19.5%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	677,704	619,580	809,511	408,603	709,718	715,980	714,688	144,918	-	(99,793)	-12.3%
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	-	-	-	-	-	-	-	-	-	-	-
Fringe Benefits	-	-	-	-	-	-	-	-	-	-	-
Total Personnel	-	-	-	-	-	-	-	-	-	-	-
Supplies											
Supplies	-	-	-	-	-	-	-	-	-	-	-
Services & Charges											
Professional Services	-	-	-	-	-	-	-	-	-	-	-
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	-	-	-	-	-	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	-	-	-	-	-	-	-
Print Shop	-	-	-	-	-	-	-	-	-	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	595,000	705,000	720,000	410,000	730,000	750,000	770,000	345,000	-	10,000	1.4%
Interest & Fees	181,470	160,545	135,603	71,573	108,052	77,955	44,870	9,770	-	(27,551)	-20.3%
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	100,000	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	-	-	-	-	-	-	-	-	-	-	-
Total Services & Charges	876,470	865,545	855,603	481,573	838,052	827,955	814,870	354,770	-	(17,551)	-2.1%
Capital											
Capital	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	876,470	865,545	855,603	481,573	838,052	827,955	814,870	354,770	-	(17,551)	-2.1%
Net Surplus / (Deficit)	(198,766)	(245,965)	(46,092)	(72,970)	(128,334)	(111,975)	(100,183)	(209,853)	-		
Beginning Cash Balance	1,040,822	842,057	596,436	596,436	550,344	422,011	310,035	209,853	0		
Cash Adjustments	1	344	-	(344)	-	-	-	-	-		
Ending Cash Balance	842,057	596,436	550,344	523,122	422,011	310,035	209,853	0	0		
Cash Reserves Target	175,294	173,109	171,121	96,315	167,610	165,591	162,974	70,954	-		20.00%

Explain Significant Revenue and Expenditure Changes Below:

This fund is scheduled to close upon final payment of the Coveleski Bond in January 2019. The main source of revenue is a sales/income tax assessed on Coveleski Stadium, MPAC, Studebaker National Museum and Century Center. The budgeting goal is to arrive at a cash balance of zero after the Coveleski Bond has been paid off.

In addition to the Cove bond, there is a smaller loan being paid for the Synagogue, used as the Cove's pro shop, which will be paid off in 2018.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
PROF.SPORTS DEVLOP (PSDF)								
377-0000-335.10-00	PROF SPORTS DEV AREA	597,111	551,252	610,000	747,750	479,907	377,510	660,000
LEVEL	TEXT		TEXT AMT					
01	PSDA REVENUE FROM SALES AND INCOME TAX WITHHELD IN THE ALLOCATION AREA. AMOUNTS BASED ON REVENUE TRENDS. COVELESKI STADIUM, CENTURY CENTER, MPAC, AND STUDEBAKER NATIONAL MUSEUM ARE INCLUDED IN THE SOUTH BEND PSDA DISTRICT.		660,000					
			660,000					
377-0000-360.00-00	MISCELLANEOUS REVENUE	77,851	66,710	60,661	60,661	56,233	29,523	48,263
LEVEL	TEXT		TEXT AMT					
01	2010 COVELESKI STADIUM BONDS 45% INTEREST REBATE FOR 2016		48,263					
			48,263					
377-0000-361.00-00	INTEREST ON INVESTMENTS	2,742	1,618	1,100	1,100	1,910	1,570	1,455
LEVEL	TEXT		TEXT AMT					
01	INTEREST REVENUE BASED ON 0.3% OF AVERAGE CASH BALANCE		1,455					
			1,455					
**	PROF.SPORTS DEVLOP (PSDF)	677,704	619,580	671,761	809,511	538,050	408,602	709,718
***	PROF.SPORTS DEVLOP (PSDF)	677,704	619,580	671,761	809,511	538,050	408,602	709,718
		677,704	619,580	671,761	809,511	538,050	408,602	709,718

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
	PROF.SPORTS DEVELOP (PSDF)							
377-0401-452.38-01	PRINCIPLE	595,000	605,000	620,000	620,000	620,000	310,000	630,000
LEVEL	TEXT		TEXT AMT					
01	2010 COVELESKI STADIUM BOND PRINCIPAL FOR 2016 FINAL PRINCIPAL PAYMENT DUE 1/15/19		630,000					
			630,000					
377-0401-452.38-02	INTEREST	180,670	159,745	134,803	134,803	134,803	70,773	107,252
LEVEL	TEXT		TEXT AMT					
01	2010 COVELESKI STADIUM BONDS INTEREST GROSS INTEREST DUE, WILL RECEIVE 45% TAX REBATE ON INTEREST PAID AS THESE ARE RECOVERY ZONE ECONOMIC DEVELOPMENT BONDS		107,252					
			107,252					
377-0401-452.38-03	PAYING AGENT FEES	800	800	0	800	800	800	800
LEVEL	TEXT		TEXT AMT					
01	PAYING AGENT FEES BOND ADMIN FEES FROM US BANK; PAID EACH YEAR		800					
			800					
* OTHER SERVICES & CHARGES		776,470	765,545	754,803	755,603	755,603	381,573	738,052
377-0401-452.50-16	PSDA TRANSFERS	100,000	0	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
01	CENTURY CENTER ANNUAL CAPITAL CONTRIBUTION DEPOSITED INTO CAPITAL BANK ACCOUNT \$100,000 PROPOSED, SAME AS PRIOR YEARS \$100,000 PER YEAR AMOUNT SINCE 2006 AMOUNT PAID TO FUND 671 - CENTURY CENTER CAPITAL		100,000					
			100,000					
* OTHER USES		100,000	0	0	0	0	0	0
** CONTROLLER		876,470	765,545	754,803	755,603	755,603	381,573	738,052

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
377-1001-452.38-01	PRINCIPLE	0	100,000	100,000	100,000	100,000	100,000	100,000
LEVEL	TEXT		TEXT AMT					
01	SYNAGOGUE RE-PURCHASE		100,000					
	\$100,000 PER YEAR, FINAL PAYMENT IN 2018		100,000					
*	OTHER SERVICES & CHARGES	0	100,000	100,000	100,000	100,000	100,000	100,000
**	NEIGHBORHOOD ENGAGEMENT	0	100,000	100,000	100,000	100,000	100,000	100,000
***	PROF.SPORTS DEVLOP (PSDF)	876,470	865,545	854,803	855,603	855,603	481,573	838,052
		876,470	865,545	854,803	855,603	855,603	481,573	838,052

County Option Income Tax (COIT) - 404

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change	
						2017	2018	2019	2020			
REVENUES												
Property Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	7,846,939	8,645,811	8,859,912	4,429,956	9,037,110	9,217,852	9,402,209	9,590,253	9,782,058	177,198	2.0%	
Other Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	386,328	398,628	409,856	205,321	430,349	438,956	447,735	456,690	465,823	20,493	5.0%	
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-	-
Donations	42,900	-	-	-	-	-	-	-	-	-	-	-
Other Income	232,889	164,248	614,203	257,291	448,612	448,612	448,612	448,612	448,612	(165,591)	-27.0%	
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	8,509,056	9,208,687	9,883,971	4,892,568	9,916,071	10,105,420	10,298,556	10,495,555	10,696,494	32,100	0.3%	
EXPENDITURES BY TYPE												
Personnel												
Salaries & Wages	-	-	308,045	114,936	251,550	256,581	261,713	266,947	272,286	(56,495)	-18.3%	
Fringe Benefits	-	-	119,032	39,566	92,555	97,183	102,042	107,144	-	(26,477)	-22.2%	
Total Personnel	-	-	427,077	154,502	344,105	353,764	363,755	374,091	272,286	(82,972)	-19.4%	
Supplies	1,189,293	1,069,185	1,384,804	432,840	1,564,175	1,564,175	1,564,175	1,564,175	1,564,175	179,371	13.0%	
Services & Charges												
Professional Services	298,250	476,326	1,326,787	278,979	832,200	832,200	832,200	832,200	832,200	(494,587)	-37.3%	
Printing & Advertising	1,740	8,433	152,000	150,691	2,000	2,000	2,000	2,000	2,000	(150,000)	-98.7%	
Utilities	1,471,181	1,490,503	1,491,000	777,803	1,560,000	1,591,200	1,623,024	1,655,484	1,688,504	69,000	4.6%	
Education & Training	-	7,336	96,100	15,405	83,700	83,700	83,700	83,700	83,700	(12,400)	-12.9%	
Travel	-	103	20,770	9,877	20,210	20,210	20,210	20,210	20,210	(560)	-2.7%	
Repairs & Maintenance	1,046,595	1,196,136	1,404,612	470,787	1,979,567	1,979,567	1,979,567	1,979,567	1,979,567	574,955	40.9%	
Interfund Allocations	498,924	565,803	615,096	305,158	527,824	538,380	549,148	560,131	571,333	(87,272)	-14.2%	
Administration	-	-	-	-	519,604	529,996	540,596	551,408	562,436	-	-	
IT	-	-	-	-	-	-	-	-	-	-	-	
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-	
Central Stores	-	-	-	-	-	-	-	-	-	-	-	
Print Shop	-	-	-	-	-	-	-	-	-	-	-	
GIS	-	-	-	-	-	-	-	-	-	-	-	
Liability Insurance	-	-	-	-	8,220	8,384	8,552	8,723	8,897	-	-	
Telephone	-	-	-	-	-	-	-	-	-	-	-	
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-	
311 Call Center	-	-	-	-	-	-	-	-	-	-	-	
Utilities	-	-	-	-	-	-	-	-	-	-	-	
Debt Service:												
Principal	2,075,982	1,561,126	2,111,293	1,034,204	2,248,777	2,361,460	2,151,779	2,083,917	1,881,271	137,484	6.5%	
Interest & Fees	467,552	436,282	378,211	160,129	342,193	277,748	223,881	175,080	127,802	(36,018)	-9.5%	
Grants & Subsidies	315,760	316,116	320,938	149,297	528,240	500,000	500,000	500,000	500,000	207,302	64.6%	
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-	
Transfers Out	676,882	1,100,000	1,500,000	750,000	750,000	750,000	750,000	750,000	750,000	(750,000)	-50.0%	
Other Services & Charges	628,093	819,314	2,804,861	326,701	1,036,737	1,050,000	750,000	500,000	250,000	(1,768,124)	-63.0%	
Total Services & Charges	7,480,959	7,977,478	12,221,668	4,429,031	9,911,448	9,986,465	9,465,509	9,142,289	8,686,677	(2,310,220)	-18.9%	
Capital	260,171	116,276	1,626,822	28,551	314,000	-	-	-	-	(1,312,822)	-80.7%	
Total Expenditures by Type	8,930,423	9,162,939	15,660,371	5,044,924	12,133,728	11,904,404	11,393,438	11,080,555	10,523,138	(3,526,643)	-22.5%	
Net Surplus / (Deficit)	(421,367)	45,748	(5,776,400)	(152,356)	(2,217,657)	(1,798,984)	(1,094,882)	(585,000)	173,356			
Beginning Cash Balance	15,327,002	14,905,635	14,960,014	14,960,014	9,183,614	6,965,957	5,166,973	4,072,091	3,487,091			
Cash Adjustments	(0)	8,631	-	71,600	-	-	-	-	-			
Ending Cash Balance	14,905,635	14,960,014	9,183,614	14,879,259	6,965,957	5,166,973	4,072,091	3,487,091	3,660,447			
Cash Reserves Target	4,465,212	4,581,470	7,830,186	2,522,462	6,066,864	5,952,202	5,696,719	5,540,278	5,261,569		50.00%	

Explain Significant Revenue and Expenditure Changes Below:

Overall decrease in spending in 2016 over 2015 due to the end of the Vacant & Abandoned Housing program in 2015. This decreased expenses by approx. \$2 million. Also, 2015 included equipment expenses of approx. \$900,000 which was not required in the 2016 budget. Increases to the expenditures included Façade grants of \$200,000, Bus Shelters of \$180,000 and the LWW Ambassador program of \$150,000. This fund is also used for various vehicle and other leases.

County Option Income Tax (COIT) - 404

Fund Summary - Description, Accomplishments, Goals, KPI's

Fund Description & Purpose

Fund is used to account for 0.6% local option income tax charged in St. Joseph County. Distributions are made monthly by State of Indiana based on certified tax levies. Fund used for debt service, certain organization grants and operational subsidies, capital expenditures, information technology and other uses as deemed by the Mayor and Council.

2015 Accomplishments & Outcomes

- Funds used to ensure completion of projects in a timely manner (i.e. Vacant & Abandoned Housing program).
- Continue to earn interest on available cash balance.
- Adequate cash reserves maintained.
- Continued to replace employee computers and equipment.
-
-
-
-

2016 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

-
-
-
-
-
-
-

Good Government (GG)

- Maintain fund reserves as the reserves are important for preserving the City credit rating.
- Fund performs within budgetary guidelines.
- Properly account for Local Option Inform Tax received from State.
-
-
-

Economic Development (ED)

-
-
-
-
-
-
-

Key Performance Indicators (KPI's)

Measure	City Goal	Type	2017 Long Term Goal	2014 Actual	2015 Estimated	2016 Target
-						
-						
-						
-						
-						
-						
-						
-						
-						
-						
-						
-						
-						
-						
-						

Types: output, efficiency, effectiveness, quality, outcome, technology

2016 Significant Changes/Challenges/Opportunities (with a focus on solutions)

- In recent years, General Fund costs have been transferred to COIT because of limited property tax revenue due to circuit breaker caps.
-
-
-
-

County Option Income Tax (COIT) - 404

Fund Summary - Full-Time Employees

<i>Report ONLY Full-Time positions</i>								
Position	2014	2015	6/30/2015 Actual	2016	Forecast			
	Actual	Amended Budget		Proposed Budget	2017	2018	2019	2020
Staffing (Full-Time Employees)								
Non-Bargaining								
Chief Technology Officer	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Chief Innovation Officer	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Business Analyst	-	2.0	1.0	1.0	1.0	1.0	1.0	1.0
Total Non-Bargaining	-	4.0	3.0	3.0	3.0	3.0	3.0	3.0
Bargaining								
n/a	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total Bargaining	-	-	-	-	-	-	-	-
Total Full-Time Employees	-	4.0	3.0	3.0	3.0	3.0	3.0	3.0

Explain Significant Staffing Changes Below:

In 2015, one of the business analyst positions is filled by a contract employee. Cut the Business Analyst position for 2016 budget due to the contractual employee staying for another year.

County Option Income Tax (COIT) - 404

Fund Summary - Five-Year Capital Improvement Plan

Name	Funding Source	2015 Budget	Minimum Thresholds		FORECAST					Total	Justification
			Equipment	Buildings	BUDGET						
			\$10,000	\$100,000	2016	2017	2018	2019	2020		
Replacement Capital											
Laserfiche replacement	Cash	-	39,000	-	-	-	-	-	-	39,000	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
Project Capital											
Land	Cash	-	95,000	-	-	-	-	-	-	95,000	
Bus Shelters	Cash	-	180,000	-	-	-	-	-	-	180,000	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	-	-	
Totals		-	314,000	-	-	-	-	-	-	314,000	

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
C.O.I.T.								
404-0000-316.00-00	COUNTY OPTION INC. TAX	7,846,939	8,645,811	8,857,724	8,859,912	5,168,282	4,429,956	9,037,110
LEVEL	TEXT		TEXT AMT					
01	DLGF CERTIFICATION AMOUNT		9,037,110					
	PRIOR YEAR PLUS 2%		9,037,110					
404-0000-360.00-00	MISCELLANEOUS REVENUE	67,906	0	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
01	ANCHOR PRINCIPAL (PAID OFF IN 2014)							
404-0000-361.00-00	INTEREST ON INVESTMENTS	50,203	41,371	58,000	58,000	59,551	49,744	95,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED INTEREST ON FUND BALANCES		95,000					
			95,000					
404-0000-367.00-00	DONATION PRIVATE SOURCES	42,900	0	0	0	0	0	0
404-0000-380.10-13	TELEPHONE	114,780	122,780	118,000	118,000	72,323	61,479	115,440
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED TELEPHONE REIMBURSEMENTS FROM OTHER DEPARTMENTS AND AGENCIES		115,440					
			115,440					
404-0000-380.10-80	COMPUTER MAINTENANCE	386,328	398,628	409,856	409,856	239,541	205,321	430,349
LEVEL	TEXT		TEXT AMT					
01	I.T. ALLOCATION FIXED FEE CHARGED TO DEPTS FIXED ALLOCATION #2		430,349					
			430,349					
404-0000-380.10-99	MISC. REIMBURSEMENTS	0	97	0	0	0	0	0
404-0000-399.02-06	PRINCIPAL INCOME	0	0	438,203	438,203	146,068	146,068	238,172
LEVEL	TEXT		TEXT AMT					
01	SCHEDULE PAYMENTS FROM UDAG FUND 410		238,172					
			238,172					
**	C.O.I.T.	8,509,056	9,208,687	9,881,783	9,883,971	5,685,765	4,892,568	9,916,071
***	C.O.I.T.	8,509,056	9,208,687	9,881,783	9,883,971	5,685,765	4,892,568	9,916,071
		8,509,056	9,208,687	9,881,783	9,883,971	5,685,765	4,892,568	9,916,071

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
C.O.I.T.								
404-0401-415.37-03	OFFICE SPACE	40,000	40,000	40,000	40,000	0	0	40,000
LEVEL	TEXT	TEXT AMT						
01	ST JOSEPH COUNTY PROSECUTOR/FAMILY JUSTICE CENTER - METRO HOMICIDE - SPECIAL VICTIM UNIT (\$40,000 PAID IN 2010 AND 2011) BPW AGREEMENT APPROVED 10/18/12. SOUTH BEND PAYS \$40,000 PER YEAR FOR FIVE YEARS. 2013-2017 ST. JOE COUNTY PAYS \$45,000 PER YEAR FOR THE SAME TIME PERIOD	40,000						
404-0401-415.37-11	CAPITAL LEASE PRINCIPAL	1,584,039	1,086,093	1,589,873	1,589,873	858,825	561,400	1,655,942
LEVEL	TEXT	TEXT AMT						
01	2010 PUBLIC WORKS CENTER REFUND- \$525,000 X 87.7%	491,120						
	2012 POLICE/FIRE RENOVATION - \$1,120,000 X 25%	300,000						
	2006 MAIN ST./COLFAX GARAGE LEASE - TRANSPO	123,580						
	2011 CENTURY CENTER BOND REFUNDING (25%) BALANCE PAID IN FUND 407	115,000						
	2013 POLICE VEHICLE LEASE - PERCENTAGE TRANSFERRED FROM FUND 406	83,108						
	2014 POLICE/PUBLIC WORKS VEHICLES	216,049						
	2015 VEHICLE AND EQUIPMENT LEASE	306,572						
	2013 POLICE VEHICLE AND EQUIPMENT LEASE	20,513						
		1,655,942						
404-0401-415.37-12	CAPITAL LEASE INTEREST	396,176	383,251	330,313	330,313	183,580	121,450	311,616
LEVEL	TEXT	TEXT AMT						
01	2010 PUBLIC WORKS CENTER REFUND - \$145,626 X 87.7%	99,300						
	2012 POLICE/FIRE REFUNDING - \$446,010 X 25%	91,390						
	2006 MAIN ST./COLFAX GARAGE LEASE - TRANSPO	76,420						
	2011 CENTURY CENTER BOND REFUNDING (25%) BALANCE PAID IN FUND 407	6,969						
	2013 POLICE VEHICLE AND EQUIPMENT LEASE	911						
	2014 POLICE/PUBLIC WORKS VEHICLES	12,878						
	2015 VEHICLE AND EQUIPMENT LEASE	23,748						
		311,616						
404-0401-415.38-03	PAYING AGENT FEES	1,500	0	2,000	2,000	0	0	2,000
LEVEL	TEXT	TEXT AMT						
01	ESTIMATED PAYING AGENT FEES	2,000						
		2,000						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
*	OTHER SERVICES & CHARGES	2,021,715	1,509,344	1,962,186	1,962,186	1,042,405	682,851	2,009,558
**	CONTROLLER	2,021,715	1,509,344	1,962,186	1,962,186	1,042,405	682,851	2,009,558

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
404-0408-453.39-30	GRANTS AND SUBSIDIES	65,000	65,000	65,000	65,000	0	0	65,000
LEVEL	TEXT		TEXT AMT					
01	SOUTH BEND REGIONAL MUSEUM OF ART GRANT		65,000					
	SAME AMOUNT AS IN PRIOR YEARS		65,000					
		-----	-----	-----	-----	-----	-----	-----
*	OTHER SERVICES & CHARGES	65,000	65,000	65,000	65,000	0	0	65,000
		-----	-----	-----	-----	-----	-----	-----
**	ART ASSOCIATION	65,000	65,000	65,000	65,000	0	0	65,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
404-0409-453.34-02	LIABILITY INSURANCE	27,948	6,852	7,309	7,309	4,263	3,654	7,134
LEVEL	TEXT		TEXT AMT					
01	2016 FIXED COST ALLOCATION #7		7,134					
	LIABILITY INSURANCE - STUDEBAKER							
	(FORMELY PAID IN GENERAL FUND IN 2009 AND PRIOR)		7,134					
404-0409-453.39-30	GRANTS AND SUBSIDIES	246,385	251,116	255,938	255,938	170,625	149,297	263,240
LEVEL	TEXT		TEXT AMT					
01	STUDEBAKER MUSEUM SUBSIDY - CONTRACT MANAGEMENT		253,240					
	CONTRACT AMENDMENT APPROVED BY COUNCIL 12/12/11							
	CONTRACT RENEWAL FOR FIVE YEARS - 2011 TO 2015							
	COMPENSATION NEGOTIATED ANNUALLY, 2% INCREASE FOR							
	2012, MIN OF \$225,000 PER YEAR, 2% INCREASE 2016							
	MAINTENANCE RESERVE FUND - MATCHING CITY AMOUNT		10,000					
	FIVE YEARS - 2012 TO 2016		263,240					
*	OTHER SERVICES & CHARGES	274,333	257,968	263,247	263,247	174,888	152,951	270,374
**	STUDEBAKER MUSEUM	274,333	257,968	263,247	263,247	174,888	152,951	270,374

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
404-0602-431.22-40	SIGNALS/LIGHTS	0	0	200,000	200,000	88,215	88,215	200,000
LEVEL	TEXT		TEXT AMT					
01	LIGHT UP SOUTH BEND PROGRAM - STREET LIGHTS (BUDGETED IN FUND 227 DURING 2014)		200,000					
			200,000					
* SUPPLIES		0	0	200,000	200,000	88,215	88,215	200,000
404-0602-431.42-02	BUILDINGS	45,380	0	0	0	0	0	0
404-0602-431.43-01	FURNITURE AND FIXTURES	14,861	0	0	0	0	0	0
404-0602-431.43-10	OTHER EQUIPMENT	0	81,678	0	890,822	25,928	25,928	0
* CAPITAL		60,241	81,678	0	890,822	25,928	25,928	0
** ENGINEERING		60,241	81,678	200,000	1,090,822	114,143	114,142	200,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
404-0617-431.31-01	LEGAL SERVICES	1,235	37,904	0	145,000	117,718	110,629	100,000
LEVEL	TEXT		TEXT AMT					
01	OTHER LEGAL COSTS		100,000					
			100,000					
404-0617-431.31-06	OTHER PROFESSIONAL SVCS	116,086	158,250	150,000	108,750	99,468	74,511	0
404-0617-431.32-04	TELEPHONE	440,554	495,675	460,000	460,000	312,875	299,304	607,000
LEVEL	TEXT		TEXT AMT					
01	CITY TELEPHONE COSTS		607,000					
	COSTS NOT INCLUDING LEASE/PURCHASE COSTS TO KEY BANK THAT ARE BUDGETED IN A PRINCIPAL AND INTEREST ACCOUNT		607,000					
404-0617-431.33-03	PROMOTIONAL	1,740	8,433	152,000	152,000	150,863	150,691	2,000
LEVEL	TEXT		TEXT AMT					
01	RECYCLING FEES		2,000					
			2,000					
404-0617-431.35-01	ELECTRIC	1,471,181	1,490,503	1,491,000	1,491,000	899,308	777,803	1,560,000
LEVEL	TEXT		TEXT AMT					
01	STREET LIGHTS AND SIGNALS ELECTRICITY - AEP		1,560,000					
			1,560,000					
404-0617-431.36-01	BUILDING/STREET MAINTENAN	394,909	460,939	440,000	449,831	9,830	9,830	472,000
LEVEL	TEXT		TEXT AMT					
01	BUILDING MAINTENANCE FOR COUNTY-CITY BLDG PAID TO ST. JOSEPH COUNTY PAID ONCE PER YEAR FOR THE PRIOR FISCAL YEAR COUNTY WORKING WITH CITY TO CONTROL COSTS OTHER COUNTY CITY MAINTENANCE COSTS		430,000					
			42,000					
			472,000					
404-0617-431.36-05	OTHER EQUIPMENT	5,213	5,422	5,422	5,639	5,639	5,639	5,865
LEVEL	TEXT		TEXT AMT					
01	JOHNSON CONTROLS - LED LEASE #51 - ANNUAL MAINTENANCE AGREEMENT PER CONTRACT 4% ANNUAL INCR		5,865					
			5,865					
404-0617-431.37-11	CAPITAL LEASE PRINCIPAL	164,040	171,136	178,539	178,539	178,539	178,539	186,263
LEVEL	TEXT		TEXT AMT					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
01	2007 JP MORGAN LED PRINCIPAL		186,263					
			186,263					
	404-0617-431.37-12 CAPITAL LEASE INTEREST	36,539	29,443	22,040	22,040	22,040	22,040	14,318
LEVEL	TEXT		TEXT AMT					
01	2007 JP MORGAN LED INTEREST		14,318					
			14,318					
	404-0617-431.39-11 DUES & MEMBERSHIPS	17,621	18,450	30,542	37,210	27,080	27,080	32,737
LEVEL	TEXT		TEXT AMT					
01	IACT DUES		18,695					
	US CONFERENCE OF MAYORS		12,242					
	INDIANA CONFERENCE OF MAYORS		300					
	INDIANA UBRAN MAYOR'S CONFERENCE		1,500					
			32,737					
	404-0617-431.39-60 ELECTION EXPENSE	0	0	175,000	100,000	0	0	0
	404-0617-431.39-89 MISC. CHARGES AND SERVICE	127,868	141,511	140,000	140,001	0	0	150,000
LEVEL	TEXT		TEXT AMT					
01	ST. JOE COUNTY ANNUAL ARCHIVES FEE		90,000					
	ST. JOE COUNTY ANNUAL WEIGHTS AND MEASURES FEE		60,000					
			150,000					
		-----	-----	-----	-----	-----	-----	-----
*	OTHER SERVICES & CHARGES	2,776,986	3,017,666	3,244,543	3,290,010	1,823,360	1,656,066	3,130,183
		-----	-----	-----	-----	-----	-----	-----
**	UTILITIES & SERVICES	2,776,986	3,017,666	3,244,543	3,290,010	1,823,360	1,656,066	3,130,183

