

Department of Code Enforcement & Animal Care & Control

September 7, 2016



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CITY OF SOUTH BEND

EXCELLENCE | ACCOUNTABILITY | INNOVATION | INCLUSION | EMPOWERMENT

2017 Budget Presentation

Department of Code Enforcement

Randy Wilkerson,
Director of Code Enforcement

Pete Buttigieg,
Mayor of South Bend

Mission & Vision Statements

The mission of the Department of Code Enforcement is to ensure a safe and clean environment by upholding and enforcing the ordinances of the City of South Bend through education and communication.

Our vision is to be one of the premier code enforcement departments in the nation as a result of our core values and commitment to innovation.

Our core values are:

- ✓ Pride
- ✓ Adaptability
- ✓ Service
- ✓ Integrity

Department of Code Enforcement

Department of Code Enforcement

The Department of Code Enforcement encompasses:

1. Neighborhood Code Enforcement (NCE)
2. Neighborhood Enforcement Action Team (NEAT Group)
3. South Bend Animal Care & Control (SBACC)

Department of Code Enforcement

Department Expenditures

		2015	2016 Amended Budget	2017 Proposed Budget	% Change, 2016 to 2017
Personnel	NCE	\$ 865,456	\$ 1,042,061	\$ 1,090,972	5%
	ACC	498,217	532,671	542,139	2%
	NEAT	-	260,769	267,695	3%
Total Personnel		\$ 1,363,673	\$ 1,835,501	\$ 1,900,806	4%
Supplies	NCE	56,213	51,479	47,800	-7%
	ACC	37,558	40,305	33,050	-18%
	NEAT	-	41,149	30,800	-25%
Total Supplies		\$ 93,771	\$ 132,933	\$ 111,650	-16%
Services	NCE	817,402	746,231	809,818	9%
	ACC	100,317	156,354	198,932	27%
	NEAT	-	298,180	257,990	-13%
Total Services		\$ 917,719	\$ 1,200,765	\$ 1,266,740	5%
GRAND TOTAL		\$ 2,375,163	\$ 3,169,199	\$ 3,279,196	3%

Department of Code Enforcement

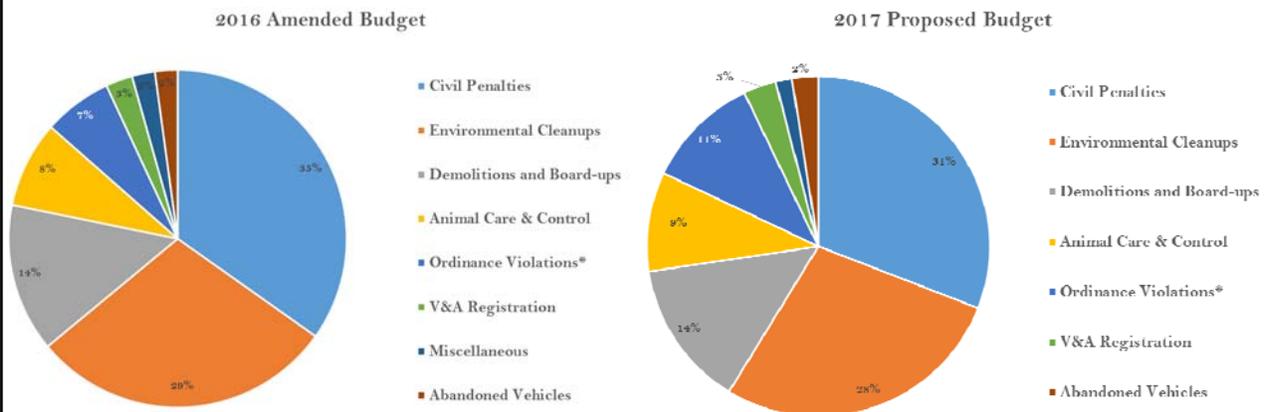
Department Revenues

	2015 Actual	2016 Amended Budget	2017 Proposed Budget	% Change
Civil Penalties	86,562	258,100	200,000	-23%
Environmental Cleanups	155,744	216,100	180,000	-17%
Demolitions and Board-ups	117,065	105,600	90,000	-15%
Animal Care & Control	58,189	61,500	61,000	-1%
Ordinance Violations*	21,768	48,700	70,000	44%
V&A Registration	11,153	19,000	20,000	5%
Miscellaneous	260	16,300	10,000	-39%
Abandoned Vehicles	14,070	16,000	16,000	0%
Totals	\$ 464,811	\$ 741,300	\$ 647,000	-13%

Department of Code Enforcement

* Grass/weed tickets not included in 2016 amended budget.

Department Revenues



Department of Code Enforcement

Tickets Issued

2016 Tickets Issued through 8/31/16

Type	Count	Total	Average
Grass \$250	1796	\$ 449,000	\$ 250
Grass \$500	293	\$ 146,500	\$ 500
SBACC	56	\$ 7,125	\$ 127
Dumping	38	\$ 12,050	\$ 317
Failure to Clean	36	\$ 5,450	\$ 151
Failure to Repair	6	\$ 1,250	\$ 208
Yard Parking	6	\$ 800	\$ 133
No Business License	16	\$ 800	\$ 50
Snow	64	\$ 1,920	\$ 30
Miscellaneous	4	\$ 475	\$ 119
Total	2,315	\$ 625,370	\$ 189

Total Tickets Issued 2015 - Aug 2016

2015	\$ 112,280
2016	\$ 625,370
% Change	457%

Department of Code Enforcement

Department Key Performance Indicators

	Measure	City Goal	Type	2015 Actual	2016 Estimated	2017 Target	2018 Long-Term Goal
NCE	Percentage of environmental issues cleaned by owner.	GG	Effectiveness	36%	46%	47%	60%
NCE	Percentage of housing issues repaired by owner.	GG	Effectiveness	42%	42%	45%	50%
NCE	Percentage of environmental accounts receivable collected.	BE	Efficiency	21%	25%	30%	30%
SBACC	Bite cases serviced by SBACC (cats, dogs, wildlife).	BE	Efficiency	17	5	5	5
SBACC	Percentage of animals returned to owner.	GG	Effectiveness	13%	15%	18%	18%
SBACC	Percentage of animals sent to rescue/rehab.	GG	Effectiveness	31%	32%	35%	35%
NEAT	Average number of days from inspector's request for abatement to completed abatement.	BE	Efficiency	NA	NA	3	3
NEAT	Percentage of billable vs non-billable abatements.	GG	Effectiveness	NA	90%	90%	90%

Department of Code Enforcement

2017 Department Staff Changes

Adding:

- 1 FTE Deputy Director (DCE)
- 2 Part-Time Office Assistants (NCE/NEAT)

Eliminating:

- 1 FTE Secretary IV (NCE/NEAT)

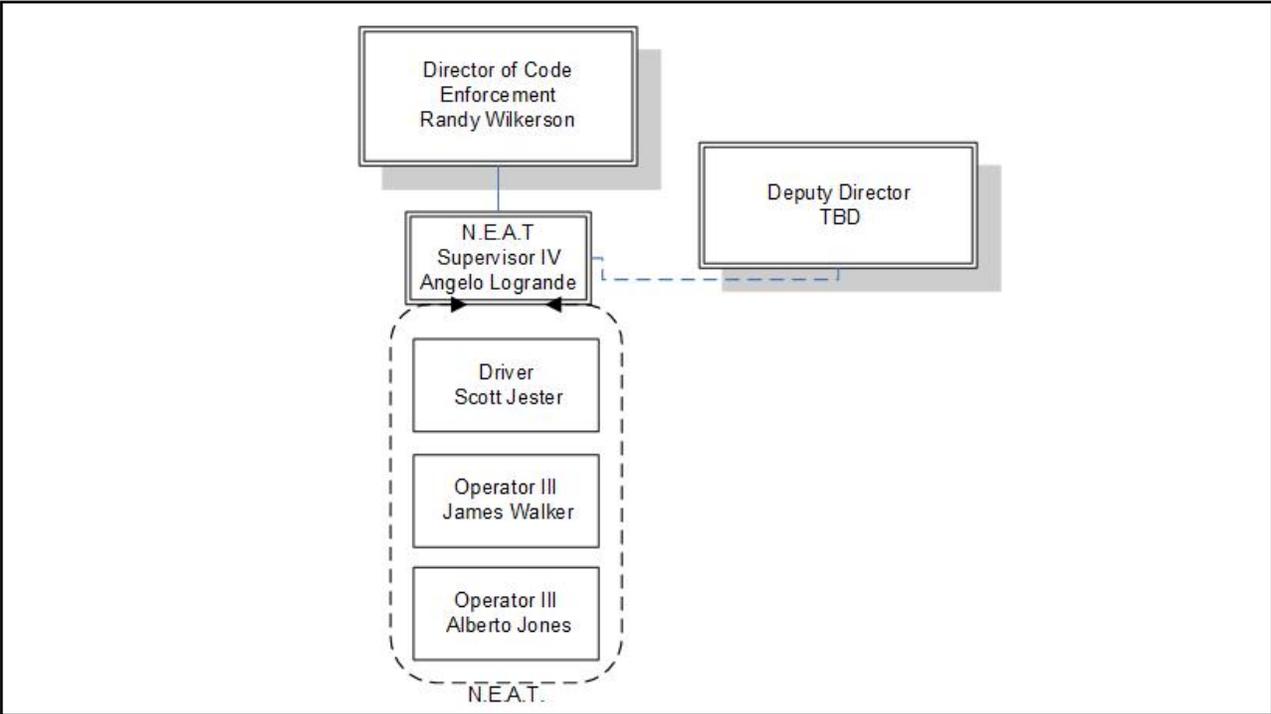
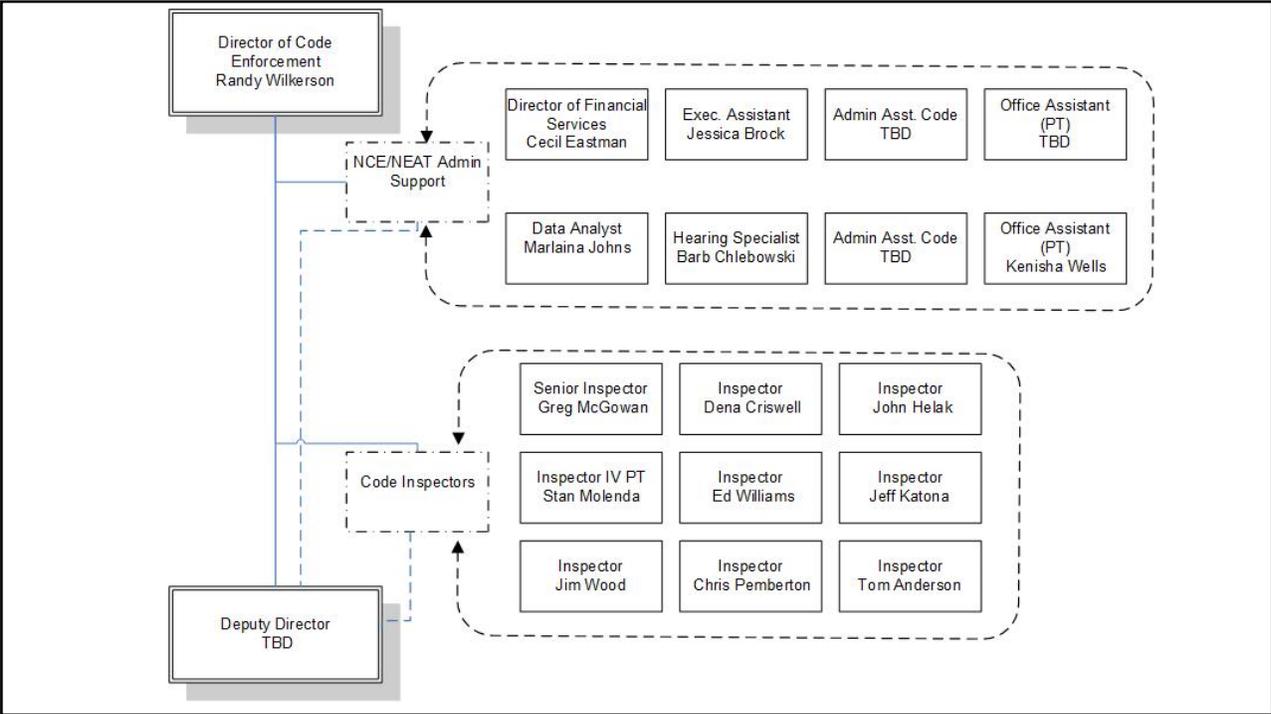
Change of Status:

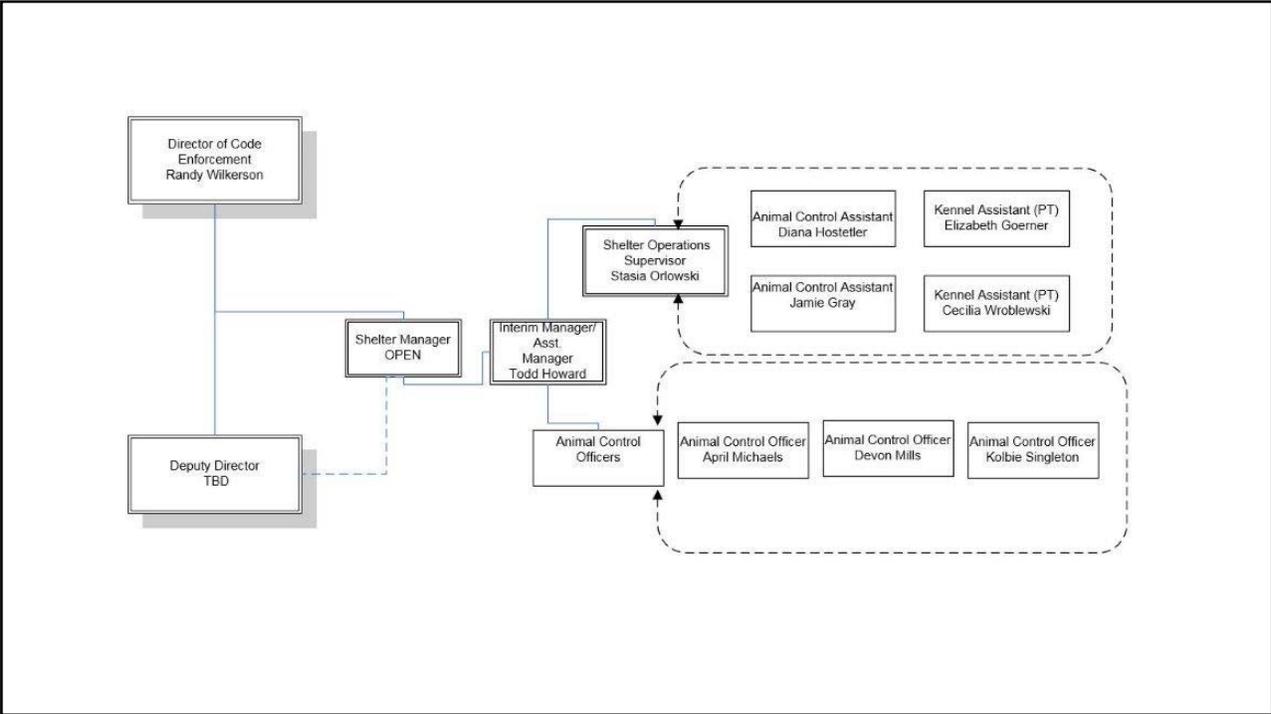
- Secretary IV to Administrative Assistant Code (NCE/NEAT)
 - Supervisor II to Supervisor IV (NEAT)
 - Animal Control Assistant to Shelter Operations Supervisor (SBACC)
- Head Count: 28 Full-Time, 5 Part-Time

Department of Code Enforcement

2017 Organizational Charts

Department of Code Enforcement





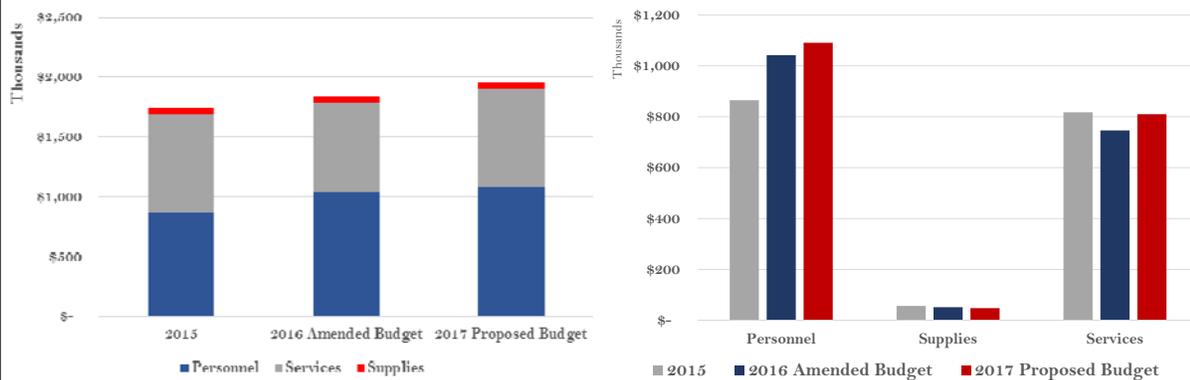
Neighborhood Code Enforcement

Neighborhood Code Enforcement Expenditures

	2015	2016 Amended Budget	2017 Proposed Budget	% Change, 2016 to 2017
Personnel	\$ 865,456	\$ 1,042,061	\$ 1,090,972	5%
Supplies	\$ 56,213	\$ 51,479	\$ 47,800	-7%
Services	\$ 817,402	\$ 746,231	\$ 809,818	9%
Total	\$ 921,669	\$ 1,093,540	\$ 1,138,772	4%

Department of Code Enforcement

Neighborhood Code Enforcement Expenditures



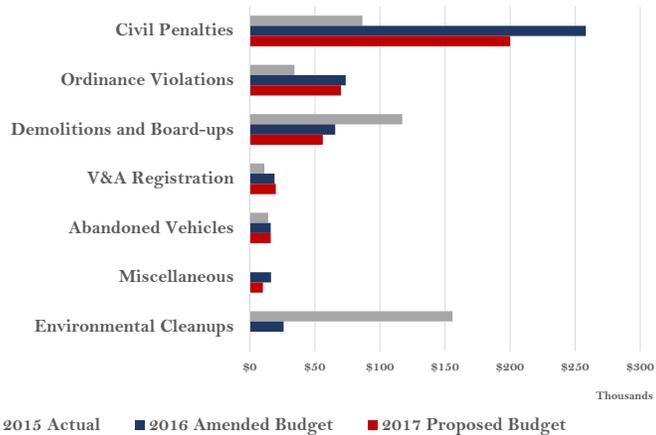
Department of Code Enforcement

Neighborhood Code Enforcement Revenues

	2015 Actual	2016 Amended Budget	2017 Proposed Budget	% Change
Civil Penalties	86,562	258,100	200,000	100%
Ordinance Violations	34,294	73,700	70,000	-5%
Demolitions and Board-ups	117,065	65,600	56,000	-15%
V&A Registration	11,153	19,000	20,000	5%
Abandoned Vehicles	14,070	16,000	16,000	0%
Miscellaneous	260	16,300	10,000	-39%
Environmental Cleanups	155,744	26,000	-	-100%
Total	\$ 419,148	\$ 474,700	\$ 372,000	-22%

Department of Code Enforcement

Neighborhood Code Enforcement Revenues



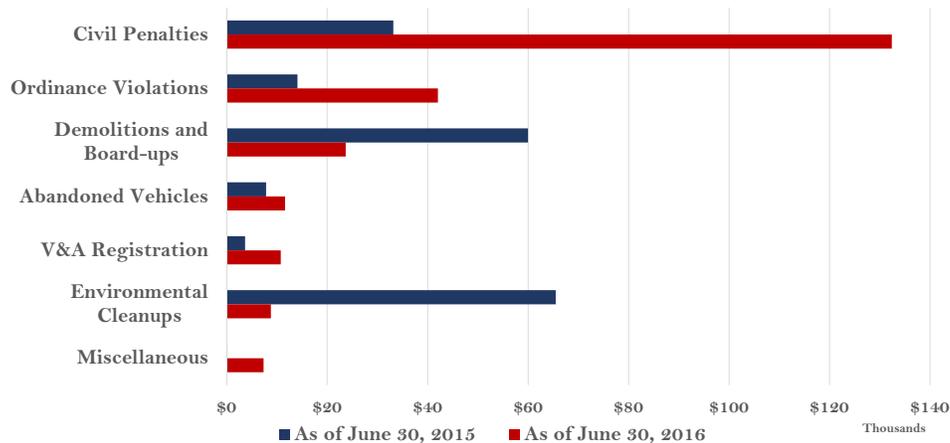
Department of Code Enforcement

Neighborhood Code Enforcement Midyear Revenues

	As of June 30, 2015	As of June 30, 2016	% Change
Civil Penalties	33,177	132,405	299%
Ordinance Violations	14,077	42,056	199%
Demolitions and Board-ups	59,967	23,681	-61%
Abandoned Vehicles	7,840	11,632	48%
V&A Registration	3,650	10,752	195%
Environmental Cleanups	65,482	8,804	-87%
Miscellaneous	143	7,348	5041%
Total	\$ 184,336	\$ 236,678	28%

Department of Code Enforcement

Neighborhood Code Enforcement Midyear Revenues



Department of Code Enforcement

Neighborhood Code Enforcement 2016 Accomplishments

- Business Licensing inspections process revised this year.
 - We inspected 80 applications in 2016; taking about 320 hours to complete.
- Created educational brochures for the public.
- Enhanced collections process and hired a person dedicated to building collection cases.
- Audited all environmental files and purged over 300 boxes of paper and removed 15 filing cabinets.
- Began upgrading computers for office and inspectors.
- Resumed placing special assessments on properties.
- Worked with council to approve Landlord Registration. Funds are allocated for 2017.

Department of Code Enforcement

Neighborhood Code Enforcement 2016 Goals & Challenges

- Improve Operational Efficiency
- Community Outreach and Partnerships
- Economic Development

Department of Code Enforcement

Neighborhood Code Enforcement 2017 Goals & Challenges

- Streamline business licensing.
- Continue to improve operational efficiency.
- We hope to see significant improvements in the Accela software in 2017. We are still using Accela at a fraction of its capabilities.
- Address overgrown vegetation around street signs and alleyways by creating a new program and designating program monies.
- Increase collections percentage for the Department.
- Continue to update our aging car fleet with mid-size pickup trucks to increase functionality of vehicles for inspectors.

Department of Code Enforcement

Neighborhood Code Enforcement 2017 Goals & Challenges

- Continue to cross train staff.
- Regularly attend neighborhood and community meetings.
- Plan and create Code Enforcement satellite offices.
- Assess condition of commercial structures in the city that are in disrepair and seek solutions.
- Work with the Department of Community Investment to address vacant lot issues.

Department of Code Enforcement



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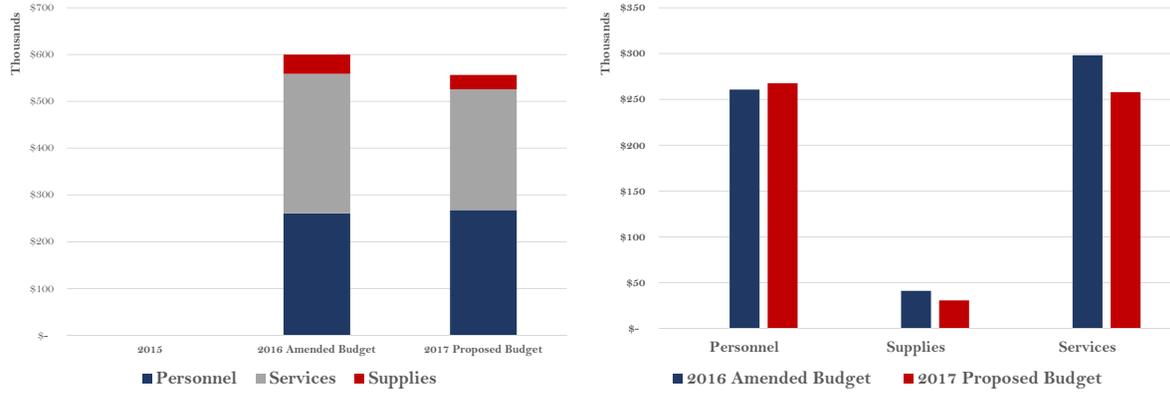
Neighborhood Enforcement Action Team

NEAT Expenditures

	2015	2016 Amended Budget	2017 Proposed Budget	% Change, 2016 to 2017
Personnel	\$ -	\$ 260,769	\$ 267,695	3%
Supplies	\$ -	\$ 41,149	\$ 30,800	-25%
Services	\$ -	\$ 298,180	\$ 257,990	-13%
Total	\$ -	\$ 600,098	\$ 556,485	-7%

Department of Code Enforcement

NEAT Expenditures



Department of Code Enforcement

NEAT Revenues

Budgeted Revenues

	2015 Actual	2016 Amended Budget	2017 Proposed Budget	% Change
Environmental Cleanups	-	190,100	180,000	-5%
Demolitions and Board-ups	-	40,000	34,000	-15%
Total	NA	\$ 230,100	\$ 214,000	-7%

Midyear Revenues

	As of June 30, 2015	As of June 30, 2016	% Change
Environmental Cleanups	-	99,574	100%
Demolitions and Board-ups	-	39,538	100%
Total	\$ -	\$ 139,112	100%

Department of Code Enforcement

NEAT 2016 Accomplishments

- Reached out to support other departments.
 - Assisted the Parks Department with storm cleanup from June 22nd through June 27th. Removed a total of 68 loads of debris (dump truck-sized)!
 - Assisted Solid Waste with removal of flood damaged items at over 100 properties. As of August 31st, we removed 126,460lbs of debris!
- Returned to Code Enforcement for operational/reporting purposes.
- Initiated use of iPads for the crew.
- Dedicated one truck a day to collect dumped tires.
- Assigned abatements geographically.

