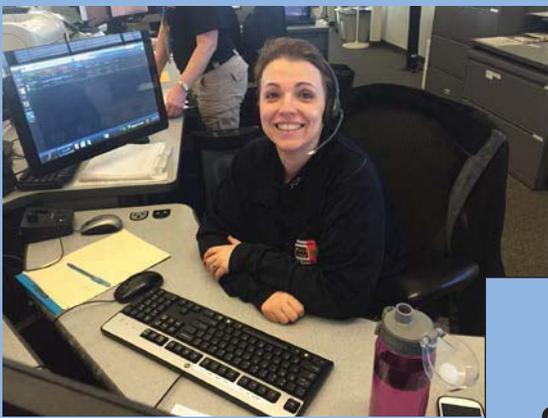


INTERNAL SERVICE FUNDS

Fund Description

Internal service funds are used to account for the financing of goods and services provided by a city department or agency to other city departments or agencies on a cost reimbursement basis.



911
Services





Internal Service Fund Highlights



The table below summarizes the FY 2017 Internal Service Fund budget.

	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	54,708,714	51,550,929	53,160,817	1,609,888	3%
Expenditures					
Personal Services	11,261,754	9,139,613	10,138,535	998,922	
Discretionary	28,028,396	28,071,091	29,293,377	1,222,286	
Fleet & Facilities	413,390	401,351	374,652	(26,699)	
Non-Discretionary	6,261,999	7,578,503	6,348,313	(1,230,189)	
Capital Outlay	7,894,347	5,113,991	5,287,991	174,000	
Debt Service	-	-	-	-	
Transfers Out	3,545,829	1,691,704	1,601,481	(90,223)	
	57,405,715	51,996,253	53,044,350	1,048,097	2%
Net	(2,697,001)	(445,324)	116,467	561,792	

The total Internal Service Fund expenditure budget is increasing \$1M to \$53M. FY 2017 revenue is increasing by \$1.6M to \$53.2M. Key changes from FY 2016 to FY 2017 budget include:

- Liability and property fund expenses are decreasing \$569K due to decreased premiums for property insurance coverage and a decrease in property loss expenditures and the limited liability loss risks. Included in the budget is \$760K for excess flood insurance and national flood insurance program charges.
- Workers compensation expenses are increasing \$1M based on projected actuary losses, estimates of incurred but not yet reported, and an increase in payroll.
- Health fund expenses are increasing \$1.4M.
- Fleet Services fuel budget for the City is decreasing \$968K based on historical and projected per gallon fuel rates.

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
90.00	89.00	0.00	89.00	(1.00)

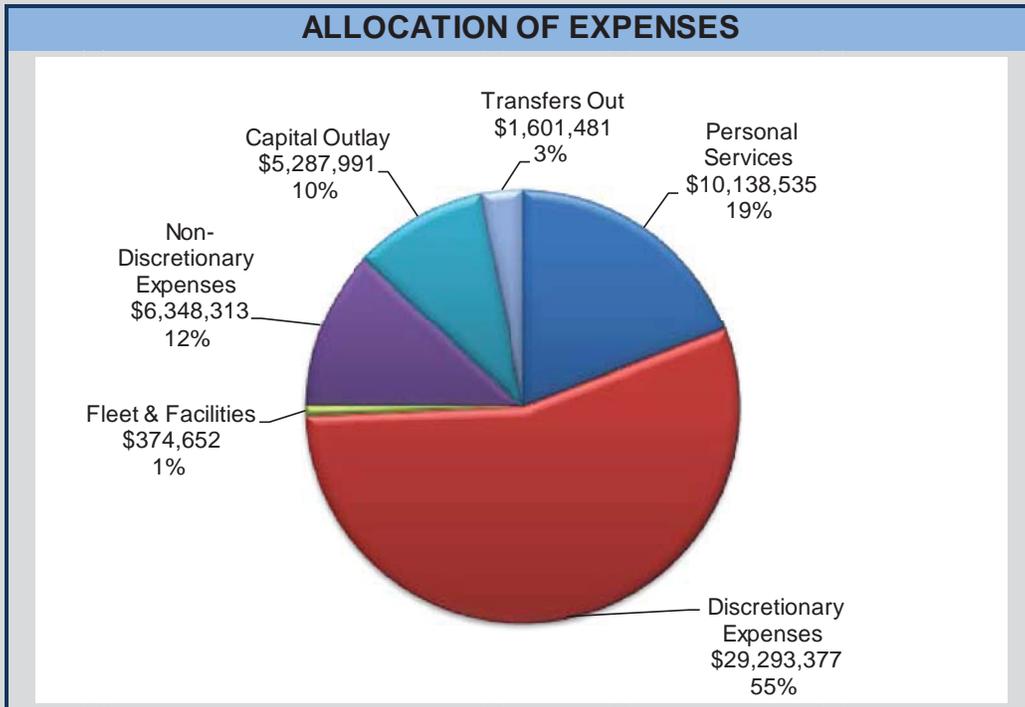
The FY 2017 FTE count for internal service funds is decreasing by 1 FTE to 89 FTEs. The budget includes eliminating 1 Fleet Services FTE (Fleet Services Storekeeper) due to efficiencies in technology and process improvements.



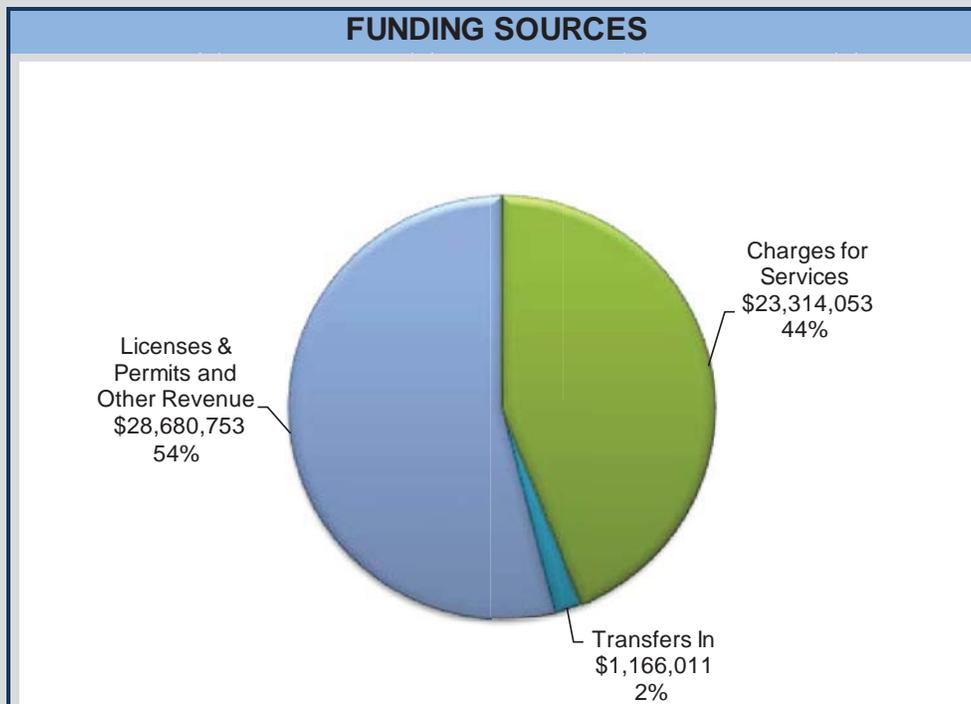
Internal Service Fund Highlights



The largest FY 2017 Internal Service Fund expense category is discretionary expenses of \$29.3M. Of this amount, \$22.6M is budgeted for health services. The next largest expense categories are personal services of \$10.1M and non-discretionary expenses of \$6.3M. The FY 2017 expenditure budget by major expenditure object is below.



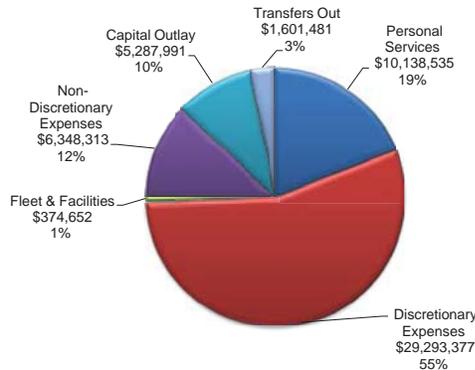
The largest FY 2017 Internal Service Fund revenue category is other revenue at \$28.7M. Of this amount, charges for insurance premiums are the largest revenue source at \$26.5M. The second largest revenue category is charges for services at \$23.3M which includes fleet service charges, fleet lease and fuel charges, charges from Joint Communications to the Police and Fire Departments, risk, property and liability insurance charges, and facility maintenance and rental charges. The FY 2017 Internal Service Fund revenue budget by major revenue source is shown below.



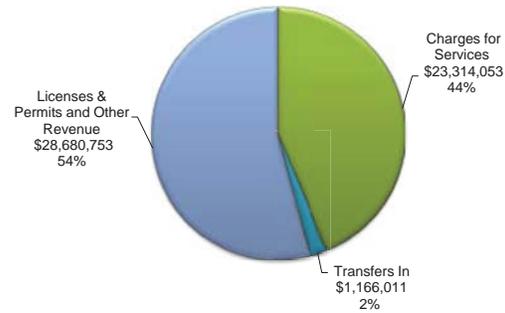
INTERNAL SERVICE FUND

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016	
Revenues									
Intergovernmental Grants									
	Federal Operating	421001	300,000	-	25,150	-	-	-	
	State Operating	422001	-	-	199	-	-	-	
	Total Intergovernmental Grants		300,000	-	25,348	-	-	0%	
Charges for Services									
	Court Cost, Fees, & Charges	431001	-	-	1,718	-	-	-	
	Admin Charges - City Mgr Depts	431007	17,437,256	19,535,664	19,568,027	22,414,044	21,692,398	(721,646)	
	Admin Charges - Commissions	431011	51,325	392,913	319,055	-	-	-	
	Admin Charges - External	431012	761,491	651,195	1,020,519	1,084,007	1,068,217	(15,790)	
	FMS Environmental Svcs Charges	431013	612,500	600,625	575,990	573,563	553,438	(20,125)	
	Vending Sales	431301	-	523	617	-	-	-	
	Sale of Recycleable	432002	-	108	-	-	-	-	
	Total Charges for Services		18,862,572	21,181,028	21,485,925	24,071,613	23,314,053	(757,560)	-3%
Transfers In									
	Operating Transfer In - Inter	483001	1,816,541	2,021,458	1,209,264	450,771	338,183	(112,588)	
	Operating Transfer In - Intra	483002	1,127,391	6,825,750	1,815,477	925,776	827,828	(97,948)	
	Total Transfers In		2,943,932	8,847,209	3,024,740	1,376,547	1,166,011	(210,536)	-15%
Other Revenue									
	Interest/Div - Nonproprietary	451000	-	(0)	-	-	-	-	
	Gain (Loss) on Sale of Invest	451002	1,912	-	-	-	-	-	
	Building Rental	461001	2,192,945	2,154,925	2,095,322	2,069,870	2,054,248	(15,622)	
	Contributions & Donations	471002	-	431,387	2,630,060	-	140,000	140,000	
	Damage Recoveries	471004	134,091	30,328	55,590	-	-	-	
	Other Miscellaneous Revenue	471005	21,812	15,251	1,149,239	-	-	-	
	Insurance Premiums	471006	21,899,968	21,684,678	23,517,392	24,020,406	26,461,223	2,440,817	
	Interest / Div - Proprietary	481000	112,505	(3,194)	111,093	12,492	25,282	12,790	
	Capital Contributions	481003	3,043,425	644,623	195,004	-	-	-	
	Sale of Fixed Assets	482001	299,847	6,700	419,000	-	-	-	
	Total Other Revenue		27,706,504	24,964,698	30,172,700	26,102,768	28,680,753	2,577,985	10%
	Total Revenues		49,813,008	54,992,934	54,708,714	51,550,929	53,160,817	1,609,888	3%
Expenditures									
Personal Services									
	Total Personal Services		7,460,477	8,584,964	11,261,754	9,139,613	10,138,535	998,922	11%
Discretionary Expenses									
	Advertising & Marketing	521100	151	1,217	264	-	-	-	
	Consulting Services	521103	(194,105)	38,749	63,100	66,500	65,000	(1,500)	
	Consulting & Technical Service	521104	3,117	10,850	3,770	84,720	84,720	-	
	External Contracted Labor	521105	8,091	7,903	4,141	-	-	-	
	Health Services	521106	20,435,578	21,460,514	22,593,533	21,113,357	22,616,600	1,503,243	
	Legal Services	521107	-	-	-	15,000	10,000	(5,000)	
	Other Professional Services	521108	641,822	1,103,647	1,493,801	1,584,663	1,370,759	(213,904)	
	External Banking/Financial Fee	521109	92	-	29	-	-	-	
	Security Services	521110	1,072	893	7,490	160	160	-	
	Computer Hardware	522100	1,199	-	4,927	45,190	45,500	310	
	Computer Software Maintenance	522101	129,077	70,734	140,912	149,240	153,240	4,000	
	IT Services - External	522102	30,300	31,747	33,840	26,000	34,784	8,784	
	Radio Maintenance	522103	55,442	61,855	298,679	690,539	687,539	(3,000)	
	Building & Grounds Services	522104	177,864	128,014	184,734	107,870	112,150	4,280	
	Furniture, Equip, Fixture Serv	522105	13,993	22,148	22,318	32,500	32,500	-	
	Vehicles & Rolling Equip Serv	522106	494,475	543,487	627,708	504,760	613,500	108,740	
	NonCapitalized Project Expense	522110	960	6,093	-	-	-	-	
	Fiber Optic Network	523101	-	-	789	-	-	-	
	Landfill Fees	523102	1,082	-	6,109	2,000	2,000	-	
	Recycling Fees	523104	7,397	12,418	121	2,000	500	(1,500)	
	Steam	523106	-	-	-	2,170	-	(2,170)	
	Phone Services	523107	38,424	38,565	35,829	42,880	42,880	-	