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
404-0619-431.50-02	INTER-FUND OPER. TRANSFRS	676,882	1,100,000	1,500,000	1,500,000	750,000	750,000	750,000
LEVEL	TEXT		TEXT AMT					
01	TRANSFER TO MVH FUND 202 TO COVER CURB AND SIDEWALK PROGRAM BUDGET(202-0619)		750,000					
			750,000					
*	OTHER USES	676,882	1,100,000	1,500,000	1,500,000	750,000	750,000	750,000
**	CURB/SIDEWALK PROGRAM	676,882	1,100,000	1,500,000	1,500,000	750,000	750,000	750,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
404-0672-415.10-01	REGULAR SALARIES	0	0	308,045	258,045	143,184	105,996	251,550
LEVEL	TEXT		TEXT AMT					
01	CHIEF TECHNOLOGY OFFICER (1)		100,285					
	CHIEF INNOVATION OFFICER (1)		100,285					
	BUSINESS ANALYSTS (1)		50,980					
	BUSINESS ANALYST - CONTRACTUAL (1)							
			251,550					
404-0672-415.10-03	SEASONAL & INTERNS	0	0	0	50,000	8,940	8,940	0
404-0672-415.11-01	FICA - REGULAR	0	0	23,565	23,565	11,884	8,997	19,244
LEVEL	TEXT		TEXT AMT					
01	FICA \$251,550 X 7.65%		19,244					
			19,244					
404-0672-415.11-04	PERF - REGULAR	0	0	34,501	34,501	15,904	11,739	28,174
LEVEL	TEXT		TEXT AMT					
01	PERF \$251,550 X 11.2%		28,174					
			28,174					
404-0672-415.11-07	UNEMPLOYMENT COMP	0	0	1,540	1,540	0	0	629
LEVEL	TEXT		TEXT AMT					
01	UNEMPLOYMENT \$251,550 X .25%		629					
			629					
404-0672-415.11-08	GROUP INSURANCE - HEALTH	0	0	48,000	48,000	23,222	17,965	43,200
LEVEL	TEXT		TEXT AMT					
01	HEALTH INSURANCE 3 X \$14,400		43,200					
			43,200					
404-0672-415.11-09	GROUP INSURANCE - LIFE	0	0	866	866	228	175	648
LEVEL	TEXT		TEXT AMT					
01	LIFE INSURANCE 3 X \$120		360					
	DISABILITY INSURANCE 3 X \$96		288					
			648					
404-0672-415.11-22	PARKING ALLOWANCE	0	0	5,280	5,280	640	480	0
LEVEL	TEXT		TEXT AMT					
01	PARKING (MOVING ALL EMPLOYEES TO CITY LOT)							
404-0672-415.11-24	CELL PHONE ALLOWANCE	0	0	5,280	5,280	245	210	660
LEVEL	TEXT		TEXT AMT					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
01	\$55 PER MONTH (CTO)12 X \$55		660 660					

*	PERSONNEL SERVICES	0	0	427,077	427,077	204,247	154,503	344,105
	404-0672-415.21-04 OTHER - OFFICE SUPPLIES	0	11,283	20,000	12,000	3,487	3,238	10,000
LEVEL	TEXT		TEXT AMT					
01	UPS BATTERY REFRESH - NEXT TIME TO USE IS 2017 2016 ESTIMATE FOR INNOVATION OFFICE		10,000 10,000					
	404-0672-415.21-05 SMALL OFFICE EQUIPMENT	100,353	16,340	34,000	35,805	10,906	5,623	39,000
LEVEL	TEXT		TEXT AMT					
01	NETWORK CABLING		6,000					
	MISCELLANEOUS SOFTWARE		12,000					
	TIME CLOCK REPLACEMENTS		6,000					
	MISCELLANEOUS NETWORK PRINTERS		10,000					
	MISCELLANEOUS PERIPHERALS		5,000					
			39,000					
	404-0672-415.23-25 COMPUTER EQUIPMENT	0	67,524	0	18,067	9,218	9,218	223,000
LEVEL	TEXT		TEXT AMT					
01	BUILDING FIBER REDUNDANCY		13,000					
	IT GOVERNANCE ITEMS		200,000					
	DOCUMENT MANAGEMENT SOLUTION		10,000					
	THESE THREE PROGRAMS ARE EXPECTED TO REQUIRE THE SAME AMOUNTS OVER THE NEXT 4 YEARS (FROM 2016 BUDGET)							
			223,000					

*	SUPPLIES	100,353	95,147	54,000	65,872	23,611	18,080	272,000
	404-0672-415.31-06 OTHER PROFESSIONAL SVCS	180,929	210,261	802,000	908,037	155,824	93,839	567,200
LEVEL	TEXT		TEXT AMT					
01	ERP REPLACEMENT - INVESTIGATION PHASE		50,000					
	NETWORK INFRASTRUCTURE & SECURITY REVIEW		50,000					
	GIS MASTER PLAN IMPLEMENTATION		259,200					
	ENFOCUS AGREEMENT - PUBLIC WORKS		80,000					
	ENFOCUS AGREEMENT - MAYORS OFFICE INTERNS		28,000					
	CONTRACTUAL BUSINESS ANALYST		80,000					
	OTHER ENFOCUS AGREEMENTS		20,000					
			567,200					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
404-0672-415.31-70	ADM FEE ALLOCATION	470,976	505,872	531,166	531,166	309,848	265,584	519,604
LEVEL	TEXT		TEXT AMT					
01	2016 ALLOCATION FEE #1 IT PERSONNEL COSTS AMOUNT EQUALS SALARIES, FRINGE BENEFITS, TRAINING COSTS OF IT DEPARTMENT PAID IN GENERAL FUND		519,604					
			519,604					
404-0672-415.32-04	TELEPHONE EXPENSE	0	0	0	0	48,349	0	1,000
LEVEL	TEXT		TEXT AMT					
01	2016 ESTIMATE FOR 2 DATA PLANS		1,000					
			1,000					
404-0672-415.32-21	TRAVEL - MILEAGE	0	103	700	700	969	659	700
LEVEL	TEXT		TEXT AMT					
01	2016 MISCELLANEOUS MILAGE		700					
			700					
404-0672-415.32-22	TRAVEL - AIRFARE	0	0	7,200	7,200	3,134	2,344	6,600
LEVEL	TEXT		TEXT AMT					
01	2016 TRAVEL FOR CONFERENCES		6,600					
			6,600					
404-0672-415.32-23	TRAVEL - HOTEL	0	0	9,000	9,000	6,823	5,248	9,400
LEVEL	TEXT		TEXT AMT					
01	2016 ESTIMATE FOR CONFERENCES		9,400					
			9,400					
404-0672-415.32-24	TRAVEL - MEALS	0	0	2,970	2,970	1,076	892	2,585
LEVEL	TEXT		TEXT AMT					
01	2016 ESTIMATE FOR CONFERENCES		2,585					
			2,585					
404-0672-415.32-25	TRAVEL - OTHER	0	0	900	900	1,077	734	925
LEVEL	TEXT		TEXT AMT					
01	2016 ESTIMATE FOR CONFERENCES		925					
			925					
404-0672-415.34-02	LIABILITY INSURANCE	0	0	0	0	0	0	1,086
LEVEL	TEXT		TEXT AMT					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
01	LIABILITY ALLOCATION		1,086					
			1,086					
404-0672-415.36-04	COMPUTER EQUIPMENT	646,473	543,908	637,200	654,554	331,153	300,120	926,320
LEVEL	TEXT		TEXT AMT					
01	SUNGARD MAINTENANCE							
	ACOM - ANNUAL MAINT. SOFTWARE		2,377					
	ACOM - ANNUAL MAINT. HARDWARE		605					
	LINDOC LICENSE / MAINTENANCE		11,000					
	OFFICE 365 SUBSCRIPTION		175,000					
	MCAFFEE SECURITY - SOFTWARE RENEWAL		5,382					
	YEARLY PAYMENT FOR SOUTHBENDIN.GOV		125					
	TRANSACTION MANAGER		3,840					
	DESKTOP MANAGEMENT SUBSCRIPTION		13,900					
	INFORMACAST MAINTENANCE		5,000					
	SOCRATA OPEN DATA PLATFORM		36,000					
	YEARLY MAINTENANCE - LOOKING GLASS		2,150					
	VERISIGN RENEWAL		995					
	SUNGARD HORIZON SAAS CLOUD SERVICE		194,984					
	BACKUP EXEC YEARLY MAINTENANCE		2,400					
	MICROSOFT ENTERPRISE AGREEMENT FOR USER CALS		40,500					
	NETAPPS SAN SUPPORT AND MAINTENANCE		29,404					
	GIS ENTERPRISE SOFTWARE		51,000					
	SCAN SAFE ORIGINAL LICENSES (2018 NEXT USE)							
	VMWARE MAINTENANCE		5,543					
	MOBILE DEVICE MANAGEMENT SOLUTIONS		12,000					
	CRM/SERVICE CATALOG		60,000					
	CLOUD DATA STORAGE AND VM HOSTING		75,000					
	MOBILE 311 APPLICATION		12,000					
	MICROSOFT ENTERPRISE AGREEMENT - CORE CAL		30,500					
	GIS SUPPORT		35,000					
	EXECUTIME ANNUAL MAINTENANCE		5,750					
	VANTAGE POINTS ANNUAL MAINTENANCE							
	WILDCARD SSL RENEWAL		199					
	HP SUPPORT FOR VM HOSTS		4,000					
	DRUPAL HOSTING		2,400					
	SMARINET		64,766					
	SOCRATA OPEN EXPENDITURES PLATFORM		6,000					
	MOBILE WORK ORDERS AND EDGE		11,000					
	TRACK IT MAINTENANCE (BASE)		2,500					
	WEBSITE UPGRADES AS REQUESTED BY MAYOR'S OFFICE		25,000					
			926,320					
404-0672-415.37-11	CAPITAL LEASE PRINCIPAL	327,903	303,897	342,881	342,881	296,529	294,265	406,572
LEVEL	TEXT		TEXT AMT					
01	IT TELEPHONE SYSTEM #92 (FINAL PMT IN 2016)		288,183					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
	COMPUTER REFRESH #125, 127, 136, 138		48,053					
	2016 COMPUTER REFRESH EST		21,336					
	VMWARE SERVER REFRESH		9,000					
	CISCO SWITCHING GEAR		40,000					
			406,572					
404-0672-415.37-12	CAPITAL LEASE INTEREST	33,337	23,588	23,858	23,858	17,018	16,639	14,259
LEVEL	TEXT		TEXT AMT					
01	IT TELEPHONE SYSTEM LEASE #92		7,218					
	COMPUTER REFRESH #125, 127, 136, 138		7,041					
			14,259					
404-0672-415.39-10	SUBSCRIPTIONS	2,050	0	1,000	1,000	0	0	1,000
LEVEL	TEXT		TEXT AMT					
01	IT SUBSCRIPTIONS		1,000					
			1,000					
404-0672-415.39-11	DUES & MEMBERSHIPS	0	195	0	0	0	0	0
404-0672-415.39-70	EDUCATION & TRAINING	0	7,336	96,100	96,100	15,688	15,405	83,700
LEVEL	TEXT		TEXT AMT					
01	DRUPAL TRAINING		1,000					
	CISCO LIVE TRAINING (2 EMPLOYEES)		3,600					
	ESRI UC CONFERENCE (4 EMPLOYEES)							
	VMWARE TRAINING (2 EMPLOYEES)		7,500					
	MICROSOFT SYSTEM CENTER TRAINING		12,000					
	SQL TRAINING (2 EMPLOYEES)		7,500					
	SUNGUARD USER GROUP ASSOCIATION (3 EMPLOYEES)		1,500					
	SUNGUARD TRAINING - ENTERPRISE LEARNING PLAN		20,000					
	SERVICE CATALOG TRAINING		10,000					
	SIX SIGMA/LEAN TRAINING		20,000					
	BUILD A MODULE SUBSCRIPTION		300					
	SOCRATA CUSTOMER SUMMIT		300					
			83,700					
*	OTHER SERVICES & CHARGES	1,661,668	1,595,160	2,454,975	2,578,366	1,187,488	995,730	2,540,951
404-0672-415.43-08	COMPUTER EQUIP. & NETWORK	165,411	34,598	341,000	341,000	0	0	39,000
LEVEL	TEXT		TEXT AMT					
01	UNBASE (REPLACE LASERFICHE)		39,000					
			39,000					
*	CAPITAL	165,411	34,598	341,000	341,000	0	0	39,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
**	INFORMATION TECHNOLOGY	1,927,432	1,724,905	3,277,052	3,412,315	1,415,346	1,168,313	3,196,056

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
404-0801-421.22-01	CENTRAL SERVICE GASOLINE	869,641	765,237	918,932	918,932	314,776	260,886	793,932
LEVEL	TEXT		TEXT AMT					
01	2016 POLICE DEPARTMENT GASOLINE		793,932					
			793,932					

*	SUPPLIES	869,641	765,237	918,932	918,932	314,776	260,886	793,932
404-0801-421.36-03	AUTOMOTIVE EQUIPMENT	0	120,238	294,588	294,588	225,233	155,198	575,382
LEVEL	TEXT		TEXT AMT					
01	POLICE DEPARTMENT AUTO REPAIR COSTS		575,382					
			575,382					

*	OTHER SERVICES & CHARGES	0	120,238	294,588	294,588	225,233	155,198	575,382
404-0801-421.43-08	COMP EQUIP & NETWORK	34,483	0	0	0	0	0	0

*	CAPITAL	34,483	0	0	0	0	0	0

**	POLICE DEPARTMENT	904,124	885,475	1,213,520	1,213,520	540,009	416,084	1,369,314

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
404-0901-422.22-01	CENTRAL SERVICE GASOLINE	219,299	200,000	200,000	200,000	78,060	65,660	200,000
LEVEL	TEXT		TEXT AMT					
01	2016 FIRE DEPARTMENT GASOLINE		200,000					
			200,000					
		-----	-----	-----	-----	-----	-----	-----
*	SUPPLIES	219,299	200,000	200,000	200,000	78,060	65,660	200,000
404-0901-422.36-03	AUTOMOTIVE EQUIPMENT	0	0	0	0	0	0	98,243
LEVEL	TEXT		TEXT AMT					
01	AUTO REPAIRS		98,243					
			98,243					
		-----	-----	-----	-----	-----	-----	-----
*	OTHER SERVICES & CHARGES	0	0	0	0	0	0	98,243
		-----	-----	-----	-----	-----	-----	-----
**	FIRE DEPT	219,299	200,000	200,000	200,000	78,060	65,660	298,243

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
404-1001-460.31-06	OTHER PROF SERVICES	0	69,911	165,000	165,000	0	0	165,000
LEVEL	TEXT		TEXT AMT					
01	SMART PROGRAM		70,000					
	RECRUITMENT, RETENTION & SKILLS TRAINING		95,000					
			165,000					
404-1001-460.39-30	GRANTS AND SUBSIDIES	4,375	0	0	0	0	0	200,000
LEVEL	TEXT		TEXT AMT					
01	FACADE GRANTS		200,000					
			200,000					
404-1001-460.39-64	PROPERTY MANAGEMENT	0	0	0	0	0	0	55,000
LEVEL	TEXT		TEXT AMT					
01	PROPERTY MAINTENANCE		55,000					
			55,000					
404-1001-460.39-79	NEIGHBORHOOD PARTNERSHIPS	0	0	0	10,000	0	0	150,000
LEVEL	TEXT		TEXT AMT					
01	AMBASSADOR PROGRAM		150,000					
			150,000					
404-1001-460.39-89	MISC CHARGES & SERVICES	0	0	0	65,000	5,427	0	0
*	OTHER SERVICES & CHARGES	4,375	69,911	165,000	240,000	5,427	0	570,000
404-1001-460.41-01	LAND	36	0	0	46,500	0	0	95,000
LEVEL	TEXT		TEXT AMT					
01	COMMISSIONER'S TAX SALE PROPERTY TRANSFERS		95,000					
			95,000					
404-1001-460.42-03	STREETS AND ALLEYS	0	0	470,000	348,500	2,860	2,623	180,000
LEVEL	TEXT		TEXT AMT					
01	BUS SHELTERS		180,000					
			180,000					
*	CAPITAL	36	0	470,000	395,000	2,860	2,623	275,000
**	NEIGHBORHOOD ENGAGEMENT	4,411	69,911	635,000	635,000	8,287	2,623	845,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET	
404-1050-460.36-01	BUILDINGS	0	65,629	0	0	0	0	0	
404-1050-460.39-64	PROPERTY MANAGEMENT	0	123,483	0	1,650	467	317	0	
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*	OTHER SERVICES & CHARGES	0	189,112	0	1,650	467	317	0	
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**	PROGRAM YEAR	0	189,112	0	1,650	467	317	0	

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
404-1201-415.39-87	VACANT & ABANDONED	0	0	1,950,000	1,950,000	0	0	0
*	OTHER SERVICES & CHARGES	0	0	1,950,000	1,950,000	0	0	0
404-1201-431.23-25	COMPUTER SUPPLIES	0	8,801	0	0	0	0	0
*	SUPPLIES	0	8,801	0	0	0	0	0
404-1201-431.36-04	COMPUTER EQUIPMENT	0	53,079	0	76,621	52,808	35,920	0
*	OTHER SERVICES & CHARGES	0	53,079	0	76,621	52,808	35,920	0
**	NEIGHBORHOOD CODE ENF.	0	61,880	1,950,000	2,026,621	52,808	35,920	0
***	C.O.I.T.	8,930,423	9,162,939	14,510,548	15,660,371	5,999,773	5,044,928	12,133,728
		8,930,423	9,162,939	14,510,548	15,660,371	5,999,773	5,044,928	12,133,728

Economic Development Income Tax (EDIT) - 408

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	8,177,352	8,796,821	8,981,877	4,490,939	9,364,830	9,645,775	9,935,148	10,233,203	10,540,199	382,953	4.3%
Other Taxes	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	150,000	-	150,000	150,000	150,000	150,000	150,000	150,000	150,000	-	0.0%
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	354,660	354,660	354,660	354,660	354,660	354,660	354,660	354,660	354,660	-	0.0%
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	103,065	58,457	40,100	34,286	60,000	60,000	60,000	62,000	62,000	19,900	49.6%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	8,785,077	9,209,938	9,526,637	5,029,885	9,929,490	10,210,435	10,499,808	10,799,863	11,106,859	402,853	4.2%
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	-	279,632	-	-	-	-	-	-	-	-	-
Fringe Benefits	-	116,235	-	-	-	-	-	-	-	-	-
Total Personnel	-	395,867	-	-	-	-	-	-	-	-	-
Supplies											
-	-	-	-	-	-	-	-	-	-	-	-
Services & Charges											
Professional Services	60,787	79,892	54,001	5,374	-	-	-	-	-	(54,001)	-100.0%
Printing & Advertising	24,098	20,947	15,754	10,452	-	-	-	-	-	(15,754)	-100.0%
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	741,522	280,732	448,192	331,877	75,000	75,000	75,000	75,000	75,000	(373,192)	-83.3%
Interfund Allocations	816	-	-	-	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	-	-	-	-	-	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	-	-	-	-	-	-	-
Print Shop	-	-	-	-	-	-	-	-	-	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	1,610,000	1,266,581	1,399,769	390,000	1,035,000	774,184	340,635	353,538	361,441	(364,769)	-26.1%
Interest & Fees	304,214	245,520	256,422	48,568	231,136	260,344	239,439	230,436	221,151	(25,286)	-9.9%
Grants & Subsidies	444,126	633,500	686,000	266,100	883,750	800,000	800,000	800,000	800,000	197,750	28.8%
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	4,417,519	5,862,101	6,483,782	2,576,105	6,483,782	6,500,000	6,500,000	6,500,000	6,500,000	-	0.0%
Other Services & Charges	324,279	910,737	595,789	145,019	1,535,490	1,500,000	1,500,000	1,500,000	1,500,000	939,701	157.7%
Total Services & Charges	7,927,361	9,300,010	9,939,709	3,773,495	10,244,158	9,909,528	9,455,074	9,458,974	9,457,592	304,449	3.1%
Capital											
-	-	185,964	4,000	3,200	197,500	-	-	-	-	193,500	4837.5%
Total Expenditures by Type	7,927,361	9,881,841	9,943,709	3,776,695	10,441,658	9,909,528	9,455,074	9,458,974	9,457,592	497,949	5.0%
Net Surplus / (Deficit)	857,716	(671,903)	(417,072)	1,253,190	(512,168)	300,907	1,044,734	1,340,889	1,649,267		
Beginning Cash Balance	9,984,411	10,842,128	10,176,142	10,176,142	9,759,070	9,246,902	9,547,809	10,592,543	11,933,432		
Cash Adjustments	1	5,917	-	(5,919)	-	-	-	-	-		
Ending Cash Balance	10,842,128	10,176,142	9,759,070	11,423,414	9,246,902	9,547,809	10,592,543	11,933,432	13,582,698		
Cash Reserves Target	3,963,681	4,940,921	4,971,855	1,888,348	5,220,829	4,954,764	4,727,537	4,729,487	4,728,796		50.00%

Explain Significant Revenue and Expenditure Changes Below:

Major changes for 2016 include the addition of the Parks Bond which are funded through EDIT. In 2017, the current CEDIT Bond with annual debt service payments of approx. \$880,000 per year will be paid off, therefore, a large decrease in the debt service expenditures is expected. In 2016, increases were made for Vacant & Abandoned upkeep/land purchases/grants (\$1,088,000). EDIT is used to assist in the funding of Department of Community Investment operating expenses (\$1,967,638), Department of Code Enforcement operating expenses (\$2,033,776), Animal Care and Control operating expenses (\$629,368), and Street Department operating expenses and paving costs (\$1,853,000). None of these operating expense items changed significantly from 2015 to 2016.

Economic Development Income Tax (EDIT) - 408

Fund Summary - Description, Accomplishments, Goals, KPI's

Fund Description & Purpose

Fund is used to account for 0.4% local option income tax revenue. Distributions are made monthly from the State of Indiana based on certified tax levies. Fund used for debt service, economic development, capital expenditures benefitting economic development, street department operations, grants/subsidies and general infrastructure maintenance.

