

**City of Annapolis**  
**FY 2017 Budget Proforma**

3/24/2016

	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
20	<b><i>Summary-by fund</i></b>					
21						
22	<b>General Fund</b>					
23			Total Revenues	69,104,535.63	71,412,667.34	2,308,131.71
24			Total Expenditures	68,546,612.35	71,411,134.50	2,864,522.15
25			Net Surplus <Deficit>	557,923.29	1,532.84	(556,390.45)
26				-		(0.00)
27				-	-	-
29	<b>Water Fund</b>					
30			Total Revenues	7,324,000.00	7,789,467.43	465,467.43
31			Total Expenditures	7,006,976.78	7,580,205.34	573,228.57
32			Net Surplus <Deficit>	317,023.22	209,262.09	(107,761.14)
33				-		(0.00)
34				-	-	-
36	<b>Wastewater Fund</b>					
37			Total Revenues	7,506,000.00	8,696,656.00	1,190,656.00
38			Total Expenditures	7,936,194.13	8,524,786.09	588,591.97
39			Net Surplus <Deficit>	(430,194.13)	171,869.91	602,064.03
40				-		-
41				-	-	-
43	<b>Parking Fund</b>					
44			Total Revenues	7,716,000.00	7,864,000.00	148,000.00
45			Total Expenditures	7,715,716.98	7,847,239.46	131,522.48
46			Net Surplus <Deficit>	283.02	16,760.54	16,477.52
47				-		0.00
48				-	-	-
50	<b>Transportation Fund</b>					
51			Total Revenues	3,613,500.00	3,653,500.00	40,000.00
52			Total Expenditures	3,612,278.09	3,591,158.99	(21,119.10)
53			Net Surplus <Deficit>	1,221.91	62,341.01	61,119.10
54				-		-
55				-	-	-
71	<b>Refuse / Solid Waste Fund</b>					
72			Total Revenues	2,512,500.00	2,931,859.27	419,359.27
73			Total Expenditures	2,275,782.36	2,396,863.39	121,081.03
74			Net Surplus <Deficit>	236,717.64	534,995.88	298,278.24
75				-		-
76				-	-	-
78	<b>Stormwater Fund</b>					
79			Total Revenues	830,000.00	875,000.00	45,000.00
80			Total Expenditures	646,232.45	798,685.74	152,453.29
81			Net Surplus <Deficit>	183,767.55	76,314.26	(107,453.29)
82				-		(0.00)
83				-	-	-
85	<b>Sidewalk Fund</b>					
86			Total Revenues	671,848.35	680,848.35	9,000.00
87			Total Expenditures	669,212.34	677,568.26	8,355.93
88			Net Surplus <Deficit>	2,636.01	3,280.09	644.07
89				-		0.00

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
90				-	-	-
92			<b>Total City</b>			
93			Total Receipts and Sources	99,278,383.98	103,903,998.39	4,625,614.40
94			Total Expenditures and Uses	98,409,005.47	102,827,641.79	4,418,636.32
95			Net Surplus <Deficit>	869,378.52	1,076,356.60	206,978.08
96				-		(0.00)
97						
98				0.00	(0.00)	(0.00)

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
100			<b><i>Budget - By Fund/ By Department</i></b>			
101			<b>GENERAL FUND</b>			
102			<b>Revenues</b>			
103						
104			<b>Taxes</b>			
105			Real Estate	39,713,920.38	40,560,765.37	846,844.99
106			Personal Property	3,707,500.00	3,457,500.00	(250,000.00)
107			<i>Subtotal;</i>	43,421,420.38	44,018,265.37	596,844.99
108				-		-
109			<b>Local Receipts</b>			
110			Licenses and Permits	2,573,000.00	2,714,500.00	141,500.00
111			Fines and Forfeitures	468,000.00	319,000.00	(149,000.00)
112			Money and Property	570,000.00	610,000.00	40,000.00
113			Miscellaneous	436,000.00	268,000.00	(168,000.00)
114			Charges for Services	4,682,500.00	4,857,500.00	175,000.00
115			<i>Subtotal;</i>	8,729,500.00	8,769,000.00	39,500.00
116				-		-
117			<b>Intergovernmental</b>	10,151,217.00	10,724,409.00	573,192.00
118				-		-
119			<b>Transfers and other Sources</b>	6,802,398.25	7,900,992.97	1,098,594.72
120				-		-
121			<b>Bank Loans and Short-Term Financing</b>	0.00	0.00	0.00
122				-		-
123			<b>Total Sources of Funds</b>	69,104,535.63	71,412,667.34	2,308,131.71
124				-	-	0.00
125						-
126			<b>Expenditures</b>			
127						
128			<b><i>Mayor and City Council</i></b>			
129			<b>Boards and Commissions</b>			
130			Salaries and Benefits	83,324.03	75,495.56	(7,828.47)
131			Operating	14,000.00	14,000.00	0.00
132			<i>Subtotal;</i>	97,324.03	89,495.56	(7,828.47)
133				-		-
134			<b>Administration</b>			
135			Salaries and Benefits	788,766.31	702,988.26	(85,778.05)
136			Operating	86,500.00	86,500.00	0.00
137			<i>Subtotal;</i>	875,266.31	789,488.26	(85,778.05)
138				-		-
144			<b>Public Information</b>			
145			Salaries and Benefits	174,766.81	189,762.18	14,995.37
146			Operating	63,000.00	58,000.00	(5,000.00)
147			<i>Subtotal;</i>	237,766.81	247,762.18	9,995.37
148				-		-
149			<b>City Attorney</b>			
150			Salaries and Benefits	1,012,528.90	1,157,370.50	144,841.60
151			Operating	102,451.54	102,451.54	0.00
152			<i>Subtotal;</i>	1,114,980.44	1,259,822.04	144,841.60
153				-		-

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
154			<b>Elections</b>			
155			Salaries and Benefits	0.00	0.00	0.00
156			Operating	10,000.00	150,000.00	140,000.00
157			<i>Subtotal;</i>	10,000.00	150,000.00	140,000.00
158				-		-
159			<b>Total; Mayor and City Council</b>	2,335,337.59	2,536,568.04	201,230.45
160				-		-
164			<b><u>Finance</u></b>			
165			<b>Financial Administration</b>			
166			Salaries and Benefits	1,755,902.45	1,843,405.34	87,502.90
167			Operating	349,563.58	349,563.58	0.00
168			<i>Subtotal;</i>	2,105,466.03	2,192,968.92	87,502.90
169				-		-
170			<b>MIT</b>			
171			Salaries and Benefits	1,148,735.15	1,181,633.20	32,898.05
172			Operating	470,429.00	470,429.00	0.00
173			Capital	250,000.00	250,000.00	0.00
174			<i>Subtotal;</i>	1,869,164.15	1,902,062.20	32,898.05
175				-		-
176			<b>Central Purchasing</b>			
177			Salaries and Benefits	382,103.39	389,783.24	7,679.85
178			Operating	14,060.00	14,060.00	0.00
179			<i>Subtotal;</i>	396,163.39	403,843.24	7,679.85
180				-		(0.00)
181			<b>Total; Finance</b>	4,370,793.57	4,498,874.36	128,080.80
182				-		-
183			<b><u>Human Resources</u></b>			
184			Salaries and Benefits	783,636.65	601,590.02	(182,046.62)
185			Operating	131,780.00	131,780.00	0.00
186			<i>Subtotal;</i>	915,416.65	733,370.02	(182,046.62)
187				-		-
188			<b><u>Special Projects</u></b>			
189			Salaries and Benefits	79,819.42	72,609.32	(7,210.10)
190			Operating	354,400.00	269,400.00	(85,000.00)
191			<i>Subtotal;</i>	434,219.42	342,009.32	(92,210.10)
192				-		-
193			<b><u>Planning and Zoning</u></b>			
194			Salaries and Benefits	1,514,763.11	1,600,751.22	85,988.11
195			Operating	428,670.08	382,060.00	(46,610.08)
196			<i>Subtotal;</i>	1,943,433.19	1,982,811.22	39,378.03
197				-		(0.00)
203			<b><u>Public Safety and Health</u></b>			
204			<b>Police</b>			
205			Salaries and Benefits	14,392,645.46	15,795,888.22	1,403,242.76
206			Operating	1,153,072.51	1,118,572.45	(34,500.06)
207			<i>Subtotal;</i>	15,545,717.97	16,914,460.67	1,368,742.70
208				-		-
209			<b>Fire</b>			
210			Salaries and Benefits	14,325,430.75	15,330,260.36	1,004,829.61

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3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
211			Operating	1,186,141.91	1,026,141.91	(160,000.00)
212			<i>Subtotal;</i>	15,511,572.66	16,356,402.27	844,829.61
213				-		-
219			<b><u>DNEP; Neighborhood and Environmental Programs</u></b>			
220			Salaries and Benefits	2,058,010.88	1,990,699.34	(67,311.54)
221			Operating	121,160.48	93,172.81	(27,987.67)
222			<i>Subtotal;</i>	2,179,171.36	2,083,872.15	(95,299.21)
223				-		0.00
224			<b>Total; Public Safety &amp; Health</b>	33,236,461.99	35,354,735.09	2,118,273.10
225				-		-
226			<b><u>Public Works</u></b>			
227			<b>Administration</b>			
228			Salaries and Benefits	646,621.23	626,932.77	(19,688.46)
229			Operating	198,365.00	75,448.24	(122,916.76)
230			<i>Subtotal;</i>	844,986.23	702,381.01	(142,605.22)
231				-		-
232			<b>Engineering &amp; Construction</b>			
233			Salaries and Benefits	740,796.20	991,291.20	250,495.00
234			Operating	77,517.00	69,765.30	(7,751.70)
235			<i>Subtotal;</i>	818,313.20	1,061,056.50	242,743.30
236				-		-
237			<b>Roadways</b>			
238			Salaries and Benefits	2,091,009.21	1,929,874.52	(161,134.69)
239			Operating	818,504.40	793,110.23	(25,394.17)
240			<i>Subtotal;</i>	2,909,513.61	2,722,984.75	(186,528.86)
241				-		-
242			<b>Traffic Control and Maintenance</b>			
243			Salaries and Benefits	232,767.79	242,251.66	9,483.87
244			Operating	64,620.00	64,620.00	0.00
245			<i>Subtotal;</i>	297,387.79	306,871.66	9,483.87
246				-		(0.00)
247			<b>Snow &amp; Ice Removal</b>			
248			Salaries and Benefits	38,350.00	41,418.00	3,068.00
249			Operating	41,258.00	41,258.00	0.00
250			<i>Subtotal;</i>	79,608.00	82,676.00	3,068.00
251				-		-
252			<b>Fleet Maintenance Center</b>			
253			Salaries and Benefits	709,718.89	805,110.83	95,391.94
254			Operating	340,460.00	340,460.00	0.00
255			<i>Subtotal;</i>	1,050,178.89	1,145,570.83	95,391.94
256				-		0.00
257			<b>General Govt Buildings (Bldgs &amp; Maint.)</b>			
258			Salaries and Benefits	414,182.37	548,426.99	134,244.62
259			Operating	1,287,616.00	1,346,766.00	59,150.00
260			<i>Subtotal;</i>	1,701,798.37	1,895,192.99	193,394.62
261				-		-
262			<b>Total; Public Works</b>	7,701,786.09	7,916,733.74	214,947.65
263				-		-
264			<b><u>Recreation and Parks</u></b>			

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3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
265			<b>Recreation Division</b>			
266			Salaries and Benefits	1,852,501.06	1,978,525.91	126,024.85
267			Operating	603,169.15	504,168.00	(99,001.15)
268			<i>Subtotal;</i>	2,455,670.21	2,482,693.91	27,023.70
269				-		0.00
270			<b>Parks Division</b>			
271			Salaries and Benefits	1,620,672.45	1,525,234.44	(95,438.01)
272			Operating	660,949.85	660,951.00	1.15
273			<i>Subtotal;</i>	2,281,622.30	2,186,185.44	(95,436.86)
285			Total; Recreation	4,737,292.51	4,668,879.35	(68,413.16)
286				-		(0.00)
287			<b><u>Non-Allocated Expenditures</u></b>			
289			Debt Service	6,236,323.00	6,755,305.00	518,982.00
290			Other Financing Uses and Transfers	3,089,048.35	2,896,848.35	(192,200.00)
291			Contingencies	410,000.00	410,000.00	0.00
294			Insurance Fund Contributions	2,470,000.00	2,650,000.00	180,000.00
296			OPEB Contributions	666,500.00	665,000.00	(1,500.00)
298			<i>Subtotal;</i>	12,871,871.35	13,377,153.35	505,282.00
299				-	-	-
300			<b>Total Uses of Funds</b>	68,546,612.35	71,411,134.50	2,864,522.15
301			<i>cross foot error = 0</i>	-	-	-
302			<i>source test = 0</i>	-	-	-
303			<b>Projected Change in Fund Balance</b>	557,923.29	1,532.84	(556,390.45)
305			<i>cross foot error = 0</i>	-	0.00	-
306			<i>source test = 0</i>	-	0.00	-
307			<b>WATER FUND</b>			
308			<b>Revenues</b>			
309			Water Charges	6,750,000.00	7,215,467.43	465,467.43
310			Capital Facilities	524,000.00	524,000.00	0.00
311			Money and Property	50,000.00	50,000.00	0.00
312			Other Financing Sources	0.00	0.00	0.00
313			<b>Total; Water Fund Revenues</b>	7,324,000.00	7,789,467.43	465,467.43
314			<i>cross foot error = 0</i>	-	-	-
315			<i>source test = 0</i>	-	-	-
316			<b>Expenditures</b>			
317			<b>Water Plant</b>			
318			Salaries and Benefits	1,216,999.97	1,259,966.34	42,966.37
319			Operating	784,909.33	814,408.36	29,499.03
320			<i>Subtotal;</i>	2,001,909.30	2,074,374.70	72,465.40
321				-		
322			<b>Water Distribution</b>			
323			Salaries and Benefits	1,332,878.51	925,497.54	(407,380.97)
324			Operating	521,840.38	525,411.23	3,570.85
325			<i>Subtotal;</i>	1,854,718.89	1,450,908.77	(403,810.12)
326				-		
327			<b>Non-Allocated Expenses</b>			
328			Contributions			
329			Debt Service	2,063,904.00	2,923,228.00	859,324.00
330			Other Financing Uses and Transfers	1,086,444.59	1,131,693.87	45,249.29

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338			<i>Subtotal;</i>	3,150,348.59	4,054,921.87	904,573.29
339				-		
340			<b>Total Uses of Funds</b>	7,006,976.78	7,580,205.34	573,228.57
341				-	-	-
342			<b>Projected Change in Fund Balance</b>	317,023.22	209,262.09	<b>(107,761.14)</b>
344			<i>cross foot error = 0</i>	-	-	-
345			<i>source test = 0</i>	-	-	-
346			<b>WASTEWATER FUND</b>			
347			<b>Revenues</b>			
348			Licenses and Permits	80,000.00	80,000.00	0.00
349			Sewer Charges	7,070,000.00	8,260,656.00	1,190,656.00
350			Capital Facilities	356,000.00	356,000.00	0.00
353			<b>Total; Sewer Fund Revenues</b>	7,506,000.00	8,696,656.00	1,190,656.00
354			<i>cross foot error = 0</i>	-	-	-
355			<i>source test = 0</i>	-	-	-
356			<b>Expenditures</b>			
357			<b>Water Reclamation Facility</b>			
358			Salaries and Benefits	0.00	0.00	0.00
359			Operating	3,800,000.00	3,800,000.00	0.00
360			<i>Subtotal;</i>	3,800,000.00	3,800,000.00	0.00
361			<i>cross foot error = 0</i>	-		
362			<b>Wastewater Collection</b>			
363			Salaries and Benefits	711,129.73	1,036,863.24	325,733.51
364			Operating	597,181.52	627,143.17	29,961.65
365			<i>Subtotal;</i>	1,308,311.25	1,664,006.41	355,695.16
366				-		
367			<b>Non-Allocated Expenses</b>			
368			Contributions			
369			Debt Service	962,160.00	858,070.00	<b>(104,090.00)</b>
370			Other Financing Uses and Transfers	1,865,722.87	1,702,709.68	<b>(163,013.19)</b>
371			Contingencies	0.00	500,000.00	500,000.00
378			<i>Subtotal;</i>	2,827,882.87	3,060,779.68	232,896.81
379			<i>cross foot error = 0</i>	-		
380			<b>Total Uses of Funds</b>	7,936,194.13	8,524,786.09	588,591.97
381				-	-	-
382			<b>Projected Change in Fund Balance</b>	<b>(430,194.13)</b>	171,869.91	602,064.03
384			<i>cross foot error = 0</i>	-	-	-
385			<i>source test = 0</i>	(0.00)	-	-
386			<b>PARKING FUND</b>			
387			<b>Revenues</b>			
388			Street Parking Charges	2,004,000.00	2,152,000.00	148,000.00
389			Off Street Parking Charges	5,480,000.00	5,480,000.00	0.00
390			Residential Parking	232,000.00	232,000.00	0.00
392			<b>Total; Off Street Parking Revenues</b>	7,716,000.00	7,864,000.00	148,000.00
393			<i>cross foot error = 0</i>	-	-	-
394			<i>source test = 0</i>	-	-	-
395			<b>Expenditures</b>			
396			<b>Parking Operations</b>			
397			Salaries and Benefits	678,128.94	703,959.89	25,830.95

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398			Operating	135,075.09	196,421.00	61,345.91
399			<i>Subtotal;</i>	813,204.03	900,380.89	87,176.86
400			<b><u>Garage Operating Expenditures</u></b>	-		
401			Hillman	644,610.00	644,610.00	0.00
402			Gott's Court	558,864.00	558,864.00	0.00
403			Knighton	348,120.00	348,120.00	0.00
404			Park Place	65,000.00	65,000.00	0.00
405			Parking Lots	152,929.00	152,929.00	0.00
406			<i>Subtotal;</i>	1,769,523.00	1,769,523.00	0.00
407				-		
408			<b><u>Non-Allocated Expenses</u></b>			
409			Contributions			
410			Debt Service	1,268,066.00	1,160,222.80	(107,843.20)
411			Other Financing Uses and Transfers	3,864,923.95	4,217,112.77	352,188.82
412			SP Savings	0.00	(200,000.00)	(200,000.00)
419			<i>Subtotal;</i>	5,132,989.95	5,177,335.57	44,345.62
420			<i>cross foot error = 0</i>	-		
421			<b>Total Uses of Funds</b>	7,715,716.98	7,847,239.46	131,522.48
422			<i>cross foot error = 0</i>	-	-	-
423			<i>source test = 0</i>	-	-	-
424			<b>Projected Change in Fund Balance</b>	283.02	16,760.54	16,477.52
426			<i>cross foot error = 0</i>	-	-	-
427			<i>source test = 0</i>	-	-	-
428			<b>TRANSPORTATION FUND</b>			
429			<b><u>Revenues</u></b>			
430			Transportation Charges	1,019,300.00	998,500.00	(20,800.00)
432			Other Financing Sources	2,417,200.00	2,225,000.00	(192,200.00)
433			Intergovernmental	177,000.00	430,000.00	253,000.00
434			<i>Subtotal;</i>	3,613,500.00	3,653,500.00	40,000.00
435			<i>cross foot error = 0</i>	-	-	-
436			<i>source test = 0</i>	-	-	-
437			<b><u>Expenditures</u></b>			
438			<b><u>Administration</u></b>			
439			Salaries and Benefits	175,510.59	563,410.30	387,899.71
440			Operating	1,851.15	61,162.00	59,310.85
441			<i>Subtotal;</i>	177,361.74	624,572.30	447,210.56
442				-		
443			<b><u>Transit Vehicle Operations</u></b>			
444			Salaries and Benefits	1,764,204.00	1,284,520.02	(479,683.98)
445			Operating	46,320.56	306,389.50	260,068.94
446			<i>Subtotal;</i>	1,810,524.56	1,590,909.52	(219,615.04)
447			<b><u>Maintenance</u></b>	-		
448			Salaries and Benefits	268,645.11	402,376.11	133,731.00
449			Operating	53,136.15	204,885.00	151,748.85
450			<i>Subtotal;</i>	321,781.26	607,261.11	285,479.85
455			<b><u>Non-Allocated Expenses</u></b>	-		
457			Debt Service	7,043.00	2,035.00	(5,008.00)
458			Other Financing Uses and Transfers	1,295,567.53	766,381.06	(529,186.47)
466			<i>Subtotal;</i>	1,302,610.53	768,416.06	(534,194.47)

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
467				-		
468			<b>Total Uses of Funds</b>	3,612,278.09	3,591,158.99	(21,119.10)
469			<i>cross foot error = 0</i>	-	-	-
470			<i>source test = 0</i>	-	-	-
471			<b>Projected Change in Fund Balance</b>	1,221.91	62,341.01	61,119.10
473			<i>cross foot error = 0</i>	-	-	-
474			<i>source test = 0</i>	-	-	-
545			<b>REFUSE / SOLID WASTE</b>			
546			<b>Revenues</b>			
547			Refuse Collection Charges - Residential	2,496,500.00	2,915,859.27	419,359.27
548			Commercial Refuse Recycling	16,000.00	16,000.00	0.00
549			Other Income	0.00	0.00	0.00
550			<b>Total; Solid Waste Revenues</b>	2,512,500.00	2,931,859.27	419,359.27
551			<i>cross foot error = 0</i>	-	-	-
552			<i>source test = 0</i>	-	-	-
553			<b>Expenditures</b>			
554			<b>Residential</b>			
555			Salaries and Benefits	160,343.98	165,681.01	5,337.03
556			Operating	1,351,382.00	1,391,382.00	40,000.00
557			<i>Subtotal;</i>	1,511,725.98	1,557,063.01	45,337.03
558				-		
564			<b>Curbside Recycling</b>			
565			Salaries and Benefits	0.00	0.00	0.00
566			Operating	312,570.00	312,570.00	0.00
567			<i>Subtotal;</i>	312,570.00	312,570.00	0.00
568				-		
569			<b>Non-Allocated Expenses</b>			
570			Contributions			
571			Debt Service	22,556.00	98,300.00	75,744.00
572			Other Financing Uses and Transfers	428,930.38	428,930.38	0.00
580			<i>Subtotal;</i>	451,486.38	527,230.38	75,744.00
581				-		
582			<b>Total Uses of Funds</b>	2,275,782.36	2,396,863.39	121,081.03
583			<i>cross foot error = 0</i>	-	-	-
584			<i>source test = 0</i>	-	-	-
585			<b>Projected Change in Fund Balance</b>	236,717.64	534,995.88	298,278.24
587			<i>cross foot error = 0</i>	-	-	-
588			<i>source test = 0</i>	-	-	-
589			<b>STORMWATER MANAGEMENT</b>			
590			<b>Revenues</b>			
591			Stormwater Management Charges	830,000.00	875,000.00	45,000.00
593			Transfers and Other Sources	0.00	0.00	0.00
594			<b>Total; Stormwater Fund Revenues</b>	830,000.00	875,000.00	45,000.00
595			<i>cross foot error = 0</i>	-	-	-
596			<i>source test = 0</i>	-	-	-
597			<b>Expenditures</b>			
598			Salaries and Benefits	470,723.82	602,629.62	131,905.80
599			Operating	61,944.91	70,102.88	8,157.97
600			<i>Subtotal;</i>	532,668.73	672,732.50	140,063.77

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
601				-		
602			<b>Non-Allocated Expenses</b>			
603			Contributions			
604			Debt Service	24,017.00	27,490.00	3,473.00
605			Other Financing Uses and Transfers	89,546.72	98,463.24	8,916.53
613			<i>Subtotal;</i>	113,563.72	125,953.24	12,389.53
614				-		
615			<b>Total Uses of Funds</b>	646,232.45	798,685.74	152,453.29
616			<i>cross foot error = 0</i>	-	-	-
617			<i>source test = 0</i>	-	-	-
618			<b>Projected Change in Fund Balance</b>	183,767.55	76,314.26	(107,453.29)
620			<i>cross foot error = 0</i>	-	0.00	-
621			<i>source test = 0</i>	-	0.00	-
622			<b>SIDEWALK REVOLVING</b>			
623			<b>Revenues</b>			
625			Transfers and Other Sources	671,848.35	680,848.35	9,000.00
626			<b>Total; Sidewalk Revolving Revenues</b>	671,848.35	680,848.35	9,000.00
627			<i>cross foot error = 0</i>	-	-	-
628			<i>source test = 0</i>	-	-	-
629			<b>Expenditures</b>			
630			Salaries and Benefits	413,268.11	457,122.00	43,853.89
631			Operating	155,905.60	122,313.57	(33,592.03)
632			<i>Subtotal;</i>	569,173.71	579,435.57	10,261.86
633				-		
634			<b>Non-Allocated Expenses</b>			
637			Other Financing Uses and Transfers	100,038.63	98,132.69	(1,905.93)
645			<i>Subtotal;</i>	100,038.63	98,132.69	(1,905.93)
646				-		
647			<b>Total Uses of Funds</b>	669,212.34	677,568.26	8,355.93
648			<i>cross foot error = 0</i>	-	-	-
649			<i>source test = 0</i>	-	-	-
650			<b>Projected Change in Fund Balance</b>	2,636.01	3,280.09	644.07
652			<i>cross foot error = 0</i>	-	-	-
653			<i>source test = 0</i>	-	-	-

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	A	B	C	BL	BS	BT
3				<b>FY 2016 City Council Budget</b>	<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
654	<b><i>DETAIL- By Line Number</i></b>					
655	<b>GENERAL FUND</b>					
656				Assessed Value		
657				Adjustments		
658				Total Value		
659				Rate		
660						
661	<b><u>Revenues</u></b>					
662	<b>Taxes</b>					
663			<b>Real Estate</b>			
664			Real Estate	39,591,920.38	40,438,765.37	846,844.99
665			Park Place TIF	0.00	0.00	0.00
669			Penalties and Interest- Real	122,000.00	122,000.00	0.00
670			<i>Subtotal;</i>	39,713,920.38	40,560,765.37	846,844.99
671			<i>crossfoot error = 0</i>		-	-
672			<b>Personal Property</b>			
673			Personal Property- Unincorp.	36,000.00	40,000.00	4,000.00
674			Pers. Property- Public Utilities	1,750,000.00	1,737,000.00	(13,000.00)
675			Pers. Property- Incorporated	1,900,000.00	1,650,000.00	(250,000.00)
676			Penalties and Interest- Uninc.	500.00	500.00	0.00
677			Penalties and Interest - Corp.	21,000.00	30,000.00	9,000.00
678			<i>Subtotal;</i>	3,707,500.00	3,457,500.00	(250,000.00)
679			<i>crossfoot error = 0</i>		-	-
680			<b>Total Taxes</b>	43,421,420.38	44,018,265.37	596,844.99
681			<i>crossfoot error = 0</i>		-	-
682	<b>Local Receipts</b>					
683			<b>Licenses and Permits</b>			
684			Street Use	190,000.00	180,000.00	(10,000.00)
690			Sidewalk Cafes	12,000.00	12,000.00	0.00
691			Alcoholic Beverages	445,000.00	445,000.00	0.00
692			Traders	70,000.00	71,000.00	1,000.00
693			Vendors	75,000.00	65,000.00	(10,000.00)
694			Towing	50,000.00	50,000.00	0.00
695			Amusement	5,000.00	5,000.00	0.00
696			Building	720,000.00	740,000.00	20,000.00
697			Real Property Transfer Fee		65,000.00	65,000.00
698			Protest Fee		1,500.00	1,500.00
699			Occupancy	11,000.00	15,000.00	4,000.00
700			Use	5,000.00	10,000.00	5,000.00
701			Cable TV	800,000.00	955,000.00	155,000.00
702			Peg Fees	0.00	0.00	0.00
703			MLC Fees	50,000.00	0.00	(50,000.00)
704			Permit Fees	140,000.00	100,000.00	(40,000.00)
705			<i>Subtotal;</i>	2,573,000.00	2,714,500.00	141,500.00
706			<i>crossfoot error = 0</i>		-	-
707			<b>Fines and Forfeitures</b>			
708			Municipal	28,000.00	30,000.00	2,000.00
710			Court Fines	10,000.00	4,000.00	(6,000.00)
712			Speed Enforcement	380,000.00	225,000.00	(155,000.00)

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3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
713			Auto Traffic Signal	50,000.00	60,000.00	10,000.00
715			Subtotal;	468,000.00	319,000.00	(149,000.00)
716			<i>crossfoot error = 0</i>		-	-
717			<b>Money and Property</b>			
718			Interest on Investments	20,000.00	15,000.00	(5,000.00)
720			Rents and Concessions	380,000.00	380,000.00	0.00
721			Payment in Lieu of Taxes	165,000.00	210,000.00	45,000.00
722			Miscellaneous Sales	0.00	0.00	0.00
723			GO Bonds	5,000.00	5,000.00	0.00
724			Contributions	0.00	0.00	0.00
725			Subtotal;	570,000.00	610,000.00	40,000.00
726			<i>crossfoot error = 0</i>		-	-
727			<b>Miscellaneous</b>			
728			Report Charges	21,000.00	21,000.00	0.00
730			Police Services	220,000.00	175,000.00	(45,000.00)
731			Miscellaneous	150,000.00	20,000.00	(130,000.00)
732			Returned Check Fee	4,000.00	5,000.00	1,000.00
733			Payments for fire services	35,000.00	40,000.00	5,000.00
734			File Fee	6,000.00	7,000.00	1,000.00
736			Subtotal;	436,000.00	268,000.00	(168,000.00)
737			<i>crossfoot error = 0</i>		-	-
738			<b>Charges for Services</b>			
739			Zoning and Subdiv. Fees	50,000.00	100,000.00	50,000.00
740			Public Safety Fees	1,800,000.00	2,100,000.00	300,000.00
741			Dock Fees	942,500.00	942,500.00	0.00
742			Culture and Recreation	1,890,000.00	1,715,000.00	(175,000.00)
743			Subtotal;	4,682,500.00	4,857,500.00	175,000.00
744			<i>crossfoot error = 0</i>		-	-
745			<b>Total Local Receipts</b>	8,729,500.00	8,769,000.00	39,500.00
746			<i>crossfoot error = 0</i>		-	-
747			<b>Intergovernmental</b>			
750			Highway	822,217.00	1,180,409.00	358,192.00
751			Income Tax	5,800,000.00	5,850,000.00	50,000.00
752			Admissions Tax	900,000.00	975,000.00	75,000.00
753			State PILOT	367,000.00	367,000.00	0.00
755			Hotel - Motel	1,800,000.00	1,850,000.00	50,000.00
757			Electricity	190,000.00	210,000.00	20,000.00
758			Gas	30,000.00	35,000.00	5,000.00
759			Telephone	240,000.00	255,000.00	15,000.00
760			Fuel	2,000.00	2,000.00	0.00
761			<b>Total Intergovernmental</b>	10,151,217.00	10,724,409.00	573,192.00
762			<i>crossfoot error = 0</i>		-	-
763			<b>Transfers and other Sources</b>			
764			<b>Transfers from other funds</b>			
765			Transfer from Water	651,444.59	706,192.96	54,748.37
766			Transfer from Sewer	1,160,722.87	1,115,108.52	(45,614.35)
767			Transfer from Parking	2,400,000.00	2,700,000.00	300,000.00
768			Transfer from Parking	589,923.95	676,038.85	86,114.91
769			Transfer from Transit	642,567.53	766,381.06	123,813.53

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
772			Transfer from Solid Waste	428,030.38	372,916.40	(55,113.98)
773			Transfer from Stormwater	87,846.72	95,755.26	7,908.55
774			Transfer from Cap. Proj.	446,823.59	698,567.21	251,743.63
775			Transfer from Spec. Rev.	295,000.00	0.00	(295,000.00)
776			Transfer from Spec. Rev. - Sidewalk	100,038.63	98,132.69	(1,905.93)
777			Transfer from Reserves	0.00	671,900.00	671,900.00
778			Subtotal;	6,802,398.25	7,900,992.97	1,098,594.72
779			<i>crossfoot error = 0</i>		-	-
780			Indirect Charges:	0.00	0.00	0.00
781			<i>crossfoot error = 0</i>		-	-
783			<b><u>Bank Loans and Short-Term Financing</u></b>			
784			BOA	0.00	0.00	0.00
785			SunTrust	0.00	0.00	0.00
786			Subtotal;	0.00	0.00	0.00
787			<i>crossfoot error = 0</i>			-
788			<b><u>Bond</u></b>			
789			Proceeds	0.00	0.00	0.00
790			Premiums	0.00	0.00	0.00
791			Subtotal;	0.00	0.00	0.00
792			<i>crossfoot error = 0</i>			-
793			<b>Total Transfers &amp; Other Sources of Funds</b>	6,802,398.25	7,900,992.97	1,098,594.72
794			<i>crossfoot error = 0</i>			-
795						
796			<b>Total; Sources of Funds</b>	69,104,535.63	71,412,667.34	2,308,131.71
797			<i>crossfoot error = 0</i>	-	-	0.00
798			<i>Source document test</i>	-	-	-
799						
800			<b><u>Expenditures</u></b>			
801			<b><u>Mayor and City Council</u></b>			
802			<b>Boards and Commissions</b>			
803			<b>Salaries and Benefits</b>			
804			Salaries	65,492.28	70,130.00	4,637.72
805			Benefits	17,831.75	5,365.56	(12,466.19)
806			Subtotal; Salaries/Benefits	83,324.03	75,495.56	(7,828.47)
807			<i>crossfoot error / source test</i>			-
808			<b>Operating</b>			
809			Supplies/mail	14,000.00	14,000.00	0.00
810			Contract Services	0.00	0.00	0.00
811			Subtotal; Operating	14,000.00	14,000.00	0.00
812			<i>crossfoot error / source test</i>			-
813			<b>Total; Boards &amp; Commissions</b>	97,324.03	89,495.56	(7,828.47)
814			<i>crossfoot error / source test</i>		-	-
815			<b>Administration</b>			
816			<b>Salaries and Benefits</b>			
817			Salaries	660,938.16	597,601.75	(63,336.41)
818			Benefits	127,828.15	105,386.51	(22,441.64)
819			Subtotal; Salaries/Benefits	788,766.31	702,988.26	(85,778.05)
820			<i>crossfoot error / source test</i>			-
821			<b>Operating</b>			

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822			Supplies	15,000.00	15,000.00	0.00
823			Telephone	8,000.00	8,000.00	0.00
825			Special Projects	6,500.00	6,500.00	0.00
826			Training and Education	10,000.00	10,000.00	0.00
827			Aldersperson's Expenses	12,000.00	12,000.00	0.00
830			Contract Services	35,000.00	35,000.00	0.00
833			<b>Subtotal; Operating</b>	<b>86,500.00</b>	<b>86,500.00</b>	<b>0.00</b>
834			<b>Total; Administration</b>	<b>875,266.31</b>	<b>789,488.26</b>	<b>(85,778.05)</b>
835			<i>crossfoot error / source test</i>		-	-
842			<b>Public Information</b>			
843			<b>Salaries and Benefits</b>			
844			Salaries	146,298.10	159,372.09	13,073.99
845			Benefits	28,468.71	30,390.09	1,921.38
846			<b>Subtotal; Salaries/Benefits</b>	<b>174,766.81</b>	<b>189,762.18</b>	<b>14,995.37</b>
847			<i>crossfoot error / source test</i>			-
848			<b>Operating</b>			
849			Supplies	1,050.00	1,050.00	0.00
850			Telephone	1,950.00	1,950.00	0.00
851			Contract Services	60,000.00	55,000.00	(5,000.00)
852			<b>Subtotal; Operating</b>	<b>63,000.00</b>	<b>58,000.00</b>	<b>(5,000.00)</b>
853			<b>Total; Public Information</b>	<b>237,766.81</b>	<b>247,762.18</b>	<b>9,995.37</b>
854			<i>crossfoot error / source test</i>		-	-
859			<b>City Attorney</b>			
860			<b>Salaries and Benefits</b>			
861			Salaries	738,576.79	821,504.77	82,927.98
863			Benefits	273,952.11	335,865.73	61,913.62
864			<b>Subtotal; Salaries/Benefits</b>	<b>1,012,528.90</b>	<b>1,157,370.50</b>	<b>144,841.60</b>
865			<i>crossfoot error / source test</i>			-
866			<b>Operating</b>			
867			Supplies	9,630.00	9,630.00	0.00
868			Legal Services	56,021.54	56,021.54	0.00
869			Telephone	1,800.00	1,800.00	0.00
870			Training and Education	5,500.00	5,500.00	0.00
871			Miscellaneous Services and Charges	29,500.00	29,500.00	0.00
872			<b>Subtotal; Operating</b>	<b>102,451.54</b>	<b>102,451.54</b>	<b>0.00</b>
873			<b>Total; City Attorney</b>	<b>1,114,980.44</b>	<b>1,259,822.04</b>	<b>144,841.60</b>
874			<i>crossfoot error / source test</i>		-	-
875						
876			<b>Elections</b>			
877			<b>Salaries and Benefits</b>			
878			Salaries	0.00	0.00	0.00
879			Overtime	0.00	0.00	0.00
880			Benefits	0.00	0.00	0.00
881			<b>Subtotal; Salaries/Benefits</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
882			<b>Operating</b>			-
884			Contract Services	10,000.00	150,000.00	140,000.00
889			<b>Subtotal; Operating</b>	<b>10,000.00</b>	<b>150,000.00</b>	<b>140,000.00</b>
890			<b>Total; Elections</b>	<b>10,000.00</b>	<b>150,000.00</b>	<b>140,000.00</b>
891			<i>crossfoot error / source test</i>		-	-