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
	Account	Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016	From FY 2016
							Incr / (Decr)	
Rental of Equip & Vehicles	524101	2,479	1,006	1,707	1,780	1,780	-	
Appraisal, Recording, Abstract	525100	(2,050)	-	-	-	-	-	
Printing, Binding, & Duplicate	525102	3,449	3,390	68,949	6,620	73,300	66,680	
Other Insurance	525105	8,781	113,969	236,607	248,735	507,685	258,950	
Ammunition, Targets, & Firearm	531100	-	-	99	-	-	-	
Awards & Recognition	531102	10	15	1,043	120	120	-	
Books & Subscriptions	531103	2,001	912	1,398	3,000	3,000	-	
Chemical Supplies	531104	5,470	10,712	11,122	4,190	4,190	-	
Cleaning & Janitorial Supplies	531105	49,182	72,593	76,079	-	-	-	
Computer Supplies	531106	202	1,383	1,902	11,050	11,050	-	
Engineering Supplies	531108	-	1,391	-	-	-	-	
Equipment/Furniture/Fixtures	531109	73,772	63,445	44,956	66,350	65,450	(900)	
Landscaping Materials	531112	141	91	216	-	-	-	
Miscellaneous Supplies	531114	-	1,007	-	1,900	1,900	-	
Office Supplies	531116	11,571	13,804	11,571	16,300	16,300	-	
Paint Supplies	531117	2,618	2,946	2,100	1,000	500	(500)	
Program Supplies	531118	4,876	132	354	5,000	5,000	-	
Shop Supplies	531119	40,346	46,711	46,622	66,000	61,000	(5,000)	
Sign & Signal Supplies	531120	106	1,022	255	720	720	-	
Uniforms	531123	13,580	20,597	15,759	24,516	24,516	-	
Personal Protective Gear	531124	2,992	1,773	1,496	3,200	2,800	(400)	
Kerosene	532102	82	-	51	110	110	-	
LP Gas	532103	4,571	5,261	2,440	2,760	2,760	-	
Oil	532104	106,970	82,535	648	90,000	3,000	(87,000)	
Other Fuel	532105	-	-	36	-	-	-	
Other Lubricants	532106	4,575	-	1,580	35,000	1,000	(34,000)	
Building & Grounds Supplies	533100	108,173	91,009	133,254	408,126	448,250	40,124	
Furniture, Equipment, Fixtures	533101	1,829	6,378	10,219	3,100	1,800	(1,300)	
Vehicle & Rolling Equip Parts	533102	1,317,665	1,584,471	1,464,100	1,465,240	1,501,000	35,760	
Tires & Tubes	533103	62,059	85,133	34,649	70,000	50,000	(20,000)	
Grants & Contributions	541106	-	-	36,400	-	-	-	
Conferences, Training, Travel	542102	35,983	28,470	21,466	43,600	48,000	4,400	
Dues & Memberships	542103	3,312	2,456	4,952	4,010	4,010	-	
Settlement	542105	2,674,706	155,003	(140,916)	786,871	484,131	(302,740)	
Licensing Fees	542106	599	1,379	672	500	500	-	
Miscellaneous Costs	542107	68,179	1,344	305,928	223,364	90,173	(133,191)	
Postage & Freight	542108	2,001	725	281	5,680	4,800	(880)	
Recording/Filing Fees/Permits	542110	1,440	5,005	1,250	-	-	-	
Mileage Reimbursement	542111	1,261	1,303	795	2,700	2,700	-	
Bad Debt Expense	542114	-	8	106,263	-	-	-	
Total Discretionary Expenses		26,458,961	25,946,210	28,028,396	28,071,091	29,293,377	1,222,286	4%
Fleet & Facilities								
City Facility Maint Services	522107	918	10,000	3,041	5,000	5,060	60	
City Fleet Services	522108	26,863	38,625	34,773	43,300	41,827	(1,473)	
Rental of Land & Buildings	524100	68,132	71,172	357,706	336,629	301,904	(34,725)	
City Fleet Rental Charges	524102	14,604	14,638	17,870	16,422	25,861	9,439	
Total Fleet & Facilities		110,517	134,435	413,390	401,351	374,652	(26,699)	-7%
Non-Discretionary Expenses								
City Accounting Services	521113	317,846	311,600	317,832	317,832	351,789	33,957	
City Inter Department Charges	521114	344,284	335,610	338,221	361,652	381,638	19,986	
City Information Tech Services	522109	230,900	267,485	249,917	242,877	243,471	595	
Electricity	523100	102,845	141,394	284,417	263,500	312,634	49,134	
Natural Gas	523103	145,620	112,928	118,502	118,502	155,900	(52,200)	
Liability Insurance	525104	206,140	372,473	366,215	369,415	357,600	(11,815)	
Property Insurance	525107	1,126,046	1,960,492	1,777,693	1,794,164	1,498,302	(295,862)	
Vehicle Insurance	525108	8,543	17,573	20,296	16,102	16,956	854	
Diesel Fuel	532100	2,339,094	2,241,432	1,821,815	2,599,910	1,885,108	(714,802)	
Gasoline Fuel	532101	1,385,123	1,329,547	967,090	1,404,951	1,144,916	(260,036)	
Total Non-Discretionary Expenses		6,206,440	7,090,534	6,261,999	7,578,503	6,348,313	(1,230,189)	-16%
Capital Outlay								
Buildings	552000	-	-	-	75,000	515,000	440,000	
Vehicles, Equipment, Software	554000	11,336,203	2,612,934	7,822,446	5,015,991	4,749,991	(266,000)	
Controlled assets	556000	49,193	21,505	71,901	23,000	23,000	-	
Total Capital Outlay		11,385,396	2,634,439	7,894,347	5,113,991	5,287,991	174,000	3%
Debt Service								
Other Debt Interest Expense	561003	2,311	-	-	-	-	-	
Total Debt Service		2,311	-	-	-	-	-	0%
Transfers Out								
Transfer Out-Inter	571100	4,380,638	746,068	1,730,352	765,928	773,653	7,725	
Transfer Out-Intra	571200	1,127,391	6,825,750	1,815,477	925,776	827,828	(97,948)	
Total Transfers Out		5,508,029	7,571,818	3,545,829	1,691,704	1,601,481	(90,223)	-5%
Total Expenditures		57,132,131	51,962,400	57,405,715	51,996,253	53,044,350	1,048,097	2%
Net Revenues over/(under) Expenditures		(7,319,123)	3,030,534	(2,697,001)	(445,324)	116,467	561,792	



Joint Communications Department Sections

- Call Taking Operations
- Dispatching Procedures
- Linn County Radio System and Support
- 9-1-1
- Warrants



The Chief of Police is responsible for the Joint Communications Department.

Department Description

Joint Communications provides timely, accurate, and complete emergency and non-emergency dispatch services to the public and public safety agencies.

- The **Call Taking Operations** section is responsible for receiving, processing, and routing incoming emergency (9-1-1) and non-emergency (7 digit number) phone traffic into the Communications Center. Call takers are also responsible for providing emergency medical dispatch, fire, and police instructions in accordance to protocol standards.
- The **Dispatching Procedures** section is responsible for providing professional and accurate dispatching services for the Cedar Rapids Police, Fire, and Animal Control Departments, as well as multiple support agencies.
- The **Linn County Radio System and Support** section provides direct support to the City’s portion of the county-wide 800 MHz radio system, its subscribers, equipment, and infrastructure as well as ancillary support to the overall system.
- The **9-1-1** section monitors and maintains the master street address guide and the 9-1-1 jurisdictional boundary changes for proper 9-1-1 call routing. This includes Phase I, II, and Next Generation 9-1-1.
- The **Warrants** section houses, maintains, and serves active warrants for arrest at any given time.

Statistics – Did you know?

- The Joint Communications Department handles approximately 140K police calls for service, 11K fire calls for service, and 10K animal control calls for service annually.
- The Joint Communications Department handles approximately 6K 9-1-1 calls per month.
- The Joint Communications Department receives over 550K non-emergency calls annually.

Recent Accomplishments

- In the fall of 2014, Joint Communication’s management was elected President of the Association of Public Safety Communications Officials Iowa Chapter and Vice President of Iowa National Emergency Number Association.
- In FY 2015, Joint Communications completed the installation of new uninterruptable power supply units for emergency backup. This equipment was funded with grant dollars.



Future Challenges & Opportunities

- Continue to support the police CALEA (Commission on Accreditation for Law Enforcement) accreditation process.
- Development and implement text to 911 services for the citizens of Cedar Rapids in 2016.
- Establish relationships and agreements with our neighbors that will provide shared communications, enhance safety, and lower the cost of ownership of existing systems for everyone involved.
- Develop and implement plans to build a new communication towers to enhance communications and become financially independent from leasing.

Goals, Objectives, Measures

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Continually examine and improve 9-1-1 calls for service and response times.				
Department Objective	Improve response and system processes whenever possible.				
Objective Time Frame	Working to meet the target/goal in a future budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
9-1-1 calls answered within 3 rings	99%	96%	96%	97%	98%

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	Implement Text to 9-1-1 services in Cedar Rapids for the hearing impaired community and enhance security for large businesses in the event of a major emergency.				
Department Objective	Activate and install Text to 9-1-1 and spearhead the public awareness campaign.				
Objective Time Frame	In process to meet the target/goal before the start of the budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Convert existing equipment to T911	75%	0%	25%	80%	80%



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	4,038,527	3,557,226	3,626,892	69,665	2%
Expenditures					
Personal Services	2,063,542	2,190,362	2,254,719	64,356	
Discretionary	508,411	1,050,834	1,050,834	-	
Fleet & Facilities	59,056	55,120	55,120	-	
Non-Discretionary	238,044	260,910	266,219	5,309	
Capital Outlay	502,884	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	348,993	-	-	-	
	3,720,930	3,557,226	3,626,892	69,665	2%
Net	317,597	-	-	-	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
27.00	27.00	0.00	27.00	0.00

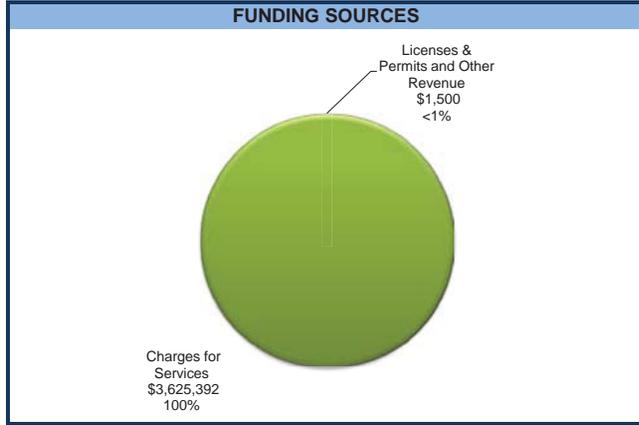
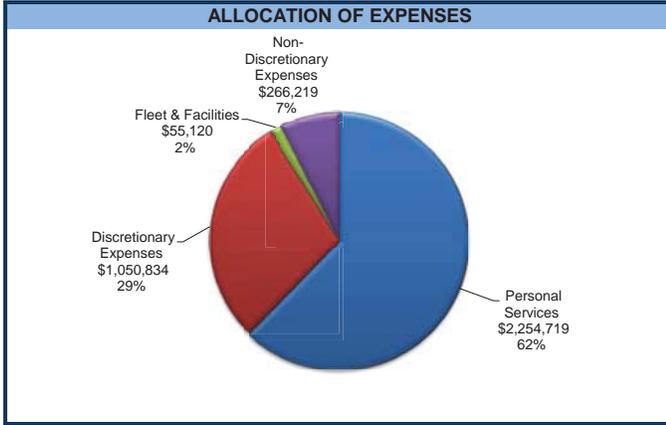
Highlight of Budget Changes

Operating Revenues & Expenditures

- Included in the budget are increases in contributions from other governmental entities for their share of radio maintenance costs paid by the City. The total budgeted contribution is \$389K.
- 89% of operating expenses are funded by the general fund within the Fire and Police Department's budgets.