2015 Accomplishments & Outcomes

- Continue to earn interest on invested cash balance.
- Funds used for debt service payments made in timely manner.
- Adequate cash reserves maintained.
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-
-
-
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2016 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

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-
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Good Government (GG)

- Successfully collect and account for local option income tax distributed by the County on a monthly basis.
- Fund performs within budgetary guidelines.
- Maintain cash reserves in excess of City target reserve policy of 50% of annual expenditures (fund reserves reviewed by bond rating agencies and the source of repayment for certain bonds).
-
-
-
-

Economic Development (ED)

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Key Performance Indicators (KPI's)

Measure	City Goal	Type	2017	2014	2015	2016
			Long Term Goal	Actual	Estimated	Target
- Maintain Cash Reserves	GG	Output	\$5,000,000	\$10,176,142	\$9,759,070	\$5,100,000
- Interest Earned	GG	Output	\$62,000	\$25,527	\$50,000	\$60,000
- Cash Reserves % of Expenditures	GG	Output	>50%	98%	100%	>50%
- Debt Service Paid/% Paid on Time	GG	Output	4/100%	4/100%	4/100%	4/100%
-						
-						
-						
-						
-						
-						

Types: output, efficiency, effectiveness, quality, outcome, technology

2016 Significant Changes/Challenges/Opportunities (with a focus on solutions)

-
-
-
-
-
-
-
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Economic Development Income Tax (EDIT) - 408

Fund Summary - Five-Year Capital Improvement Plan

Name	Funding Source	2015 Budget	BUDGET		FORECAST			Total	Justification																				
			2016	2017	2018	2019	2020																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Minimum Thresholds</td> <td style="width: 20%;">Equipment</td> <td style="width: 10%;">\$10,000</td> <td colspan="3"></td> <td colspan="2"></td> <td colspan="2"></td> </tr> <tr> <td></td> <td>Buildings</td> <td>\$100,000</td> <td colspan="3"></td> <td colspan="2"></td> <td colspan="2"></td> </tr> </table>										Minimum Thresholds	Equipment	\$10,000									Buildings	\$100,000							
Minimum Thresholds	Equipment	\$10,000																											
	Buildings	\$100,000																											
Replacement Capital		-	-	-	-	-	-	-																					
		-	-	-	-	-	-	-																					
		-	-	-	-	-	-	-																					
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		-	-	-	-	-	-	-																					
Project Capital		-	-	-	-	-	-	-																					
Land Purchases	Cash	-	197,500	-	-	-	-	-	197,500																				
		-	-	-	-	-	-	-	-																				
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Totals		-	197,500	-	-	-	-	-	197,500																				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
EDIT								
408-0000-315.00-00	ECON/DEV INCOME TAX	8,177,352	8,796,821	8,970,839	8,981,877	5,239,428	4,490,939	9,364,830
LEVEL	TEXT	TEXT AMT						
01	DLGF CERTIFICATION AMOUNT	9,364,830						
	NO DEDUCT FOR PSAP DEBT SERVICE - PREPAID IN 2015	9,364,830						
408-0000-361.00-00	INTEREST ON INVESTMENTS	33,100	28,527	40,000	40,000	41,412	34,204	60,000
LEVEL	TEXT	TEXT AMT						
01	INTEREST ON INVESTMENTS ON FUND BALANCES	60,000						
		60,000						
408-0000-369.00-00	COMMON AREA FEES	150,000	0	150,000	150,000	150,000	150,000	150,000
LEVEL	TEXT	TEXT AMT						
01	LEIGHTON PLAZA COMMON AREA FEES	150,000						
	GROUND LEASE BETWEEN MEMORIAL HOSPITAL AND SOUTH BEND REDEVELOPMENT COMMISSION FOR THE PERIOD 11/15/97 THROUGH 11/15/47. PAYMENT DUE FOR 2007 AND THEREAFTER IS \$150,000 PER YEAR	150,000						
408-0000-380.10-99	MISC. REIMBURSEMENTS	0	0	0	100	82	82	0
**	EDIT	8,360,452	8,825,348	9,160,839	9,171,977	5,430,922	4,675,225	9,574,830

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
408-1001-341.20-00	DIVERSITY REG FEES	300	0	0	0	0	0	0
408-1001-350.10-00	JOB TARGET PENALTY FEE	354,660	354,660	354,660	354,660	354,660	354,660	354,660
LEVEL	TEXT		TEXT AMT					
01	AJ WRIGHT/TJX TAX PENALTY FEES DUE THE CITY		354,660					
	\$354,660 PER YEAR FOR NINE YEARS							
	\$3,191,940 TOTAL. 2012 THROUGH 2020		354,660					
**	NEIGHBORHOOD ENGAGEMENT	354,960	354,660	354,660	354,660	354,660	354,660	354,660

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
408-1104-380.10-99	MISC. REIMBURSEMENTS	0	17,982	0	0	0	0	0
**	POTAWATOMI ZOO	0	17,982	0	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
408-1201-380.10-99	MISC. REIMBURSEMENTS	69,665	11,948	0	0	0	0	0
**	NEIGHBORHOOD CODE ENF.	69,665	11,948	0	0	0	0	0
***	EDIT	8,785,077	9,209,938	9,515,499	9,526,637	5,785,582	5,029,885	9,929,490
		8,785,077	9,209,938	9,515,499	9,526,637	5,785,582	5,029,885	9,929,490

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
EDIT								
408-0401-415.31-06	OTHER PROFESSIONAL SVCS	0	28,300	0	0	0	0	0
408-0401-415.37-11	CAPITAL LEASE PRINCIPAL	890,000	506,581	953,000	421,800	421,800	0	0
LEVEL	TEXT	TEXT AMT						
01	2009 MORRIS PAC REFUNDING BONDS PAID FROM AIRPORT TIF FUND 324 IN 2015 & 2016							
	408-0401-415.37-12 CAPITAL LEASE INTEREST	149,000	123,000	87,213	41,200	41,200	0	0
LEVEL	TEXT	TEXT AMT						
01	2009 MORRIS PAC REFUNDING BONDS PAID THROUGH AIRPORT TIF FUND 324 IN 2015 & 2016							
	408-0401-415.38-01 PRINCIPAL	720,000	760,000	790,000	851,689	790,000	390,000	1,035,000
LEVEL	TEXT	TEXT AMT						
01	2006 CREDIT REFUNDING SERIES A (LEIGHTON PLAZA) & 2006 CREDIT REFUNDING SERIES B (LEIGHTON PLAZA) PRINCIPAL DUE 2/1/07 THROUGH 2/1/17 ON EACH ISSUE PRINCIPAL PAYMENTS ON 2/1 AND 8/1	835,000						
	2015 EDIT PARKS BOND	200,000						
	2014 EDIT PSAP BOND (PREPAID 2016 PAYMENT IN 2015)	1,035,000						
	408-0401-415.38-02 INTEREST	154,214	121,520	86,100	124,076	86,100	47,568	229,136
LEVEL	TEXT	TEXT AMT						
01	2006 CREDIT BONDS SERIES A (LEIGHTON PLAZA) & 2006 CREDIT BONDS SERIES B (LEIGHTON PLAZA) INTEREST PAYMENTS DUE ON 2/1 AND 8/1. FINAL PAYMENT DUE 2/1/17	49,030						
	2015 EDIT PARKS BOND	180,106						
	2014 EDIT PSAP BOND (PREPAID 2016 IN 2015)	229,136						
	408-0401-415.38-03 PAYING AGENT FEES	1,000	1,000	1,000	1,000	1,000	1,000	2,000
LEVEL	TEXT	TEXT AMT						
01	ESTIMATED PAYING AGENT FEES - US BANK	1,000						
	ESTIMATED PAYING AGENT FEES - PARKS BOND	1,000						
		2,000						
	408-0401-415.38-04 PREPAID PRINCIPAL	0	0	0	126,280	0	0	0
	408-0401-415.38-05 PREPAID INTEREST	0	0	0	90,146	0	0	0
	408-0401-415.39-30 GRANTS AND SUBSIDIES	362,126	521,000	480,000	498,000	297,100	253,100	430,000
LEVEL	TEXT	TEXT AMT						
01	GROW SJC ECONOMIC DEV PROGRAM - 2014 TO 2017	115,000						
	DOWNTOWN SOUTH BEND, INC. (DTSB)	315,000						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
MADE MEN PROGRAM - KING CENTER - PARKS BUDGET								
			430,000					
*	OTHER SERVICES & CHARGES	2,276,340	2,061,401	2,397,313	2,154,191	1,637,200	691,668	1,696,136
	408-0401-415.50-02 INTER-FUND OPER. TRANSFRS	1,717,519	1,688,959	1,967,638	1,967,638	983,819	983,819	1,967,638
LEVEL	TEXT		TEXT AMT					
01	DEPT OF COMMUNITY INVESTMENT ADMINISTRATION							
	ANNUAL OPERATING SUBSIDY TO FUND 211							
	2016 OPERATING TRANSFER, PER DCI BUDGET REQUEST		1,967,638					
	ACCOUNT #211-1001-392-00-00		1,967,638					
*	OTHER USES	1,717,519	1,688,959	1,967,638	1,967,638	983,819	983,819	1,967,638
**	CONTROLLER	3,993,859	3,750,360	4,364,951	4,121,829	2,621,019	1,675,487	3,663,774

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
408-0607-431.50-02	INTER-FUND OPER. TRANSFRS	2,700,000	1,866,582	1,853,000	1,853,000	926,500	926,500	1,853,000
LEVEL	TEXT		TEXT AMT					
01	TRANSFER TO MVH FUND 202 TO COVER OPERATING EXPENDITURES OF STREET DEPARTMENT AND PAVING DOWNWARD PRESSURE ON MVH FUND 202 DUE TO DECLINING GAS TAXES TRANSFER TO ACCOUNT NO. 202-0000-392-00-00		1,853,000					
			1,853,000					
*	OTHER USES	2,700,000	1,866,582	1,853,000	1,853,000	926,500	926,500	1,853,000
**	STREET	2,700,000	1,866,582	1,853,000	1,853,000	926,500	926,500	1,853,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
408-0801-421.36-03	AUTOMOTIVE EQUIPMENT	741,522	280,732	280,794	280,794	280,794	280,794	0
LEVEL	TEXT	TEXT AMT						
01	POLICE DEPARTMENT AUTO REPAIR COSTS MOVED TO COIT FOR 2016	-----	-----	-----	-----	-----	-----	-----
*	OTHER SERVICES & CHARGES	741,522	280,732	280,794	280,794	280,794	280,794	0
**	POLICE DEPARTMENT	741,522	280,732	280,794	280,794	280,794	280,794	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
408-0901-422.36-03	AUTOMOTIVE EQUIPMENT	0	0	98,243	98,243	0	0	0
LEVEL	TEXT		TEXT AMT					
01	FIRE DEPARTMENT AUTO REPAIR COSTS MOVED TO COIT FOR 2016							
*	OTHER SERVICES & CHARGES	0	0	98,243	98,243	0	0	0
**	FIRE DEPT	0	0	98,243	98,243	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
408-1001-460.31-06	OTHER PROF SERVICES	28,228	31,888	0	0	0	0	0
408-1001-460.33-01	OUTSIDE PRINTING SERVICE	24,098	20,947	25,000	15,754	10,452	10,452	0
408-1001-460.34-02	LIABILITY INSURANCE	816	0	0	0	0	0	0
408-1001-460.39-30	GRANTS AND SUBSIDIES	82,000	112,500	75,000	88,000	13,000	13,000	353,750
LEVEL	TEXT		TEXT AMT					
01	NNRO FUNDING PARTNER CONTRIBUTION		75,000					
	V&A TOOL LIBRARIES		20,000					
	V&A VACANT LOT COMPETITION		50,000					
	V&A VACANT TO VALUE REPAIR GRANT		30,000					
	NEIGHBORHOOD RESOURCES CORPORATION (NRC)		12,500					
	V&A RESIDENT TAX/COM CERT SALE LEGAL ASST		66,250					
	V&A SIDE LOT GRANTS		50,000					
	V&A TARGETED HOMEOWNER REHAB		50,000					
			353,750					
408-1001-460.39-58	HISTORIC PRESERVATION	25,000	25,000	25,000	25,000	0	0	25,000
LEVEL	TEXT		TEXT AMT					
01	HISTORIC PRESERVATION COMMISSION GRANT		25,000					
	COMPILE SURVEY DATA, EDUCATE PROPERTY OWNERS, CONDUCT LOCAL HISTORIC REVIEW OF FEDERALLY-FUNDED PROJECTS, DEVELOP AND PROMOTE AUTO/BIKE TOUR. 2016 AMOUNT THE SAME AS PRIOR YEARS		25,000					
408-1001-460.39-64	PROPERTY MANAGEMENT	0	0	0	0	0	0	125,000
LEVEL	TEXT		TEXT AMT					
01	V&A PROPERTY MAINT/HOLDING COSTS		125,000					
			125,000					
*	OTHER SERVICES & CHARGES	160,142	190,335	125,000	128,754	23,452	23,452	503,750
408-1001-460.41-01	LAND	0	0	0	0	0	0	197,500
LEVEL	TEXT		TEXT AMT					
01	PROPERTY ACQUISITIONS		197,500					
			197,500					
*	CAPITAL	0	0	0	0	0	0	197,500
**	NEIGHBORHOOD ENGAGEMENT	160,142	190,335	125,000	128,754	23,452	23,452	701,250

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
408-1050-460.36-01	BUILDINGS	0	0	0	69,155	51,083	51,083	75,000
LEVEL	TEXT		TEXT AMT					
01	BUILDING PROPERTY MAINTAINED		75,000					
			75,000					
408-1050-460.39-41	OTHER SERV-MANAGEMENT FEE	0	19,049	0	20,073	0	0	0
408-1050-460.39-64	PROPERTY MANAGEMENT	0	73,376	0	214,494	111,572	90,399	250,000
LEVEL	TEXT		TEXT AMT					
01	DTSB		250,000					
			250,000					
408-1050-460.39-89	MISC CHARGES & SERVICES	0	266,250	0	301,802	21,250	21,250	635,490
LEVEL	TEXT		TEXT AMT					
01	APPRAISALS/TITLE WORK		100,000					
	TREES MAINTAINED		120,000					
	MOWING ALL DEPARIMENTS		245,490					
	SNOW REMOVAL		40,000					
	DOWNTOWN/CORRIDOR FURNITURE REPAIR		25,000					
	CENTURY CENTER/MORRIS/FOUNTAIN REPAIR		50,000					
	PROPERTY DATABASE/MAPPING		25,000					
	OTHER CHARGES FOR SERVICES		30,000					
			635,490					
		-----	-----	-----	-----	-----	-----	-----
*	OTHER SERVICES & CHARGES	0	358,675	0	605,524	183,905	162,732	960,490
		-----	-----	-----	-----	-----	-----	-----
**	PROGRAM YEAR	0	358,675	0	605,524	183,905	162,732	960,490

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
408-1100-452.31-06	OTHER PROFESSIONAL SVCS	32,559	19,704	0	54,001	6,874	5,374	0
*	OTHER SERVICES & CHARGES	32,559	19,704	0	54,001	6,874	5,374	0
**	ADMINISTRATION	32,559	19,704	0	54,001	6,874	5,374	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
408-1104-452.39-30	GRANTS AND SUBSIDIES	0	0	100,000	100,000	0	0	100,000
LEVEL	TEXT		TEXT AMT					
01	2016 CAPITAL CONTRIBUTION TO POTAWATOMI ZOOLOGICAL SOCIETY		100,000					
			100,000					

*	OTHER SERVICES & CHARGES	0	0	100,000	100,000	0	0	100,000
408-1104-452.42-01	LAND IMPROVEMENTS	0	35,964	0	4,000	3,200	3,200	0
LEVEL	TEXT		TEXT AMT					
01	2015 ANNUAL CAPITAL CONTRIBUTION TO PZS MOVED TO GRANTS & SUBSIDIES 408-1104-452-39-30							
408-1104-452.42-02	BUILDINGS	0	150,000	0	0	0	0	0
*	CAPITAL	0	185,964	0	4,000	3,200	3,200	0
**	POTAWATOMI ZOO	0	185,964	100,000	104,000	3,200	3,200	100,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET	
408-1201-415.10-01	REGULAR SALARIES	0	252,878	0	0	0	0	0	
408-1201-415.10-03	SEASONAL & INTERNS	0	6,629	0	0	0	0	0	
408-1201-415.10-09	PERMANENT PART TIME	0	20,125	0	0	0	0	0	
408-1201-415.11-01	FICA - REGULAR	0	20,632	0	0	0	0	0	
408-1201-415.11-04	PERF - REGULAR	0	28,323	0	0	0	0	0	
408-1201-415.11-08	GROUP INSURANCE - HEALTH	0	66,480	0	0	0	0	0	
408-1201-415.11-09	GROUP INSURANCE - LIFE	0	800	0	0	0	0	0	
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*	PERSONNEL SERVICES	0	395,867	0	0	0	0	0	
408-1201-415.39-89	MISC CHARGES & SERVICES	299,279	527,062	0	34,420	33,370	33,370	500,000	
LEVEL	TEXT	TEXT AMT							
01	V&A DEMOLITIONS	500,000							
		500,000							
-----		-----		-----		-----		-----	
*	OTHER SERVICES & CHARGES	299,279	527,062	0	34,420	33,370	33,370	500,000	
408-1201-415.50-02	INTER-FUND OPER. TRANSFRS	0	2,306,560	2,033,776	2,033,776	1,525,332	508,444	2,033,776	
LEVEL	TEXT	TEXT AMT							
01	TRANSFER TO CODE ENFORCEMENT IN FUND 600	2,033,776							
		2,033,776							
-----		-----		-----		-----		-----	
*	OTHER USES	0	2,306,560	2,033,776	2,033,776	1,525,332	508,444	2,033,776	
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**	NEIGHBORHOOD CODE ENF.	299,279	3,229,489	2,033,776	2,068,196	1,558,702	541,814	2,533,776	

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
408-1207-415.50-02	INTER-FUND OPER. TRANSFRS	0	0	629,368	629,368	472,026	157,342	629,368
LEVEL	TEXT		TEXT AMT					
01	TRANSFER TO FUND 600 - ANIMAL CONTROL DEPARTMENT		629,368					
			629,368					
*	OTHER USES	0	0	629,368	629,368	472,026	157,342	629,368
**	ANIMAL CONTROL	0	0	629,368	629,368	472,026	157,342	629,368
***	EDIT	7,927,361	9,881,841	9,485,132	9,943,709	6,076,472	3,776,696	10,441,658
		7,927,361	9,881,841	9,485,132	9,943,709	6,076,472	3,776,696	10,441,658

Cumulative Capital Development - 406

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	463,331	430,786	450,000	237,380	433,000	430,000	420,000	410,000	400,000	(17,000)	-3.8%
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	39,849	38,234	38,000	18,744	37,700	38,000	38,000	38,000	38,000	(300)	-0.8%
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	46,055	46,692	52,191	26,096	53,037	54,097	55,179	56,283	57,409	846	1.6%
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	2,913	2,674	2,500	1,587	3,000	3,000	3,000	3,000	3,000	500	20.0%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	552,148	518,386	542,691	283,807	526,737	525,097	516,179	507,283	498,409	(15,954)	-2.9%
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	-	-	-	-	-	-	-	-	-	-	-
Fringe Benefits	-	-	-	-	-	-	-	-	-	-	-
Total Personnel	-	-	-	-	-	-	-	-	-	-	-
Supplies											
-	-	-	-	-	-	-	-	-	-	-	-
Services & Charges											
Professional Services	-	-	-	-	-	-	-	-	-	-	-
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	504	-	-	-	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	-	-	-	-	-	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	-	-	-	-	-	-	-
Print Shop	-	-	-	-	-	-	-	-	-	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	566,652	685,082	517,681	347,550	512,847	511,097	502,179	493,283	484,409	(4,834)	-0.9%
Interest & Fees	34,962	37,852	25,010	13,918	13,890	14,000	14,000	14,000	14,000	(11,120)	-44.5%
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	-	-	-	-	-	-	-	-	-	-	-
Total Services & Charges	602,118	722,934	542,691	361,468	526,737	525,097	516,179	507,283	498,409	(15,954)	-2.9%
Capital											
-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	602,118	722,934	542,691	361,468	526,737	525,097	516,179	507,283	498,409	(15,954)	-2.9%
Net Surplus / (Deficit)	(49,970)	(204,548)	-	(77,661)	(0)	0	0	(0)	(0)		
Beginning Cash Balance	835,769	785,799	581,586	581,586	581,586	581,586	581,586	581,586	581,586	581,586	
Cash Adjustments	(1)	335	-	(335)	-	-	-	-	-	-	
Ending Cash Balance	785,799	581,586	581,586	503,590	581,586	581,586	581,586	581,586	581,586	581,586	
Cash Reserves Target	150,530	180,734	135,673	90,367	131,684	131,274	129,045	126,821	124,602		25.00%

Explain Significant Revenue and Expenditure Changes Below:

The Cumulative Capital Development Fund receives property taxes and is used to finance the lease/purchase of police vehicles and related equipment. The property tax rate in the fund is a fixed rate so the property tax revenue received has been declining due to circuit breaker property tax caps. The fund also receives auto excise taxes, commercial vehicle excise taxes and payment in lieu of taxes revenue.

Cumulative Capital Development - 406

Fund Summary - Description, Accomplishments, Goals, KPI's

Fund Description & Purpose

The Cumulative Capital Development Fund is a property tax supported fund that is used for the lease/purchase of police department vehicles and equipment. Typically, capital leases are for five years and require semi-annual debt service payments.

2015 Accomplishments & Outcomes

- Continue to secure competitive lease financing for city vehicles and equipment for local and national leasing companies.
- Minimize the interest rate paid on lease financing.
-
-
-
-
-
-

2016 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

-
-
-
-
-
-
-

Good Government (GG)

-
-
-
-
-
-
-

Economic Development (ED)

-
-
-
-
-
-
-

Key Performance Indicators (KPI's)

Measure	City Goal	Type	2017	2014 Actual	2015 Estimated	2016 Target
			Long Term Goal			
- Interest Rate Per Financing Proposal Accepted	GG	Output	2.0%	1.55%	1.348%	1.60%
- Number of Proposals Received per Lease Financing	GG	Output	10	6	6	7
-						
-						
-						
-						
-						
-						
-						
-						

Types: output, efficiency, effectiveness, quality, outcome, technology

2016 Significant Changes/Challenges/Opportunities (with a focus on solutions)

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
CUMULATIVE CAPITAL DEVEL								
406-0000-311.00-00	GENERAL PROPERTY TAX	463,331	430,786	450,000	450,000	237,380	237,380	433,000
LEVEL	TEXT		TEXT AMT					
01	PROPERTY TAX ESTIMATE - BASED ON TRENDS		433,000					
			433,000					
406-0000-312.02-00	AUTO EXCISE	30,633	30,316	30,000	30,000	14,390	14,390	29,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE BASED ON TRENDS		29,000					
			29,000					
406-0000-312.03-00	COMMERCIAL VEHICLE TAX	9,216	7,918	8,000	8,000	4,354	4,354	8,700
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE PER TRENDS		8,700					
			8,700					
406-0000-338.00-00	PILOT TRANSFERS IN	46,055	46,692	52,191	52,191	30,445	26,096	53,037
LEVEL	TEXT		TEXT AMT					
01	PILOT ALLOCATION REVENUE FIXED ALLOCATION #3		53,037					
			53,037					
406-0000-360.00-00	MISCELLANEOUS REVENUE	212	854	0	0	0	0	0
406-0000-361.00-00	INTEREST ON INVESTMENTS	2,701	1,820	2,500	2,500	1,880	1,587	3,000
LEVEL	TEXT		TEXT AMT					
01	INTEREST EARNDED ON FUND BALANCES		3,000					
			3,000					
**	CUMULATIVE CAPITAL DEVEL	552,148	518,386	542,691	542,691	288,449	283,806	526,737
***	CUMULATIVE CAPITAL DEVEL	552,148	518,386	542,691	542,691	288,449	283,806	526,737

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
CUMULATIVE CAPITAL DEVEL								
406-0401-415.34-02	LIABILITY INSURANCE	504	0	0	0	0	0	0
406-0401-415.38-01	PRINCIPAL	566,652	685,082	517,681	517,681	455,505	347,550	512,847
LEVEL	TEXT	TEXT AMT						
01	2011 POLICE VEHICLE LEASE SUN TRUST #89 - 52%	112,276						
	2012 POLICE VEHICLE LEASE SUN TRUST #97 - 100%	265,788						
	2013 POLICE VEHICLE LEASE PNC BANK #110 - 64.39%	217,891						
	LESS: 2013 POLICE LEASE TO COIT FUND #110	83,108-						
		512,847						
406-0401-415.38-02	INTEREST	34,962	37,852	25,010	25,010	18,612	13,918	13,890
LEVEL	TEXT	TEXT AMT						
01	2011 POLICE VEHICLES LEASE SUN TRUST #89 - 52%	815						
	2012 POLICE VEHICLES LEASE SUN TRUST #97 - 100%	5,664						
	2013 POLICE VEHICLES LEASE PNC BANK #110 - 64.39%	7,411						
		13,890						
*	OTHER SERVICES & CHARGES	602,118	722,934	542,691	542,691	474,117	361,467	526,737
**	CONTROLLER	602,118	722,934	542,691	542,691	474,117	361,467	526,737
***	CUMULATIVE CAPITAL DEVEL	602,118	722,934	542,691	542,691	474,117	361,467	526,737

Cumulative Capital Improvement - 407

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	421,457	417,476	397,000	117,652	410,000	410,000	410,000	260,000	260,000	13,000	3.3%
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	25,122	25,083	25,350	418	25,700	25,700	25,700	25,700	25,700	350	1.4%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	446,579	442,559	422,350	118,070	435,700	435,700	435,700	285,700	285,700	13,350	3.2%
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	-	-	-	-	-	-	-	-	-	-	-
Fringe Benefits	-	-	-	-	-	-	-	-	-	-	-
Total Personnel	-	-	-	-	-	-	-	-	-	-	-
Supplies											
-	-	-	-	-	-	-	-	-	-	-	-
Services & Charges											
Professional Services	-	-	-	-	-	-	-	-	-	-	-
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	-	-	-	-	-	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	-	-	-	-	-	-	-
Print Shop	-	-	-	-	-	-	-	-	-	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	326,250	330,000	337,500	168,750	345,000	356,250	183,750	-	-	7,500	2.2%
Interest & Fees	41,325	39,800	28,125	15,000	20,907	12,657	2,757	-	-	(7,218)	-25.7%
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	-	-	-	-	-	-	-	-	-	-	-
Total Services & Charges	367,575	369,800	365,625	183,750	365,907	368,907	186,507	-	-	282	0.1%
Capital											
-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	367,575	369,800	365,625	183,750	365,907	368,907	186,507	-	-	282	0.1%
Net Surplus / (Deficit)	79,004	72,759	56,725	(65,680)	69,793	66,793	249,193	285,700	285,700		
Beginning Cash Balance	97,720	176,724	249,627	249,627	306,352	376,145	442,938	692,131	977,831		
Cash Adjustments	(1)	144	-	(144)	-	-	-	-	-		
Ending Cash Balance	176,724	249,627	306,352	183,803	376,145	442,938	692,131	977,831	1,263,531		
Cash Reserves Target	91,894	92,450	91,406	45,938	91,477	92,227	46,627	-	-		25.00%

Explain Significant Revenue and Expenditure Changes Below:

This fund is used to account for state cigarette tax distribution revenue, hotel/motel tax and South Bend School Corporation contractual revenue used for Century Center related debt service. The Century Center Bond will be paid off in 2018. The Hotel/Motel tax dollars will then be used to pay for the Century Center Energy Savings Bond that was issued in 2015. No significant changes are anticipated for 2016.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
	CUMULATIVE CAPITAL IMPROV							
407-0000-317.00-00	HOTEL/MOTEL TAX	150,000	150,000	150,000	150,000	150,000	0	150,000
LEVEL	TEXT		TEXT AMT					
01	HOTEL/MOTEL TAX CONTRIBUTION		150,000					
	PER ST. JOSEPH COUNTY HOTEL/MOTEL TAX BOARD							
	SAME AMOUNT AS IN PRIOR YEARS		150,000					
407-0000-335.04-00	CIGAR. TAX DIST.-C.C.I.F.	271,457	267,476	247,000	247,000	117,652	117,652	260,000
LEVEL	TEXT		TEXT AMT					
01	CIGARETTE TAX DISTRIBUTIONS FROM STATE OF INDIANA		260,000					
	ON A SEMI-ANNUAL BASIS. PER CAPITA FORMULA.							
	ESTIMATE BASED ON TRENDS							
	DISTRIBUTIONS RECEIVED IN JUNE AND DECEMBER		260,000					
407-0000-360.00-00	MISCELLANEOUS REVENUE	0	0	0	200	0	0	0
407-0000-361.00-00	INTEREST ON INVESTMENTS	122	83	150	150	536	418	700
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED INTEREST EARNED ON FUND BALANCES		700					
			700					
407-0000-362.00-00	RENTAL OF PROPERTY	25,000	25,000	25,000	25,000	0	0	25,000
LEVEL	TEXT		TEXT AMT					
01	SOUTH BEND COMMUNITY SCHOOL CORPORATION		25,000					
	RECEIVE ANNUALLY IN SEPTEMBER		25,000					
**	CUMULATIVE CAPITAL IMPROV	446,579	442,559	422,150	422,350	268,188	118,070	435,700
***	CUMULATIVE CAPITAL IMPROV	446,579	442,559	422,150	422,350	268,188	118,070	435,700