Department of Code Enforcement

NEAT 2017 Goals & Challenges

- Update aging fleet of pickup trucks from two wheel drive to four wheel drive pickup trucks.
- Develop program to address alley and sign cutbacks.
- Continue to cultivate relationships with other departments.

Department of Code Enforcement



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South Bend Animal Care & Control

SBACC Mission & Vision Statements

The mission of Animal Care and Control is to promote and educate the public on the humane treatment of animals and to foster respect, understanding and compassion for all creatures while ensuring that all city residents adhere to City, State and Federal laws.

Our vision is to enhance the lives of the residents of South Bend through responsible and respectful pet ownership.

Our core values are:

- ✓ Humanity
- ✓ Empathy
- ✓ Approachability

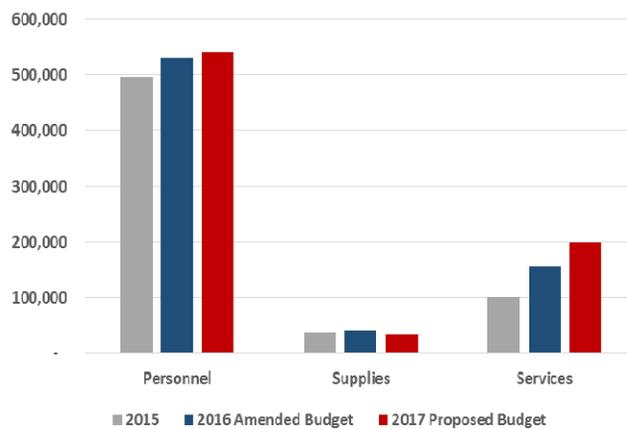
Department of Code Enforcement

SBACC Expenditures

	2015	2016 Amended Budget	2017 Proposed Budget	% Change, 2016 to 2017
Personnel	498,217	532,671	542,139	2%
Supplies	37,558	40,305	33,050	-18%
Services	100,317	156,354	198,932	27%
TOTAL	\$ 636,092	\$ 729,330	\$ 774,121	6%

Department of Code Enforcement

SBACC Expenditures



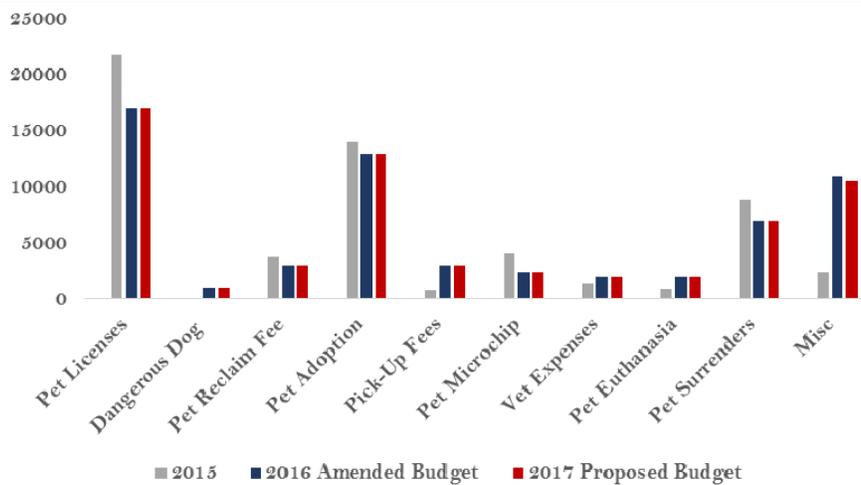
Department of Code Enforcement

SBACC Budgeted Revenues

Type	2015	2016 Amended Budget	2017 Proposed Budget	% Change 2016-2017
Pet Licenses	\$ 21,790	\$ 17,000	\$ 17,000	0%
Dangerous Dog	-	1,000	1,000	0%
Pet Reclaim Fee	3,809	3,000	3,000	0%
Pet Adoption	13,995	13,000	13,000	0%
Pick-Up Fees	772	3,000	3,000	0%
Pet Microchip	4,081	2,500	2,500	0%
Vet Expenses	1,389	2,000	2,000	0%
Pet Euthanasia	960	2,000	2,000	0%
Pet Surrenders	8,896	7,000	7,000	0%
Misc	2,497	11,000	10,500	-5%
Total	\$ 58,189	\$ 61,500	\$ 61,000	-1%

Department of Code Enforcement

SBACC Budgeted Revenues



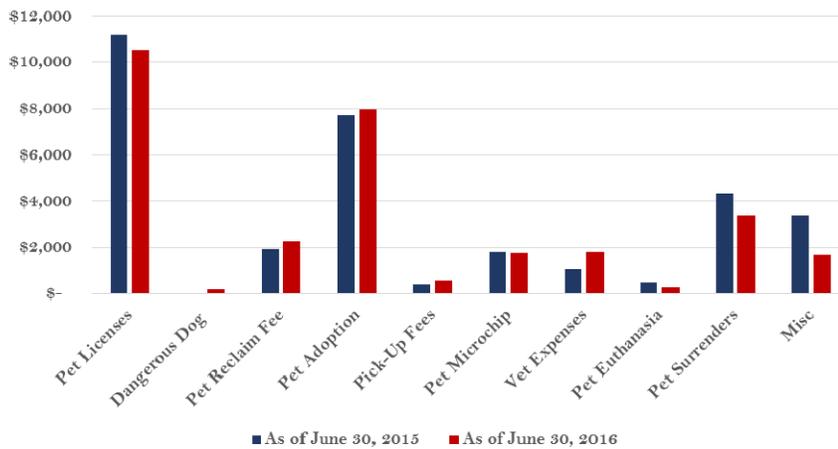
Department of Code Enforcement

SBACC Midyear Revenues

Type	As of June 30, 2015	As of June 30, 2016	% Change 2016-2017
Pet Licenses	\$ 11,180	\$ 10,510	-6%
Dangerous Dog	-	175	100%
Pet Reclaim Fee	1,949	2,255	16%
Pet Adoption	7,706	7,956	3%
Pick-Up Fees	405	565	40%
Pet Microchip	1,805	1,780	-1%
Vet Expenses	1,064	1,807	70%
Pet Euthanasia	490	260	-47%
Pet Surrenders	4,346	3,360	-23%
Misc	3,352	1,706	-49%
Total	\$ 32,296	\$ 30,374	-6%

Department of Code Enforcement

SBACC Midyear Revenues



Department of Code Enforcement

SBACC 2016 Accomplishments

- Increased Return to Owner rates by promoting our Twitter account and working with local social media groups.
- Reduced cost of veterinary expenses through reassessing costs per vial / cost per test and processing many tests in-house.
- Worked with 311 to create an online dispatching system.
- Number of animals sent to rescue and adoption have increased significantly; especially number of cats.

Department of Code Enforcement

SBACC 2016 Goals & Challenges

- Reduce Animal Bites
- Transition to Accela Software
- Increase Vaccination / Microchip Clinics
- Increase Revenue
- Targeted Adoption Specials.

Department of Code Enforcement

SBACC 2017 Goals & Challenges

- Create a plan of action to help reduce animal bites.
- Continue to seek ways to reduce animal euthanasia rate.
- Increase community outreach and education.
- Begin migrating Animal Control vehicles from vans to pick up chassis.
- Restructure management and supervisory positions at SBACC to improve efficiency and sustainability.

Department of Code Enforcement

SBACC 2017 Goals & Challenges

- Create a committee to plan modifications to current ordinance.
- Regularly attend Animal Control Commission meetings.
- Train and support Animal Control Officers in enforcing city, state and federal laws.
- Strengthen our relationships with the South Bend Police Department and dispatch.

Department of Code Enforcement

Questions

Department *of* Code Enforcement

Code Enforcement - 600-1201

Fund Summary - Operating and Capital Budget

Description	2014 Actual	2015 Actual	2016 Amended Budget	30-Jun Actual	2017 Proposed Budget	Forecast				Budget Variance 2016-2017	% Change
						2018	2019	2020	2021		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	128,507	286,962	113,600	51,739	79,000	52,000	52,000	52,000	53,000	(34,600)	-30.5%
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	193,455	108,330	83,000	30,071	270,000	31,000	31,000	31,000	31,000	187,000	225.3%
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	11,698	11,330	29,300	17,165	23,000	18,000	18,000	18,000	18,000	(6,300)	-21.5%
Transfers In	2,306,560	2,033,776	1,480,700	370,175	351,339	1,608,111	1,647,993	1,689,240	1,712,826	(1,129,361)	-76.3%
Total Revenue	2,640,220	2,440,398	1,706,600	469,151	723,339	1,709,111	1,748,993	1,790,240	1,814,826	(983,261)	-57.6%
EXPENDITURES BY PROGRAM											
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	348,935	609,905	677,221	291,549	736,855	751,592	766,624	781,956	797,596	59,634	8.8%
Fringe Benefits	109,930	255,551	364,840	143,532	354,117	371,823	390,414	409,935	430,431	(10,723)	-2.9%
Total Personnel	458,865	865,456	1,042,061	435,081	1,090,972	1,123,415	1,157,038	1,191,891	1,228,027	48,911	4.7%
Supplies											
	62,450	56,213	51,479	12,741	47,800	47,800	47,800	47,800	47,800	(3,679)	-7.1%
Services & Charges											
Professional Services	63,836	69,360	52,344	11,716	15,000	22,000	22,000	22,000	22,000	(37,344)	-71.3%
Printing & Advertising	16,165	14,157	16,500	5,200	16,500	16,830	17,167	17,510	17,860	-	0.0%
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	3,879	5,391	13,978	1,200	19,000	15,000	15,000	15,000	15,000	5,022	35.9%
Travel	804	1,346	1,900	-	1,900	1,900	1,900	1,900	1,900	-	0.0%
Repairs & Maintenance	720,098	615,462	61,017	22,056	40,000	40,000	40,000	40,000	40,000	(21,017)	-34.4%
Payment In Lieu of Taxes	-	-	-	-	-	3,067	3,128	3,191	3,255	-	-
Other Interfund Allocations	70,849	40,659	137,652	68,026	227,676	232,230	236,874	241,612	246,444	90,024	65.4%
Debt Service:											
Principal	2,096	-	20,004	7,089	31,284	55,087	57,239	59,050	42,726	11,280	56.4%
Interest & Fees	103	-	1,418	620	2,346	3,782	2,847	1,786	814	928	65.4%
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	117,764	71,027	115,019	82,352	121,840	148,000	148,000	148,500	149,000	6,821	5.9%
Total Services & Charges	995,594	817,402	419,832	198,261	475,546	537,896	544,155	550,549	538,999	55,714	13.3%
Capital											
	-	-	70,285	70,285	-	-	-	-	-	(70,285)	-100.0%
Total Expenditures by Type	1,516,909	1,739,071	1,583,657	716,367	1,614,318	1,709,111	1,748,993	1,790,240	1,814,826	30,661	1.9%
Net Surplus / (Deficit)	1,123,311	701,327	122,943	(247,216)	(890,979)	-	-	-	-		
Beginning Cash Balance	-	558,790	1,260,117	1,260,117	1,383,060	492,081	492,081	492,081	492,081		
Cash Adjustments	2,712	-	-	-	-	-	-	-	-		
Ending Cash Balance	558,790	1,260,117	1,383,060	1,012,901	492,081	492,081	492,081	492,081	492,081		
Cash Reserves Target	379,227	434,768	395,914	179,092	403,580	427,278	437,248	447,560	453,706		25.00%

Explain Significant Revenue and Expenditure Changes Below:

Code Enforcement and its subsidiary, Animal Care and Control, have represented approximately 65% of this fund's financial activity since their transfer to the fund in 2014. The greatest part of Code's revenue comes in the form of a cash transfer from the Economic Development Income Tax (EDIT) Fund 408. The reasoning is that Code's activities, though often concentrated in specific parts of the City, are deemed to benefit the entire community by maintaining housing and environmental standards which in turn help maintain or enhance all property values. In 2016, the Neighborhood Enforcement Action Team (NEAT) group merged with Code Enforcement, but those activities were subsequently transferred out to the newly created Unsafe Building Fund (257) after the beginning of the year. There has been a major re-calculation of allocated expenses for 2017, causing the department to experience an additional \$161,000 in new expenditures for technology which includes hardware, software and systems development. Nonetheless, Code Enforcement management has achieved a net reduction in other expenses of \$155,000, resulting in a small increase of \$10,000 over the 2016 Budget.