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
892						
893			<b>Total; Mayor &amp; City Council</b>	2,335,337.59	2,536,568.04	201,230.45
894			<i>crossfoot error / source test</i>		-	-
895			<b>Finance</b>			
896			<b>Financial Administration</b>			
897			<b>Salaries and Benefits</b>			
898			Salaries	1,266,892.13	1,305,487.45	38,595.32
900			Benefits	489,010.32	537,917.89	48,907.57
901			<b>Subtotal; Salaries/Benefits</b>	1,755,902.45	1,843,405.34	87,502.90
902			<b>Operating</b>			(0.00)
903			Supplies	41,300.00	40,300.00	(1,000.00)
905			Copier		1,000.00	1,000.00
906			Prof. Services - Accounting	246,703.58	246,703.58	0.00
907			Legal	50,000.00	50,000.00	0.00
908			Telephone	1,860.00	1,860.00	0.00
909			Training and Education	6,000.00	6,000.00	0.00
910			R & M - Equipment	3,700.00	3,700.00	0.00
911			<b>Subtotal; Operating</b>	349,563.58	349,563.58	0.00
912			<b>Total; Finance Administration</b>	2,105,466.03	2,192,968.92	87,502.90
913			<i>crossfoot error / source test</i>		-	-
914			<b>MIT</b>			
915			<b>Salaries and Benefits</b>			
916			Salaries	811,952.18	829,453.84	17,501.66
918			Benefits	336,782.97	352,179.36	15,396.39
919			<b>Subtotal; Salaries/Benefits</b>	1,148,735.15	1,181,633.20	32,898.05
920			<b>Operating</b>			-
921			Supplies	7,198.00	7,198.00	0.00
922			Telephone	2,982.00	2,982.00	0.00
923			Training and Education	350.00	350.00	0.00
924			R & M - Equipment	63,225.00	63,225.00	0.00
925			Contract Services	396,674.00	396,674.00	0.00
926			<b>Subtotal; Operating</b>	470,429.00	470,429.00	0.00
927			<i>crossfoot error / source test</i>			-
928			<b>Fixed Assets and Capital Outlay</b>			
929			Capital Outlay	250,000.00	250,000.00	0.00
930			<b>Subtotal;</b>	250,000.00	250,000.00	0.00
931			<b>Total; MIT</b>	1,869,164.15	1,902,062.20	32,898.05
932			<i>crossfoot error / source test</i>		-	-
933			<b>Central Purchasing</b>			
934			<b>Salaries and Benefits</b>			
935			Salaries	264,366.19	264,965.68	599.49
936			Benefits	117,737.20	124,817.56	7,080.36
937			<b>Subtotal; Salaries/Benefits</b>	382,103.39	389,783.24	7,679.85
938			<b>Operating</b>			(0.00)
939			Supplies	7,000.00	4,550.00	(2,450.00)
940			Telephone	660.00	660.00	0.00
941			Contract Services	0.00	0.00	0.00
942			Postage		650.00	650.00
943			Copier		1,800.00	1,800.00

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
944			Advertising	4,000.00	4,000.00	0.00
945			Training and Education	2,000.00	2,000.00	0.00
946			R & M - Equipment	400.00	400.00	0.00
947			<b>Subtotal; Operating</b>	14,060.00	14,060.00	0.00
948			<b>Total; Central Purchasing</b>	396,163.39	403,843.24	7,679.85
949			<i>crossfoot error / source test</i>		-	(0.00)
950			<b>Total; Finance</b>	4,370,793.57	4,498,874.36	128,080.80
951			<i>crossfoot error / source test</i>		-	-
952			<b>Human Resources</b>			
953			<b>Salaries and Benefits</b>			
954			Salaries	582,351.21	441,526.41	(140,824.80)
955			Benefits	201,285.44	160,063.62	(41,221.82)
956			<b>Subtotal; Salaries/Benefits</b>	783,636.65	601,590.02	(182,046.62)
957			<b>Operating</b>			-
958			Contract Services- Employee Physicals	45,370.00	45,370.00	0.00
959			Supplies	24,500.00	24,500.00	0.00
960			Legal - Negotiations (Union negot' tns)	0.00	0.00	0.00
961			Prof. Services	40,000.00	40,000.00	0.00
963			Telephone	1,210.00	1,210.00	0.00
964			Special Projects	5,000.00	5,000.00	0.00
965			Training and Education	2,500.00	2,500.00	0.00
966			R & M - Equipment	200.00	200.00	0.00
967			Contract Services	13,000.00	13,000.00	0.00
968			Tuition	0.00	0.00	0.00
969			<b>Subtotal; Operating</b>	131,780.00	131,780.00	0.00
970			<i>crossfoot error / source test</i>			-
971			<b>Total; Human Resources</b>	915,416.65	733,370.02	(182,046.62)
972			<i>crossfoot error / source test</i>		-	-
973			<b>Subtotal; Administrative Services</b>	7,621,547.80	7,768,812.43	147,264.63
974			<i>crossfoot error / source test</i>		-	0.00
975			<b>Special Projects</b>			
976			<b>Salaries and Benefits</b>			
977			Salaries	56,150.82	53,598.22	(2,552.60)
978			Benefits	23,668.60	19,011.10	(4,657.50)
979			<b>Subtotal; Salaries/Benefits</b>	79,819.42	72,609.32	(7,210.10)
980			<b>Operating</b>			-
981			Supplies	0.00	0.00	0.00
982			Training and Education	0.00	0.00	0.00
983			Contract Services	0.00	0.00	0.00
984			Special Projects	0.00	64,400.00	64,400.00
985			Telephone & internet service	0.00	0.00	0.00
986			Contributions	354,400.00	205,000.00	(149,400.00)
987			<b>Subtotal; Operating</b>	354,400.00	269,400.00	(85,000.00)
988			<i>crossfoot error</i>			-
989			<b>Program Total; Special Projects</b>	434,219.42	342,009.32	(92,210.10)
990			<i>crossfoot error</i>		-	-
991			<b>Planning and Zoning</b>			
992			<b>Salaries and Benefits</b>			
993			Salaries	1,149,895.73	1,195,988.80	46,093.07

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
994			Benefits	364,867.38	404,762.42	39,895.04
995			<b>Subtotal; Salaries/Benefits</b>	<b>1,514,763.11</b>	<b>1,600,751.22</b>	<b>85,988.11</b>
996			<b>Operating</b>			-
997			Supplies	19,500.00	12,000.00	(7,500.00)
998			Telephone	670.08	560.00	(110.08)
999			Training and Education	12,000.00	12,000.00	0.00
1000			R & M - Equipment	2,000.00	2,000.00	0.00
1001			Advertising	3,000.00	6,000.00	3,000.00
1002			Copier		2,500.00	2,500.00
1003			Postage		2,000.00	2,000.00
1004			Special Programs	65,400.00	120,000.00	54,600.00
1005			Contract Services	326,100.00	225,000.00	(101,100.00)
1006			<b>Subtotal; Operating</b>	<b>428,670.08</b>	<b>382,060.00</b>	<b>(46,610.08)</b>
1007			<b>Total; Planning and Zoning</b>	<b>1,943,433.19</b>	<b>1,982,811.22</b>	<b>39,378.03</b>
1008			<i>crossfoot error / source test</i>		-	(0.00)
1022						
1023			<b>Total; General Government</b>	<b>9,999,200.41</b>	<b>10,093,632.97</b>	<b>94,432.56</b>
1024			<i>crossfoot error / source test</i>			0.00
1025			<i>Test to FY 2014 Final</i>			
1026			<b>PUBLIC SAFETY &amp; HEALTH</b>			
1027			<b>Police</b>			
1028			<b>Salaries and Benefits</b>			
1029			Salaries	11,553,988.27	11,724,265.84	170,277.57
1030			Less:			
1031			Contract Adjustments		(140,000.00)	(140,000.00)
1032			Attrition	(570,000.00)	(570,000.00)	0.00
1033			Grant Allocations	0.00	0.00	0.00
1034			OEM; SHSG MCAC grant	(50,000.00)	0.00	50,000.00
1035			COPS Grant- Salary (\$45.3x5)	(200,000.00)	0.00	200,000.00
1036			GOCCP- Salary	(120,000.00)	(127,000.00)	(7,000.00)
1037			County 911	(290,000.00)	(300,000.00)	(10,000.00)
1038			Vehicle Theft	(19,000.00)	(20,500.00)	(1,500.00)
1039			State Aid Police Protection- Salaries	(600,000.00)	(700,000.02)	(100,000.02)
1040			US Justice- Salaries	0.00	0.00	0.00
1041			<i>Subtotal; Grant-funded</i>	0.00	0.00	0.00
1042			Overtime	710,000.00	710,000.00	0.00
1043			Less: Grant Allocations	0.00	0.00	0.00
1044			Byrne Justice	0.00	(12,499.99)	(12,499.99)
1045			Maryland Safe Streets	0.00	(12,999.99)	(12,999.99)
1046			State Overtime for School Bus Safety	(15,000.00)	(11,500.01)	3,499.99
1047			Law Enforcement Grant for Highway Train	(47,000.01)	(47,000.00)	0.01
1048			Double-time	0.00	0.00	0.00
1049			Differential	0.00	0.00	0.00
1050			Benefits	0.00	0.00	0.00
1051				4,355,657.20	5,251,655.39	895,998.19
1052			Less:	0.00	0.00	0.00
1053			COPS Grant- Benefits	(70,000.00)	0.00	70,000.00
1054			GOCCP- Benefits	(36,000.00)	0.00	36,000.00
1055			State Aid Police Protection- Benefits	(210,000.00)	0.00	210,000.00

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1056			US Justice- Benefits	0.00	0.00	0.00
1057			Uniform Cleaning Allowance (Union)	0.00	51,467.00	51,467.00
1058			Non-Salary Ins	0.00	0.00	0.00
1059			<b>Subtotal; Salaries/Benefits</b>	14,392,645.46	15,795,888.22	1,403,242.76
1060			<i>Crossfoot error</i>			-
1061			<b>Operating</b>			
1062			Supplies	161,500.01	261,499.99	99,999.98
1063			Less; Grant Funded	<b>(61,500.00)</b>	<b>(161,000.01)</b>	<b>(99,500.01)</b>
1064			Clothing	190,000.00	190,000.00	0.00
1065			Fuel and Oil	211,781.59	211,781.59	0.00
1066			Prof. Srvc - Other	18,550.00	18,549.99	<b>(0.01)</b>
1067			Telephone	110,000.01	110,000.01	0.00
1068			Electricity	107,000.00	107,000.01	0.01
1069			Training and Education	42,100.00	42,100.00	0.00
1070			Less: Grant Allocations	<b>(83,000.00)</b>	<b>(46,000.00)</b>	37,000.00
1071			Law Enforcement Training	0.00	0.00	0.00
1072			State Overtime for School Bus Safety	<b>(61,000.00)</b>	0.00	61,000.00
1073			Law Enforcement Grant for Highway Train	<b>(19,000.01)</b>	0.00	19,000.01
1074			R & M - Bldgs and Structures	8,000.02	8,000.00	<b>(0.02)</b>
1075			R & M - Equipment	84,440.88	84,440.87	<b>(0.01)</b>
1076			Special Programs	0.00	0.00	0.00
1077			Rents and Leases	39,600.01	39,600.00	<b>(0.01)</b>
1078			Contract Services	252,600.00	252,600.00	0.00
1079			Fleet Replacement	152,000.00	0.00	<b>(152,000.00)</b>
1080			<b>Subtotal; Operating</b>	1,153,072.51	1,118,572.45	<b>(34,500.06)</b>
1081			<i>Crossfoot error</i>			0.00
1082			<b>Total; Police</b>	15,545,717.97	16,914,460.67	1,368,742.70
1083			<i>Crossfoot error</i>		-	-
1084			<b>Fire</b>			
1085			<b>Salaries and Benefits</b>			
1086			Salaries	10,554,036.85	10,636,984.26	82,947.41
1087			Less:	0.00	0.00	0.00
1088			Grant-funded	<b>(133,938.64)</b>	<b>(120,000.00)</b>	13,938.64
1089			Attrition	<b>(650,000.00)</b>	<b>(650,000.00)</b>	0.00
1090			Overtime	430,000.00	430,000.00	0.00
1091			Benefits		0.00	0.00
1092			Health/Pension/OPEB	4,136,863.25	5,057,276.10	920,412.85
1093			Grant Funded	<b>(11,530.71)</b>	<b>(24,000.00)</b>	<b>(12,469.29)</b>
1094			<b>Subtotal; Salaries/Benefits</b>	14,325,430.75	15,330,260.36	1,004,829.61
1095			<i>Crossfoot error</i>			-
1096			<b>Operating</b>			
1097			Supplies	289,092.44	285,142.44	<b>(3,950.00)</b>
1098			Less: Grant Funded	<b>(76,945.00)</b>	<b>(71,745.00)</b>	5,200.00
1099			Postage		250.00	250.00
1100			Copier		5,000.00	5,000.00
1101			Employee Physicals	48,000.00	48,000.00	0.00
1102			Fire Protection Grant	0.00	0.00	0.00
1103			Clothing	104,730.00	104,730.00	0.00
1104			Fuel and Oil	142,639.47	142,639.47	0.00

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1105			Telephone	44,655.00	44,655.00	0.00
1106			Electricity	124,000.00	124,000.00	0.00
1107			Training and Education	100,084.00	62,870.00	(37,214.00)
1108			Less: Grant Funded	(10,000.00)	0.00	10,000.00
1109			Less: Grant Funded	(65,714.00)	(40,000.00)	25,714.00
1110			R & M - Bldgs and Structures	15,400.00	15,400.00	0.00
1111			R & M - Equipment	220,600.00	220,941.00	341.00
1112			Less: Grant Funded	(125,000.00)	(125,341.00)	(341.00)
1113			R & M - Vehicles	0.00	0.00	0.00
1114			Rents and Leases	9,500.00	4,500.00	(5,000.00)
1115			Appropriation to Volunteer Fire	0.00	0.00	0.00
1116			Capital Outlay	56,000.00	56,000.00	0.00
1117			Contract Services	286,981.65	370,618.00	83,636.35
1118			Less: Grant Funded	(137,881.65)	(221,518.00)	(83,636.35)
1119			New Vehicles (Veh. Master Lease)	0.00	0.00	0.00
1120			Fleet Replacement	160,000.00	0.00	(160,000.00)
1121			<b>Subtotal; Operating</b>	1,186,141.91	1,026,141.91	(160,000.00)
1122				-		-
1123			<b>Total; Fire</b>	15,511,572.66	16,356,402.27	844,829.61
1124			<i>Crossfoot error</i>	-	-	-
1156			<b><u>DNEP - (Department of Neighborhood and</u></b>			
1157			<b>Salaries and Benefits</b>			
1158			Salaries	1,519,255.35	1,447,264.26	(71,991.09)
1159			Overtime	4,202.09	0.00	(4,202.09)
1160			Benefits	534,553.44	543,435.08	8,881.64
1161			Non-Salary Ins	0.00	0.00	0.00
1162			<b>Subtotal; Salaries/Benefits</b>	2,058,010.88	1,990,699.34	(67,311.54)
1163			<i>Crossfoot error</i>	-		0.00
1164			<b>Operating</b>			
1165			Supplies	25,686.09	10,104.97	(15,581.12)
1166			Copier		4,500.79	4,500.79
1167			Postage		6,606.66	6,606.66
1169			Fuel and Oil	11,578.50	10,252.67	(1,325.83)
1170			Telephone	9,199.00	7,596.84	(1,602.16)
1171			Training and Education	6,303.14	5,205.27	(1,097.87)
1172			R & M - Vehicles	4,668.75	3,855.61	(813.14)
1173			Rents and Leases	0.00	0.00	0.00
1174			Contract Services	45,050.00	45,050.00	0.00
1177			Fleet Replacement	18,675.00	0.00	(18,675.00)
1178			<b>Subtotal; Operating</b>	121,160.48	93,172.81	(27,987.67)
1179			<i>Crossfoot error</i>	-		-
1180			<b>Total; DNEP</b>	2,179,171.36	2,083,872.15	(95,299.21)
1181			<i>Crossfoot error</i>	-	-	0.00
1182						
1183			<b>Total; Public Safety &amp; Health</b>	33,236,461.99	35,354,735.09	2,118,273.10
1184			<i>Crossfoot error</i>	-		-
1185			<i>Test to Source Documentation</i>			
1186			<b>Public Works</b>			
1187			<b>Administration</b>			

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1188			<b>Salaries and Benefits</b>			
1189			Salaries	499,252.06	493,346.95	(5,905.11)
1190			Attrition (Contra Expenditure) - All Department	(13,462.57)	(13,500.00)	(37.43)
1191			Benefits	160,831.74	147,085.82	(13,745.92)
1192			<b>Subtotal; Salaries/Benefits</b>	646,621.23	626,932.77	(19,688.46)
1193			<b>Operating</b>	-		-
1194			Supplies	8,280.00	8,282.74	2.74
1195			Fuel and Oil	1,000.00	1,001.20	1.20
1196			Telephone	3,600.00	3,604.32	4.32
1197			Training and Education	2,500.00	2,503.00	3.00
1198			R & M - Equipment	775.00	775.93	0.93
1199			Contract Services	59,210.00	59,281.05	71.05
1200			Fleet Replacement	123,000.00	0.00	(123,000.00)
1201			<b>Subtotal; Operating</b>	198,365.00	75,448.24	(122,916.76)
1202			<i>Crossfoot error</i>	-		-
1203			<b>Total; Administration</b>	844,986.23	702,381.01	(142,605.22)
1204			<i>Crossfoot error</i>	-	-	-
1205			<b>Engineering &amp; Construction</b>			
1206			<b>Salaries and Benefits</b>			
1207			Salaries	560,451.56	764,110.53	203,658.97
1208			Benefits	197,845.99	244,681.67	46,835.68
1209			Attrition	(17,501.35)	(17,501.00)	0.35
1210			<b>Subtotal; Salaries/Benefits</b>	740,796.20	991,291.20	250,495.00
1211			<b>Operating</b>	-		-
1212			Supplies	17,253.00	10,037.70	(7,215.30)
1213			Fuel and Oil	2,340.00	2,106.00	(234.00)
1214			Telephone	3,600.00	3,240.00	(360.00)
1215			Postage		90.00	90.00
1216			Copier		5,400.00	5,400.00
1217			Training and Education	2,970.00	2,673.00	(297.00)
1218			R & M - Equipment	3,960.00	3,564.00	(396.00)
1219			Contract Services	47,394.00	42,654.60	(4,739.40)
1220			Fleet Replacement	0.00	0.00	0.00
1221			<b>Subtotal; Operating</b>	77,517.00	69,765.30	(7,751.70)
1222			<i>Crossfoot error</i>	-		-
1223			<b>Total; Engineering &amp; Construction</b>	818,313.20	1,061,056.50	242,743.30
1224			<i>Crossfoot error</i>	-	-	-
1225			<b>Roadways</b>			
1226			<b>Salaries and Benefits</b>			
1227			Salaries	1,470,209.68	1,289,136.49	(181,073.19)
1228			Overtime	21,772.80	22,000.00	227.20
1229			Attrition (Contra Expenditure)	(78,648.36)	(78,648.36)	0.00
1230			Benefits	677,675.09	697,386.39	19,711.30
1231			Non-Salary Insurance	0.00	0.00	0.00
1232			<b>Subtotal; Salaries/Benefits</b>	2,091,009.21	1,929,874.52	(161,134.69)
1233			<b>Operating</b>	-		-
1234			Supplies	75,373.20	164,067.05	88,693.85
1235			Fuel and Oil	47,930.40	40,740.50	(7,189.90)
1236			Telephone	2,923.20	291.72	(2,631.48)

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1237			Electricity - Street Light	489,300.00	415,905.00	(73,395.00)
1238			Training and Education	2,100.00	1,785.00	(315.00)
1239			R & M - Street	92,408.40	78,547.14	(13,861.26)
1240			R & M - Equipment	83,773.20	71,207.22	(12,565.98)
1241			Contract Services	24,696.00	20,566.60	(4,129.40)
1242			Vehicle Replacement	0.00	0.00	0.00
1243			<b>Subtotal; Operating</b>	<b>818,504.40</b>	<b>793,110.23</b>	<b>(25,394.17)</b>
1244			<i>Crossfoot error</i>	-		(0.00)
1245			<b>Total; Roadways</b>	<b>2,909,513.61</b>	<b>2,722,984.75</b>	<b>(186,528.86)</b>
1246			<i>Crossfoot error</i>	-		-
1247			<b>Traffic Control and Maintenance</b>			
1248			<b>Salaries and Benefits</b>			
1249			Salaries	162,278.33	162,521.15	242.82
1250			Attrition	(8,077.54)	(8,077.00)	0.54
1251			Benefits	78,567.00	87,807.51	9,240.51
1252			<b>Subtotal; Salaries/Benefits</b>	<b>232,767.79</b>	<b>242,251.66</b>	<b>9,483.87</b>
1253			<b>Operating</b>	-		(0.00)
1254			Supplies	21,980.00	21,980.00	0.00
1255			Fuel and Oil	6,180.00	6,180.00	0.00
1256			Telephone	360.00	360.00	0.00
1257			Training and Education	5,800.00	5,800.00	0.00
1258			R & M - Equipment	18,000.00	18,000.00	0.00
1259			Contract Services	12,300.00	12,300.00	0.00
1261			<b>Subtotal; Operating</b>	<b>64,620.00</b>	<b>64,620.00</b>	<b>0.00</b>
1262			<i>Crossfoot error</i>	-		-
1263			<b>Total; Traffic Control</b>	<b>297,387.79</b>	<b>306,871.66</b>	<b>9,483.87</b>
1264			<i>Crossfoot error</i>	-		(0.00)
1265			<b>Snow &amp; Ice Removal</b>			
1266			<b>Salaries and Benefits</b>			
1268			Overtime	38,350.00	38,350.00	0.00
1269			Benefits	0.00	3,068.00	3,068.00
1270			<b>Subtotal; Salaries/Benefits</b>	<b>38,350.00</b>	<b>41,418.00</b>	<b>3,068.00</b>
1271			<b>Operating</b>	-		-
1272			Supplies/salt	15,880.00	15,880.00	0.00
1273			Fuel and Oil	4,750.00	4,750.00	0.00
1274			R & M - Equipment	5,658.00	5,658.00	0.00
1275			Contract Services	14,970.00	14,970.00	0.00
1277			<b>Subtotal; Operating</b>	<b>41,258.00</b>	<b>41,258.00</b>	<b>0.00</b>
1278			<i>Crossfoot error</i>	-		-
1279			<b>Total; Snow and Ice</b>	<b>79,608.00</b>	<b>82,676.00</b>	<b>3,068.00</b>
1280			<i>Crossfoot error</i>	-		-
1281			<b>Fleet Maintenance Center</b>			
1282			<b>Salaries and Benefits</b>			
1283			Salaries	522,764.68	575,552.80	52,788.12
1284			Overtime	15,360.00	8,000.00	(7,360.00)
1285			Benefits	193,134.33	221,558.03	28,423.70
1286			Attrition	(21,540.12)	0.00	21,540.12
1287			<b>Subtotal; Salaries/Benefits</b>	<b>709,718.89</b>	<b>805,110.83</b>	<b>95,391.94</b>
1288			<b>Operating</b>	-		-

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3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1289			Supplies	11,710.00	11,710.00	0.00
1290			Fuel and Oil	9,030.00	9,030.00	0.00
1291			Telephone	6,820.00	6,820.00	0.00
1292			Electricity	55,000.00	55,000.00	0.00
1293			Training and Education	500.00	500.00	0.00
1294			R & M - Bldgs and Structures	10,780.00	10,780.00	0.00
1295			R & M Equip. (Vehicle Maintenance)	238,450.00	238,450.00	0.00
1296			Contract Services	8,170.00	8,170.00	0.00
1298			<b>Subtotal; Operating</b>	340,460.00	340,460.00	0.00
1299			<i>Crossfoot error</i>	-		-
1300			<b>Total; Fleet Maintenance</b>	1,050,178.89	1,145,570.83	95,391.94
1301			<i>Crossfoot error</i>	-	-	0.00
1302			<b>General Govt Buildings (Bldgs &amp; Maint.)</b>			
1303			<b>Salaries and Benefits</b>			
1304			Salaries	285,925.03	382,258.16	96,333.13
1305			Overtime	0.00	0.00	0.00
1306			Benefits	139,027.40	176,938.83	37,911.43
1307			Attrition (Contra Expenditure)	(10,770.06)	(10,770.00)	0.06
1308			<b>Subtotal; Salaries/Benefits</b>	414,182.37	548,426.99	134,244.62
1309			<b>Operating</b>	-		-
1310			Supplies	14,180.00	14,180.00	0.00
1311			Fuel and Oil	1,901.00	1,901.00	0.00
1312			Telephone	69,000.00	69,000.00	0.00
1313			Electricity	108,000.00	108,000.00	0.00
1314			R & M - Bldgs and Structures	207,535.00	207,535.00	0.00
1315			R & M - Equipment	0.00	2,852.00	2,852.00
1316			R & M - Vehicle maintenance	2,852.00	0.00	(2,852.00)
1317			Rents and Leases	441,038.00	447,188.00	6,150.00
1318			Contract Services	443,110.00	496,110.00	53,000.00
1320			<b>Subtotal; Operating</b>	1,287,616.00	1,346,766.00	59,150.00
1321			<i>Crossfoot error</i>	-		-
1322			<b>Total; Government Buildings</b>	1,701,798.37	1,895,192.99	193,394.62
1323			<i>Crossfoot error</i>	-	-	-
1324			<b>Total; Public Works</b>	7,701,786.09	7,916,733.74	214,947.65
1325			<i>Crossfoot error</i>	-		-
1326			<i>Source Document Test</i>			
1327			<b>Recreation and Parks</b>			
1328			<b>Recreation Division</b>			
1329			<b>Salaries and Benefits</b>			
1330			Salaries	1,606,827.29	1,703,511.07	96,683.78
1331			Less: Grants	(36,000.00)	(50,000.00)	(14,000.00)
1332			Attrition (Contra Expenditure)	(44,886.46)	(44,886.00)	0.46
1333			Benefits	326,560.23	369,900.84	43,340.61
1334			<b>Subtotal; Salaries/Benefits</b>	1,852,501.06	1,978,525.91	126,024.85
1335			<i>Crossfoot error</i>	-		-
1336			<b>Operating</b>			
1337			Supplies	42,833.35	29,383.00	(13,450.35)
1338			Credit Card Fees	8,980.00	20,980.00	12,000.00
1339			Copier	1,000.00	2,500.00	1,500.00

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3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1340			Postage	1,013.30	1,013.00	(0.30)
1341			Custodial Supplies	5,000.00	1,000.00	(4,000.00)
1342			Landscape and Grounds	0.00	0.00	0.00
1343			Building Supplies	2,500.00	42,300.00	39,800.00
1344			R&M - Buildings		0.00	0.00
1345			Firs Aid	1,500.00	1,500.00	0.00
1346			Food	20,796.00	19,796.00	(1,000.00)
1347			Tools and Equipment	31,724.50	14,725.00	(16,999.50)
1348			Playground	0.00	(15,000.00)	(15,000.00)
1349			Programs	68,796.00	62,796.00	(6,000.00)
1350			Oil and Lubricants	14,500.00	14,500.00	0.00
1351			Sports	41,000.00	41,000.00	0.00
1352			Uniforms and Shores	5,022.50	2,472.00	(2,550.50)
1353			Advertising and Printing	23,572.50	23,572.00	(0.50)
1354			Background and Drug Testing	6,300.00	2,300.00	(4,000.00)
1355			Telephone	12,355.01	12,355.00	(0.01)
1356			Utilities	74,460.00	74,460.00	0.00
1360			Equipment Rental	43,350.00	1,350.00	(42,000.00)
1361			Instructors	41,400.00	41,400.00	0.00
1362			Field Trip and Fees	9,500.00	8,000.00	(1,500.00)
1363			Maintenance Agreements	28,400.00	18,400.00	(10,000.00)
1364			Software	584.00	584.00	0.00
1365			Camp Licenses	2,000.00	500.00	(1,500.00)
1366			Sports Officials	48,000.00	38,000.00	(10,000.00)
1367			Building Repairs	56,535.00	16,735.00	(39,800.00)
1371			Training	5,247.00	1,747.00	(3,500.00)
1372			Other Services	14,800.00	45,800.00	31,000.00
1373			Contract Services	0.00	40,000.00	40,000.00
1374			Fleet Replacement	11,999.99	0.00	(11,999.99)
1375			Less: Grants	(20,000.00)	(60,000.00)	(40,000.00)
1376			<b>Subtotal; Operating</b>	603,169.15	504,168.00	(99,001.15)
1377			<i>Crossfoot error</i>	-		-
1378			<b>Total; Recreation Division</b>	2,455,670.21	2,482,693.91	27,023.70
1379			<i>Crossfoot error</i>	-	-	0.00
1380			<b>Parks Division</b>			
1381			<b>Salaries and Benefits</b>			
1382			Salaries	1,271,939.49	1,152,976.32	(118,963.17)
1383			Overtime	20,000.00	0.00	(20,000.00)
1384			Benefits	360,846.50	372,258.12	11,411.62
1385			Attrition (Contra Expenditure)	(32,113.54)	0.00	32,113.54
1387			<b>Subtotal; Salaries/Benefits</b>	1,620,672.45	1,525,234.44	(95,438.01)
1388			<b>Operating</b>	-		-
1389			Supplies	9,995.65	9,996.00	0.35
1390			Copier	2,800.00	2,800.00	0.00
1391			Postage	2,186.70	2,187.00	0.30
1392			Custodial Supplies	22,500.00	22,500.00	0.00
1393			Landscape and Grounds	50,000.00	50,000.00	0.00
1394			Building Supplies	40,000.00	40,000.00	0.00
1395			First Aid	500.00	500.00	0.00

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1396			Food	2,954.00	2,954.00	0.00
1397			Tools and Equipment	6,275.50	6,275.00	(0.50)
1398			Playground	25,250.00	25,250.00	0.00
1399			Programs	5,704.00	5,704.00	0.00
1400			Oil and Lubricants	16,000.00	16,000.00	0.00
1402			Uniforms and Shores	5,377.50	5,378.00	0.50
1403			Credit Cards	11,020.00	11,020.00	0.00
1404			Advertising and Printing	28,927.50	28,928.00	0.50
1406			Telephone	13,555.00	13,555.00	0.00
1407			Utilities	198,400.00	198,400.00	0.00
1408			Vehicle Repairs	7,000.00	7,000.00	0.00
1409			Greenscape	15,000.00	15,000.00	0.00
1410			Landscape	27,150.00	27,150.00	0.00
1411			Equipment Rental	18,000.00	18,000.00	0.00
1414			Maintenance Agreements	61,500.00	61,500.00	0.00
1415			Software	4,716.00	4,716.00	0.00
1418			Building Repairs	67,265.00	67,265.00	0.00
1422			Training	3,173.00	3,173.00	0.00
1423			Other Services	15,700.00	15,700.00	0.00
1426			<b>Subtotal; Operating</b>	660,949.85	660,951.00	1.15
1427			<i>Crossfoot error</i>	-		0.00
1428			<b>Total; Parks Division</b>	2,281,622.30	2,186,185.44	(95,436.86)
1429			<i>Crossfoot error</i>	-	-	-
1430						
1431			<b>Total; Recreation and Parks</b>	4,737,292.51	4,668,879.35	(68,413.16)
1432			<i>Crossfoot error</i>	-		(0.00)
1494						
1495			<b>Total; General Fund before Non-Allo.</b>	55,674,741.00	58,033,981.15	2,359,240.15
1496			<i>Crossfoot error</i>	-		0.00
1497			<i>Source Documentation Test</i>			
1498						
1499			<b>Non-Allocated Expenditures</b>			
1507			<b>Debt Service</b>	0.00	0.00	0.00
1508			Long-Term Debt	0.00	0.00	0.00
1509			Principle Pay down	3,708,397.00	3,945,368.00	236,971.00
1510			Interest Expense	2,501,926.00	2,784,937.00	283,011.00
1511			Short-Term Debt	0.00	0.00	0.00
1512			Interest Expense	26,000.00	25,000.00	(1,000.00)
1513			Principle Pay down	0.00	0.00	0.00
1514			<b>Operating Reserves Contributions</b>		0.00	0.00
1515			Contingency Reserve	400,000.00	410,000.00	10,000.00
1516			Contingency	10,000.00	0.00	(10,000.00)
1517			Fleet Replacement Program	0.00	0.00	0.00
1518			<b>Insurances / Risk Management</b>		0.00	0.00
1519			General Liability Insurance	900,000.00	950,000.00	50,000.00
1520			Workers' Compensation Insurance	1,400,000.00	1,400,000.00	0.00
1521			Unemployment Insurance	120,000.00	150,000.00	30,000.00
1522			Judgments	50,000.00	150,000.00	100,000.00
1523			<b>Employee Benefits</b>		0.00	0.00

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1524			Police and Fire Pension Contribution	0.00	0.00	0.00
1525			OPEB and Other Employee Contributions	666,500.00	665,000.00	(1,500.00)
1529			<b>Other Financing Uses: subsidies and transfers</b>	0.00	0.00	0.00
1536			To Transportation Fund - Operating Subsidy	2,417,200.00	2,225,000.00	(192,200.00)
1541			To Sidewalk Fund	671,848.35	671,848.35	0.00
1543			<b>Total; Non-Allocated</b>	12,871,871.35	13,377,153.35	505,282.00
1544			<i>Crossfoot error</i>	-	-	-
1545			<i>Source Test</i>			
1546						
1547			<b>Total; General Fund Expenditures</b>	68,546,612.35	71,411,134.50	2,864,522.15
1549			<i>Crossfoot error</i>	-		-
1550			<i>Source Test</i>	-	-	-
1551						
1552			<b>Projected Surplus</b>	557,923.29	1,532.84	(556,390.45)
1553			<i>Crossfoot error</i>	-		(0.00)
1554			<i>Source Test</i>	-	-	-
1555						
1556			<b>WATER FUND</b>			
1557			<b>Revenues</b>			
1558			<b>Water Charges</b>			
1559			Service Charges	6,500,000.00	6,938,467.43	438,467.43
1560			Penalties	110,000.00	112,000.00	2,000.00
1561			Miscellaneous	25,000.00	50,000.00	25,000.00
1562			New Connections	115,000.00	115,000.00	0.00
1563			Subtotal;	6,750,000.00	7,215,467.43	465,467.43
1564			<b>Capital Facilities</b>			-
1565			Current Year	200,000.00	200,000.00	0.00
1566			Interest	4,000.00	4,000.00	0.00
1567			Capital Facility Charges	320,000.00	320,000.00	0.00
1568			Subtotal;	524,000.00	524,000.00	0.00
1569			<b>Money and Property</b>			-
1570			Interest Earnings: GO Bonds	0.00	0.00	0.00
1571			Rents & Conces'ns (rental income)	50,000.00	50,000.00	0.00
1572			Subtotal;	50,000.00	50,000.00	0.00
1573			<b>Other Financing Sources</b>			-
1574			Bank Loan			
1575			Non-Operating Revenue Adj.	0.00	0.00	0.00
1576			Trsfr from Sewer	0.00	0.00	0.00
1577			Trsfr from Capital Projects	0.00	0.00	0.00
1578			Subtotal;	0.00	0.00	0.00
1579						-
1580			<b>Total; Water Fund Revenues</b>	7,324,000.00	7,789,467.43	465,467.43
1581			<i>Crossfoot error</i>	-		-
1582			<i>Source Test</i>	-	-	-
1583			<b>Expenditures</b>			
1584			<b>Water Plant</b>			
1585			<b>Salaries and Benefits</b>			
1586			Salaries	794,645.10	819,700.09	25,054.99
1587			Overtime	84,000.00	75,000.00	(9,000.00)

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3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1589			Benefits	338,354.87	365,266.25	26,911.38
1590			<i>Subtotal; Salaries/Benefits</i>	1,216,999.97	1,259,966.34	42,966.37
1591			<b>Operating</b>			(0.00)
1592			Supplies	232,610.00	232,610.00	0.00
1593			Credit Card Fees		29,500.00	29,500.00
1594			Fuel and Oil	4,279.18	4,279.18	0.00
1595			Telephone	3,800.00	3,800.00	0.00
1596			Electricity	321,200.00	321,200.00	0.00
1597			Training and Education	2,500.00	2,500.00	0.00
1598			R & M - Bldgs and Structures	65,600.00	65,600.00	0.00
1599			R & M - Equipment	86,749.18	86,749.18	0.00
1600			Contract Services	54,050.00	54,050.00	0.00
1601			Fleet Replacement	14,120.97	14,120.00	(0.97)
1602			<i>Subtotal; Operating</i>	784,909.33	814,408.36	29,499.03
1603			<i>Crossfoot error</i>			0.00
1604			<b>Total; Water Plant</b>	2,001,909.30	2,074,374.70	72,465.40
1605					-	-
1606			<b>Water Distribution</b>			
1607			<b>Salaries and Benefits</b>			
1608			Salaries	875,713.69	613,442.60	(262,271.09)
1609			Overtime	50,376.00	50,000.00	(376.00)
1610			Benefits	406,788.82	262,054.94	(144,733.88)
1611			<i>Subtotal; Salaries/Benefits</i>	1,332,878.51	925,497.54	(407,380.97)
1612			<i>Crossfoot error</i>			-
1613			<b>Operating</b>			
1614			Supplies	80,958.50	81,516.15	557.65
1615			Fuel and Oil	30,130.00	30,247.00	117.00
1616			Telephone	4,800.00	4,980.00	180.00
1617			Electricity	8,000.00	8,000.00	0.00
1618			Training and Education	2,545.00	2,693.50	148.50
1619			R & M - Bldgs and Structures	2,340.00	2,340.00	0.00
1620			R & M - Utility Lines	102,500.00	102,698.00	198.00
1621			R & M - Equipment	90,000.00	90,000.00	0.00
1622			R & M - Maintenance Program	0.00	0.00	0.00
1623			Contract Services	105,566.88	107,936.58	2,369.70
1624			Capital Outlay	0.00	0.00	0.00
1625			Contribution to Veh. Master Lease	0.00	0.00	0.00
1626			Fleet Replacement	95,000.00	95,000.00	0.00
1627			<i>Subtotal; Operating</i>	521,840.38	525,411.23	3,570.85
1628			<i>Crossfoot error</i>			(0.00)
1629			<b>Total; Water Distribution</b>	1,854,718.89	1,450,908.77	(403,810.12)
1630			<i>Crossfoot error</i>		-	-
1631			<b>Non-Allocated Expenses</b>			
1632			<b>Debt</b>			
1633			Bond Principal (GO Bonds)	812,586.00	1,352,035.00	539,449.00
1634			Bond Interest (GO Bonds)	947,090.00	1,496,965.00	549,875.00
1635			Bond Administrative Fee - Revolving Fund	54,228.00	54,228.00	0.00
1638			Short Term Debt - Interest	250,000.00	20,000.00	(230,000.00)
1640			<i>Subtotal</i>	2,063,904.00	2,923,228.00	859,324.00