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
	CUMULATIVE CAPITAL IMPROV							
407-0401-415.37-11	CAPITAL LEASE PRINCIPAL	326,250	330,000	337,500	337,500	337,500	168,750	345,000
LEVEL	TEXT		TEXT AMT					
01	2011 CENTURY CENTER REFUNDING BONDS (75%) REFUNDING OF 2001/1994 CENTURY CENTER BONDS TO ACHIEVE LOWER DEBT SERVICE PAYMENTS FINAL PAYMENT DUE 2/1/18		345,000					
			345,000					
407-0401-415.37-12	CAPITAL LEASE INTEREST	41,325	39,000	28,125	28,125	30,375	15,000	20,907
LEVEL	TEXT		TEXT AMT					
01	2011 CENTURY CENTER REFUNDING BONDS (75%)		20,907					
			20,907					
407-0401-415.38-03	PAYING AGENT FEES	0	800	0	0	0	0	0
*	OTHER SERVICES & CHARGES	367,575	369,800	365,625	365,625	367,875	183,750	365,907
**	CONTROLLER	367,575	369,800	365,625	365,625	367,875	183,750	365,907
***	CUMULATIVE CAPITAL IMPROV	367,575	369,800	365,625	365,625	367,875	183,750	365,907

Self-Funded Employee Benefits - 711

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	11,920,784	12,895,536	16,315,000	7,269,862	17,151,500	18,141,079	19,194,689	20,316,996	21,513,046	836,500	5.1%
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	235,864	423,441	42,770	34,796	23,345	23,345	23,345	23,345	23,345	(19,425)	-45.4%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	12,156,648	13,318,977	16,357,770	7,304,658	17,174,845	18,164,424	19,218,034	20,340,341	21,536,391	817,075	5.0%
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	-	-	4,000	-	4,000	4,000	4,000	4,000	4,000	-	0.0%
Fringe Benefits	-	-	326	5	316	316	316	316	316	(10)	-3.1%
Total Personnel	-	-	4,326	5	4,316	4,316	4,316	4,316	4,316	(10)	-0.2%
Supplies	11,866	38,633	21,875	4,637	17,875	18,213	18,557	18,908	19,266	(4,000)	-18.3%
Services & Charges											
Professional Services	368,303	272,638	399,956	175,712	1,361,690	1,388,924	1,416,702	1,445,036	1,473,937	961,734	240.5%
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	398	2,000	1,000	2,000	2,040	2,081	2,122	2,165	-	0.0%
Travel	-	229	5,300	815	5,300	5,406	5,514	5,624	5,737	-	0.0%
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	194,592	360,815	431,764	215,882	-	-	-	-	-	(431,764)	-100.0%
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	-	-	-	-	-	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	-	-	-	-	-	-	-
Print Shop	-	-	-	-	-	-	-	-	-	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	-	-	-	-	-	-	-	-	-	-	-
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	13,348,633	14,250,721	15,831,714	6,267,464	15,942,750	16,743,955	17,593,793	18,496,139	19,455,285	111,036	0.7%
Total Services & Charges	13,911,528	14,884,801	16,670,734	6,660,873	17,311,740	18,140,325	19,018,090	19,948,021	20,937,124	641,006	3.8%
Capital	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	13,923,394	14,923,434	16,696,935	6,665,515	17,333,931	18,162,854	19,040,963	19,972,145	20,960,706	636,996	3.8%
Net Surplus / (Deficit)	(1,766,746)	(1,604,457)	(339,165)	639,143	(159,086)	1,570	177,071	368,196	575,685		
Beginning Cash Balance	7,428,191	5,661,447	4,059,314	4,059,314	3,720,149	3,561,063	3,562,633	3,739,704	4,107,900		
Cash Adjustments	2	2,324	-	10,390	-	-	-	-	-		
Ending Cash Balance	5,661,447	4,059,314	3,720,149	4,708,848	3,561,063	3,562,633	3,739,704	4,107,900	4,683,585		
Cash Reserves Target	3,480,849	3,730,859	4,174,234	1,666,379	4,333,483	4,540,714	4,760,241	4,993,036	5,240,177		25.00%

Explain Significant Revenue and Expenditure Changes Below:

The 2016 budget includes costs for a new Employee Clinic. This decision was made with the intent to improve employees' health and to slow down the increase in health care costs. For the forecast, we have assumed that employee and employer contributions will increase 10% and 5%, respectively and that medical claims and clinic costs will increase 5% and 2%, respectively, each year.

Self-Funded Employee Benefits - 711

Fund Summary - Description, Accomplishments, Goals, KPI's

Fund Description & Purpose

This fund is used to account for expenditures of the employee benefit programs offered to full time City employees and to Police and Fire retirees, including healthcare, dental and vision, employee flexible benefits, life insurance, and short and long term disability.

2015 Accomplishments & Outcomes

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-
-
-
-
-
-
-
-

2016 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

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-
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-
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-
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Good Government (GG)

- Improve employee health due to an emphasis placed on wellness and prevention.
- Reduce employee health claim costs due to emphasis placed on wellness.
- Reduce certain medical and RX claim costs by implementing an on-site or near-site clinic.
- Reduce dental and vision premium costs.

Economic Development (ED)

-
-
-
-
-
-
-

Key Performance Indicators (KPI's)

Measure	City Goal	Type	2017 Long Term Goal	2014 Actual	2015 Estimated	2016 Target
- Utilization of on-site or near-site clinic	GG	output		n/a		
-						
-						
-						
-						
-						
-						
-						
-						
-						
-						

Types: output, efficiency, effectiveness, quality, outcome, technology

2016 Significant Changes/Challenges/Opportunities (with a focus on solutions)

-
-
-
-
-

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
SELF FUNDED EMPLOYEE BENE								
711-0000-360.00-00	MISCELLANEOUS REVENUE	0	0	0	6,000	6,000	6,000	0
711-0000-361.00-00	INTEREST ON INVESTMENTS	25,351	15,785	23,345	23,345	18,669	15,397	23,345
LEVEL	TEXT	TEXT AMT						
01	ANNUAL INTEREST - ANNUALIZE PRIOR YEAR	23,345						
		23,345						
711-0000-380.10-99	MISC. REIMBURSEMENTS	210,513	899	0	225	226	226	0
711-0000-395.10-02	EMPLOYEE-HEALTH	1,299,846	1,458,376	1,755,540	1,755,540	925,489	795,723	1,750,600
LEVEL	TEXT	TEXT AMT						
01	ALL EMPLOYEES	1,750,600						
	ANNUALIZE PLUS 10%	1,750,600						
711-0000-395.10-04	DENTAL AND VISION PLAN	449,929	471,231	563,296	563,296	284,614	244,271	537,400
LEVEL	TEXT	TEXT AMT						
01	EMPLOYEE DEDUCTIONS	537,400						
	ANNUALIZE PLUS 10%	537,400						
711-0000-395.10-05	ADDITIONAL FLEX	276,232	250,830	305,094	305,094	137,998	118,916	305,000
LEVEL	TEXT	TEXT AMT						
01	EMPLOYEE FLEX SPENDING	305,000						
	PER JANET	305,000						
711-0000-395.10-06	DEPENDENT CARE	41,739	33,760	37,148	37,148	19,642	16,842	37,000
LEVEL	TEXT	TEXT AMT						
01	EMPLOYEE DEPENDENT CARE	37,000						
	PER JANET	37,000						
711-0000-395.10-10	PENSION MEDICAL & LIFE	268,288	283,335	331,420	331,420	167,947	178,531	304,800
LEVEL	TEXT	TEXT AMT						
01	RETIREE EMPLOYEE PENSION	304,800						
	ANNUALIZE PLUS 10%	304,800						
711-0000-395.10-13	SPOUSAL SURCHARGE	0	0	0	115,000	68,400	59,275	118,500
LEVEL	TEXT	TEXT AMT						
01	ANNUALIZE	118,500						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
			118,500					
711-0000-395.10-50	COBRA RECEIPTS	77,334	83,549	68,910	68,910	50,121	45,552	54,000
LEVEL	TEXT		TEXT AMT					
01	EMPLOYEE COBRA		54,000					
	ANNUALIZE RECENT MONTH							
	DON'T INCREASE - ASSUME EMPLOYEES WILL GO TO							
	THE EXCHANGE		54,000					
711-0000-395.20-07	LIFE INSURANCE PREMIUM	175,923	156,759	157,396	157,396	89,487	76,832	153,700
LEVEL	TEXT		TEXT AMT					
01	EMPLOYER RETIREE LIFE INSURANCE		153,700					
	ANNUALIZE		153,700					
711-0000-395.20-08	L-TERM DISABILITY PREMIUM	52,837	52,652	52,650	52,650	29,399	25,030	50,000
LEVEL	TEXT		TEXT AMT					
01	EMPLOYER LONG TERM DISABILITY/SHORT TERM DISABILIT		50,000					
	ANNUALIZE		50,000					
711-0000-395.20-10	PENSION MEDICAL	527,334	516,770	623,184	623,184	272,224	194,016	604,800
LEVEL	TEXT		TEXT AMT					
01	EMPLOYER PORTION OF RETIREE MEDICAL							
	CITY PENSION (CURRENTLY 46) 42*14400		604,800					
	STATE PENSION - NOT CURRENTLY BILLING FOR		604,800					
711-0000-395.20-11	EMPLOYER CONTRIBUTIONS	8,751,322	9,281,074	12,305,362	12,305,362	6,422,971	5,514,874	13,235,700
LEVEL	TEXT		TEXT AMT					
01	EMPLOYER TEAMSTER/NON BARGAINING/POLICE/FIRE		13,235,700					
	ANNUALIZE PLUS 20%		13,235,700					
711-0000-395.20-12	FIRE-EMPLOYER	0	20,208	0	0	0	0	0
711-0000-395.20-13	POLICE-EMPLOYER	0	77,464	0	0	0	0	0
711-0000-395.20-52	POLICE REBATE	0	71,991	0	0	0	0	0
711-0000-395.20-54	FIRE FAMILY	0	42	0	0	0	0	0
711-0000-395.20-56	TM & NB SINGLE	0	137,495	0	0	0	0	0
711-0000-396.01-00	SPECIFIC STOP LOSS	0	406,757	0	13,200	13,173	13,173	0
**	SELF FUNDED EMPLOYEE BENE	12,156,648	13,318,977	16,223,345	16,357,770	8,506,360	7,304,658	17,174,845

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
***	SELF FUNDED EMPLOYEE BENE	12,156,648	13,318,977	16,223,345	16,357,770	8,506,360	7,304,658	17,174,845

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
SELF FUNDED EMPLOYEE BENE								
711-0401-671.10-03	SEASONAL & INTERNS	0	0	4,000	4,000	0	0	4,000
LEVEL	TEXT	TEXT AMT						
01	DAY CARE	4,000						
		4,000						
711-0401-671.11-01	FICA - REGULAR	0	0	306	306	0	0	306
LEVEL	TEXT	TEXT AMT						
01	4000*7.65%	306						
		306						
711-0401-671.11-07	UNEMPLOYMENT COMP	0	0	20	20	6	5	10
LEVEL	TEXT	TEXT AMT						
01	4000*.25%	10						
		10						
* PERSONNEL SERVICES		0	0	4,326	4,326	6	5	4,316
711-0401-671.21-02	STATIONERY & PRINTING	3,458	93	500	500	7	7	500
LEVEL	TEXT	TEXT AMT						
01	2014 FIXED ALLOCATION # 5:							
	CITY PRINT SHOP FOR WELLNESS	500						
		500						
711-0401-671.21-03	OTHER OFFICE SUPPLIES	0	0	500	500	0	0	500
LEVEL	TEXT	TEXT AMT						
01	FOR WELLNESS	500						
		500						
711-0401-671.22-24	OTHER OPERATING SUPPLIES	1,246	0	0	0	19-	19-	0
711-0401-671.22-25	WELLNESS PROGRAM SUPPLIES	7,162	38,540	20,875	20,875	6,796	4,649	16,875
LEVEL	TEXT	TEXT AMT						
01	FITBITS/BODY BUGG	5,000						
	GRILLING/COOKING SUPPLIES	2,000						
	MARTIN'S COOKING DEMO & SHOPPING	1,000						
	PROMOTIONAL/EDUCATIONAL MATERIALS	1,000						
	SUPPLIES FOR GROUP/SPOUSE PHYSICAL EVENT	1,200						
	MISC NEW PROGRAMS	3,775						
	DINING WITH DIABETES	300						
	PRIZES FOR CONTEST	960						
	PRIZES FOR CHALLENGES	800						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
	SUPPLIES FOR LUNCH N LEARN		600					
	SCALES		240					
			16,875					
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*	SUPPLIES	11,866	38,633	21,875	21,875	6,784	4,637	17,875
	711-0401-671.31-06 OTHER PROFESSIONAL SVCS.	334,669	238,615	310,956	315,956	175,640	160,191	196,690
LEVEL	TEXT		TEXT AMT					
01	ALL INFO PER JANET CADOTTE							
	GIBSON ADVISORY (INCLUDES WAKELY)		85,000					
	GIBSON FOR MILLIMAN/WAKELY (NOW INCLUDED ABOVE)							
	GIBSON (CLINIC) MOVE TO CLINIC COST CENTER							
	CERIDIAN COBRA		8,000					
	ASSET HEALTH - PORTAL & COURSES		30,000					
	ASSET HEALTH - ON-GOING FOR EMP, RET, SPOUSES		66,690					
	ASSET HEALTH - SPOUSES/RETIRES		6,000					
	ASSET HEALTH - PAPER FORMS		1,000					
	ON SITE HEALTH CASE MGMT - NOW IN CLINIC COSTS							
	ON SITE HEALTH SCREENING - NOW IN CLINIC COSTS							
	ON SITE SPOUSES & RETIREES - NOW IN CLINIC COSTS							
			196,690					
	711-0401-671.31-08 WELLNESS PROGRAM SERVICES	33,634	34,023	45,000	45,000	18,148	15,521	50,000
LEVEL	TEXT		TEXT AMT					
01	OBRLEN FITNESS CENTER		12,000					
	PARKS STAFF - AMANDA		18,000					
	SPEAKERS		7,000					
	MARTIN'S SPEAKERS		3,000					
	OUTSIDE PROGRAMS BROUGHT IN		3,000					
	MISC NEW PROGRAMS		2,000					
	HEALTH FAIR		5,000					
			50,000					
	711-0401-671.31-70 ADM FEE ALLOCATION	184,596	360,815	431,764	431,764	251,862	215,882	0
LEVEL	TEXT		TEXT AMT					
01	FIXED COST ALLOCATION							
	ADMINISTRATIVE FEE							
	711-0401-671.31-71 CENTRAL STORES ALLOCATION	9,996	0	0	0	0	0	0
	711-0401-671.32-02 POSTAGE	694	466	1,000	1,000	107	107	1,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE SAME AS PRIOR YEAR BUDGET		1,000					
			1,000					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
711-0401-671.32-21	TRAVEL - MILEAGE	0	29	300	300	0	0	300
LEVEL	TEXT		TEXT AMT					
01	MILEAGE		300					
			300					
711-0401-671.32-22	TRAVEL - AIRFARE	0	0	1,500	1,500	792	792	1,500
LEVEL	TEXT		TEXT AMT					
01	AIRFARE		1,500					
			1,500					
711-0401-671.32-23	TRAVEL - HOTEL	0	144	1,500	1,500	0	0	1,500
LEVEL	TEXT		TEXT AMT					
01	HOTEL		1,500					
			1,500					
711-0401-671.32-24	TRAVEL - MEALS	0	44	1,000	1,000	0	0	1,000
LEVEL	TEXT		TEXT AMT					
01	MEALS		1,000					
			1,000					
711-0401-671.32-25	TRAVEL - OTHER	0	12	1,000	1,000	23	23	1,000
LEVEL	TEXT		TEXT AMT					
01	OTHER		1,000					
			1,000					
711-0401-671.34-05	LIFE	138,532	111,923	117,405	117,405	44,329	44,329	118,000
LEVEL	TEXT		TEXT AMT					
01	SYMETRA - PER JANET		118,000					
			118,000					
711-0401-671.34-06	LONG TERM DISABILITY	65,521	52,924	55,985	55,985	20,457	20,457	56,000
LEVEL	TEXT		TEXT AMT					
01	SYMETRA - PER JANET CADOTTE		56,000					
			56,000					
711-0401-671.34-13	EMPLOYEE ASSISTANCE PROG.	37,562	42,623	49,532	49,532	33,301	25,644	55,000
LEVEL	TEXT		TEXT AMT					
01	NEW AVENUES - PER JANET CADOTTE		55,000					
			55,000					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
711-0401-671.34-14	VISION PLAN	117,225	134,577	157,500	157,500	73,907	49,482	153,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE PER WAKELY		153,000					
			153,000					
711-0401-671.34-15	DENTAL PLAN	501,102	513,453	539,800	539,800	254,275	170,296	533,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE		533,000					
	WAKELY ESTIMATED \$490,000, BUT SHOWED MUCH LOWER ENROLLMENT THAN WE HAVE WITHHOLDINGS USE WAKELY EST OF \$55.85 PEPM TIMES 795 EMPLOYEES (OUR WITHHOLDINGS)		533,000					
711-0401-671.34-16	FLEX CLAIMS	212,847	174,062	242,694	242,694	97,947	82,627	242,000
LEVEL	TEXT		TEXT AMT					
01	EMPLOYEE CONTRIBUTIONS-PASS THRU PER JANET		242,000					
			242,000					
711-0401-671.34-17	MEDICAL CLAIMS	11,343,910	11,833,657	13,212,720	13,212,720	6,233,325	5,251,287	13,250,000
LEVEL	TEXT		TEXT AMT					
01	PER WAKELY 1089 EMPLOYEES DECREASE DUE TO CLINIC		14,050,000					
			800,000-					
			13,250,000					
711-0401-671.34-18	CLAIMS ADMINISTRATION	551,600	763,534	771,345	732,345	335,786	291,007	714,750
LEVEL	TEXT		TEXT AMT					
01	PER WAKELY ESTIMATE 1089 EMPLOYEES.							
	ANTHEM 43.98*1089*12		574,750					
	ACA & PCORI 6.35*1089*12		83,000					
	HSA FUNDING 3.46*1089*12		45,000					
	NORTH AMERICA ADMINISTRATORS - PER JANET CADOTTE		12,000					
	BROKER FEE - INCLUDED IN PROFESSIONAL SERVICES							
	STOP LOSS - INCLUDED IN SEPARATE ACCOUNT							
			714,750					
711-0401-671.34-22	PRIOR YR. FLEX	50,109	51,925	62,400	62,400	51,694	51,694	63,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE PER JANET		63,000					
			63,000					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
711-0401-671.34-23	SH/TM DISABILITY	42,643	37,680	65,050	65,050	37,194	30,294	66,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED PER JANET SYMETRA		66,000 66,000					
711-0401-671.34-24	DEPENDENT CARE	31,370	37,471	26,918	26,918	15,124	7,488	26,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE - EMPLOYEE PASS THROUGH PER JANET		26,000 26,000					
711-0401-671.34-25	PRIOR YEAR DEPENDANT CARE	5,032	9,346	10,230	10,230	9,731	9,731	11,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE - EMPLOYEE PASS THROUGH PER JANET		11,000 11,000					
711-0401-671.34-26	SPECIFIC STOP LOSS PREMI.	248,592	485,834	553,635	553,635	268,011	232,271	653,000
LEVEL	TEXT		TEXT AMT					
01	ANTHEM STOP LOSS PER WAKELY 1089 EMPLOYEES. 49.96*1089*12		653,000 653,000					
711-0401-671.39-01	REFNDS,AWARDS,IMDEMNITIES	1,894	150	3,500	3,500	0	0	0
711-0401-671.39-10	SUBSCRIPTIONS	0	750	1,000	1,000	750	750	1,000
LEVEL	TEXT		TEXT AMT					
01	WELLNESS COUNCIL OF INDIANA		1,000 1,000					
711-0401-671.39-38	NSF CHECKS	0	346	0	0	0	0	0
711-0401-671.39-70	EDUCATION & TRAINING	0	398	2,000	2,000	1,000	1,000	2,000
LEVEL	TEXT		TEXT AMT					
01	REGISTRATION FOR WELLNESS TRAINING/CONF FOR 2		2,000 2,000					
*	OTHER SERVICES & CHARGES	13,911,528	14,884,801	16,665,734	16,631,734	7,923,403	6,660,870	16,196,740
**	CONTROLLER	13,923,394	14,923,434	16,691,935	16,657,935	7,930,193	6,665,513	16,218,931

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
711-0425-671.31-06	OTHER PROFESSIONAL SVCS.	0	0	0	0	0	0	1,115,000
LEVEL	TEXT		TEXT AMT					
01	EMPLOYEE CLINIC PER INITIAL PROPOSAL (INCLUDING BUILD OUT AND START UP BILLED OVER 3 YEARS)		1,100,000					
	GIBSON FEES FOR CLINIC		15,000					
			1,115,000					
711-0425-671.31-26	RECRUITING EXPENSES	0	0	0	39,000	0	0	0
*	OTHER SERVICES & CHARGES	0	0	0	39,000	0	0	1,115,000
**	WORKPLACE CLINIC/WELLNESS	0	0	0	39,000	0	0	1,115,000
***	SELF FUNDED EMPLOYEE BENE	13,923,394	14,923,434	16,691,935	16,696,935	7,930,193	6,665,513	17,333,931

Unemployment Compensation - 713

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	252,907	103,047	113,796	51,661	107,282	107,427	109,576	111,767	114,002	(6,514)	-5.7%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	252,907	103,047	113,796	51,661	107,282	107,427	109,576	111,767	114,002	(6,514)	-5.7%
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	-	-	-	-	-	-	-	-	-	-	-
Fringe Benefits	-	-	-	-	-	-	-	-	-	-	-
Total Personnel	-	-	-	-	-	-	-	-	-	-	-
Supplies											
-	-	-	-	-	-	-	-	-	-	-	-
Services & Charges											
Professional Services	-	-	-	-	-	-	-	-	-	-	-
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	4,284	7,224	6,796	3,398	7,282	7,427	7,576	7,728	7,882	486	7.1%
Debt Service:											
Principal	-	-	-	-	-	-	-	-	-	-	-
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	61,159	114,682	220,000	44,701	100,000	100,000	100,000	100,000	100,000	(120,000)	-54.5%
Total Services & Charges	65,443	121,906	226,796	48,099	107,282	107,427	107,576	107,728	107,882	(119,514)	-52.7%
Capital											
-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	65,443	121,906	226,796	48,099	107,282	107,427	107,576	107,728	107,882	(119,514)	-52.7%
Net Surplus / (Deficit)	187,464	(18,859)	(113,000)	3,562	0	(0)	2,000	4,040	6,120		
Beginning Cash Balance	72,566	260,030	241,310	241,310	128,310	128,310	128,310	130,309	134,349		
Cash Adjustments	-	139	-	(139)	-	-	-	-	-		
Ending Cash Balance	260,030	241,310	128,310	244,733	128,310	128,310	130,309	134,349	140,469		
Cash Reserves Target	13,089	24,381	45,359	9,620	21,456	21,485	21,515	21,546	21,576		20.00%

Explain Significant Revenue and Expenditure Changes Below:

Trends continue to improve in this fund; therefore, the charges to departments have remained at 0.25% of salaries for 2015 and will be budgeted at 0.25% for 2016. Employee termination practices have improved therefore, there have been fewer unemployment claims against the City. This trend should continue in the future. This fund is also used for outplacement services for employees when jobs are eliminated within the City. These services are budgeted at \$2,200 per terminated employee.

Unemployment Compensation - 713

Fund Summary - Description, Accomplishments, Goals, KPI's

Fund Description & Purpose

Established effective January 1, 2012, the fund is used to account for the payment of City unemployment claims. Revenue source is an unemployment fee charged to operating units of City operations. The fund is an Internal Service fund that is used to benefit other city funds and departments and is designed to recover costs.