JOINT COMMUNICATIONS

FY 2017 FINANCIAL DETAIL



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Intergovernmental Grants								
Federal Operating	421001	300,000	-	-	-	-	-	
Total Intergovernmental Grants		300,000	-	-	-	-	-	0%
Charges for Services								
Admin Charges - City Mgr Depts	431007	2,810,423	3,189,635	3,149,453	3,175,876	3,236,745	60,869	
Admin Charges - External	431012	-	-	350,050	379,851	388,647	8,796	
Total Charges for Services		2,810,423	3,189,635	3,499,503	3,555,726	3,625,392	69,665	2%
Transfers In								
Operating Transfer In - Inter	483001	14,633	9,588	-	-	-	-	
Operating Transfer In - Intra	483002	87,056	625,000	348,993	-	-	-	
Total Transfers In		101,690	634,588	348,993	-	-	-	0%
Other Revenue								
Interest/Div - Nonproprietary	451000	-	(0)	-	-	-	-	
Gain (Loss) on Sale of Invest	451002	25	-	-	-	-	-	
Other Miscellaneous Revenue	471005	41	-	-	-	-	-	
Interest / Div - Proprietary	481000	673	(1,355)	3,893	1,500	1,500	-	
Capital Contributions	481003	1,583,608	644,623	168,138	-	-	-	
Sale of Fixed Assets	482001	-	-	18,000	-	-	-	
Total Other Revenue		1,584,347	643,268	190,031	1,500	1,500	-	0%
Total Revenues		4,796,459	4,467,491	4,038,527	3,557,226	3,626,892	69,665	2%
Expenditures								
Personal Services								
Total Personal Services		2,010,616	2,056,345	2,063,542	2,190,362	2,254,719	64,356	3%
Discretionary Expenses								
Advertising & Marketing	521100	25	799	-	-	-	-	
Consulting Services	521103	(216,805)	-	-	-	-	-	
Consulting & Technical Service	521104	(127)	-	-	-	-	-	
Health Services	521106	96	128	184	-	-	-	
Other Professional Services	521108	(273,698)	424	5,143	25,000	25,000	-	
Security Services	521110	1,037	893	874	-	-	-	
Computer Hardware	522100	-	-	2,881	45,000	45,000	-	
Computer Software Maintenance	522101	126,550	69,060	128,661	135,995	135,995	-	
IT Services - External	522102	1,443	6,091	2,671	-	-	-	
Radio Maintenance	522103	52,051	61,333	298,788	685,439	685,439	-	
Building & Grounds Services	522104	-	-	524	-	-	-	
Furniture, Equip, Fixture Serv	522105	-	1,456	534	3,000	3,000	-	
Vehicles & Rolling Equip Serv	522106	-	-	1,324	-	-	-	
Recycling Fees	523104	-	72	-	-	-	-	
Phone Services	523107	27,334	27,876	27,260	35,000	35,000	-	
Appraisal, Recording, Abstract	525100	(2,050)	-	-	-	-	-	
Printing, Binding, & Duplicate	525102	678	811	228	1,200	1,200	-	
Awards & Recognition	531102	10	-	1,007	-	-	-	
Books & Subscriptions	531103	91	50	-	500	500	-	
Computer Supplies	531106	(49)	90	1,258	10,000	10,000	-	
Equipment/Furniture/Fixtures	531109	45,040	26,907	13,833	49,600	49,600	-	
Miscellaneous Supplies	531114	-	983	-	1,500	1,500	-	
Office Supplies	531116	7,081	9,026	7,830	12,000	12,000	-	
Shop Supplies	531119	112	-	-	-	-	-	
Uniforms	531123	-	4,903	1,228	10,000	10,000	-	
Personal Protective Gear	531124	18	288	73	-	-	-	
LP Gas	532103	1,280	-	-	-	-	-	
Building & Grounds Supplies	533100	-	-	15	-	-	-	
Furniture, Equipment, Fixtures	533101	-	-	98	-	-	-	
Conferences, Training, Travel	542102	15,379	18,312	12,095	19,000	19,000	-	
Dues & Memberships	542103	1,551	745	1,666	1,000	1,000	-	
Licensing Fees	542106	495	785	-	-	-	-	

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
	Account	Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016	From
							Incr / (Decr)	FY 2016
Miscellaneous Costs	542107	-	998	-	10,000	10,000	-	
Postage & Freight	542108	388	646	90	4,000	4,000	-	
Mileage Reimbursement	542111	-	-	91	2,600	2,600	-	
Bad Debt Expense	542114	-	8	57	-	-	-	
Total Discretionary Expenses		(212,071)	232,684	508,411	1,050,834	1,050,834	-	0%
Fleet & Facilities								
Rental of Land & Buildings	524100	68,132	71,172	59,056	55,120	55,120	-	
Total Fleet & Facilities		68,132	71,172	59,056	55,120	55,120	-	0%
Non-Discretionary Expenses								
City Accounting Services	521113	32,858	28,400	28,968	28,968	32,064	3,096	
City Inter Department Charges	521114	97,791	101,767	102,860	107,797	113,837	6,040	
City Information Tech Services	522109	94,959	111,247	81,143	87,722	84,821	(2,901)	
Electricity	523100	13,909	22,987	17,800	27,000	27,000	-	
Natural Gas	523103	167	176	190	-	-	-	
Liability Insurance	525104	7,981	5,135	5,660	6,423	5,497	(926)	
Vehicle Insurance	525108	300	-	-	-	-	-	
Diesel Fuel	532100	-	82	-	-	-	-	
Gasoline Fuel	532101	400	1,510	1,424	3,000	3,000	-	
Total Non-Discretionary Expenses		248,365	271,303	238,044	260,910	266,219	5,309	2%
Capital Outlay								
Vehicles, Equipment, Software	554000	6,430,813	435,502	499,450	-	-	-	
Controlled assets	556000	5,420	4,645	3,433	-	-	-	
Total Capital Outlay		6,436,232	440,147	502,884	-	-	-	0%
Transfers Out								
Transfer Out-Inter	571100	-	7,450	-	-	-	-	
Transfer Out-Intra	571200	87,056	625,000	348,993	-	-	-	
Total Transfers Out		87,056	632,450	348,993	-	-	-	0%
Total Expenditures		8,638,331	3,704,102	3,720,930	3,557,226	3,626,892	69,665	2%
Net Revenues over/(under) Expenditures		(3,841,872)	763,389	317,597	-	-	-	

JC - OPERATIONS

FY 2017 FINANCIAL DETAIL

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016	
Revenues									
Charges for Services									
	Admin Charges - City Mgr Depts	431007	2,810,423	3,189,635	3,149,453	3,175,876	3,236,745	60,869	
	Admin Charges - External	431012	-	-	350,050	379,851	388,647	8,796	
	Total Charges for Services		<u>2,810,423</u>	<u>3,189,635</u>	<u>3,499,503</u>	<u>3,555,726</u>	<u>3,625,392</u>	<u>69,665</u>	<u>2%</u>
Transfers In									
	Operating Transfer In - Intra	483002	57	-	348,993	-	-	-	
	Total Transfers In		<u>57</u>	<u>-</u>	<u>348,993</u>	<u>-</u>	<u>-</u>	<u>0%</u>	
Other Revenue									
	Interest/Div - Nonproprietary	451000	-	(0)	-	-	-	-	
	Gain (Loss) on Sale of Invest	451002	25	-	-	-	-	-	
	Other Miscellaneous Revenue	471005	41	-	-	-	-	-	
	Interest / Div - Proprietary	481000	316	(1,355)	3,893	1,500	1,500	-	
	Total Other Revenue		<u>382</u>	<u>(1,355)</u>	<u>3,893</u>	<u>1,500</u>	<u>-</u>	<u>0%</u>	
	Total Revenues		<u>2,810,862</u>	<u>3,188,280</u>	<u>3,852,389</u>	<u>3,557,226</u>	<u>3,626,892</u>	<u>69,665</u>	<u>2%</u>
Expenditures									
Personal Services									
	Total Personal Services		<u>2,010,616</u>	<u>2,056,345</u>	<u>2,063,542</u>	<u>2,190,362</u>	<u>2,254,719</u>	<u>64,356</u>	<u>3%</u>
Discretionary Expenses									
	Advertising & Marketing	521100	25	799	-	-	-	-	
	Health Services	521106	96	128	184	-	-	-	
	Other Professional Services	521108	5,800	424	5,143	25,000	25,000	-	
	Security Services	521110	1,037	893	874	-	-	-	
	Computer Hardware	522100	-	-	2,881	45,000	45,000	-	
	Computer Software Maintenance	522101	126,550	69,060	128,661	135,995	135,995	-	
	IT Services - External	522102	1,443	6,091	2,671	-	-	-	
	Radio Maintenance	522103	52,051	61,333	298,788	685,439	685,439	-	
	Building & Grounds Services	522104	-	-	524	-	-	-	
	Furniture, Equip, Fixture Serv	522105	-	1,456	534	3,000	3,000	-	
	Vehicles & Rolling Equip Serv	522106	-	-	1,324	-	-	-	
	Recycling Fees	523104	-	72	-	-	-	-	
	Phone Services	523107	27,334	27,876	27,260	35,000	35,000	-	
	Printing, Binding, & Duplicate	525102	678	811	228	1,200	1,200	-	
	Awards & Recognition	531102	10	-	1,007	-	-	-	
	Books & Subscriptions	531103	91	50	-	500	500	-	
	Computer Supplies	531106	(49)	90	1,258	10,000	10,000	-	
	Equipment/Furniture/Fixtures	531109	45,040	26,907	13,833	49,600	49,600	-	
	Miscellaneous Supplies	531114	-	983	-	1,500	1,500	-	
	Office Supplies	531116	7,081	9,026	7,830	12,000	12,000	-	
	Shop Supplies	531119	112	-	-	-	-	-	
	Uniforms	531123	-	4,903	1,228	10,000	10,000	-	
	Personal Protective Gear	531124	18	288	73	-	-	-	
	LP Gas	532103	1,280	-	-	-	-	-	
	Building & Grounds Supplies	533100	-	-	15	-	-	-	
	Furniture, Equipment, Fixtures	533101	-	-	98	-	-	-	
	Conferences, Training, Travel	542102	15,379	18,312	12,095	19,000	19,000	-	
	Dues & Memberships	542103	1,551	745	1,666	1,000	1,000	-	
	Licensing Fees	542106	495	785	-	-	-	-	
	Miscellaneous Costs	542107	-	998	-	10,000	10,000	-	
	Postage & Freight	542108	388	646	90	4,000	4,000	-	
	Mileage Reimbursement	542111	-	-	91	2,600	2,600	-	
	Bad Debt Expense	542114	-	8	57	-	-	-	
	Total Discretionary Expenses		<u>286,410</u>	<u>232,684</u>	<u>508,411</u>	<u>1,050,834</u>	<u>1,050,834</u>	<u>-</u>	<u>0%</u>
Fleet & Facilities									
	Rental of Land & Buildings	524100	68,132	71,172	59,056	55,120	55,120	-	
	Total Fleet & Facilities		<u>68,132</u>	<u>71,172</u>	<u>59,056</u>	<u>55,120</u>	<u>-</u>	<u>0%</u>	
Non-Discretionary Expenses									
	City Accounting Services	521113	33,514	28,400	28,968	28,968	32,064	3,096	
	City Inter Department Charges	521114	97,818	101,767	102,860	107,797	113,837	6,040	
	City Information Tech Services	522109	94,959	111,247	81,143	87,722	84,821	(2,901)	
	Electricity	523100	13,909	22,987	17,800	27,000	27,000	-	
	Natural Gas	523103	167	176	190	-	-	-	
	Liability Insurance	525104	7,981	5,135	5,660	6,423	5,497	(926)	
	Vehicle Insurance	525108	300	-	-	-	-	-	
	Diesel Fuel	532100	-	82	-	-	-	-	
	Gasoline Fuel	532101	400	1,510	1,424	3,000	3,000	-	
	Total Non-Discretionary Expenses		<u>249,048</u>	<u>271,303</u>	<u>238,044</u>	<u>260,910</u>	<u>266,219</u>	<u>5,309</u>	<u>2%</u>
Capital Outlay									
	Vehicles, Equipment, Software	554000	5,193	-	32,000	-	-	-	
	Controlled assets	556000	5,420	4,645	3,433	-	-	-	
	Total Capital Outlay		<u>10,613</u>	<u>4,645</u>	<u>35,433</u>	<u>-</u>	<u>-</u>	<u>0%</u>	
Transfers Out									
	Transfer Out-Intra	571200	57	625,000	-	-	-	-	
	Total Transfers Out		<u>57</u>	<u>625,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>	
	Total Expenditures		<u>2,624,875</u>	<u>3,261,149</u>	<u>2,904,487</u>	<u>3,557,226</u>	<u>3,626,892</u>	<u>69,665</u>	<u>2%</u>
	Net Revenues over/(under) Expenditures		<u>185,987</u>	<u>(72,870)</u>	<u>947,902</u>	<u>-</u>	<u>-</u>	<u>-</u>	

JC - CONSTRUCTION

FY 2017 FINANCIAL DETAIL

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Intergovernmental Grants								
	Federal Operating	421001	300,000	-	-	-	-	-
	Total Intergovernmental Grants		300,000	-	-	-	-	0%
Transfers In								
	Operating Transfer In - Inter	483001	14,633	9,588	-	-	-	-
	Operating Transfer In - Intra	483002	86,999	625,000	-	-	-	-
	Total Transfers In		101,632	634,588	-	-	-	0%
Other Revenue								
	Interest / Div - Proprietary	481000	357	-	-	-	-	-
	Capital Contributions	481003	1,583,608	644,623	168,138	-	-	-
	Sale of Fixed Assets	482001	-	-	18,000	-	-	-
	Total Other Revenue		1,583,965	644,623	186,138	-	-	0%
Total Revenues			1,985,597	1,279,211	186,138	-	-	0%
Expenditures								
Discretionary Expenses								
	Consulting Services	521103	(216,805)	-	-	-	-	-
	Consulting & Technical Service	521104	(127)	-	-	-	-	-
	Other Professional Services	521108	(279,498)	-	-	-	-	-
	Appraisal, Recording, Abstract	525100	(2,050)	-	-	-	-	-
	Total Discretionary Expenses		(498,480)	-	-	-	-	0%
Non-Discretionary Expenses								
	City Accounting Services	521113	(656)	-	-	-	-	-
	City Inter Department Charges	521114	(27)	-	-	-	-	-
	Total Non-Discretionary Expenses		(683)	-	-	-	-	0%
Capital Outlay								
	Vehicles, Equipment, Software	554000	6,425,620	435,502	467,450	-	-	-
	Total Capital Outlay		6,425,620	435,502	467,450	-	-	0%
Transfers Out								
	Transfer Out-Inter	571100	-	7,450	-	-	-	-
	Transfer Out-Intra	571200	86,999	-	348,993	-	-	-
	Total Transfers Out		86,999	7,450	348,993	-	-	0%
Total Expenditures			6,013,456	442,953	816,443	-	-	0%
Net Revenues over/(under) Expenditures			(4,027,859)	836,258	(630,305)	-	-	-



Facility Maintenance Department Sections

- Environmental Services
- Technician Services
- Administration



The Finance Director is responsible for the Facility Maintenance Department.

Department Description

The Facility Maintenance Department maintains the City of Cedar Rapids' buildings and grounds.

- The **Environmental Services** section provides all custodial services which includes detailed carpet cleaning, hard surface build up removal and reapplications. Other special projects on request.
- The **Technician Services** section provides a variety of construction and building repair services, including licensed and certified staff for electrical, plumbing, heating, ventilation, and air conditioning services.
- The **Administration** section is responsible for the planning, organizing, and directing of facility maintenance operations as well as energy management and facility assessments.

Statistics – Did you know?