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1641			<b>Other Expenditures</b>			-
1642			<b>Depreciation &amp; Adjustments</b>			
1643			Depreciation	435,000.00	425,500.91	(9,499.09)
1644			Non-Oper Exp Adjust	0.00	0.00	0.00
1645			<i>Subtotal</i>	435,000.00	425,500.91	(9,499.09)
1646			<b>Interfund Allocations</b>			-
1647			Administrative Indirect Charges	651,444.59	706,192.96	54,748.37
1659			<i>Subtotal</i>	651,444.59	706,192.96	54,748.37
1660						-
1661			<b>Total; Non-Allocated</b>	3,150,348.59	4,054,921.87	904,573.29
1662					-	-
1663			<b>Total; Water Fund Expenditures</b>	7,006,976.78	7,580,205.34	573,228.57
1664			<i>Crossfoot error</i>	-		-
1665			<i>Source Test</i>	-	-	-
1666						
1667			<b>Projected Surplus &lt;Deficit&gt;</b>	317,023.22	209,262.09	(107,761.14)
1668			<i>Crossfoot error</i>	-		(0.00)
1669			<i>Source Test</i>	-	-	-
1670						
1671			<b>WASTEWATER FUND</b>			
1672			<b>Revenues</b>			
1673			<b>Licenses and Permits</b>			
1674			<i>Subtotal;</i>	80,000.00	80,000.00	0.00
1675			<b>Sewer Charges</b>			-
1676			Service Charges	6,900,000.00	8,090,656.00	1,190,656.00
1677			Penalties	90,000.00	90,000.00	0.00
1678			Miscellaneous	10,000.00	10,000.00	0.00
1679			New Connections	70,000.00	70,000.00	0.00
1680			<i>Subtotal;</i>	7,070,000.00	8,260,656.00	1,190,656.00
1681			<b>Capital Facilities</b>			-
1682			Current Year	280,000.00	280,000.00	0.00
1683			Interest	6,000.00	6,000.00	0.00
1684			Capital Facility Charges	70,000.00	70,000.00	0.00
1685			<i>Subtotal;</i>	356,000.00	356,000.00	0.00
1695						-
1696			<b>Total; Sewer Fund Revenues</b>	7,506,000.00	8,696,656.00	1,190,656.00
1697			<i>Crossfoot error</i>	-		-
1698			<i>Source Test</i>	-		-
1699			<b>Expenditures</b>			
1700			<b>Water Reclamation Facility</b>			
1701						
1706			<b>Operating</b>			
1712			Contract Services Total	3,800,000.00	3,800,000.00	0.00
1713			Fleet Replacement	0.00	0.00	0.00
1714			<i>Subtotal; Operating</i>	3,800,000.00	3,800,000.00	0.00
1715			<i>Crossfoot error</i>			-
1716				3,800,000.00	3,800,000.00	0.00
1717			<i>Crossfoot error</i>		-	-
1718						

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1719						
1720			<b>Wastewater Collection</b>			
1721			<b>Salaries and Benefits</b>			
1722			Salaries	474,477.68	701,004.95	226,527.27
1723			Overtime	35,414.58	35,000.00	(414.58)
1724			Double-time	0.00	0.00	0.00
1725			Benefits	201,237.47	300,858.29	99,620.82
1726			<i>Subtotal; Salaries/Benefits</i>	711,129.73	1,036,863.24	325,733.51
1727			<b>Operating</b>			-
1728			Supplies	40,702.86	41,785.64	1,082.78
1729			Fuel and Oil	17,250.00	17,367.00	117.00
1730			Telephone	29,883.00	30,457.79	574.79
1731			Electricity	150,000.00	150,000.00	0.00
1732			Training and Education	2,986.88	3,405.89	419.01
1733			R & M - Bldgs and Structures	46,220.00	46,220.00	0.00
1734			R & M - Utility Lines	61,400.00	61,598.00	198.00
1735			R & M - Equipment	21,000.00	21,200.37	200.37
1736			R & M - Maintenance Program	51,680.00	51,680.00	0.00
1737			Contract Services	98,558.78	125,928.48	27,369.70
1740			Fleet Replacement	77,500.00	77,500.00	0.00
1741			<i>Subtotal; Operating</i>	597,181.52	627,143.17	29,961.65
1742			<i>Crossfoot error</i>			0.00
1743						
1744			<b>Total; Wastewater Collection</b>	1,308,311.25	1,664,006.41	355,695.16
1745			<i>Crossfoot error</i>		-	-
1746						
1747			<b>Non-Allocated Expenses</b>			
1748			<b>Debt</b>			
1749			Bond Principal (GO Bonds)	486,196.00	191,518.00	(294,678.00)
1750			Bond Interest (GO Bonds)	355,964.00	526,552.00	170,588.00
1751			State Loan	120,000.00	120,000.00	0.00
1752			ST Interest- Notes	0.00	20,000.00	20,000.00
1758			<i>Subtotal; Debt</i>	962,160.00	858,070.00	(104,090.00)
1759			<b>Other Expenditures</b>			-
1760			<b>Depreciation &amp; Adjustments</b>			
1761			Depreciation	705,000.00	587,601.16	(117,398.84)
1763			<i>Subtotal; Depreciation &amp; Adjustments</i>	705,000.00	587,601.16	(117,398.84)
1764			<b>Interfund Allocations</b>			-
1765			Administrative Indirect Charges	1,160,722.87	1,115,108.52	(45,614.35)
1776			Operating Reserve	0.00	500,000.00	500,000.00
1777			<i>Subtotal; Interfund Allocations</i>	1,160,722.87	1,615,108.52	454,385.65
1778						-
1779			<i>Subtotal; Non-allocated</i>	2,827,882.87	3,060,779.68	232,896.81
1780			<i>Crossfoot error</i>		-	-
1781			<b>Total; Sewer Fund Expenditures</b>	7,936,194.13	8,524,786.09	588,591.97
1782			<i>Crossfoot error</i>			-
1783			<i>Source Test</i>			
1784			<i>Projected Surplus &lt;Deficit&gt;</i>	(430,194.13)	171,869.91	602,064.03
1785			<i>Crossfoot error</i>	-		-

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3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1786			<i>Source Test</i>	-	-	-
1787						
1788	<b>PARKING FUND</b>					
1789	<b>Revenues</b>					
1790	<b>Street Parking Charges</b>					
1791			Parking Meters (On-Street)	1,352,000.00	1,500,000.00	148,000.00
1792			Parking Citations	652,000.00	652,000.00	0.00
1793			<i>Subtotal;</i>	2,004,000.00	2,152,000.00	148,000.00
1794	<b>Parking Permits</b>					-
1795			Residential Parking - 1	85,000.00	85,000.00	0.00
1796			Residential Parking - 2	67,000.00	67,000.00	0.00
1797			Residential Parking -3	69,000.00	69,000.00	0.00
1798			Residential Parking -4	10,000.00	10,000.00	0.00
1799			Residential Parking -5	1,000.00	1,000.00	0.00
1800			<i>Subtotal;</i>	232,000.00	232,000.00	0.00
1801	<b>Off Street Parking Charges</b>					-
1802			State Circulator			
1803			Hillman Garage	2,500,000.00	2,500,000.00	0.00
1804			Gott's Court	1,700,000.00	1,700,000.00	0.00
1805			South Street	160,000.00	160,000.00	0.00
1806			Larkin Street	170,000.00	170,000.00	0.00
1807			Knighton Garage	450,000.00	450,000.00	0.00
1808			Park Place	500,000.00	500,000.00	0.00
1809			Miscellaneous	0.00	0.00	0.00
1810			<i>Subtotal;</i>	5,480,000.00	5,480,000.00	0.00
1816						-
1817			<b>Total; Off Street Parking Revenues</b>	7,716,000.00	7,864,000.00	148,000.00
1818			<i>Crossfoot error</i>	-		-
1819			<i>Source Test</i>	-	-	-
1820	<b>Expenditures</b>					
1821	<b>Parking Garages</b>					
1822			<b>Hillman</b>			
1823			Supplies	2,000.00	2,000.00	0.00
1824			Credit Card Fees	85,100.00	85,100.00	0.00
1825			Prof Svc (Mgmt contract)	444,000.00	444,000.00	0.00
1826			Electricity	47,000.00	47,000.00	0.00
1827			R & M - Bldgs and Structures	66,510.00	66,510.00	0.00
1828			<i>Subtotal;</i>	644,610.00	644,610.00	0.00
1829			<b>Gott's Court</b>			-
1830			Supplies	1,450.00	1,450.00	0.00
1831			Credit Card Fees	63,500.00	63,500.00	0.00
1832			Prof Svc (Mgmt contract)	427,704.00	427,704.00	0.00
1833			Electricity	49,300.00	49,300.00	0.00
1834			R & M - Bldgs and Structures	16,910.00	16,910.00	0.00
1835			<i>Subtotal;</i>	558,864.00	558,864.00	0.00
1836			<b>Knighton</b>			-
1837			Supplies	1,500.00	1,500.00	0.00
1838			Credit Card Fees	14,000.00	14,000.00	0.00
1839			Prof Svc (Mgmt contract)	290,020.00	290,020.00	0.00

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3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1840			Electricity	37,600.00	37,600.00	0.00
1841			R & M - Bldgs and Structures	5,000.00	5,000.00	0.00
1842			Capital Outlay	0.00	0.00	0.00
1843			<i>Subtotal;</i>	348,120.00	348,120.00	0.00
1844			<b>Park Place</b>			-
1845			Credit Card Fees	0.00	0.00	0.00
1846			Electricity	0.00	0.00	0.00
1847			R & M - Bldgs and Structures	65,000.00	65,000.00	0.00
1848			<i>Subtotal;</i>	65,000.00	65,000.00	0.00
1849			<b>Parking Lots</b>			-
1850			Supplies	840.00	840.00	0.00
1851			Credit Card Fees	2,000.00	2,000.00	0.00
1852			Prof Srvc (Mgmt contract)	141,789.00	141,789.00	0.00
1853			Electricity	8,300.00	8,300.00	0.00
1854			R & M - Bldgs and Structures	0.00	0.00	0.00
1855			Capital Outlay	0.00	0.00	0.00
1856			<i>Subtotal;</i>	152,929.00	152,929.00	0.00
1857			<b>Total; OSP Operating</b>	1,769,523.00	1,769,523.00	0.00
1858			<i>Crossfoot error</i>	-	-	-
1859			<b>Parking Operations</b>			
1860			<b>Salaries and Benefits</b>			
1861			Salaries	432,826.05	433,946.93	1,120.88
1862			Overtime	52,600.00	52,600.00	0.00
1863			Benefits	192,702.89	217,412.96	24,710.07
1864			<i>Subtotal; Salaries/Benefits</i>	678,128.94	703,959.89	25,830.95
1865			<b>Operating</b>	-		0.00
1866			Supplies	33,414.71	33,368.00	(46.71)
1867			Credit Card Fees	84,000.00	96,000.00	12,000.00
1868			Clothing		0.00	0.00
1869			Fuel and Oil	9,500.00	9,500.00	0.00
1870			Capital Outlay	0.00	0.00	0.00
1871			R & M - Equipment	8,160.38	47,553.00	39,392.62
1872			R & M - Vehicle		10,000.00	10,000.00
1873			<i>Subtotal; Operating</i>	135,075.09	196,421.00	61,345.91
1874				-		-
1875			<b>Total; Parking Operations</b>	813,204.03	900,380.89	87,176.86
1876			<i>Crossfoot error</i>	-	-	0.00
1877			<b>Non-Allocated Expenses</b>			
1878			<b>Debt</b>			
1879			Bond Principal (GO Bonds)	592,032.00	505,314.19	(86,717.81)
1880			Bond Interest (GO Bonds)	676,034.00	654,908.61	(21,125.39)
1881			Interest: Notes	0.00	0.00	0.00
1882			Capital	0.00	0.00	0.00
1883			Gain/loss refunding	0.00	0.00	0.00
1884			<i>Subtotal;</i>	1,268,066.00	1,160,222.80	(107,843.20)
1885			<b>Other Expenditures</b>	-		(0.00)
1886			<b>Depreciation &amp; Adjustments</b>			
1887			Depreciation	875,000.00	841,073.92	(33,926.08)
1888			Non-Oper Exp Adjust	0.00	0.00	0.00

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
1889			<i>Subtotal;</i>	875,000.00	841,073.92	(33,926.08)
1890			<b>Interfund Allocations</b>	-	-	-
1891			Administrative Indirect Charges	589,923.95	676,038.85	86,114.91
1892			Admin Charge-Direct	0.00	0.00	0.00
1893			Admin Charges (CR)	0.00	0.00	0.00
1894			SP Contract Savings	0.00	(200,000.00)	(200,000.00)
1895			General Liability Insurance	0.00	0.00	0.00
1896			Vehicle Replace. and Maint.	0.00	0.00	0.00
1897			Subsidy to transport	0.00	0.00	0.00
1898			Trsf to General	2,400,000.00	2,700,000.00	300,000.00
1899			Operating Reserve	0.00	0.00	0.00
1900			<i>Subtotal;</i>	2,989,923.95	3,176,038.85	186,114.91
1901			<b>Total; Non-Allocated</b>	5,132,989.95	5,177,335.57	44,345.62
1902			<i>Crossfoot error</i>	-		0.00
1903			<b>Total; Parking Fund Expenditures</b>	7,715,716.98	7,847,239.46	131,522.48
1904			<i>Crossfoot error</i>	-		(0.00)
1905			<i>Source Test</i>	-	-	-
1906			<b>Projected Surplus &lt;Deficit&gt;</b>	283.02	16,760.54	16,477.52
1907			<i>Crossfoot error</i>	-		0.00
1908			<i>Source Test</i>	-	-	-
1909						
1910						
1911			<b>TRANSPORTATION FUND</b>			
1912			<b>Revenues</b>			
1913			<b>Transportation Charges</b>			
1914			Bus Fares - Cash	590,000.00	590,000.00	0.00
1915			Special - State	225,000.00	225,000.00	0.00
1916			<b>Circulator Revenue</b>	0.00	0.00	0.00
1917			Tokens and Tickets	25,000.00	28,000.00	3,000.00
1918			Advertising	105,000.00	105,000.00	0.00
1919			Taxi Permits	68,800.00	45,000.00	(23,800.00)
1920			Miscellaneous	500.00	500.00	0.00
1921			Greyhound Revenue	5,000.00	5,000.00	0.00
1922			<i>Subtotal;</i>	1,019,300.00	998,500.00	(20,800.00)
1923			<b>Money and Property</b>			-
1924			Miscellaneous Sales	0.00	0.00	0.00
1925			Contrib-A A City.	0.00	0.00	0.00
1926			Contrib-Dept. Soc. Serv.-AACo.	0.00	0.00	0.00
1927			<i>Subtotal;</i>	0.00	0.00	0.00
1928			<b>Other Financing Sources</b>			-
1929			Trsfr from Parking Fund	0.00		
1930			Tsfr from General	2,417,200.00	2,225,000.00	(192,200.00)
1931			<i>Subtotal;</i>	2,417,200.00	2,225,000.00	(192,200.00)
1932			<b>Intergovernmental</b>			-
1933			<b>Federal Capital Grants</b>			
1934			Federal Capital Grant	0.00	0.00	0.00
1935			Tran Cap08/09	0.00	0.00	0.00
1936			<i>Subtotal;</i>	0.00	0.00	0.00
1937			<b>State Operating Grants; Total</b>			-

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1938			State Grant	0.00		
1939			BMC Planning Grant	0.00	0.00	0.00
1940			Transit Operating Deficit	0.00	0.00	0.00
1941			ADA Operating Assist	0.00	0.00	0.00
1942			County JARC Grant	45,000.00	45,000.00	0.00
1943			County Bus Route Grant	132,000.00	385,000.00	253,000.00
1944			State Capital Grant	0.00	0.00	0.00
1945			<i>Subtotal;</i>	177,000.00	430,000.00	253,000.00
1946			<b>County Operating</b>			-
1947			County Operating Grants; Subtotal	0.00		
1948			<b>County</b>	0.00	0.00	0.00
1949						-
1950			<b>Total; Transportation Revenues</b>	3,613,500.00	3,653,500.00	40,000.00
1951			<i>Crossfoot error</i>	-		-
1952			<i>Source Test</i>	-	-	-
1953			<b>Expenditures</b>			
1954			<b>Administration</b>			
1955			<b>Salaries and Benefits</b>			
1956			Salaries	134,226.99	415,583.10	281,356.11
1957			Attrition	(18,980.67)	0.00	18,980.67
1958			BMC Planning Grant	(2,098.10)	0.00	2,098.10
1959			Benefits	62,362.37	147,827.20	85,464.83
1960			<i>Subtotal; Salaries/Benefits</i>	175,510.59	563,410.30	387,899.71
1961			<b>Operating</b>			-
1962			Supplies	199.40	6,000.00	5,800.60
1963			Telephone	167.24	6,000.00	5,832.76
1964			Electricity	514.58	20,976.00	20,461.42
1965			Training and Education	463.64	17,336.00	16,872.36
1966			R & M - Equipment	21.87	850.00	828.13
1967			Contract Services	484.42	10,000.00	9,515.58
1968			Contract Svcs. - BMC Plan. Grant	0.00	0.00	0.00
1969			MTA grant funded Operating Supplies	0.00	0.00	0.00
1970			<i>Subtotal; Operating</i>	1,851.15	61,162.00	59,310.85
1971						-
1972			<b>Total; Administration</b>	177,361.74	624,572.30	447,210.56
1973			<i>Crossfoot error</i>		-	-
1974			<b>Transit Vehicle Operations</b>			
1975			<b>Salaries and Benefits</b>			
1976			Salaries	2,036,738.49	1,858,676.66	(178,061.83)
1977			Salary Variance - Transition to new routes/sche	0.00	0.00	0.00
1978			MTA grant-funded Salaries	(646,425.75)	(819,966.00)	(173,540.25)
1979			Overtime	46,350.00	0.00	(46,350.00)
1980			Double-time	0.00	0.00	0.00
1981			Attrition (Contra Expenditure)	(312,548.33)	(312,600.00)	(51.67)
1982			Benefits	886,673.59	844,729.36	(41,944.23)
1983			MTA grant-funded Benefits	(246,584.00)	(286,320.00)	(39,736.00)
1984			<i>Subtotal; Salaries/Benefits</i>	1,764,204.00	1,284,520.02	(479,683.98)
1985			<b>Operating</b>			-
1986			Supplies	109,268.60	79,999.50	(29,269.10)

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1987			Equipment	20,589.02	0.00	(20,589.02)
1988			<b>CIRCULATOR OPERATIONS</b>	0.00	0.00	0.00
1989			Local Match / Contribution to CIP	0.00	60,000.00	60,000.00
1990			Fuel and Oil	153,165.00	298,729.00	145,564.00
1991			Vehicles (R&M)	117,175.94	0.00	(117,175.94)
1992			MTA grant funded Operating Supplies	(353,878.00)	(132,339.00)	221,539.00
1993			Fleet Replacement	0.00	0.00	0.00
1994			<i>Subtotal; Operating</i>	46,320.56	306,389.50	260,068.94
1995						-
1996			<b>Total; Vehicle Operations</b>	1,810,524.56	1,590,909.52	(219,615.04)
1997			<i>Crossfoot error</i>		-	-
1998			<b><u>Maintenance</u></b>			
1999			<b>Salaries and Benefits</b>			
2000			Salaries	312,371.93	391,537.50	79,165.57
2001			Attrition	(28,471.00)	0.00	28,471.00
2002			Salary Variance	0.00	0.00	0.00
2003			MTA grant Funded	(114,305.15)	(90,840.00)	23,465.15
2004			Overtime	20,000.00	0.00	(20,000.00)
2005			Benefits	118,514.33	125,838.61	7,324.28
2006			MTA grant-funded benefits	(39,465.00)	(24,160.00)	15,305.00
2007			<i>Subtotal; Salaries/Benefits</i>	268,645.11	402,376.11	133,731.00
2008			<b>Operating</b>			-
2009			Supplies	19,841.49	13,783.00	(6,058.49)
2010			Fuel and Oil	82,500.00	0.00	(82,500.00)
2011			Contract Services	1,743.93	0.00	(1,743.93)
2012			R & M - Buildings & Structures	0.00	3,500.00	3,500.00
2013			R & M - Equipment	13,078.73	387,602.00	374,523.27
2014			MTA grant funded Operating Supplies	(64,028.00)	(200,000.00)	(135,972.00)
2015			MTA grant funded Capital Supplies	0.00	0.00	0.00
2016			Vehicle Maint. / Service contracts	0.00	0.00	0.00
2017			<i>Subtotal; Operating</i>	53,136.15	204,885.00	151,748.85
2018						-
2019			<b>Total; Maintenance</b>	321,781.26	607,261.11	285,479.85
2020			<i>Crossfoot error</i>		-	-
2037			<b><u>Non-Allocated Expenses</u></b>			
2038			<b><u>Debt</u></b>			
2039			Bond Principal (GO Bonds)	902.00	929.00	27.00
2040			Bond Interest (GO Bonds)	1,141.00	1,106.00	(35.00)
2041			Interest; Notes	5,000.00	0.00	(5,000.00)
2042			Capital Leases		0.00	0.00
2043			Gain/loss refunding	0.00	0.00	0.00
2044			<i>Subtotal</i>	7,043.00	2,035.00	(5,008.00)
2045			<b><u>Depreciation &amp; Adjustments</u></b>			-
2046			Depreciation	653,000.00	0.00	(653,000.00)
2047			F/A Disposition-Loss	0.00	0.00	0.00
2048			Non-Oper Exp Adjust	0.00	0.00	0.00
2049			<i>Subtotal</i>	653,000.00	0.00	(653,000.00)
2050			<b><u>Interfund Allocations</u></b>			-
2051			Administrative Indirect Charges	642,567.53	766,381.06	123,813.53

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
2063			<i>Subtotal</i>	642,567.53	766,381.06	123,813.53
2064						-
2065			Contingency-General; Subtotal	0.00	0.00	0.00
2066						-
2067			<b>Total; Non-Allocated Expenses</b>	1,302,610.53	768,416.06	(534,194.47)
2068					0.00	-
2069			<b>Total Transportation Expenditures</b>	3,612,278.09	3,591,158.99	(21,119.10)
2070			<i>Crossfoot error</i>	-		-
2071			<i>Source Test</i>	-	-	-
2072			<b>Projected Surplus &lt;Deficit&gt;</b>	1,221.91	62,341.01	61,119.10
2073			<i>Crossfoot error</i>	-		-
2074			<i>Source Test</i>	-	-	-
2228			<b>REFUSE / SOLID WASTE</b>			
2229			<b>Revenues</b>			
2230			<b>Refuse Collection Charges - Residential</b>			
2231			Ref Collection License	3,500.00	3,500.00	0.00
2232			Residential Charges	2,465,000.00	2,771,859.27	306,859.27
2233			Miscellaneous	1,000.00	113,500.00	112,500.00
2234			Recycling	27,000.00	27,000.00	0.00
2235			Utility Refund Solid Waste	0.00	0.00	0.00
2236			<i>Subtotal</i>	2,496,500.00	2,915,859.27	419,359.27
2237			<b>Commercial Refuse Recycling</b>			-
2238			Recycling	16,000.00	16,000.00	0.00
2239						-
2240			<b>Total; Charges for Services</b>	2,512,500.00	2,931,859.27	419,359.27
2241						-
2242			<b>Other Income</b>			
2243			Interest Income	0.00	0.00	0.00
2244			Commercial Recycling	0.00	0.00	0.00
2245			Util Ref - Refuse Only	0.00	0.00	0.00
2246			<b>Other Financing Sources</b>	0.00	0.00	0.00
2247			Trsfr from Admin. Accts	0.00	0.00	0.00
2248			Trsf from Cap Project	0.00	0.00	0.00
2249			<i>Subtotal</i>	0.00	0.00	0.00
2250						-
2251			<b>Total; Refuse Revenues</b>	2,512,500.00	2,931,859.27	419,359.27
2252			<i>Crossfoot error</i>	-		-
2253			<i>Source Test</i>	-	-	-
2254			<b>Expenditures</b>			
2255			<b>Waste Collection</b>			
2256			<b>Residential</b>			
2257			<b>Salaries and Benefits</b>			
2258			Salaries	121,110.01	121,689.79	579.78
2259			Overtime	2,000.00	2,000.00	0.00
2260			Benefits	37,233.97	41,991.22	4,757.25
2261			<i>Subtotal; Salaries/Benefits</i>	160,343.98	165,681.01	5,337.03
2262			<b>Operating</b>			0.00
2263			Supplies	59,200.00	59,200.00	0.00
2264			Fuel and Oil	3,800.00	3,800.00	0.00

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
2265			Telephone	500.00	700.00	200.00
2266			Electricity	0.00	0.00	0.00
2267			Training and Education	150.00	150.00	0.00
2268			R & M - Equipment	7,900.00	7,700.00	(200.00)
2269			Misc. Services and Charges	674,460.00	0.00	(674,460.00)
2270			Contract Services	605,372.00	1,319,832.00	714,460.00
2271			Fleet Replacement	0.00	0.00	0.00
2272			<i>Subtotal; Operating</i>	1,351,382.00	1,391,382.00	40,000.00
2273						-
2274			<b>Total; Residential Expenses</b>	1,511,725.98	1,557,063.01	45,337.03
2275			<i>Crossfoot error</i>		-	-
2293			<b>Curbside Recycling</b>			
2294			<b>Salaries and Benefits</b>			
2295			Salaries	0.00	0.00	0.00
2296			Overtime	0.00	0.00	0.00
2297			Benefits	0.00	0.00	0.00
2298			<i>Subtotal; Salaries/Benefits</i>	0.00	0.00	0.00
2299			<b>Operating</b>			-
2300			Supplies	50,000.00	50,000.00	0.00
2301			Fuel and Oil	0.00	0.00	0.00
2302			Telephone	0.00	0.00	0.00
2303			Training and Education	0.00	0.00	0.00
2304			R & M - Equipment	0.00	0.00	0.00
2305			Contract Services (Bates Contract)	262,570.00	262,570.00	0.00
2306			Fleet Replacement	0.00	0.00	0.00
2307			<i>Subtotal; Operating</i>	312,570.00	312,570.00	0.00
2308						-
2309			<b>Total; Curbside Recycling Expenses</b>	312,570.00	312,570.00	0.00
2310			<i>Crossfoot error</i>		-	-
2311			<b>Non Allocated Expenses</b>			
2312			<b>Debt Service</b>			
2313			Bond Principal (GO Bonds)	13,487.00	90,000.00	76,513.00
2314			Bond Interest (GO Bonds)	9,069.00	8,300.00	(769.00)
2315			<i>Subtotal</i>	22,556.00	98,300.00	75,744.00
2316			<b>Depreciation &amp; Adjustments</b>			-
2317			Depreciation	900.00	900.00	0.00
2318			Non-Oper Exp Adjust	0.00	0.00	0.00
2319			<i>Subtotal</i>	900.00	900.00	0.00
2320			<b>Interfund Allocations and Transfers</b>			-
2321			Administrative Indirect Charges	428,030.38	428,030.38	0.00
2332			<i>Subtotal</i>	428,030.38	428,030.38	0.00
2333						-
2334			<b>Total; Non-Allocated Expenses</b>	451,486.38	527,230.38	75,744.00
2335			<i>Crossfoot error</i>			-
2336			<b>Total Refuse Expenditures</b>	2,275,782.36	2,396,863.39	121,081.03
2337			<i>Crossfoot error</i>	-		0.00
2338			<i>Source Test</i>	-	-	-
2339						
2340			<b>Projected Surplus &lt;Deficit&gt;</b>	236,717.64	534,995.88	298,278.24

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
2341			<i>Crossfoot error</i>	-		-
2342			<i>Source Test</i>	-	-	-
2343						
2344			<b>STORMWATER MANAGEMENT</b>			
2345			<u>Revenues</u>			
2346			<u>Stormwater Management Charges</u>			
2347			Charges	830,000.00	875,000.00	45,000.00
2348			<u>Money and Property</u>			-
2349			Money and Property	0.00	0.00	0.00
2350			<u>Transfers and Other Sources</u>			-
2351			Internal Admin Accounts	0.00	0.00	0.00
2352			Trsfr from General Fund	0.00	0.00	0.00
2353			Trsfr from Capital Projects	0.00	0.00	0.00
2354			<i>Subtotal</i>	0.00	0.00	0.00
2355						-
2356			<b>Total; Stormwater Fund Revenues</b>	830,000.00	875,000.00	45,000.00
2357			<i>Crossfoot error</i>	-		-
2358			<i>Source Test</i>	-	-	-
2359			<u>Expenditures</u>			
2360			<u>Stormwater Management</u>			
2361			<u>Salaries and Benefits</u>			
2362			Salaries	359,485.74	458,321.00	98,835.26
2363			Overtime	583.33	1,000.00	416.67
2364			Benefits	110,654.75	143,308.62	32,653.87
2365			<i>Subtotal; Salaries/Benefits</i>	470,723.82	602,629.62	131,905.80
2366			<u>Operating</u>			-
2367			Supplies	10,949.55	12,555.53	1,605.98
2368			Copier		715.31	715.31
2369			Postage		1,050.00	1,050.00
2370			Fuel and Oil	5,101.50	6,427.33	1,325.83
2371			Telephone	2,118.00	3,325.37	1,207.37
2372			Training and Education	875.00	1,702.27	827.27
2373			R & M - Equipment	5,086.25	5,699.02	612.77
2374			Contract Services	36,489.61	36,489.61	0.00
2375			Fleet Replacement	1,325.00	2,138.44	813.44
2376			<i>Subtotal; Operating</i>	61,944.91	70,102.88	8,157.97
2377						-
2378			<b>Total Before Non-Allocated</b>	532,668.73	672,732.50	140,063.77
2379			<u>Non-Allocated Expenses</u>		-	-
2380			<u>Debt</u>			
2381			Bond Principal (GO Bonds)	13,678.00	18,030.00	4,352.00
2382			Bond Interest (GO Bonds)	10,339.00	9,460.00	(879.00)
2383			<i>Subtotal</i>	24,017.00	27,490.00	3,473.00
2384			<u>Other Expenditures</u>			-
2385			<u>Depreciation &amp; Adjustments</u>			
2386			Depreciation	1,700.00	2,707.98	1,007.98
2387			Non-Oper Exp Adjust	0.00	0.00	0.00
2388			<i>Subtotal</i>	1,700.00	2,707.98	1,007.98
2389			<u>Interfund Allocations</u>			-

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
2390			Administrative Indirect Charges	87,846.72	95,755.26	7,908.55
2401			<i>Subtotal</i>	87,846.72	95,755.26	7,908.55
2402			<b>Total; Non-Allocated</b>	113,563.72	125,953.24	12,389.53
2403					-	-
2404			<b>Total; Stormwater Expenditures</b>	646,232.45	798,685.74	152,453.29
2405			<i>Crossfoot error</i>	-		-
2406			<i>Source Test</i>	-	-	-
2407						
2408			<b>Projected Surplus &lt;Deficit&gt;</b>	183,767.55	76,314.26	<b>(107,453.29)</b>
2409			<i>Crossfoot error</i>	-		(0.00)
2410			<i>Source Test</i>	-	-	-
2411						
2412			<b>SIDEWALK REVOLVING</b>			
2413			<u>Revenues</u>			
2414			<u>Sidewalk Management Charges</u>			
2415			Charges	0.00	0.00	0.00
2416			<u>Transfers and Other Sources</u>			-
2417			Internal Admin Accounts	0.00	0.00	0.00
2418			Trsfr from General Fund	671,848.35	680,848.35	9,000.00
2419			Trsfr from Capital Projects	0.00	0.00	0.00
2420			<i>Subtotal;</i>	671,848.35	680,848.35	9,000.00
2421						-
2422			<b>Total; Sidewalk Revolving Revenues</b>	671,848.35	680,848.35	9,000.00
2423			<i>Crossfoot error</i>	-		-
2424			<i>Source Test</i>	-	-	-
2425			<u>Expenditures</u>			
2426			<u>Sidewalk Revolving Fund</u>			
2427			<b>Salaries and Benefits</b>			
2428			Salaries	280,039.94	308,805.56	28,765.62
2429			Overtime	4,147.20	0.00	<b>(4,147.20)</b>
2430			Benefits	129,080.97	148,316.44	19,235.47
2431			<i>Subtotal; Salaries/Benefits</i>	413,268.11	457,122.00	43,853.89
2432			<b>Operating</b>		-	-
2433			Supplies	14,356.80	11,305.95	<b>(3,050.85)</b>
2434			Fuel and Oil	9,129.60	7,189.50	<b>(1,940.10)</b>
2435			Telephone	556.80	51.48	<b>(505.32)</b>
2436			Electricity - Street Light	93,200.00	73,395.00	<b>(19,805.00)</b>
2437			Training and Education	400.00	315.00	<b>(85.00)</b>
2438			R&M - Street	15,956.80	13,861.26	<b>(2,095.54)</b>
2439			R & M - Equipment	17,601.60	12,565.98	<b>(5,035.62)</b>
2440			Contract Services	4,704.00	3,629.40	<b>(1,074.60)</b>
2441			Vehicle Replacement	0.00	0.00	0.00
2442			Capital Expenditures- Improvements	0.00	0.00	0.00
2443			<i>Subtotal; Operating</i>	155,905.60	122,313.57	<b>(33,592.03)</b>
2444			<u>Non Allocated Expenses</u>		-	-
2445			<u>Debt</u>			
2446			Bond Principal (GO Bonds)	0.00	0.00	0.00
2447			Bond Interest (GO Bonds)	0.00	0.00	0.00
2448			<i>Subtotal;</i>	0.00	0.00	0.00

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	A	B	C	BL	BS	BT
3			<b>FY 2016 City Council Budget</b>		<b>Mayor's Budget</b>	<b>Change FY 17 to FY 16</b>
2449			<b>Other Expenditures</b>			-
2450			<b>Depreciation &amp; Adjustments</b>			
2451			Depreciation	0.00	0.00	0.00
2452			Non-Oper Exp Adjust	0.00	0.00	0.00
2453			<i>Subtotal;</i>	0.00	0.00	0.00
2454			<b>Interfund Allocations</b>			-
2455			Administrative Indirect Charges	100,038.63	98,132.69	(1,905.93)
2456			Admin Charge-Direct	0.00	0.00	0.00
2457			Admin Charges (CR)	0.00	0.00	0.00
2458			Interfund Interest	0.00	0.00	0.00
2459			General Liability Insurance	0.00	0.00	0.00
2460			Workers Compensation	0.00	0.00	0.00
2461			OPEB	0.00	0.00	0.00
2462			Unemployment Insurance	0.00	0.00	0.00
2463			Trsf to General	0.00	0.00	0.00
2464			<i>Subtotal;</i>	100,038.63	98,132.69	(1,905.93)
2465			<b>Total; Non-Allocated</b>	100,038.63	98,132.69	(1,905.93)
2466					-	-
2467			<b>Total; Sidewalk Expenditures</b>	669,212.34	677,568.26	8,355.93
2468			<i>Crossfoot error</i>	-		(0.00)
2469			<i>Source Test</i>	-	-	-
2470						
2471			<b>Projected Surplus &lt;Deficit&gt;</b>	2,636.01	3,280.09	644.07
2472			<i>Crossfoot error</i>	-		0.00
2473			<i>Source Test</i>	-	-	-

**Program Listing Sheet  
Mayor's Budget FY 2017**

Department	Program Name	Program Cost	Overhead Costs	Total Costs	FTE's	Quadrant
ADOT	ADA Complementary Paratransit	\$ 314,982.19	\$ 41,133.91	\$ 356,116.10	3.5	1
ADOT	Bus Service - Fixed Routes	\$ 2,514,552.33	\$ 532,413.97	\$ 3,046,966.30	45.4	1
ADOT	Parking Meter Collections & Maintenance	\$ 192,042.41	\$ 66,903.84	\$ 258,946.25	2.1	2
ADOT	Parking Operations	\$ 708,338.48	\$ 249,303.72	\$ 957,642.20	9.6	2
ADOT	Taxi Management	\$ 75,849.80	\$ 8,225.98	\$ 84,075.78	0.6	2
ADOT	Garages	\$ 1,769,523.00	\$ 359,831.30	\$ 2,129,354.30	0	
ADOT	Grants and Administration	\$ 548,722.50	\$ 64,760.00	\$ 613,482.50	3.4	
DNEP	Stormwater Management Permits & Inspections	\$ 215,091.16	\$ 28,595.04	\$ 243,686.20	2.06	1
DNEP	Stormwater Quality Management	\$ 124,394.50	\$ 15,472.69	\$ 139,867.19	1.09	1
DNEP	Urban Forestry	\$ 193,184.76	\$ 26,777.69	\$ 219,962.45	1.37	1
DNEP	Wastewater Pretreatment	\$ 139,319.21	\$ 22,060.94	\$ 161,380.15	1.03	1
DNEP	Commerical Property Enforcement	\$ 139,299.83	\$ 16,552.28	\$ 155,852.11	1.18	2
DNEP	Inspections	\$ 802,810.98	\$ 106,498.62	\$ 909,309.60	7.8	2
DNEP	Plans Review	\$ 392,944.98	\$ 48,926.72	\$ 441,871.70	3.67	2
DNEP	Port Wardens	\$ 33,068.23	\$ 2,653.82	\$ 35,722.05	0.22	2
DNEP	ABC Inspections	\$ 12,796.64	\$ 29,103.33	\$ 41,899.97	0.24	3
DNEP	Private Property Enforcement	\$ 139,557.98	\$ 23,361.63	\$ 162,919.61	1.7	3
DNEP	Rental Licensing	\$ 370,208.75	\$ 80,746.99	\$ 450,955.74	3.64	3
DPW	Building Maintenance	\$ 1,788,800.88	\$ 309,036.62	\$ 2,097,837.50	5.26	1
DPW	Fleet Management & Maintenance (inc. ADOT)	\$ 2,095,622.36	\$ 291,988.02	\$ 2,387,610.38	14	1
DPW	Flood Management Program	\$ -	\$ -	\$ -		1
DPW	Sewer Collection	\$ 1,612,549.57	\$ 244,055.94	\$ 1,856,605.51	6.34	1
DPW	Sidewalk Repair	\$ 605,106.87	\$ 98,132.69	\$ 703,239.56	6.6	1
DPW	Snow & Ice Removal	\$ 83,496.32	\$ 11,045.40	\$ 94,541.72	0	1
DPW	Stormdrain Maintenance & Repair	\$ 343,525.55	\$ 51,687.53	\$ 395,213.08	3.17	1
DPW	Street Repair	\$ 913,810.56	\$ 155,519.64	\$ 1,069,330.20	10.2	1
DPW	Water Distribution	\$ 1,505,570.05	\$ 306,707.21	\$ 1,812,277.26	14.8	1
DPW	Water Plant	\$ 2,169,074.03	\$ 394,251.00	\$ 2,563,325.03	13.63	1
DPW	Water Reclamation Facility	\$ 3,818,947.86	\$ 843,912.01	\$ 4,662,859.87	0	1
DPW	Capital Project Management	\$ 651,773.75	\$ 68,390.12	\$ 720,163.87	3.7	2
DPW	Curbside Recycling	\$ 314,978.59	\$ 63,560.90	\$ 378,539.49	0	2
DPW	Residential Refuse & Yard Waste	\$ 1,637,373.71	\$ 309,355.51	\$ 1,946,729.22	2.11	2
DPW	Traffic Control & Maintenance	\$ 325,697.43	\$ 53,859.95	\$ 379,557.38	3.85	2
DPW	Traffic Engineering	\$ 144,200.62	\$ 12,369.60	\$ 156,570.22	0.53	2
DPW	Utilities Engineering	\$ 62,373.14	\$ 10,314.39	\$ 72,687.53	0.53	2
DPW	Market House	\$ 228,057.73	\$ 31,841.45	\$ 259,899.18	0	3
DPW	PW Inspections	\$ 129,453.07	\$ 15,743.34	\$ 145,196.41	1.06	3
DPW	Maps and Records	\$ 175,318.02	\$ 23,344.01	\$ 198,662.03	1.59	4
DPW	Streetscape Maintenance	\$ 1,948,039.46	\$ 304,857.41	\$ 2,252,896.87	19.4	4
Fire	Emergency Medical Services (EMS)	\$ 9,791,177.64	\$ 1,162,128.10	\$ 10,953,305.74	81.21	1
Fire	Fire Suppression	\$ 3,393,799.19	\$ 440,218.85	\$ 3,834,018.04	24.47	1
Fire	Code Enforcement	\$ 1,282,721.41	\$ 156,231.59	\$ 1,438,953.00	11.05	2
Fire	Emergency Management	\$ 786,968.00	\$ 62,200.23	\$ 849,168.23	4.8	2
Fire	Plans Review	\$ 104,890.05	\$ 13,141.51	\$ 118,031.56	0.50	2