2015 Accomplishments & Outcomes

- Due to improved termination procedures and improved communication throughout HR, unemployment claims have dropped from prior years.
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2016 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

- A monthly report of claims by employee is prepared and distributed internally to track claims by department.
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Good Government (GG)

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Economic Development (ED)

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Key Performance Indicators (KPI's)

Measure	City Goal	Type	2017 Long Term Goal	2014 Actual	2015 Estimated	2016 Target
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-						
-						
-						
-						
-						
-						
-						
-						
-						
-						
-						
-						
-						

Types: output, efficiency, effectiveness, quality, outcome, technology

2016 Significant Changes/Challenges/Opportunities (with a focus on solutions)

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
UNEMPLOYMENT COMP FUND								
713-0000-361.00-00	INTEREST ON INVESTMENTS	524	683	800	800	982	821	1,600
LEVEL	TEXT	TEXT AMT						
01	ESTIMATED INTEREST EARNINGS BASED ON RECENT TRENDS AND HIGHER CASH BALANCES	1,600						
713-0000-395.20-02	EMPLOYER	252,383	102,364	225,996	112,996	59,314	50,840	105,682
LEVEL	TEXT	TEXT AMT						
01	2016 DEPARTMENT COSTS FOR UNEMPLOYMENT ESTIMATED AT 2% ABOVE CURRENT YEAR RATES	105,682						
**	UNEMPLOYMENT COMP FUND	252,907	103,047	226,796	113,796	60,296	51,662	107,282
***	UNEMPLOYMENT COMP FUND	252,907	103,047	226,796	113,796	60,296	51,662	107,282

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
UNEMPLOYMENT COMP FUND								
713-0401-671.11-07	UNEMPLOYMENT COMP	61,159	114,682	200,000	200,000	43,506	35,901	80,000
LEVEL	TEXT	TEXT AMT						
01	UNEMPLOYMENT INTERNAL SERVICE FUND	80,000						
	ALL UNEMPLOYMENT CLAIMS PAID FROM FUND 713	80,000						

*	PERSONNEL SERVICES	61,159	114,682	200,000	200,000	43,506	35,901	80,000
	713-0401-671.31-25 OUTPLACEMENT SERVICES	0	0	20,000	20,000	8,800	8,800	20,000
LEVEL	TEXT	TEXT AMT						
01	OUTPLACEMENT SERVICES FOR DISPLACED CITY WORKERS MOVED FROM GENERAL FUND FOR 2015	20,000						
		20,000						
	713-0401-671.31-70 ADM FEE ALLOCATION	4,284	7,224	6,796	6,796	3,964	3,398	7,282
LEVEL	TEXT	TEXT AMT						
01	2016 FIXED COST ALLOCATION #1 ADMINISTRATIVE FEE	7,282						
		7,282						

*	OTHER SERVICES & CHARGES	4,284	7,224	26,796	26,796	12,764	12,198	27,282

**	CONTROLLER	65,443	121,906	226,796	226,796	56,270	48,099	107,282

***	UNEMPLOYMENT COMP FUND	65,443	121,906	226,796	226,796	56,270	48,099	107,282

Admin & Finance - 101-0401

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	1,122,164	1,266,498	1,292,578	589,489	1,412,194	1,440,438	1,469,247	1,498,632	1,528,604	119,616	9.3%
Fringe Benefits	371,213	437,093	504,073	223,479	566,730	595,067	624,820	656,061	688,864	62,657	12.4%
Total Personnel	1,493,377	1,703,591	1,796,651	812,968	1,978,924	2,035,505	2,094,067	2,154,693	2,217,468	182,273	10.1%
Supplies	41,012	32,507	38,109	17,217	23,207	23,207	23,207	23,207	23,207	(14,902)	-39.1%
Services & Charges											
Professional Services	175,435	121,070	72,285	20,068	24,300	17,600	25,600	17,600	25,600	(47,985)	-66.4%
Printing & Advertising	6,357	3,141	6,250	891	3,000	3,000	3,000	2,500	2,500	(3,250)	-52.0%
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	13,125	19,757	10,500	4,609	12,960	10,500	10,500	10,500	10,500	2,460	23.4%
Travel	13,533	16,553	16,350	4,792	13,850	13,850	13,850	13,850	13,850	(2,500)	-15.3%
Repairs & Maintenance	12,170	9,669	10,000	2,289	5,000	5,000	5,000	5,000	5,000	(5,000)	-50.0%
Interfund Allocations	21,024	15,660	17,816	8,909	33,490	34,160	34,843	35,540	36,251	15,674	88.0%
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	10,832	11,048	11,269	11,495	11,724	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	2,321	2,368	2,415	2,463	2,513	-	-
Print Shop	-	-	-	-	6,049	6,170	6,293	6,419	6,548	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	9,177	9,361	9,548	9,739	9,934	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	5,111	5,213	5,317	5,424	5,532	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	984	2,056	2,178	1,215	4,908	4,908	4,908	2,000	2,200	2,730	125.3%
Interest & Fees	301	515	393	71	264	264	264	300	100	(129)	-32.8%
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	26,327	26,736	38,392	15,633	35,184	28,484	35,184	28,484	35,184	(3,208)	-8.4%
Total Services & Charges	269,256	215,157	174,164	58,477	132,956	117,766	133,149	115,774	131,185	(41,208)	-23.7%
Capital	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	1,803,645	1,951,255	2,008,924	888,662	2,135,087	2,176,478	2,250,423	2,293,674	2,371,860	126,163	6.3%

Explain Significant Revenue and Expenditure Changes Below:

In order to keep budget increases down with 2% salary increases and 20% insurance increases, dues were cut by \$5,000 as it was determined that they were not all required and all admin/finance employees who work in the CCB will be required to park in the free City lot saving \$11,500. Outside auditors were budgeted for in 2015, however, the SBOA disallowed the City's request to use the outside audit firm. Therefore, this was not budgeted for in 2016. Principle and interest includes an increase to cover a possible addition of a new copier for the department. Overall increase from 2015 to 2016 is due to the addition of (2) new positions: Diversity Inclusion Officer (replacing Diversity Compliance Officer) and a Sr. HR Generalist who will focus on Public Safety. Also, increase of \$18,000 due to the inclusion of estimated expenses relating to the Municipal ID program.

Admin & Finance - 101-0401

Fund Summary - Description, Accomplishments, Goals, KPI's

Fund Description & Purpose

Provide financial management and administrative services to City operations including finance and accounting services, human resources, risk management, information technology, benefit administration, and purchasing management.

2015 Accomplishments & Outcomes

- Supported the Diversity Purchasing Ordinance to generate required reports, train the City Staff on the requirements of the Ordinance, and participate in Community Meetings.
- Prepared 2014 CAFR and submitted for GFOA CAFR Award
- Prepared 2015 Budget Book and received the GFOA for Budget Award
- Negotiated and signed a contract to host our Sungard ERP system in the Cloud at a reduced MRC and avoided a large capital expense for new hardware
- Negotiated licensing with Microsoft to ensure legal licensing compliance
- Administered the City Purchasing function to approve contracts and process purchase orders in a timely manner, assisting departments with Board approvals.
- Employee Handbook developed and Implemented City-wide
- Women's Leadership Conference
- Applicant Tracking System - managing applicants for employment opportunities
- Workplace Clinic scheduled to open in 2015

2016 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

- Continue to close the month by the 10th of the following month
- Continue to post financial reports to the City website by the 20th of the month
- Utilize new technologies to make employee interaction with citizens more reliable and transparent
- Support the SB STAT group on the Document Management (copier and printer) initiative.
- Continue to support the City Departments in the purchasing process.
- Support the Diversity Purchasing Ordinance.
- Employee Performance Management system - performance reviews, coaching, progressive discipline

Good Government (GG)

- Prepare a citizens-friendly Popular Annual Financial Report
- Continue to utilize the Open Data Portal to share information and promote transparency
- Research and implement new technologies to improve employee efficiency
- Maintain low usage of Special Purchase methods.
- Manage effective usage of Workplace Clinic to drive down costs of health insurance
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Economic Development (ED)

- Proactively participate in community events and with the Small Business Association to develop registered M/WBE.
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Key Performance Indicators (KPI's)

Measure	City Goal	Type	2017	2014	2015	2016
			Long Term Goal	Actual	Estimated	Target
- General Fund Reserves % of Expenditures	GG	Outcome	45%	49%	48%	45%
- S&P Bond Rating	GG	Outcome	AA+	AA	AA	AA+
- Information Technology Systems Availability	GG	Outcome	99.999%	99.75%	99.98%	99.99%
- Open Data Portal Published Data Sets	GG	Outcome	85	34	55	70
- IT Customer Satisfaction (out of 5)	GG	Outcome	3.75	3.39	3.5	3.6
- Dollar value purchases awarded to registered M/WBE	GG	Outcome	\$300 M	N/A	\$200 K	\$250 K
- Workplace Clinic Usage	GG	Outcome	80%	NA	NA	75%
- Supervisory Training Program	BE	Outcome	90%	NA	NA	80%
- Performance Management System (Performance Reviews)	BE	Outcome	80%	NA	NA	70%
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Types: output, efficiency, effectiveness, quality, outcome, technology

2016 Significant Changes/Challenges/Opportunities (with a focus on solutions)

- Plans to utilize technology and innovation to find reliable solutions for Document Management and Service Management.
-
- Increasing the number of registered local Minority and Women's businesses by working with the Small Business Association and community members.
-
- Workplace Clinic - managing usage, connecting with wellness component, driving down costs of health insurance.
-

Admin & Finance - 101-0401

Fund Summary - Full-Time Employees

<i>Report ONLY Full-Time positions</i>									
Position	2014	2015	6/30/2015 Actual	2016	Forecast				
	Actual	Amended Budget		Proposed Budget	2017	2018	2019	2020	
Staffing (Full-Time Employees)									
Non-Bargaining									
City Controller	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Deputy City Controller	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Director of City Finance	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Performance Improvement Manager	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Accounts Payable Supervisor	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Financial Specialist II	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Payroll Supervisor	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Accounting Assistant	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Senior Budget Analyst	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Director of Human Resources	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Talent Manager	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Benefits Manager	1.0	1.0	-	1.0	1.0	1.0	1.0	1.0	1.0
System Specialist IV	3.0	3.0	2.0	3.0	3.0	3.0	3.0	3.0	3.0
System Specialist III	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
System Specialist II	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
System Specialist II (Help Desk)	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Purchasing Manager	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Diversity Officer	1.0	1.0	1.0	-	-	-	-	-	-
HR Generalist	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Diversity Inclusion Officer	-	-	-	1.0	1.0	1.0	1.0	1.0	1.0
Sr. HR Generalist	-	-	-	1.0	1.0	1.0	1.0	1.0	1.0
Total Non-Bargaining	21.0	22.0	20.0	23.0	23.0	23.0	23.0	23.0	23.0
Bargaining									
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total Bargaining	-	-	-	-	-	-	-	-	-
Total Full-Time Employees	21.0	22.0	20.0	23.0	23.0	23.0	23.0	23.0	23.0

Explain Significant Staffing Changes Below:

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
101-0401-415.10-01	REGULAR SALARIES	1,057,419	1,195,516	1,283,128	1,261,478	694,458	572,857	1,375,274
LEVEL	TEXT		TEXT AMT					
01	CITY CONTROLLER		100,284					
	DEPUTY CITY CONTROLLER		81,756					
	DIRECTOR CITY FINANCE		73,200					
	PERFORMANCE IMPROVEMENT MANAGER/INTERNAL AUDITOR		71,765					
	ACCOUNTS PAYABLE SUPERVISOR		47,140					
	FINANCIAL SPECIALIST II		37,487					
	PAYROLL SUPERVISOR		45,000					
	ACCOUNTING ASSISTANT		41,933					
	ADMINISTRATIVE ASSISTANT II		40,104					
	SENIOR BUDGET ANALYST		61,200					
	DIRECTOR HUMAN RESOURCES		86,597					
	TALENT MANAGER		66,300					
	SYSTEM SPECIALIST IV		64,955					
	SYSTEM SPECIALIST IV		64,955					
	SYSTEM SPECIALIST III		58,144					
	SYSTEM SPECIALIST II		53,613					
	PURCHASING MANAGER		64,955					
	SYSTEM SPECIALIST II		53,613					
	HR GENERALIST/BENEFITS COORDINATOR		40,000					
	HR GENERALIST		33,660					
	SYSTEM SPECIALIST II - HELP DESK		53,613					
	DIVERSITY COMPLIANCE OFFICER (REPLACE WITH BELOW)							
	DIVERSITY INCLUSION OFFICER		75,000					
	SR. HR GENERALIST		60,000					
	NUMBER OF POSITIONS - 23							
			1,375,274					
101-0401-415.10-03	SEASONAL & INTERNS	64,168	70,909	20,000	30,000	25,593	16,040	17,600
LEVEL	TEXT		TEXT AMT					
01	IT INTERNS - 2 INTERNS X 12 WEEKS X \$10		9,600					
	HR INTERNS - 2 INTERNS X 9 WEEKS		8,000					
			17,600					
101-0401-415.10-04	EXTRA AND OVERTIME	577	73	600	1,100	645	592	600
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED OVERTIME FOR NON-EXEMPT EMPLOYEES DURING CAFR AND BUDGET SEASONS		600					
			600					
101-0401-415.10-09	PERMANENT PART TIME	0	0	0	0	0	0	18,720
LEVEL	TEXT		TEXT AMT					
01	HUMAN RESOURCES GENERALIST - PART TIME		18,720					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
			18,720					
101-0401-415.11-01	FICA - REGULAR	79,287	92,556	99,735	99,735	53,343	43,528	108,033
LEVEL	TEXT		TEXT AMT					
01	TOTAL PAYROLL \$1,412,194 X 7.65%		108,033					
			108,033					
101-0401-415.11-04	PERF - REGULAR	105,703	132,915	143,778	143,778	77,804	64,185	154,098
LEVEL	TEXT		TEXT AMT					
01	FULL TIME SALARIES \$1,375,874 X 11.2%		154,098					
			154,098					
101-0401-415.11-07	UNEMPLOYMENT COMP	8,812	3,447	6,519	6,519	1,901	1,630	3,531
LEVEL	TEXT		TEXT AMT					
01	UNEMPLOYMENT ALL WAGES - \$1,412,194 X 0.25%		3,531					
			3,531					
101-0401-415.11-08	GROUP INSURANCE - HEALTH	157,859	182,974	234,671	234,671	121,637	105,607	294,888
LEVEL	TEXT		TEXT AMT					
01	HEALTH INSURANCE - 20 X \$14,400 PER YEAR		288,000					
	LTD - 23 X \$96 PER YEAR		2,208					
	HEALTH INSURANCE REIMB - 3 EES X \$1,560		4,680					
			294,888					
101-0401-415.11-09	GROUP INSURANCE - LIFE	2,345	2,440	2,640	2,640	1,390	1,205	2,760
LEVEL	TEXT		TEXT AMT					
01	LIFE INSURANCE - 23 X \$120		2,760					
			2,760					
101-0401-415.11-12	AUTO ALLOWANCE	400	4,300	0	150	150	150	0
101-0401-415.11-22	PARKING ALLOWANCE	12,061	13,204	11,500	11,500	6,357	5,145	0
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED COSTS FOR 2016(MOVE TO CITY LOT)							
	101-0401-415.11-24 CELL PHONE ALLOWANCE	3,605	4,140	4,080	4,080	1,750	1,500	3,420
LEVEL	TEXT		TEXT AMT					
01	IT EMPLOYEES (\$230 X 12 MONTHS)		2,760					
	HR EMPLOYEE (\$55 X 12 MONTHS)		660					
			3,420					
101-0401-415.11-25	FRINGE BENEFITS TAXES	1,141	1,117	0	1,000	648	529	0
		-----	-----	-----	-----	-----	-----	-----

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
*	PERSONNEL SERVICES	1,493,377	1,703,591	1,806,651	1,796,651	985,676	812,969	1,978,924
	101-0401-415.21-02 PRINT SHOP	18,449	7,494	8,909	8,909	5,576	4,870	1,707
LEVEL	TEXT		TEXT AMT					
01	ADDITIONAL PRINTING COSTS		1,707					
			1,707					
	101-0401-415.21-03 CENTRAL STORES - OFFICE	3,986	3,467	3,500	3,000	2,406	2,026	3,500
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED COSTS 2016		3,500					
			3,500					
	101-0401-415.21-04 OTHER - OFFICE SUPPLIES	14,400	20,564	15,000	22,200	9,809	9,529	17,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED COSTS 2016		17,000					
			17,000					
	101-0401-415.21-05 SMALL OFFICE EQUIPMENT	4,177	982	500	4,000	2,876	792	1,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED COSTS 2016		1,000					
			1,000					
	101-0401-415.21-99 MUNICIPAL ID CARD COSTS	0	0	0	0	0	0	18,000
LEVEL	TEXT		TEXT AMT					
01	COST OF 1,200 CARDS AT \$15 EACH		18,000					
	OFFSET BY REVENUE EQUAL TO COSTS							
			18,000					
		-----	-----	-----	-----	-----	-----	-----
*	SUPPLIES	41,012	32,507	27,909	38,109	20,667	17,217	41,207
	101-0401-415.31-01 LEGAL SERVICES	2,283	550	1,000	1,000	799	799	0
	101-0401-415.31-06 OTHER PROFESSIONAL SVCS	173,152	107,320	85,000	71,285	30,836	19,269	24,300
LEVEL	TEXT		TEXT AMT					
01	NYHART - GASB 45 UPDATE - EVERY TWO YEARS		6,700					
	2015 CAFR PREPARATION ASSISTANCE - PLANIE MORAN		14,600					
	ANNUAL SALARY SURVEY UPDATE		3,000					
			24,300					
	101-0401-415.31-25 OUTPLACEMENT SERVICES	0	13,200	0	0	0	0	0
	101-0401-415.31-71 CENTRAL STORES ALLOCATION	8,808	2,076	2,378	2,378	1,387	1,189	2,321
LEVEL	TEXT		TEXT AMT					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
01	2016 FIXED COST ALLOCATION #4 - CENTRAL STORES		2,321 2,321					
	101-0401-415.31-73 PRINT SHOP ALLOCATION	0	0	0	0	0	0	6,049
LEVEL	TEXT		TEXT AMT					
01	2016 ALLOCATION		6,049 6,049					
	101-0401-415.31-75 311 CALL CENTER ALLOC	0	0	0	0	0	0	5,111
LEVEL	TEXT		TEXT AMT					
01	2016 ALLOCATION		5,111 5,111					
	101-0401-415.32-02 POSTAGE / FREIGHT	6,941	6,803	7,500	7,500	5,126	4,537	7,500
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE POSTAGE COSTS 2016		7,500 7,500					
	101-0401-415.32-21 TRAVEL - MILEAGE	2,235	867	2,000	2,000	819	819	2,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED TRAVEL COSTS - DLGF, SBOA, IACT OTHER TRAVEL TO LOCAL MEETINGS		1,000 1,000 2,000					
	101-0401-415.32-22 TRAVEL - AIRFARE	2,964	3,929	5,000	4,800	1,281	870	3,500
LEVEL	TEXT		TEXT AMT					
01	GFOA ANNUAL CONFERENCE MISC HR TRAINING		2,000 1,500 3,500					
	101-0401-415.32-23 TRAVEL - HOTEL	6,532	9,061	6,000	6,000	2,834	2,242	6,000
LEVEL	TEXT		TEXT AMT					
01	GFOA CONFERENCE HR CONFERENCES		3,000 3,000 6,000					
	101-0401-415.32-24 TRAVEL - MEALS	1,221	1,706	2,800	2,800	526	321	1,800
LEVEL	TEXT		TEXT AMT					
01	GFOA CONFERENCE HR CONFERENCES OTHER		500 500 800					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
			1,800					
101-0401-415.32-25	TRAVEL - OTHER	581	990	550	750	629	540	550
LEVEL	TEXT		TEXT AMT					
01	GFOA CONFERENCE		200					
	HR CONFERENCES		300					
	OTHER		50					
			550					
101-0401-415.33-01	OUTSIDE PRINTING SERVICES	1,125	0	1,250	1,250	0	0	500
LEVEL	TEXT		TEXT AMT					
01	OTHER OUTSIDE PRINTING		500					
			500					
101-0401-415.33-02	PUBLICATION LEGAL NOTICE	5,232	3,141	5,000	5,000	891	891	2,500
LEVEL	TEXT		TEXT AMT					
01	SOUTH BEND TRIBUNE AND TRI COUNTY NEWS LEGAL ADS		2,500					
	BUSINESS LICENSING AND ANNUAL GATEWAY REPORTS		2,500					
			2,500					
101-0401-415.34-02	LIABILITY INSURANCE	7,320	4,392	5,614	5,614	3,276	2,808	9,177
LEVEL	TEXT		TEXT AMT					
01	2016 FIXED COST ALLOCATION #7		9,177					
	LIABILITY INSURANCE		9,177					
			9,177					
101-0401-415.36-01	BUILDINGS	0	311	0	425	425	425	0
101-0401-415.36-02	OFFICE EQUIPMENT	12,170	9,358	5,000	9,575	7,557	1,864	5,000
LEVEL	TEXT		TEXT AMT					
01	COPIER MAINTENANCE		5,000					
			5,000					
101-0401-415.36-04	COMPUTER EQUIPMENT	4,896	9,192	9,824	9,824	5,731	4,912	10,832
LEVEL	TEXT		TEXT AMT					
01	2016 FIXED COST ALLOCATION #2		10,832					
	INFORMATION TECHNOLOGY		10,832					
			10,832					
101-0401-415.37-11	CAPITAL LEASE PRINCIPAL	984	2,056	2,178	2,178	1,826	1,215	4,908
LEVEL	TEXT		TEXT AMT					
01	2013 ADMINISTRATIVE COPIER		2,308					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
	NEW COPIER - EST PAYMENT		2,600 4,908					
101-0401-415.37-12	CAPITAL LEASE INTEREST	301	515	393	393	103	71	264
LEVEL	TEXT		TEXT AMT					
01	2013 ADMINISTRATIVE COPIER		264 264					
101-0401-415.39-10	SUBSCRIPTIONS	217	587	2,000	2,220	220	220	600
LEVEL	TEXT		TEXT AMT					
01	NEWSPAPERS AND PROFESSIONAL JOURNALS		600 600					
101-0401-415.39-11	DUES & MEMBERSHIPS	9,379	3,244	7,772	7,772	2,305	1,985	3,584
LEVEL	TEXT		TEXT AMT					
01	GFOA		840					
	ASSOCIATION OF GOVERNMENT ACCOUNTANTS		95					
	AMERICAN PAYROLL ASSOCIATION		219					
	IMA		225					
	INDIANA CPA		630					
	SOCIETY OF HUMAN RESOURCES		190					
	MICHIANA SOCIETY OF HUMAN RESOURCES		35					
	INDIANA PROFESSIONAL LICENSING (EVERY 2 YRS-\$315)							
	DIVERSITY DUES		500					
	(IN MINORITY SUPPLIERS COUNCIL, WOMEN'S BUS ENTER COUNCIL)							
	INTERNATIONAL PUBLIC MANAGEMENT		390					
	AICPA		235					
	FINANCIAL EXECUTIVES		225					
			3,584					
101-0401-415.39-39	BANK CREDIT CARD CHARGES	1,539	1,300	2,400	2,400	1,106	1,053	1,500
LEVEL	TEXT		TEXT AMT					
01	BUSINESS LICENSE FUNCTION ACCEPTS CREDIT CARD ESTIMATE BASED ON TRENDS		1,500					
			1,500					
101-0401-415.39-70	EDUCATION & TRAINING	13,125	19,757	10,500	10,500	6,452	4,609	12,960
LEVEL	TEXT		TEXT AMT					
01	GFOA ANNUAL CONFERENCE		1,600					
	PAYROLL CONTINUING EDUCATION		1,760					
	IACF BUDGET SEMINARS		600					
	STATE BOARD OF ACCOUNTS TRAINING		500					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
	OTHER GFOA/FINANCE TRAINING		1,500					
	OTHER HR TRAINING		2,000					
	INTERNAL CONTROLS TRAINING - HB1264 REQUIREMENTS (SBOA TO PREPARE GUIDELINES)		5,000					
			12,960					
101-0401-415.39-89	MISC CHARGES & SERVICES	8,251	14,802	16,500	18,500	9,492	7,838	22,000
LEVEL	TEXT		TEXT AMT					
01	DIVERSITY MEETING COSTS		1,000					
	OTHER COSTS		1,000					
	WOMEN'S LEADERSHIP CONFERENCE		10,000					
	BUDGET KICKOFF MEETING		6,500					
	VETERANS' LUNCHEON		3,500					
			22,000					
*	OTHER SERVICES & CHARGES	269,256	215,157	180,659	174,164	83,621	58,477	132,956
**	CONTROLLER	1,803,645	1,951,255	2,015,219	2,008,924	1,089,964	888,663	2,153,087

311 Call Center - 279 with 101-0104 (For Comparison Purposes)

Fund Summary - Operating and Capital Budget

Description	2013	2014	2015	30-Jun	2016	Forecast				Budget	% Change	
	Actual	Actual	Amended Budget		Actual	Proposed Budget	2017	2018	2019	2020		Variance 2015-2016
REVENUES												
Property Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	242,243	456,722	486,733	240,000	499,357	518,530	536,022	554,581	574,300	12,624	2.6%	
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	242,243	456,722	486,733	240,000	499,357	518,530	536,022	554,581	574,300	12,624	2.6%	
EXPENDITURES BY TYPE												
Personnel												
Salaries & Wages	187,129	278,321	312,482	150,377	318,882	325,260	331,765	338,400	345,168	6,400	2.0%	
Fringe Benefits	69,283	114,140	129,080	63,203	140,710	152,743	162,953	174,084	186,226	11,630	9.0%	
Total Personnel	256,412	392,461	441,562	213,580	459,592	478,003	494,718	512,484	531,394	18,030	4.1%	
Supplies	8,861	15,706	6,125	1,537	5,300	5,406	5,514	5,624	5,737	(825)	-13.5%	
Services & Charges												
Professional Services	125	76	446	446	-	-	-	-	-	(446)	-100.0%	
Printing & Advertising	2,700	6,000	3,881	3,119	-	-	-	-	-	(3,881)	-100.0%	
Utilities	-	-	-	-	-	-	-	-	-	-	-	
Education & Training	199	450	3,690	2,137	2,400	2,448	2,497	2,547	2,598	(1,290)	-35.0%	
Travel	456	1,672	12,800	10,169	11,500	11,730	11,965	12,204	12,448	(1,300)	-10.2%	
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	
Interfund Allocations	-	12,588	16,529	7,812	16,585	16,917	17,255	17,601	17,953	56	0.3%	
Administration	-	-	-	-	-	-	-	-	-	-	-	
IT	-	1,476	4,044	-	3,333	3,399	3,467	3,537	3,608	-	-	
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-	
Central Stores	-	-	-	-	-	-	-	-	-	-	-	
Print Shop	-	-	-	-	-	-	-	-	-	-	-	
GIS	-	10,296	10,811	-	11,352	11,579	11,811	12,047	12,288	-	-	
Liability Insurance	-	816	1,674	-	1,901	1,939	1,977	2,017	2,057	-	-	
Telephone	-	-	-	-	-	-	-	-	-	-	-	
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-	
311 Call Center	-	-	-	-	-	-	-	-	-	-	-	
Utilities	-	-	-	-	-	-	-	-	-	-	-	
Debt Service:												
Principal	-	-	-	-	-	-	-	-	-	-	-	
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-	
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-	
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	
Other Services & Charges	-	360	1,700	1,200	3,980	4,026	4,073	4,121	4,170	2,280	134.1%	
Total Services & Charges	3,480	21,146	39,046	24,883	34,465	35,121	35,790	36,473	37,169	(4,581)	-11.7%	
Capital	-	-	-	-	-	-	-	-	-	-	-	
Total Expenditures by Type	268,753	429,313	486,733	240,000	499,357	518,530	536,022	554,581	574,300	12,624	2.6%	
Net Surplus / (Deficit)	(26,510)	27,409	-	-	(0)	(0)	(0)	0	0	-	-	
Beginning Cash Balance	-	-	-	-	-	(0)	(0)	(1)	(0)	-	-	
Cash Adjustments	-	-	-	-	-	-	-	-	-	-	-	
Ending Cash Balance	-	-	-	-	(0)	(0)	(1)	(0)	0	-	0.00%	
Cash Reserves Target	-	-	-	-	-	-	-	-	-	-	-	
Explain Significant Revenue and Expenditure Changes Below:												
Salaries and benefits has increased due primarily to: 1. not budgeting a 3% salary budget adjustment as we did for 2015, 2. increasing salaries by 2%, 3. increasing medical insurance by 20%, and 4. moving auto allowance to salaries. We are budgeting for an increase in rent charged by the Building Department. A new expense is Telephone Expense, which this department has not paid in the past.												