Code Enforcement - 600-1201 & Animal Control - 600-1207

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

Fund Description & Purpose

Code Enforcement and its subsidiary, Animal Control, is responsible for enforcing the City's ordinances pertaining to property maintenance. Major activities include working with residents to clean up litter or excess vegetation, maintain structures and, when necessary, demolish structures that are deemed substandard and hazardous. Animal Control deals with stray animals, animals who have been abused or deemed dangerous, and removal of some wildlife from populated areas.

2016 Accomplishments & Outcomes

- NEAT Crew's control returned to Code Enforcement
- Enhanced collections process; hired person to assist in collections process
- Audited all Environmental paper files and was able to purge over 300 boxes of paper
- Started performing Special Assessments once again
- Began upgrading computers for office and inspectors
-
-
-

2017 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

- We are continuing to improve our processes for the entire department and cross training the staff on each job within the department
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-
-
-
-

Good Government (GG)

- Continue to attend neighborhood and community meetings.
- Create flyers for handouts and web based information about Code Enforcement and how to address problems such as uncontrolled dumping and mold issues.
- Work to create Code satellite offices in areas that do not have neighborhood associations. This will allow residents to meet one on one with their inspector and the Director.
-
-

People/Places (PP)

- Continue to assess the condition of the commercial structures in the City that require repair or demolition.
- Work with DCI to address the vacant lot issues to achieve positive outcomes.
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-
-
-

Key Performance Indicators (KPI's)

Measure	City Goal	Type	2019			
			Long Term Goal	2016 Actual	2017 Estimated	2018 Target
- % of Billable Abatements (NEAT Crew)	90%	Effectiveness	100%	99%	100%	100%
- % of Environmental Issues Cleaned by Owner (Code)	46%	Effectiveness	75%	49%	55%	65%
- Adoptions per month (Animal Control)	32	Outcome	40	23	25	30
- Bite cases serviced by Animal Care & Control, per month	16	Outcome	10	20	17	15
- % of animals returned to owner	15%	Outcome	25%	15%	15%	17%
-						
-						
-						
-						
-						

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

2017 Significant Changes/Challenges/Opportunities (with a focus on solutions)

- Code seeks to increase its collections percentage.
-
- Code Enforcement is updating its aging car fleet with mid-size pickup trucks which will be more functional for the inspectors.
-
-

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Estimated Revenue
600-1201-322.20-10	REGISTRATION FEE	4,350	11,153	3,900	19,000	12,825	10,752	20,000
LEVEL 02	TEXT 250 PROPERTIES ON V&A LIST FOR 2017. APPROX. 5% REGISTERED IN 2014. ESTIMATE 67 PROPERTIES WILL BE REGISTERED. \$300 PER PROPERTY REGISTRATION FEE.		TEXT AMT 20,000 20,000					
*		4,350	11,153	3,900	19,000	12,825	10,752	20,000
600-1201-341.30-01	TOWING & STORAGE	3,635	3,000	3,000	3,000	1,815	1,815	3,000
LEVEL 02	TEXT TOWING TO BE PERFORMED BY CONTRACTOR. REVENUE MATCHED TO COVER EXPECTED COSTS.		TEXT AMT 3,000 3,000					
600-1201-341.30-02	SALES OF ABANDONED VEHIC.	9,819	11,070	13,000	13,000	10,941	9,817	13,000
LEVEL 02	TEXT NEW FUND FOR 2014 - MOVED FROM FUND 101-1204 FEE COLLECTED FOR AUCTIONING OR SCRAPPING OUT ABANDONED VEHICLES. AUCTION OUT APPROX 16 VEHICALS		TEXT AMT 13,000 13,000					
*		13,454	14,070	16,000	16,000	12,756	11,632	16,000
600-1201-344.30-00	ENVIRONMENTAL CLEANUP	86,596	96,911	80,000	26,000	17,880	8,804	0
LEVEL 02	TEXT MOVED TO FUND 219		TEXT AMT					
600-1201-344.30-10	ILLEGAL DUMPING	0	35,868	0	0	0	0	0
600-1201-344.30-20	GRASS	0	22,965	0	0	0	0	0
*		86,596	155,744	80,000	26,000	17,880	8,804	0
600-1201-349.09-00	DEMOLITION AND BOARDING	33,926	117,065	40,000	65,600	66,918	30,368	56,000
LEVEL 02	TEXT DEMO BOARD-UPS		TEXT AMT 56,000 56,000					
*		33,926	117,065	40,000	65,600	66,918	30,368	56,000
600-1201-351.30-00	MISC COLLECTIONS REVENUE	0	61	0	3,700	2,182	0	10,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Estimated Revenue
LEVEL	TEXT		TEXT AMT					
02	MISCELLANEOUS COLLECTIONS		10,000 10,000					
*		0	61	0	3,700	2,182	0	10,000
	600-1201-352.00-00 FORFEITS	193,005	86,562	180,000	56,400	38,740	15,147	200,000
LEVEL	TEXT		TEXT AMT					
02	CIVIL PENALTIES		200,000 200,000					
*		193,005	86,562	180,000	56,400	38,740	15,147	200,000
	600-1201-354.00-00 ORDINANCE VIOLATION	450	21,768	10,000	26,600	15,772	14,925	70,000
LEVEL	TEXT		TEXT AMT					
02	TICKETS CITED BY CODE INSPECTORS. REVENUE IS BASED ON 2015 TREND; EXPECT A 60% INCREASE		70,000 70,000					
*		450	21,768	10,000	26,600	15,772	14,925	70,000
	600-1201-360.51-00 INSURANCE REIMBURSEMENT	0	0	0	11,400	6,646	6,646	0
	600-1201-360.90-00 SETTLEMENT FEES	560	0	0	0	0	0	0
*		560	0	0	11,400	6,646	6,646	0
	600-1201-380.10-99 MISC. REIMBURSEMENTS	1,319	199	0	1,200	704	702	0
LEVEL	TEXT		TEXT AMT					
02	NEW ACCOUNT FOR 2014 - MOVED FROM FUND 101-1201							
*		1,319	199	0	1,200	704	702	0
	600-1201-392.00-00 INTERFUND OPER. TRANSFER	2,306,560	2,033,776	2,033,776	1,480,700	1,110,525	370,175	351,339
LEVEL	TEXT		TEXT AMT					
02	TRANSFER FROM EDIT FUND 408 TO COVER CODE ENFORCEMENT OPERATIONS. AMOUNT LOWERED IN 2017 TO REDUCE EDIT TRANSFER AND SPEND DOWN FUND 600 CASH		351,339 351,339					
*		2,306,560	2,033,776	2,033,776	1,480,700	1,110,525	370,175	351,339
**	NEIGHBORHOOD CODE ENF.	2,640,220	2,440,398	2,363,676	1,706,600	1,284,948	469,151	723,339

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
CONSOLIDATED BLDG. FUND								
600-1201-415.10-01	REGULAR SALARIES	333,631	582,838	658,054	655,054	370,909	281,011	677,128
LEVEL	TEXT		TEXT AMT					
02	.5 DIRECTOR (SPLIT W/ ANIMAL CTRL)		39,310					
	2 CODE INSPECTORS - SR (2 X 42,583)		85,166					
	6 CODE INSPECTOR IV (6 X 40,076)		240,456					
	1 EXEC ADMIN ASST		40,508					
	1 DIR FIN SVCS		59,720					
	2 ADMIN ASST - CODE (2 X 35,000)		70,000					
	1 DATA ANALYST		51,000					
	1 HEARING SECRETARY		38,694					
	1 DEPUPTY DIR OF CODE ENFORCEMENT		70,000					
	ADJ TO ACTUAL		17,726-					
			677,128					
600-1201-415.10-03	SEASONAL & INTERNS	10,037	8,608	0	4,000	0	1,658	0
LEVEL	TEXT		TEXT AMT					
02	2 INTERNS @ \$10.00/HR, NTE 400 HRS EACH							
600-1201-415.10-04	OVERTIME	1,267	356	0	1,000	364	341	0
600-1201-415.10-09	PERMANENT PART TIME	0	18,103	19,167	17,167	16,187	8,539	59,727
LEVEL	TEXT		TEXT AMT					
02	.5 PART TIME INSPECTOR		19,167					
	1.6 PART TIME CLERICAL (2 X 0.8)		40,560					
			59,727					
600-1201-415.10-10	HIRING BONUS	4,000	0	0	0	0	0	0
600-1201-415.11-01	FICA TAXES	26,542	45,920	51,807	51,807	28,747	21,580	56,369
LEVEL	TEXT		TEXT AMT					
02	REGULAR SALARIES \$736,850 X 7.65%		56,369					
			56,369					
600-1201-415.11-04	PERF RETIREMENT	33,746	65,121	73,704	73,704	41,583	31,511	75,838
LEVEL	TEXT		TEXT AMT					
02	REGULAR SALARIES \$677,125 X 11.20%		75,838					
			75,838					
600-1201-415.11-07	UNEMPLOYMENT COMP	828	1,711	1,693	1,693	639	398	1,737
LEVEL	TEXT		TEXT AMT					
02	REGULAR SALARIES \$736,855 X 0.25%		1,737					
			1,737					
600-1201-415.11-08	HEALTH INSURANCE	39,016	137,411	231,936	231,936	110,445	88,593	214,533

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
LEVEL	TEXT		TEXT AMT					
02	LONG-TERM DISABILITY: (96*15.5)		1,488					
	HEALTH INSURANCE/PER EMPLOYEE COVERAGE: (13.5*15,550)		209,925					
	HEALTH INSURANCE REBATE (2 X 1,560)		3,120					
			214,533					
600-1201-415.11-09	LIFE INSURANCE	715	1,468	1,920	1,920	1,043	835	1,860
LEVEL	TEXT		TEXT AMT					
02	15.5 EMP X 24 PAY PERIODS X \$5.00		1,860					
			1,860					
600-1201-415.11-12	AUTO ALLOWANCE	4,713	1,000	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
02	ALLOWANCE FOR USE OF PERSONAL CAR ON CITY BUSINESS FOR DIRECTOR(100%)							
600-1201-415.11-22	PARKING ALLOWANCE	4,095	2,810	3,780	3,780	695	615	3,780
LEVEL	TEXT		TEXT AMT					
02	8 EMP X 12 MONTHS X \$39.38/MO.		3,780					
			3,780					
600-1201-415.11-24	CELL PHONE ALLOWANCE	275	110	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
02	CELL PHONES FOR MANAGERS							
*	PERSONNEL SERVICES	458,865	865,456	1,042,061	1,042,061	570,612	435,081	1,090,972
600-1201-415.21-01	OFFICIAL RECORDS	6,157	4,031	7,491	7,491	3,856	1,662	7,000
LEVEL	TEXT		TEXT AMT					
02	RECORDING OFFICIAL DOCUMENTS WITHIN THE COUNTY		7,000					
			7,000					
600-1201-415.21-02	PRINT SHOP	5,782	7,912	1,200	1,200	367	239	1,200
LEVEL	TEXT		TEXT AMT					
02	NEW ACCOUNT FOR 2014 - MOVED FROM 101-1201 ADDITIONAL PRINT SHOP COST (ABOVE THE ALLOCATION)		1,200					
			1,200					
600-1201-415.21-03	CENTRAL STORES - OFFICE	3,975	3,150	5,700	5,700	859	859	4,000
LEVEL	TEXT		TEXT AMT					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
02	PAPER, PRINT CARTRIDGES, PENS, PENCILS		4,000 4,000					
600-1201-415.21-04	OTHER OFFICE SUPPLIES	8,495	10,047	4,590	4,758	2,380	1,817	4,500
LEVEL	TEXT		TEXT AMT					
02	SUPPLIES PURCHASED FROM OFFICE MAX/BOISE NOT AVAILABLE FROM CENTRAL STORES PLUS ADDITIONA COST FROM PRINT SHOP		4,500 4,500					
600-1201-415.21-05	SMALL OFFICE EQUIPMENT	0	350	0	0	0	0	0
600-1201-415.22-01	CENTRAL SERVICE GASOLINE	33,154	15,995	14,174	14,174	3,568	3,001	14,000
LEVEL	TEXT		TEXT AMT					
02	5,600 GAL X \$2.50/GAL		14,000 14,000					
600-1201-415.22-05	UNIFORMS	2,879	3,593	3,600	3,675	2,010	1,716	3,600
LEVEL	TEXT		TEXT AMT					
02	NEW ACCOUNT FOR 2014 - MOVED FROM FUND 101-1201 ALLOWANCE FOR STAFF UNIFORMS		3,600 3,600					
600-1201-415.22-24	OTHER OPERATING SUPPLIES	1,779	5,141	6,000	9,207	3,447	3,447	8,500
LEVEL	TEXT		TEXT AMT					
02	CODE SUPPLIES, GLOVES, TRASH BAGS, DIGITAL CAMERA, MEMORY STICKS, FLASHLIGHTS		8,500 8,500					
600-1201-415.23-20	SMALL TOOLS & EQUIPMENT	229	5,994	3,570	3,570	0	0	3,000
LEVEL	TEXT		TEXT AMT					
02	CODE CREW WEED WHIPS, CHAIN SAWS, ETC.		3,000 3,000					
600-1201-415.23-21	C.S. SMALL TOOLS & EQUIP.	0	0	204	204	0	0	500
LEVEL	TEXT		TEXT AMT					
02	NEW BLADES, STRING REPLACEMENT PARTS		500 500					
600-1201-415.23-99	OTHER REPAIR & MAINT. SUP	0	0	1,500	1,500	82	0	1,500
LEVEL	TEXT		TEXT AMT					
02	NEW ACCOUNT FOR 2014 - MOVED FROM FUND 101-1201							