**Program Listing Sheet  
Mayor's Budget FY 2017**

Department	Program Name	Program Cost	Overhead Costs	Total Costs	FTE's	Quadrant
Fire	Special Operations	\$ 1,558,901.11	\$ 169,918.24	\$ 1,728,819.35	10.67	2
Fire	Public Education/Community Relations	\$ 40,547.87	\$ 4,902.00	\$ 45,449.87	0.3	3
Mayor's Office	Special Projects	\$ 342,009.32	\$ 72,363.23	\$ 414,372.55	1	1
Planning & Zoning	Current Planning	\$ 633,648.50	\$ 65,681.64	\$ 699,330.14	4.2	1
Planning & Zoning	Economic Development	\$ 397,547.11	\$ 57,857.46	\$ 455,404.57	2.2	1
Planning & Zoning	Historic Preservation	\$ 432,324.18	\$ 61,146.36	\$ 493,470.54	2.73	1
Planning & Zoning	Comprehensive Planning	\$ 318,810.36	\$ 44,945.66	\$ 363,756.02	1.2	2
Planning & Zoning	Community Programs and Grant Administration	\$ 200,481.07	\$ 21,303.71	\$ 221,784.78	1.2	3
Police	Intelligence	\$ 462,080.72	\$ 58,630.94	\$ 520,711.66	4	1
Police	Investigations	\$ 1,385,397.57	\$ 171,162.69	\$ 1,556,560.26	11.7	1
Police	Patrol	\$ 6,866,472.30	\$ 855,195.87	\$ 7,721,668.17	60.2	1
Police	Special Operations	\$ 2,745,236.63	\$ 321,901.73	\$ 3,067,138.36	22	1
Police	Communications	\$ 1,290,531.19	\$ 187,002.42	\$ 1,477,533.61	13.7	2
Police	Community Relations	\$ 908,009.14	\$ 112,064.66	\$ 1,020,073.80	7.9	2
Police	Crime Scene Services	\$ 619,004.84	\$ 48,958.83	\$ 667,963.67	5.5	2
Police	Support Services	\$ 2,858,139.50	\$ 358,023.94	\$ 3,216,163.44	24.5	2
Police	Drug Enforcement Unit	\$ 962,794.77	\$ 111,789.56	\$ 1,074,584.33	7.4	3
Police	Maintenance	\$ 255,294.02	\$ 26,622.80	\$ 281,916.82	1.6	3
Recreation & Parks	Operate & Supervise City Waters	\$ 200,454.97	\$ 25,950.81	\$ 226,405.78	1.6	1
Recreation & Parks	Operate City Dock	\$ 306,506.04	\$ 77,742.23	\$ 384,248.27	5.42	1
Recreation & Parks	Parks Maintenance	\$ 1,448,592.43	\$ 251,972.32	\$ 1,700,564.75	15.74	1
Recreation & Parks	Pip Moyer - Facility Operations	\$ 509,848.57	\$ 132,598.82	\$ 642,447.39	8.22	1
Recreation & Parks	Pip Moyer - Member Services	\$ 227,744.44	\$ 63,790.89	\$ 291,535.33	5.76	1
Recreation & Parks	Stanton Center	\$ 484,870.29	\$ 112,915.90	\$ 597,786.19	9.4	1
Recreation & Parks	Operate Boat Ramps	\$ 13,129.96	\$ 2,083.89	\$ 15,213.85	0.17	2
Recreation & Parks	Camps & Classes	\$ 411,113.77	\$ 88,702.91	\$ 499,816.68	7.5	3
Recreation & Parks	Fitness & Wellness	\$ 287,009.81	\$ 50,438.07	\$ 337,447.88	3.17	3
Recreation & Parks	Latchkey	\$ 350,688.51	\$ 84,332.22	\$ 435,020.73	7.47	3
Recreation & Parks	Operate Pumpout Boat	\$ 62,272.55	\$ 10,846.46	\$ 73,119.01	0.75	3
Recreation & Parks	Sports	\$ 274,889.14	\$ 55,692.95	\$ 330,582.09	2.6	3
Recreation & Parks	Employee Wellness	\$ 15,414.49	\$ 6,125.42	\$ 21,539.91	0.5	4
Recreation & Parks	Operate Chandler Dock	\$ 63,493.83	\$ 14,464.47	\$ 77,958.30	0.6	4
Recreation & Parks	Truxton Park Pool	\$ 122,850.55	\$ 33,914.61	\$ 156,765.16	2.82	4
<b>Totals</b>	<b>77 Programs</b>	<b>\$ 71,656,123.14</b>	<b>\$ 10,918,259.20</b>	<b>\$ 82,574,382.34</b>	<b>571.12</b>	

Annapolis Department of Transportation		FTE's	Ranking
ADA Complimentary Paratransit		3.5	1
Program Description: ADA paratransit provides curb-to-curb transit service for persons whose disabilities prevent them from using fixed route bus service, as required by the Federal Legislation (ADA 1990). ADA paratransit offers a comparable level of service to that provided by regular bus service. The paratransit service offered by Annapolis Transit is origin-to-destination service for people with disabilities unable to ride fixed route bus service. Service is curb-to-curb within 3/4 mile of any fixed route service and is for any trip purpose.			# of Units Provided
			5129 pass. trips
Performance Measures			
1. Revenue hours			
2. Ridership			
3. Complaints			

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	N	N	N	N	Y	Y	N
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	Y			
Program Users							
General public with disabilities							
Numbers Served							
6204 service hours							
Other Dept's Provide Service			<u>YES</u>	<u>NO</u>			
If YES, Who?				X			
Lead Department			<u>YES</u>	<u>NO</u>			
If NO, Who?			X				
External Provider of Service			<u>YES</u>	<u>NO</u>			
If YES, Who?				X			
Outsource			<u>YES</u>	<u>NO</u>			
If YES, Who? If NO, Why?				X			
Cost Recovery			<u>YES</u>	<u>NO</u>			
If YES, How much?			X				
FY15: \$585,885.02 Between ADA and Fixed Route							
Other information							
Bus Fare revenue is reflected under the Fixed Route Program							

BUDGETARY ANALYSIS	
Program Cost	314,982.19
Overhead	41,133.91
Capital Overhead	
DPW Admin	
<b>Total Cost</b>	<b>356,116.10</b>
Less Grants	198,382.00
<b>Total Net Cost</b>	<b>157,734.10</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	198,382.00
<b>Total Sources</b>	<b>198,382.00</b>
<b>Uses of Funds</b>	
Operational Expenses	314,982.19
Overhead	41,133.91
Capital Overhead	
DPW Admin	
<b>Total Uses of Funds</b>	<b>356,116.10</b>
<b>Net Cost Recovery</b>	<b>(157,734.10)</b>

<b>Unit Cost</b>	<b>69.43</b>
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<b>Annapolis Department of Transportation</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Bus Service - Fixed Route</b>	45.4	1
Program Description: Program focuses on efficient operation of reliable, safe, affordable, convenient and accessible bus transportation to effectively meet the needs of people who live, work and visit Annapolis and its immediate County surroundings. It is essential to the economic and social quality of life of all citizens of Annapolis. Program also provides critical response in emergencies. City wide bus transportation minimizes traffic congestion and reduces air pollution.		# of Units Provided
		592,230 pass. trips
Performance Measures 1. Revenue Hours 2. Ridership 3. Percent on-time performance		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	N	N	Y	Y	N
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	Y			
Program Users	Residents, visitors, employees (state, local)						
Numbers Served	60.675 service hours						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			X				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
			X				
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
				X	FY15: \$585,885.02 Between ADA and Fixed Route		
Other information	A portion of this service (Downtown Circulator) is under consideration for outsourcing.						

BUDGETARY ANALYSIS	
Program Cost	2,514,552.33
Overhead	532,413.97
Capital Overhead	
DPW Admin	
Total Cost	3,046,966.30
Less Grants	1,040,243.00
<b>Total Net Cost</b>	<b>2,006,723.30</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	585,885.02
Grants	1,040,243.00
Total Sources	1,626,128.02
<b>Uses of Funds</b>	
Operational Expenses	2,514,552.33
Overhead	532,413.97
Capital Overhead	
DPW Admin	
Total Uses of Funds	3,046,966.30
<b>Net Cost Recovery</b>	<b>(1,420,838.28)</b>

<b>Unit Cost</b>	5.14
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<b>Annapolis Department of Transportation</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Parking Meter Collection and Maintenance</b>	<b>2.1</b>	<b>2</b>
Program Description This program collects and deposits cash receipts from various locations; collects, sorts and deposits monies from parking meters and transit fare cans. Program provides repair and maintenance for 400 parking meters and 5 parking kiosks. On average, up to 12 parking meters/kiosks are repaired daily due to credit card and other foreign objects getting stuck in meters. Employees in this program respond to customer complaints in reference to parking meter malfunctions.		<b># of Units Provided</b>
		26,399
Performance Measures 1. Number of Complaints 2. units repaired on time.		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	N	N	N	N
Mandate Reference(s)							
Customer Type (Y/N)			<u>Internal</u>	<u>External</u>			
			Y	Y			
Program Users	Residents, businesses, employees, visitors						
Numbers Served	400 meters/ 5 kiosks						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			X				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
			X				
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
				X			
Other information	This program is currently under consideration for outsourcing.						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	192,042.41
Overhead	66,903.84
Capital Overhead	
DPW Admin	
Total Cost	258,946.25
Less Grants	
<b>Total Net Cost</b>	<b>258,946.25</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	192,042.41
Overhead	66,903.84
Capital Overhead	
DPW Admin	
Total Uses of Funds	258,946.25
<b>Net Cost Recovery</b>	<b>(258,946.25)</b>

<b>Unit Cost</b>	<b>9.81</b>
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<b>Annapolis Department of Transportation</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Parking Operations</b>	<b>9.6</b>	<b>2</b>
Program Description: This program provides planning, developing and managing parking activities within the City. The enforcement of parking code for on-street parking and residential parking are the main activities of this program. During special events, parking enforcement officers assist with parking control. The administrative component focuses on responding to customer concerns about parking parking citation adjustments and defending the city in court proceedings involving parking citations.		<b># of Units Provided</b>
		26,399
Performance Measures		
1. Number of complaints		
2. Number of citations issued/month		
3. Revenue/month		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	N	Y	N	N
Mandate Reference(s)	Title 12-24 Parking Meters; Title 12-32 Residential Parking						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	Y				
Program Users	Residents, businesses, workers, visitors						
Numbers Served	16 Linear miles						
Other Dept's Provide Service		<u>YES</u>	<u>NO</u>				
If YES, Who?		X		City Police			
Lead Department		<u>YES</u>	<u>NO</u>				
If NO, Who?		X					
External Provider of Service		<u>YES</u>	<u>NO</u>				
If YES, Who?			X				
Outsource		<u>YES</u>	<u>NO</u>				
If YES, Who? If NO, Why?		X					
Cost Recovery		<u>YES</u>	<u>NO</u>				
If YES, How much?		X		FY15: \$1,662,335.88 Meters/\$569,477.25 Citations/\$143,631.50 Permits			
Other information	This program is currently under consideration for outsourcing.						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	708,338.48
Overhead	249,303.72
Capital Overhead	
DPW Admin	
Total Cost	957,642.20
Less Grants	
Total Net Cost	957,642.20

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	2,375,444.63
Grants	
Total Sources	2,375,444.63
<b>Uses of Funds</b>	
Operational Expenses	708,338.48
Overhead	249,303.72
Capital Overhead	
DPW Admin	
Total Uses of Funds	957,642.20
Net Cost Recovery	1,417,802.43

<b>Unit Cost</b>	36.28
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Annapolis Department of Transportation	FTE's	Ranking
GARAGES		
Program Description:		# of Units Provided
Performance Measures		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)							
Mandate Reference(s)							
Customer Type (Y/N)			<u>Internal</u>	<u>External</u>			
Program Users							
Residents, businesses, workers, visitors							
Numbers Serviced							
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
Other information							
This program is currently under consideration for outsourcing.							

BUDGETARY ANALYSIS	
Program Cost	1,769,523.00
Overhead	359,831.30
Capital Overhead	
DPW Admin	
Total Cost	2,129,354.30
Less Grants	
<b>Total Net Cost</b>	<b>2,129,354.30</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	5,049,524.10
Grants	
Total Sources	5,049,524.10
<b>Uses of Funds</b>	
Operational Expenses	1,769,523.00
Overhead	359,831.30
Capital Overhead	
DPW Admin	
Total Uses of Funds	2,129,354.30
<b>Net Cost Recovery</b>	<b>2,920,169.80</b>

<b>Unit Cost</b>	<b>80.66</b>
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Annapolis Department of Transportation		FTE's	Ranking
Grants & Administration		3.4	2
Program Description			# of Units Provided
Performance Measures:			

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)							
Mandate Reference(s) City Code 7.48							
Customer Type (Y/N)			<u>Internal</u>	<u>External</u>			
Program Users Transit Operations							
Numbers Serviced							
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
		DPW					
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
		Private providers					
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
Other information							

BUDGETARY ANALYSIS	
Program Cost	548,722.50
Overhead	64,760.00
Capital Overhead	
DPW Admin	
Total Cost	613,482.50
Less Grants	
<b>Total Net Cost</b>	<b>613,482.50</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	548,722.50
Overhead	64,760.00
Capital Overhead	
DPW Admin	
Total Uses of Funds	613,482.50
<b>Net Cost Recovery</b>	<b>(613,482.50)</b>

<b>Unit Cost</b>	
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<b>Neighborhood &amp; Environmental Programs</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Stormwater Management Permits &amp; Inspections</b>	<b>2.06</b>	<b>1</b>
<p>Under this program, proposed developments and building projects requiring a grading permit are reviewed and construction sites are inspected for compliance with City Code 17.10, Stormwater Management, and City Code 17.08, Grading, Erosion and Sediment Control. This program is also responsible for the coordination of the receipt, tracking and release of grading bonds and stormwater management agreements. Work under this program is performed by the stormwater engineer plans reviewer and the environmental compliance inspector with support from supervisory and administrative staff.</p>		# of Units Provided
<p>Performance Measures</p> <p>Percentage for grading permits inspected biweekly for sediment and erosion control compliance.  Number of plans reviewed within target review times.</p>		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	Y		Y	N	N
Mandate Reference(s)	17.10 & 17.08						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	Y			
Program Users	Applicants for grading permits. Residents and Businesses.						
Numbers Serviced	Permits: 45 Inspections: 439 Plans Review: 386						
Other Dept's Provide Service			<u>YES</u>	<u>NO</u>			
If YES, Who?		x					
		DPW					
Lead Department			<u>YES</u>	<u>NO</u>			
If NO, Who?		x					
External Provider of Service			<u>YES</u>	<u>NO</u>			
If YES, Who?		x					
		Anne Arundel County Soil Conservation					
Outsource			<u>YES</u>	<u>NO</u>			
If YES, Who? If NO, Why?		x					
		If privatized or taken over by county.					
Cost Recovery			<u>YES</u>	<u>NO</u>			
If YES, How much?		x					
		FY 2015 \$67,855.35					
Other information							

BUDGETARY ANALYSIS	
Program Cost	215,091.16
Overhead	28,595.04
Capital Overhead	
DPW Admin	
Total Cost	243,686.20
Less Grants	
<b>Total Net Cost</b>	<b>243,686.20</b>
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees FY15	67,855.35
Grants	
Total Sources	67,855.35
<b>Uses of Funds</b>	
Operational Expenses	215,091.16
Overhead	28,595.04
Capital Overhead	
DPW Admin	
Total Uses of Funds	243,686.20
<b>Net Cost Recovery</b>	<b>(175,830.85)</b>
<b>Unit Cost</b>	

Neighborhood & Environmental Programs	FTE's	Ranking
Stormwater Quality Management	1.09	1
<p>This program is responsible for the City's compliance with mandates of the EPA's National Pollution Discharge Elimination System (NPDES) and Municipal Separate Storm Sewer System (MS4) programs and the City's Watershed Implementation Plan in response to the EPA mandated stormwater nutrient reduction goals.</p> <p>Activities under this program include, but are not limited to, coordination of all major stormwater quality projects done by the City and our non-profit partners, education and inspection for compliance with pollution prevention requirements, tracking and reporting of NPDES and MS4 requirements and tri-annual inspections of all stormwater facilities in the City. The director, chief of environmental programs, environmental program coordinator and environmental compliance inspector are responsible for the activities under this program.</p> <p>programs and the City's Watershed Improvement Plan in response to the EPA mandated stormwater nutrient reduction goals.</p> <p>Performance Measures</p>		
# of Units Provided		

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	Y	Y	Y		Y	N	N
Mandate Reference(s)							
			Internal	External			
Customer Type (Y/N)			N	Y			
Program Users	City Residents						
Numbers Serviced							
			YES	NO			
Other Dept's Provide Service			x				
If YES, Who?		DPW					
			YES	NO			
Lead Department			x				
If NO, Who?							
			YES	NO			
External Provider of Service				x			
If YES, Who?							
			YES	NO			
Outsource				x			
If YES, Who? If NO, Why?							
			YES	NO			
Cost Recovery				x			
If YES, How much?							
Other information							

BUDGETARY ANALYSIS	
Program Cost	124,394.50
Overhead	15,472.69
Capital Overhead	
DPW Admin	
Total Cost	139,867.19
Less Grants	
<b>Total Net Cost</b>	<b>139,867.19</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	124,394.50
Overhead	15,472.69
Capital Overhead	
DPW Admin	
Total Uses of Funds	139,867.19
<b>Net Cost Recovery</b>	<b>(139,867.19)</b>

<b>Unit Cost</b>	
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Neighborhood & Environmental Programs	FTE's	Ranking
Urban Forestry	1.37	1
<p>This program provides for the care, maintenance and planting of trees owned by the city pursuant to City Code 14.12, Trees. This includes trees in the city right-of-way and trees on city property, including parks. These services are provided by contractors overseen by the city's arborist. The inspection of tree related complaints and coordination with BGE about tree pruning are also included in this program.</p> <p>This program also provides for the review of tree removal permits for private trees adjacent to the right-of-way and all proposed development, building and grading activities for compliance with City Code 17.09, Trees in Development Areas, and the Forest Conservation Act.</p>		# of Units Provided
<p>Performance Measures  Respond to and initiate action to 100% of hazardous tree complaints within 24 hours of discovery.  Number of plan reviews completed within their target review times.</p>		

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	N	Y	N		Y	N	N
Mandate Reference(s)	14.12 & 17.09						
			Internal	External			
Customer Type (Y/N)			Y	Y			
Program Users	Projects under FCA review, tree removal permits, trees pruned, planted, hazard, or removed.						
Numbers Serviced	Reviews: 223 Permits Issued: 36						
Other Dept's Provide Service			YES	NO			
If YES, Who?		P&Z	X				
Lead Department			YES	NO			
If NO, Who?			X				
External Provider of Service			YES	NO			
If YES, Who?							
Outsource			YES	NO			
If YES, Who? If NO, Why?				X			
Cost Recovery			YES	NO			
If YES, How much?		\$8,430.00	X				
Other information							

BUDGETARY ANALYSIS	
Program Cost	193,184.76
Overhead	26,777.69
Capital Overhead	
DPW Admin	
Total Cost	219,962.45
Less Grants	
<b>Total Net Cost</b>	<b>219,962.45</b>
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	8,430.00
Grants	
Total Sources	8,430.00
<b>Uses of Funds</b>	
Operational Expenses	193,184.76
Overhead	26,777.69
Capital Overhead	
DPW Admin	
Total Uses of Funds	219,962.45
<b>Net Cost Recovery</b>	<b>(211,532.45)</b>
<b>Unit Cost</b>	

<b>Neighborhood &amp; Environmental Programs</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Wastewater/ Pretreatment</b>	<b>1.03</b>	<b>1</b>
<p>This program provides for the review of proposed commercial permits, continuous permit and monitoring of sewer users for high strength and or prohibited sanitary sewer discharges for compliance with City Code 16.16, Sewer Service. This program is mandated by the EPA's Clean Water Act. Under this program, commercial establishments with sanitary waste discharges, other than domestic, have continuous permits and their wastewater is test two to four times per year by a contracted laboratory. Staff actively monitors, permits and bills approximately 350 commercial accounts under this program, including the Naval Academy.</p>		<b># of Units Provided</b>
		<b>325 Permits</b>
Performance Measures		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	Y		Y	N	N
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			N	Y			
Program Users	Certain Businesses						
Numbers Served	325 Permits						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			X				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
			X		The City hires a contractor to perform the sampling and testing.		
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
			X		Yes, if privatized. Cost could be higher.		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
			x		\$49,160 Discharge Permits		
Other information							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	139,319.21
Overhead	22,060.94
Capital Overhead	
DPW Admin	
Total Cost	161,380.15
Less Grants	
<b>Total Net Cost</b>	<b>161,380.15</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees FY 2015	49,160.00
Grants	
Total Sources	49,160.00
<b>Uses of Funds</b>	
Operational Expenses	139,319.21
Overhead	22,060.94
Capital Overhead	
DPW Admin	
Total Uses of Funds	161,380.15
<b>Net Cost Recovery</b>	<b>(112,220.15)</b>

<b>Unit Cost</b>	<b>501.64</b>
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<b>Neighborhood &amp; Environmental Programs</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Commercial Property Enforcement</b>	<b>1.18</b>	<b>2</b>
This program covers the permit review and inspection for zoning requirements & enforcement, administers use and occupancy (U&O) inspections and issues licenses. The zoning enforcement inspector is responsible for coordinating the opening of every business in the City. This inspector works as an ombudsman for commercial permit applicants focusing on small business ventures, providing them personal direction and information sharing regarding each step of business development for prospective site review, permit application to use and occupancy.	<b># of Units Provided</b>	
	<b>112 U &amp; O Inspections</b>	
<b>Performance Measures</b> Number of new or expanded businesses. Number of pre-application meetings held.		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	Y	Y		Y	N	N
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			N	Y			
Program Users	Businesses						
Numbers Served							
112 U & O Inspections							
Other Dept's Provide Service			<u>YES</u>	<u>NO</u>			
If YES, Who?		X					
			FMO & PZ				
Lead Department			<u>YES</u>	<u>NO</u>			
If NO, Who?		X					
External Provider of Service			<u>YES</u>	<u>NO</u>			
If YES, Who?				X			
Outsource			<u>YES</u>	<u>NO</u>			
If YES, Who? If NO, Why?				X	City has the most interest in seeing that we help our businesses through the permit process.		
Cost Recovery			<u>YES</u>	<u>NO</u>			
If YES, How much?		\$19,475	X				
Other information							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	139,299.83
Overhead	16,552.28
Capital Overhead	
DPW Admin	
<b>Total Cost</b>	<b>155,852.11</b>
Less Grants	
<b>Total Net Cost</b>	<b>155,852.11</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees FY2015	19,475.00
Grants	
<b>Total Sources</b>	<b>19,475.00</b>
<b>Uses of Funds</b>	
Operational Expenses	139,299.83
Overhead	16,552.28
Capital Overhead	
DPW Admin	
<b>Total Uses of Funds</b>	<b>155,852.11</b>
<b>Net Cost Recovery</b>	<b>(136,377.11)</b>

<b>Unit Cost</b>	<b>1,411.30</b>
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Neighborhood & Environmental Programs	FTE's	Ranking
Inspections	7.8	2
The inspections program under the DNEP budget covers the inspection of projects for compliance with the Building, Electrical, Plumbing, Mechanical, Energy, ADA, Green Building and Life Safety Codes. Six inspectors (3 building, 1 electrical, 1 mechanical/life safety, 1 plumbing) inspect construction projects to ensure that the projects are built according to their approved plans. DNEP inspectors are also responsible for determining the fitness for occupancy of buildings following structural damage caused by water, fire or falling trees. In addition to their regular duties, every inspector (including the property maintenance inspectors) serve in an on-call rotation for emergency property damage assessment.		# of Units Provided  8757 Inspections
Performance Measures Number of Inspections Conducted		

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	N	Y	Y		Y	N	N
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	Y			
Program Users	Businesses, Residents and City projects.						
Numbers Served	Inspections: 8757						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			X				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
			X				
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
			X		\$490,982.02		
Other information							

BUDGETARY ANALYSIS	
Program Cost	802,810.98
Overhead	106,498.62
Capital Overhead	
DPW Admin	
<b>Total Cost</b>	<b>909,309.60</b>
Less Grants	
<b>Total Net Cost</b>	<b>909,309.60</b>
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	480,982.02
Grants	
<b>Total Sources</b>	<b>480,982.02</b>
<b>Uses of Funds</b>	
Operational Expenses	802,810.98
Overhead	106,498.62
Capital Overhead	
DPW Admin	
<b>Total Uses of Funds</b>	<b>909,309.60</b>
<b>Net Cost Recovery</b>	<b>(428,327.58)</b>
<b>Unit Cost</b>	<b>105.47</b>

<b>Neighborhood &amp; Environmental Programs</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Plans Review</b>	<b>3.67</b>	<b>2</b>
<p>The plans review element of the DNEP budget receives permit applications, completes permit review and issues Building, Electrical, Plumbing, Mechanical, Fence, Vendor, Fence and other permits. Plans are reviewed by the architectural plans reviewer and all of the building and trade (plumbing, electrical, mechanical) inspectors. DNEP administrative staff serve as the administrators for the all the permits issued by the department and the Fire Marshal's Office.</p>		# of Units Provided
Performance Measures		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	Y	Y	Y	Y	N	N
Mandate Reference(s)							
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	Y				
Program Users							
Businesses, Residents and City projects.							
Numbers Serviced							
Issued Permits: 3771 Plan Reviews: 1662							
		<u>YES</u>	<u>NO</u>				
Other Dept's Provide Service		X					
If YES, Who?		P&Z, FMO, & DPW					
		<u>YES</u>	<u>NO</u>				
Lead Department		X					
If NO, Who?							
		<u>YES</u>	<u>NO</u>				
External Provider of Service			X				
If YES, Who?							
		<u>YES</u>	<u>NO</u>				
Outsource		X					
If YES, Who? If NO, Why?		In the past some of the permits were reviewed by a third party. Cost were higher and not available up front. Reviews also took longer.					
		<u>YES</u>	<u>NO</u>				
Cost Recovery		X					
If YES, How much?		\$241,826.97					
Other information							

BUDGETARY ANALYSIS	
Program Cost	392,944.98
Overhead	48,926.72
Capital Overhead	
DPW Admin	
Total Cost	441,871.70
Less Grants	
<b>Total Net Cost</b>	<b>441,871.70</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees FY 2015	241,826.97
Grants	-
Total Sources	241,826.97
<b>Uses of Funds</b>	
Operational Expenses	392,944.98
Overhead	48,926.72
Capital Overhead	
DPW Admin	
Total Uses of Funds	441,871.70
<b>Net Cost Recovery</b>	<b>(200,044.73)</b>

<b>Unit Cost</b>
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Neighborhood & Environmental Programs	FTE's	Ranking
Port Wardens	0.22	2
<p>The authority of the Board of Port Wardens is established by City Code, Title 15, Harbors and Waterfront Areas. The Port Wardens regulate the placement, erection and construction of structures and other barriers within or on the waters of the city. Applications for marine construction are reviewed by staff for regulatory compliance and placed on a monthly hearing agenda for the Board's review. Primary staff support is provided by the Chief of Environmental Programs, with assistance by the Office of the Harbormaster.</p> <p>There are five Board members appointed by the City Council for three year terms. The Board typically reviews 30 – 40 applications annually over 8 – 10 hearings. They also review enforcement actions taken by the Harbormaster, annual mooring applications, temporary permits for boat shows, and conceptual plans for future hearing applications.</p>		
<p>Performance Measures</p> <p>Number of scheduled hearings for which there is a quorum.</p> <p>Attendance by each Board Member.</p> <p>Number of applications reviewed.</p>		

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	Y	Y	N	N	Y	N	Y
Mandate Reference(s)	Title 15						
Customer Type (Y/N)			<u>Internal</u>	<u>External</u>			
Program Users	Businesses, Residents and City projects.						
Numbers Serviced	Issued Permits: Maritime: 22 Port Wardens: 16						
Other Dept's Provide Service If YES, Who?			<u>YES</u> X	<u>NO</u>	P&Z & Harbor Master		
Lead Department If NO, Who?			<u>YES</u> X	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Outsource			<u>YES</u>	<u>NO</u> X	Would need to investigate if these can be done by another jurisdiction that is not responsible for City's compliance.		
Cost Recovery If YES, How much?			<u>YES</u> X	<u>NO</u>	\$11,678.76		
Other information							

BUDGETARY ANALYSIS	
Program Cost	33,068.23
Overhead	3,653.82
Capital Overhead	
DPW Admin	
<b>Total Cost</b>	<b>36,722.05</b>
Less Grants	
<b>Total Net Cost</b>	<b>36,722.05</b>
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees FY2015	11,678.76
Grants	
<b>Total Sources</b>	<b>11,678.76</b>
<b>Uses of Funds</b>	
Operational Expenses	33,068.23
Overhead	3,653.82
Capital Overhead	
DPW Admin	
<b>Total Uses of Funds</b>	<b>36,722.05</b>
<b>Net Cost Recovery</b>	<b>(25,043.29)</b>
<b>Unit Cost</b>	

<b>Neighborhood &amp; Environmental Programs</b>	<b>FTE's</b>	<b>Ranking</b>
<b>ABC Inspections</b>	<b>0.24</b>	<b>3</b>
Businesses holding Alcoholic Beverage Licenses as per City Code Section 7.12. are inspected twice a year under this program. Inspections are conducted for compliance with alcoholic beverage license, property maintenance and life-safety code requirements. Inspections are conducted by the after hours inspector or by a property maintenance inspector if the after hours inspector position is vacant.		<b># of Units Provided</b>
		<b>144</b> <i>Inspections</i>
<b>Performance Measures</b> Number of inspections conducted. Number of correction notices issued.		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	Y	N	Y	N	Y	Y
Mandate Reference(s)	7.12						
Customer Type (Y/N)			<u>Internal</u>	<u>External</u>			
Program Users							
Numbers Serviced							
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
Other information	DNEP does not collect fees for the inspection. However, the City Clerk's office collects a fee for the licensing.						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	12,796.64
Overhead	29,103.33
Capital Overhead	
DPW Admin	
<b>Total Cost</b>	<b>41,899.97</b>
Less Grants	
<b>Total Net Cost</b>	<b>41,899.97</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
<b>Total Sources</b>	<b>-</b>
<b>Uses of Funds</b>	
Operational Expenses	12,796.64
Overhead	29,103.33
Capital Overhead	
DPW Admin	
<b>Total Uses of Funds</b>	<b>41,899.97</b>
<b>Net Cost Recovery</b>	<b>(41,899.97)</b>

<b>Unit Cost</b>	<b>293.70</b>
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<b>Neighborhood &amp; Environmental Programs</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Private Property Enforcement</b>	<b>1.7</b>	<b>3</b>
The four inspectors, three property maintenance and one after hours inspector, investigate complaints and conduct inspections related to residential and commercial property maintenance under City Code 17.40 and 17.48 and the International Property Maintenance Code. The inspectors under this program issue correction notices for violation, citations with fines and represents DNEP in court. The inspections, mostly exterior, are conducted throughout the city sometimes in response to complaints.		<b># of Units Provided</b>
		<b>1102 Cases</b>
Performance Measures		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	Y	N	Y	
Mandate Reference(s)	17.40 & 17.48						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		N	Y				
Program Users	Residents, visitors, businesses, landlords & tenants.						
Numbers Serviced	1102 Cases	403 Complaints					
Other Dept's Provide Service If YES, Who?		<u>YES</u>	<u>NO</u>				
			X				
Lead Department If NO, Who?		<u>YES</u>	<u>NO</u>				
		X					
External Provider of Service If YES, Who?		<u>YES</u>	<u>NO</u>				
		X					
Outsource If YES, Who? If NO, Why?		<u>YES</u>	<u>NO</u>				
		X					
Cost Recovery If YES, How much?		<u>YES</u>	<u>NO</u>				
		X		\$30,270.00			
Other information							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	139,557.98
Overhead	23,361.63
Capital Overhead	
DPW Admin	
Total Cost	162,919.61
Less Grants	
<b>Total Net Cost</b>	<b>162,919.61</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	30,270.00
Grants	
Total Sources	30,270.00
<b>Uses of Funds</b>	
Operational Expenses	139,557.98
Overhead	23,361.63
Capital Overhead	
DPW Admin	
Total Uses of Funds	162,919.61
<b>Net Cost Recovery</b>	<b>(132,649.61)</b>

<b>Unit Cost</b>	150.37
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Neighborhood & Environmental Programs	FTE's	Ranking
Rental Licensing	3.64	3
Under this program, DNEP licenses and inspects approximately 7500 rental properties in the City per city code section 17.44, the International Property Maintenance Code. This program covers single family homes, multifamily units, apartment complexes and hotels. With the exception of approved apartment complexes, most units are licensed and inspected annually. As part of the licensing process, the Maryland Department of Environment requires that the City collect lead compliance information for all rentals built before 1978. Properties found to be not in compliance with the city code are issued correction notices. Citations with fines are issued if not corrected. Three property maintenance inspectors conduct the inspections and code enforcement under this program and an administrative staff person handles application processing. During the FY16 the program will begin inspections of 750 Housing Authority of City of Annapolis units.		# of Units Provided  7716 Rental Units
Performance Measures Number of inspections conducted. Number of correction notices issued.		