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	499,357	518,530	536,022	554,581	574,300	499,357	-
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	-	-	-	-	499,357	518,530	536,022	554,581	574,300	499,357	-
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	-	-	-	-	318,882	325,260	331,765	338,400	345,168	318,882	-
Fringe Benefits	-	-	-	-	140,710	152,743	162,953	174,084	186,226	140,710	-
Total Personnel	-	-	-	-	459,592	478,003	494,718	512,484	531,394	459,592	-
Supplies											
	-	-	-	-	5,300	5,406	5,514	5,624	5,737	5,300	-
Services & Charges											
Professional Services	-	-	-	-	-	-	-	-	-	-	-
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	2,400	2,448	2,497	2,547	2,598	2,400	-
Travel	-	-	-	-	11,500	11,730	11,965	12,204	12,448	11,500	-
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	16,585	16,917	17,255	17,601	17,953	16,585	-
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	3,333	3,399	3,467	3,537	3,608	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	-	-	-	-	-	-	-
Print Shop	-	-	-	-	-	-	-	-	-	-	-
GIS	-	-	-	-	11,352	11,579	11,811	12,047	12,288	-	-
Liability Insurance	-	-	-	-	1,901	1,939	1,977	2,017	2,057	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	-	-	-	-	-	-	-	-	-	-	-
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	-	-	-	-	3,980	4,026	4,073	4,121	4,170	3,980	-
Total Services & Charges	-	-	-	-	34,465	35,121	35,790	36,473	37,169	34,465	-
Capital											
	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	-	-	-	-	499,357	518,530	536,022	554,581	574,300	499,357	-
Net Surplus / (Deficit)	-	-	-	-	(0)	-	-	-	-	-	-
Beginning Cash Balance	-	-	-	-	-	(0)	(0)	(0)	(0)	(0)	-
Cash Adjustments	-	-	-	-	-	-	-	-	-	-	-
Ending Cash Balance	-	-	-	-	(0)	(0)	(0)	(0)	(0)	(0)	-
Cash Reserves Target	-	-	-	-	-	-	-	-	-	-	0.00%

Explain Significant Revenue and Expenditure Changes Below:

The 311 Call Center was budgeted in the General Fund in prior years. For 2016 a separate Internal Service Fund has been set up to account for the 311 Call Center. Salaries and benefits has increased due primarily to: 1. not budgeting a 3% salary budget adjustment as we did for 2015, 2. increasing salaries by 2%, 3. increasing medical insurance by 20%, and 4. moving auto allowance to salaries. We are budgeting for an increase in rent charged by the Building Department. A new expense is Telephone Expense, which this department has not paid in the past.

311 Call Center - 279

Fund Summary - Description, Accomplishments, Goals, KPI's

Fund Description & Purpose

This department was established in 2013 to provide residents a central resource for information and access to governmental services. This fund was established in 2015 (for 2016 activity) to report on this department's activities separately.

2015 Accomplishments & Outcomes

- 100% functional during 2/2/15 partial snow day while other government offices were closed.
- Acquired Animal Care & Control, Engineering's Lamp Post and Down spout requests, Community Investment's SBHIP
- Began utilizing interactive mapping for storm damage reporting
- Developed Liaison call monitoring guidelines for scoring efficiencies
- Attended Tech Media's Digital Summit
- Attended AGCCP Conference
- Attended 311 Synergy Conference
- Expect to acquire the Department of Code Enforcement, Building Department and City Clerk's Office by year's end which will complete our projected partnerships.
- Attended H T E's Midwestern Conference SUGA
- Attended Pfeil Innovation Center's Emersion Workshop

2016 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

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Good Government (GG)

- Provide one stop service center for South Bend citizens
- Handle citizen inquiries and requests in a timely manner
- Implement additional NaviLine features with department workflows
- Convert additional departments to 311 hotline/knowledge base
- Continue to promote city-wide awareness of the 311 Call Center and its objectives
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Economic Development (ED)

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Key Performance Indicators (KPI's)

Measure	City Goal	Type	2017	2014 Actual	2015 Estimated	2016 Target
			Long Term Goal			
- Average time to answer (seconds)	GG	Efficiency	30		35	33
- Percentage handled within 30 seconds	GG	Efficiency	80%	80%	70%	75%
- % of abandoned calls	GG	Efficiency	5%	6%	7%	6%
- Call volume	GG	Output	275,000	163,598	222,000	248,200
-						
-						
-						
-						
-						
-						
-						
-						

Types: output, efficiency, effectiveness, quality, outcome, technology

2016 Significant Changes/Challenges/Opportunities (with a focus on solutions)

- Acquiring new departments of the City and learning their processes with the goal of improving efficiencies at both the department and Call Center levels, ie. Code Enforcement and Building Department
- The challenge is to improve responsiveness with the goal being quicker resolution of citizens' issues.
- Possibly partnering with St. Joseph County by sharing the informational calls that 311 has already handled for them.
- VETS Program involvement

311 Call Center - 279

Fund Summary - Full-Time Employees

<i>Report ONLY Full-Time positions</i>									
Position	2014	2015	6/30/2015 Actual	2016	Forecast				
	Actual	Amended Budget		Proposed Budget	2017	2018	2019	2020	
Staffing (Full-Time Employees)									
<i>Non-Bargaining</i>									
Director of 311 Customer Service	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
311 Customer Service Liaison	6.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0
311 Customer Service Liaison II	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
311 Customer Service Supervisor	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total Non-Bargaining	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5
<i>Bargaining</i>									
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total Bargaining	-	-	-	-	-	-	-	-	-
Total Full-Time Employees	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5

Explain Significant Staffing Changes Below:

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
311 CALL CENTER 279-0000-392.04-00	ADMINISTRATIVE COST	0	0	0	0	0	0	499,358
LEVEL	TEXT		TEXT AMT					
01	311 COST ALLOCATION NO. 9 ALLOCATION CHARGED TO DEPARIMENTS MONTHLY BASED ON CALL VOLUME		499,358					
			499,358					
**	311 CALL CENTER	0	0	0	0	0	0	499,358
***	311 CALL CENTER	0	0	0	0	0	0	499,358
		0	0	0	0	0	0	499,358

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
311 CALL CENTER								
279-0000-413.10-01	REGULAR	0	0	0	0	0	0	295,117
LEVEL	TEXT		TEXT AMT					
01	.5 DIRECTOR 311 CALL CENTER 57,888 * .5		28,944					
	4 311 CUSTOMER SERVICE LIASONS @ 42,979		171,916					
	1 311 CUST SVC LIAISON II 244,664		44,664					
	1 311 CUST SVC SUPERVISOR 2 47,193		47,193					
	MOVE AUTO ALLOWANCE TO SALARY 400 * 12 * .5		2,400					
			295,117					
279-0000-413.10-04	EXTRA AND OVERTIME	0	0	0	0	0	0	300
LEVEL	TEXT		TEXT AMT					
01	STORM SEASON		300					
			300					
279-0000-413.10-09	PERMANENT PART-TIME	0	0	0	0	0	0	23,465
LEVEL	TEXT		TEXT AMT					
01	PART TIME 311 CUST SVC LIAISON							
	1300 HOURS @ 18.05		23,465					
			23,465					
279-0000-413.11-01	FICA - REGULAR	0	0	0	0	0	0	24,395
LEVEL	TEXT		TEXT AMT					
01	WAGES 318,882 * 7.65%		24,395					
			24,395					
279-0000-413.11-04	PERF - REGULAR	0	0	0	0	0	0	33,053
LEVEL	TEXT		TEXT AMT					
01	FULL TIME SALARIES 295,117*11.2%		33,053					
			33,053					
279-0000-413.11-07	UNEMPLOYMENT COMP	0	0	0	0	0	0	798
LEVEL	TEXT		TEXT AMT					
01	WAGES 318,882 * .25%		798					
			798					
279-0000-413.11-08	HEALTH INSURANCE	0	0	0	0	0	0	81,384
LEVEL	TEXT		TEXT AMT					
01	HEALTH 5.5 * 14,400		79,200					
	LTD 6.5 * 96		624					
	HEALTH REBATE 1 * 1560		1,560					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
			81,384					
279-0000-413.11-09	LIFE INSURANCE	0	0	0	0	0	0	780
LEVEL	TEXT		TEXT AMT					
01	LIFE 6.5 * 120		780					
			780					
279-0000-413.11-24	CELL PHONE ALLOWANCE	0	0	0	0	0	0	300
LEVEL	TEXT		TEXT AMT					
01	50 * 12 * .5		300					
			300					
* PERSONNEL SERVICES		0	0	0	0	0	0	459,592
279-0000-413.21-02	PRINT SHOP	0	0	0	0	0	0	500
LEVEL	TEXT		TEXT AMT					
01	MAILING		500					
			500					
279-0000-413.21-03	C.S. - OFFICE SUPPLIES	0	0	0	0	0	0	500
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE		500					
			500					
279-0000-413.21-04	OTHER - OFFICE SUPPLIES	0	0	0	0	0	0	1,800
LEVEL	TEXT		TEXT AMT					
01	HEADSETS, BATTERIES, MAINTENANCE		1,500					
	2 ADDITIONAL WORKSTATIONS & 2 CHAIRS - DELETED							
	2 CHAIRS		300					
			1,800					
279-0000-413.21-05	SMALL OFFICE EQUIPMENT	0	0	0	0	0	0	500
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE		500					
	TREATMILL WORKSTATION - DELETED							
			500					
279-0000-413.22-61	PROMOTIONAL SUPPLIES	0	0	0	0	0	0	2,000
LEVEL	TEXT		TEXT AMT					
01	311 DAY, CUSTOMER SERVICE WEEK, BILLBOARDS,							

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
	STREET BANNERS		2,000 2,000					
* 279-0000-413.31-72	SUPPLIES GIS ALLOCATION	0	0	0	0	0	0	5,300 11,352
LEVEL 01	TEXT PER ALLOCATION		11,352 11,352					
279-0000-413.32-04	TELEPHONE & TELEGRAPH	0	0	0	0	0	0	1,680
LEVEL 01	TEXT ESTIMATE 7*20*12		1,680 1,680					
279-0000-413.32-21	TRAVEL - MILEAGE	0	0	0	0	0	0	600
LEVEL 01	TEXT ESTIMATE		600 600					
279-0000-413.32-22	TRAVEL - AIRFARE	0	0	0	0	0	0	2,500
LEVEL 01	TEXT ESTIMATE FOR ANNUAL CONFERENCE		2,500 2,500					
279-0000-413.32-23	TRAVEL - HOTEL	0	0	0	0	0	0	6,850
LEVEL 01	TEXT 311 SYNERGY - DIR & 2 LIAISONS AGCCP - DIR & 1 LIAISON SOCIAL MEDIA SUMMIT - DIR & 1 LIAISONS HTE SUGA CONF - DIR & 1 LIAISON TOTAL		6,850 6,850					
279-0000-413.32-24	TRAVEL - MEALS	0	0	0	0	0	0	750
LEVEL 01	TEXT ESTIMATE FOR CONFERENCES		750 750					
279-0000-413.32-25	TRAVEL - OTHER	0	0	0	0	0	0	800

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE		800					
			800					
	279-0000-413.34-02 LIABILITY INSURANCE	0	0	0	0	0	0	1,901
LEVEL	TEXT		TEXT AMT					
01	PER ALLOCATION		1,901					
			1,901					
	279-0000-413.36-04 COMPUTER EQUIPMENT	0	0	0	0	0	0	3,333
LEVEL	TEXT		TEXT AMT					
01	ALLOCATION		3,333					
	ADDITIONAL COMPUTER REPAIR & MAINT - MOVED							
	TREADMILL WORKSTATION - MOVED							
			3,333					
	279-0000-413.37-03 OFFICE SPACE	0	0	0	0	0	0	2,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE - MORE SPACE		2,000					
			2,000					
	279-0000-413.39-11 DUES & MEMBERSHIPS	0	0	0	0	0	0	300
LEVEL	TEXT		TEXT AMT					
01	311 SYNERGY		200					
	AGCCP		100					
	FEMALE CALL CENTER DIRECTORS - DELETED							
			300					
	279-0000-413.39-70 EDUCATION & TRAINING	0	0	0	0	0	0	2,400
LEVEL	TEXT		TEXT AMT					
01	311 SYNERGY 200*3		600					
	AGCCP 150*2		300					
	SOCIAL MEDIA SUMMIT (TECHMEDIA) 350*2		700					
	PFELL INNOVATION 150*2		300					
	HTE SUGA 125*2		250					
	COMPUTER BASED TRAINING		250					
			2,400					
	* OTHER SERVICES & CHARGES	0	0	0	0	0	0	34,466

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
**	311 CALL CENTER	0	0	0	0	0	0	499,358
***	311 CALL CENTER	0	0	0	0	0	0	499,358
		0	0	0	0	0	0	499,358

Human Rights - 101-1008

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	179,467	198,824	209,274	104,288	213,967	218,246	222,611	227,063	231,605	4,693	2.2%
Fringe Benefits	62,260	68,513	77,201	37,835	84,676	93,144	102,458	112,704	123,974	7,475	9.7%
Total Personnel	241,727	267,337	286,475	142,123	298,643	311,390	325,069	339,767	355,579	12,168	4.2%
Supplies	3,710	1,353	2,010	638	1,546	1,561	1,577	1,593	1,609	(464)	-23.1%
Services & Charges											
Professional Services	-	-	1,561	-	-	-	-	-	-	(1,561)	-100.0%
Printing & Advertising	480	502	556	382	600	600	600	600	600	44	7.9%
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	10,262	10,727	12,424	5,073	8,692	8,692	8,692	8,692	8,692	(3,732)	-30.0%
Interfund Allocations	8,856	4,752	5,151	2,575	6,295	6,421	6,549	6,680	6,814	1,144	22.2%
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	3,749	3,824	3,901	3,979	4,058	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	289	295	301	307	313	-	-
Print Shop	-	-	-	-	626	639	651	664	678	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	1,631	1,663	1,697	1,731	1,765	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	-	-	-	-	-	-	-	-	-	-	-
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	49,021	49,472	53,800	22,015	55,450	56,005	56,565	57,130	57,701	1,650	3.1%
Total Services & Charges	68,619	65,453	73,492	30,045	71,037	71,717	72,406	73,103	73,808	(2,455)	-3.3%
Capital	-	-	11,202	10,407	-	-	-	-	-	(11,202)	-100.0%
Total Expenditures by Type	314,056	334,143	373,179	183,213	371,226	384,669	399,052	414,463	430,995	(1,953)	-0.5%

Explain Significant Revenue and Expenditure Changes Below:

(1) Reduced building expenditures by \$4,000 in 2016. (2) Purchased copier in 2015 for \$10,242; not in budget for 2016 (3) Added \$2,500 for training for staff for supervisory skills and writing skills.

Human Rights - 101-1008

Fund Summary - Description, Accomplishments, Goals, KPI's

Fund Description & Purpose

The purpose of the Human Rights Commission is to provide all of the city's citizens equal opportunity for education, employment, access to public conveniences and accommodations and acquisition through purchase or rental of real property including, but not limited to, housing and to eliminate segregation or separation base on race, religion, color, sex, disability, national origin, ancestry, sexual orientation or gender identity and familial status in housing, since such segregation is an impediment to equal opportunity. To provide trainings in the commission's jurisdiction to all .

2015 Accomplishments & Outcomes

- Successfully maintained an education and outreach grant from the U.S. Department of Housing and Urban Development.
- Performed Diversity trainings for the new police recruits as well as the new fire fighters as they were about to become members of their respective departments.
- Set up informational booths at the Martin Luther King celebration, at the policemen's night out, the Cinco De Mayo celebration and career services at Bethel College..
- Hosted the Annual Fair Housing Awards, Scholarship and Training again this year. We gave away \$3,500 in scholarships.
- The HRC will continue to work toward producing every case that we take within 180 days.
- Maintained the two federal contracts that the Commission has with the Equal Employment Opportunity Commission and the U.S. Department of Housing and Urban Development.
- The Director was reappointed to the EEOC - Fepa Committee.
- Successfully hosted a joint training with EEOC and HUD in the city of South Bend for employees and the community also.
- The Commission did a regional Diversity Training for police departments from South Bend, Mishawaka, Elkhart, Lakeville, Notre Dame, Plymouth, Niles Michigan, Berrien Springs and Benton Harbor, Michigan.

2016 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

- Continued to work with all entities within Saint Joseph County to ensure that all of the citizens of South Bend and the rest of the county have an avenue to register their complaints.
- Stay in a contractual relationship with EEOC and HUD to be able to receive federal monies and trainings in our field.
- Maintain a policy that requires all cases filed with the Commission be completed within 180 days.
- Work with IT to make the SBHRC website more accessible and user friendly for our citizens to be able to file complaints on line as well as being able to reach other websites from our website.
- Continue to work with Respondent and Charging Parties by educating both concerning how the Commission works. Make it easy for all of our citizens to understand their rights under the South Bend Human Rights Ordinance.

Good Government (GG)

- Maintain working relationships with other organizations and groups in our community to ensure that the Commission is known .
- Get cases investigated in 180 days or less.
- Make a concentrated effort to resolve disputes through mediation and settlement discussions before they become formal charges.
- Do as many public trainings and speaking engagements as possible to keep the community informed concerning human rights. Send Staff to as many trainings as possible to keep them up to date on the latest court rulings.

Economic Development (ED)

- Continue to seek grants and other sources of funding in an effort to stay viable and efficient.

Key Performance Indicators (KPI's)

Measure	City Goal	Type	2017			
			Long Term Goal	2014 Actual	2015 Estimated	2016 Target
- Number of inquiries handled.	100	Effectiveness	107	137	105	100
- Number of trainings performed	6	output	6	10	10	10
- Number of cases investigated	100	output	106	100	98	100
- Number of no causes	86	output	77	73	80	78
- Number of open cases	60	output	60	64	58	58
- Number of cases over 180 days	14	outcome effectiveness	0	10	12	6
- Number of probable causes	8	effectiveness	8	8	8	6

Types: output, efficiency, effectiveness, quality, outcome, technology

2016 Significant Changes/Challenges/Opportunities (with a focus on solutions)

- Eliminating discrimination while continually maintaining enough resources the Commission effective and a valued part of this community.
- Valuing Diversity in our community and teaching others the benefits of a diverse community. Getting others to realize that diversity strengthens our community through inclusion of all people of all races, colors, sexes, sexual orientations, national origins, differently abled as well as all religions and political affiliations.
- Maintaining contract numbers with EEOC and HUD when the number of actual charges filed is decreasing.

Human Rights - 101-1008

Fund Summary - Full-Time Employees

<i>Report ONLY Full-Time positions</i>									
Position	2014	2015	6/30/2015 Actual	2016	Forecast				
	Actual	Amended Budget		Proposed Budget	2017	2018	2019	2020	
Staffing (Full-Time Employees)									
Non-Bargaining									
Director - Human Rights	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Investigator V	1.0	1.0	1.0	-	-	-	-	-	-
Investigator IV	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Investigator VI	-	-	-	1.0	1.0	1.0	1.0	1.0	1.0
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total Non-Bargaining	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0
Bargaining									
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
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	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
Total Bargaining	-	-	-	-	-	-	-	-	-
Total Full-Time Employees	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0

Explain Significant Staffing Changes Below:
 Proposing to add Investigator VI to the salary ordinance in order to give long serving employees the incentive to move up in the organization.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
GENERAL FUND								
101-1008-415.10-01	REGULAR SALARIES	179,467	185,691	194,142	194,142	117,223	95,198	197,743
LEVEL	TEXT	TEXT AMT						
01	1 DIRECTOR HUMAN RIGHTS	61,614						
	1 INVESTIGATOR VI	47,589						
	1 INVESTIGATOR IV	44,270						
	1 INVESTIGATOR IV	44,270						
		197,743						
101-1008-415.10-03	SEASONAL & INTERNS	0	1,240	15,132	0	0	0	0
101-1008-415.10-09	PERMANENT PART TIME	0	11,893	0	15,132	11,289	9,090	16,224
LEVEL	TEXT	TEXT AMT						
01	SECRETARY (20 HOURS/WEEK) @\$10.40/HOUR	10,816						
	SECRETARY (10 HOURS/WEEK) @\$10.40/HOUR	5,408						
		16,224						
101-1008-415.11-01	FICA - REGULAR	13,417	14,873	16,009	16,009	9,520	7,711	16,369
LEVEL	TEXT	TEXT AMT						
01	TOTAL WAGES \$213,967 X 7.65%	16,369						
		16,369						
101-1008-415.11-04	PERF - REGULAR	17,947	20,798	21,744	21,744	13,129	10,662	22,148
LEVEL	TEXT	TEXT AMT						
01	REGULAR WAGES \$197,743 X 11.20%	22,148						
		22,148						
101-1008-415.11-07	UNEMPLOYMENT COMP	1,350	505	1,046	1,046	305	261	535
LEVEL	TEXT	TEXT AMT						
01	TOTAL WAGES \$213,967 X .25%	535						
		535						
101-1008-415.11-08	GROUP INSURANCE - HEALTH	29,066	31,857	37,922	37,922	22,121	18,961	45,144
LEVEL	TEXT	TEXT AMT						
01	LONG-TERM DISABILITY:							
	4 EMP. X \$96	384						
	HEALTH INS/FAMILY COVERAGE:							
	3 EMP. X \$14,400 PER YEAR	43,200						
	HEALTH INS/REBATE:							
	1 EMP. X \$1,560	1,560						
		45,144						
101-1008-415.11-09	GROUP INSURANCE - LIFE	480	480	480	480	280	240	480

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
LEVEL	TEXT		TEXT AMT					
01	LIFE INSURANCE: 4 EMP. X \$120		480 480					
* PERSONNEL SERVICES		241,727	267,337	286,475	286,475	173,867	142,124	298,643
	101-1008-415.21-01 OFFICIAL RECORDS	363	0	509	509	0	0	509
LEVEL	TEXT		TEXT AMT					
01	COURT RECORDERS FOR HEARINGS		509 509					
	101-1008-415.21-02 PRINT SHOP	2,478	525	464	464	431	392	0
	101-1008-415.21-03 CENTRAL STORES - OFFICE	469	444	537	537	246	246	537
LEVEL	TEXT		TEXT AMT					
01	CLEANING SUPPLIES - MOPS, BROOMS, PAPER TOWELS, OFFICE SUPPLIES - PAPER CLIPS, STAPLES, TABLETS, TONER, GLUE STICKS, TABS, 3 RING BINDERS, POST- IT NOTES		537 537					
	101-1008-415.21-04 OTHER - OFFICE SUPPLIES	400	384	500	500	0	0	500
LEVEL	TEXT		TEXT AMT					
01	MATERIALS AND SUPPLIES		500 500					
* SUPPLIES		3,710	1,353	2,010	2,010	677	638	1,546
	101-1008-415.31-06 OTHER PROFESSIONAL SVCS	0	0	0	1,561	1,561	0	0
	101-1008-415.31-71 CENTRAL STORES ALLOCATION	1,608	312	302	302	176	151	289
LEVEL	TEXT		TEXT AMT					
01	2016 FIXED COST ALLOCATION #4 CENTRAL STORES		289 289					
	101-1008-415.31-73 PRINT SHOP ALLOCATION	0	0	0	0	0	0	626
LEVEL	TEXT		TEXT AMT					
01	PRINT SHOP ALLOCATION		626 626					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
101-1008-415.32-02	POSTAGE / FREIGHT	6,251	5,879	7,500	7,080	731	567	7,500
LEVEL	TEXT		TEXT AMT					
01	INCREASE IN POSTAGE USEAGE AND RATE		7,500					
			7,500					
101-1008-415.32-05	OTHER COMM/TRANS	480	502	492	556	382	382	600
LEVEL	TEXT		TEXT AMT					
01	INDIANA SECURITY - ALARM SYSTEM		600					
			600					
101-1008-415.34-02	LIABILITY INSURANCE	4,524	1,128	1,705	1,705	994	852	1,631
LEVEL	TEXT		TEXT AMT					
01	2016 FIXED COST ALLOCATION #7		1,631					
	LIABILITY INSURANCE		1,631					
101-1008-415.36-01	BUILDINGS	8,548	8,544	11,074	11,074	5,743	5,045	7,150
LEVEL	TEXT		TEXT AMT					
01	SWEETUM OFFICE CLEANING - \$150/WEEK X 52 WEEKS		6,000					
	ROSE PEST CONTROL - EXTERMINATING		550					
	CINTAS - ENTRANCE MAT MAINTENANCE		200					
	PELTZ - AIRCONDITIONER/HEATER REPAIRS AS NEEDED		400					
			7,150					
101-1008-415.36-02	OFFICE EQUIPMENT	1,714	2,183	1,414	1,350	54	28	1,542
LEVEL	TEXT		TEXT AMT					
01	MISC. REPAIR		642					
	ADAMS REMCO-COPIER MAINTENANCE AGREEMENT		900					
			1,542					
101-1008-415.36-04	COMPUTER EQUIPMENT	2,724	3,312	3,144	3,144	1,834	1,572	3,749
LEVEL	TEXT		TEXT AMT					
01	2016 FIXED COST ALLOCATION #2		3,749					
	INFORMATION TECHNOLOGY		3,749					
101-1008-415.37-03	OFFICE SPACE	41,758	42,926	45,000	45,000	24,657	20,978	44,150
LEVEL	TEXT		TEXT AMT					
01	OFFICE SPACE AT 319 NILE AVENUE		44,150					
	\$3,679 X 12 MONTHS							
	LEASE APPROVED BY COMMON COUNCIL ON 7/9/12							

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
RESOLUTION NO. 4193-12. SUBSTITUTE BILL NO. 12-47			44,150					
101-1008-415.39-10	SUBSCRIPTIONS	527	177	700	700	0	0	700
LEVEL	TEXT		TEXT AMT					
01	SUBSCRIPTIONS FOR HUMAN RIGHTS OFFICE		700					
	SOUTH BEND TRIBUNE							
	EMPLOYMENT NEWSLETTER							
	LOCAL PUBLICATIONS/WUBS		700					
101-1008-415.39-11	DUES & MEMBERSHIPS	485	490	600	600	50	50	600
LEVEL	TEXT		TEXT AMT					
01	DUES AND MEMBERSHIPS		600					
	INDIANA CONSORTIUM, AAAA SHRM AND NAHRW		600					
101-1008-415.39-70	EDUCATION & TRAINING	0	0	0	0	0	0	2,500
LEVEL	TEXT		TEXT AMT					
01	WRITING, SUPERVISORY AND OTHER TRAINING		2,500					
			2,500					
101-1008-415.39-89	MISC CHARGES & SERVICES	0	0	0	420	420	420	0
LEVEL	TEXT		TEXT AMT					
01	ROSE PEST CONTROL, CINTAS, SWEETUM CLEANING MOVED TO OTHER ACCOUNTS							
*	OTHER SERVICES & CHARGES	68,619	65,453	71,931	73,492	36,602	30,044	71,037
101-1008-415.43-08	COMPUTER EQUIP. & NETWORK	0	0	0	11,202	10,407	10,407	0
*	CAPITAL	0	0	0	11,202	10,407	10,407	0
**	HUMAN RIGHTS	314,056	334,143	360,416	373,179	221,553	183,214	371,226
***	GENERAL FUND	314,056	334,143	360,416	373,179	221,553	183,214	371,226
		314,056	334,143	360,416	373,179	221,553	183,214	371,226

Human Rights Federal Grants - 258

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	146,650	185,783	189,000	6,667	145,000	145,000	145,000	145,000	145,000	(44,000)	-23.3%
Charges for Services	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-
Donations	6,852	83,312	16,000	16,180	15,640	15,640	15,640	15,640	15,640	(360)	-2.3%
Other Income	24,647	3,603	4,950	2,917	4,400	4,400	4,400	4,400	4,400	(550)	-11.1%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	178,149	272,698	209,950	25,764	165,040	165,040	165,040	165,040	165,040	(44,910)	-21.4%
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	80,267	82,049	92,298	42,334	89,355	91,142	92,965	94,824	96,721	(2,943)	-3.2%
Fringe Benefits	25,612	27,766	31,359	15,079	33,462	36,808	40,489	44,538	48,992	2,103	6.7%
Total Personnel	105,879	109,815	123,657	57,413	122,817	127,950	133,454	139,362	145,712	(840)	-0.7%
Supplies	3,801	1,902	2,800	584	2,300	2,300	2,300	2,300	2,300	(500)	-17.9%
Services & Charges											
Professional Services	33,651	51,456	61,500	30,770	49,221	50,205	51,210	52,234	53,278	(12,279)	-20.0%
Printing & Advertising	36,589	24,190	25,000	20,017	15,000	15,000	15,000	15,000	15,000	(10,000)	-40.0%
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	2,010	3,136	8,000	328	8,000	8,000	8,000	8,000	8,000	-	0.0%
Travel	9,287	8,519	18,600	734	15,700	15,700	15,700	15,700	15,700	(2,900)	-15.6%
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Administration	-	-	-	-	-	-	-	-	-	-	-
IT	-	-	-	-	-	-	-	-	-	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	-	-	-	-	-	-	-
Print Shop	-	-	-	-	-	-	-	-	-	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	-	-	-	-	-	-	-	-	-	-	-
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	6,319	10,200	7,800	1,336	8,800	8,800	8,800	8,800	8,800	1,000	12.8%
Total Services & Charges	87,856	97,501	120,900	53,185	96,721	97,705	98,710	99,734	100,778	(24,179)	-20.0%
Capital	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	197,536	209,218	247,357	111,182	221,838	227,956	234,463	241,396	248,791	(25,519)	-10.3%
Net Surplus / (Deficit)	(19,387)	63,480	(37,407)	(85,418)	(56,798)	(62,916)	(69,423)	(76,356)	(83,751)		
Beginning Cash Balance	486,164	466,775	530,516	530,516	493,109	436,311	373,395	303,972	227,616		
Cash Adjustments	(2)	261	-	503	-	-	-	-	-		
Ending Cash Balance	466,775	530,516	493,109	445,601	436,311	373,395	303,972	227,616	143,865		
Cash Reserves Target	39,507	41,844	49,471	22,236	44,368	45,591	46,893	48,279	49,758		20.00%

Explain Significant Revenue and Expenditure Changes Below:

To keep the budget at 0%, we cut travel by \$2,600 and other legal services by \$2,000 based on prior year trends. Expenditures relating to a grant that expired in 2015 were also eliminated for 2016. Fund will continue to operate at a deficit until more grants are received.