- The technician services section provides routine and preventative maintenance and repair to approximately 90 buildings covering over 1M square feet.
- The environmental services section maintains 8 buildings covering 260K square feet and a special projects program throughout many of the City owned Facilities.
- Facilities maintenance serves a wide range of buildings, from a small 1800s building at Ushers Ferry to our new state of the art facilities in excess of several hundred thousand square feet.

Recent Accomplishments

- Continued to maintain additional new facilities without an increase in personnel (2008-2015).
- Assisted commissioning of the new City Services Center (Spring and Fall 2015).
- New roof installed at fire station #7 (Summer 2015).
- Installation of a new roof system at Police Headquarters (Spring/Summer 2015).
- Training for staff on the latest state-of-the-art technologies to keep up with the changing demands for facilities maintenance needs (2015).

Future Challenges & Opportunities

- Maintaining the city-wide energy management system in facilities for future energy efficiencies.
- Maintaining additional new facilities with competitive rates and personnel.
- Monitoring & directing digital control of all major facilities mechanical systems and energy use, including green technology. Growth in knowledge and experience of the latest in technology for new facilities.
- Buildings coming off of warranty period.

**Goals, Objectives, Measures**

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Maintain competitive facility maintenance technical services.				
Department Objective	Provide technical services that meet or exceed national standards.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
National standards for facility technical benchmarking is 75,000 square feet per technician	75,000	106,788	88,161	88,161	88,161

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Maintain competitive facility maintenance custodial services compared to other government agencies, schools, and universities.				
Department Objective	Provide custodial services that meet or exceed national standards for square footage per custodian.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Standards based on University Studies for American Planning and Management	> 25,000	26,288	25,405	25,405	25,405



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	4,444,330	4,528,183	4,360,659	(167,524)	-4%
Expenditures					
Personal Services	1,924,997	1,997,607	1,987,178	(10,430)	
Discretionary	587,685	642,667	691,741	49,074	
Fleet & Facilities	52,643	59,722	67,688	7,966	
Non-Discretionary	978,955	1,042,108	1,003,444	(38,664)	
Capital Outlay	8,230	88,000	528,000	440,000	
Debt Service	-	-	-	-	
Transfers Out	821,962	615,240	466,048	(149,192)	
	4,374,471	4,445,344	4,744,099	298,755	7%
Net	69,859	82,838	(383,440)	(466,278)	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
25.00	25.00	0.00	25.00	0.00

Highlight of Budget Changes

Operating Revenues & Expenditures

FY 2017 rates include:

- The technician hourly rate will increase from \$75/hour to \$76/hour (FY 2017) due to personal service increases.
- Environmental services will be charged to departments monthly at 1/12 of the personal service & overhead cost.
- Actual supplies and materials used will be billed to departments monthly with no markup. External services and associated materials will be billed based on actual cost. This process remains unchanged from FY 2016.
- 10% flood LOST will fund flood insurance expenses in FY 2017 for City Hall and City Services facilities (\$200K).
- City Hall building rental will decrease due to a decrease in property insurance expenses and more efficient equipment that will require fewer technician hours.
- City Services building rental will increase due to an increase in expenses to maintain the grounds/facility due to the design of the building and due to the building requiring more maintenance/technician hours to maintain the facility.
- Included in the budget is a transfer out of \$150K to partially fund the construction of the City Services Facility. This is an annual transfer that will continue thru FY 2022 and is funded with City Services building rental fees.

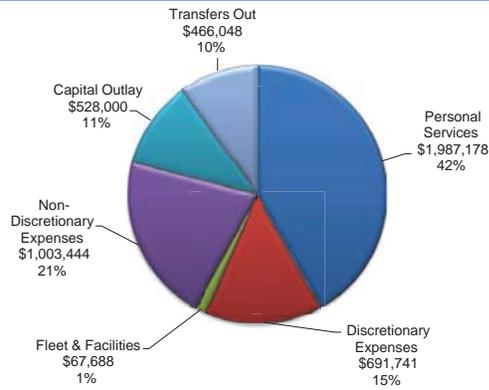
Other

Combined fund expenses exceed revenues as \$390K of cash on hand is being used to fund a project to re-roof the former Solid Waste building at the City Services site. Funds have been set aside over a few fiscal years to allow the project to be constructed. Construction will occur in FY 2017 and the estimated project cost is \$450K.

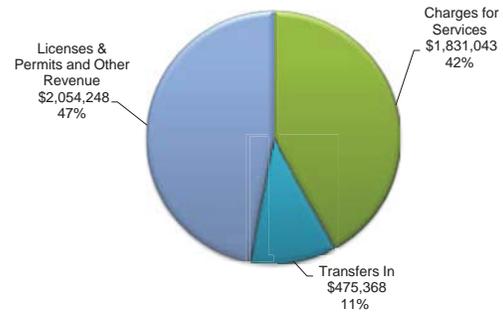
FACILITY MAINTENANCE

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Intergovernmental Grants								
Federal Operating	421001	-	-	3,423	-	-	-	
State Operating	422001	-	-	88	-	-	-	
Total Intergovernmental Grants		-	-	3,511	-	-	-	0%
Charges for Services								
Court Cost, Fees, & Charges	431001	-	-	1,718	-	-	-	
Admin Charges - City Mgr Depts	431007	674,512	639,414	643,308	1,220,391	1,277,605	57,215	
Admin Charges - Commissions	431011	1,602	161,782	201,926	-	-	-	
Admin Charges - External	431012	1,160	22,405	22,545	-	-	-	
FMS Environmental Svcs Charges	431013	612,500	600,625	575,990	573,563	553,438	(20,125)	
Vending Sales	431301	-	523	617	-	-	-	
Sale of Recycleable	432002	-	108	-	-	-	-	
Total Charges for Services		1,289,774	1,424,856	1,446,104	1,793,953	1,831,043	37,090	2%
Transfers In								
Operating Transfer In - Inter	483001	-	231,738	262,051	239,359	200,368	(38,991)	
Operating Transfer In - Intra	483002	447,698	852,202	632,797	425,000	275,000	(150,000)	
Total Transfers In		447,698	1,083,940	894,848	664,359	475,368	(188,991)	-28%
Other Revenue								
Gain (Loss) on Sale of Invest	451002	66	-	-	-	-	-	
Building Rental	461001	2,192,945	2,154,925	2,095,322	2,069,870	2,054,248	(15,622)	
Damage Recoveries	471004	-	228	-	-	-	-	
Other Miscellaneous Revenue	471005	523	398	-	-	-	-	
Interest / Div - Proprietary	481000	2,042	(1,411)	4,545	-	-	-	
Total Other Revenue		2,195,576	2,154,140	2,099,867	2,069,870	2,054,248	(15,622)	-1%
Total Revenues		3,933,048	4,662,936	4,444,330	4,528,183	4,360,659	(167,524)	-4%
Expenditures								
Personal Services								
Total Personal Services		1,808,529	1,860,231	1,924,997	1,997,607	1,987,178	(10,430)	-1%
Discretionary Expenses								
Advertising & Marketing	521100	99	418	264	-	-	-	
Consulting & Technical Service	521104	850	10,850	3,770	84,720	84,720	-	
External Contracted Labor	521105	8,091	7,903	4,141	-	-	-	
Health Services	521106	69	44	52	100	100	-	
Other Professional Services	521108	7,870	4,502	85,251	131,250	137,500	6,250	
Security Services	521110	-	-	6,616	-	-	-	
Computer Software Maintenance	522101	915	377	11,676	6,245	6,245	-	
IT Services - External	522102	772	520	4,792	-	-	-	
Radio Maintenance	522103	-	-	117	100	100	-	
Building & Grounds Services	522104	74,726	125,425	153,575	200	200	-	
Furniture, Equip, Fixture Serv	522105	2,375	8,142	1,760	-	-	-	
Vehicles & Rolling Equip Serv	522106	110	-	-	-	-	-	
NonCapitalized Project Expense	522110	960	6,093	-	-	-	-	
Landfill Fees	523102	234	-	5,586	-	-	-	
Recycling Fees	523104	2,249	6,417	56	-	-	-	
Phone Services	523107	4,451	4,877	4,455	3,300	3,300	-	
Rental of Equip & Vehicles	524101	2,254	1,006	1,707	1,000	1,000	-	
Printing, Binding, & Duplicate	525102	387	349	245	400	400	-	
Ammunition, Targets, & Firearm	531100	-	-	99	-	-	-	
Books & Subscriptions	531103	-	119	85	-	-	-	
Chemical Supplies	531104	782	2,349	2,068	-	-	-	
Cleaning & Janitorial Supplies	531105	49,182	72,593	76,079	-	-	-	
Computer Supplies	531106	90	1,293	470	800	800	-	
Engineering Supplies	531108	-	1,391	-	-	-	-	
Equipment/Furniture/Fixtures	531109	14,117	18,176	14,055	-	-	-	
Landscaping Materials	531112	141	91	216	-	-	-	
Miscellaneous Supplies	531114	-	24	-	400	400	-	

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Office Supplies	531116	1,039	1,668	144	900	900	-	
Paint Supplies	531117	2,604	2,946	2,100	-	-	-	
Shop Supplies	531119	4,686	7,907	4,582	-	-	-	
Sign & Signal Supplies	531120	36	644	27	-	-	-	
Uniforms	531123	3,361	3,658	3,493	2,676	2,676	-	
Personal Protective Gear	531124	892	933	1,404	1,000	1,000	-	
LP Gas	532103	824	-	143	-	-	-	
Oil	532104	(305)	328	7	-	-	-	
Other Fuel	532105	-	-	36	-	-	-	
Other Lubricants	532106	273	-	80	-	-	-	
Building & Grounds Supplies	533100	108,099	90,842	131,928	407,376	447,500	40,124	
Furniture, Equipment, Fixtures	533101	981	4,231	9,710	-	-	-	
Vehicle & Rolling Equip Parts	533102	509	1,305	407	1,000	1,000	-	
Grants & Contributions	541106	-	-	21,400	-	-	-	
Conferences, Training, Travel	542102	1,392	1,733	2,256	300	3,000	2,700	
Dues & Memberships	542103	-	490	516	200	200	-	
Licensing Fees	542106	104	594	672	500	500	-	
Postage & Freight	542108	34	4	49	100	100	-	
Recording/Filing Fees/Permits	542110	980	950	1,250	-	-	-	
Mileage Reimbursement	542111	1,121	1,160	704	100	100	-	
Bad Debt Expense	542114	-	-	29,640	-	-	-	
Total Discretionary Expenses		297,352	392,351	587,685	642,667	691,741	49,074	8%
Fleet & Facilities								
City Fleet Services	522108	26,863	38,625	34,773	43,300	41,827	(1,473)	
City Fleet Rental Charges	524102	14,604	14,638	17,870	16,422	25,861	9,439	
Total Fleet & Facilities		41,467	53,263	52,643	59,722	67,688	7,966	13%
Non-Discretionary Expenses								
City Accounting Services	521113	93,163	102,000	104,040	104,040	115,153	11,113	
City Inter Department Charges	521114	105,675	92,074	92,848	98,180	103,707	5,527	
City Information Tech Services	522109	50,468	56,996	71,877	66,399	66,814	415	
Electricity	523100	86,490	103,176	264,844	235,000	285,000	50,000	
Natural Gas	523103	139,985	109,660	115,669	205,000	155,000	(50,000)	
Liability Insurance	525104	9,598	4,562	4,981	5,594	4,395	(1,199)	
Property Insurance	525107	48,810	274,556	305,935	294,164	243,302	(50,862)	
Vehicle Insurance	525108	2,329	6,677	7,085	7,700	8,435	735	
Diesel Fuel	532100	2,352	22,612	855	3,730	2,798	(932)	
Gasoline Fuel	532101	15,832	15,719	10,821	22,301	18,841	(3,461)	
Total Non-Discretionary Expenses		554,701	788,031	978,955	1,042,108	1,003,444	(38,664)	-4%
Capital Outlay								
Buildings	552000	-	-	-	75,000	515,000	440,000	
Controlled assets	556000	3,790	14,089	8,230	13,000	13,000	-	
Total Capital Outlay		3,790	14,089	8,230	88,000	528,000	440,000	500%
Debt Service								
Other Debt Interest Expense	561003	2,311	-	-	-	-	-	
Total Debt Service		2,311	-	-	-	-	-	0%
Transfers Out								
Transfer Out-Inter	571100	2,038,982	188,757	189,165	190,240	191,048	808	
Transfer Out-Intra	571200	447,698	852,202	632,797	425,000	275,000	(150,000)	
Total Transfers Out		2,486,680	1,040,959	821,962	615,240	466,048	(149,192)	-24%
Total Expenditures		5,194,830	4,148,924	4,374,471	4,445,344	4,744,099	298,755	7%
Net Revenues over/(under) Expenditures		(1,261,783)	514,012	69,859	82,838	(383,440)	(466,278)	