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	N	N	N	Y	N	Y	
Mandate Reference(s)	17.44						
Customer Type (Y/N)			<u>Internal</u>	<u>External</u>			
Program Users	Residents, Landlords, tenants, Housing Authority & Businesses.						
Numbers Serviced	7716 Units						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>	\$773,825		
Other information							

BUDGETARY ANALYSIS	
Program Cost	370,208.75
Overhead	80,746.99
Capital Overhead	
DPW Admin	
<b>Total Cost</b>	<b>450,955.74</b>
Less Grants	
<b>Total Net Cost</b>	<b>450,955.74</b>
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees FY 2015	773,825.00
Grants	
<b>Total Sources</b>	<b>773,825.00</b>
<b>Uses of Funds</b>	
Operational Expenses	370,208.75
Overhead	80,746.99
Capital Overhead	
DPW Admin	
<b>Total Uses of Funds</b>	<b>450,955.74</b>
<b>Net Cost Recovery</b>	<b>322,869.26</b>
<b>Unit Cost</b>	<b>59.29</b>

<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Building Maintenance</b>		
	5.26	1
This program provides for the maintenance and repair of all 203,638 square feet of City buildings and facilities. The object is to keep the buildings in a safe and operable condition.		<b># of Units Provided</b>
		203,638 sq ft
<b>Performance Measures</b> 1. Work orders completed 2. Janitorial cost per square feet of building space 3. Energy cost per square feet of building space		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	Y	Y	N	N
Mandate Reference(s)	<b>Charter: Art. VI, Sct 10 b Code: 2.40.30</b>						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	N			
Program Users	<b>City Staff</b>						
Numbers Served	<b>625 City employees</b>						
			<u>YES</u>	<u>NO</u>			
Other Dept's Provide Service			X				
If YES, Who?	<b>Rec &amp; Parks</b>						
			<u>YES</u>	<u>NO</u>			
Lead Department			X				
If NO, Who?							
			<u>YES</u>	<u>NO</u>			
External Provider of Service			X				
If YES, Who?	<b>Contractors</b>						
			<u>YES</u>	<u>NO</u>			
Outsource				X			
If YES, Who? If NO, Why?	A significant portion of the building maintenance work is performed by contractors. Of the \$1.755 million total budget, only \$530,000 (30%) is for salaries. The balance is for contracted services and materials/supplies.						
			<u>YES</u>	<u>NO</u>			
Cost Recovery				X			
If YES, How much?							
Other information							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	1,738,607.99
Overhead	309,036.62
Capital Overhead	
DPW Admin	80,192.89
Total Cost	2,127,837.50
Less Grants	
<b>Total Net Cost</b>	<b>2,127,837.50</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	1,738,607.99
Overhead	309,036.62
Capital Overhead	
DPW Admin	80,192.89
Total Uses of Funds	2,127,837.50
<b>Net Cost Recovery</b>	<b>(2,127,837.50)</b>

<b>Unit Cost</b>	10.45
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Fleet Management and Maintenance</b>	<b>14</b>	<b>1</b>
This program provides for the management, maintenance and repair of all 309 City vehicles. The object is to economically keep the vehicles in a safe and operable condition.	<b># of Units Provided</b>	
	<b>309 vehicles</b>	
Performance Measures 1. PM-to-Repair ratio 2. Number of road calls 3. Average miles per gallon for the fleet		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	N	Y	N	N
Mandate Reference(s)							
<b>Code: 2.40.30</b>							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	N			
Program Users							
<b>City employees</b>							
Numbers Serviced							
<b>625 City employees</b>							
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			X				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
			X		<b>Private garages, Government agencies (State and County)</b>		
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
			X		A function such as parts management could be outsourced after fleet consolidation is completed.		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
			X		A significant portion of ADOT fleet maintenance costs is recoverable from MTA.		
Other information							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	1,145,570.83
Overhead	172,140.81
Capital Overhead	
DPW Admin	27,790.42
Total Cost	1,345,502.06
Less Grants	
<b>Total Net Cost</b>	<b>1,345,502.06</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	1,145,570.83
Overhead	172,140.81
Capital Overhead	
DPW Admin	27,790.42
Total Uses of Funds	1,345,502.06
<b>Net Cost Recovery</b>	<b>(1,345,502.06)</b>

<b>Unit Cost</b>	<b>4,354.38</b>
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<b>Annapolis Department of Transportation</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Vehicle Maintenance</b>	<b>0</b>	<b>1</b>
Program Description This program provides repair and maintenance of heavy duty buses and support vehicles for the ADOT. This is skilled work involving efficient performance of a variety of automotive repairs and machinists. Task performed require a thorough knowledge of vehicle preventative maintenance and purchasing practices. Work also includes planning and scheduling to facilitate sufficient vehicles are available for daily service, and insure that vehicles meet State vehicle operating requirements.		<b># of Units Provided</b>
		22 buses/ 11 suppt veh
Performance Measures 1. PM Schedule Compliance of over 95% 2. Percent Uptime of over 90% 3. Reduce road calls by 50%.		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	N	N	N	Y	N
Mandate Reference(s)	Federal Transit Act (MAP-21); State MTA ATP						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	Y				
Program Users	Transit Operations						
Numbers Served	33 vehicles and mechanical equipment						
		<u>YES</u>	<u>NO</u>				
Other Dept's Provide Service		X					
If YES, Who?	DPW						
		<u>YES</u>	<u>NO</u>				
Lead Department		X					
If NO, Who?							
		<u>YES</u>	<u>NO</u>				
External Provider of Service			X				
If YES, Who?	Private providers						
		<u>YES</u>	<u>NO</u>				
Cost Recovery			X				
If YES, How much?							
Other information							

BUDGETARY ANALYSIS	
Program Cost	922,261.11
Overhead	119,847.21
Capital Overhead	
DPW Admin	
Total Cost	1,042,108.32
Less Grants	315,000.00
<b>Total Net Cost</b>	<b>727,108.32</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	315,000.00
Total Sources	315,000.00
<b>Uses of Funds</b>	
Operational Expenses	922,261.11
Overhead	119,847.21
Capital Overhead	
DPW Admin	
Total Uses of Funds	1,042,108.32
<b>Net Cost Recovery</b>	<b>(727,108.32)</b>

<b>Unit Cost</b>	<b>31,579.04</b>
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Flood Management Program</b>	0	1
<p>This program provides planning, public outreach, engineering, program management, and project management for initiatives related to a Flood Management Program. The initial objective of the program is reduce the impacts and frequency of tidal floods. The program will investigate the ability to leverage City funding by seeking grants, in-kind services and other governmental assistance to secure necessary funding for plan development and implementation.</p>		<b># of Units Provided</b>
		1 program
<p>Performance Measures</p> <ol style="list-style-type: none"> <li>1. Number of annual tidal flood events in the City</li> <li>2. Annual economic cost of tidal flood events in the City</li> <li>3. Annual total value of grants received by the City for tidal flood mitigation</li> </ol>		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	N	N	N	Y
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			N	Y			
Program Users	<b>Residences and commercial businesses</b>						
Numbers Serviced							
<b>Thousands</b>							
			<u>YES</u>	<u>NO</u>			
Other Dept's Provide Service			X				
If YES, Who?	<b>DPW, P&amp;Z, DNEP &amp; OEM</b>						
			<u>YES</u>	<u>NO</u>			
Lead Department				X			
If NO, Who?	<b>Collaboration between DPW, P&amp;Z, DNEP &amp; OEM</b>						
			<u>YES</u>	<u>NO</u>			
External Provider of Service				X			
If YES, Who?							
			<u>YES</u>	<u>NO</u>			
Outsource				X			
If YES, Who? If NO, Why?	This is a City function to manage a flood mitigation program.						
			<u>YES</u>	<u>NO</u>			
Cost Recovery			X				
If YES, How much?	The City is anticipating that grant funding will be available to offset the cost of the flood management program.						
Other information							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	
Overhead	
Capital Overhead	
DPW Admin	
Total Cost	-
Less Grants	1,000,000.00
<b>Total Net Cost</b>	<b>(1,000,000.00)</b>
<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	1,000,000.00
Total Sources	1,000,000.00
<b>Uses of Funds</b>	
Operational Expenses	
Overhead	
Capital Overhead	
DPW Admin	
Total Uses of Funds	-
<b>Net Cost Recovery</b>	<b>1,000,000.00</b>
<b>Unit Cost</b>	

<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Sewer Collection</b>	<b>6.34</b>	<b>1</b>
<p>This program collects and transports sanitary sewage from customers throughout the City. This involves operations and maintenance of the City's sewerage collection system consisting of a network of sewer pipes, pump stations and other associated equipment. The objective of the program is to collect and transport all sewage produced in the City (including the Naval Academy) in accordance with all applicable Federal, State and local regulations.</p>		<p><b># of Units Provided</b></p> <p>Approximately 1.5 billion gallons of wastewater collected annually</p>
<p><b>Performance Measures</b></p> <ol style="list-style-type: none"> <li>1. Number of sewer overflows</li> <li>2. Linear feet of sewer lines cleaned annually</li> <li>3. Number of sewer-related calls received annually</li> </ol>		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	N	Y	Y	N	N
Mandate Reference(s)							
<b>Federal - 40CFR122-125,NPDES, State - COMAR 26.03,26.04, 26.08, Charter - Art. VI, Sect. 10b, City Code - 2.40.30</b>							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	Y			
Program Users							
<b>Residents, Businesses, City buildings</b>							
Numbers serviced							
<b>11,200 sewer customers</b>							
Other Dept's Provide Service			<u>YES</u>	<u>NO</u>			
If YES, Who?				X			
Lead Department			<u>YES</u>	<u>NO</u>			
If NO, Who?			X				
External Provider of Service			<u>YES</u>	<u>NO</u>			
If YES, Who?			X		Other Govt agencies (State & County), private water companies		
Outsource			<u>YES</u>	<u>NO</u>			
If YES, Who? If NO, Why?				X			
<p>Many government agencies across the country have outsourced or privatized their sewer collection systems. It is a decision that should not be made lightly, but has proven to be successful for some agencies, and problematic for others. Additionally, many areas of the country have independent water and/or sewer authorities that serve broad geographical areas that may include multiple governmental jurisdictions.</p>							
Cost Recovery			<u>YES</u>	<u>NO</u>			
If YES, How much?			X		100% of cost is recovered via the sewer rates.		
Other information							
FY15 Sewer: \$8,384,809.86 (including penalties, interest and CFA's)							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	1,492,309.19
Overhead	244,055.94
Capital Overhead	
DPW Admin	120,240.38
<b>Total Cost</b>	<b>1,856,605.51</b>
Less Grants	
<b>Total Net Cost</b>	<b>1,856,605.51</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	8,384,809.86
Grants	
<b>Total Sources</b>	<b>8,384,809.86</b>
<b>Uses of Funds</b>	
Operational Expenses	1,492,309.19
Overhead	244,055.94
Capital Overhead	
DPW Admin	120,240.38
<b>Total Uses of Funds</b>	<b>1,856,605.51</b>
<b>Net Cost Recovery</b>	<b>6,528,204.35</b>

<b>Unit Cost</b>	0.0012
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Sidewalk Repair</b>	<b>6.6</b>	<b>1</b>
<p>This program provides for the maintenance and repair of the City's sidewalks. Work includes repair of small sidewalk areas that present a potential hazard to pedestrians. Repair/replacement of larger sidewalk areas is completed by the City's sidewalk contractor. The objective of the program is to economically keep the sidewalks in a safe condition.</p>		# of Units Provided
		All sidewalks along the 90 mile street system
<p>Performance Measures</p> <ol style="list-style-type: none"> <li>1. Annual linear feet of sidewalks replaced</li> <li>2. Overall condition index of the City sidewalks</li> <li>3. Annual number of trip and fall claims</li> </ol>		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	Y	Y	N	N
Mandate Reference(s)							
<b>Charter - Art. VI, Sect. 10b, City Code - 14.04.010</b>							
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	Y				
Program Users							
<b>Residents, Visitors</b>							
Numbers serviced							
<b>Many thousand residents and visitors who walk around town.</b>							
		<u>YES</u>	<u>NO</u>				
Other Dept's Provide Service			X				
If YES, Who?							
		<u>YES</u>	<u>NO</u>				
Lead Department		X					
If NO, Who?							
		<u>YES</u>	<u>NO</u>				
External Provider of Service		X					
If YES, Who? Contractors							
		<u>YES</u>	<u>NO</u>				
Outsource			X				
If YES, Who? If NO, Why?							
The replacement of large sidewalk areas (greater than five sidewalk panels) is already outsourced to contractors. Time sensitive repair of small sidewalk areas (trip hazards) is completed by the City crew, and should not be outsourced as quick response is needed for many of the smaller repairs.							
		<u>YES</u>	<u>NO</u>				
Cost Recovery			X				
If YES, How much?							
Other information							

BUDGETARY ANALYSIS	
Program Cost	579,435.37
Overhead	98,132.69
Capital Overhead	-
DPW Admin	25,671.50
Total Cost	703,239.56
Less Grants	
<b>Total Net Cost</b>	<b>703,239.56</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	579,435.37
Overhead	98,132.69
Capital Overhead	
DPW Admin	25,671.50
Total Uses of Funds	703,239.56
<b>Net Cost Recovery</b>	<b>(703,239.56)</b>

<b>Unit Cost</b>	
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Snow &amp; Ice Removal</b>	<b>0</b>	<b>1</b>
<p>This program provides for the removal of snow and ice from City streets, plus sidewalks at City buildings and facilities. The budget includes materials (salt), equipment and overtime wages; snow removal performed during working hours is charged to the division to which the employee is assigned. During snow events, there is not a more critical function for the City's Public Works crews. The objective of the program is to keep the streets and assigned sidewalks in a safe and passable condition.</p> <p>Performance Measures  1. Completion of snow removal within plan goals  2. Tons of salt used annually  3. Total personnel time on snow and ice removal</p>	<b># of Units Provided</b>	
	<b>90 miles of streets</b>	

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	Y	N	N	N
Mandate Reference(s)							
<b>Charter - Art. VI, Sect. 10b</b>							
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	Y				
Program Users							
<b>Residents, Visitors, City facilities</b>							
Numbers serviced							
<b>Many thousands</b>							
		<u>YES</u>	<u>NO</u>				
Other Dept's Provide Service		X					
If YES, Who?		Rec & Parks Dept and Fire Dept provide support					
		<u>YES</u>	<u>NO</u>				
Lead Department		X					
If NO, Who?							
		<u>YES</u>	<u>NO</u>				
External Provider of Service		X					
If YES, Who?		Contractors					
		<u>YES</u>	<u>NO</u>				
Outsource			X				
If YES, Who? If NO, Why?		Possible but not recommended. This work is performed by City personnel who are assigned other tasks during normal weather conditions. DPW crews are supported by other departments, and are supplemented by contractors during heavy snows.					
		<u>YES</u>	<u>NO</u>				
Cost Recovery			X				
If YES, How much?							
Other information							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	82,676.00
Overhead	11,045.40
Capital Overhead	
DPW Admin	820.32
<b>Total Cost</b>	<b>94,541.72</b>
Less Grants	
<b>Total Net Cost</b>	<b>94,541.72</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
<b>Total Sources</b>	<b>-</b>
<b>Uses of Funds</b>	
Operational Expenses	82,676.00
Overhead	11,045.40
Capital Overhead	
DPW Admin	820.32
<b>Total Uses of Funds</b>	<b>94,541.72</b>
<b>Net Cost Recovery</b>	<b>(94,541.72)</b>

<b>Unit Cost</b>	<b>1,062.01</b>
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Storm Drain Maintenance and Repair</b>	<b>3.17</b>	<b>1</b>
<p>This program maintains all aspects of the City's storm drain system. This involves the City's stormwater system consisting of a network of storm drain pipes, inlets, outfalls, water quality features, and other associated equipment. The objective of the program is to operate and maintain the City's municipal separate storm sewer system (MS4) in accordance with all applicable Federal, State and local regulations.</p> <p>Performance Measures  1. Linear feet of storm water pipes cleaned annually  2. Number of stormwater inlets cleaned annually  3. Annual violations of the City's NPDES permit</p>	<b># of Units Provided</b>	Entirety of the storm drain system, which is approximately 75 miles of storm drain pipes

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	N	Y	Y	N	N
Mandate Reference(s)	<b>Federal - 40CFR122.32, NDPEs, State - COMAR 26.03 and 26.17, Charter - Art. VI, Sec. 10b, Code 2.40.30</b>						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	Y				
Program Users	<b>Residents and commercial businesses, visitors and City buildings</b>						
Numbers Serviced	<b>Many thousands</b>						
		<u>YES</u>	<u>NO</u>				
Other Dept's Provide Service If YES, Who?			X				
		<u>YES</u>	<u>NO</u>				
Lead Department If NO, Who?		X					
		<u>YES</u>	<u>NO</u>				
External Provider of Service If YES, Who?			X	Contractors			
		<u>YES</u>	<u>NO</u>				
Outsource If YES, Who? If NO, Why?		X					
The management of the City's growing inventory of stormwater facilities (including maintenance and operations) could be contracted to a firm with expertise in the hydrology, hydraulics, flora and other aspects of the stormwater quality and conveyance systems.							
		<u>YES</u>	<u>NO</u>				
Cost Recovery If YES, How much?		X		Cost Recovery via the Stormwater Fee.			
Other information FY 2015 Stormwater: \$932,925.19							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	333,246.84
Overhead	51,687.53
Capital Overhead	
DPW Admin	10,278.71
Total Cost	395,213.08
Less Grants	
<b>Total Net Cost</b>	<b>395,213.08</b>
<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	932,925.19
Grants	
Total Sources	932,925.19
<b>Uses of Funds</b>	
Operational Expenses	333,246.84
Overhead	51,687.53
Capital Overhead	
DPW Admin	10,278.71
Total Uses of Funds	395,213.08
<b>Net Cost Recovery</b>	<b>537,712.11</b>
<b>Unit Cost</b>	<b>5,269.51</b>

<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Street Repair</b>	<b>10.2</b>	<b>1</b>
This program provides for the maintenance and repair of the City's 90 miles of streets. Work includes pothole repair, cut out and repair of deteriorated areas, and any other work required to keep the streets in a safe and operable condition.		# of Units Provided <b>90 miles of City streets</b>
<b>Performance Measures</b> 1. Weighted average "Remaining Surface Life" of City streets 2. Annual potholes repaired 3. Annual centerline miles of asphalt resurfacing		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	Y	Y	N	N
Mandate Reference(s)							
<b>Charter - Art. VI, Sec. 10b, Code - 2.40.30</b>							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	Y			
Program Users	<b>Residents, visitors, State and County agencies, people working in Annapolis</b>						
Numbers Serviced	<b>Many thousands</b>						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			X				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
			X		Contractors		
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
				X	The major repair of streets, including pavement resurfacing, is already outsourced to contractors. The City's street crew provides timely and responsive repairs of minor street issues such as potholes and cutouts.		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
				X			
Other information							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	867,031.37
Overhead	155,519.64
Capital Overhead	
DPW Admin	46,779.19
Total Cost	1,069,330.20
Less Grants	
<b>Total Net Cost</b>	<b>1,069,330.20</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	867,031.37
Overhead	155,519.64
Capital Overhead	
DPW Admin	46,779.19
Total Uses of Funds	1,069,330.20
<b>Net Cost Recovery</b>	<b>(1,069,330.20)</b>

<b>Unit Cost</b>	<b>12,015.01</b>
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Department of Public Works								FTE's	Ranking																																																																																																																																																																																																		
Water Distribution								14.8	1																																																																																																																																																																																																		
This program distributes potable water throughout the City. This involves operations and maintenance of the City's water distribution system consisting of a network of pipes, valves and other associated equipment. The objective of the program is to distribute safe, high quality drinking water in accordance with all applicable Federal, State and local regulations.								# of Units Provided Approximately 1.3 billion gallons annually																																																																																																																																																																																																			
Performance Measures																																																																																																																																																																																																											
1. Number of emergency water outages																																																																																																																																																																																																											
2. Number of fire hydrants flushed annually																																																																																																																																																																																																											
3. Number of water valves operated annually																																																																																																																																																																																																											
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Water Reclamation Facility</b>	<b>0</b>	<b>1</b>
<p>This program provides funding to Anne Arundel County Public Works for the operations and maintenance of Annapolis Water Reclamation Facility, a sewage treatment plant co-owned by the City and County. The objective of the program is to treat all sewage produced in the City (including the Naval Academy) in accordance with all applicable Federal, State and local regulations.</p>		<b># of Units Provided</b> Approximately 1.5 billion gallons of City wastewater treated annually
<b>Performance Measures</b>  N/A - County operation		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	Y	Y	N	N	N
Mandate Reference(s)	<b>Federal - 40 CFR , NPDES; State - COMAR 26; County - By Agreement; Charter - Art. VI, Sec. 10b</b>						
	<u>Internal</u>		<u>External</u>				
Customer Type (Y/N)	Y		Y				
Program Users	<b>Residents, visitors, State and County agencies, people working in Annapolis</b>						
Numbers Served	<b>11,200 sewer customers</b>						
Other Dept's Provide Service If YES, Who?	<u>YES</u>		<u>NO</u>				
			X				
Lead Department If NO, Who?	<u>YES</u>		<u>NO</u>				
			X				
External Provider of Service If YES, Who?	<u>YES</u>		<u>NO</u>				
			X		Operations & maintenance is performed by AACo Public Works		
Outsource If YES, Who? If NO, Why?	<u>YES</u>		<u>NO</u>				
			X		The Annapolis Water Reclamation Facility is operated by the County.		
Cost Recovery If YES, How much?	<u>YES</u>		<u>NO</u>				
			X		100% of cost is recovered via the sewer rates.		
Other information	FY15 Sewer: \$8,384,809.86 (including penalties, interest and CFA's)						

BUDGETARY ANALYSIS	
Program Cost	3,800,000.00
Overhead	843,912.01
Capital Overhead	
DPW Admin	18,947.86
Total Cost	4,662,859.87
Less Grants	
<b>Total Net Cost</b>	4,662,859.87

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	3,800,000.00
Overhead	843,912.01
Capital Overhead	
DPW Admin	18,947.86
Total Uses of Funds	4,662,859.87
<b>Net Cost Recovery</b>	(4,662,859.87)

<b>Unit Cost</b>	0.0031
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Capital Project Management</b>	<b>3.7</b>	<b>2</b>
<p>This program provides for the management of the City's annual capital improvement program. Project managers/engineers oversee the work of design consultants and construction contractors in the implementation of capital projects. The object is to carry out the capital program in a safe, timely and cost effective manner. During FY13-FY16, the annual CIP averaged \$13.0 million per year.</p>		<b># of Units Provided</b> 15 projects per year (4-year average)
<b>Performance Measures</b> 1. Annual value of capital construction work completed 2. % of CIP projects delivered within 2 months of approved baseline schedule 3. % of CIP projects delivered within the approved baseline budget		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	Y	N	N	N
Mandate Reference(s)	<b>Charter: Art. VI, Sect. 10b</b>						
Customer Type (Y/N)	<u>Internal</u>		<u>External</u>				
Program Users	Y		Y				
Numbers Serviced	<b>Residents, visitors, State and County agencies, City departments</b>						
Other Dept's Provide Service If YES, Who?	<u>YES</u>		<u>NO</u>				
Lead Department If NO, Who?	X		<u>YES</u>		<u>NO</u>		
External Provider of Service If YES, Who?	<u>YES</u>		<u>NO</u>				
Outsource	X		<u>YES</u>		<u>NO</u>		
Cost Recovery	<u>YES</u>		<u>NO</u>				
Other information	X		<p>Although it is possible to outsource this function to an engineering firm, there would be a significant loss in the indepth knowledge and familiarity that the City's engineers have with the City's infrastructure and buildings.</p> <p>A portion of the project management (salaries) cost for this program is recovered from the capital project funding. The project management cost can be up to 5% of the total project cost.</p>				

<b>BUDGETARY ANALYSIS</b>	
Program Cost	630,177.09
Overhead	68,390.12
Capital Overhead	
DPW Admin	21,596.66
<b>Total Cost</b>	<b>720,163.87</b>
Less Grants	
<b>Total Net Cost</b>	<b>720,163.87</b>
<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
<b>Total Sources</b>	-
<b>Uses of Funds</b>	
Operational Expenses	630,177.09
Overhead	68,390.12
Capital Overhead	
DPW Admin	21,596.66
<b>Total Uses of Funds</b>	<b>720,163.87</b>
<b>Net Cost Recovery</b>	<b>(720,163.87)</b>
<b>Unit Cost</b>	<b>48,591.10</b>

Department of Public Works		FTE's	Ranking
Curbside Recycling		0	2
This program provides collection and disposal of single stream recyclable materials. All 8,800 residences in the City receive collection of recyclable materials once a week. The collection and disposal services are outsourced to Bates Trucking Company. The City manages and oversees the collection services and performs all customer service functions. The objective of the program is to provide recycling services in an economical, safe and high quality manner.			# of Units Provided
			8,800 residences
Performance Measures			
1. Diversion rate of solid waste			
2. Annual revenue from recyclable materials			
3. Number of validated recycling complaints received			
	<u>Federal</u>	<u>State</u>	<u>County</u>
Mandated? (Y/N)	Y	N	N
	<u>Charter</u>	<u>Code</u>	<u>Grant</u>
Mandate Reference(s)	N	Y	N
	<b>Federal: 40CFR246.201.5 Code: 10.16</b>		
	<u>Internal</u>	<u>External</u>	
Customer Type (Y/N)	N	Y	
Program Users			
<b>City Residents</b>			
Numbers Serviced			
<b>8,800 residential units</b>			
	<u>YES</u>	<u>NO</u>	
Other Dept's Provide Service		X	
If YES, Who?			
	<u>YES</u>	<u>NO</u>	
Lead Department	X		
If NO, Who?			
	<u>YES</u>	<u>NO</u>	
External Provider of Service	X		
If YES, Who?	<b>Recycling companies</b>		
	<u>YES</u>	<u>NO</u>	
Outsource		X	
If YES, Who? If NO, Why?	This service is already outsourced.		
	<u>YES</u>	<u>NO</u>	
Cost Recovery	X		
If YES, How much?	Curbside recycling is part of the solid waste enterprise fund. The refuse fees fund most of the cost of the recycling program. However, the City also gets rebates based on the market value of the recyclable materials. During FY2015, the City received \$25,772 in recycling rebates. Furthermore, the recycling program has a large cost avoidance component. Every ton of material recycled reduces the solid waste disposal cost by \$58.16. During 2014, at total of 3426.72 tons were recycled, with a cost avoidance of \$199,298.		
Other information			
FY2015 Recycling: \$33,435.39			
<b>BUDGETARY ANALYSIS</b>			
Program Cost	312,570.00		
Overhead	63,560.90		
Capital Overhead			
DPW Admin	2,408.59		
Total Cost	378,539.49		
Less Grants			
Total Net Cost	378,539.49		
<b>COST RECOVERY ANALYSIS</b>			
<b>Sources of Funds</b>			
Program Fees	33,435.39		
Grants			
Total Sources	33,435.39		
<b>Uses of Funds</b>			
Operational Expenses	312,570.00		
Overhead	63,560.90		
Capital Overhead			
DPW Admin	2,408.59		
Total Uses of Funds	378,539.49		
Net Cost Recovery	(345,104.10)		
<b>Unit Cost</b>	<b>43.02</b>		

<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Residential Refuse and Yard Waste Collections and Disposal</b>	<b>2.11</b>	<b>2</b>
This program provides collection and disposal of residential refuse and yard waste. All 8,800 residences in the City receive collection of refuse and yard waste once a week. The collection and disposal services are outsourced to Bates Trucking Company. The City manages and oversees the collection services and performs all customer service functions. The objective of the program is to provide solid waste services in an economical, safe and high quality manner, in accordance with all Federal, State and local government regulations.	<b># of Units Provided</b>	
	<b>8,800 residences</b>	
<b>Performance Measures</b> 1. Number of validated customer complaints received 2. Total tonnage of refuse and yard waste collected 3. Total tonnage of solid waste diverted from landfill		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	N	Y	Y	N	N
Mandate Reference(s)	<b>Federal - 40CFR243,60.1440, State - COMAR 26.03, Charter - Art. VI, Sect. 10b, City Code - 10.16</b>						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	Y			
Program Users	<b>Residents, City facilities</b>						
Numbers serviced	<b>8,800 residences</b>						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			X				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
			X		Waste hauling companies		
Outsource			<u>YES</u>	<u>NO</u>			
				X			
If YES, Who? If NO, Why?			Program was outsourced in 2012.				
Cost Recovery			<u>YES</u>	<u>NO</u>			
			X				
If YES, How much?	All costs are recovered via the Refuse Fee (enterprise fund).						
Other information	FY 2015 Solid Waste: \$3,101,109.80						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	1,557,063.01
Overhead	309,355.51
Capital Overhead	
DPW Admin	80,310.70
<b>Total Cost</b>	<b>1,946,729.22</b>
Less Grants	
<b>Total Net Cost</b>	<b>1,946,729.22</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	3,101,109.80
Grants	
<b>Total Sources</b>	<b>3,101,109.80</b>
<b>Uses of Funds</b>	
Operational Expenses	1,557,063.01
Overhead	309,355.51
Capital Overhead	
DPW Admin	80,310.70
<b>Total Uses of Funds</b>	<b>1,946,729.22</b>
<b>Net Cost Recovery</b>	<b>1,154,380.58</b>

<b>Unit Cost</b>	<b>221.22</b>
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Traffic Control and Maintenance</b>	<b>3.85</b>	<b>2</b>
<p>This program provides a wide variety of services including maintenance and repair of street signs, signals, traffic markings, painted curbs, and downtown flags. The objective is to keep the City's 90 miles of streets and all associated equipment and markings in a safe and operable condition.</p>		<b># of Units Provided</b>
		26 Traffic Signals 3,782 Signs/Poles/Markers 75,000' of red/yellow curb
<b>Performance Measures</b> 1. Annual number of signs fabricated 2. Annual traffic signal repairs 3. Annual linear feet of curb painting		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	N	Y	Y	N	N
Mandate Reference(s)	<b>Federal - 23 CFR 655; State - COMAR 11.04.14; Charter - Art. VI, Sec. 10b; Code - 12.08.04</b>						
Customer Type (Y/N)			<u>Internal</u>	<u>External</u>			
Program Users	Residents, visitors, State and County agencies, people working in Annapolis						
Numbers Served	<b>Many thousands who use the City's street system</b>						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>	Other Government agencies (State and County)		
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
This work is sensitive in that it involves maintenance, repair and operations of the City's traffic signals, street signs and traffic markings. This type of work is best performed by City employees.							
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
Other information For Unit Cost - used 90 miles of street							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	306,871.66
Overhead	53,859.95
Capital Overhead	
DPW Admin	18,825.77
<b>Total Cost</b>	<b>379,557.38</b>
Less Grants	
<b>Total Net Cost</b>	<b>379,557.38</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
<b>Total Sources</b>	<b>-</b>
<b>Uses of Funds</b>	
Operational Expenses	306,871.66
Overhead	53,859.95
Capital Overhead	
DPW Admin	18,825.77
<b>Total Uses of Funds</b>	<b>379,557.38</b>
<b>Net Cost Recovery</b>	<b>(379,557.38)</b>

<b>Unit Cost</b>	<b>4,271.62</b>
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Traffic Engineering</b>	<b>0.53</b>	<b>2</b>
<p>This program provides traffic engineering to resolve difficult and complex traffic issues that arise throughout the City. Traffic studies are performed and engineering solutions are developed to improve traffic. The object is to keep the streets and all associated equipment and markings in a safe and operable condition.</p>		<b># of Units Provided</b> 10 complex issues and 100 less complicated requests each year
<b>Performance Measures</b> 1. Average time to complete traffic requests 2. Number of traffic requests investigated and resolved annually 3. Number of traffic accidents in the City annually		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	N	Y	Y	N	N
Mandate Reference(s)							
<b>Federal - 23 CFR 655; State - COMAR 11.04.14; Charter - Art. VI, Sec. 10b; Code - 12.08.04</b>							
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		N	Y				
Program Users							
<b>Residents, visitors, State and County agencies, people working in Annapolis</b>							
Numbers Served							
<b>Many thousands who use the City's street system</b>							
		<u>YES</u>	<u>NO</u>				
Other Dept's Provide Service			X				
If YES, Who?							
		<u>YES</u>	<u>NO</u>				
Lead Department		X					
If NO, Who?							
		<u>YES</u>	<u>NO</u>				
External Provider of Service		X					
If YES, Who? Traffic Engineering Firms/Consultants							
		<u>YES</u>	<u>NO</u>				
Outsource		X					
If YES, Who? If NO, Why?							
This is work that could be performed by a consultant hired to provide as-needed traffic engineering support. Although the cost may increase, the level of expertise and responsiveness to requests could improve.							
		<u>YES</u>	<u>NO</u>				
Cost Recovery			X				
If YES, How much?							
Other information							

BUDGETARY ANALYSIS	
Program Cost	141,103.74
Overhead	12,369.60
Capital Overhead	
DPW Admin	3,096.88
Total Cost	156,570.22
Less Grants	
Total Net Cost	156,570.22

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	141,103.74
Overhead	12,369.60
Capital Overhead	
DPW Admin	3,096.88
Total Uses of Funds	156,570.22
Net Cost Recovery	(156,570.22)

<b>Unit Cost</b>	1,437.33
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Utilities Engineering</b>	<b>0.53</b>	<b>2</b>
<p>This program provides utilities engineering to resolve difficult and complex water and sewer system issues that arise throughout the City. Water and sewer studies are performed and engineering solutions are developed to improve the operations of utilities in the City. The object is to keep the utilities, with all their associated equipment and systems, in a safe and operable condition.</p>		<b># of Units Provided</b>
		Water: 1.3 billion gal Sewer: 1.5 billion gal
<p><b>Performance Measures</b></p> <ol style="list-style-type: none"> <li>1. Response time for utilities engineering requests</li> <li>2. Number of utilities engineering requests annually</li> <li>3. Number of emergency engineering requests annually</li> </ol>		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	N	Y	Y	N	N
Mandate Reference(s)	<b>Federal - 40 CFR; State - COMAR 26.03; Charter - Art. VI, Sec. 10b; Code - 2.40.30</b>						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	Y				
Program Users	<b>Residents, visitors, State and County agencies, people working in Annapolis</b>						
Numbers Serviced	<b>12,200 water customers, 11,200 sewer customers</b>						
Other Dept's Provide Service If YES, Who?		<u>YES</u>	<u>NO</u>				
			X				
Lead Department If NO, Who?		<u>YES</u>	<u>NO</u>				
		X					
External Provider of Service If YES, Who?		<u>YES</u>	<u>NO</u>				
		X		Engineering Firms/Consultants			
Outsource If YES, Who? If NO, Why?		<u>YES</u>	<u>NO</u>				
			X				
	Although it is possible to outsource this function to an engineering firm, there would be a significant loss in the indepth knowledge and familiarity that the City's utilities engineer has with the complex water and sewer systems.						
Cost Recovery		<u>YES</u>	<u>NO</u>				
		X					
	If YES, How much? 100% of cost is recovered via the water and sewer rates.						
Other information	FY15 Water: \$7,205,464.35 (including penalties, interest and CFA's) FY15 Sewer: \$8,384,809.86 (including penalties, interest and CFA's)						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	59,276.26
Overhead	10,314.39
Capital Overhead	
DPW Admin	3,096.88
<b>Total Cost</b>	<b>72,687.53</b>
Less Grants	
<b>Total Net Cost</b>	<b>72,687.53</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
<b>Total Sources</b>	<b>-</b>
<b>Uses of Funds</b>	
Operational Expenses	59,276.26
Overhead	10,314.39
Capital Overhead	
DPW Admin	3,096.88
<b>Total Uses of Funds</b>	<b>72,687.53</b>
<b>Net Cost Recovery</b>	<b>(72,687.53)</b>

<b>Unit Cost</b>
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Market House</b>	<b>0</b>	<b>3</b>
<p>This program provides management, common area operations and maintenance, and repair of Market House. This involves functions such as utilities, custodial services, refuse and recycling collection, manager, and building maintenance and repair. The Market House vendors reimburse the City for all operating expenses. The objective of the program is to operate and maintain Market House in a safe and high quality manner.</p>		# of Units Provided
		6 individual stalls
<p>Performance Measures</p> <ol style="list-style-type: none"> <li>1. Number of vendor stalls leased</li> <li>2. Full recovery of all operating expenses</li> <li>3. Amount of revenue-based additional rent collected</li> </ol>		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	N	Y	N	N
Mandate Reference(s)	<b>Code: 7.28.020</b>						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			N	Y			
Program Users	<b>Residents and visitors</b>						
Numbers Serviced	<b>Thousands of Market House customers</b>						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			X				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				X			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
				X			The Market House Manager position is already contracted.
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
			X				Cost Recovery via operating expense payments from the vendors.
Other information	Program Fees = Rents collected for FY 2015						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	156,585.00
Overhead	31,841.45
Capital Overhead	
DPW Admin	71,472.73
<b>Total Cost</b>	<b>259,899.18</b>
Less Grants	
<b>Total Net Cost</b>	<b>259,899.18</b>
<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	167,788.66
Grants	
<b>Total Sources</b>	<b>167,788.66</b>
<b>Uses of Funds</b>	
Operational Expenses	156,585.00
Overhead	31,841.45
Capital Overhead	
DPW Admin	71,472.73
<b>Total Uses of Funds</b>	<b>259,899.18</b>
<b>Net Cost Recovery</b>	<b>(92,110.52)</b>
<b>Unit Cost</b>	<b>43,316.53</b>

<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Public Works Inspection</b>	<b>1.06</b>	<b>3</b>
<p>This program provides for the permitting, inspection, and code compliance of work being done in the City's public right-of-way by franchise utilities, contractors, property owners and other parties. The objective of the program is to ensure that the City's streets and sidewalks remain in a safe condition.</p>		<p><b># of Units Provided</b> Approximately 500 right-of-way inspections each year</p>
<p>Performance Measures</p> <ol style="list-style-type: none"> <li>1. Time required to process street and sidewalk permits</li> <li>2. Cost recovery of program</li> <li>3. Number of complaints received</li> </ol>		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	Y	N	N	N
Mandate Reference(s)	<b>Charter: Art. VI, Sect. 10b</b>						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		N	Y				
Program Users	<b>Residents, commercial businesses, and franchise utilities.</b>						
Numbers serviced	<b>Several hundred</b>						
Other Dept's Provide Service		<u>YES</u>	<u>NO</u>				
If YES, Who?		X		Coordinates closely with DNEP on matters involving code compliance.			
Lead Department		<u>YES</u>	<u>NO</u>				
If NO, Who?		X					
External Provider of Service		<u>YES</u>	<u>NO</u>				
If YES, Who?			X				
Outsource		<u>YES</u>	<u>NO</u>				
If YES, Who? If NO, Why?			X	Inherently governmental function			
Cost Recovery		<u>YES</u>	<u>NO</u>				
If YES, How much?		X		A total of \$1785 was collected during FY-14 for right-of-way permits.			
Other information							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	123,585.30
Overhead	15,743.34
Capital Overhead	
DPW Admin	5,867.77
<b>Total Cost</b>	<b>145,196.41</b>
Less Grants	
<b>Total Net Cost</b>	<b>145,196.41</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
<b>Total Sources</b>	<b>-</b>
<b>Uses of Funds</b>	
Operational Expenses	123,585.30
Overhead	15,743.34
Capital Overhead	
DPW Admin	5,867.77
<b>Total Uses of Funds</b>	<b>145,196.41</b>
<b>Net Cost Recovery</b>	<b>(145,196.41)</b>

<b>Unit Cost</b>	<b>293.97</b>
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Department of Public Works	FTE's	Ranking
Maps and Records	1.59	4
<p>This program maintains and provides (on request) the City's property maps and records. This program differs from the City's GIS function in that GIS provides electronic geographic information primarily for internal City use, whereas the maps and records function provides hard copy plat, property, roadway, as-built documents for use by property owners, developers, engineering firms and internal City users. The objective of the program is to ensure that the City's critical property documents are maintained, preserved and provided upon request, allowing them to be useful tools for residents, businesses and other entities working in the City.</p>		# of Units Provided
<p>Performance Measures</p> <ol style="list-style-type: none"> <li>1. Number of requests for information/documents</li> <li>2. Cost recovery of program</li> <li>3. Number of complaints received</li> </ol>		Approximately 800 requests are filled each year

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	N	N	N	Y	N	N	N
Mandate Reference(s)	<b>Charter: Art. VI, Sect. 10b</b>						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	Y			
Program Users	<b>Residents and commercial businesses, franchise utilities, City departments</b>						
Numbers Serviced	<b>Approximately 800 customers per year</b>						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			X
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			X
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			X
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			X
					This is a City function to manage its maps and records.		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			X
					A total of \$655 was collected during FY14 for printing and copying of maps and records.		
Other information							

BUDGETARY ANALYSIS	
Program Cost	166,190.37
Overhead	23,344.01
Capital Overhead	
DPW Admin	9,127.65
<b>Total Cost</b>	<b>198,662.03</b>
Less Grants	
<b>Total Net Cost</b>	<b>198,662.03</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
<b>Total Sources</b>	<b>-</b>
<b>Uses of Funds</b>	
Operational Expenses	166,190.37
Overhead	23,344.01
Capital Overhead	
DPW Admin	9,127.65
<b>Total Uses of Funds</b>	<b>198,662.03</b>
<b>Net Cost Recovery</b>	<b>(198,662.03)</b>

<b>Unit Cost</b>	<b>251.80</b>
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<b>Department of Public Works</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Streetscape Maintenance</b>	<b>19.4</b>	<b>4</b>
<p>This program provides for the maintenance of the high visibility areas of the City, including sweeping, trash and recycling collection, graffiti and sticker removal, weed control, right-of-way mowing, and other duties as required. Downtown areas with focused coverage include Susan Campbell Park, Market House, Main Street, Church and State Circles, and West Street. The objective of the program is to economically keep the streets and sidewalks within the assigned areas in a clean and safe condition.</p> <p>Performance Measures  1. Total street sweeper miles  2. Total annual graffiti-removal locations  3. Number of complaints received</p>	<b># of Units Provided</b>	
	90 miles of streets mechanically swept. West St and Historic District hand swept.	