Human Rights Federal Grants - 258

Fund Summary - Description, Accomplishments, Goals, KPI's

Fund Description & Purpose

The purpose of the Human Rights Commission is to provide all of the city's citizens equal opportunity for education, employment, access to public conveniences and accommodations and acquisition through purchase or rental of real property including, but not limited to, housing and to eliminate segregation or separation base on race, religion, color, sex, disability, national origin, ancestry, sexual orientation or gender identity and familial status in housing, since such segregation is an impediment to equal opportunity. To provide trainings in the commission's jurisdiction to all .

2015 Accomplishments & Outcomes

- Successfully maintained an education and outreach grant from the U.S. Department of Housing and Urban Development.
- Performed Diversity trainings for the new police recruits as well as the new fire fighters as they were about to become members of their respective departments.
- Set up informational booths at the Martin Luther King celebration, at the policemen's night out, the Cinco De Mayo celebration and career services at Bethel College..
- Hosted the Annual Fair Housing Awards, Scholarship and Training again this year. We gave away \$3,500 in scholarships.
- The HRC will continue to work toward producing every case that we take within 180 days.
- Maintained the two federal contracts that the Commission has with the Equal Employment Opportunity Commission and the U.S. Department of Housing and Urban Development.
- The Director was reappointed to the EEOC - Fepa Committee.
- Successfully hosted a joint training with EEOC and HUD in the city of South Bend for employees and the community also.
- The Commission did a regional Diversity Training for police departments from South Bend, Mishawaka, Elkhart, Lakeville, Notre Dame, Plymouth, Niles Michigan, Berrien Springs and Benton Harbor, Michigan.

2016 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

- Continued to work with all entities within Saint Joseph County to ensure that all of the citizens of South Bend and the rest of the county have an avenue to register their complaints.
- Stay in a contractual relationship with EEOC and HUD to be able to receive federal monies and trainings in our field.
- Maintain a policy that requires all cases filed with the Commission be completed within 180 days.
- Work with IT to make the SBHRC website more accessible and user friendly for our citizens to be able to file complaints on line as well as being able to reach other websites from our website.
- Continue to work with Respondent and Charging Parties by educating both concerning how the Commission works. Make it easy for all of our citizens to understand their rights under the South Bend Human Rights Ordinance.

Good Government (GG)

- Maintain working relationships with other organizations and groups in our community to ensure that the Commission is known .
- Get cases investigated in 180 days or less.
- Make a concentrated effort to resolve disputes through mediation and settlement discussions before they become formal charges.
- Do as many public trainings and speaking engagements as possible to keep the community informed concerning human rights. Send Staff to as many trainings as possible to keep them up to date on the latest court rulings.

Economic Development (ED)

- Continue to seek grants and other sources of funding in an effort to stay viable and efficient.

Key Performance Indicators (KPI's)

Measure	City Goal	Type	2017			
			Long Term Goal	2014 Actual	2015 Estimated	2016 Target
- Number of inquiries handled.	100	Effectiveness	107	137	105	100
- Number of trainings performed	6	output	6	10	10	10
- Number of cases investigated	100	output	106	100	98	100
- Number of no causes	86	output	77	73	80	78
- Number of open cases	60	output	60	64	58	58
- Number of cases over 180 days	14	outcome effectiveness	0	10	12	6
- Number of probable causes	8	effectiveness	8	8	8	6

Types: output, efficiency, effectiveness, quality, outcome, technology

2016 Significant Changes/Challenges/Opportunities (with a focus on solutions)

- Eliminating discrimination while continually maintaining enough recourse the Commission effective and a valued part of this community.
- Valuing Diversity in our community and teaching others the benefits of a diverse community. Getting others to realize that diversity strengthens our community through inclusion of all people of all races, colors, sexes, sexual orientations, national origins, differently abled as well as all religions and political affiliations.
- Maintaining contract numbers with EEOC and HUD when the number of actual charges filed is decreasing.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
HUMAN RIGHTS FEDERAL								
258-0000-380.10-99	MISC. REIMBURSEMENTS	0	366	0	500	420	420	0
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**	HUMAN RIGHTS FEDERAL	0	366	0	500	420	420	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
258-1008-331.01-01	EEOC GRANT	30,450	52,050	62,000	62,000	41,600	0	65,000
LEVEL	TEXT		TEXT AMT					
01	FUNDS FROM EEOC GRANT		65,000					
			65,000					
258-1008-361.00-00	INTEREST ON INVESTMENTS	797	588	1,000	1,000	856	725	1,000
LEVEL	TEXT		TEXT AMT					
01	INTEREST EARNINGS ON FUND BALANCES		1,000					
			1,000					
258-1008-380.10-16	TRAVEL REIMBURSEMENTS	23,000	1,600	1,400	1,400	0	0	1,400
LEVEL	TEXT		TEXT AMT					
01	REIMBURSEMENT FROM EEOC FOR MANDATORY TRAVEL		1,400					
			1,400					
258-1008-380.10-99	MISC. REIMBURSEMENTS	53	157	1,000	1,050	1,047	1,047	1,000
LEVEL	TEXT		TEXT AMT					
01	INDIANA CONSORTIUM \$250		1,000					
	1ST SOURCE BANK \$250							
	ST. JOSEPH HOSPITAL \$250							
	REGISTRATION FEES \$250							
			1,000					
**	HUMAN RIGHTS	54,300	54,395	65,400	65,450	43,503	1,771	68,400

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
258-1009-331.01-02	FHAP CONTRACT	56,200	70,400	70,000	70,000	0	0	70,000
LEVEL	TEXT		TEXT AMT					
01	HUD FHAP CONTRACT		70,000					
			70,000					
258-1009-331.01-03	CDBG	20,000	13,333	5,000	7,000	6,667	6,667	10,000
LEVEL	TEXT		TEXT AMT					
01	CDBG: SOUTH BEND MISHAWAKA		10,000					
			10,000					
258-1009-361.00-00	INTEREST ON INVESTMENTS	797	892	1,000	1,000	856	725	1,000
LEVEL	TEXT		TEXT AMT					
01	INTEREST ON INVESTMENTS		1,000					
			1,000					
258-1009-380.10-99	MISC. REIMBURSEMENTS	6,852	83,312	12,000	16,000	16,180	16,180	15,640
LEVEL	TEXT		TEXT AMT					
01	SPONSORSHIPS/DONATIONS ANNUAL HUMAN RIGHTS DINNER		15,640					
			15,640					
**	PLANNING & NEIGH. DEVELOP	83,849	167,937	88,000	94,000	23,703	23,572	96,640

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
258-1040-331.01-00	GENERAL GOVERNMENT	0	50,000	50,000	50,000	0	0	0
**	HUMAN RIGHTS - HUD	0	50,000	50,000	50,000	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
258-1090-331.01-06	HUD OTHER	40,000	0	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
01	NEW U.S. DEPT OF HOUSING AND URBAN DEVELOPMENT GRANT							
**	HUD GRANT	40,000	0	0	0	0	0	0
***	HUMAN RIGHTS FEDERAL	178,149	272,698	203,400	209,950	67,626	25,763	165,040

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
HUMAN RIGHTS FEDERAL								
258-1008-415.10-01	REGULAR SALARIES	35,700	37,646	42,521	42,521	24,288	19,716	41,765
LEVEL	TEXT		TEXT AMT					
01	1 INVESTIGATOR III		41,765					
			41,765					
258-1008-415.11-01	FICA - REGULAR	2,636	2,771	3,253	3,253	1,786	1,446	3,196
LEVEL	TEXT		TEXT AMT					
01	REGULAR SALARIES \$41,765 X 7.65%		3,196					
			3,196					
258-1008-415.11-04	PERF - REGULAR	3,570	4,216	4,762	4,762	2,720	2,208	4,678
LEVEL	TEXT		TEXT AMT					
01	REGULAR SALARIES \$41,765 X 11.20%		4,678					
			4,678					
258-1008-415.11-07	UNEMPLOYMENT COMP	250	95	213	213	62	53	105
LEVEL	TEXT		TEXT AMT					
01	TOTAL WAGES \$41,765 X .25%		105					
			105					
258-1008-415.11-08	GROUP INSURANCE - HEALTH	9,138	10,194	12,091	12,091	7,053	6,045	14,496
LEVEL	TEXT		TEXT AMT					
01	LONG TERM DISABILITY:							
	1 EMP X \$96		96					
	HEALTH INS/FAMILY COVERAGE:							
	1 EMP X \$14,400/YR		14,400					
			14,496					
258-1008-415.11-09	GROUP INSURANCE - LIFE	120	120	120	120	70	60	120
LEVEL	TEXT		TEXT AMT					
01	1 EMP X \$120 LIFE INSURANCE		120					
			120					
* PERSONNEL SERVICES		51,414	55,042	62,960	62,960	35,979	29,530	64,360
258-1008-415.21-04	OTHER - OFFICE SUPPLIES	1,713	1,888	1,800	1,800	743	584	1,800
LEVEL	TEXT		TEXT AMT					
01	TONER, PENS, PAPER, TOILET PAPER		1,800					
			1,800					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
* SUPPLIES		1,713	1,888	1,800	1,800	743	584	1,800
258-1008-415.31-06	OTHER PROFESSIONAL SVCS	20,001	20,001	20,000	20,000	12,308	10,770	0
LEVEL	TEXT		TEXT AMT					
01	STAFF ATTORNEY - MOVED TO 258-1009 FOR 2016							
258-1008-415.32-21	TRAVEL - MILEAGE	170	293	400	400	564	345	400
LEVEL	TEXT		TEXT AMT					
01	EEOC TRAINING		400					
			400					
258-1008-415.32-22	TRAVEL - AIRFARE	972	1,486	2,400	2,400	834	154-	2,400
LEVEL	TEXT		TEXT AMT					
01	EEOC TRAINING		2,400					
			2,400					
258-1008-415.32-23	TRAVEL - HOTEL	3,626	3,980	1,800	1,800	1,896	367	1,800
LEVEL	TEXT		TEXT AMT					
01	EEOC TRAINING		1,800					
			1,800					
258-1008-415.32-24	TRAVEL - MEALS	643	637	1,000	1,000	747	107	1,000
LEVEL	TEXT		TEXT AMT					
01	EEOC TRAINING		1,000					
			1,000					
258-1008-415.32-25	TRAVEL - OTHER	594	353	1,000	1,000	97	38	1,000
LEVEL	TEXT		TEXT AMT					
01	EEOC TRAINING		1,000					
			1,000					
258-1008-415.33-01	OUTSIDE PRINTING SERVICES	0	0	500	500	0	0	500
LEVEL	TEXT		TEXT AMT					
01	OUTSIDE PRINTING AND ADVERTISING		500					
			500					
258-1008-415.33-03	PROMOTIONAL	704	0	500	500	0	0	500
LEVEL	TEXT		TEXT AMT					
01	OUTSIDE PRINTING EXPENSES		500					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
			500					
258-1008-415.39-10	SUBSCRIPTIONS	2,821	3,014	3,000	3,000	45	45	3,000
LEVEL	TEXT		TEXT AMT					
01	COMMERCE CLEARING HOUSE (CCH) RENEWAL		3,000					
	DISABILITIES LAW UPDATE (BI-WEEKLY)	\$800						
	(THIS WAS PREVIOUSLY EXPENSED IN GEN'L FUND)							
	FAIR EMPLOYMENT PRACTICE LEGAL UPDATES	\$2,200						
			3,000					
258-1008-415.39-70	EDUCATION & TRAINING	956	956	5,000	5,000	328	328	5,000
LEVEL	TEXT		TEXT AMT					
01	SEMINARS, CLASSES, REGISTRATION FEES		4,000					
	INDIANA CONSORTIUM FEES		1,000					
	(MONEY TO BE REIMBURSED FROM VARIOUS VENDORS)							
			5,000					
258-1008-415.39-89	MISC CHARGES & SERVICES	401	290	500	500	587	587	500
LEVEL	TEXT		TEXT AMT					
01	MISCELLANEOUS CHARGES AND SERVICES		500					
			500					
*	OTHER SERVICES & CHARGES	30,888	31,010	36,100	36,100	17,406	12,433	16,100
**	HUMAN RIGHTS	84,015	87,940	100,860	100,860	54,128	42,546	82,260

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
258-1009-415.10-01	REGULAR SALARIES	43,536	44,403	47,277	47,277	27,847	22,618	47,590
LEVEL	TEXT		TEXT AMT					
01	1 INVESTIGATOR VI		47,590					
			47,590					
258-1009-415.11-01	FICA - REGULAR	3,450	3,516	3,617	3,617	2,200	1,790	3,641
LEVEL	TEXT		TEXT AMT					
01	REGULAR SALARIES \$47,590 X 7.65%		3,641					
			3,641					
258-1009-415.11-04	PERF - REGULAR	4,354	4,973	5,295	5,295	3,119	2,533	5,331
LEVEL	TEXT		TEXT AMT					
01	REGULAR SALARIES \$47,590 X 11.20%		5,331					
			5,331					
258-1009-415.11-07	UNEMPLOYMENT COMP	324	111	237	237	69	59	119
LEVEL	TEXT		TEXT AMT					
01	TOTAL WAGES \$47,590 X .25%		119					
			119					
258-1009-415.11-08	GROUP INSURANCE - HEALTH	1,650	1,650	1,651	1,651	963	825	1,656
LEVEL	TEXT		TEXT AMT					
01	LONG TERM DISABILITY:							
	1 EMP X \$96		96					
	HEALTH INS/REBATE:							
	1 EMP X \$1,560		1,560					
			1,656					
258-1009-415.11-09	GROUP INSURANCE - LIFE	120	120	120	120	70	60	120
LEVEL	TEXT		TEXT AMT					
01	1 EMP X \$120		120					
			120					
* PERSONNEL SERVICES		53,434	54,773	58,197	58,197	34,268	27,885	58,457
258-1009-415.21-04	OTHER - OFFICE SUPPLIES	10	14	1,000	1,000	0	0	500
LEVEL	TEXT		TEXT AMT					
01	PENS, PENCILS, TAPE, ENEVELOPES, NOTEBOOKS		500					
	TONER, BATTERIES		500					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
* SUPPLIES		10	14	1,000	1,000	0	0	500
258-1009-415.31-01	LEGAL SERVICES	1,141	0	9,000	9,000	0	0	27,000
LEVEL	TEXT		TEXT AMT					
01	HEARING OFFICERS, COURT REPORTERS, FILING FEES		7,000					
	STAFF ATTORNEY		20,000					
			27,000					
258-1009-415.32-21	TRAVEL - MILEAGE	628	253	400	400	78	31	300
LEVEL	TEXT		TEXT AMT					
01	HUD TRAINING		300					
			300					
258-1009-415.32-22	TRAVEL - AIRFARE	0	552	4,400	4,400	0	0	3,000
LEVEL	TEXT		TEXT AMT					
01	HUD TRAINING		3,000					
			3,000					
258-1009-415.32-23	TRAVEL - HOTEL	2,412	769	4,400	4,400	0	0	3,400
LEVEL	TEXT		TEXT AMT					
01	HUD TRAINING		3,400					
			3,400					
258-1009-415.32-24	TRAVEL - MEALS	216	161	1,400	1,400	0	0	1,000
LEVEL	TEXT		TEXT AMT					
01	HUD TRAINING		1,000					
			1,000					
258-1009-415.32-25	TRAVEL - OTHER	26	35	1,400	1,400	0	0	1,400
LEVEL	TEXT		TEXT AMT					
01	HUD TRAINING		1,400					
			1,400					
258-1009-415.33-03	PROMOTIONAL	7,022	7,157	14,000	14,000	9,973	9,861	14,000
LEVEL	TEXT		TEXT AMT					
01	ANNUAL HUMAN RIGHTS DINNER		11,000					
	OTHER PROMOTION EXPENSES		3,000					
			14,000					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
258-1009-415.39-10	SUBSCRIPTIONS	0	400	500	500	0	0	500
LEVEL	TEXT		TEXT AMT					
01	HOUSING PUBLICATIONS		500					
			500					
258-1009-415.39-63	SCHOLARSHIPS PAID	0	2,000	0	0	3,500	0	3,500
LEVEL	TEXT		TEXT AMT					
01	SCHOLARSHIPS PAID FROM LUNCHEON PROCEEDS		3,500					
			3,500					
258-1009-415.39-70	EDUCATION & TRAINING	250	425	500	500	0	0	500
LEVEL	TEXT		TEXT AMT					
01	REGISTRATION FEES FOR MISC TRAININGS		500					
			500					
258-1009-415.39-89	MISC CHARGES & SERVICES	954	1,407	1,300	1,300	214	214	1,300
LEVEL	TEXT		TEXT AMT					
01	MISC CHARGES OR SERVICES		1,300					
			1,300					
* OTHER SERVICES & CHARGES		12,649	13,159	37,300	37,300	13,765	10,106	55,900
** PLANNING & NEIGH. DEVELOP		66,093	67,946	96,497	96,497	48,033	37,991	114,857

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
258-1040-415.10-05	TEMPORARY SERVICES	0	0	2,500	2,500	0	0	0
* 258-1040-415.10-05	PERSONNEL SERVICES	0	0	2,500	2,500	0	0	0
258-1040-415.31-06	OTHER PROFESSIONAL SVCS	0	25,000	32,500	32,500	20,000	20,000	22,221
LEVEL 01	TEXT BALANCE OF UNSPENT GRANT FUNDS TO BE SPENT IN 2016		TEXT AMT 22,221 22,221					
258-1040-415.33-01	OUTSIDE PRINTING SERVICES	0	2,237	10,000	10,000	9,406	8,656	0
258-1040-415.39-70	EDUCATION & TRAINING	0	542	2,500	2,500	0	0	2,500
LEVEL 01	TEXT OUTREACH WORKSHOPS - 3 TRAINING SEMINARS - 2 COMMUNITY TRAININGS REQUIRED BY HUD ANNUALLY		TEXT AMT 2,500 2,500					
258-1040-415.39-86	MISC CHARGES & SERVICES	0	0	2,500	2,500	290	290	0
* 258-1040-415.39-86	OTHER SERVICES & CHARGES	0	27,779	47,500	47,500	29,696	28,946	24,721
** 258-1040-415.39-86	HUMAN RIGHTS - HUD	0	27,779	50,000	50,000	29,696	28,946	24,721

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
258-1090-415.10-05	TEMPORARY SERVICES	1,031	0	0	0	0	0	0
LEVEL 01	TEXT TEMPORARY HELP							
	TEXT AMT							
*	PERSONNEL SERVICES	1,031	0	0	0	0	0	0
258-1090-415.22-24	OTHER OPERATING SUPPLIES	2,078	0	0	0	0	0	0
LEVEL 01	TEXT REFRESHMENTS							
	TEXT AMT							
*	SUPPLIES	2,078	0	0	0	0	0	0
258-1090-415.31-06	OTHER PROFESSIONAL SVCS	12,509	6,455	0	0	0	0	0
258-1090-415.33-01	OUTSIDE PRINTING SERVICES	21,196	8,596	0	0	1,500	1,500	0
LEVEL 01	TEXT ADVERTISING/PRINTING (RADIO, NEWSPAPER, TV, BROCHURES, THEATRES) WEBSITE UPDATE - NEW BROCHURS (ENGLISH/SPANISH/ MANDARIN)							
	TEXT AMT							
258-1090-415.33-03	PROMOTIONAL	7,667	6,200	0	0	0	0	0
LEVEL 01	TEXT PROMOTIONAL ITEMS (PAPER, PENCILS, PENS)							
	TEXT AMT							
258-1090-415.39-70	EDUCATION & TRAINING	804	1,213	0	0	0	0	0
LEVEL 01	TEXT EDUCATIONAL ACTIVITIES - OUTREACH WORKSHOPS AND TRAINING SEMINARS							
	TEXT AMT							
258-1090-415.39-89	MISC CHARGES & SERVICES	2,143	3,089	0	0	200	200	0
LEVEL 01	TEXT ADMINISTRATION/GRANT MANAGEMENT							
	TEXT AMT							
*	OTHER SERVICES & CHARGES	44,319	25,553	0	0	1,700	1,700	0
**	HUD GRANT	47,428	25,553	0	0	1,700	1,700	0
***	HUMAN RIGHTS FEDERAL	197,536	209,218	247,357	247,357	133,557	111,184	221,838
		197,536	209,218	247,357	247,357	133,557	111,184	221,838

Liability Insurance - 226

Fund Summary - Operating and Capital Budget

Description	2013 Actual	2014 Actual	2015 Amended Budget	30-Jun Actual	2016 Proposed Budget	Forecast				Budget Variance 2015-2016	% Change
						2017	2018	2019	2020		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-	-	-	-
Interfund Allocations	2,988,576	2,859,719	1,222,727	611,384	2,223,480	2,267,949	2,313,308	2,359,574	2,406,766	1,000,753	81.8%
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	21,271	176,495	39,875	20,610	30,500	30,500	30,500	30,500	30,500	(9,375)	-23.5%
Transfers In	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	3,009,847	3,036,214	1,262,602	631,994	2,253,980	2,298,449	2,343,808	2,390,074	2,437,266	991,378	78.5%
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	121,958	131,899	220,993	79,647	172,425	179,464	183,053	186,714	190,449	(48,568)	-22.0%
Fringe Benefits	43,297	47,608	93,498	33,346	77,710	83,779	89,229	95,169	101,646	(15,788)	-16.9%
Total Personnel	165,255	179,507	314,491	112,993	250,135	263,243	272,282	281,883	292,095	(64,356)	-20.5%
Supplies	14,343	17,193	30,189	16,928	30,734	26,249	26,774	27,309	27,855	545	1.8%
Services & Charges											
Professional Services	144,500	132,000	127,669	94,625	122,500	124,950	127,449	129,998	132,598	(5,169)	-4.0%
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	8,567	11,333	30,400	6,922	45,500	45,500	45,500	45,500	45,500	15,100	49.7%
Travel	3,837	3,615	6,500	3,373	6,000	6,120	6,242	6,367	6,495	(500)	-7.7%
Repairs & Maintenance	1,571	533	1,000	349	1,000	1,020	1,040	1,061	1,082	-	0.0%
Interfund Allocations	145,296	79,915	32,242	16,121	41,145	41,968	42,807	43,663	44,536	8,903	27.6%
Administration	-	-	-	-	38,044	38,805	39,581	40,372	41,180	-	-
IT	-	-	-	-	1,250	1,275	1,300	1,326	1,353	-	-
Payments in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-
Central Stores	-	-	-	-	-	-	-	-	-	-	-
Print Shop	-	-	-	-	1,851	1,888	1,926	1,964	2,004	-	-
GIS	-	-	-	-	-	-	-	-	-	-	-
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-	-	-	-	-	-	-
311 Call Center	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Debt Service:											
Principal	-	-	-	-	-	-	-	-	-	-	-
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	2,562,401	2,113,987	2,514,300	1,455,730	2,577,178	2,600,235	2,634,888	2,681,787	2,741,674	62,878	2.5%
Total Services & Charges	2,866,172	2,341,383	2,712,111	1,577,120	2,793,323	2,819,793	2,857,926	2,908,376	2,971,885	81,212	3.0%
Capital	23,994	3,555	-	-	-	25,000	-	-	-	-	-
Total Expenditures by Type	3,069,764	2,541,638	3,056,791	1,707,041	3,074,192	3,134,285	3,156,982	3,217,568	3,291,835	17,401	0.6%
Net Surplus / (Deficit)	(59,917)	494,576	(1,794,189)	(1,075,047)	(820,212)	(835,835)	(813,174)	(827,494)	(854,569)		
Beginning Cash Balance	5,245,412	5,185,497	5,683,353	5,683,353	3,889,164	3,068,952	2,233,117	1,419,943	592,450		
Cash Adjustments	2	3,280	-	(2,759)	-	-	-	-	-		
Ending Cash Balance	5,185,497	5,683,353	3,889,164	4,605,548	3,068,952	2,233,117	1,419,943	592,450	(262,120)		
Cash Reserves Target	767,441	635,410	764,198	426,760	768,548	783,571	789,245	804,392	822,959		25.00%

Explain Significant Revenue and Expenditure Changes Below:

Revenue: As a one-time event in 2015, we did not charge some of the departments for their share of liability insurance. In 2016, we have returned to our normal internal policy of charging all departments, except for Police and Fire who are being eased back into the expense by being charged only 50% of their share. It is planned for them to pay the full amount in 2017. In 2016 we increased the budget for liability claims, given the recent increase in claims filed. For the forecast, we have budgeted a slight decrease in this account.