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
	REPAIR PARTS		1,500 1,500					
* SUPPLIES		62,450	56,213	48,029	51,479	16,569	12,741	47,800
600-1201-415.31-01	LEGAL SERVICES	39,500	42,650	48,000	6,550	0	0	0
600-1201-415.31-06	OTHER PROFESSIONAL SVCS	24,143	23,521	5,822	20,794	4,569	3,320	5,000
LEVEL	TEXT		TEXT AMT					
02	CONTINGENCY FOR PROF SVCS		5,000 5,000					
600-1201-415.31-39	COLLECTION AGENCY EXPENSE	193	3,189	6,000	25,000	19,165	8,396	10,000
LEVEL	TEXT		TEXT AMT					
02	COLLECTION AGENCY FEES		10,000 10,000					
600-1201-415.31-70	ADM FEE ALLOCATION	0	0	77,523	77,523	51,680	38,760	54,692
LEVEL	TEXT		TEXT AMT					
02	ADMIN ALLOCATION		54,692 54,692					
600-1201-415.31-71	CENTRAL STORES ALLOCATION	2,436	2,690	2,760	2,760	1,840	1,380	2,674
LEVEL	TEXT		TEXT AMT					
02	FIXED COST ALLOCATION - CENTRAL STORES		2,674 2,674					
600-1201-415.31-72	GIS ALLOCATION	20,593	21,623	22,704	22,704	15,136	11,352	0
600-1201-415.31-73	PRINT SHOP ALLOCATION	0	0	6,535	6,535	4,360	3,270	8,828
LEVEL	TEXT		TEXT AMT					
02	PRINT SHOP ALLOCATION		8,828 8,828					
600-1201-415.31-75	311 CALL CENTER ALLOC	0	0	5,111	13,111	7,508	5,752	0
600-1201-415.32-02	POSTAGE / FREIGHT	20,000	18,646	20,400	20,400	12,737	8,917	22,000
LEVEL	TEXT		TEXT AMT					
02	POSTAGE FOR VIOLATION LETTERS, BILLINGS, NOTICES, AND CERTIFIED MAIL		22,000 22,000					
600-1201-415.32-04	TELEPHONE EXPENSE	17,765	11,585	14,000	14,000	7,841	5,967	12,500
LEVEL	TEXT		TEXT AMT					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
02	A&T A&T MOBOLITY VOIP PROJECT UNLIMITED DATA		12,500 12,500					
600-1201-415.32-21	TRAVEL - MILEAGE	329	198	300	300	0	0	300
LEVEL	TEXT		TEXT AMT					
02	TRAVEL-MILEAGE		300 300					
600-1201-415.32-22	TRAVEL - AIRFARE	0	265	0	0	0	0	0
600-1201-415.32-23	TRAVEL - HOTEL	365	664	1,000	1,000	0	0	1,000
LEVEL	TEXT		TEXT AMT					
02	TRAVEL-HOTLE EST		1,000 1,000					
600-1201-415.32-24	TRAVEL - MEALS	0	134	300	300	0	0	300
LEVEL	TEXT		TEXT AMT					
02	MEALS		300 300					
600-1201-415.32-25	TRAVEL - OTHER	110	85	300	300	0	0	300
LEVEL	TEXT		TEXT AMT					
02	OTHER TRAVEL		300 300					
600-1201-415.33-01	OUTSIDE PRINTING SERVICES	281	0	1,500	1,500	0	0	1,500
LEVEL	TEXT		TEXT AMT					
02	PRINTING OUTSIDE		1,500 1,500					
600-1201-415.33-02	PUBLICATION LEGAL NOTICE	15,884	14,157	15,000	15,000	6,800	5,200	15,000
LEVEL	TEXT		TEXT AMT					
02	NEW ACCOUNT FOR 2014 - MOVED FROM FUND 101-1201 PUBLISHING OF NOTICES OF LEGAL ACTION TAKEN BY CODE ENFORCEMENT AS REQUIRED BY LAW		15,000 15,000					
600-1201-415.34-02	LIABILITY INSURANCE	40,092	10,452	8,770	8,770	5,848	4,386	11,454
LEVEL	TEXT		TEXT AMT					
02	FIXED COST ALLOCATION - LIAB. INSURANCE		11,454 11,454					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
600-1201-415.36-02	OFFICE EQUIPMENT	4,230	4,007	4,000	4,000	3,004	2,305	4,000
LEVEL	TEXT		TEXT AMT					
02	NEW ACCOUNT FOR 2014 - MOVED FROM FUND 101-1201							
	COPIER MAINTENANCE FEE		4,000					
	PITNEY BOWES LEASE (OPERATING LEASE)		4,000					
600-1201-415.36-03	AUTOMOTIVE EQUIPMENT	95,298	47,563	52,315	41,815	12,312	12,182	30,000
LEVEL	TEXT		TEXT AMT					
02	ESTIMATED VEHICLE REPAIR COSTS		30,000					
			30,000					
600-1201-415.36-04	COMPUTER EQUIPMENT	7,728	5,894	6,249	6,249	4,168	3,126	150,028
LEVEL	TEXT		TEXT AMT					
02	COMPUTER ALLOCATION NOW INCLUDES IT, INNOVATION, & GIS		150,028					
			150,028					
600-1201-415.36-06	RADIO EQUIPMENT	2,970	1,432	5,202	15,202	8,926	7,569	6,000
LEVEL	TEXT		TEXT AMT					
02	RADIO SHOP CHARGES		6,000					
			6,000					
600-1201-415.36-13	SITE MOWING (PARKS)	179,046	125,631	163,905	0	0	0	0
600-1201-415.36-14	ILLEGAL DUMPING CLEANUP	347,644	344,740	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
02	NEW ACCOUNT FOR 2014 - MOVED FROM FUND 101-1201							
	ILLEGAL DUMPING CREW CLEAN UP COSTS							
600-1201-415.36-15	GRAFFITI REMOVAL - PARKS	90,910	92,089	99,694	0	0	0	0
600-1201-415.37-11	CAPITAL LEASE PRINCIPAL	2,096	0	20,004	20,004	10,608	7,089	31,284
LEVEL	TEXT		TEXT AMT					
02	2015 VEHICLE #140		7,106					
	2015 VEHICLE - 2 #144		7,488					
	2016 VEHICLE - 2 #152		8,089					
	2 NEW TRUCKS, 2017		8,601					
			31,284					
600-1201-415.37-12	CAPITAL LEASE INTEREST	103	0	1,418	1,418	846	620	2,346
LEVEL	TEXT		TEXT AMT					
02	2015 VEHICLE #140		377					
	2015 VEHICLE - 2 #144		444					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
	2016 VEHICLE - 2 #152		661					
	2 NEW TRUCKS 2017		864					
			2,346					
600-1201-415.39-01	REFNDS,AWARDS,IMDEMNITIES	2,102	1,745	500	1,000	3,485	735	500
LEVEL	TEXT		TEXT AMT					
02	REFUNDS		500					
			500					
600-1201-415.39-10	SUBSCRIPTIONS	177	427	210	210	150	150	300
LEVEL	TEXT		TEXT AMT					
02	SUBSCRIPTIONS TO PROFESSIONAL PUBLICATIONS		300					
			300					
600-1201-415.39-11	DUES & MEMBERSHIPS	1,131	0	520	520	0	0	520
LEVEL	TEXT		TEXT AMT					
02	NEW ACCOUNT FOR 2014 - MOVED FROM FUND 101-1201 DUES AND MEMBERSHIPS		520					
			520					
600-1201-415.39-39	BANK CREDIT CARD CHARGES	670	649	1,020	1,020	484	338	1,020
LEVEL	TEXT		TEXT AMT					
02	NEW ACCOUNT FOR 2014 - MOVED FROM FUND 101-1201 SERVICE FEE FOR CREDIT CARD MACHINE FOR CODE AND LEGAL		1,020					
			1,020					
600-1201-415.39-70	EDUCATION & TRAINING	3,879	5,391	13,978	13,978	1,200	1,200	19,000
LEVEL	TEXT		TEXT AMT					
02	TRAINING CLASSES AND CERTIFICATION EXAMS		19,000					
			19,000					
600-1201-415.39-89	MISC CHARGES & SERVICES	75,919	37,975	83,759	77,869	66,830	66,245	85,000
LEVEL	TEXT		TEXT AMT					
02	MISC SERVICES NOT COVERED BY OTHER LINE ITEMS		79,000					
	RENTAL OF STORAGE LOT FOR ABANDONED VEHICLES		6,000					
			85,000					
*	OTHER SERVICES & CHARGES	995,594	817,402	688,799	419,832	249,497	198,261	475,546
600-1201-415.43-02	MOTOR EQUIPMENT	0	0	0	70,285	70,285	70,285	0
*	CAPITAL	0	0	0	70,285	70,285	70,285	0
**	NEIGHBORHOOD CODE ENF.	1,516,909	1,739,071	1,778,889	1,583,657	906,963	716,367	1,614,318

Animal Control - 600-1207

Fund Summary - Operating and Capital Budget

Description	2014 Actual	2015 Actual	2016 Amended Budget	30-Jun Actual	2017 Proposed Budget	Forecast				Budget Variance 2016-2017	% Change
						2018	2019	2020	2021		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	1,600	-	-	-	-	-	-	-	-	-	-
Charges for Services	49,953	56,572	52,900	29,763	50,500	57,400	57,400	57,400	58,000	(2,400)	-4.5%
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	16,000	16,000	16,000	16,000	-	-
Donations	7,919	1,027	8,000	557	4,000	-	-	-	-	(4,000)	-50.0%
Other Income	153	590	600	53	6,500	15,000	15,000	15,000	15,000	5,900	983.3%
Transfers In	-	629,368	629,368	157,342	723,121	873,047	911,238	941,772	963,623	93,753	14.9%
Total Revenue	59,625	687,557	690,868	187,714	784,121	961,447	999,638	1,030,172	1,052,623	93,253	13.5%
EXPENDITURES BY PROGRAM											
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	310,194	336,284	350,005	151,951	343,973	350,852	357,870	365,027	372,327	(6,032)	-1.7%
Fringe Benefits	139,670	161,933	182,666	86,023	198,166	208,074	218,478	229,402	240,872	15,500	8.5%
Total Personnel	449,864	498,217	532,671	237,974	542,139	558,927	576,348	594,429	613,199	9,468	1.8%
Supplies											
	61,341	37,558	40,305	13,171	33,050	34,000	34,000	34,000	34,000	(7,255)	-18.0%
Services & Charges											
Professional Services	47,039	23,082	26,919	6,369	12,000	12,000	12,000	12,000	12,000	(14,919)	-55.4%
Printing & Advertising	500	71	1,901	901	1,000	1,020	1,040	1,061	1,082	(901)	-47.4%
Utilities	22,898	25,927	24,281	11,090	25,800	26,000	26,000	26,000	26,000	1,519	6.3%
Education & Training	206	-	419	-	-	-	-	-	-	(419)	-100.0%
Travel	538	414	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	27,449	15,243	21,804	5,727	19,000	19,000	19,000	19,000	19,000	(2,804)	-12.9%
Payment In Lieu of Taxes	-	-	-	-	-	43,057	43,918	44,797	45,693	-	-
Other Interfund Allocations	10,704	12,063	49,867	25,816	106,630	108,763	110,938	113,157	115,420	56,763	113.8%
Debt Service:											
Principal	767	631	1,084	478	8,200	9,696	26,062	34,645	35,357	7,116	656.5%
Interest & Fees	48	125	289	130	902	984	2,332	2,584	1,872	613	212.1%
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	5,504	22,761	29,790	10,278	25,400	148,000	148,000	148,500	149,000	(4,390)	-14.7%
Total Services & Charges	115,653	100,317	156,354	60,789	198,932	368,520	389,291	401,744	405,424	42,578	27.2%
Capital											
	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	626,858	636,092	729,330	311,934	774,121	961,447	999,638	1,030,172	1,052,623	44,791	6.1%
Net Surplus / (Deficit)	(567,233)	51,465	(38,462)	(124,219)	10,000	-	-	-	-		
Beginning Cash Balance	-	558,790	51,465	51,465	13,003	23,003	23,003	23,003	23,003		
Cash Adjustments	2,712	-	-	-	-	-	-	-	-		
Ending Cash Balance	558,790	51,465	13,003	(72,754)	23,003	23,003	23,003	23,003	23,003		
Cash Reserves Target	156,715	159,023	182,333	77,983	193,530	240,362	249,910	257,543	263,156		25.00%