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	N	Y	N	N
Mandate Reference(s)							
<b>Code - 2.40.30</b>							
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		N	Y				
Program Users							
<b>Residents, visitors (especially downtown), people who work in Annapolis</b>							
Numbers Serviced							
<b>Many thousands</b>							
Other Dept's Provide Service		<u>YES</u>	<u>NO</u>				
If YES, Who?			X				
Lead Department		<u>YES</u>	<u>NO</u>				
If NO, Who?		X					
External Provider of Service		<u>YES</u>	<u>NO</u>				
If YES, Who?	Contractors	X					
Outsource		<u>YES</u>	<u>NO</u>				
If YES, Who? If NO, Why?	<p>There are companies that provide similar services to those performed by the streetscape crew. However, the City would lose a tremendous resource that provides immediate response to any possible issue that arises in the City. They are the City's labor force that keeps the downtown area looking good, but also moves furniture and boxes, puts up the City Hall Christmas tree, works during and cleans after special events, and generally provides whatever other services may be required.</p>						
Cost Recovery		<u>YES</u>	<u>NO</u>				
If YES, How much?			X				
Other information							

BUDGETARY ANALYSIS	
Program Cost	1,855,953.38
Overhead	304,857.41
Capital Overhead	
DPW Admin	92,086.08
Total Cost	2,252,896.87
Less Grants	
<b>Total Net Cost</b>	<b>2,252,896.87</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	1,855,953.38
Overhead	304,857.41
Capital Overhead	
DPW Admin	92,086.08
Total Uses of Funds	2,252,896.87
<b>Net Cost Recovery</b>	<b>(2,252,896.87)</b>

<b>Unit Cost</b>	<b>24,862.85</b>
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<b>Fire Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Emergency Medical Services (EMS)</b>	<b>81.21</b>	<b>1</b>
Program Description The Emergency Medical Services (EMS) Division exists to provide emergency and non-emergent health care, rescue and related services to the citizens and visitors of the City of Annapolis and to provide medical transportation to the appropriate health care facility. Personnel respond to medical emergencies with Basic Life Support (BLS) and Advanced Life Support (ALS) intervention. Personnel also assist in conducting Inspections and augment fire suppression staffing.		<b># of Units Provided</b>
		<b>7,487</b>
Performance Measures # of units provided is the annual Number of EMS responses. Other Performance Measures breakdowns would be annual Fees collected for EMS Transports (FY15 was approximately \$1.3 million with approximately a 70% collection rate) and Cardiac Arrest Survival Rate (currently 25%, the National average is currently approximately 10%).		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	No	No	No	Yes	Yes	No	No
Mandate Reference(s)	Charter Art 6 Sect 4, Code Chapter 2 Section 2.32.010						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Yes	Yes				
Program Users	Public						
Numbers Served	<u>7,487</u>						
Annual Number of EMS Responses							
		<u>YES</u>	<u>NO</u>				
Other Dept's Provide Service If YES, Who?			No				
		<u>YES</u>	<u>NO</u>				
Lead Department If NO, Who?		Fire					
		<u>YES</u>	<u>NO</u>				
External Provider of Service If YES, Who?		Possible		Private Company may, AACo may			
		<u>YES</u>	<u>NO</u>				
Outsource If YES, Who? If NO, Why?		Possible		Private EMS transport, AACo possible			
		<u>YES</u>	<u>NO</u>				
Cost Recovery If YES, How much?		Yes		FY16 anticipated \$1.4 million in billing fees collected			
Other information	Outsourcing to private EMS may increase response times, decrease level of service and there is potential for vendor going out of business leaving City without any EMS Services for citizens and visitors. Outsourcing to AACo would result increased response times and a loss of revenue. Increased VEBA is needed to cover added benefit costs. Increased revenues in billing may require increased budget to pay out billing fees.						

BUDGETARY ANALYSIS	
Program Cost	9,791,177.64
Overhead	1,162,128.10
Capital Overhead	
DPW Admin	
Total Cost	10,953,305.74
Less Grants	
<b>Total Net Cost</b>	10,953,305.74

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees (FY15 Actual)	1,330,246.66
Grants	
Total Sources	1,330,246.66
<b>Uses of Funds</b>	
Operational Expenses	9,791,177.64
Overhead	1,162,128.10
Capital Overhead	
DPW Admin	
Total Uses of Funds	10,953,305.74
<b>Net Cost Recovery</b>	(9,623,059.08)

<b>Unit Cost</b>	1,462.98
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<b>Fire Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Suppression</b>	<b>24.47</b>	<b>1</b>
Program Description Fire Suppression includes the personnel to staff apparatus (Fire Engines, Ladder Trucks, Medic Units and Duty Battalion Chief) to respond to Fire, EMS and other emergency and non-emergency incidents. The fire companies also conduct Pump Outs, Safety Inspections and Public Safety displays, etc. They do snow and ice removal at Fire Stations. They are responsible for daily maintainance and cleaning of fire stations, apparatus and training needed for all required Federal, State and Local mandates.		<b># of Units Provided</b>
		<b>1,353</b>
Performance Measures The number of Annual Fire Responses is listed as our # of Units Provided (average 1353). We would also measure performance by the number of Fire Fatalities (0 over the last three Fiscal Years) in Annapolis and number of Annual Training Hours (average 20,666.50).		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	No	No	No	Yes	Yes	No	No
Mandate Reference(s)	Charter Art 6 Sect 4, Code Chapter 2 Sect 2.32.010						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Yes	Yes				
Program Users	Public						
Numbers Served	<u>1,353</u>						
Number of Annual Fire Responses							
		<u>YES</u>	<u>NO</u>				
Other Dept's Provide Service If YES, Who?			No				
		<u>YES</u>	<u>NO</u>				
Lead Department If NO, Who?		Fire					
		<u>YES</u>	<u>NO</u>				
External Provider of Service If YES, Who?		Possible					
			AACo may				
		<u>YES</u>	<u>NO</u>				
Outsource If YES, Who? If NO, Why?		Possible					
			AACo may				
		<u>YES</u>	<u>NO</u>				
Cost Recovery If YES, How much?			No				
Other information	Outsourcing to AACo would result in reduced services, increased response times and lower ISO rating which would raise insurance costs, etc. Increased VEBA is needed to cover added benefits costs. Actual dollar fire loss for the citizens of Annapolis was less than half a million dollars last Fiscal Year. Actual minimum staffing assigned to fire suppression is 3 personnel on each fire engine and ladder truck.						

BUDGETARY ANALYSIS	
Program Cost	3,393,799.19
Overhead	440,218.85
Capital Overhead	
DPW Admin	
Total Cost	3,834,018.04
Less Grants	
<b>Total Net Cost</b>	<b>3,834,018.04</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	3,393,799.19
Overhead	440,218.85
Capital Overhead	
DPW Admin	
Total Uses of Funds	3,834,018.04
<b>Net Cost Recovery</b>	<b>(3,834,018.04)</b>

<b>Unit Cost</b>	<b>2,833.72</b>
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<b>Fire Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Code Enforcement</b>	<b>11.05</b>	<b>2</b>
Program Description The Fire Marshal's Office exists to enforce the City of Annapolis and State of Maryland Fire Prevention Code. This is achieved through conducting fire safety inspections of both new construction and existing buildings. The Office is staffed by four full-time employees and augmented by personnel assigned to Suppression, EMS and FESU duties. The Code Enforcement goal is to preserve life and property from fire and other related hazards through fire prevention and code enforcement. An ancillary duty is to serve as AFD - PIO.		<b># of Units Provided</b>
		<b>1,287</b>
Performance Measures # of units provided is the Annual Number of Addresses where General Fire Safety Inspections were conducted. Other Performance Measures breakdown would be the percentage of buildings inspected in the annual target cycle (100%) and the Annual Number of Permits Inspections (362/year).		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	No	No	No	No	Yes	No	No
Mandate Reference(s)	Code Chapter 2 Section 2.32.040						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Yes	Yes				
Program Users	Public						
Numbers Served	<u>1287</u>						
Annual Number of Addresses where Fire Safety Inspections were Conducted							
		<u>YES</u>	<u>NO</u>				
Other Dept's Provide Service		Yes					
If YES, Who?	DNEP and P & Z						
		<u>YES</u>	<u>NO</u>				
Lead Department		Fire					
If NO, Who?							
		<u>YES</u>	<u>NO</u>				
External Provider of Service		Possible					
If YES, Who?	AACo may						
		<u>YES</u>	<u>NO</u>				
Outsource		Possible					
If YES, Who? If NO, Why?	DNEP or AACo could do inspections						
		<u>YES</u>	<u>NO</u>				
Cost Recovery		Yes					
If YES, How much?	Citizens pay for inspections through permit fees						
Other information	Outsourcing may result in increased costs, delay in turn around times, loss of efficiency and cause safety issues as we use these regular inspections to familiarize our personnel with hazards of buildings and locations. Increased VEBA funding is needed to cover added benefits costs.						

BUDGETARY ANALYSIS	
Program Cost	1,282,721.41
Overhead	156,231.59
Capital Overhead	
DPW Admin	
Total Cost	1,438,953.00
Less Grants	
<b>Total Net Cost</b>	<b>1,438,953.00</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees (FY15 Actual)	17,715.32
Grants	
Total Sources	17,715.32
<b>Uses of Funds</b>	
Operational Expenses	1,282,721.41
Overhead	156,231.59
Capital Overhead	
DPW Admin	
Total Uses of Funds	1,438,953.00
<b>Net Cost Recovery</b>	<b>(1,421,237.68)</b>

<b>Unit Cost</b>	<b>1,118.07</b>
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<b>Fire Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Emergency Management</b>	<b>4.8</b>	<b>2</b>
Program Description: The Office of Emergency Management safeguards the City by coordinating planning and response to major events, large scale emergencies, and disasters, and by engaging in prevention, protection, mitigation, response, and recovery operations.		<b># of Units Provided</b>  37
Performance Measures # of Units Provided is the Annual number of Activations of the Emergency Operations Center or mobilization of resources in response to major incidents and events. (5 activations and 32 responses avg/yr). Other Performance Measurements are the annual amount of homeland security grant funding to meet the needs of the City of Annapolis and every Department. (\$804,445.92 average per year) and the number of annual emergency management plans that are created, maintained and updated as required by grant funding and others that increase the security and resiliency of the City (6 average/year).		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	No	No	No	Yes	Yes	Yes	No
Mandate Reference(s)	Charter Article VI Sec. 4, Code Chapter 11.48, Grants - Fed. & State						
Customer Type (Y/N)			<u>Internal</u>	<u>External</u>			
Program Users	Public, private, and non-profit organizations						
Numbers Served	In excess of 40,000						
COA Population and Visitors to our Jurisdiction							
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>	All City Depts.		
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>	Fire		
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>	X		
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>	Possible but not advisable; see "other information" below		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>	Substantial grant funding received (see above) exceeds the costs of running the Office		
Other information	Outsourcing could result in loss of City homeland security grant funding for Police, Fire, Public Works, and other City Departments, the loss of mitigation and disaster reimbursement funding, in addition to a reduction in services to the City. Increased VEBA is needed to cover added benefits costs. During activation of the Emergency Operations Center, OEM staff is supported by numerous employees of the City.						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	786,968.00
Overhead	62,200.23
Capital Overhead	
DPW Admin	
Total Cost	849,168.23
Less Grants	487,523.00
<b>Total Net Cost</b>	<b>361,645.23</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	487,523.00
Total Sources	487,523.00
<b>Uses of Funds</b>	
Operational Expenses	786,968.00
Overhead	62,200.23
Capital Overhead	
DPW Admin	
Total Uses of Funds	849,168.23
<b>Net Cost Recovery</b>	<b>(361,645.23)</b>

<b>Unit Cost</b>	<b>22,950.49</b>
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Fire Department		FTE's	Ranking
Plans Review		0.5	2
Program Description Review of all plans for Fire Safety and Code compliance submitted for new and modified buildings in the City of Annapolis. Some of the minor plans reviews are conducted in-house by the Captain assigned to the Fire Marshal's Office. Other more complex plans are sent to a professional Fire Protection Engineer. Fees leveled by the Fire Protection Engineer are generally recouped through the permit fee process. Estimated annual cost is \$30,000.			# of Units Provided
Performance Measures # of Units Provided is the annual total number of Permit plans reviewed. Performance Measures breakdown would be the annual total number of Permit plans reviewed in-house (425/year) and the annual total number of Permit plans reviewed by Fire Protection Engineer (140/year).			565

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	No	Yes	No	No	Yes	No	No
Mandate Reference(s)	State MD 29.06.01, Code Chap 2 Sect 2.32.040						
Customer Type (Y/N)			Internal	External			
Program Users	Public		Yes	Yes			
Numbers Served			565				
Annual Total Number of Plans Reviewed			YES	NO			
Other Dept's Provide Service			Yes				
If YES, Who?	DNEP and P & Z						
Lead Department			YES	NO			
If NO, Who?	Fire						
External Provider of Service			YES	NO			
If YES, Who?	Engineering Company						
Outsource			YES	NO			
If YES, Who? If NO, Why?	Possible						
Cost Recovery			YES	NO			
If YES, How much?	Plans Reviewer is paid for through Permit Fees						
Other information	Outsourcing could result in higher costs, delays in completion and lack of quality. Increased VEBA funding is needed to cover added benefits costs. As more plans are reviewed, the Fire Department budget needs to be increased to absorb the additional Fire Protection Engineer fees.						

BUDGETARY ANALYSIS	
Program Cost	104,890.05
Overhead	13,141.51
Capital Overhead	
DPW Admin	
Total Cost	118,031.56
Less Grants	
Total Net Cost	118,031.56

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees (FY15 Actual)	22,145.00
Grants	
Total Sources	22,145.00
<b>Uses of Funds</b>	
Operational Expenses	104,890.05
Overhead	13,141.51
Capital Overhead	
DPW Admin	
Total Uses of Funds	118,031.56
Net Cost Recovery	(95,886.56)

Unit Cost	208.91
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<b>Fire Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Special Operations</b>	<b>10.67</b>	<b>2</b>
Program Description Services to include: HazMat (responds to chemical, biological, radiological, nuclear and explosive incidents), FESU (responds to suspicious packages and bomb squad services, conducts investigations of fires as required by NFPA and ISO), Marine (Operation of fireboat to provide EMS and firefighting services for marine and structural fires in non-hydrant areas), Bike Medics (responds during congested traffic special events for EMS) and Tactical Medics (responds with Annapolis Police for EMS support of their SWAT Team).		<b># of Units Provided</b>
		<b>857</b>
Performance Measures # of Units Provided is total annual number of Special Operations responses. The Performance Measures breakdown would be for Number of Explosives Units Responses (143), Number of Fire Boat Responses (79) and Number of HazMat Responses (95).		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	No	No	No	Yes	Yes	Yes	No
Mandate Reference(s)	Code Art 6 Sect 4, Chapter 2 Sect 2.32.010, Federal & State Grants						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Yes	Yes				
Program Users	Public						
Numbers Served				<u>857</u>			
Total Number of Annual Special Operations Responses				<u>YES</u>	<u>NO</u>		
Other Dept's Provide Service If YES, Who?				No			
		<u>YES</u>	<u>NO</u>				
Lead Department If NO, Who?			Fire				
		<u>YES</u>	<u>NO</u>				
External Provider of Service If YES, Who?			Possible				
		<u>YES</u>	<u>NO</u>				
Outsource If YES, Who? If NO, Why?			Possible				
		<u>YES</u>	<u>NO</u>				
Cost Recovery If YES, How much?			Yes				
			Yes				
Other information	Outsourcing may result in reduction of services, increased response times and loss of grant funds. Increased VEBA funding is needed to cover added benefits costs. The Bomb Squad receives operating funding through Federal and State Grants. The Fireboat was funded through Federal and State Grants. FY 2015 Payment for Services: \$39,811.00						

BUDGETARY ANALYSIS	
Program Cost	1,558,901.11
Overhead	169,918.24
Capital Overhead	
DPW Admin	
Total Cost	1,728,819.35
Less Grants	90,081.00
<b>Total Net Cost</b>	<b>1,638,738.35</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees (FY15 Actual)	39,811.00
Grants	90,081.00
Total Sources	129,892.00
<b>Uses of Funds</b>	
Operational Expenses	1,558,901.11
Overhead	169,918.24
Capital Overhead	
DPW Admin	
Total Uses of Funds	1,728,819.35
<b>Net Cost Recovery</b>	<b>(1,598,927.35)</b>

<b>Unit Cost</b>	<b>2,017.29</b>
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<b>Fire Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Public Education/Community Relations</b>	0.3	3
Program Description Development, delivery and administration of Public Education and Community Relations. Formal programs are given for audiences of elementary school aged children and senior citizens. These are augmented by less formal programs such as fire station visits, parades, static displays and other community events. They conduct the Juvenile Fire Setters Intervention Program (JFSIP) which is a national program in conjunction with the Criminal Justice System to intervene with youth at risk of setting fires.		# of Units Provided
Performance Measures # of Units Provided is the annual total Number of Public Education Programs conducted. Other Performance Measures would be the annual number of Smoke Detectors/CO Monitors issued or installed (156/year) and the annual number of Juvenile Fire Setters Intervention Programs processed (2/year).		184

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	No	No	No	No	No	No	Yes
Mandate Reference(s)							
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Yes	Yes				
Program Users	Public						
Numbers Served	184						
Total Number of Annual Public Education Programs							
Other Dept's Provide Service If YES, Who?	<u>YES</u>	<u>NO</u>					
Lead Department If NO, Who?		<u>YES</u>	<u>NO</u>				
External Provider of Service If YES, Who?		Possible		Contractual company possibly			
Outsource If YES, Who? If NO, Why?		<u>YES</u>	<u>NO</u>				
Cost Recovery If YES, How much?		Possible		with grants and/or donations			
Other information	Outsourcing would result in increased costs. Increased VEBA funding is needed to cover added benefits costs. While no one is assigned full-time to this duty, we currently have the responsibilities shared among the Fire Marshal's Office staff and the Fire Department Station staff.						

BUDGETARY ANALYSIS	
Program Cost	40,547.87
Overhead	4,902.00
Capital Overhead	
DPW Admin	
Total Cost	45,449.87
Less Grants	
<b>Total Net Cost</b>	<b>45,449.87</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	40,547.87
Overhead	4,902.00
Capital Overhead	
DPW Admin	
Total Uses of Funds	45,449.87
<b>Net Cost Recovery</b>	<b>(45,449.87)</b>

<b>Unit Cost</b>	<b>247.01</b>
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Mayor's Office	FTE's	Ranking
Special Events	1	1
Program Description		# of Units Provided
Special Projects includes special events sponsored by the Mayor including; MLK Jr. Events; New Year's Eve Celebrations, 4th of July Fireworks the Emancipation Day Celebration; funding for the Kunta Kinte Memorial at City Dock; and other miscellaneous event related expenses. The other aspect of the Special Projects Program is the Community Grants Program. This includes line item grant recipients: Four Rivers (ALSCHA) \$25,000; Wiley Bates Legacy Center \$25,000; Annapolis Youth Services Bureau \$25,000. The remaining Community Grants funding is allocated among the applicants for each fiscal year. This also includes the money allocated to the Arts in Public Places Commission.		
Performance Measures		

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	N	N	N	N	Y	N	Y
Mandate Reference(s)							
Customer Type (Y/N)			<u>Internal</u>	<u>External</u>			Y
Program Users	Citizens of Annapolis						
Numbers Served	36,000 +/-						
Other Dept's Provide Service			<u>YES</u>	<u>NO</u>			
If YES, Who?	Finance						
Lead Department			<u>YES</u>	<u>NO</u>			
If NO, Who?	See below						
External Provider of Service			<u>YES</u>	<u>NO</u>			
If YES, Who?	N						
Outsource			<u>YES</u>	<u>NO</u>			
If YES, Who? If NO, Why?	N						
Cost Recovery			<u>YES</u>	<u>NO</u>			
If YES, How much?	N						
Other information	Management of Special Projects is split between the Mayor's Office (Events) and Finance (Community Grants)						

BUDGETARY ANALYSIS	
Program Cost	342,009.32
Overhead	72,363.23
Capital Overhead	
DPW Admin	
Total Cost	414,372.55
Less Grants	
Total Net Cost	414,372.55

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	342,009.32
Overhead	72,363.23
Capital Overhead	
DPW Admin	
Total Uses of Funds	414,372.55
Net Cost Recovery	(414,372.55)

Unit Cost	
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Planning and Zoning	FTE's	Ranking
Current Planning	4.2	1
Program Description Maintains primary responsibility for processing various development review applications for compliance with the Zoning and Subdivision ordinances of the City as well as State laws that are implemented locally. Staffs various boards and commissions such as the Zoning Board of Appeals and Planning		# of Units Provided 972
Performance Measures  This includes tracking the number of development applications received, reviewed and approved. Tracking building permit reviews, zoning certificates and assistance to other departmental agencies and property owners.		

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)		YES			YES		
Mandate Reference(s) Land Use Article of State Code, Title 20, 21, and 22 of City Code							
			Internal	External			
Customer Type (Y/N)				YES			
Program Users City Residents and Businesses							
Numbers Served 1600							
Other Dept's Provide Service If YES, Who?			YES	NO			
			DNEP, DPW, ADOT, LAW, P&R, AFD, APD, Health, DNR				
Lead Department If NO, Who?			YES	NO			
			YES				
External Provider of Service If YES, Who?			YES	NO			
				NO			
Outsource If YES, Who? If NO, Why?			YES	NO			
				NO			Consistency in applying regulatory design reqmts.
Cost Recovery If YES, How much?			YES	NO			
			YES				FY 15 Applicable Fees: \$76,599.52
Other information Quadrant 1							

BUDGETARY ANALYSIS	
Program Cost	633,648.50
Overhead	65,681.64
Capital Overhead	
DPW Admin	
Total Cost	699,330.14
Less Grants	
Total Net Cost	699,330.14

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees (FY15 Actual)	76,599.52
Grants	
Total Sources	76,599.52
<b>Uses of Funds</b>	
Operational Expenses	633,648.50
Overhead	65,681.64
Capital Overhead	
DPW Admin	
Total Uses of Funds	699,330.14
Net Cost Recovery	(622,730.62)

Unit Cost	719.48
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<b>Planning and Zoning</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Economic Development</b>	<b>2.2</b>	<b>1</b>
Program Description		<b># of Units Provided</b>
Coordinating Economic Development initiatives with Anne Arundel County per Memorandum of Understanding. Providing Small and Minority Business Enterprise services for local business development and maintaining the Main Street Annapolis partnership to promote historic preservation, community revitalization and economic development		276
Performance Measures		
Includes activities such as tracking the number of property searches and business contacts, number of community events attended, the number of small businesses receiving assistance, and amount of research and analysis conducted for the various economic development initiatives identified in the strategic plan.		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)							YES
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)				YES			
Program Users	Business and governmental organizations						
Numbers Serviced	38,000						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				NO			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			YES				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				NO			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
				NO	Currently partnering with AA County		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
				NO			
Other information							
Quadrant 2							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	397,547.11
Overhead	57,857.46
Capital Overhead	
DPW Admin	
Total Cost	455,404.57
Less Grants	
<b>Total Net Cost</b>	<b>455,404.57</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	397,547.11
Overhead	57,857.46
Capital Overhead	
DPW Admin	
Total Uses of Funds	455,404.57
<b>Net Cost Recovery</b>	<b>(455,404.57)</b>

<b>Unit Cost</b>	<b>1,650.02</b>
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<b>Planning and Zoning</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Historic Preservation</b>	<b>2.73</b>	<b>1</b>
Program Description		<b># of Units Provided</b>
Preserve the authentic character and promote quality stewardship of properties within the Annapolis Historic District. Promote historic preservation as integral to community revitalization, economic development and environmental sustainability. Heighten awareness of the value of cultural heritage and historic preservation.		<b>384</b>
Performance Measures		
The activities in this program include tracking the number of applications received for improvements to buildings in the historic district as well as possible landmark properties, tax credit applications and tracking the number of reports, studies, analysis and property searched conducted. Also includes tracking a number of education and outreach efforts conducted by this division.		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)		YES			YES		
Mandate Reference(s)							
Land Use Article, Title 21.56 of City Code							
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)			YES				
Program Users							
City residents and businesses							
Numbers Serviced							
4,000							
Other Dept's Provide Service		<u>YES</u>	<u>NO</u>				
If YES, Who?			NO				
Lead Department		<u>YES</u>	<u>NO</u>				
If NO, Who?		YES					
External Provider of Service		<u>YES</u>	<u>NO</u>				
If YES, Who?			NO				
Outsource		<u>YES</u>	<u>NO</u>				
If YES, Who? If NO, Why?			NO	State requirement for certification of local government			
Cost Recovery		<u>YES</u>	<u>NO</u>				
If YES, How much?		YES		FY 15 Applicable fees: \$29,933.58			
Other information							
Quadrant 1							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	432,324.18
Overhead	61,146.36
Capital Overhead	
DPW Admin	
Total Cost	493,470.54
Less Grants	
<b>Total Net Cost</b>	<b>493,470.54</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees (FY15 Actual)	29,933.58
Grants	
Total Sources	29,933.58
<b>Uses of Funds</b>	
Operational Expenses	432,324.18
Overhead	61,146.36
Capital Overhead	
DPW Admin	
Total Uses of Funds	493,470.54
<b>Net Cost Recovery</b>	<b>(463,536.96)</b>

<b>Unit Cost</b>	<b>1,285.08</b>
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Planning and Zoning	FTE's	Ranking
Comprehensive Planning	1.2	2
Program Description		# of Units Provided
Prepares, monitors and implements the Comprehensive Plan. Participates in the annual Capital Programming and Budgeting process. Performs sector studies and neighborhood plans. Undertakes special studies and functional planning as needed. Manages traffic studies as part of development review process. Seeks grants in pursuit of long and short range planning priorities. Represents Mayor at the Baltimore Regional Transportation Board.		168
Performance Measures		
Includes tracking all the activities associated with different programs included in the Program Description. Therefore community meetings, correspondence, master plans, traffic studies, sector studies would be accounted for the performance measures in this program.		

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)		YES			YES		
Mandate Reference(s)	Land Use Article, Titles 20, 21, and 22 of City Code						
			Internal	External			
Customer Type (Y/N)				YES			
Program Users	City residents and businesses						
Numbers Serviced	38,000						
Other Dept's Provide Service			YES	NO			
If YES, Who?	DPW, ADOT, P&R, DNEP						
Lead Department			YES	NO			
If NO, Who?							
External Provider of Service			YES	NO			
If YES, Who?							
Outsource			YES	NO			
If YES, Who? If NO, Why?	Studies are outsourced and managed by city staff						
Cost Recovery			YES	NO			
If YES, How much?	10% administrative fee charge to Traffic Impact Studies						
Other information	Quadrant 2						

BUDGETARY ANALYSIS	
Program Cost	318,810.36
Overhead	44,945.66
Capital Overhead	
DPW Admin	
Total Cost	363,756.02
Less Grants	
Total Net Cost	363,756.02

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees (FY15 Actual)	569.00
Grants	
Total Sources	569.00
<b>Uses of Funds</b>	
Operational Expenses	318,810.36
Overhead	44,945.66
Capital Overhead	
DPW Admin	
Total Uses of Funds	363,756.02
Net Cost Recovery	(363,187.02)

Unit Cost	2,165.21
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Planning and Zoning		FTE's	Ranking																																																																																																														
Community Programs and Grant Administration		1.2	3																																																																																																														
Program Description Ensures efficient performance of the housing and community development activities of the City. Administers the City's Community Development Block Grant (CDBG), the Clay Street Community Legacy Program, the Rental Allowance Program, the HOME Initiative Program and the Moderately Priced Dwelling Unit Program. Coordinates activities with nonprofit service providers, City departments and agencies.			# of Units Provided																																																																																																														
Performance Measures			216																																																																																																														
This includes tracking the number of initiatives completed in the CDBG, tracking the number of grants provided through the CDGB process, tracking the number of individuals that received assistance through the Rental Allowance, HOME or MPDU programs and activities completed associated with the implementation of the CDBG.																																																																																																																	
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<b>Police Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Intelligence</b>	<b>4</b>	<b>Quadrant 1</b>
<b>Program Description</b> Provides vital information of ongoing threats community activities, involved in special investigations and information gathering to better prepare for enforcement and deployment efforts. Conducts all threatgroup investigations, gang investigations, crime related to aforementioned groups. Assist in certain internal investigations upon request of departments. Provides real time intelligence updates and threat awareness and preparedness. Assists in criminal investigations, fugitive tracking and apprehension, cellular tracking and all other intelligence gathering. Video retrievals, cell phone and Computer information retrieval. Assit in criminal and drug investigations. Assists in alcohol enforcement and compliance efforts for the City.		<b># of Units Provided</b>
		<b>2,948</b>
<b>Performance Measures (See Appendix 3)</b> 1) Number of complaints investigated 2) Number of fugitive apprehensions made 3) Number of cases assisted with		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	Y	Y	Y	Y	Y
Mandate Reference(s)	All federal, state and local laws, procedures and ordinaces, All City and departmental policies and procedures						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	Y				
Program Users	Citizens / all public in general / Internal investigations / Judicial systems / Gang investigations						
Numbers Served	Investigated more than 800+ to include criminal, gang, alcohol complaints, threat groups, etc, 78 fugitive warrants, 546 camera install, 1359 cell tracks, 600+ CIS case assistance						
Other Dept's Provide Service If YES, Who?		<u>YES</u>	<u>NO</u>				
			NO				
Lead Department If NO, Who?		<u>YES</u>	<u>NO</u>				
		YES					
External Provider of Service If YES, Who?		<u>YES</u>	<u>NO</u>				
		YES					
Outsource If YES, Who? If NO, Why?		<u>YES</u>	<u>NO</u>				
		YES		Can be but not prudent or cost effective to do so			
Cost Recovery If YES, How much?		<u>YES</u>	<u>NO</u>				
		Yes					
Other information	1) Grant funding and allocations derived from sources to account for recovery Forfeitures for FY2015: \$215,870.93: Money held in Revolving Fund w/ limitations on expense.						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	462,080.72
Overhead	58,630.94
Capital Overhead	
DPW Admin	
Total Cost	520,711.66
Less Grants	7,343.78
<b>Total Net Cost</b>	<b>513,367.88</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	7,343.78
Total Sources	7,343.78
<b>Uses of Funds</b>	
Operational Expenses	462,080.72
Overhead	58,630.94
Capital Overhead	
DPW Admin	
Total Uses of Funds	520,711.66
<b>Net Cost Recovery</b>	<b>(513,367.88)</b>

<b>Unit Cost</b>	<b>176.63</b>
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<b>Police Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Investigations</b>	<b>11.7</b>	
Program Description Departments Criminal Investigations of all major reported crimes such as Murder, Rapes, Robberies, Burglaries, Thefts, serious assaults, all other crimes deemed worthy of specific investigative continuance, Assist with certain city and department internal investigations when requested. Assists other agencies in partnership and parallel investigations		<b># of Units Provided</b>
		665
Performance Measures <b>(See Appendix 2)</b> 1) Number of reported crimes investigated 2) Number of other complaints investigated 3) Number of closures and arrests		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>N</b>
Mandate Reference(s)	All State, federal and local laws and ordinances; departmental and city policies and procedures, State and federal regulations and policies						
	<u>Internal</u>		<u>External</u>				
Customer Type (Y/N)	Y						
Program Users	Citizens / all public in general / Internal investigations						
Numbers Served	Investigated or reviewed more than 665 reported criminal offences annually, closed more than 396 cases						
Other Dept's Provide Service If YES, Who?	<u>YES</u>		<u>NO</u>				
Lead Department If NO, Who?	<u>YES</u>		<u>NO</u>				
External Provider of Service If YES, Who?	<u>YES</u>		<u>NO</u>				
Outsource If YES, Who? If NO, Why?	<u>YES</u>		<u>NO</u>				
Cost Recovery If YES, How much?	<u>YES</u>		<u>NO</u>				
Other information Grant funding and allocations derived from sources to account for recovery Forfeitures for FY2015: \$215,870.93: Money held in Revolving Fund w/ limitations on expense.							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	1,385,397.57
Overhead	171,162.69
Capital Overhead	
DPW Admin	
Total Cost	1,556,560.26
Less Grants	180,258.33
<b>Total Net Cost</b>	<b>1,376,301.93</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	180,258.33
Total Sources	180,258.33
<b>Uses of Funds</b>	
Operational Expenses	1,385,397.57
Overhead	171,162.69
Capital Overhead	
DPW Admin	
Total Uses of Funds	1,556,560.26
<b>Net Cost Recovery</b>	<b>(1,376,301.93)</b>

<b>Unit Cost</b>	2,340.69
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<b>Police Department</b>		<b>FTE's</b>	<b>Ranking</b>
<b>PATROL</b>			
Program Description		<b>60.2</b>	<b>Quadrant 1</b>
First line of police service, response for police request and calls for service, enforcement of criminal and traffic laws, pedestrian crossing and all other related police responses.			<b># of Units Provided</b>
			<b>36,000+</b>
Performance Measures <b>(See Appendix 1)</b>			
1) Number of responses to emergency and non-emergency calls for service			
2) Number of self initiated activities			
3) Number of quality of life patrols and visibility checks			

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>N</b>
Mandate Reference(s)	All laws and procedures governed under local, state and federal laws statues, and charter, all grant requirements,						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		<b>N</b>	<b>Y</b>				
Program Users	Citizens / all public in general (More than 36,000)						
Numbers Served	100+/- Calls for Service on average per day/ more than 33843 annually take more than 5900+ reports annually, issue more than 9,000 citations annually						
Other Dept's Provide Service		<u>YES</u>	<u>NO</u>				
If YES, Who?		<b>YES</b>					
		Aaco Pd, MD Capital PD, NSA Pd. Etc.					
Lead Department		<u>YES</u>	<u>NO</u>				
If NO, Who?		<b>YES</b>					
External Provider of Service		<u>YES</u>	<u>NO</u>				
If YES, Who?		<b>NO</b>					
Outsource		<u>YES</u>	<u>NO</u>				
If YES, Who? If NO, Why?		<b>NO</b>					
Cost Recovery		<u>YES</u>	<u>NO</u>				
If YES, How much?		<b>Yes</b>					
		FY15 Speedcam: \$259,573.50; Redlight: \$60,544.00					
Other information	Grant funding derived from SAPP, State Hwy, GOCCP, etc						
	**Revenues are significantly lower in FY 16 YTD; \$92,302.00; \$1,875.00						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	6,866,472.30
Overhead	855,195.87
Capital Overhead	
DPW Admin	
Total Cost	7,721,668.17
Less Grants	577,193.36
<b>Total Net Cost</b>	<b>7,144,474.81</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees (Avg. FY15&16)	260,000.00
Grants	577,193.36
Total Sources	837,193.36
<b>Uses of Funds</b>	
Operational Expenses	6,866,472.30
Overhead	855,195.87
Capital Overhead	
DPW Admin	
Total Uses of Funds	7,721,668.17
<b>Net Cost Recovery</b>	<b>(6,884,474.81)</b>

<b>Unit Cost</b>	<b>214.49</b>
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<b>Police Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Operations / Special Operations</b>	<b>22</b>	<b>Quadrant 1</b>
Program Description Provides all specialized enforcement and deployment efforts that meets department and community needs, Assists other agencies with specialized needs. Provides support to all other programs and sections within the department. Provides targeted enforcement in crime affected areas. Incorporated specialized services of the department, to including, bike units, marine unit, K-9 Unit, SWAT, etc		<b># of Units Provided</b>  36,000+
Performance Measures <b>(See Appendix 6)</b> 1) Responses to emergency and non-emergency calls for service 2) Number of Special Events worked 3) Number specialized deployments or operations		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>N</b>
Mandate Reference(s)	All federal, state and local laws and ordinances, all departmental and city policies and procedures,						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			N	Y			
Program Users	Citizens / all public in general						
Numbers Served	36k+ residence of the City and surrounding areas, responded to 8,655 calls for service, 5,434 additional requests, 1100 reports, 18 special events, etc						
			<u>YES</u>	<u>NO</u>			
Other Dept's Provide Service			YES				
If YES, Who?	Aaco Pd, MD Capital PD, NSA Pd. Etc.						
			<u>YES</u>	<u>NO</u>			
Lead Department			YES				
If NO, Who?							
			<u>YES</u>	<u>NO</u>			
External Provider of Service				Yes			
If YES, Who?							
			<u>YES</u>	<u>NO</u>			
Outsource				NO			
If YES, Who? If NO, Why?							
			<u>YES</u>	<u>NO</u>			
Cost Recovery			Yes				
If YES, How much?	FY15 Payment for Services: \$153,458.33						
Other information 1) Grant funding and allocations derived from sources to account for recovery 2) Special Events- Billible overhead of 12.085% added to each billed special event							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	2,745,236.63
Overhead	324,901.73
Capital Overhead	
DPW Admin	
Total Cost	3,070,138.36
Less Grants	118,168.56
<b>Total Net Cost</b>	<b>2,951,969.80</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees (FY15 Actual)	153,458.33
Grants	118,168.56
Total Sources	271,626.89
<b>Uses of Funds</b>	
Operational Expenses	2,745,236.63
Overhead	324,901.73
Capital Overhead	
DPW Admin	
Total Uses of Funds	3,070,138.36
<b>Net Cost Recovery</b>	<b>(2,798,511.47)</b>

<b>Unit Cost</b>	<b>85.28</b>
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<b>Police Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Community Relations</b>	7.9	
Program Description		<b># of Units Provided</b>
Community programs and outreach. Public Information and social media outreach. Hispanic relations, community and youth programs. Citizens Police Academy, community watch, other community programs. Auto theft prevention programs, 1,972 crime reports send via email alone (including daily reports and vital reports), Social Media outlets for immediate community notifications		36,000+
Performance Measures <b>(See appendix 7)</b>		
1) Personnel and time dedicated to community and youth outreach		
2) Personnel and time dedicated to community meetings		
3) Number of business and residential security assessments		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	Y	Y	Y	Y	Y
Mandate Reference(s)	Departmental rules and regulations, grant allocations, local, state and federal programs requirements,						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			N	Y			
Program Users	Citizens / all public in general						
Numbers Served	36k+ residence of the City and surrounding communities, 7 sponsored community prog, attended 180+ community meetings, 100+ business and residential surveys						
			<u>YES</u>	<u>NO</u>			
Other Dept's Provide Service			YES				
If YES, Who?	Parks and Rec						
			<u>YES</u>	<u>NO</u>			
Lead Department			YES				
If NO, Who?							
			<u>YES</u>	<u>NO</u>			
External Provider of Service				Yes			
If YES, Who?							
			<u>YES</u>	<u>NO</u>			
Outsource			YES				
If YES, Who? If NO, Why?	Can be but not prudent to do so						
			<u>YES</u>	<u>NO</u>			
Cost Recovery			Yes				
If YES, How much?	Grant funding as shown						
Other information	1) Grant funding and allocations are derived from sources to account for recovery						