Liability Insurance - 226

Fund Summary - Full-Time Employees

<i>Report ONLY Full-Time positions</i>									
Position	2014	2015	6/30/2015 Actual	2016	Forecast				
	Actual	Amended Budget		Proposed Budget	2017	2018	2019	2020	
Staffing (Full-Time Employees)									
Non-Bargaining									
Director, Safety & Risk	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Worker's Compensation Specialist	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Public Works Safety Coordinator	1.0	1.0	-	1.0	1.0	1.0	1.0	1.0	1.0
Claims Adjuster	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Total Non-Bargaining	3.0	4.0	3.0	4.0	4.0	4.0	4.0	4.0	4.0
Bargaining									
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
	-	-		-	-	-	-	-	-
Total Bargaining	-	-	-	-	-	-	-	-	-
Total Full-Time Employees	3.0	4.0	3.0	4.0	4.0	4.0	4.0	4.0	4.0

Explain Significant Staffing Changes Below:
 Claims adjuster was paid out of the legal department budget prior to 2015. Due to the job duties, it is more appropriate to pay this position from the liability insurance fund as this person is responsible for adjusting claims which are eventually paid from this fund.

Liability Insurance - 226

Fund Summary - Five-Year Capital Improvement Plan

Name	Funding Source	2015 Budget	BUDGET	FORECAST				Total	Justification								
			2016	2017	2018	2019	2020										
<table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 5px;"> <tr> <td style="width: 20%;">Minimum</td> <td style="width: 20%;">Equipment</td> <td style="width: 20%;">\$10,000</td> <td style="width: 40%;"></td> </tr> <tr> <td>Thresholds</td> <td>Buildings</td> <td>\$100,000</td> <td></td> </tr> </table>										Minimum	Equipment	\$10,000		Thresholds	Buildings	\$100,000	
Minimum	Equipment	\$10,000															
Thresholds	Buildings	\$100,000															
Replacement Capital																	
Replace vehicle	Cash	-	-	25,000	-	-	-	25,000	Aging of current vehicle.								
		-	-	-	-	-	-	-									
		-	-	-	-	-	-	-									
		-	-	-	-	-	-	-									
		-	-	-	-	-	-	-									
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		-	-	-	-	-	-	-									
		-	-	-	-	-	-	-									
		-	-	-	-	-	-	-									
Totals		-	-	25,000	-	-	-	25,000									

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
	LIABILITY INS. PREM. RES.							
226-0000-340.01-00	GENERAL FUND	1,914,804	1,596,756	75,497	75,497	44,044	37,752	883,602
LEVEL	TEXT		TEXT AMT					
01	ALLOCATIONS TO GENERAL FUND ALLOCATION:							
	MAYOR		1,933					
	CITY CLERK		1,388					
	COMMON COUNCIL		2,445					
	ADMINISTRATION/FINANCE		9,177					
	PALAIS ROYALE		9,789					
	MORRIS PERFORMING ARTS CENTER		20,466					
	LEGAL		2,989					
	ENGINEERING		11,670					
	311 CALL CENTER		1,901					
	HUMAN RIGHTS		1,631					
	POLICE DEPARTMENT (50% REDUCTION FOR 2016)		591,700					
	FIRE DEPARTMENT (50% REDUCTION FOR 2016)		228,512					
	ROUNDING		1					
			883,602					
226-0000-340.02-00	PARK MAINTENANCE FUND	186,360	225,696	0	0	0	0	98,756
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION - PARKS & RECREATION		98,756					
			98,756					
226-0000-340.03-00	MVH FUND	73,308	165,708	292,324	292,324	170,520	146,160	389,126
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION:							
	STREET DEPARTMENT		389,126					
			389,126					
226-0000-340.04-00	PARKING GARAGE FUND	2,964	7,560	8,422	8,422	4,914	4,212	9,416
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION:							
	PARKING GARAGE - MAIN STREET		787					
	PARKING GARAGE - LEIGHTON PLAZA		3,134					
	PARKING GARAGE - ENFORCEMENT		2,971					
	PARKING GARAGE - WAYNE STREET		2,524					
			9,416					
226-0000-340.05-00	CENTURY CENTER FUND	19,620	37,835	31,251	31,251	15,626	15,626	23,864
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION:		23,864					
			23,864					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
226-0000-340.06-00	SOLID WASTE FUND	112,992	183,708	98,664	98,664	57,554	49,332	100,478
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION: SOLID WASTE		100,478 100,478					
226-0000-340.07-00	WATER DEPT	220,296	170,652	158,132	158,132	92,246	79,068	134,489
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION: WATER UTILITY		134,489 134,489					
226-0000-340.08-00	WASTE WATER DEPT	244,368	318,960	284,593	284,473	165,949	142,242	276,905
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION: WASTEWATER UTILITY SEWERS CONCRETE CREW ORGANIC RESOURCES		174,980 99,753 543 1,629 276,905					
226-0000-340.09-00	SEWER DEPT	0	240	0	120	70	60	136
LEVEL	TEXT		TEXT AMT					
01	ALLOCATION SEWER INSURANCE		136 136					
226-0000-340.11-00	ECONOMIC DEVELOPMENT	16,332	44,892	213,051	213,051	124,278	106,524	142,778
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION: COMMUNITY INVESTMENT		142,778 142,778					
226-0000-340.12-00	BUILDING DEPARTMENT	12,576	61,824	5,564	5,564	3,248	2,784	117,024
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION: BUILDING CODE ENFORCEMENT ANIMAL CONTROL SOLID WASTE - CODE		4,977 8,770 4,997 98,280 117,024					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
226-0000-340.13-00	CENTRAL SERVICES	25,320	32,328	40,877	40,877	23,856	20,448	32,345
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION:							
	EQUIPMENT SERVICES		29,494					
	CENTRAL STORES		339					
	PRINT SHOP		339					
	RADIO SHOP		815					
	BLDG MAINT		815					
	SUSTAINABILITY OFFICE		543					
			32,345					
226-0000-340.14-00	HALL OF FAME	4,176	6,312	6,565	6,565	3,829	3,282	5,801
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION:		5,801					
			5,801					
226-0000-340.16-00	COIT - STUDEBAKER MUSEUM	27,948	6,852	7,309	7,309	4,263	3,654	7,134
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION:		7,134					
			7,134					
226-0000-340.18-00	LOCAL ROAD & STREETS INS	126,180	0	0	0	0	0	0
226-0000-340.19-00	EDIT	816	0	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
01	ALLOCATION ELIMINATED FOR 2014							
226-0000-340.25-00	CUMULATIVE CAPITAL DEVELP	504	0	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
01	ALLOCATION ELIMINATED FOR 2014							
226-0000-340.26-00	MINOR FUNDS	12	396	478	478	280	240	543
LEVEL	TEXT		TEXT AMT					
01	FIXED ALLOCATION:							
	PROJECT RELEAF FUND 655		543					
			543					
226-0000-340.31-00	OFFICE OF INNOVATION	0	0	0	0	0	0	1,086
LEVEL	TEXT		TEXT AMT					
01	ALLOCATION							
	OFFICE OF INNOVATION		1,086					
			1,086					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
226-0000-360.00-00	MISCELLANEOUS REVENUE	949	37,048	0	0	0	0	0
226-0000-361.00-00	INTEREST ON INVESTMENTS	18,597	14,433	20,500	20,500	21,574	18,235	20,500
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED INTEREST ON CASH RESERVES IN FUND		20,500					
			20,500					
226-0000-380.10-99	MISC. REIMBURSEMENTS	161	125,014	0	2,375	2,375	2,375	0
226-0000-391.01-00	SALE OF FIXED ASSETS	1,564	0	0	0	0	0	0
**	LIABILITY INS. PREM. RES.	3,009,847	3,036,214	1,243,227	1,245,602	734,626	631,994	2,243,983

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
226-0418-380.10-99	MISC. REIMBURSEMENTS	0	0	17,000	17,000	0	0	10,000
LEVEL	TEXT		TEXT AMT					
01	RAY WOLFENBARGER EXCESSIVE WORKERS COMP		10,000					
			10,000					
**	WORKER'S COMPENSATION	0	0	17,000	17,000	0	0	10,000
***	LIABILITY INS. PREM. RES.	3,009,847	3,036,214	1,260,227	1,262,602	734,626	631,994	2,253,983

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
LIABILITY INS. PREM. RES.								
226-0403-421.31-71	CENTRAL STORES ALLOCATION	480	0	0	0	0	0	0
LEVEL	TEXT	TEXT AMT						
01	ALLOCATION	-----						
*	OTHER SERVICES & CHARGES	480	0	0	0	0	0	0
226-0403-645.10-01	REGULAR	121,221	131,414	145,973	141,123	69,783	59,530	94,746
LEVEL	TEXT	TEXT AMT						
01	1 - DIRECTOR, SAFETY AND RISK	59,046						
	1 - WORKER'S COMPENSATION SPECIALIST (NEW TITLE)	35,700						
	1 - PUBLIC WORKS SAFETY COORDINATOR - REMOVED	94,746						
226-0403-645.10-03	SEASONAL & INTERNS	0	0	0	4,000	1,705	0	3,520
LEVEL	TEXT	TEXT AMT						
01	INTERN FOR 8 WEEKS	3,520						
	\$11*40*8	3,520						
226-0403-645.10-04	EXTRA AND OVERTIME	737	485	0	850	366	351	0
226-0403-645.11-01	FICA - REGULAR	9,916	9,733	11,167	11,167	5,033	4,185	7,518
LEVEL	TEXT	TEXT AMT						
01	REGULAR SALARIES \$94,746 X 7.65%	7,248						
	INTERN \$3520 X 7.65%	270						
		7,518						
226-0403-645.11-04	PERF - REGULAR	12,196	14,773	16,349	16,349	7,857	6,707	10,612
LEVEL	TEXT	TEXT AMT						
01	REGULAR SALARIES \$94746 X 11.2%	10,612						
		10,612						
226-0403-645.11-07	UNEMPLOYMENT COMP	0	0	730	730	213	183	246
LEVEL	TEXT	TEXT AMT						
01	SALARIES - \$94746 X 0.25%	237						
	INTERN - \$3,520 X 0.25%	9						
		246						
226-0403-645.11-08	GROUP INSURANCE - HEALTH	19,790	21,662	36,000	36,000	14,247	12,232	28,800
LEVEL	TEXT	TEXT AMT						
01	HEALTH INSURANCE:							

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
	2 EMPLOYEES X \$14,400		28,800 28,800					
226-0403-645.11-09	GROUP INSURANCE - LIFE	350	360	631	631	155	135	432
LEVEL	TEXT		TEXT AMT					
01	LIFE INSURANCE IS 2 X \$120		240					
	LTD INSURANCE IS 2 X \$96		192					
			432					
226-0403-645.11-24	CELL PHONE ALLOWANCE	1,045	1,080	1,320	1,320	420	365	1,320
LEVEL	TEXT		TEXT AMT					
01	2 EMPLOYEES X \$55 PER MONTH X 12 MONTHS		1,320					
			1,320					
* PERSONNEL SERVICES		165,255	179,507	212,170	212,170	99,779	83,687	147,194
226-0403-645.21-02	PRINT SHOP	3,048	2,834	2,229	2,229	1,347	1,161	2,274
LEVEL	TEXT		TEXT AMT					
01	FIXED COST ALLOCATION - PRINT SHOP		2,274					
			2,274					
226-0403-645.21-03	C.S. - OFFICE SUPPLIES	294	59	960	960	6	6	960
LEVEL	TEXT		TEXT AMT					
01	EXPENSES ESTIMATE		600					
	SUPPLIES THAT PRINT SHOP USES		360					
			960					
226-0403-645.21-04	OTHER - OFFICE SUPPLIES	1,872	1,558	3,000	3,000	1,229	1,229	3,000
LEVEL	TEXT		TEXT AMT					
01	EXPENSES ESTIMATE		3,000					
			3,000					
226-0403-645.21-05	SMALL OFFICE EQUIPMENT	97	1,232	12,000	12,000	6,348	5,416	8,000
LEVEL	TEXT		TEXT AMT					
01	EXPENSES ESTIMATE		3,000					
	IPADS, OTHER EQ FOR SAFETY COORDINATORS		5,000					
			8,000					
226-0403-645.22-01	CENTRAL SERVICE GASOLINE	1,508	744	2,000	2,000	746	652	1,500
LEVEL	TEXT		TEXT AMT					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
01	GAS ALLOCATION NO VAN ANYMORE; HAVE 2 HYBRID VEHICLES GARY'S POSITION NOT REPLACED		2,500 1,000- 1,500					
	226-0403-645.22-24 OTHER OPERATING SUPPLIES	7,524	10,766	10,000	10,000	14,276	8,464	15,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE		10,000					
	ROUGH ESTIMATE FOR ADDITIONAL 2016 NEEDS		5,000 15,000					
		-----	-----	-----	-----	-----	-----	-----
*	SUPPLIES	14,343	17,193	30,189	30,189	23,952	16,928	30,734
	226-0403-645.31-06 OTHER PROFESSIONAL SVCS	0	0	0	669	669	0	0
	226-0403-645.31-73 PRINT SHOP ALLOCATION	0	0	0	0	0	0	1,851
LEVEL	TEXT		TEXT AMT					
01	PRINT SHOP ALLOCATION		1,851 1,851					
	226-0403-645.32-02 POSTAGE	44	51	200	200	58	33	200
LEVEL	TEXT		TEXT AMT					
01	EXPENSES ESTIMATE		200 200					
	226-0403-645.32-04 TELEPHONE	1,320	1,290	1,000	1,000	650	570	1,000
LEVEL	TEXT		TEXT AMT					
01	2014 EXPENSE ESTIMATE		1,000 1,000					
	226-0403-645.32-21 TRAVEL - MILEAGE	500	134	1,000	450	138	138	500
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE		500 500					
	226-0403-645.32-22 TRAVEL - AIRFARE	502	0	500	0	0	0	500
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE		500 500					
	226-0403-645.32-23 TRAVEL - HOTEL	2,239	2,737	1,000	3,500	3,832	2,313	3,000
LEVEL	TEXT		TEXT AMT					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
01	ESTIMATE		3,000 3,000					
226-0403-645.32-24	TRAVEL - MEALS	275	441	500	500	387	387	1,000
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE		1,000 1,000					
226-0403-645.32-25	TRAVEL - OTHER	321	303	500	550	535	535	500
LEVEL	TEXT		TEXT AMT					
01	ESTIMATE		500 500					
226-0403-645.36-03	AUTOMOTIVE EQUIPMENT	1,571	533	1,000	1,000	580	349	1,000
LEVEL	TEXT		TEXT AMT					
01	SAFETY & RISK MANAGER & SAFETY & RISK COORDINATOR 2 VEHICLES ARE BUSINESS USE ONLY TIRES & OIL CHANGES		1,000 1,000					
226-0403-645.36-04	COMPUTER EQUIPMENT	1,368	1,104	1,572	1,572	917	786	1,250
LEVEL	TEXT		TEXT AMT					
01	FIXED COST ALLOCATION INFORMATION TECHNOLOGY		1,250 1,250					
226-0403-645.39-10	SUBSCRIPTIONS	196	20	300	300	145	145	300
LEVEL	TEXT		TEXT AMT					
01	EXPENSE ESTIMATE		300 300					
226-0403-645.39-11	DUES	0	405	300	300	0	0	300
LEVEL	TEXT		TEXT AMT					
01	EXPENSE ESTIMATE		300 300					
226-0403-645.39-70	EDUCATION & TRAINING	8,567	11,333	30,000	30,000	8,407	6,922	45,000
LEVEL	TEXT		TEXT AMT					
01	EXPENSE ESTIMATE ADD GIBSON TRAININGS EXPAND EDUCATION PROGRAM (S&R DEPT) AND BRING IN		30,000 15,000					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
	OUTSIDE SPEAKERS		45,000					
226-0403-645.39-89	MISC CHARGES & SERVICES	2,848	1,202	2,000	2,000	1,039	843	2,000
LEVEL	TEXT		TEXT AMT					
01	EXPENSE ESTIMATE - CINTAS		1,000					
	EXPENSE ESTIMATE - HR DRIVERS LICENSE CHECKS		1,000					
			2,000					
* * *	OTHER SERVICES & CHARGES	19,751	19,553	39,872	42,041	17,357	13,020	58,401
	226-0403-645.43-02 MOTOR EQUIPMENT	22,435	3,555	0	0	0	0	0
	226-0403-645.43-08 COMPUTER EQUIP. & NWIWRK.	1,559	0	0	0	0	0	0
* * *	CAPITAL	23,994	3,555	0	0	0	0	0
**	SAFETY/RISK MANAGEMENT	223,823	219,808	282,231	284,400	141,088	113,634	236,329

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
226-0412-645.31-70	ADM FEE ALLOCATION	143,448	78,811	30,670	30,670	17,891	15,335	38,044
LEVEL	TEXT		TEXT AMT					
01	FIXED COST ALLOCATION		38,044					
	ADMINISTRATIVE FEE		38,044					
		-----	-----	-----	-----	-----	-----	-----
*	OTHER SERVICES & CHARGES	143,448	78,811	30,670	30,670	17,891	15,335	38,044
226-0412-672.10-01	REGULAR	0	0	75,500	75,020	24,710	19,766	74,159
LEVEL	TEXT		TEXT AMT					
01	1 - CITY ATTORNEY/CLAIMS ADJUSTER		74,159					
	WILL WORK IN THE LEGAL DEPARTMENT		74,159					
226-0412-672.11-01	FICA - REGULAR	0	0	5,776	5,776	1,863	1,489	5,674
LEVEL	TEXT		TEXT AMT					
01	FICA - \$74,159 X 7.65%		5,674					
			5,674					
226-0412-672.11-04	PERF - REGULAR	0	0	8,456	8,456	2,768	2,214	8,306
LEVEL	TEXT		TEXT AMT					
01	PERF - \$74,159 X 11.2%		8,306					
			8,306					
226-0412-672.11-07	UNEMPLOYMENT BENEFITS	0	0	378	378	0	0	186
LEVEL	TEXT		TEXT AMT					
01	UNEMPLOYMENT - \$74,159 X .25%		186					
			186					
226-0412-672.11-08	GROUP INSURANCE - HEALTH	0	0	12,000	12,000	6,549	5,541	14,400
LEVEL	TEXT		TEXT AMT					
01	HEALTH - 1 X \$14,400		14,400					
			14,400					
226-0412-672.11-09	GROUP INSURANCE - LIFE	0	0	211	211	65	55	216
LEVEL	TEXT		TEXT AMT					
01	LIFE - 1 X \$120		120					
	LTD - 1 X \$96		96					
			216					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
226-0412-672.11-22	PARKING ALLOWANCE	0	0	0	480	280	240	0
LEVEL	TEXT		TEXT AMT					
01	\$40 PER MONTH - REMOVED							
		-----	-----	-----	-----	-----	-----	-----
*	PERSONNEL SERVICES	0	0	102,321	102,321	36,235	29,305	102,941
	226-0412-672.31-01 LEGAL SERVICES	0	0	0	5,000	584	0	0
	226-0412-672.32-21 TRAVEL - MILEAGE	0	0	500	500	0	0	500
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED TRAVEL		500					
			500					
	226-0412-672.32-22 TRAVEL - AIRFARE	0	0	400	400	0	0	0
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED AIR FARE							
	226-0412-672.32-23 TRAVEL - HOTEL	0	0	300	300	0	0	0
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED HOTEL COSTS							
	226-0412-672.32-24 TRAVEL - MEALS	0	0	300	300	0	0	0
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED PER DIEM MEAL COSTS							
	226-0412-672.39-01 REFND,AWARDS,IMDEMNITIES	1,445,223	833,522	1,000,000	1,000,000	561,444	496,597	1,089,878
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED CLAIMS							
	CLAIMS MANAGED BY THE CITY LEGAL DEPARTMENT		1,000,000					
	RESERVE FUNDS		89,878					
			1,089,878					
	226-0412-672.39-11 OTHER CONTRACTUALS	11,739	5,666	50,000	45,000	0	0	151,500
LEVEL	TEXT		TEXT AMT					
01	CONIRACTUAL SERVICES ESTIMATE PER CRISTAL BRISCO		40,000					
	OTHER - STREET DEPT POND REMEDIATION STUDY		10,000					
	JWF - CONTRACT FOR MMSEA CLAIMS		1,500					
	OUTSIDE LEGAL		100,000					
			151,500					
	226-0412-672.39-70 EDUCATION & TRAINING	0	0	400	400	0	0	500
LEVEL	TEXT		TEXT AMT					
01	ESTIMATED TRAINING COSTS FOR CLAIMS ADJUSTER		500					
			500					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
*	OTHER SERVICES & CHARGES	1,456,962	839,188	1,051,900	1,051,900	562,028	496,597	1,242,378
**	LIABILITY COVERAGE	1,600,410	917,999	1,184,891	1,184,891	616,154	541,237	1,383,363

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
226-0417-672.31-06	OTHER PROFESSIONAL SERV	79,500	82,000	72,000	72,000	44,625	44,625	72,500
LEVEL	TEXT		TEXT AMT					
01	GIBSON PROPERTY		36,000					
	OUTSIDE MEDICAL CONSULTANT - IME'S, ETC.		10,000					
	GIBSON LOSS PREVENTION							
	GIBSON WORK COMP		26,500					
			72,500					
226-0417-672.34-02	LIABILITY	395,068	456,549	528,000	598,000	506,935	506,935	530,000
LEVEL	TEXT		TEXT AMT					
01	PROPERTY/CRIME/LIQUOR COVERAGES							
	PROPERTY GIBSON EST 503,000 BEFORE 7-1-15 RENEWAL		475,000					
	FLOOD PER GIBSON EST		8,500					
	LIQUOR PER GIBSON EST		2,500					
	EDDY ST GARAGE PER GIBSON EST		30,000					
	CRIME PER GIBSON EST		12,000					
	BONDS		2,000					
	ADDITIONAL FLOOD COVERAGE ???							
			530,000					
*	OTHER SERVICES & CHARGES	474,568	538,549	600,000	670,000	551,560	551,560	602,500
**	BUSINESS INSURANCE	474,568	538,549	600,000	670,000	551,560	551,560	602,500

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
226-0418-671.31-07	WORK. CMP THRD PTY AD FEE	65,000	50,000	50,000	50,000	50,000	50,000	50,000
LEVEL	TEXT		TEXT AMT					
01	JWF THIRD PARTY ADMINISTRATOR FEE CONTRACT THROUGH 1/1/17		50,000 50,000					
226-0418-671.34-01	WORKMEN'S COMP	107,548	182,523	200,000	200,000	116,128	87,923	150,000
LEVEL	TEXT		TEXT AMT					
01	TEAMSTER/NON-BARGAINING CLAIMS ESTIMATE PER ROB		150,000 150,000					
226-0418-671.34-02	LIABILITY INSURANCE	106,325	116,315	130,000	130,000	124,925	124,925	150,000
LEVEL	TEXT		TEXT AMT					
01	JWF SPECIALTY (MIDWEST) EXCESSIVE EST PER GIBSON		150,000 150,000					
226-0418-671.34-20	WORKERS COMP/POLICE FIRE	306,521	321,568	400,000	400,000	402,910	208,390	400,000
LEVEL	TEXT		TEXT AMT					
01	POLICE/FIRE WORK COMP CLAIMS EST PER ROB		400,000 400,000					
226-0418-671.34-29	W.C. POLICE/FIRE TERM CLM	95,641	131,073	117,000	45,500	4,434	4,434	10,000
LEVEL	TEXT		TEXT AMT					
01	SPECIAL WORKER COMP CLAIMS (MAURICE WOODS) RAY WOLFENBARGER		10,000 10,000					
226-0418-671.39-12	PHYSICAL EXAMINATIONS	43,966	24,091	30,000	30,000	11,358	9,993	30,000
LEVEL	TEXT		TEXT AMT					
01	POLICE/FIRE PHYSICALS		30,000 30,000					
226-0418-671.39-80	CITY DRUG PROGRAM	45,962	39,712	62,000	62,000	20,388	14,942	62,000
LEVEL	TEXT		TEXT AMT					
01	DRUG TEST PROGRAM ADD POLICE & FIRE RANDOM DRUG TESTS		50,000 12,000 62,000					
* OTHER SERVICES & CHARGES		770,963	865,282	989,000	917,500	730,143	500,608	852,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2013 ACTUAL	2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2015 Y-T-D ACTUAL	6/30/15 YTD Actual	2016 PROPOSED BUDGET
**	WORKER'S COMPENSATION	770,963	865,282	989,000	917,500	730,143	500,608	852,000
***	LIABILITY INS. PREM. RES.	3,069,764	2,541,638	3,056,122	3,056,791	2,038,945	1,707,038	3,074,192