Explain Significant Revenue and Expenditure Changes Below:

Code Enforcement and its subsidiary, Animal Care and Control, have represented approximately 65% of this fund's financial activity since their transfer to the fund in 2014. The greatest part of Code's revenue comes in the form of a cash transfer from the Economic Development Income Tax (EDIT) Fund 408. The reasoning is that Code's activities, though often concentrated in specific parts of the City, are deemed to benefit the entire community by maintaining housing and environmental standards which in turn help maintain or enhance all property values. In 2016, the Neighborhood Enforcement Action Team (NEAT) group merged with Code Enforcement, but those activities were subsequently transferred out to the newly created Unsafe Building Fund (257) after the beginning of the year. There has been a major re-calculation of allocated expenses for 2017, causing the department to experience an additional \$161,000 in new expenditures for technology which includes hardware, software and systems development. Nonetheless, Code Enforcement management has achieved a net reduction in other expenses of \$155,000, resulting in a small increase of \$10,000 over the 2016 Budget.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Estimated Revenue
600-1207-321.06-00	PET LICENSES	15,993	21,790	17,000	17,000	13,135	10,510	17,000
LEVEL	TEXT		TEXT AMT					
02	CITY PET LICENSE SALES		17,000					
	BASE ON 2014/2015 TREND		17,000					
600-1207-321.06-10	DANGEROUS DOG LICENSE	615	0	1,000	1,000	175	175	1,000
LEVEL	TEXT		TEXT AMT					
02	DANGEROUS DOG LICENSE-BASED ON 2014/2015 TREND		1,000					
			1,000					
600-1207-321.06-20	PET IMPOUND RECLAIM FEE	4,778	3,809	3,000	3,000	2,990	2,255	3,000
LEVEL	TEXT		TEXT AMT					
02	PET IMPOUND RECLAIM FEE		3,000					
	BASED ON 2014/2015 TREND		3,000					
600-1207-321.06-30	PET ADOPTION FEES	11,982	13,995	13,000	13,000	10,535	7,956	13,000
LEVEL	TEXT		TEXT AMT					
02	PET ADOPTION FEES		13,000					
	\$85 DOGS							
	\$65 CATS							
	FEES HAS BEEN RAISED 8/1/2014		13,000					
600-1207-321.06-40	PICK UP FEES	2,682	772	3,000	3,000	685	565	3,000
LEVEL	TEXT		TEXT AMT					
02	UNWANTED PET PICKUP		3,000					
	\$20 PER ANIMAL		3,000					
600-1207-321.06-45	PET MICRO CHIPPING	3,660	4,081	2,500	2,500	2,280	1,780	2,500
LEVEL	TEXT		TEXT AMT					
02	MICROCHIPPING		2,500					
	\$20 EACH ANIMAL		2,500					
600-1207-321.06-50	VETERINARIAN EXPENSES	1,801	1,389	2,000	2,000	1,857	1,807	2,000
LEVEL	TEXT		TEXT AMT					
02	REIMBURSED VET EXPENSES		2,000					
	BILLED AT COST							

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Estimated Revenue
			2,000					
600-1207-321.06-55	PET EUTHANASIA	1,140	960	2,000	2,000	360	260	2,000
LEVEL	TEXT		TEXT AMT					
02	EUTHANASIA \$20 PER ANIMAL		2,000					
			2,000					
600-1207-321.06-60	ANIMAL SURRENDERS	6,647	8,896	7,000	7,000	4,990	3,360	7,000
LEVEL	TEXT		TEXT AMT					
02	SURRENDER FEES \$20 PER ANIMAL		7,000					
			7,000					
600-1207-321.06-65	CREMATION	0	0	0	800	458	313	0
600-1207-321.06-70	DONATIONS	7,919	975	8,000	8,000	557	557	4,000
LEVEL	TEXT		TEXT AMT					
02	DONATIONS		4,000					
			4,000					
600-1207-321.06-75	CHICKEN COOP	0	0	0	500	280	280	0
600-1207-321.50-10	VARIOUS	630	880	0	500	330	300	0
600-1207-321.60-10	RABIES SPECIMIN PREP	25	0	0	500	330	180	0
*		57,872	57,547	58,500	60,800	38,962	30,297	54,500
600-1207-337.03-00	ANIMAL CONTROL GRANT	1,600	0	0	0	0	0	0
*		1,600	0	0	0	0	0	0
600-1207-351.30-00	MISC COLLECTIONS REVENUE	0	530	0	100	53	53	0
LEVEL	TEXT		TEXT AMT					
02	MISC REVENUE							
*		0	530	0	100	53	53	0
600-1207-360.00-00	MISCELLANEOUS REVENUE	153	60	500	500	0	0	6,500
LEVEL	TEXT		TEXT AMT					
02	MISC REVENUE		6,500					
			6,500					
600-1207-360.51-00	INSURANCE REIMBURSEMENT	0	0	0	100	23	23	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Estimated Revenue	
*		153	60	500	600	23	23	6,500	
600-1207-367.00-00	DONATION PRIVATE SOURCES	0	52	0	0	0	0	0	
-----		-----		-----		-----		-----	
*		0	52	0	0	0	0	0	
600-1207-392.00-00	INTERFUND OPER. TRANSFER	0	629,368	629,368	629,368	472,026	157,342	723,121	
LEVEL	TEXT	TEXT AMT							
02	INTERFUND TRANSFER FOR ANIMAL CONTROL	723,121							
		723,121							
-----		-----		-----		-----		-----	
*		0	629,368	629,368	629,368	472,026	157,342	723,121	
-----		-----		-----		-----		-----	
**	ANIMAL CONTROL	59,625	687,557	688,368	690,868	511,064	187,714	784,121	