BUDGETARY ANALYSIS	
Program Cost	908,009.14
Overhead	112,064.66
Capital Overhead	
DPW Admin	
Total Cost	1,020,073.80
Less Grants	158,781.74
<b>Total Net Cost</b>	<b>861,292.06</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	158,781.74
Total Sources	158,781.74
<b>Uses of Funds</b>	
Operational Expenses	908,009.14
Overhead	112,064.66
Capital Overhead	
DPW Admin	
Total Uses of Funds	1,020,073.80
<b>Net Cost Recovery</b>	<b>(861,292.06)</b>

<b>Unit Cost</b>	28.34
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<b>Police Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Crime Scene Services</b>	<b>5.5</b>	<b>Quadrant 2</b>
<b>Program Description</b> Responsible for all major crime evidence collections and comparisons. Assists all units with processing of crime scenes, photography, fingerprinting comparisons, prepares evidence for further testing and preparation for court prosecutions. Coordinates laboratory processing of collected items with AACo., MSP, PGCo and outside processing companies for items such as DNA.		<b># of Units Provided</b>
		<b>155+</b>
<b>Performance Measures (See Appendix 5)</b> 1) Number of crime scenes processed 2) Number of pieces of evidence processed and logged 3) Number of evidence items sourced out for analysis (DNA, GSR, etc.)		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>N</b>	<b>Y</b>	<b>N</b>
Mandate Reference(s)	State and Federal laws and regulations, Departmental and city policy and procedures, grant funding guidelines and allocations						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			<b>N</b>	<b>Y</b>			
Program Users	Citizens / all public in general						
Numbers Served	Processed more than 155 significant crime scenes and more than 251 pieces of evidence, traced more than 181 weapons, evaluated/compared lifted fingerprints						
			<u>YES</u>	<u>NO</u>			
Other Dept's Provide Service If YES, Who?				<b>NO</b>			
			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<b>YES</b>				
			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<b>YES</b>				
			<u>YES</u>	<u>NO</u>			
Outsource If YES, Who? If NO, Why?			<b>YES</b>				
			<u>YES</u>	<u>NO</u>			
Cost Recovery If YES, How much?				<b>No</b>			
<b>Other information</b> Grant funding and other agency assistance allows for scientific analysis and processing for case closures, arrests and successful prosecutions. Our crime lab is the first line in evidence collection and establishment of a chain of custody.							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	619,004.84
Overhead	78,958.83
Capital Overhead	
DPW Admin	
Total Cost	697,963.67
Less Grants	10,097.70
<b>Total Net Cost</b>	<b>687,865.97</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	10,097.70
Total Sources	10,097.70
<b>Uses of Funds</b>	
Operational Expenses	619,004.84
Overhead	78,958.83
Capital Overhead	
DPW Admin	
Total Uses of Funds	697,963.67
<b>Net Cost Recovery</b>	<b>(687,865.97)</b>

<b>Unit Cost</b>	<b>4,502.99</b>
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<b>Police Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Support Services</b>	<b>24.5</b>	<b>Quadrant 2</b>
<b>Program Description</b> Provides day to day services for the Department. Support Services includes a variety of units within the department to accomplish these day to day functions. The functions include Fiscal support, Purchasing, Central Records, Warrant Control, Reception, Education and Training, Recruitment, Evidence Control, Information Technology, Crime Analysis, Internal Affairs, Professional Standards, CALEA, MD Safe Streets, Special Projects. This program provides all essential services and functions to maintain police services, legal requirements and mandates, professional standards and internal controls, recordkeeping and reporting, mandated staffing support and training, HR support, public and other agency partnerships, customer service		<b># of Units Provided</b>
		<b>43,732+</b>
<b>Performance Measures (See Appendix 10)</b>		
1) Number of records kept and (UCR) crimes reported accounted for		
2) Number of training and career development opportunities provided		
3) Number of applicants investigated and processed for hire.		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	Y	Y	Y	Y	Y
Mandate Reference(s)	City and Departmental Policy and Procedures / State and federal laws and procedures,						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	Y				
Program Users	Departmental Employees, Other City employees and the public in general						
Numbers Served	170+ Employees of the City, 700+ warrants, 5600+ reports processed 114 officers trained, 1148+ part I offences tracked, etc. , 36K Citizens assisted						
Other Dept's Provide Service		<u>YES</u>	<u>NO</u>				
If YES, Who?		Other agencies, MIT, Outside contractors, HR,					
Lead Department		<u>YES</u>	<u>NO</u>				
If NO, Who?							
External Provider of Service		<u>YES</u>	<u>NO</u>				
If YES, Who?		DPW/ Outside contractors at a cost					
Outsource		<u>YES</u>	<u>NO</u>				
If YES, Who? If NO, Why?		Some Can be but not prudent or cost effective					
Cost Recovery		<u>YES</u>	<u>NO</u>				
If YES, How much?		Grant fundings as shown					
<b>Other information</b>							
1) Grant funding derived from sources to account for recovery of salaries and other funds							
2) Approx. 29K attributed to generated revenue from vehicle disposal, records assistance, off road vehicle fees, online auctions of seized or abandoned property							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	2,858,139.50
Overhead	358,023.94
Capital Overhead	
DPW Admin	
Total Cost	3,216,163.44
Less Grants	44,980.63
<b>Total Net Cost</b>	<b>3,171,182.81</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	44,980.63
Total Sources	44,980.63
<b>Uses of Funds</b>	
Operational Expenses	2,858,139.50
Overhead	358,023.94
Capital Overhead	
DPW Admin	
Total Uses of Funds	3,216,163.44
<b>Net Cost Recovery</b>	<b>(3,171,182.81)</b>

<b>Unit Cost</b>	<b>73.54</b>
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<b>Police Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Drug Enforcement</b>	<b>7.4</b>	
<b>Program Description</b> Conducts all major drug investigations throughout the City. Conducts all drug related investigations weather major, minor, long term or short term to combat drug related criminal activities. Assists Criminal Investigations with information gathering and parallel case cooperation and assistance. Assists other agencies with parallel drug investigations and investigations that are incorporated within the City. Provides cooperations with other agencies upon request. works in conjunction with state and federal forfeiture programs. Monies obtained through seizures are placed into police specific funds only to be used for additional enforcement efforts, NOT GENERAL USE SPENDING.		<b># of Units Provided</b>
		<b>36,000+</b>
<b>Performance Measures (SEE APPENDIX 4)</b> 1) Number of drug complaints investigated 2) Number of Search Warrants obtained 3) Number of seizures		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	Y	Y	Y	Y	Y
Mandate Reference(s)	All federal, state, and local laws and ordinances, Departmental and City policies and procedures,						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		N	Y				
Program Users	Citizens / all public in general (more than 36,000 residence of the City plus citizens in neighboring agencies)						
Numbers Served	Investigated more than 198 major and some minor drug and gun related offences, obtained more than 78 search warrants and arrested 250+ individuals						
		<u>YES</u>	<u>NO</u>				
Other Dept's Provide Service If YES, Who?			NO				
		<u>YES</u>	<u>NO</u>				
Lead Department If NO, Who?		YES					
		<u>YES</u>	<u>NO</u>				
External Provider of Service If YES, Who?		YES		Other jurisdictions/Agencies			
		<u>YES</u>	<u>NO</u>				
Outsource If YES, Who? If NO, Why?		YES		Can be but not prudent or cost effective to do so			
		<u>YES</u>	<u>NO</u>				
Cost Recovery If YES, How much?		Yes					
<b>Other information</b> Grant funding and allocations from all sources to account for recovery Forfeitures for FY2015: \$215,870.93: Money held in Revolving Fund w/ limitations on expense.							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	962,794.77
Overhead	111,789.56
Capital Overhead	
DPW Admin	
Total Cost	1,074,584.33
Less Grants	13,585.99
<b>Total Net Cost</b>	<b>1,060,998.34</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	13,585.99
Total Sources	13,585.99
<b>Uses of Funds</b>	
Operational Expenses	962,794.77
Overhead	111,789.56
Capital Overhead	
DPW Admin	
Total Uses of Funds	1,074,584.33
<b>Net Cost Recovery</b>	<b>(1,060,998.34)</b>

<b>Unit Cost</b>	<b>29.85</b>
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<b>Police Department</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Maintenance</b>		
Program Description	1.6	Quadrant 3
All building and vehicle maintenance relative to and affecting the Police Department. Some vehicle maintenances are outsourced depending on complexity, time associated with repairs and costs. Continual upkeep of Police department building, cells, offices, detachment of OEM (within the building) etc..		# of Units Provided
		3,254
Performance Measures <b>(See Appendix 8)</b>		
1) Number of vehicles maintained		
2) Number of service calls made for repair to facility		
3) Number of employees and citizens utilizing the facility		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	Y	Y	Y	Y	N
Mandate Reference(s)	Federal, state and local policies and procedure and laws and codes						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	N				
Program Users	Departmental Employees and anyone operating departmental vehicles						
	Anyone entering or working at the facility.						
Numbers Served	170+ Employees of the City and other visitors to the facility (3000+)						
	84+/- departmental vehicles						
		<u>YES</u>	<u>NO</u>				
Other Dept's Provide Service		Yes					
	If YES, Who?	DPW /Central services					
		<u>YES</u>	<u>NO</u>				
Lead Department		YES					
	If NO, Who?						
		<u>YES</u>	<u>NO</u>				
External Provider of Service		YES					
	If YES, Who?	DPW/ Outside contractors at a cost					
		<u>YES</u>	<u>NO</u>				
Outsource		YES					
	If YES, Who? If NO, Why?	Can be but not prudent or cost effective to do so					
		<u>YES</u>	<u>NO</u>				
Cost Recovery		Yes					
	If YES, How much?	Grant funding as shown					
Other information							
1) Grant funding and allocations derived from sources to account for recovery							

BUDGETARY ANALYSIS	
Program Cost	255,294.02
Overhead	26,622.80
Capital Overhead	
DPW Admin	
Total Cost	281,916.82
Less Grants	2,937.51
<b>Total Net Cost</b>	<b>278,979.31</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	2,937.51
Total Sources	2,937.51
<b>Uses of Funds</b>	
Operational Expenses	255,294.02
Overhead	26,622.80
Capital Overhead	
DPW Admin	
Total Uses of Funds	281,916.82
<b>Net Cost Recovery</b>	<b>(278,979.31)</b>

<b>Unit Cost</b>	<b>86.64</b>
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<b>Recreation &amp; Parks Department - Harbormaster Division</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Operate and Supervise City Waters</b>	<b>1.6</b>	<b>1</b>
Program Description The Harbormaster Division is charged with enforcement of City Code Title 15. Most of our enforcement activity occurs within this program. This includes managing the authorized uses of our public waterways; enforce City Code, collect fees, issue Warnings, Civil Citations, Impound Boats, perform minor repairs, greet visitors and answer questions.		<b># of Units Provided</b>
		1,400
Performance Measures Approximately 1,400 Transactions in FY-2015		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y				Y	Y	
Mandate Reference(s)	Title 15 Annapolis City Code; and 33CFR110.159 (5) Numerous Grant Covenants - out to 2033						
	<u>Internal</u>	<u>External</u>					
Customer Type (Y/N)	Y	Y					
Program Users	Boaters, Tourists, Residents, others						
Numbers Served	Approximately 1,400 transactions in FY-2015 No count of phonecalls, radio calls and walk-in information requests						
Other Dept's Provide Service If YES, Who?	<u>YES</u>	<u>NO</u>					
		No					
Lead Department If NO, Who?	<u>YES</u>	<u>NO</u>					
	YES						
External Provider of Service If YES, Who?	<u>YES</u>	<u>NO</u>					
		No					
Outsource If YES, Who? If NO, Why?	<u>YES</u>	<u>NO</u>					
		No					
Cost Recovery If YES, How much?	<u>YES</u>	<u>NO</u>					
	YES						
Other information	While outsourcing is theoretically possible, it is unlikely that commercial for profit enterprise would accept the terms and conditions under Grant Covenants. Further, enforcing City Code can only be profitable if the Contractor were very aggressive with visitors and tourists fines for minor infractions. Very few for profit enterprises will be acceptable to Grantor Agencies to substitute as responsible parties. <b>SecNav Delegation und 33CFR110.159(5) can not be conveyed to a non-governmental entity.</b>						

BUDGETARY ANALYSIS	
Program Cost	200,454.97
Overhead	25,950.81
Capital Overhead	
DPW Admin	
Total Cost	226,405.78
Less Grants	50,000.00
Total Net Cost	176,405.78

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	50,000.00
Total Sources	50,000.00
<b>Uses of Funds</b>	
Operational Expenses	200,454.97
Overhead	25,950.81
Capital Overhead	
DPW Admin	
Total Uses of Funds	226,405.78
Net Cost Recovery	(176,405.78)

<b>Unit Cost</b>	161.72
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<b>Recreation &amp; Parks Department - Harbormaster Division</b>		<b>FTE's</b>	<b>Ranking</b>
<b>Operate City Dock</b>		5.42	<b>1</b>
Program Description The Harbormaster Division is staffed primarily with seasonal employees (retirees, high school & college students). These part-time employees meet and greet boaters arriving at City Dock; assist them in arriving and tying-up their boats, answer questions, collect fees, answer telephone and radio calls including walk-in tourists; and perform minor repairs within their capabilities. They enforce City Code, issue Warnings, Civil Citations and Impound Boats when ordered.			
Performance Measures			# of Units Provided
7,117 Transactions in FY-2015			7,117

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)					Y	Y	
Mandate Reference(s)	Title 15 Annapolis City Code; and 33CFR110.159 (5) Numerous Grant Covenants - out to 2033						
	<u>Internal</u>	<u>External</u>					
Customer Type (Y/N)	Y	Y					
Program Users	Boaters, Tourists, Residents, others						
Numbers Served	7,117 monetary transactions in FY-2015 No count of phonecalls, radio calls and walk-in information requests						
Other Dept's Provide Service If YES, Who?	<u>YES</u>	<u>NO</u>					
		No					
Lead Department If NO, Who?	<u>YES</u>	<u>NO</u>					
	YES						
External Provider of Service If YES, Who?	<u>YES</u>	<u>NO</u>					
		No					
Outsource If YES, Who? If NO, Why?	<u>YES</u>	<u>NO</u>					
		No					
		See Below					
Cost Recovery If YES, How much?	<u>YES</u>	<u>NO</u>					
	YES		FY2015: \$549,289.00; \$287,227.64 (Boat Show)				
Other information	While outsourcing is theoretically possible, it is unlikely that commercial for profit enterprise would accept the terms and conditions under Grant Covenants. It should also be noted that boaters electricity fees fully subsidize the public street lights along Dock Street.						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	306,506.04
Overhead	77,742.23
Capital Overhead	
DPW Admin	
<b>Total Cost</b>	<b>384,248.27</b>
Less Grants	
<b>Total Net Cost</b>	<b>384,248.27</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
<b>Total Sources</b>	<b>-</b>
<b>Uses of Funds</b>	
Operational Expenses	306,506.04
Overhead	77,742.23
Capital Overhead	
DPW Admin	
<b>Total Uses of Funds</b>	<b>384,248.27</b>
<b>Net Cost Recovery</b>	<b>(384,248.27)</b>

<b>Unit Cost</b>	<b>53.99</b>
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Recreation and Parks	FTE's	Ranking
Park Maintenance	15.74	1
Program Description Maintenance of Parks and Athletic Fields to include, trash removal, mowing and minor repairs to amenities. Also includes cleaning and maintenance of restrooms and concession buildings, tree trimming, special event setup/take down, graffiti removal, snow plowing of parking lots and other miscellaneous items. The current budget is spent over a wide area of expenses. Salaries (fulltime and seasonal), contracted services, tools and equipment, equipment maintenance and parts, facility cleaning supplies, facility fixtures (lighting,plumbing), turf and ballfield maintenance ( seed, top soil and ball diamond mix), utilities (electric and phone service), ice melt, mulch, fixing and or replacing park amenities (benches, picnic table, trash and recycle cans)		# of Units Provided  207.5 acres
Performance Measures 41 Park Properties 207.5 Acres of Parkland Cost per acre to maintain parks = \$7,003 (based on FY2016 Budget)		

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	N	N	N	N	N	N	Y
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			N	Y			
Program Users Citizens							
Numbers Served 85% of residents indicated they use parks in the 2013 Citizen Survey.							
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
Other information							

BUDGETARY ANALYSIS	
Program Cost	1,448,592.43
Overhead	251,972.32
Capital Overhead	
DPW Admin	
Total Cost	1,700,564.75
Less Grants	
<b>Total Net Cost</b>	<b>1,700,564.75</b>
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	6,470.00
Grants	
Total Sources	6,470.00
<b>Uses of Funds</b>	
Operational Expenses	1,448,592.43
Overhead	251,972.32
Capital Overhead	
DPW Admin	
Total Uses of Funds	1,700,564.75
<b>Net Cost Recovery</b>	<b>(1,694,094.75)</b>
<b>Unit Cost</b>	<b>8,195.49</b>

Recreation and Parks		FTE's	Ranking
Pip Moyer Recreation Center - Facility Operations		8.22	<b>1</b>
Program Description Custodial Staffing and Supplies, Facility Monitoring/Supervision, Maintenance and Minor Repairs to the Building. Much of the current budget is spent in staffing, cleaning supplies, fixing facility fixtures ( lighting, plumbing, plumbing fixtures) equipment repairs, replacement of worn out building amenities (chairs and tables), contracted services for repairs and the cost of utilities.			# of Units Provided
			106,463
Performance Measures Members 1,947 (1,374 Resident, 573 Non-resident) Total Visits by Members 106,463 (does not include attendance for youth sports spectators or rentals)			

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	N	N	N	N	N	N	Y
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	Y			
Program Users							
Citizens and employees							
Numbers Served							
1,947 members and 346 rentals							
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
					Fitness component is offerer by other providers - YMCA and Commercial Fitness Clubs		
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
					Building is a community resource and also recovers costs		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
							\$883,879.81 in FY2015
Other information							

BUDGETARY ANALYSIS	
Program Cost	509,848.57
Overhead	132,598.82
Capital Overhead	
DPW Admin	
<b>Total Cost</b>	<b>642,447.39</b>
Less Grants	
<b>Total Net Cost</b>	<b>642,447.39</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	883,879.81
Grants	
<b>Total Sources</b>	<b>883,879.81</b>
<b>Uses of Funds</b>	
Operational Expenses	509,848.57
Overhead	132,598.82
Capital Overhead	
DPW Admin	
<b>Total Uses of Funds</b>	<b>642,447.39</b>
<b>Net Cost Recovery</b>	<b>241,432.42</b>

<b>Unit Cost</b>	<b>6.03</b>
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Recreation and Parks		FTE's	Ranking
Pip Moyer Recreation Center - Member Services		5.76	1
Program Description Front Desk Customer Service Staff - responsible for collecting membership fees and registering customers for activities, classes and rentals. Provides general information to customers and guests. Expenses pay for front desk staff, ballocity staff and technology software costs associated with registering for programs or renting facilities.			# of Units Provided
			106,463
Performance Measures Members 1,947 (1,374 Resident, 573 Non-resident) Total Visits by Members 106,463 (does not include attendance for youth sports spectators or rentals)			

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	N	N	N	N	N	N	Y
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			Y	Y			
Program Users							
Citizens and employees							
Numbers Served							
1,947 members and 346 rentals							
Other Dept's Provide Service			<u>YES</u>	<u>NO</u>			
If YES, Who?				NO			
Lead Department			<u>YES</u>	<u>NO</u>			
If NO, Who?			YES				
External Provider of Service			<u>YES</u>	<u>NO</u>			
If YES, Who?			YES				Fitness component is offerer by other providers - YMCA and Commercial Fitness Clubs
Outsource			<u>YES</u>	<u>NO</u>			
If YES, Who? If NO, Why?				NO			Building is a community resource and also recovers costs
Cost Recovery			<u>YES</u>	<u>NO</u>			
If YES, How much?			YES				\$883,879.81 in FY2015
Other information							

BUDGETARY ANALYSIS	
Program Cost	227,744.44
Overhead	63,790.89
Capital Overhead	
DPW Admin	
<b>Total Cost</b>	<b>291,535.33</b>
Less Grants	
<b>Total Net Cost</b>	<b>291,535.33</b>

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
<b>Total Sources</b>	<b>-</b>
<b>Uses of Funds</b>	
Operational Expenses	227,744.44
Overhead	63,790.89
Capital Overhead	
DPW Admin	
<b>Total Uses of Funds</b>	<b>291,535.33</b>
<b>Net Cost Recovery</b>	<b>(291,535.33)</b>

<b>Unit Cost</b>	<b>2.74</b>
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Recreation and Parks		FTE's	Ranking
Stanton Center		9.4	1
Program Description Provide recreational activities and supervision of activities; custodial services and minor repairs to the building; Coordinate Non-Profit partnerships with Community Organizations that use the building. Activities include afterschool homework clubs, Get Smart Club (afterschool homework assistance), DAFINA, Maryland Food Bank - Supper Food Service Program, Summit School "Literacy Counts" Program, Friday Night Out, STAIR – Starting The Adventure In Reading, Youth Open Gym, Adult Open Gym, Girls are Great at Science "GAGAS", Young Engineers and Scientist (Y.E.S.), SRATCH, Zastro Simms Youth Basketball League (ZSYBL), 8 and under Instructional Basketball League, Basketball Fundamentals Classes, Art Classes, Summer Enrichment Camp, Hook A Kid On Golf Expenditures include staffing for activities, supplies and equipment for recreation activities, custodian staffing, custodian supplies, minor building repairs and utilities.			# of Units Provided
Performance Measures Total visits by citizens and participants = 32,414			32,414

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	N	N	N	N	N	N	Y
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			N	Y			
Program Users							
Citizens							
Numbers Serviced	32,414						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>	A Community Service - free or reduced cost programs for children.		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>	\$12,937 in FY2015		
Other information							

BUDGETARY ANALYSIS	
Program Cost	484,870.29
Overhead	112,915.90
Capital Overhead	
DPW Admin	
Total Cost	597,786.19
Less Grants	
<b>Total Net Cost</b>	<b>597,786.19</b>
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	12,937.00
Grants	
Total Sources	12,937.00
<b>Uses of Funds</b>	
Operational Expenses	484,870.29
Overhead	112,915.90
Capital Overhead	
DPW Admin	
Total Uses of Funds	597,786.19
<b>Net Cost Recovery</b>	<b>(584,849.19)</b>
<b>Unit Cost</b>	<b>18.44</b>

<b>Recreation &amp; Parks Department - Harbormaster Division</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Operate Boat Ramps</b>	<b>0.17</b>	<b>2</b>
Program Description The Harbormaster Division Operates three (3) boat ramps within the City Two (2) at Truxtun Park that are modern concrete ramps, recently rebuilt with Federal and State Grant Funds One (1) in West Annapolis on Tucker Street, which is a nylon mesh covered gravel ramp rebuilt and operated entirely with City Funds		<b># of Units Provided</b>
		1695
Performance Measures 1695 Transactions in FY-2015		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)					Y	Y	
Mandate Reference(s)	Title 15 Annapolis City Code; and Grant Covenant Grant Covenants out to 2039						
	<u>Internal</u>	<u>External</u>					
Customer Type (Y/N)	Y	Y					
Program Users	Boaters, Tourists, Residents, others						
Numbers Served	1,695 paid transactions in 2015						
Other Dept's Provide Service If YES, Who?	<u>YES</u>	<u>NO</u>					
		No					
Lead Department If NO, Who?	<u>YES</u>	<u>NO</u>					
	YES						
External Provider of Service If YES, Who?	<u>YES</u>	<u>NO</u>					
		No					
Outsource If YES, Who? If NO, Why?	<u>YES</u>	<u>NO</u>					
		No	See Below				
Cost Recovery If YES, How much?	<u>YES</u>	<u>NO</u>					
	YES		\$18,788 in FY-2015				
Other information	While outsourcing is theoretically possible, it is unlikely that commercial for profit enterprise would accept the terms and conditions under Grant Covenants. Like many Public Facilities, our Boat Ramps produce limited return It is unlikely that very many commercial for profit enterprises would be acceptable to Grantor Authorities for substitution of responsible party obligations <b>The actual number of boaters serviced is unknown, due to Voluntary Fee payment system.</b>						

BUDGETARY ANALYSIS	
Program Cost	13,129.96
Overhead	2,083.89
Capital Overhead	
DPW Admin	
Total Cost	15,213.85
Less Grants	
Total Net Cost	15,213.85

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	18,788.00
Grants	
Total Sources	18,788.00
<b>Uses of Funds</b>	
Operational Expenses	13,129.96
Overhead	2,083.89
Capital Overhead	
DPW Admin	
Total Uses of Funds	15,213.85
Net Cost Recovery	3,574.15

<b>Unit Cost</b>	8.98
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Recreation and Parks	FTE's	Ranking
Camps and Classes	7.5	3
<b>Program Description</b> This program includes Summer Camps, Dance Classes, Enrichment Classes, Martial Arts Classes and other specialty classes. We offer 43 summer camps. They include Splash Camps, Truxtun Park Day Camp, Kids Camp, Recreation and Enrichment Camps, Ballet Camps and Spirit of America Boating Camps. We offer 20 dance classes a week (week in the Fall and Spring Seasons. In addition to four pre-school programs two times a year, 4 special events which are the Adult Easter Egg Hunt, Daddy Daughter Dance, and 2 Yard Sales. Use of funds are for instructor salaries and material and supplies.		# of Units Provided
		19,498
<b>Performance Measures</b> Total number of participant visits = 19,498 (Classes and Special Programs = 5,848 Camps = 13,650)		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	N	N	N	Y
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			N	Y			
Program Users	Citizens						
Numbers Serviced	19,498						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>	Classes are provided as a community service and are moderately priced to provide access to a variety of socio-economic demographics.		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>	\$131,236.25 in FY2015		
Other information							

BUDGETARY ANALYSIS	
Program Cost	411,113.77
Overhead	88,702.91
Capital Overhead	
DPW Admin	
Total Cost	499,816.68
Less Grants	
<b>Total Net Cost</b>	499,816.68

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	131,236.25
Grants	
Total Sources	131,236.25
<b>Uses of Funds</b>	
Operational Expenses	411,113.77
Overhead	88,702.91
Capital Overhead	
DPW Admin	
Total Uses of Funds	499,816.68
<b>Net Cost Recovery</b>	(368,580.43)

<b>Unit Cost</b>	25.63
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<b>Recreation and Parks</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Fitness and Wellness</b>		
Program Description	<b>3.17</b>	<b>3</b>
Provides Fitness and Wellness Activities and Classes at Pip Moyer Recreation Center. Offer 40 Fitness Classes - 9 Cycle classes, 14 Yoga/Pilates Classes, 11 Cardio Classes and 6 Strength Classes. Pilates Classes. Also, coordinates the "Let's Move" Program, Mighty Milers and the Truxtun Youth Triathlon. The expenditures for the fitness classes are to pay the instructors and purchase equipment needed to conduct the class. Other expenditures for fitness include maintenance and replacement of cardio and strength fitness equipment.		<b># of Units Provided</b>
		<b>18,498</b>
Performance Measures		
Number of adults registered in activities = 18,002 in fitness classes (not including members who use the Strength and Cardio Room equipment)		
Number of children registered in events and programs = 496		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	N	N	Y	Y
Mandate Reference(s)	Grant from Baltimore Ravens for Mighty Milers - youth exercise program.						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		N	Y				
Program Users	Citizens						
Numbers Served	18,498						
Other Dept's Provide Service If YES, Who?		<u>YES</u>	<u>NO</u>				
Lead Department If NO, Who?		<u>YES</u>	<u>NO</u>				
External Provider of Service If YES, Who?		<u>YES</u>	<u>NO</u>	Fitness classes provided by commercial fitness providers.			
Outsource If YES, Who? If NO, Why?		<u>YES</u>	<u>NO</u>	Fitness instructors are already contracted.			
Cost Recovery If YES, How much?		<u>YES</u>	<u>NO</u>	\$8,740 in FY2015			
Other information	Fitness classes are provided to Pip Moyer Recreation Center Members free with membership.						

BUDGETARY ANALYSIS	
Program Cost	287,009.81
Overhead	50,438.07
Capital Overhead	
DPW Admin	
Total Cost	337,447.88
Less Grants	
<b>Total Net Cost</b>	<b>337,447.88</b>
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	8,740.00
Grants	
Total Sources	8,740.00
<b>Uses of Funds</b>	
Operational Expenses	287,009.81
Overhead	50,438.07
Capital Overhead	
DPW Admin	
Total Uses of Funds	337,447.88
<b>Net Cost Recovery</b>	<b>(328,707.88)</b>
<b>Unit Cost</b>	<b>18.24</b>

<b>Recreation and Parks</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Latchkey</b>		
Program Description	<b>7.47</b>	<b>3</b>
Provide before school and after school child care in 8 Annapolis Area Elementary Schools during the school year, August - June. Annapolis Elementary, Eastport Elementary, Georgetown East Elementary, Germantown Elementary, Hillsmere Elementary, Tyler Heights Elementary, Walter S. Mills-Parole Elementary and West Annapolis Elementary. Use of funds is spent on salaries, and supplies/materials and equipment.		<b># of Units Provided</b>
		<b>39,600</b>
Performance Measures		
220 children registered for the program x 180 school days = 39,600 total participation (number served throughout the school year FY2015)		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	N	N	N	Y
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			N	Y			
Program Users							
Citizens							
Numbers Served							
	39,600						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				NO			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			YES				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				NO			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
			YES		Rec and Parks Department is the outsource for the School System. Program employees are contractual employees.		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
			YES		\$334,014 in FY2015		
Other information							

<b>BUDGETARY ANALYSIS</b>	
Program Cost	350,688.51
Overhead	84,332.22
Capital Overhead	
DPW Admin	
Total Cost	435,020.73
Less Grants	
<b>Total Net Cost</b>	<b>435,020.73</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	334,014.00
Grants	
Total Sources	334,014.00
<b>Uses of Funds</b>	
Operational Expenses	350,688.51
Overhead	84,332.22
Capital Overhead	
DPW Admin	
Total Uses of Funds	435,020.73
<b>Net Cost Recovery</b>	<b>(101,006.73)</b>

<b>Unit Cost</b>	<b>10.99</b>
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Recreation & Parks Department - Harbormaster Division		FTE's	Ranking
Operate Pumpout Boat(s)		0.75	3
Program Description The Harbormaster Division Operates a Pumpout Boat providing a nearly year round service to the boating public. This also provides a valuable environmental benefit to those residents owning waterfront property and the public beaches and shores within the City. This function is 100% Grant Funded with 75% Federal and 25% State funding over approximately the last thirty years. Within Grant Covenant Terms and Conditions, the City also is permitted to retain the Revenue earned.			
Performance Measures			3,103
3,103 Transactions in FY-2015 77,502 gallons of effluent disposed			

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)						Y	
Mandate Reference(s)	Grant Covenants out to 2021						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	Y				
Program Users	Boaters, Tourists, Residents, others						
Numbers Served	3,103 Transactions in FY-2015; 77,502 gallons of effluent removed						
Other Dept's Provide Service If YES, Who?		<u>YES</u>	<u>NO</u>				
			No				
Lead Department If NO, Who?		<u>YES</u>	<u>NO</u>				
		YES					
External Provider of Service If YES, Who?		<u>YES</u>	<u>NO</u>				
		Yes		12 Marinas Provide Stationary Pumpout Facilities			
Outsource If YES, Who? If NO, Why?		<u>YES</u>	<u>NO</u>				
			No	We are already the "Outsource" for Fed & State			
Cost Recovery If YES, How much?		<u>YES</u>	<u>NO</u>				
		YES		FY2015: \$549,289.00; \$287,227.64 (Boat Show)			
Other information	We are already the "Outsource" for Fed & State 100% Grant Funded Program. We are also the owners of a pumpout boat that was purchased and repowered with Grant funds. Current grant covenants obligate us thru 2021.						
<b><i>Our boat is the ONLY pumpout service provided within City Waters during the Winter months.</i></b>							

BUDGETARY ANALYSIS	
Program Cost	62,272.55
Overhead	10,846.46
Capital Overhead	
DPW Admin	
Total Cost	73,119.01
Less Grants	60,000.00
Total Net Cost	13,119.01

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	60,000.00
Total Sources	60,000.00
<b>Uses of Funds</b>	
Operational Expenses	62,272.55
Overhead	10,846.46
Capital Overhead	
DPW Admin	
Total Uses of Funds	73,119.01
Net Cost Recovery	(13,119.01)

Unit Cost	23.56
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Recreation and Parks		FTE's	Ranking
Sports		2.6	3
<b>Program Description</b>			
<b>Youth Leagues:</b> Youth Basketball (6 different leagues), Baseball (6 different leagues) - expenditures for youth leagues are umpires/referees and equipment/materials/supplies and scorekeepers (basketball only) - each vary by league size and age. <b>Adult Leagues:</b> Softball (4 Leagues), Volleyball (3 Leagues), Basketball (1 league) - expenditures are for referees/umpires and equipment/materials/supplies and scorekeepers/field monitors - each vary by sport/activity. <b>Youth Classes:</b> Boxing, Fencing, Floor Hockey, Indoor Baseball, Mixed Sports & Games, Rock Climbing, Volleyball, Hello Horse, Martial Arts, Basketball, Tennis - expenditures for youth classes are for instructors and equipment/materials/supplies - each vary by sport/activity <b>Adult Classes:</b> Boxing, Tennis - expenditures are for instructors and equipment/materials/supplies - each varies by sport/activity <b>Camps:</b> Basketball, Soccer, Rock Climbing, Skateboarding, Mixed Sports, Tennis, Karate, Volleyball, Lacrosse, Flag Football, Softball, Baseball expenditures for youth camps are instructors and equipment/materials/supplies - each vary by sport/activity			
<b>Performance Measures:</b>			
Number of registered Youth participants = 1,609    Number of Adult Participants: 1,360 <b>TOTAL PARTICIPANTS: 2,969</b> Number of athletic field rentals = 69			

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	N	N	N	N	N	N	Y
Mandate Reference(s)							
Customer Type (Y/N)			<u>Internal</u>	<u>External</u>			
Program Users			N	Y			
Citizens							
Numbers Serviced							
2,969							
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
			YES		Portions of service are contracted - umpires, referees and instructors.		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
			YES		\$286,596 in FY2015		
Other information							

BUDGETARY ANALYSIS	
Program Cost	274,889.14
Overhead	55,692.95
Capital Overhead	
DPW Admin	
<b>Total Cost</b>	<b>330,582.09</b>
Less Grants	
<b>Total Net Cost</b>	<b>330,582.09</b>
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	286,596.00
Grants	
<b>Total Sources</b>	<b>286,596.00</b>
<b>Uses of Funds</b>	
Operational Expenses	274,889.14
Overhead	55,692.95
Capital Overhead	
DPW Admin	
<b>Total Uses of Funds</b>	<b>330,582.09</b>
<b>Net Cost Recovery</b>	<b>(43,986.09)</b>
<b>Unit Cost</b>	<b>111.34</b>

<b>Recreation and Parks</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Employee Wellness</b>	<b>0.5</b>	<b>4</b>
Program Description Provide fitness and wellness activities for city employees.		<b># of Units Provided</b>
		<b>90</b>
Performance Measures Number of employees and family members participating in activities = 90 (number as of Dec 15th - program began in September 2015)		

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	N	N	N	N	N	Y	Y
Mandate Reference(s)	Grant from Baltimore Ravens for Mighty Milers - youth exercise program.						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			N	Y			
Program Users	Empolyees						
Numbers Served	90						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
Other information	Program paid for through Self Insurance Fund.						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	15,414.49
Overhead	6,125.42
Capital Overhead	
DPW Admin	
Total Cost	21,539.91
Less Grants	
<b>Total Net Cost</b>	<b>21,539.91</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	15,414.49
Overhead	6,125.42
Capital Overhead	
DPW Admin	
Total Uses of Funds	21,539.91
<b>Net Cost Recovery</b>	<b>(21,539.91)</b>

<b>Unit Cost</b>	<b>239.33</b>
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<b>Recreation &amp; Parks Department - Harbormaster Division</b>		<b>FTE's</b>	<b>Ranking</b>
<b>Operate Channlder Dock</b>		0.6	<b>4</b>
Program Description The Harbormaster Division Operates the Chandler Dock (formerly known as "Fawcetts") under a management lease Agreement with the current property owners. Revenue is produced from boaters willing to pay a premium rate to have reserved for their convenience immediately adjacent to City Dock, the naval Academy and Historic Downtown Annapolis.			
Performance Measures 287 Transactions in FY-2015			# of Units Provided 287

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)							Y
Mandate Reference(s)							
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		Y	Y				
Program Users	Boaters, Tourists, Residents, others						
Numbers Served	287 Boats paid transactions in 2015. With the size of these boats we estimate the program services approximately 1,200 people per year.						
Other Dept's Provide Service If YES, Who?		<u>YES</u>	<u>NO</u>				
Lead Department If NO, Who?		<u>YES</u>	<u>NO</u>				
External Provider of Service If YES, Who?		<u>YES</u>	<u>NO</u>	Yes 49 commercial Marinas Provide docking facilities			
Outsource If YES, Who? If NO, Why?		<u>YES</u>	<u>NO</u>	No We are already the "Outsource"			
Cost Recovery If YES, How much?		<u>YES</u>	<u>NO</u>	YES \$53,278 in FY-2015			
Other information	We are the "Outsource" for the property owners We have operated Chandler Dock for approximately five years. The City is already the property owner on all adjacent sides including the waterfront on both sides of the Chandler Dock.						