FMS - OPERATIONS

FY 2017 FINANCIAL DETAIL

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016	
Revenues									
Intergovernmental Grants									
	Federal Operating	421001	-	-	3,423	-	-	-	
	State Operating	422001	-	-	88	-	-	-	
	Total Intergovernmental Grants		-	-	3,511	-	-	0%	
Charges for Services									
	Court Cost, Fees, & Charges	431001	-	-	1,718	-	-	-	
	Admin Charges - City Mgr Depts	431007	674,512	639,414	643,308	1,220,391	1,277,605	57,215	
	Admin Charges - Commissions	431011	1,602	161,782	201,926	-	-	-	
	Admin Charges - External	431012	1,160	22,405	22,545	-	-	-	
	FMS Environmental Svcs Charges	431013	612,500	600,625	575,990	573,563	553,438	(20,125)	
	Vending Sales	431301	-	523	617	-	-	-	
	Sale of Recycleable	432002	-	108	-	-	-	-	
	Total Charges for Services		1,289,774	1,424,856	1,446,104	1,793,953	1,831,043	37,090	
Transfers In									
	Operating Transfer In - Inter	483001	-	225,670	262,051	239,359	200,368	(38,991)	
	Operating Transfer In - Intra	483002	-	74,263	221,906	-	-	-	
	Total Transfers In		-	299,933	483,957	239,359	200,368	(38,991)	
Other Revenue									
	Gain (Loss) on Sale of Invest	451002	66	-	-	-	-	-	
	Building Rental	461001	2,192,945	2,154,925	2,095,322	2,069,870	2,054,248	(15,622)	
	Damage Recoveries	471004	-	228	-	-	-	-	
	Other Miscellaneous Revenue	471005	523	398	-	-	-	-	
	Interest / Div - Proprietary	481000	2,042	(1,411)	4,545	-	-	-	
	Total Other Revenue		2,195,576	2,154,140	2,099,867	2,069,870	2,054,248	(15,622)	
	Total Revenues		3,485,350	3,878,929	4,033,439	4,103,183	4,085,659	(17,524)	0%
Expenditures									
Personal Services									
	Total Personal Services		1,808,529	1,860,231	1,924,997	1,997,607	1,987,178	(10,430)	
Discretionary Expenses									
	Advertising & Marketing	521100	99	418	264	-	-	-	
	Consulting & Technical Service	521104	850	10,850	3,770	84,720	84,720	-	
	External Contracted Labor	521105	8,091	7,903	4,141	-	-	-	
	Health Services	521106	69	44	52	100	100	-	
	Other Professional Services	521108	7,870	4,502	85,251	131,250	137,500	6,250	
	Security Services	521110	-	-	6,616	-	-	-	
	Computer Software Maintenance	522101	915	377	11,676	6,245	6,245	-	
	IT Services - External	522102	772	520	4,792	-	-	-	
	Radio Maintenance	522103	-	-	117	100	100	-	
	Building & Grounds Services	522104	74,726	125,425	153,575	200	200	-	
	Furniture, Equip, Fixture Serv	522105	2,375	8,142	1,760	-	-	-	
	Vehicles & Rolling Equip Serv	522106	110	-	-	-	-	-	
	Landfill Fees	523102	234	-	5,586	-	-	-	
	Recycling Fees	523104	2,249	6,417	56	-	-	-	
	Phone Services	523107	4,451	4,877	4,455	3,300	3,300	-	
	Rental of Equip & Vehicles	524101	2,254	1,006	1,707	1,000	1,000	-	
	Printing, Binding, & Duplicate	525102	387	349	245	400	400	-	
	Ammunition, Targets, & Firearm	531100	-	-	99	-	-	-	
	Books & Subscriptions	531103	-	119	85	-	-	-	
	Chemical Supplies	531104	782	2,349	2,068	-	-	-	
	Cleaning & Janitorial Supplies	531105	49,182	72,593	76,079	-	-	-	
	Computer Supplies	531106	90	1,293	470	800	800	-	
	Engineering Supplies	531108	-	1,391	-	-	-	-	
	Equipment/Furniture/Fixtures	531109	14,117	18,176	14,055	-	-	-	
	Landscaping Materials	531112	141	91	216	-	-	-	
	Miscellaneous Supplies	531114	-	24	-	400	400	-	
	Office Supplies	531116	1,039	1,668	144	900	900	-	
	Paint Supplies	531117	2,604	2,946	2,100	-	-	-	
	Shop Supplies	531119	4,686	7,907	4,582	-	-	-	
	Sign & Signal Supplies	531120	36	644	27	-	-	-	
	Uniforms	531123	3,361	3,658	3,493	2,676	2,676	-	
	Personal Protective Gear	531124	892	933	1,404	1,000	1,000	-	
	LP Gas	532103	824	-	143	-	-	-	
	Oil	532104	(305)	328	7	-	-	-	
	Other Fuel	532105	-	-	36	-	-	-	
	Other Lubricants	532106	273	-	80	-	-	-	
	Building & Grounds Supplies	533100	108,099	90,842	131,928	407,376	447,500	40,124	
	Furniture, Equipment, Fixtures	533101	981	4,231	9,710	-	-	-	
	Vehicle & Rolling Equip Parts	533102	509	1,305	407	1,000	1,000	-	
	Grants & Contributions	541106	-	-	21,400	-	-	-	
	Conferences, Training, Travel	542102	1,392	1,733	2,256	300	3,000	2,700	
	Dues & Memberships	542103	-	490	516	200	200	-	
	Licensing Fees	542106	104	594	672	500	500	-	
	Postage & Freight	542108	34	4	49	100	100	-	
	Recording/Filing Fees/Permits	542110	980	950	1,250	-	-	-	
	Mileage Reimbursement	542111	1,121	1,160	704	100	100	-	
	Bad Debt Expense	542114	-	-	28,901	-	-	-	
	Total Discretionary Expenses		296,392	386,258	586,946	642,667	691,741	49,074	8%

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Fleet & Facilities								
	City Fleet Services	522108	26,863	38,625	34,773	43,300	41,827	(1,473)
	City Fleet Rental Charges	524102	14,604	14,638	17,870	16,422	25,861	9,439
	Total Fleet & Facilities		41,467	53,263	52,643	59,722	67,688	7,966 13%
Non-Discretionary Expenses								
	City Accounting Services	521113	93,163	102,000	104,040	104,040	115,153	11,113
	City Inter Department Charges	521114	105,675	92,074	92,848	98,180	103,707	5,527
	City Information Tech Services	522109	50,468	56,996	71,877	66,399	66,814	415
	Electricity	523100	86,490	103,176	264,844	235,000	285,000	50,000
	Natural Gas	523103	139,985	109,660	115,669	205,000	155,000	(50,000)
	Liability Insurance	525104	9,598	4,562	4,981	5,594	4,395	(1,199)
	Property Insurance	525107	48,810	274,556	305,935	294,164	243,302	(50,862)
	Vehicle Insurance	525108	2,329	6,677	7,085	7,700	8,435	735
	Diesel Fuel	532100	2,352	22,612	855	3,730	2,798	(932)
	Gasoline Fuel	532101	15,832	15,719	10,821	22,301	18,841	(3,461)
	Total Non-Discretionary Expenses		554,701	788,031	978,955	1,042,108	1,003,444	(38,664) -4%
Capital Outlay								
	Controlled assets	556000	-	14,089	8,230	13,000	13,000	-
	Total Capital Outlay		-	14,089	8,230	13,000	13,000	- 0%
Transfers Out								
	Transfer Out-Inter	571100	36,484	38,757	39,165	40,240	41,048	808
	Transfer Out-Intra	571200	439,698	760,375	370,000	275,000	275,000	-
	Total Transfers Out		476,182	799,132	409,165	315,240	316,048	808 0%
Total Expenditures			3,177,271	3,901,004	3,960,936	4,070,344	4,079,099	8,755 0%
Net Revenues over/(under) Expenditures			308,078	(22,076)	72,504	32,838	6,560	(26,278)

FMS - DEBT

FY 2017 FINANCIAL DETAIL

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
Account		Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016	From
							Incr / (Decr)	FY 2016
Revenues								
Transfers In								
	Operating Transfer In - Intra	483002	96,489	-	-	-	-	-
	Total Transfers In		96,489	-	-	-	-	0%
Total Revenues			96,489	-	-	-	-	0%
Expenditures								
Debt Service								
	Other Debt Interest Expense	561003	2,311	-	-	-	-	-
	Total Debt Service		2,311	-	-	-	-	0%
Total Expenditures			2,311	-	-	-	-	0%
Net Revenues over/(under) Expenditures			94,177	-	-	-	-	

FMS - CONSTRUCTION

FY 2017 FINANCIAL DETAIL

FMS - CONSTRUCTION		FY 2017 FINANCIAL DETAIL						
	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Transfers In								
	Operating Transfer In - Inter	483001	-	6,068	-	-	-	-
	Operating Transfer In - Intra	483002	351,209	777,939	410,891	425,000	275,000	(150,000)
	Total Transfers In		351,209	784,007	410,891	425,000	275,000	(150,000) -35%
	Total Revenues		351,209	784,007	410,891	425,000	275,000	(150,000) -35%
Expenditures								
Discretionary Expenses								
	NonCapitalized Project Expense	522110	960	6,093	-	-	-	-
	Total Discretionary Expenses		960	6,093	-	-	-	0%
Capital Outlay								
	Buildings	552000	-	-	-	75,000	515,000	440,000
	Controlled assets	556000	3,790	-	-	-	-	-
	Total Capital Outlay		3,790	-	-	75,000	515,000	440,000 587%
Transfers Out								
	Transfer Out-Inter	571100	2,002,498	150,000	150,000	150,000	150,000	-
	Transfer Out-Intra	571200	8,000	91,827	262,797	150,000	-	(150,000)
	Total Transfers Out		2,010,498	241,827	412,797	300,000	150,000	(150,000) -50%
	Total Expenditures		2,015,248	247,920	412,797	375,000	665,000	290,000 77%
	Net Revenues over/(under) Expenditures		(1,664,039)	536,087	(1,906)	50,000	(390,000)	(440,000)



Fleet Services Department Sections

- Maintenance
- Administration



The Finance Director is responsible for the Fleet Services Department.

Department Description

The Fleet Services Department provides fleet maintenance and management services of vehicles and equipment for the City of Cedar Rapids and some external entities.

- The **Maintenance** section provides preventive maintenance for all city-owned fleet assets, conducts in-depth diagnosis and repair of various vehicles and equipment, and provides mandated inspections and maintenance to ensure regulatory compliance.
- The **Administration** section is responsible for procurement and disposal of fleet vehicles and equipment, specification writing, record keeping, and fuel management.

Statistics – *Did you know?*

- Fleet Services completed 2,039 preventative maintenance services on vehicles and equipment in FY 2015.
- Fleet Services sold 91 vehicles or pieces of equipment generating over \$409K in revenue for FY 2015.

Recent Accomplishments

- Developed reports through the Global Position System and Fleet Focus software as a resource for management for FY 2015.
- Expanded vehicle tracking through the Global Positioning System to over 200 city units during FY 2015.
- Returned or sold obsolete parts out of inventory that were no longer needed during calendar year 2015.

Future Challenges & Opportunities

- Expansion of Global Positioning Systems in city fleet vehicles to improve fleet utilization.
- Maintain preventative maintenance schedule to control repair costs to our customers.
- Research opportunities for efficiencies to the current parts inventory process.

**Goals, Objectives, Measures**

City Goal - INVEST CR - Make Cedar Rapids a desirable place for businesses to start, move, and grow by leveraging resources to invest in business districts and amenities that keep and attract a skilled workforce.

Department Goal	Fleet readiness rate.				
Department Objective	Improve overall readiness rate to ensure equipment is available when needed.				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Manage shop activity and fleet demographic to ensure fleet is ready for citizen service	95%	97%	97%	99%	97%

City Goal - STRENGTHEN CR - Make bold moves in community planning to retain the character of neighborhoods and corridors.

Department Goal	Preventive maintenance compliance.				
Department Objective	Complete 95% of preventive maintenance early or "on-time".				
Objective Time Frame	Target/goal has been met				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Preventive maintenance compliance	95%	93%	95%	97%	95%



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	16,871,495	15,492,671	15,318,391	(174,280)	-1%
Expenditures					
Personal Services	3,060,048	3,404,927	3,363,517	(41,410)	
Discretionary	2,378,744	2,387,770	2,387,655	(116)	
Fleet & Facilities	301,691	286,509	251,844	(34,665)	
Non-Discretionary	3,213,401	4,414,861	3,460,168	(954,692)	
Capital Outlay	7,383,234	5,025,991	4,759,991	(266,000)	
Debt Service	-	-	-	-	
Transfers Out	833,687	500,776	552,828	52,052	
	17,170,804	16,020,834	14,776,003	(1,244,831)	-8%
Net	(299,309)	(528,163)	542,388	1,070,551	

Summary of FTEs				
FY 2016 Adjusted	Non-Flood FY 2017 Budget	Flood FY 2017 Budget	Total FY 2017 Budget	Change From FY 2016
38.00	37.00	0.00	37.00	(1.00)

Highlight of Budget Changes

Operating Revenues

FY 2017 rates include:

- The mechanic rate will increase from \$80/hour to \$81/hour due to lowering the annual billable hours in their rate model to account for employees on light duty.
- The shop fee will remain unchanged at \$10/work order.
- The vehicle admin fee will remain unchanged at \$52/month. The equipment fee will also remain unchanged at \$13/month.

Operating Expenditures

The budget includes the elimination of 1 vacant Fleet Service Storekeeper FTE due to efficiencies in technology and process improvements.

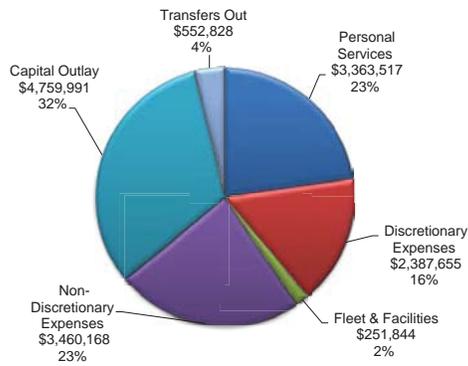
Other Changes

\$2.3M will be spent on general fund equipment, \$2.4M on enterprise fund equipment, and \$45K will be spent on internal service fund equipment. Funding is from lease charges and a contribution from Sewer to partially fund a jetter truck. The City's overall Fleet purchase of fuel in the fuel fund will see a budget reduction of \$968K based on historical and projected per gallon fuel rates. The fuel fund net income is for future maintenance and replacement costs of the fuel system.