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
600-1207-415.10-01	REGULAR SALARIES	288,275	319,901	334,076	329,076	187,230	142,859	326,187
LEVEL	TEXT		TEXT AMT					
02	.5 CODE DIRECTOR (SPLIT W/ CODE)		39,310					
	1 SHELTER MANAGER		49,420					
	1 ASST SHELTER MANAGER		41,616					
	3 ANIMAL CONTROL OFFICERS (3 X 34,081)		102,243					
	2 ANIMAL CONTROL ASSISTANTS (2 X 33,828)		67,656					
	1 SHELTER OPERATIONS MGR		36,200					
	ADJ TO ACTUAL		10,258-					
			326,187					
600-1207-415.10-03	SEASONAL & INTERNS	4,618	3,205	0	6,000	3,195	3,195	0
600-1207-415.10-04	OVERTIME	8,718	5,631	6,000	5,000	3,249	2,327	4,000
LEVEL	TEXT		TEXT AMT					
02	OVERTIME		4,000					
			4,000					
600-1207-415.10-09	PERMANENT PART TIME	7,583	7,547	9,929	9,929	4,592	3,571	13,786
LEVEL	TEXT		TEXT AMT					
02	2 KENNEL ASSISTANTS, 32 HRS/WK, (1 EXCL SUMMER)		13,786					
			13,786					
600-1207-415.10-10	HIRING BONUS	1,000	0	0	0	0	0	0
600-1207-415.11-01	FICA TAXES	23,462	24,986	26,775	26,775	14,771	11,104	26,314
LEVEL	TEXT		TEXT AMT					
02	\$343,973 * 7.65%		26,314					
			26,314					
600-1207-415.11-04	PERF RETIREMENT	33,262	36,459	38,088	38,088	21,330	16,257	36,981
LEVEL	TEXT		TEXT AMT					
02	330,187 X 11.2%		36,981					
			36,981					
600-1207-415.11-07	UNEMPLOYMENT COMP	819	887	875	875	315	199	860
LEVEL	TEXT		TEXT AMT					
02	343,973 X .0025		860					
			860					
600-1207-415.11-08	HEALTH INSURANCE	78,606	97,983	115,968	115,968	71,562	57,984	132,991
LEVEL	TEXT		TEXT AMT					
02	LTD		816					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
	8.5 FTE X 96 HEALTH INSURANCE PER EMPLOYEE 8.5 FTE X \$15,550		132,175 132,991					
600-1207-415.11-09	LIFE INSURANCE	923	993	960	960	593	480	1,020
LEVEL	TEXT		TEXT AMT					
02	8.5 FTE X \$5.00 X 24 PERIODS		1,020 1,020					
600-1207-415.11-12	AUTO ALLOWANCE	2,213	500	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
02	1/2 OF DIRECTOR'S AUTO ALLOWANCE							
600-1207-415.11-24	CELL PHONE ALLOWANCE	385	125	0	0	0	0	0
*	PERSONNEL SERVICES	449,864	498,217	532,671	532,671	306,837	237,974	542,139
600-1207-415.21-02	PRINT SHOP	1,703	2,197	1,000	1,000	160	64	300
LEVEL	TEXT		TEXT AMT					
02	ADDITIONAL PRINT COST		300 300					
600-1207-415.21-03	CENTRAL STORES - OFFICE	591	601	500	500	247	197	500
LEVEL	TEXT		TEXT AMT					
02	CENTRAL SUPPLIES- PAPER - HOUSEHOLD PRODUCT		500 500					
600-1207-415.21-04	OTHER OFFICE SUPPLIES	11,495	527	1,200	1,200	376	132	1,200
LEVEL	TEXT		TEXT AMT					
02	MISC. SUPPLIES		1,200 1,200					
600-1207-415.21-05	SMALL OFFICE EQUIPMENT	0	350	0	0	0	0	0
600-1207-415.22-01	CENTRAL SERVICE GASOLINE	11,839	5,310	10,108	10,108	2,312	1,918	6,250
LEVEL	TEXT		TEXT AMT					
02	2,500 GALLONS, \$2.50 PER GAL		6,250 6,250					
600-1207-415.22-05	UNIFORMS	1,620	1,003	1,250	1,453	1,124	321	800
LEVEL	TEXT		TEXT AMT					
02	UNIFORMS		800					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
			800					
600-1207-415.22-06	FEED	154	556	500	300	48	15	500
LEVEL	TEXT		TEXT AMT					
02	FEED		500					
			500					
600-1207-415.22-20	INSTITUTIONAL & MEDICAL	29,534	23,844	20,000	20,761	14,868	9,985	20,000
LEVEL	TEXT		TEXT AMT					
02	VACCINES, DISEASE TESTS, MED SUPPLIES, DARTS EXCLUDES RABIES TESTING		20,000					
			20,000					
600-1207-415.22-21	HOUSEHOLD, LAUNDRY, CLEAN	0	172	0	100	16	16	0
600-1207-415.22-24	OTHER OPERATING SUPPLIES	979	158	500	400	234	234	500
LEVEL	TEXT		TEXT AMT					
02	OTHER SUPPLIES		500					
			500					
600-1207-415.23-20	SMALL TOOLS & EQUIPMENT	2,815	1,801	2,000	2,256	0	0	2,000
LEVEL	TEXT		TEXT AMT					
02	SMALL TOOLS & EQUIPMENT		2,000					
			2,000					
600-1207-415.23-99	OTHER REPAIR & MAINT. SUP	611	1,039	2,000	2,227	288	288	1,000
LEVEL	TEXT		TEXT AMT					
02	R&M SUPPLIES		1,000					
			1,000					
* SUPPLIES		61,341	37,558	39,058	40,305	19,673	13,171	33,050
600-1207-415.31-06	OTHER PROFESSIONAL SVCS	31,902	18,757	12,100	12,450	2,873	2,724	3,000
LEVEL	TEXT		TEXT AMT					
02	MONTHLY PEST CONTROL, CARPETS,		3,000					
			3,000					
600-1207-415.31-09	VETERINARY EXPENSES	15,137	4,325	9,000	14,469	6,105	3,887	9,000
LEVEL	TEXT		TEXT AMT					
02	MED TREATMENT FOR SICK/INJURED ANIMALS THAT ARE PICKED UP BY SBACC STAFF; SPAYING AND		9,000					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
NEUTERING OF ADOPTABLE ANIMALS			9,000					
600-1207-415.31-39	COLLECTION AGENCY EXPENSE	0	0	0	0	341-	243-	0
600-1207-415.31-70	ADM FEE ALLOCATION	0	0	22,354	22,354	14,904	11,178	24,858
LEVEL	TEXT		TEXT AMT					
02	ADMIN ALLOCATION		24,858					
			24,858					
600-1207-415.31-71	CENTRAL STORES ALLOCATION	2,844	2,973	3,039	3,039	2,348	1,842	2,967
LEVEL	TEXT		TEXT AMT					
02	FIXED COST ALLOCATION FOR CENTRAL STORE		2,967					
			2,967					
600-1207-415.31-73	PRINT SHOP ALLOCATION	0	0	1,618	1,618	1,080	810	2,611
LEVEL	TEXT		TEXT AMT					
02	PRINT SHOP ALLOCATION		2,611					
			2,611					
600-1207-415.31-75	311 CALL CENTER ALLOC	0	0	5,111	14,111	9,204	7,618	0
600-1207-415.32-02	POSTAGE / FREIGHT	1,328	1,477	2,000	1,490	751	456	2,000
LEVEL	TEXT		TEXT AMT					
02	POSTAGE		2,000					
			2,000					
600-1207-415.32-04	TELEPHONE EXPENSE	2,400	5,059	5,000	5,600	3,327	2,499	5,000
LEVEL	TEXT		TEXT AMT					
02	11 PHONE AT \$20 EACH PLUS DATA SERVICE FOR 4 IPAD		5,000					
			5,000					
600-1207-415.32-21	TRAVEL - MILEAGE	174	314	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
02	TRAVEL-MILEAGE							
600-1207-415.32-23	TRAVEL - HOTEL	194	100	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
02	HOTEL							
600-1207-415.32-24	TRAVEL - MEALS	55	0	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
02	MEALS							
600-1207-415.32-25	TRAVEL - OTHER	115	0	0	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
LEVEL	TEXT		TEXT AMT					
02	OTHER TRAVEL							
	600-1207-415.33-01 OUTSIDE PRINTING SERVICES	500	0	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
02	PRINTING							
	600-1207-415.33-03 PROMOTIONAL	0	71	1,000	1,901	901	901	1,000
LEVEL	TEXT		TEXT AMT					
02	BILLBOARD COST ,OUTREACH ON THE BUS		1,000					
			1,000					
	600-1207-415.34-02 LIABILITY INSURANCE	4,548	5,160	4,996	4,996	3,328	2,496	4,578
LEVEL	TEXT		TEXT AMT					
02	COST ALLOCATION FOR LIABILITY INSURANCE		4,578					
			4,578					
	600-1207-415.35-01 ELECTRIC	13,051	16,214	13,000	13,000	7,566	5,909	13,000
LEVEL	TEXT		TEXT AMT					
02	ELECTRICITY FOR 521 ECLIPSE		13,000					
			13,000					
	600-1207-415.35-02 GAS	4,430	3,478	5,000	5,000	2,752	2,590	6,500
LEVEL	TEXT		TEXT AMT					
02	GAS FOR 521 ECLIPSE		6,500					
			6,500					
	600-1207-415.35-03 TRASH REMOVAL	0	0	4,000	4,000	3,558	1,926	4,700
LEVEL	TEXT		TEXT AMT					
02	TRASH REMOVAL		4,700					
			4,700					
	600-1207-415.35-04 WATER	5,417	6,235	6,100	6,281	5,290	2,591	6,300
LEVEL	TEXT		TEXT AMT					
02	WATER & SEWER FOR 521 ECLIPSE		6,300					
			6,300					
	600-1207-415.36-01 BUILDINGS	0	0	5,000	5,000	958	152	5,000
LEVEL	TEXT		TEXT AMT					
02	BUILDING REPAIRS		5,000					
			5,000					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
600-1207-415.36-02	OFFICE EQUIPMENT	823	1,243	1,000	1,740	427	213	1,000
LEVEL	TEXT		TEXT AMT					
02	OFFICE EQUIPMENT REPAIR		1,000					
			1,000					
600-1207-415.36-03	AUTOMOTIVE EQUIPMENT	26,626	13,969	23,564	14,564	4,835	4,832	12,000
LEVEL	TEXT		TEXT AMT					
02	AUTOMOTIVE EQUIPMENT REPAIR		12,000					
			12,000					
600-1207-415.36-04	COMPUTER EQUIPMENT	3,312	3,930	3,749	3,749	2,496	1,872	71,616
LEVEL	TEXT		TEXT AMT					
02	COMPUTER ALLOCATION NOW INCLUDES IT, INNOVATION, AND GIS		71,616					
			71,616					
600-1207-415.36-06	RADIO EQUIPMENT	0	31	500	500	530	530	1,000
LEVEL	TEXT		TEXT AMT					
02	RADIO EQUIPMENT		1,000					
			1,000					
600-1207-415.37-11	CAPITAL LEASE PRINCIPAL	767	631	975	1,084	722	478	8,200
LEVEL	TEXT		TEXT AMT					
02	COPIER LEASE #137		1,034					
	NEW PICKUP W/ANIMAL BOX		7,166					
			8,200					
600-1207-415.37-12	CAPITAL LEASE INTEREST	48	125	241	289	190	130	902
LEVEL	TEXT		TEXT AMT					
02	COPIER LEASE #137		182					
	NEW PICKUP W/ANIMAL BOX		720					
			902					
600-1207-415.39-12	SECURITY	970	881	1,000	1,000	430	287	1,000
LEVEL	TEXT		TEXT AMT					
02	ALARM MONITORING		1,000					
			1,000					
600-1207-415.39-39	BANK CREDIT CARD CHARGES	631	670	700	700	437	325	700
LEVEL	TEXT		TEXT AMT					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
02	SERVICE FEE FOR CREDIT CARD MACHINE		700 700					
	600-1207-415.39-70 EDUCATION & TRAINING	206	0	0	419	0	0	0
LEVEL	TEXT		TEXT AMT					
02	EDUCATION AND TRAINING							
	600-1207-415.39-88 CREMATION SERVICES	0	14,291	17,000	17,000	9,931	4,784	12,000
LEVEL	TEXT		TEXT AMT					
02	CREMATION SERVICES		12,000 12,000					
	600-1207-415.39-89 MISC CHARGES & SERVICES	175	383	0	0	0	0	0
LEVEL	TEXT		TEXT AMT					
02	MISC							
*	OTHER SERVICES & CHARGES	115,653	100,317	148,047	156,354	84,602	60,789	198,932
**	ANIMAL CONTROL	626,858	636,092	719,776	729,330	411,112	311,934	774,121

Unsafe Building - 219

Fund Summary - Operating and Capital Budget

Description	2014 Actual	2015 Actual	2016 Amended Budget	30-Jun Actual	2017 Proposed Budget	Forecast				Budget Variance 2016-2017	% Change
						2018	2019	2020	2021		
REVENUES											
Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	-	-	230,100	139,112	214,000	214,600	215,212	215,836	216,473	(16,100)	-7.0%
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	223,800	139,125	-	-	-	-	-	(223,800)	-100.0%
Donations	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	755,240	340,433	579,757	693,667	703,991	714,847	726,270	(175,483)	-23.2%
Total Revenue	-	-	1,209,140	618,670	793,757	908,267	919,203	930,683	942,743	(415,383)	-34.4%
EXPENDITURES BY PROGRAM											
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	-	-	168,375	78,363	170,328	173,553	176,929	180,372	183,885	1,953	1.2%
Fringe Benefits	-	-	92,394	44,009	97,367	102,990	109,041	115,539	122,517	4,973	5.4%
Total Personnel	-	-	260,769	122,372	267,695	276,543	285,970	295,911	306,402	6,926	2.7%
Supplies	-	-	41,149	8,630	30,800	30,800	30,800	30,800	30,800	(10,349)	-25.2%
Services & Charges											
Professional Services	-	-	48,000	17,600	48,000	48,000	48,000	48,000	48,000	-	0.0%
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	309,499	103,188	309,500	310,500	310,500	310,500	310,500	1	0.0%
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Interfund Allocations	-	-	98,280	49,140	71,762	75,425	76,933	78,472	80,041	(26,518)	-27.0%
Debt Service:											
Principal	-	-	-	-	-	-	-	-	-	-	-
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	-	-	168,800	52,138	167,000	167,000	167,000	167,000	167,000	(1,800)	-1.1%
Total Services & Charges	-	-	624,579	222,066	596,262	600,925	602,433	603,972	605,541	(28,317)	-4.5%
Capital	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	-	-	926,497	353,068	894,757	908,267	919,203	930,683	942,743	(31,740)	-3.4%
Net Surplus / (Deficit)	-	-	282,643	265,602	(101,000)	-	-	-	-		
Beginning Cash Balance	-	-	-	-	282,643	181,643	181,643	181,643	181,643		
Cash Adjustments	-	-	-	-	-	-	-	-	-		
Ending Cash Balance	-	-	282,643	265,602	181,643	181,643	181,643	181,643	181,643		
Cash Reserves Target			231,624	88,267	223,689	227,067	229,801	232,671	235,686		25.00%

Explain Significant Revenue and Expenditure Changes Below:

Note: The Cash Reserves Target for this fund is equal to 25% of annual expenditures.

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Unsafe Building - 219

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

Fund Description & Purpose

This fund's activities are those of the Neighborhood Enhancement Activity Team (NEAT) Crew, charged with maintaining property standards regarding property cleanliness and upkeep. The City's mowing and graffiti removal programs are also run through this fund. The NEAT Crew is a subset of Code Enforcement.

2016 Accomplishments & Outcomes

- Returned to Code Enforcement for operational/reporting purposes, allowing crew to focus on abatements
- Initiated use of iPads for the crew, allowing them to complete abatements within 14 days from property citation
-
-
-
-
-
-

2017 Department Goals & Objectives & Linkage to City Goals

Basics are Easy (BE)

- Dedicated one truck for one day to pick up dumped tires from several pickup locations
-
-
-
-
-
-

Good Government (GG)

- Abatements are now assigned geographically, reducing fuel costs and response time
-
-
-
-
-
-

People/Places (PP)

- Continue to work with residents to resolve environmental issues
-
-
-
-
-
-

Key Performance Indicators (KPI's)

Measure	City Goal	Type	2018	2015	2016	2017
			Long Term Goal	Actual	Estimated	Target
- % of Billable Abatements (NEAT Crew)	90%	Effectiveness	100%	99%	100%	100%
-						
-						
-						
-						
-						
-						
-						
-						
-						

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

2017 Significant Changes/Challenges/Opportunities (with a focus on solutions)

- Continue to work with other departments to resolve City issues regarding storm damage and snow plowing
-
- Develop program to address alley and sign cutbacks
-
-
-

Unsafe Building - 219

Fund Summary - Full-Time Employees

<i>Report ONLY Full-Time positions</i>									
Position	2016			2017	Forecast				
	2015 Actual	Amended Budget	6/30/2016 Actual	Proposed Budget	2018	2019	2020	2021	
Staffing (Full-Time Employees)									
Non-Bargaining									
Superintendent II	-	1.0	1.0	-	-	-	-	-	
Superintendent IV	-	-	-	1.0	1.0	1.0	1.0	1.0	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Estimated Revenue
UNSAFE BUILDING FUND								
219-1201-344.30-00	ENVIRONMENTAL CLEANUP	0	0	0	30,000	17,528	17,528	150,000
LEVEL	TEXT	TEXT AMT						
02	ENVIRONMENTAL CLEANUP AND ILLEGAL DUMPING NOW COMBINED	190,000						
	ADJUSTED TO PROBABLE AMOUNT COLLECTED (EXPECT \$50,000	40,000-						
		150,000						
219-1201-344.30-10	ILLEGAL DUMPING	0	0	0	130,100	81,236	70,001	0
219-1201-344.30-20	GRASS	0	0	0	30,000	23,831	12,045	30,000
LEVEL	TEXT	TEXT AMT						
02	CHARGES TO PROPERTY OWNERS FOR GRASS CUTTING APR-OCT	30,000						
		30,000						
*		0	0	0	190,100	122,595	99,574	180,000
219-1201-349.09-00	DEMOLITION AND BOARDING	0	0	0	40,000	39,538	39,538	34,000
LEVEL	TEXT	TEXT AMT						
02	DEMOLITION/BOARDING	34,000						
		34,000						
*		0	0	0	40,000	39,538	39,538	34,000
219-1201-352.00-00	FORFEITS	0	0	0	201,700	118,049	117,258	0
*		0	0	0	201,700	118,049	117,258	0
219-1201-354.00-00	ORDINANCE VIOLATION	0	0	0	22,100	15,868	21,866	0
*		0	0	0	22,100	15,868	21,866	0
219-1201-392.00-00	INTERFUND OPER. TRANSFER	0	0	0	755,240	616,971	340,433	579,757
LEVEL	TEXT	TEXT AMT						
02	OPERATING TRANSFER	579,757						
		579,757						
*		0	0	0	755,240	616,971	340,433	579,757
**	NEIGHBORHOOD CODE ENF.	0	0	0	1,209,140	913,021	618,670	793,757
***	UNSAFE BUILDING FUND	0	0	0	1,209,140	913,021	618,670	793,757