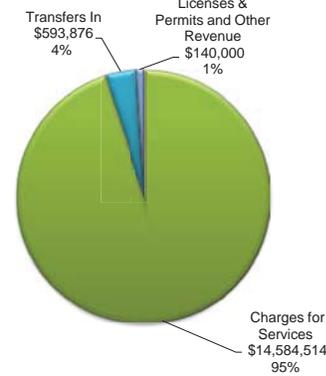
FLEET SERVICES

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Intergovernmental Grants								
Federal Operating	421001	-	-	21,726	-	-	-	
State Operating	422001	-	-	111	-	-	-	
Total Intergovernmental Grants		-	-	21,837	-	-	-	0%
Charges for Services								
Admin Charges - City Mgr Depts	431007	11,889,892	12,775,352	12,870,465	14,864,499	14,529,944	(334,555)	
Admin Charges - Commissions	431011	8,414	16,491	10,639	-	-	-	
Admin Charges - External	431012	61,828	2,873	2,820	87,156	54,570	(32,586)	
Total Charges for Services		11,960,134	12,794,715	12,883,923	14,951,655	14,584,514	(367,140)	-2%
Transfers In								
Operating Transfer In - Inter	483001	1,801,907	534,003	39,165	40,240	41,048	808	
Operating Transfer In - Intra	483002	592,637	5,348,549	833,687	500,776	552,828	52,052	
Total Transfers In		2,394,544	5,882,552	872,852	541,016	593,876	52,860	10%
Other Revenue								
Contributions & Donations	471002	-	431,387	2,630,060	-	140,000	140,000	
Damage Recoveries	471004	57,147	20,359	33,099	-	-	-	
Other Miscellaneous Revenue	471005	-	95	30	-	-	-	
Interest / Div - Proprietary	481000	4,574	(1,658)	1,828	-	-	-	
Capital Contributions	481003	1,459,817	-	26,866	-	-	-	
Sale of Fixed Assets	482001	299,847	6,700	401,000	-	-	-	
Total Other Revenue		1,821,384	456,883	3,092,883	-	140,000	140,000	100%
Total Revenues		16,176,062	19,134,151	16,871,495	15,492,671	15,318,391	(174,280)	-1%
Expenditures								
Personal Services								
Total Personal Services		2,985,489	3,029,812	3,060,048	3,404,927	3,363,517	(41,410)	-1%
Discretionary Expenses								
Advertising & Marketing	521100	19	-	-	-	-	-	
Health Services	521106	777	(350)	584	1,500	1,500	-	
Other Professional Services	521108	-	350	2,985	520	1,000	480	
External Banking/Financial Fee	521109	-	-	29	-	-	-	
Security Services	521110	35	-	-	160	160	-	
Computer Hardware	522100	1,199	-	2,046	190	500	310	
Computer Software Maintenance	522101	1,613	1,298	575	2,000	1,000	(1,000)	
IT Services - External	522102	28,085	25,136	26,377	26,000	34,784	8,784	
Radio Maintenance	522103	3,391	521	(226)	5,000	2,000	(3,000)	
Building & Grounds Services	522104	3,131	2,588	30,635	7,670	11,950	4,280	
Furniture, Equip, Fixture Serv	522105	11,618	12,550	20,025	29,500	29,500	-	
Vehicles & Rolling Equip Serv	522106	494,366	543,487	626,145	504,760	613,500	108,740	
Fiber Optic Network	523101	-	-	789	-	-	-	
Landfill Fees	523102	848	-	523	2,000	2,000	-	
Recycling Fees	523104	5,148	5,929	65	2,000	500	(1,500)	
Steam	523106	-	-	-	2,170	-	(2,170)	
Phone Services	523107	6,640	5,812	4,114	4,580	4,580	-	
Rental of Equip & Vehicles	524101	224	-	-	780	780	-	
Printing, Binding, & Duplicate	525102	2,383	1,833	1,674	2,520	1,700	(820)	
Awards & Recognition	531102	-	15	-	120	120	-	
Books & Subscriptions	531103	1,762	744	1,314	1,000	1,000	-	
Chemical Supplies	531104	4,688	8,362	9,054	4,190	4,190	-	
Computer Supplies	531106	161	-	174	250	250	-	
Equipment/Furniture/Fixtures	531109	14,615	18,363	17,068	16,750	15,850	(900)	
Office Supplies	531116	3,450	3,110	3,597	3,400	3,400	-	
Paint Supplies	531117	14	-	-	1,000	500	(500)	
Program Supplies	531118	-	-	9	-	-	-	
Shop Supplies	531119	35,549	38,804	42,040	66,000	61,000	(5,000)	
Sign & Signal Supplies	531120	70	378	228	720	720	-	
Uniforms	531123	10,218	12,035	11,037	11,840	11,840	-	

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
	Account	Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016 Incr / (Decr)	From FY 2016
Personal Protective Gear	531124	2,082	553	19	2,200	1,800	(400)	
Kerosene	532102	82	-	51	110	110	-	
LP Gas	532103	2,467	5,261	2,297	2,760	2,760	-	
Oil	532104	107,275	82,207	641	90,000	3,000	(87,000)	
Other Lubricants	532106	4,302	-	1,500	35,000	1,000	(34,000)	
Building & Grounds Supplies	533100	74	167	1,311	750	750	-	
Furniture, Equipment, Fixtures	533101	848	2,147	412	3,100	1,800	(1,300)	
Vehicle & Rolling Equip Parts	533102	1,317,156	1,583,166	1,463,692	1,464,240	1,500,000	35,760	
Tires & Tubes	533103	62,059	85,133	34,649	70,000	50,000	(20,000)	
Grants & Contributions	541106	-	-	15,000	-	-	-	
Conferences, Training, Travel	542102	19,213	5,870	6,097	20,000	20,000	(0)	
Dues & Memberships	542103	1,376	475	1,406	1,510	1,510	-	
Postage & Freight	542108	1,489	46	141	1,480	600	(880)	
Recording/Filing Fees/Permits	542110	460	3,750	-	-	-	-	
Mileage Reimbursement	542111	140	142	-	-	-	-	
Bad Debt Expense	542114	-	-	50,668	-	-	-	
Total Discretionary Expenses		2,149,027	2,449,882	2,378,744	2,387,770	2,387,655	(116)	0%
Fleet & Facilities								
City Facility Maint Services	522107	918	10,000	3,041	5,000	5,060	60	
Rental of Land & Buildings	524100	-	-	298,650	281,509	246,784	(34,725)	
Total Fleet & Facilities		918	10,000	301,691	286,509	251,844	(34,665)	-12%
Non-Discretionary Expenses								
City Accounting Services	521113	154,676	155,000	158,100	158,100	174,990	16,890	
City Inter Department Charges	521114	140,817	141,769	142,513	151,775	160,194	8,419	
City Information Tech Services	522109	85,473	99,242	96,898	88,756	91,836	3,081	
Electricity	523100	2,283	15,231	1,773	1,500	634	(866)	
Natural Gas	523103	5,468	3,092	2,644	3,100	900	(2,200)	
Liability Insurance	525104	18,454	24,251	24,323	27,398	17,708	(9,690)	
Property Insurance	525107	1,041	1,158	2,121	-	-	-	
Vehicle Insurance	525108	4,125	7,803	9,225	8,402	8,521	119	
Diesel Fuel	532100	2,336,742	2,218,738	1,820,960	2,596,180	1,882,310	(713,870)	
Gasoline Fuel	532101	1,368,891	1,312,318	954,844	1,379,650	1,123,075	(256,575)	
Total Non-Discretionary Expenses		4,117,969	3,978,603	3,213,401	4,414,861	3,460,168	(954,692)	-22%
Capital Outlay								
Vehicles, Equipment, Software	554000	4,905,390	2,177,432	7,322,996	5,015,991	4,749,991	(266,000)	
Controlled assets	556000	39,983	2,771	60,237	10,000	10,000	-	
Total Capital Outlay		4,945,373	2,180,203	7,383,234	5,025,991	4,759,991	(266,000)	-5%
Transfers Out								
Transfer Out-Inter	571100	1,765,423	-	-	-	-	-	
Transfer Out-Intra	571200	592,637	5,348,549	833,687	500,776	552,828	52,052	
Total Transfers Out		2,358,060	5,348,549	833,687	500,776	552,828	52,052	10%
Total Expenditures		16,556,836	16,997,048	17,170,804	16,020,834	14,776,003	(1,244,831)	-8%
Net Revenues over/(under) Expenditures		(380,774)	2,137,102	(299,309)	(528,163)	542,388	1,070,551	

FLEET - OPERATIONS

FY 2017 FINANCIAL DETAIL

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Intergovernmental Grants								
	Federal Operating	421001	-	-	21,726	-	-	-
	State Operating	422001	-	-	111	-	-	-
	Total Intergovernmental Grants		-	-	21,837	-	-	0%
Charges for Services								
	Admin Charges - City Mgr Depts	431007	4,817,138	5,274,305	5,252,605	5,908,501	5,888,876	(19,625)
	Admin Charges - Commissions	431011	8,088	15,704	9,927	-	-	-
	Admin Charges - External	431012	11,753	2,765	2,820	87,156	54,570	(32,586)
	Total Charges for Services		4,836,979	5,292,773	5,265,352	5,995,657	5,943,446	(52,210)
								-1%
Transfers In								
	Operating Transfer In - Inter	483001	36,484	39,003	39,165	40,240	41,048	808
	Operating Transfer In - Intra	483002	592,637	540,372	760,909	500,776	552,828	52,052
	Total Transfers In		629,121	579,376	800,074	541,016	593,876	52,860
								10%
Other Revenue								
	Damage Recoveries	471004	57,147	20,359	17,152	-	-	-
	Other Miscellaneous Revenue	471005	-	95	30	-	-	-
	Interest / Div - Proprietary	481000	4,574	(1,658)	1,828	-	-	-
	Total Other Revenue		61,721	18,797	19,010	-	-	-
								0%
Total Revenues			5,527,821	5,890,946	6,106,273	6,536,673	6,537,323	650
								0%
Expenditures								
Personal Services								
	Total Personal Services		2,985,489	3,029,812	3,060,048	3,404,927	3,363,517	(41,410)
								-1%
Discretionary Expenses								
	Advertising & Marketing	521100	19	-	-	-	-	-
	Health Services	521106	777	(350)	584	1,500	1,500	-
	Other Professional Services	521108	-	350	2,985	520	1,000	480
	External Banking/Financial Fee	521109	-	-	29	-	-	-
	Security Services	521110	35	-	-	160	160	-
	Computer Hardware	522100	-	-	2,046	190	500	310
	Computer Software Maintenance	522101	1,613	1,298	575	2,000	1,000	(1,000)
	IT Services - External	522102	24,063	25,136	26,377	26,000	34,784	8,784
	Radio Maintenance	522103	3,391	521	521	5,000	2,000	(3,000)
	Building & Grounds Services	522104	3,131	2,588	27,860	7,670	11,950	4,280
	Furniture, Equip, Fixture Serv	522105	3,703	1,512	3,638	1,500	1,500	-
	Vehicles & Rolling Equip Serv	522106	476,187	526,215	624,124	504,760	613,500	108,740
	Fiber Optic Network	523101	-	-	789	-	-	-
	Landfill Fees	523102	848	-	523	2,000	2,000	-
	Recycling Fees	523104	5,148	5,929	65	2,000	500	(1,500)
	Steam	523106	-	-	-	2,170	-	(2,170)
	Phone Services	523107	4,056	3,497	2,645	3,580	3,580	-
	Rental of Equip & Vehicles	524101	224	-	-	780	780	-
	Printing, Binding, & Duplicate	525102	2,383	1,833	1,674	2,520	1,700	(820)
	Awards & Recognition	531102	-	15	-	120	120	-
	Books & Subscriptions	531103	1,762	744	1,314	1,000	1,000	-
	Chemical Supplies	531104	4,688	8,362	9,054	4,190	4,190	-
	Computer Supplies	531106	161	-	174	250	250	-
	Equipment/Furniture/Fixtures	531109	14,609	18,363	17,068	16,750	15,850	(900)
	Office Supplies	531116	3,450	3,110	3,597	3,400	3,400	-
	Paint Supplies	531117	14	-	-	1,000	500	(500)
	Program Supplies	531118	-	-	9	-	-	-
	Shop Supplies	531119	35,549	38,804	41,602	65,000	60,000	(5,000)
	Sign & Signal Supplies	531120	70	378	228	720	720	-
	Uniforms	531123	10,218	12,035	11,037	11,840	11,840	-
	Personal Protective Gear	531124	2,082	553	19	2,200	1,800	(400)
	Kerosene	532102	82	-	51	110	110	-
	LP Gas	532103	2,467	5,261	2,297	2,760	2,760	-
	Oil	532104	107,275	82,207	641	90,000	3,000	(87,000)
	Other Lubricants	532106	4,302	-	704	35,000	1,000	(34,000)
	Building & Grounds Supplies	533100	74	167	(669)	750	750	-
	Furniture, Equipment, Fixtures	533101	848	2,147	400	3,100	1,800	(1,300)
	Vehicle & Rolling Equip Parts	533102	1,314,440	1,582,916	1,460,277	1,464,240	1,500,000	35,760
	Tires & Tubes	533103	62,059	85,133	34,649	70,000	50,000	(20,000)
	Conferences, Training, Travel	542102	19,213	5,870	6,097	20,000	20,000	(0)
	Dues & Memberships	542103	1,376	475	1,406	1,510	1,510	-
	Postage & Freight	542108	1,467	46	141	1,480	600	(880)
	Recording/Filing Fees/Permits	542110	300	3,750	-	-	-	-
	Mileage Reimbursement	542111	140	142	-	-	-	-
	Bad Debt Expense	542114	-	-	25,243	-	-	-
	Total Discretionary Expenses		2,112,226	2,419,008	2,309,026	2,357,770	2,357,655	(116)
								0%
Fleet & Facilities								
	City Facility Maint Services	522107	-	-	2,591	-	-	-
	Rental of Land & Buildings	524100	-	-	298,650	281,509	246,784	(34,725)
	Total Fleet & Facilities		-	-	301,241	281,509	246,784	(34,725)
								-12%
Non-Discretionary Expenses								
	City Accounting Services	521113	143,927	155,000	158,100	158,100	174,990	16,890
	City Inter Department Charges	521114	137,446	140,534	142,513	149,675	158,094	8,419

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
	Account	Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016	From
							Incr / (Decr)	FY 2016
City Information Tech Services	522109	85,473	99,242	96,898	88,756	91,836	3,081	
Electricity	523100	2,283	1,379	1,773	1,500	634	(866)	
Natural Gas	523103	5,468	3,092	2,644	3,100	900	(2,200)	
Liability Insurance	525104	16,354	24,251	24,323	27,398	17,708	(9,690)	
Property Insurance	525107	1,041	1,158	2,121	-	-	-	
Vehicle Insurance	525108	4,125	7,803	9,225	8,402	8,521	119	
Diesel Fuel	532100	4,086	3,933	2,815	4,680	3,510	(1,170)	
Gasoline Fuel	532101	22,650	9,269	5,804	10,150	8,575	(1,575)	
Total Non-Discretionary Expenses		422,853	445,661	446,216	451,761	464,768	13,008	3%
Capital Outlay								
Vehicles, Equipment, Software	554000	-	-	-	24,991	24,991	-	
Controlled assets	556000	7,254	-	13,461	10,000	10,000	-	
Total Capital Outlay		7,254	-	13,461	34,991	34,991	-	0%
Total Expenditures		5,527,821	5,894,480	6,129,992	6,530,958	6,467,715	(63,243)	-1%
Net Revenues over/(under) Expenditures		-	(3,534)	(23,718)	5,715	69,608	63,893	

FLEET - DEPRECIATION RESERVE

FY 2017 FINANCIAL DETAIL

Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Charges for Services							
Admin Charges - City Mgr Depts 431007	3,208,581	3,659,819	4,587,192	4,884,747	5,540,452	655,705	
Admin Charges - Commissions 431011	-	787	712	-	-	-	
Admin Charges - External 431012	-	108	-	-	-	-	
Total Charges for Services	3,208,581	3,660,714	4,587,904	4,884,747	5,540,452	655,705	13%
Transfers In							
Operating Transfer In - Inter 483001	1,765,423	495,000	-	-	-	-	
Operating Transfer In - Intra 483002	-	4,808,176	72,778	-	-	-	
Total Transfers In	1,765,423	5,303,176	72,778	-	-	-	0%
Other Revenue							
Contributions & Donations 471002	-	431,387	2,630,060	-	140,000	140,000	
Damage Recoveries 471004	-	-	15,946	-	-	-	
Capital Contributions 481003	1,459,817	-	26,866	-	-	-	
Sale of Fixed Assets 482001	299,847	6,700	401,000	-	-	-	
Total Other Revenue	1,759,663	438,087	3,073,872	-	140,000	140,000	100%
Total Revenues	6,733,668	9,401,977	7,734,554	4,884,747	5,680,452	795,705	16%
Expenditures							
Discretionary Expenses							
Computer Hardware 522100	337	-	-	-	-	-	
Vehicles & Rolling Equip Serv 522106	18,179	17,271	2,021	-	-	-	
Building & Grounds Supplies 533100	-	-	1,980	-	-	-	
Vehicle & Rolling Equip Parts 533102	2,716	250	3,415	-	-	-	
Grants & Contributions 541106	-	-	15,000	-	-	-	
Total Discretionary Expenses	21,232	17,521	22,417	-	-	-	0%
Non-Discretionary Expenses							
City Accounting Services 521113	2,452	-	-	-	-	-	
Total Non-Discretionary Expenses	2,452	-	-	-	-	-	0%
Capital Outlay							
Vehicles, Equipment, Software 554000	4,905,390	2,152,835	7,322,996	4,991,000	4,725,000	(266,000)	
Controlled assets 556000	32,729	2,771	46,777	-	-	-	
Total Capital Outlay	4,938,119	2,155,606	7,369,773	4,991,000	4,725,000	(266,000)	-5%
Transfers Out							
Transfer Out-Inter 571100	1,765,423	-	-	-	-	-	
Transfer Out-Intra 571200	592,637	5,348,549	823,687	490,776	516,828	26,052	
Total Transfers Out	2,358,060	5,348,549	823,687	490,776	516,828	26,052	5%
Total Expenditures	7,319,862	7,521,676	8,215,876	5,481,776	5,241,828	(239,948)	-4%
Net Revenues over/(under) Expenditures	(586,195)	1,880,301	(481,322)	(597,029)	438,624	1,035,653	

FLEET - FUEL

FY 2017 FINANCIAL DETAIL

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	\$ Change	% Change
Account		Actual	Actual	Actual	Adopted Budget	Budget	From FY 2016	From
							Incr / (Decr)	FY 2016
Revenues								
Charges for Services								
Admin Charges - City Mgr Depts	431007	3,864,173	3,841,228	3,030,668	4,071,251	3,100,616	(970,635)	
Admin Charges - Commissions	431011	326	-	-	-	-	-	
Admin Charges - External	431012	50,075	-	-	-	-	-	
Total Charges for Services		3,914,574	3,841,228	3,030,668	4,071,251	3,100,616	(970,635)	-24%
Total Revenues		3,914,574	3,841,228	3,030,668	4,071,251	3,100,616	(970,635)	-24%
Expenditures								
Discretionary Expenses								
Computer Hardware	522100	862	-	-	-	-	-	
IT Services - External	522102	4,022	-	-	-	-	-	
Building & Grounds Services	522104	-	-	2,774	-	-	-	
Furniture, Equip, Fixture Serv	522105	7,915	11,038	16,386	28,000	28,000	-	
Phone Services	523107	2,584	2,315	1,470	1,000	1,000	-	
Equipment/Furniture/Fixtures	531109	6	-	-	-	-	-	
Shop Supplies	531119	-	-	438	1,000	1,000	-	
Other Lubricants	532106	-	-	796	-	-	-	
Furniture, Equipment, Fixtures	533101	-	-	13	-	-	-	
Postage & Freight	542108	22	-	-	-	-	-	
Recording/Filing Fees/Permits	542110	160	-	-	-	-	-	
Bad Debt Expense	542114	-	-	25,424	-	-	-	
Total Discretionary Expenses		15,570	13,354	47,301	30,000	30,000	-	0%
Fleet & Facilities								
City Facility Maint Services	522107	918	10,000	450	5,000	5,060	60	
Total Fleet & Facilities		918	10,000	450	5,000	5,060	60	1%
Non-Discretionary Expenses								
City Accounting Services	521113	8,297	-	-	-	-	-	
City Inter Department Charges	521114	3,371	1,235	-	2,100	2,100	-	
Electricity	523100	-	13,852	-	-	-	-	
Liability Insurance	525104	2,100	-	-	-	-	-	
Diesel Fuel	532100	2,332,656	2,214,806	1,818,145	2,591,500	1,878,800	(712,700)	
Gasoline Fuel	532101	1,346,241	1,303,050	949,040	1,369,500	1,114,500	(255,000)	
Total Non-Discretionary Expenses		3,692,665	3,532,942	2,767,185	3,963,100	2,995,400	(967,700)	-24%
Capital Outlay								
Vehicles, Equipment, Software	554000	-	24,597	-	-	-	-	
Total Capital Outlay		-	24,597	-	-	-	-	0%
Transfers Out								
Transfer Out-Intra	571200	-	-	10,000	10,000	36,000	26,000	
Total Transfers Out		-	-	10,000	10,000	36,000	26,000	260%
Total Expenditures		3,709,153	3,580,893	2,824,936	4,008,100	3,066,460	(941,640)	-23%
Net Revenues over/(under) Expenditures		205,421	260,335	205,732	63,151	34,156	(28,995)	



The Finance Director is responsible for the Risk Management department ID.
Risk Management is the only section of this department ID.

Department Description

The **Risk Management** funds are used to track associated revenues and expenditures associated with the City's risks.

Risk management protects the City's assets through identifying and analyzing the City's exposures, evaluating the costs associated with the exposures, and implementing the most cost effective methods to minimize, transfer, or pay for risk.

Risk management coordinates preservation of City assets and public services through the City's insurance program, handles claims against the City, evaluates certificates of insurance and other risk transfer techniques for compliance with City requirements, and provides support to City departments by educating and offering solutions to reduce the impact of risk on the City's assets.

Statistics – *Did you know?*

- The City handled 147 liability claims, 230 vehicle related claims, 107 property damage claims, and reviewed 1,792 insurance certificates during FY 2015.
- The City spent \$20.6M on health insurance claims during FY 2015.
- The percentages for the City's medical fund expenses for FY 2015 were 93% paid claims, 6% non-claims expense, and 1% wellness expense.
- The City Affordable Care Act fees for calendar year 2014 were \$245K.

Recent Accomplishments

- Completion of Risk Management FY 2014 Report (December 2014).
- Participate as a member of the City's Safety Task Force (November 2014 - ongoing).
- Completion of Emergency Operations Center Operations and Planning for All Hazards training (March 2015).

Future Challenges & Opportunities

- Maintain excess flood insurance at a level which can be funded by the City in the future.
- Update the Risk Management Procedures and Operations manual.
- Implement a Risk Management Information System which would include software that will allow improved tracking of risk claims.

**Goals, Objectives, Measures**

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Make initial contact with claimant within 24 hours of notification of incident.				
Department Objective	Prompt response to claims made against City.				
Objective Time Frame	In process to meet the target/goal before the start of the budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Percentage of initial contacts with claimant within 24 hours of notification of incident.	100%	90%	98%	100%	100%

City Goal - PROTECT CR - Provide quality services to increase neighborhood safety and keep moving forward with flood mitigation system.

Department Goal	Billing for damages caused by third parties within 30 days of receiving notification of incident.				
Department Objective	City receiving funds for damage caused by third parties in a reasonable time.				
Objective Time Frame	In process to meet the target/goal before the start of the budget year				
Key Measure	Target or Goal	FY 2014 Actual	FY 2015 Actual	FY 2016 Projected	FY 2017 Budgeted
Damages billed to third party within 30 days of receiving information used for billing.	100%	80%	85%	100%	100%



	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues	29,354,362	27,972,849	29,854,876	1,882,027	7%
Expenditures					
Personal Services	4,213,168	1,546,717	2,533,122	986,405	
Discretionary	24,553,557	23,989,820	25,163,148	1,173,328	
Fleet & Facilities	-	-	-	-	
Non-Discretionary	1,831,599	1,860,624	1,618,482	(242,142)	
Capital Outlay	-	-	-	-	
Debt Service	-	-	-	-	
Transfers Out	1,541,187	575,688	582,605	6,917	
	32,139,511	27,972,849	29,897,357	1,924,508	7%
Net	(2,785,148)	-	(42,481)	(42,481)	

Highlight of Budget Changes

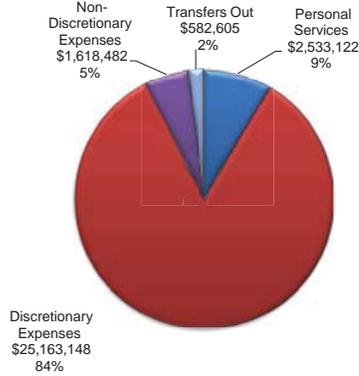
Liability and property fund expenses are decreasing \$569K due to decreased premiums for property insurance coverage and a decrease in property loss expenditures and the limited liability loss risks. Included in the budget is \$760K for excess flood insurance and national flood insurance program charges.

Workers compensation expenses are increasing \$1M based on projected actuary losses, estimates of incurred but not yet reported, and an increase in payroll. Health fund expenses are increasing \$1.4M.