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
UNSAFE BUILDING FUND								
219-1201-415.31-01	LEGAL SERVICES	0	0	0	48,000	24,100	17,600	48,000
LEVEL	TEXT	TEXT AMT						
02	LEGAL SERVICES FOR UNSAFE BUILDING	48,000						
		48,000						
219-1201-415.31-39	COLLECTION AGENCY EXPENSE	0	0	0	0	42	0	0
219-1201-415.31-70	ADM FEE ALLOCATION	0	0	0	0	0	0	11,272
LEVEL	TEXT	TEXT AMT						
02	ADMIN FEE ALLOCATION	11,272						
		11,272						
219-1201-415.36-13	SITE MOWING (PARKS)	0	0	0	163,905	47,731	29,299	164,000
LEVEL	TEXT	TEXT AMT						
02	SITE MOWING AS BILLED TO CODE FROM PARKS DEPT	164,000						
		164,000						
219-1201-415.36-15	GRAFFITI REMOVAL - PARKS	0	0	0	99,694	56,288	47,015	100,000
LEVEL	TEXT	TEXT AMT						
02	GRAFFITI REMOVAL AS PERFORMED BY PARKS FOR CODE	100,000						
		100,000						
219-1201-415.39-89	MISC CHARGES & SERVICES	0	0	0	14,800	5,050	4,350	15,000
LEVEL	TEXT	TEXT AMT						
02	MISC CHARGES FOR CODE/UNSAFE BUILDING	15,000						
		15,000						
* OTHER SERVICES & CHARGES		0	0	0	326,399	133,211	98,264	338,272
** NEIGHBORHOOD CODE ENF.		0	0	0	326,399	133,211	98,264	338,272

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
219-1209-415.10-01	REGULAR SALARIES	0	0	0	48,828	29,180	21,668	50,781
LEVEL	TEXT		TEXT AMT					
02	SUPERINTENDENT I4		53,060					
	ADJ TO ACTUAL		2,279-					
			50,781					
219-1209-415.10-02	HOURLY	0	0	0	114,712	71,316	53,797	114,712
LEVEL	TEXT		TEXT AMT					
02	TEAMSTERS:							
	1 DRIVER (37,752)		37,752					
	2 OPERATOR III (2 X 36,920)		73,840					
	CERTIFICATION PAY		3,120					
			114,712					
219-1209-415.10-04	OVERTIME	0	0	0	4,085	2,741	2,148	4,085
LEVEL	TEXT		TEXT AMT					
02	OVERTIME AS OCCASIONALLY REQUIRED		4,085					
			4,085					
219-1209-415.10-14	PRODUCTIVITY BONUS	0	0	0	750	750	750	750
LEVEL	TEXT		TEXT AMT					
02	PER TEAMSTERS CONTRACT							
	PRODUCTIVITY (3 X 250)		750					
			750					
219-1209-415.11-01	FICA TAXES	0	0	0	12,881	7,341	5,506	13,030
LEVEL	TEXT		TEXT AMT					
02	TOTAL WAGES X 7.65% (170,328 X .0765)		13,030					
			13,030					
219-1209-415.11-04	PERF RETIREMENT	0	0	0	18,858	11,577	8,707	19,077
LEVEL	TEXT		TEXT AMT					
02	TOTAL FULL-TIME WAGES X 11.2% (170,328 X .112)		19,077					
			19,077					
219-1209-415.11-07	UNEMPLOYMENT COMP	0	0	0	421	168	104	426
LEVEL	TEXT		TEXT AMT					
02	TOTAL WAGES X 0.25% (170,328 X .0025)		426					
			426					
219-1209-415.11-08	HEALTH INSURANCE	0	0	0	57,984	36,240	28,992	62,584

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
LEVEL	TEXT		TEXT AMT					
02	HEALTH AND LTD							
	HEALTH: 4 X \$15,550		62,200					
	LTD: 4 X 96		384					
			62,584					
	219-1209-415.11-09 LIFE INSURANCE	0	0	0	480	300	240	480
LEVEL	TEXT		TEXT AMT					
02	LIFE INSURANCE: 4 X 120		480					
			480					
	219-1209-415.11-10 CLOTHING ALLOWANCE	0	0	0	750	249	249	750
LEVEL	TEXT		TEXT AMT					
02	CLOTHING ALLOWANCE		750					
			750					
	219-1209-415.11-24 CELL PHONE ALLOWANCE	0	0	0	420	245	210	420
LEVEL	TEXT		TEXT AMT					
02	CELL PHONE ALLOWANCE		420					
			420					
	219-1209-415.11-99 OTHER FRINGE BENEFITS	0	0	0	600	400	0	600
LEVEL	TEXT		TEXT AMT					
02	PER TEAMSTER CONTRACT		600					
			600					
	* PERSONNEL SERVICES	0	0	0	260,769	160,507	122,372	267,695
	219-1209-415.21-02 PRINT SHOP	0	0	0	400	0	0	0
	219-1209-415.22-01 CENTRAL SERVICE GASOLINE	0	0	0	34,309	7,022	6,237	25,000
LEVEL	TEXT		TEXT AMT					
02	FUEL COSTS		25,000					
			25,000					
	219-1209-415.22-05 UNIFORMS	0	0	0	1,290	873	848	1,300
LEVEL	TEXT		TEXT AMT					
02	UNIFORMS (CINTAS)		1,300					
			1,300					
	219-1209-415.22-20 INSTITUTIONAL & MEDICAL	0	0	0	500	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
219-1209-415.22-22	OTHER - MEDICAL/SAFETY	0	0	0	500	317	317	500
LEVEL	TEXT		TEXT AMT					
02	MEDICAL/SAFETY SUPPLIES		500					
			500					
219-1209-415.22-24	OTHER OPERATING SUPPLIES	0	0	0	4,150	1,935	1,227	4,000
LEVEL	TEXT		TEXT AMT					
02	MISC SUPPLIES FOR NEAT CREW		4,000					
			4,000					
* SUPPLIES		0	0	0	41,149	10,147	8,630	30,800
219-1209-415.31-70	ADM FEE ALLOCATION	0	0	0	0	0	0	20,725
LEVEL	TEXT		TEXT AMT					
02	ADMIN ALLOC FOR NEAT CREW		20,725					
			20,725					
219-1209-415.31-71	CENTRAL STORES ALLOCATION	0	0	0	0	0	0	357
LEVEL	TEXT		TEXT AMT					
02	CENIRAL STORES ALLOC FOR NEAT CREW		357					
			357					
219-1209-415.31-73	PRINT SHOP ALLOCATION	0	0	0	0	0	0	262
LEVEL	TEXT		TEXT AMT					
02	PRINT SHOP ALLOC FOR NEAT CREW		262					
			262					
219-1209-415.34-02	LIABILITY INSURANCE	0	0	0	98,280	65,520	49,140	39,146
LEVEL	TEXT		TEXT AMT					
02	LIABILITY INSURANCE ALLOC FOR NEAT CREW		39,146					
			39,146					
219-1209-415.36-03	AUTOMOTIVE EQUIPMENT	0	0	0	45,000	31,197	26,796	45,000
LEVEL	TEXT		TEXT AMT					
02	R&M FOR AUTOMOTIVE EQUIPMENT		45,000					
			45,000					
219-1209-415.36-06	RADIO EQUIPMENT	0	0	0	900	77	77	500
LEVEL	TEXT		TEXT AMT					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
02	R&M FOR RADIO EQUIPMENT		500 500					
	219-1209-415.39-85 LANDFILL	0	0	0	150,000	57,452	47,353	150,000
LEVEL	TEXT		TEXT AMT					
02	INCLUDES CARTAGE, TIRE RECYCLING		150,000 150,000					
	219-1209-415.39-89 MISC CHARGES & SERVICES	0	0	0	4,000	979	435	2,000
LEVEL	TEXT		TEXT AMT					
02	MISC CHARGES		2,000 2,000					
	-----		-----		-----	-----	-----	-----
*	OTHER SERVICES & CHARGES	0	0	0	298,180	155,225	123,802	257,990
	-----		-----		-----	-----	-----	-----
**	NEAT CREW	0	0	0	600,098	325,879	254,804	556,485
	-----		-----		-----	-----	-----	-----
***	UNSAFE BUILDING FUND	0	0	0	926,497	459,090	353,068	894,757

Landlord Registration - 221

Fund Summary - Operating and Capital Budget

Description	2014 Actual	2015 Actual	2016		2017 Proposed Budget	Forecast				Budget Variance 2016-2017	% Change	
			Amended Budget	30-Jun Actual		2018	2019	2020	2021			
REVENUES												
Property Taxes	-	-	-	-	-	-	-	-	-	-	-	
Local Income Taxes	-	-	-	-	-	-	-	-	-	-	-	
Other Taxes	-	-	-	-	-	-	-	-	-	-	-	
Grants/Intergovernmental	-	-	-	-	-	-	-	-	-	-	-	
Charges for Services	-	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000	-	
Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-	
Fines & Forfeitures	-	-	-	-	-	-	-	-	-	-	-	
Donations	-	-	-	-	-	-	-	-	-	-	-	
Other Income	-	-	-	-	-	-	-	-	-	-	-	
Transfers In	-	-	-	-	-	-	-	-	-	-	-	
Total Revenue	-	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000	-	
EXPENDITURES BY PROGRAM												
1											-	-
2											-	-
3											-	-
4											-	-
5											-	-
6											-	-
7											-	-
8											-	-
9											-	-
10											-	-
EXPENDITURES BY TYPE												
Personnel												
Salaries & Wages	-	-	-	-	-	-	-	-	-	-	-	
Fringe Benefits	-	-	-	-	-	-	-	-	-	-	-	
Total Personnel	-	-	-	-	-	-	-	-	-	-	-	
Supplies												
-	-	-	-	-	-	-	-	-	-	-	-	
Services & Charges												
Professional Services	-	-	-	-	-	-	-	-	-	-	-	
Printing & Advertising	-	-	-	-	-	-	-	-	-	-	-	
Utilities	-	-	-	-	-	-	-	-	-	-	-	
Education & Training	-	-	-	-	-	-	-	-	-	-	-	
Travel	-	-	-	-	-	-	-	-	-	-	-	
Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-	
Other Interfund Allocations	-	-	-	-	-	-	-	-	-	-	-	
Debt Service:												
Principal	-	-	-	-	-	-	-	-	-	-	-	
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-	
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	
Other Services & Charges	-	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000	-	
Total Services & Charges	-	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000	-	
Capital												
-	-	-	-	-	-	-	-	-	-	-	-	
Total Expenditures by Type	-	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000	-	

Explain Significant Revenue and Expenditure Changes Below:

This new fund has been established to track revenues and expenditures related to the new Landlord Registration ordinance as enacted by the Common Council in 2016. The proceeds from the registration, \$5 per year, will fund Code Enforcement's costs of the program. There is penalty of \$100 to \$500 per landlord for failure to comply with the new ordinance, but since this is the first year and we have no data to indicate the probability of non-compliance, no penalty revenue has been established. Any revenues from penalties will be used to subsidize the City's Curb and Sidewalk program.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Estimated Revenue
LANDLORD REGISTRATION								
221-1201-351.30-10	LANDLORD REGISTRATION	0	0	0	0	0	0	1,000
		-----	-----	-----	-----	-----	-----	-----
*		0	0	0	0	0	0	1,000
		-----	-----	-----	-----	-----	-----	-----
**	NEIGHBORHOOD CODE ENF.	0	0	0	0	0	0	1,000
		-----	-----	-----	-----	-----	-----	-----
***	LANDLORD REGISTRATION	0	0	0	0	0	0	1,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
LANDLORD REGISTRATION								
221-1201-415.39-89	MISC CHARGES & SERVICES	0	0	0	0	0	0	1,000
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*	OTHER SERVICES & CHARGES	0	0	0	0	0	0	1,000
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**	NEIGHBORHOOD CODE ENF.	0	0	0	0	0	0	1,000
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***	LANDLORD REGISTRATION	0	0	0	0	0	0	1,000