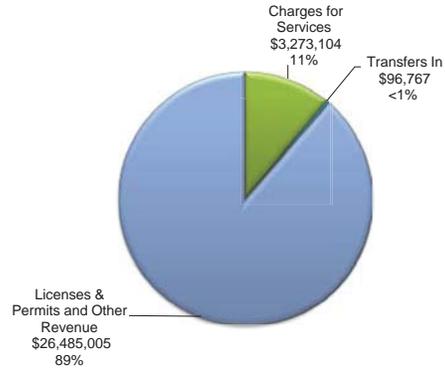
RISK MANAGEMENT

FY 2017 FINANCIAL DETAIL

ALLOCATION OF EXPENSES



FUNDING SOURCES



	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Charges for Services								
Admin Charges - City Mgr Depts	431007	2,062,429	2,931,263	2,904,801	3,153,279	2,648,104	(505,175)	
Admin Charges - Commissions	431011	41,310	214,641	106,490	-	-	-	
Admin Charges - External	431012	698,503	625,917	645,104	617,000	625,000	8,000	
Total Charges for Services		2,802,242	3,771,821	3,656,395	3,770,279	3,273,104	(497,175)	-13%
Transfers In								
Operating Transfer In - Inter	483001	-	1,246,129	908,048	171,172	96,767	(74,405)	
Total Transfers In		-	1,246,129	908,048	171,172	96,767	(74,405)	-43%
Other Revenue								
Gain (Loss) on Sale of Invest	451002	1,822	-	-	-	-	-	
Damage Recoveries	471004	76,944	9,741	22,492	-	-	-	
Other Miscellaneous Revenue	471005	21,248	14,758	1,149,209	-	-	-	
Insurance Premiums	471006	21,899,968	21,684,678	23,517,392	24,020,406	26,461,223	2,440,817	
Interest / Div - Proprietary	481000	105,216	1,230	100,826	10,992	23,782	12,790	
Total Other Revenue		22,105,198	21,710,407	24,789,919	24,031,398	26,485,005	2,453,607	10%
Total Revenues		24,907,439	26,728,357	29,354,362	27,972,849	29,854,876	1,882,027	7%
Expenditures								
Personal Services								
Regular Employees	511100	747	777	1,737	-	-	-	
Temporary/Seasonal Employees	511200	-	-	76	-	-	-	
Workers' Compensation	512500	654,953	1,637,680	4,211,079	1,546,717	2,533,122	986,405	
Other Employee Benefits	512600	143	119	276	-	-	-	
Total Personal Services		655,844	1,638,576	4,213,168	1,546,717	2,533,122	986,405	64%
Discretionary Expenses								
Advertising & Marketing	521100	8	-	-	-	-	-	
Consulting Services	521103	22,700	38,749	63,100	66,500	65,000	(1,500)	
Consulting & Technical Service	521104	2,394	-	-	-	-	-	
Health Services	521106	20,434,636	21,460,692	22,592,713	21,111,757	22,615,000	1,503,243	
Legal Services	521107	-	-	-	15,000	10,000	(5,000)	
Other Professional Services	521108	907,650	1,098,370	1,400,423	1,427,893	1,207,259	(220,634)	
External Banking/Financial Fee	521109	92	-	-	-	-	-	
Computer Software Maintenance	522101	-	-	-	5,000	10,000	5,000	
Building & Grounds Services	522104	100,008	-	-	100,000	100,000	-	
Vehicles & Rolling Equip Serv	522106	-	-	239	-	-	-	
Printing, Binding, & Duplicate	525102	-	397	66,803	2,500	70,000	67,500	
Other Insurance	525105	8,781	113,969	236,607	248,735	507,685	258,950	
Awards & Recognition	531102	-	-	36	-	-	-	
Books & Subscriptions	531103	148	-	-	1,500	1,500	-	
Program Supplies	531118	4,876	132	345	5,000	5,000	-	
Conferences, Training, Travel	542102	-	2,554	1,018	4,300	6,000	1,700	
Dues & Memberships	542103	385	746	1,364	1,300	1,300	-	
Settlement	542105	2,674,706	155,003	(140,916)	786,871	484,131	(302,740)	
Miscellaneous Costs	542107	68,179	346	305,928	213,364	80,173	(133,191)	
Postage & Freight	542108	90	29	-	100	100	-	
Recording/Filing Fees/Permits	542110	-	305	-	-	-	-	
Bad Debt Expense	542114	-	-	25,899	-	-	-	
Total Discretionary Expenses		24,224,653	22,871,293	24,553,557	23,989,820	25,163,148	1,173,328	5%
Non-Discretionary Expenses								
City Accounting Services	521113	37,150	26,200	26,724	26,724	29,582	2,858	
City Inter Department Charges	521114	-	-	-	3,900	3,900	-	
Electricity	523100	164	-	-	-	-	-	
Liability Insurance	525104	170,107	338,525	331,251	330,000	330,000	-	
Property Insurance	525107	1,076,195	1,684,778	1,469,637	1,500,000	1,255,000	(245,000)	
Vehicle Insurance	525108	1,789	3,093	3,986	-	-	-	
Total Non-Discretionary Expenses		1,285,405	2,052,597	1,831,599	1,860,624	1,618,482	(242,142)	-13%

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Transfers Out								
Transfer Out-Inter	571100	576,233	549,860	1,541,187	575,688	582,605	6,917	
Total Transfers Out		576,233	549,860	1,541,187	575,688	582,605	6,917	1%
Total Expenditures		26,742,134	27,112,325	32,139,511	27,972,849	29,897,357	1,924,508	7%
Net Revenues over/(under) Expenditures		(1,834,695)	(383,968)	(2,785,148)	-	(42,481)	(42,481)	

LIABILITY & PROPERTY

FY 2017 FINANCIAL DETAIL

Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues							
Charges for Services							
Admin Charges - City Mgr Depts 431007	2,062,429	2,931,263	2,904,801	3,153,279	2,648,104	(505,175)	
Admin Charges - Commissions 431011	41,310	214,641	106,490	-	-	-	
Admin Charges - External 431012	14,334	2,547	-	-	-	-	
Total Charges for Services	2,118,073	3,148,451	3,011,291	3,153,279	2,648,104	(505,175)	-16%
Transfers In							
Operating Transfer In - Inter 483001	-	1,246,129	908,048	171,172	96,767	(74,405)	
Total Transfers In	-	1,246,129	908,048	171,172	96,767	(74,405)	-43%
Other Revenue							
Gain (Loss) on Sale of Invest 451002	549	-	-	-	-	-	
Damage Recoveries 471004	60,013	240	30	-	-	-	
Other Miscellaneous Revenue 471005	-	15	30	-	-	-	
Interest / Div - Proprietary 481000	49,323	17,871	45,561	9,564	20,595	11,031	
Total Other Revenue	109,884	18,126	45,621	9,564	20,595	11,031	115%
Total Revenues	2,227,957	4,412,706	3,964,960	3,334,015	2,765,466	(568,549)	-17%
Expenditures							
Discretionary Expenses							
Advertising & Marketing 521100	8	-	-	-	-	-	
Consulting Services 521103	1,450	1,600	1,450	3,000	1,500	(1,500)	
Health Services 521106	5	-	-	-	-	-	
Legal Services 521107	-	-	-	15,000	10,000	(5,000)	
Other Professional Services 521108	279,917	295,644	232,634	267,129	250,000	(17,129)	
Building & Grounds Services 522104	100,008	-	-	100,000	100,000	-	
Printing, Binding, & Duplicate 525102	-	8	-	-	-	-	
Other Insurance 525105	8,781	13,412	18,016	17,500	17,500	-	
Books & Subscriptions 531103	-	-	-	500	500	-	
Conferences, Training, Travel 542102	-	1,412	-	1,800	3,500	1,700	
Dues & Memberships 542103	385	96	714	650	650	-	
Settlement 542105	2,694,706	155,003	(140,916)	786,871	484,131	(302,740)	
Miscellaneous Costs 542107	-	246	-	1,000	1,000	-	
Postage & Freight 542108	90	29	-	100	100	-	
Recording/Filing Fees/Permits 542110	-	305	-	-	-	-	
Bad Debt Expense 542114	-	-	3,064	-	-	-	
Total Discretionary Expenses	3,085,349	467,756	114,962	1,193,550	868,881	(324,669)	-27%
Non-Discretionary Expenses							
City Accounting Services 521113	13,089	8,000	8,160	8,160	9,033	873	
Electricity 523100	164	-	-	-	-	-	
Liability Insurance 525104	170,107	338,525	331,251	330,000	330,000	-	
Property Insurance 525107	1,076,195	1,684,778	1,469,637	1,500,000	1,255,000	(245,000)	
Vehicle Insurance 525108	1,789	3,093	3,986	-	-	-	
Total Non-Discretionary Expenses	1,261,344	2,034,397	1,813,035	1,838,160	1,594,033	(244,127)	-13%
Transfers Out							
Transfer Out-Inter 571100	307,062	289,915	1,275,927	302,305	302,552	247	
Total Transfers Out	307,062	289,915	1,275,927	302,305	302,552	247	0%
Total Expenditures	4,653,754	2,792,067	3,203,924	3,334,015	2,765,466	(568,549)	-17%
Net Revenues over/(under) Expenditures	(2,425,797)	1,620,639	761,037	-	-	-	-

WORKERS COMPENSATION

FY 2017 FINANCIAL DETAIL

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016	
Revenues									
Other Revenue									
	Gain (Loss) on Sale of Invest	451002	284	-	-	-	-	-	
	Damage Recoveries	471004	16,931	9,501	22,462	-	-	-	
	Insurance Premiums	471006	2,851,728	2,743,226	3,079,427	3,540,406	4,557,373	1,016,967	
	Interest / Div - Proprietary	481000	8,513	(4,275)	15,624	-	1,687	1,687	
	Total Other Revenue		<u>2,877,455</u>	<u>2,748,451</u>	<u>3,117,512</u>	<u>3,540,406</u>	<u>4,559,060</u>	<u>1,018,654</u>	<u>29%</u>
	Total Revenues		<u>2,877,455</u>	<u>2,748,451</u>	<u>3,117,512</u>	<u>3,540,406</u>	<u>4,559,060</u>	<u>1,018,654</u>	<u>29%</u>
Expenditures									
Personal Services									
	Total Personal Services		<u>655,844</u>	<u>1,638,576</u>	<u>4,213,168</u>	<u>1,546,717</u>	<u>2,533,122</u>	<u>986,405</u>	<u>64%</u>
Discretionary Expenses									
	Consulting Services	521103	-	-	-	1,000	1,000	-	
	Consulting & Technical Service	521104	2,394	-	-	-	-	-	
	Health Services	521106	810,825	829,294	809,676	1,700,000	1,700,000	-	
	Other Professional Services	521108	2,423	550	17,361	5,000	25,000	20,000	
	External Banking/Financial Fee	521109	92	-	-	-	-	-	
	Computer Software Maintenance	522101	-	-	-	5,000	10,000	5,000	
	Vehicles & Rolling Equip Serv	522106	-	-	239	-	-	-	
	Books & Subscriptions	531103	148	-	-	1,000	1,000	-	
	Conferences, Training, Travel	542102	-	1,142	1,018	2,500	2,500	-	
	Settlement	542105	(20,000)	-	-	-	-	-	
	Miscellaneous Costs	542107	-	-	-	400	400	-	
	Bad Debt Expense	542114	-	-	200	-	-	-	
	Total Discretionary Expenses		<u>795,882</u>	<u>830,986</u>	<u>828,493</u>	<u>1,714,900</u>	<u>1,739,900</u>	<u>25,000</u>	<u>1%</u>
Non-Discretionary Expenses									
	City Accounting Services	521113	11,304	5,300	5,406	5,406	5,985	579	
	Total Non-Discretionary Expenses		<u>11,304</u>	<u>5,300</u>	<u>5,406</u>	<u>5,406</u>	<u>5,985</u>	<u>579</u>	<u>11%</u>
Transfers Out									
	Transfer Out-Inter	571100	269,171	259,945	265,260	273,383	280,053	6,670	
	Total Transfers Out		<u>269,171</u>	<u>259,945</u>	<u>265,260</u>	<u>273,383</u>	<u>280,053</u>	<u>6,670</u>	<u>2%</u>
	Total Expenditures		<u>1,732,201</u>	<u>2,734,807</u>	<u>5,312,327</u>	<u>3,540,406</u>	<u>4,559,060</u>	<u>1,018,654</u>	<u>29%</u>
	Net Revenues over/(under) Expenditures		<u>1,145,255</u>	<u>13,644</u>	<u>(2,194,815)</u>	<u>-</u>	<u>-</u>	<u>-</u>	

SELF FUNDED HEALTH INSURANCE

FY 2017 FINANCIAL DETAIL

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Charges for Services								
	Admin Charges - External	431012	605,491	597,674	619,767	597,000	600,000	3,000
	Total Charges for Services		605,491	597,674	619,767	597,000	600,000	3,000 1%
Other Revenue								
	Gain (Loss) on Sale of Invest	451002	956	-	-	-	-	-
	Other Miscellaneous Revenue	471005	21,248	14,743	1,148,986	-	-	-
	Insurance Premiums	471006	18,142,010	18,036,312	19,534,645	19,580,000	20,998,850	1,418,850
	Interest / Div - Proprietary	481000	46,311	(11,848)	37,991	-	-	-
	Total Other Revenue		18,210,525	18,039,207	20,721,622	19,580,000	20,998,850	1,418,850 7%
	Total Revenues		18,816,016	18,636,881	21,341,389	20,177,000	21,598,850	1,421,850 7%
Expenditures								
Discretionary Expenses								
	Consulting Services	521103	21,250	37,149	61,650	62,500	62,500	-
	Health Services	521106	18,803,281	19,902,956	20,914,174	18,548,157	20,000,000	1,451,843
	Other Professional Services	521108	577,318	671,369	1,095,306	1,100,764	876,259	(224,505)
	Printing, Binding, & Duplicate	525102	-	389	66,803	2,500	70,000	67,500
	Other Insurance	525105	-	100,557	218,591	231,235	490,185	258,950
	Awards & Recognition	531102	-	-	36	-	-	-
	Program Supplies	531118	4,876	132	345	5,000	5,000	-
	Dues & Memberships	542103	-	650	650	650	650	-
	Miscellaneous Costs	542107	68,179	100	305,928	211,964	78,773	(133,191)
	Bad Debt Expense	542114	-	-	22,102	-	-	-
	Total Discretionary Expenses		19,474,904	20,713,302	22,685,584	20,162,770	21,583,367	1,420,597 7%
Non-Discretionary Expenses								
	City Accounting Services	521113	11,502	11,500	11,730	11,730	12,983	1,253
	City Inter Department Charges	521114	-	-	-	2,500	2,500	-
	Total Non-Discretionary Expenses		11,502	11,500	11,730	14,230	15,483	1,253 9%
	Total Expenditures		19,486,405	20,724,802	22,697,314	20,177,000	21,598,850	1,421,850 7%
	Net Revenues over/(under) Expenditures		(670,389)	(2,087,921)	(1,355,924)	-	-	-

SELF FUNDED DENTAL INSURANCE

FY 2017 FINANCIAL DETAIL

	Account	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Budget	\$ Change From FY 2016 Incr / (Decr)	% Change From FY 2016
Revenues								
Charges for Services								
	Admin Charges - External	431012	78,678	25,696	25,337	20,000	25,000	5,000
	Total Charges for Services		78,678	25,696	25,337	20,000	25,000	5,000 25%
Other Revenue								
	Gain (Loss) on Sale of Invest	451002	33	-	-	-	-	-
	Other Miscellaneous Revenue	471005	-	-	193	-	-	-
	Insurance Premiums	471006	906,231	905,140	903,321	900,000	905,000	5,000
	Interest / Div - Proprietary	481000	1,069	(517)	1,650	1,428	1,500	72
	Total Other Revenue		907,333	904,624	905,163	901,428	906,500	5,072 1%
Total Revenues			986,011	930,319	930,500	921,428	931,500	10,072 1%
Expenditures								
Discretionary Expenses								
	Health Services	521106	820,526	728,442	868,863	863,600	915,000	51,400
	Other Professional Services	521108	47,993	130,807	55,122	55,000	56,000	1,000
	Bad Debt Expense	542114	-	-	533	-	-	-
	Total Discretionary Expenses		868,519	859,249	924,518	918,600	971,000	52,400 6%
Non-Discretionary Expenses								
	City Accounting Services	521113	1,255	1,400	1,428	1,428	1,581	153
	City Inter Department Charges	521114	-	-	-	1,400	1,400	-
	Total Non-Discretionary Expenses		1,255	1,400	1,428	2,828	2,981	153 5%
Total Expenditures			869,774	860,649	925,946	921,428	973,981	52,553 6%
Net Revenues over/(under) Expenditures			116,237	69,670	4,554	-	(42,481)	(42,481)