<b>BUDGETARY ANALYSIS</b>	
Program Cost	63,493.83
Overhead	14,464.47
Capital Overhead	
DPW Admin	
<b>Total Cost</b>	<b>77,958.30</b>
Less Grants	
<b>Total Net Cost</b>	<b>77,958.30</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	53,278.00
Grants	
<b>Total Sources</b>	<b>53,278.00</b>
<b>Uses of Funds</b>	
Operational Expenses	63,493.83
Overhead	14,464.47
Capital Overhead	
DPW Admin	
<b>Total Uses of Funds</b>	<b>77,958.30</b>
<b>Net Cost Recovery</b>	<b>(24,680.30)</b>

<b>Unit Cost</b>	<b>271.63</b>
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Recreation and Parks								FTE's	Ranking
Truxton Pool								2.82	4
Program Description									# of Units Provided
Operation of the Truxton Pool to include general swim, swim lessons, pool parties and swim clubs/teams. Expenditures include the cost of Coaches, Lifeguards, pool chemicals, pool supplies and contracted maintenance.									22,685
Performance Measures									
Number of general swim and pool party attendees = 9,065									
Swim Lessons = 621 children									
Swim Teams = 10,179 (175 participants at forty practice times during the summer and four swim meets with 3,179 swimmers)									
Master Swimmers = 2,820 (47 registered participants at 60 time slots during the summer)									
	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>		
Mandated? (Y/N)	N	N	N	N	N	N	Y		
Mandate Reference(s)									
			<u>Internal</u>	<u>External</u>					
Customer Type (Y/N)			N	Y					
Program Users									
Citizens									
Numbers Served									
9065 (plus swim lessons, swim teams and Masters Swimmers who register only once)									
			<u>YES</u>	<u>NO</u>					
Other Dept's Provide Service				NO					
If YES, Who?									
			<u>YES</u>	<u>NO</u>					
Lead Department			YES						
If NO, Who?									
			<u>YES</u>	<u>NO</u>					
External Provider of Service			YES						
If YES, Who?				No other public pools - only private clubs. County has an indoor pool.					
			<u>YES</u>	<u>NO</u>					
Outsource			YES						
If YES, Who? If NO, Why?				Pool maintenance already outsourced. Will be preparing an RFP to analyze outsourcing of entire Pool operation.					
			<u>YES</u>	<u>NO</u>					
Cost Recovery			YES						
If YES, How much?				\$57,410 in FY2015					
Other information									
<b>BUDGETARY ANALYSIS</b>									
Program Cost								122,850.55	
Overhead								33,914.61	
Capital Overhead									
DPW Admin									
Total Cost								156,765.16	
Less Grants									
<b>Total Net Cost</b>								<b>156,765.16</b>	
<b>COST RECOVERY ANALYSIS</b>									
<b>Sources of Funds</b>									
Program Fees								57,410.00	
Grants									
Total Sources								57,410.00	
<b>Uses of Funds</b>									
Operational Expenses								122,850.55	
Overhead								33,914.61	
Capital Overhead									
DPW Admin									
Total Uses of Funds								156,765.16	
<b>Net Cost Recovery</b>								<b>(99,355.16)</b>	
<b>Unit Cost</b>									
								6.91	



City of Annapolis  
 FY 2016 Budget  
 Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD	
134,286.65															
											Total - Program Budget	Changes	Enhancement 2	Enhancement 3	Enhancement 4
<b>Expenditures</b>															
<b>Mayor and City Council</b>															
FIE's											0.46				
Average Salary	#DIV/0!	17,663.04	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!									
<b>Boards and Commissions</b>															
<b>Salaries and Benefits</b>															
Salaries											8,125.00	62,005.00			
Benefits											621.56	4,744.00			
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	-	8,746.56	66,749.00	-	-	-
<i>crossfoot error / source test</i>											-				
<b>Operating</b>															
Supplies/mail											14,000.00				
Contract Services											-				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	-	14,000.00	-	-	-	-
<b>Program Totals; Boards &amp; Commissions</b>	-	-	-	-	-	-	-	-	-	-	22,746.56	66,749.00	-	-	-
<i>crossfoot error</i>											-				

BTM  
 Jackie B from Mayor's  
 Office

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
134,286.65									
<b><u>Enhancement Requests</u></b>									
	Enhancement 5	Enhancement 6	Enhancement 7	Enhancement 8	Enhancement 9	Enhancement 10	Enhancement 11	Total - Enhancements	Total - Department Request
<b><u>Expenditures</u></b>									
<b><u>Mayor and City Council</u></b>									
FTE's									0.46
Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	152,456.52
<b><u>Boards and Commissions</u></b>									
<b><u>Salaries and Benefits</u></b>									
Salaries								62,005.00	70,130.00
Benefits								4,744.00	5,365.56
<b><i>Subtotal; Salaries/Benefits</i></b>	-	-	-	-	-	-	-	66,749.00	75,495.56
<i>crossfoot error / source test</i>								-	-
<b><u>Operating</u></b>									
Supplies/mail								-	14,000.00
Contract Services								-	-
<b><i>Subtotal; Operating</i></b>	-	-	-	-	-	-	-	-	14,000.00
<b><u>Program Totals; Boards &amp; Commissions</u></b>									
<i>crossfoot error</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	Mayor's Office	City Council	City Manager	Economic Development	City Manager	Special Projects	Program 7	Program 8	Program 9	Program 10	Program 11
<b>Mayor's Office</b>											
FTE's	6.00	8.00	1.00								
Average Salary	70,267.79	13,500.00	130,000.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Salaries and Benefits</b>											
Salaries	421,606.75	108,000.00	130,000.00								
Benefits	82,236.41	18,634.74	9,259.36								
<b>Subtotal; Salaries/Benefits</b>	503,843.16	126,634.74	139,259.36	-	-	-	-	-	-	-	-
<i>crossfoot error / source test</i>											
<b>Operating</b>											
Supplies	15,000.00										
Telephone	8,000.00										
Professional Svcs - Other											
Special Projects			6,500.00								
Training and Education	10,000.00										
Aldersperson's Expenses		12,000.00									
Mayor Expenses											
Repair and Maintenance											
Contract Services	35,000.00										
Lead Paint Int.											
Vehicle Allowance											
<b>Subtotal; Operating</b>	68,000.00	12,000.00	6,500.00	-	-	-	-	-	-	-	-
<b>Program Totals; Administration</b>	571,843.16	138,634.74	145,759.36	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD													
		Program 12		Program 13		Program 14		Program 15		Program 16		Program 17		Program 18		Program 19		Program 20		Total - Program Budget		SMBE Enhancement		Enhancement 2		Enhancement 3		Enhancement 4	
<b>Mayor's Office</b>																													
		FTE's																		15.00									
		Average Salary		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		43,973.78		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!									
<b>Salaries and Benefits</b>																													
		Salaries																		659,606.75		(62,005.00)							
		Benefits																		110,130.51		(4,744.00)							
		<b>Subtotal; Salaries/Benefits</b>		-		-		-		-		-		-		-		-		769,737.26		(66,749.00)		-		-		-	
		<i>crossfoot error / source test</i>																		-									
<b>Operating</b>																													
		Supplies																		15,000.00									
		Telephone																		8,000.00									
		Professional Svcs - Other																		-									
		Special Projects																		6,500.00									
		Training and Education																		10,000.00									
		Aldersperson's Expenses																		12,000.00									
		Mayor Expenses																		-									
		Repair and Maintenance																		-									
		Contract Services																		35,000.00									
		Lead Paint Int.																		-									
		Vehicle Allowance																		-									
		<b>Subtotal; Operating</b>		-		-		-		-		-		-		-		-		86,500.00		-		-		-		-	
<b>Program Totals; Administration</b>				-		-		-		-		-		-		-		-		856,237.26		(66,749.00)		-		-		-	
		<i>crossfoot error</i>																		-									

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
	Enhancement 5	Enhancement 6	Enhancement 7	Enhancement 8	Enhancement 9	Enhancement 10		Total - Enhancements	Total - Department Request
<b>Mayor's Office</b>									
FTE's									15.00
Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	39,840.12
<b>Salaries and Benefits</b>									
Salaries								(62,005.00)	597,601.75
Benefits								(4,744.00)	105,386.51
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	(66,749.00)	702,988.26
<i>crossfoot error / source test</i>									-
<b>Operating</b>									(66,749.00)
Supplies									15,000.00
Telephone									8,000.00
Professional Svcs - Other									-
Special Projects									6,500.00
Training and Education									10,000.00
Aldersperson's Expenses									12,000.00
Mayor Expenses									-
Repair and Maintenance									-
Contract Services									35,000.00
Lead Paint Int.									-
Vehicle Allowance									-
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	86,500.00
<b>Program Totals; Administration</b>	-	-	-	-	-	-	-	(66,749.00)	789,488.26
<i>crossfoot error</i>									-

BTM  
 Move Jackie from  
 Mayor's to Boards and  
 Commissions

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		Program 1	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
<b>City Council</b>												
<b>Operating</b>												
Special Projects												
<b>Subtotal; Operating</b>		-	-	-	-	-	-	-	-	-	-	-
<b>Program Totals; City Council</b>												
<i>crossfoot error</i>												
		PIO	TV / Camera	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
FTE's		1.00	0.36									
Average Salary		128,609.68	85,451.14	#DIV/0!	#DIV/0!							
<b>Public Information</b>												
<b>Salaries and Benefits</b>												
Salaries		128,609.68	30,762.41									
Benefits		28,036.77	2,353.32									
<b>Subtotal; Salaries/Benefits</b>		156,646.45	33,115.73	-	-	-	-	-	-	-	-	-
<i>crossfoot error / source test</i>												
<b>Operating</b>												
Supplies		1,050.00										
Telephone		1,950.00										
Contract Services		11,000.00	49,000.00									
<b>Subtotal; Operating</b>		14,000.00	49,000.00	-	-	-	-	-	-	-	-	-
<b>Program Totals; Public Information</b>		170,646.45	82,115.73	-	-	-	-	-	-	-	-	-
<i>crossfoot error / source test</i>												

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
		Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement 1	Enhancement 2	Enhancement 3	Enhancement 4
<b>City Council</b>															
<b>Operating</b>															
Special Projects											-				
<b>Subtotal; Operating</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Program Totals; City Council</b>															
<i>crossfoot error</i>											-				
		Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement 1	Enhancement 2	Enhancement 3	Enhancement 4
FTE's											1.36				
Average Salary		#DIV/0!	117,185.36	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Public Information</b>															
<b>Salaries and Benefits</b>															
Salaries											159,372.09				
Benefits											30,390.09				
<b>Subtotal; Salaries/Benefits</b>		-	-	-	-	-	-	-	-	-	189,762.18	-	-	-	-
<i>crossfoot error / source test</i>											-				
<b>Operating</b>															
Supplies											1,050.00				
Telephone											1,950.00				
Contract Services											60,000.00	(5,000.00)			
<b>Subtotal; Operating</b>		-	-	-	-	-	-	-	-	-	63,000.00	(5,000.00)	-	-	-
<b>Program Totals; Public Information</b>		-	-	-	-	-	-	-	-	-	252,762.18	(5,000.00)	-	-	-
<i>crossfoot error / source test</i>											-				

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
	Enhancement 5	Enhancement 6	Enhancement 7	Enhancement 8	Enhancement 9	Enhancement 10		Total - Enhancements	Total - Department Request
<b>City Council</b>									
<b>Operating</b>									
Special Projects								-	-
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-
<b>Program Totals; City Council</b>									
<i>crossfoot error</i>								-	-
	Enhancement 5	Enhancement 6	Enhancement 7	Enhancement 8	Enhancement 9	Enhancement 10		Total - Enhancements	Total - Department Request
FTE's									1.36
Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	117,185.36
<b>Public Information</b>									
<b>Salaries and Benefits</b>									
Salaries								-	159,372.09
Benefits								-	30,390.09
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	189,762.18
<i>crossfoot error / source test</i>								-	-
<b>Operating</b>									(0.00)
Supplies								-	1,050.00
Telephone								-	1,950.00
Contract Services								(5,000.00)	55,000.00
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	(5,000.00)	58,000.00
<b>Program Totals; Public Information</b>	-	-	-	-	-	-	-	(5,000.00)	247,762.18
<i>crossfoot error / source test</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		FTE's	9.00										
		Average Salary	91,278.31	#DIV/0!									
		<b>City Attorney</b>											
		<b>Salaries and Benefits</b>											
		Salaries	821,504.77										
		Overtime	-										
		Benefits	335,865.73										
		<b>Subtotal; Salaries/Benefits</b>	1,157,370.50	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error / source test</i>											
		<b>Operating</b>											
		Supplies	9,630.00										
		Legal Services	56,021.54										
		Telephone	1,800.00										
		Training and Education	5,500.00										
		Miscellaneous Services and Charges	29,500.00										
		<b>Subtotal; Operating</b>	102,451.54	-	-	-	-	-	-	-	-	-	-
		<b>Program Totals; City Attorney</b>	1,259,822.04	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error / source test</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
FTE's										9.00				
Average Salary	#DIV/0!	91,278.31	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>City Attorney</b>														
<b>Salaries and Benefits</b>														
Salaries										821,504.77				
Overtime										-				
Benefits										335,865.73				
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	1,157,370.50	-	-	-	-
<i>crossfoot error / source test</i>										-				
<b>Operating</b>														
Supplies										9,630.00				
Legal Services										56,021.54	-			
Telephone										1,800.00				
Training and Education										5,500.00	-			
Miscellaneous Services and Charges										29,500.00				
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	102,451.54	-	-	-	-
<b>Program Totals; City Attorney</b>	-	-	-	-	-	-	-	-	-	1,259,822.04	-	-	-	-
<i>crossfoot error / source test</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
FTE's									9.00
									-
Average Salary	#DIV/0!	91,278.31							
<b>City Attorney</b>									
<b>Salaries and Benefits</b>									
Salaries								-	821,504.77
Overtime								-	-
Benefits								-	335,865.73
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	1,157,370.50
<i>crossfoot error / source test</i>								-	-
<b>Operating</b>									42,866.18
Supplies								-	9,630.00
Legal Services								-	56,021.54
Telephone								-	1,800.00
Training and Education								-	5,500.00
Miscellaneous Services and Charges								-	29,500.00
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	102,451.54
<b>Program Totals; City Attorney</b>	-	-	-	-	-	-	-	-	1,259,822.04
<i>crossfoot error / source test</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		Funding for Election	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
	FIE's	-										
	Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	<b>Elections</b>											
	<b>Salaries and Benefits</b>											
	Salaries											
	Overtime											
	Benefits											
	<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error / source test</i>											
	<b>Operating</b>											
	Supplies											
	Contract Services	150,000.00										
	Telephone											
	Training and Education											
	Miscellaneous Services											
	Rents and Leases											
	<i>Subtotal; Operating</i>	150,000.00	-	-	-	-	-	-	-	-	-	-
	<b>Program Totals; Elections</b>	150,000.00	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error / source test</i>											
	<b>Program Totals; Mayor &amp; City Council</b>	2,175,058.21	220,750.47	145,759.36	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD														
		Program 12		Program 13		Program 14		Program 15		Program 16		Program 17		Program 18		Program 19		Program 20		Total - Program Budget		Enhancement 1		Enhancement 2		Enhancement 3		Enhancement 4		
		FIE's																			-									
		Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!																
		<b>Elections</b>																												
		<b>Salaries and Benefits</b>																												
		Salaries																				-								
		Overtime																				-								
		Benefits																				-								
		<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		<i>crossfoot error / source test</i>																				-								
		<b>Operating</b>																												
		Supplies																												
		Contract Services																												
		Telephone																												
		Training and Education																												
		Miscellaneous Services																												
		Rents and Leases																												
		<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		<b>Program Totals; Elections</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		<i>crossfoot error / source test</i>																												
		<b>Program Totals; Mayor &amp; City Council</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		<i>crossfoot error</i>																												

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
	Enhancement 5	Enhancement 6	Enhancement 7	Enhancement 8	Enhancement 9	Enhancement 10		Total - Enhancements	Total - Department Request
FTE's									-
Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Elections</b>									
<b>Salaries and Benefits</b>									
Salaries								-	-
Overtime								-	-
Benefits								-	-
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-
<i>crossfoot error / source test</i>								-	-
<b>Operating</b>									
Supplies								-	-
Contract Services								-	150,000.00
Telephone								-	-
Training and Education								-	-
Miscellaneous Services								-	-
Rents and Leases								-	-
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	150,000.00
<b>Program Totals; Elections</b>	-	-	-	-	-	-	-	-	150,000.00
<i>crossfoot error / source test</i>								-	-
<b>Program Totals; Mayor &amp; City Council</b>	-	-	-	-	-	-	-	(5,000.00)	2,536,568.04
<i>crossfoot error</i>									

City of Annapolis  
FY 2016 Budget  
Department Programs

	Accounting	Treasury	Collections	Internal Audit & Contract Management	Admin	Budget	Risk Management	Program 8	Program 9	Program 10	Program 11
<b>Finance</b>											
FTE's	8.00	0.70	5.30	1.05	1.20	0.70	1.05				
Average Salary	65,047.32	90,157.16	63,863.67	87,813.82	104,790.78	105,777.71	87,165.32	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Financial Opeations</b>											
<b>Salaries and Benefits</b>											
Salaries	520,378.58	63,110.01	338,477.43	92,204.51	125,748.93	74,044.40	91,523.59				
Overtime	-										
Benefits	219,721.29	28,157.10	144,317.89	32,891.53	52,712.44	31,706.17	28,411.47				
<i>Subtotal; Salaries/Benefits</i>	740,099.87	91,267.11	482,795.32	125,096.04	178,461.37	105,750.57	119,935.06	-	-	-	-
<b>Operating</b>											
Supplies	5,310.00	510.00	30,340.00	250.00	1,700.00	1,940.00	250.00				
Credit Card Fees											
Copier	200.00	50.00	400.00	100.00	150.00	50.00	50.00				
Prof. Services - Accounting	82,514.22	139,916.62	70.00	65.00	24,007.74	65.00	65.00				
Legal							50,000.00				
Telephone	114.00	57.00	57.00	57.00	456.00	342.00	777.00				
Training and Education					6,000.00						
R & M - Equipment	168.00	168.00	2,680.00	168.00	180.00	168.00	168.00				
<i>Subtotal; Operating</i>	88,306.22	140,701.62	33,547.00	640.00	32,493.74	2,565.00	51,310.00	-	-	-	-
<b>Program Totals; Finance Administration</b>	828,406.09	231,968.73	516,342.32	125,736.04	210,955.11	108,315.57	171,245.06	-	-	-	-
<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD	
		Program	Program	Program	Program	Program	Program	Program	Program	Program	Program	Total -	City Manager -				
		12	13	14	Program 15	Program 16	Program 17	18	Program 19	20	Program	Program	Budget	Allocation of	Enhancement	Enhancement	Enhancement
														Legal			
<b>Finance</b>																	
	FTE's											18.00					
	Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	72,527.08	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Financial Opeations</b>																	
<b>Salaries and Benefits</b>																	
	Salaries											1,305,487.45					
	Overtime											-					
	Benefits											537,917.89					
	<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	-	1,843,405.34	-	-	-	-	-
<b>Operating</b>																	
	Supplies											40,300.00					
	Credit Card Fees											-					
	Copier											1,000.00					
	Prof. Services - Accounting											246,703.58					
	Legal											50,000.00					
	Telephone											1,860.00					
	Training and Education											6,000.00					
	R & M - Equipment											3,700.00					
	<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	-	349,563.58	-	-	-	-	-
	<b>Program Totals; Finance Administration</b>	-	-	-	-	-	-	-	-	-	-	2,192,968.92	-	-	-	-	-
	<i>crossfoot error</i>											-					

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM
		Enhancement	Total - Enhancements	Total - Department Request						
<b>Finance</b>										
	FTE's									18.00
	Average Salary	#DIV/0!	72,527.08							
<b>Financial Opeations</b>										
<b>Salaries and Benefits</b>										
	Salaries								-	1,305,487.45
	Overtime								-	-
	Benefits								-	537,917.89
	<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	1,843,405.34
<b>Operating</b>										
	Supplies								-	40,300.00
	Credit Card Fees									
	Copier									1,000.00
	Prof. Services - Accounting								-	246,703.58
	Legal								-	50,000.00
	Telephone								-	1,860.00
	Training and Education								-	6,000.00
	R & M - Equipment								-	3,700.00
	<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	349,563.58
	<b>Program Totals; Finance Administration</b>	-	-	-	-	-	-	-	-	2,192,968.92
	<i>crossfoot error</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		Operations	Services	Web Services	GIS	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
	FTE's	5.40	1.80	1.60	1.20							
	Average Salary	86,102.37	83,590.38	74,679.38	78,792.79	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	<b>MIT</b>											
	<b>Salaries and Benefits</b>											
	Salaries	464,952.80	150,462.68	119,487.01	94,551.35							
	Overtime	-										
	Benefits	190,729.90	67,436.72	61,989.70	32,023.04							
	<i>Subtotal; Salaries/Benefits</i>	655,682.70	217,899.40	181,476.71	126,574.39	-	-	-	-	-	-	-
	<b>Operating</b>											
	Supplies	2,126.00	3,274.00	599.00	1,199.00							
	Telephone	1,188.00	1,794.00									
	Training and Education			350.00								
	R & M - Equipment	25,725.00	-	35,000.00	2,500.00							
	Contract Services	39,538.00	354,131.00	1,500.00	1,505.00							
	<i>Subtotal; Operating</i>	68,577.00	359,199.00	37,449.00	5,204.00	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Fixed Assets and Capital Outlay</b>											
	Capital Outlay	197,000.00	15,500.00		37,500.00							
	<i>Subtotal;</i>	197,000.00	15,500.00	-	37,500.00	-	-	-	-	-	-	-
	<b>Program Totals; MIT</b>	921,259.70	592,598.40	218,925.71	169,278.39	-	-	-	-	-	-	-
	<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD														
		Program 12		Program 13		Program 14		Program 15		Program 16		Program 17		Program 18		Program 19		Program 20		Total - Program Budget		Enhancement		Enhancement		Enhancement		Enhancement		
		FTE's										10.00																		
		Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	82,945.38	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!							
		<b>MIT</b>																												
		<b>Salaries and Benefits</b>																												
		Salaries										829,453.84																		
		Overtime										-																		
		Benefits										352,179.36																		
		<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	1,181,633.20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		<b>Operating</b>																												
		Supplies										7,198.00																		
		Telephone										2,982.00																		
		Training and Education										350.00																		
		R & M - Equipment										63,225.00																		
		Contract Services										396,674.00																		
		<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	470,429.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		<i>crossfoot error</i>										-																		
		<b>Fixed Assets and Capital Outlay</b>																												
		Capital Outlay										250,000.00																		
		<i>Subtotal;</i>	-	-	-	-	-	-	-	-	-	250,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		<b>Program Totals; MIT</b>	-	-	-	-	-	-	-	-	-	1,902,062.20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
		<i>crossfoot error</i>										-	Enhancement	Enhancement	Enhancement	Enhancement	Enhancement	Enhancement	Enhancement	Enhancement	Enhancement	Enhancement								

City of Annapolis  
FY 2016 Budget  
Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM	
										Total -	Total -
		Enhancement	Enhancements	Department Request							
	FTE's								-	10.00	
	Average Salary	#DIV/0!	82,945.38								
	<b>MIT</b>										
	<b>Salaries and Benefits</b>										
	Salaries								-	829,453.84	
	Overtime								-	-	
	Benefits								-	352,179.36	
	<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	1,181,633.20	
	<b>Operating</b>								-	-	
										42,635.12	
	Supplies								-	7,198.00	
	Telephone								-	2,982.00	
	Training and Education								-	350.00	
	R & M - Equipment								-	63,225.00	
	Contract Services								-	396,674.00	
	<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	470,429.00	
	<i>crossfoot error</i>								-	-	
	<b>Fixed Assets and Capital Outlay</b>										
	Capital Outlay								-	250,000.00	
	<i>Subtotal;</i>	-	-	-	-	-	-	-	-	250,000.00	
	<b>Program Totals; MIT</b>	-	-	-	-	-	-	-	-	1,902,062.20	
	<i>crossfoot error</i>	Enhancement									

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		Administration	Bid Development	PO Processing	Surplus Disposal	MBE Program	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
	FTE's	0.85	1.50	0.52	0.09	0.04						
	Average Salary	88,321.89	88,321.89	88,321.88	88,321.89	88,322.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	<b>Central Purchasing</b>											
	Salaries and Benefits											
	Salaries	75,073.61	132,482.84	45,927.38	7,948.97	3,532.88						
	Benefits	35,364.98	62,408.78	21,635.04	3,744.53	1,664.23						
	<i>Subtotal; Salaries/Benefits</i>	110,438.59	194,891.62	67,562.42	11,693.50	5,197.11	-	-	-	-	-	-
	<b>Operating</b>											
	Supplies	1,000.00	1,650.00	1,650.00	100.00	150.00						
	Telephone	660.00										
	Contract Services											
	Postage	250.00	250.00	100.00		50.00						
	Copier	1,800.00										
	Advertising		4,000.00									
	Training and Education	2,000.00										
	R & M - Equipment	400.00										
	<i>Subtotal; Operating</i>	6,110.00	5,900.00	1,750.00	100.00	200.00	-	-	-	-	-	-
	<b>Program Totals; Central Purchasing</b>	116,548.59	200,791.62	69,312.42	11,793.50	5,397.11	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Program Totals; Finance</b>	1,866,214.38	1,025,358.75	804,580.45	306,807.93	216,352.22	108,315.57	171,245.06	-	-	-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
FTE's										3.00				
Average Salary	#DIV/0!	88,321.89	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Central Purchasing</b>														
Salaries and Benefits														
Salaries										264,965.68				
Benefits										124,817.56				
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	389,783.24	-	-	-	-
<b>Operating</b>														
Supplies										4,550.00				
Telephone										660.00				
Contract Services										-				
Postage										650.00				
Copier										1,800.00				
Advertising										4,000.00				
Training and Education										2,000.00				
R & M - Equipment										400.00				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	14,060.00	-	-	-	-
<b>Program Totals; Central Purchasing</b>	-	-	-	-	-	-	-	-	-	403,843.24	-	-	-	-
<i>crossfoot error</i>										-				
<b>Program Totals; Finance</b>	-	-	-	-	-	-	-	-	-	4,498,874.36	-	-	-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM	
										Total -	Total -
		Enhancement	Enhancements	Department							
										Request	
	FTE's								-	3.00	
										-	
	Average Salary	#DIV/0!	88,321.89								
	<b>Central Purchasing</b>										
	Salaries and Benefits										
	Salaries								-	264,965.68	
	Benefits								-	124,817.56	
	<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	389,783.24	
									-	-	
	<b>Operating</b>									19,435.28	
	Supplies								-	4,550.00	
	Telephone								-	660.00	
	Contract Services								-	-	
	Postage									650.00	
	Copier									1,800.00	
	Advertising								-	4,000.00	
	Training and Education								-	2,000.00	
	R & M - Equipment								-	400.00	
	<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	14,060.00	
	<b>Program Totals; Central Purchasing</b>	-	-	-	-	-	-	-	-	403,843.24	
	<i>crossfoot error</i>								-	-	
	<b>Program Totals; Finance</b>	-	-	-	-	-	-	-	-	4,498,874.36	

City of Annapolis  
FY 2016 Budget  
Department Programs

		<i>crossfoot error</i>											
		Governance/ Director's Office	HR Partners	Employee Relations, Training & Diversity	Compensation	Employment & Staffing	Benefits, Wellness & Retirement	Program 7	Program 8	Program 9	Program 10	Program 11	
		FTE's	1.05	0.70	0.55	1.65	0.65	1.40					
		Average Salary	110,087.97	99,009.91	103,043.78	79,484.41	92,668.43	92,988.24	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
		<b>Human Resources</b>											
		<b>Salaries and Benefits</b>											
		Salaries	115,592.37	69,306.94	56,674.08	131,149.28	60,234.48	130,183.53					
		Benefits	42,521.44	23,911.07	16,965.83	53,961.43	19,210.87	46,616.85					
		<b>Subtotal; Salaries/Benefits</b>	158,113.81	93,218.01	73,639.91	185,110.71	79,445.35	176,800.38	-	-	-	-	-
		<b>Operating</b>											
		Contract Services- Employee Physicals			22,685.00		22,685.00						
		Supplies	4,287.50	2,940.00	2,205.00	6,737.50	2,695.00	5,635.00					
		Legal - Negotiations (Union negot'ns)											
		Prof. Services - Other	8,000.00	8,000.00	8,000.00	-	8,000.00	8,000.00					
		Employee Award/Incentive											
		Telephone	211.75	145.20	108.90	332.75	133.10	278.30					
		Special Projects						5,000.00					
		Training and Education		2,500.00									
		R & M - Equipment	35.00	24.00	18.00	55.00	22.00	46.00					
		Contract Services				6,500.00	6,500.00						
		Advertising	-	-	-	-	-	-					
		<b>Subtotal; Operating</b>	12,534.25	13,609.20	33,016.90	13,625.25	40,035.10	18,959.30	-	-	-	-	-
		<b>Total; Human Resources</b>	170,648.06	106,827.21	106,656.81	198,735.96	119,480.45	195,759.68	-	-	-	-	-
		<i>crossfoot error</i>											
		<b>Total; Administrative Services</b>	4,211,920.65	1,352,936.43	1,056,996.62	505,543.89	335,832.67	304,075.25	171,245.06	-	-	-	-
		<i>crossfoot error</i>											
		<i>Source Test</i>	-	-	-	-	-	-	-	-	-	-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
<i>crossfoot error</i>										-				
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	City Manager - Move to Finance	Enhancement	Enhancement	Enhancement
FTE's										6.00				
Average Salary	#DIV/0!	93,856.78	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Human Resources</b>														
<b>Salaries and Benefits</b>														
Salaries										563,140.68	(121,614.27)			
Benefits										203,187.49	(43,123.87)			
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	766,328.17	(164,738.15)	-	-	-
<b>Operating</b>														
Contract Services- Employee Physicals										45,370.00				
Supplies										24,500.00				
Legal - Negotiations (Union negot'ns)										-				
Prof. Services - Other										40,000.00				
Employee Award/Incentive										-				
Telephone										1,210.00				
Special Projects										5,000.00				
Training and Education										2,500.00				
R & M - Equipment										200.00				
Contract Services										13,000.00	-			
Advertising										-				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	131,780.00	-	-	-	-
<b>Total; Human Resources</b>	-	-	-	-	-	-	-	-	-	898,108.17	(164,738.15)	-	-	-
<i>crossfoot error</i>										-				
<b>Total; Administrative Services</b>	-	-	-	-	-	-	-	-	-	7,938,550.57	(169,738.15)	-	-	-
<i>crossfoot error</i>										-				
<i>Source Test</i>	-	-	-	-	-	-	-	-	-	-	-	-	-	-



City of Annapolis  
FY 2016 Budget  
Department Programs

		Community Grants	Debt Service	Operating Reserves	Risk Management	Police and Fire Pension	CIP	CIP	Debt Service - Harbor Master	Debt Service - Market House		
	FTE's											
	<b>Non-Allocated Expenditures</b>											
	<b>Contributions</b>											
	Community Grants											
	Community Grants- Bates Legacy											
	Community Grants- Four Rivers											
	Art in Public Places											
	Private Capital Projects (Md Hall & Sail)											
	<b>Debt Service</b>											
	Long-Term Debt											
	Principle Pay down		3,650,847.00						262,776.00	31,745.00		
	Interest Expense		2,600,282.00				-	75,000.00	82,016.00	27,639.00		
	Short-Term Debt											
	Interest Expense		25,000.00									
	Principle Pay down											
	<b>Operating Reserves Contributions</b>											
	Contingency Reserve			410,000.00								
	Judgement Contingency			-								
	Fleet Replacement Program											
	<b>Insurances / Risk Management</b>											
	General Liability Insurance				950,000.00							
	Workers' Compensation Insurance				1,400,000.00							
	Unemployment Insurance				150,000.00							
	Judgments				150,000.00							
	<b>Employee Benefits</b>											
	Police and Fire Pension Contribution											
	OPEB						665,000.00					
	Employee Conversions											
	Furlough Impact											
	IBB Impact											
	<b>Other Financing Uses: subsidies and transfers</b>											
	To Water Enterprise Fund											
	To Wastewater Enterprise Fund											
	To Dock Fund											
	To Stormwater Fund											
	To Refuse Fund											
	To Off-Street Parking Fund											
	To Transportation Fund - Operating Subsidy											
	To Transportation Fund - Reimbursement of Service Costs							2,225,000.00				
	To Market House Fund											
	To Capital Projects Fund											
	To Sidewalk Fund							671,848.35				
	Transfers to Restricted Fund Balances											
	<b>Total; Non-Allocated</b>	-	6,276,129.00	410,000.00	2,650,000.00	-	665,000.00	2,971,848.35	344,792.00	59,384.00	-	-
	<i>crossfoot error</i>											



City of Annapolis  
FY 2016 Budget  
Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
										Total -	Total -
		FTE's								Enhancements	Department Request
		<b>Non-Allocated Expenditures</b>									
		<b>Contributions</b>									
		Community Grants								-	-
		Community Grants- Bates Legacy								-	-
		Community Grants- Four Rivers								-	-
		Art in Public Places								-	-
		Private Capital Projects (Md Hall & Sail)								-	-
		<b>Debt Service</b>									
		Long-Term Debt									
		Principle Pay down								-	3,945,368.00
		Interest Expense								-	2,784,937.00
		Short-Term Debt									
		Interest Expense								-	25,000.00
		Principle Pay down								-	-
		<b>Operating Reserves Contributions</b>									
		Contingency Reserve								-	410,000.00
		Judgement Contingency								-	-
		Fleet Replacement Program								-	-
		<b>Insurances / Risk Management</b>									
		General Liability Insurance								-	950,000.00
		Workers' Compensation Insurance								-	1,400,000.00
		Unemployment Insurance								-	150,000.00
		Judgments								-	150,000.00
		<b>Employee Benefits</b>									
		Police and Fire Pension Contribution								-	-
		OPEB								-	665,000.00
		Employee Conversions								-	-
		Furlough Impact								-	-
		IBB Impact								-	-
		<b>Other Financing Uses: subsidies and transfers</b>									
		To Water Enterprise Fund								-	-
		To Wastewater Enterprise Fund								-	-
		To Dock Fund								-	-
		To Stormwater Fund								-	-
		To Refuse Fund								-	-
		To Off-Street Parking Fund								-	-
		To Transportation Fund - Operating Subsidy								-	-
		To Transportation Fund - Reimbursement of Service Costs								-	2,225,000.00
		To Market House Fund								-	-
		To Capital Projects Fund								-	-
		To Sidewalk Fund								-	671,848.35
		Transfers to Restricted Fund Balances								-	-
		<b>Total; Non-Allocated</b>								-	13,377,153.35
		<i>crossfoot error</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		<b>Total Admin plus Non-Allocated</b>	4,211,920.65	7,629,065.43	1,466,996.62	3,155,543.89	335,832.67	969,075.25	3,143,093.41	344,792.00	59,384.00	-	-
		<i>crossfoot error</i>											
		<i>Source Test</i>	-	-	-	-	-	-	-	-	-	-	-
		FIE's	31.76	13.06	8.97	3.99	1.89	2.10	1.05	-	-	-	-
		<i>Source Test</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
		<b>Total Admin plus Non-Allocated</b>	-	-	-	-	-	-	-	-	-	21,315,703.92	(169,738.15)	-	-	-
		<i>crossfoot error</i>										-				
		<i>Source Test</i>	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		FIE's	-	-	-	-	-	-	-	-	-	62.82	-	-	-	-
		<i>Source Test</i>														

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
		<b>Total Admin plus Non-Allocated</b>	-	-	-	-	-	-	-	(169,738.15)	21,145,965.78
		<i>crossfoot error</i>								-	-
		<i>Source Test</i>	-	-	-	-	-	-	-	-	-
		FIE's	-	-	-	-	-	-	-	-	62.82
										-	-
		<i>Source Test</i>									

City of Annapolis  
FY 2016 Budget  
Department Programs

<u>Allocation of General Government Administrative and Unallocated Cost</u>											
<u>Total General Government to be allocated</u>											
<b>Operating Budget</b>											
Salaries and Overtime		2,555,843.56	554,124.88	690,565.90	325,854.11	189,516.29	204,227.93	91,523.59	-	-	-
Benefits		935,098.08	202,901.73	254,167.82	122,620.53	73,587.54	78,323.02	28,411.47	-	-	-
Operating		523,979.01	580,409.82	112,262.90	19,569.25	72,728.84	21,524.30	51,310.00	-	-	-
Capital		197,000.00	15,500.00	-	37,500.00	-	-	-	-	-	-
<b>Total Operating Budget</b>		<b>4,211,920.65</b>	<b>1,352,936.43</b>	<b>1,056,996.62</b>	<b>505,543.89</b>	<b>335,832.67</b>	<b>304,075.25</b>	<b>171,245.06</b>	-	-	-
	<i>crossfoot error / source test</i>										
	<i>Test</i>	(0.00)	(0.00)	(0.00)	0.00	0.00	(0.00)	-	-	-	-
<b>Unallocated Expenses</b>											
City Grants		-									
Debt Service			6,276,129.00					75,000.00	344,792.00	59,384.00	
Operating Reserves Contributions				410,000.00							
General Liability					950,000.00						
Insurances / Risk Components					1,700,000.00						
Police and Fire Pension						-					
Employee Benefits (OPEB)							665,000.00				
<b>Other Financing Uses: subsidies and transfers</b>											
To Water Enterprise Fund											
To Wastewater Enterprise Fund											
To Dock Fund											
To Stormwater Fund											-
To Refuse Fund											-
To Off-Street Parking Fund											
To Transportation Fund - Operating Subsidy											
To Transportation Fund - Reimbursement of Service Costs								2,225,000.00			
To Market House Fund											
To Capital Projects Fund											
To Sidewalk Fund								671,848.35			
Transfers to Restricted Fund Balances											
<b>Total Unallocated</b>		<b>-</b>	<b>6,276,129.00</b>	<b>410,000.00</b>	<b>2,650,000.00</b>	<b>-</b>	<b>665,000.00</b>	<b>2,971,848.35</b>	<b>344,792.00</b>	<b>59,384.00</b>	<b>-</b>
	<i>crossfoot error</i>										
	<i>Test</i>	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses to be Allocated</b>		<b>4,211,920.65</b>	<b>7,629,065.43</b>	<b>1,466,996.62</b>	<b>3,155,543.89</b>	<b>335,832.67</b>	<b>969,075.25</b>	<b>3,143,093.41</b>	<b>344,792.00</b>	<b>59,384.00</b>	<b>-</b>
	<i>crossfoot error</i>										

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
<b><u>Allocation of General Government Administrative and Unallocated Cost</u></b>														
<b><u>Total General Government to be allocated</u></b>														
<b>Operating Budget</b>														
Salaries and Overtime	-	-	-	-	-	-	-	-	-	4,611,656.26	(121,614.27)	-	-	-
Benefits	-	-	-	-	-	-	-	-	-	1,695,110.19	(43,123.87)	-	-	-
Operating	-	-	-	-	-	-	-	-	-	1,381,784.12	(5,000.00)	-	-	-
Capital	-	-	-	-	-	-	-	-	-	250,000.00	-	-	-	-
Total Operating Budget	-	-	-	-	-	-	-	-	-	7,938,550.57	(169,738.15)	-	-	-
<i>crossfoot error / source test</i>														
<i>Test</i>	-	-	-	-	-	-	-	-	-	(0.00)	-	-	-	-
<b>Unallocated Expenses</b>														
City Grants										-				
Debt Service										6,755,305.00				
Operating Reserves Contributions										410,000.00				
General Liability										950,000.00				
Insurances / Risk Components										1,700,000.00				
Police and Fire Pension										-				
Employee Benefits (OPEB)										665,000.00				
<b>Other Financing Uses: subsidies and transfers</b>														
To Water Enterprise Fund										-				
To Wastewater Enterprise Fund										-				
To Dock Fund										-				
To Stormwater Fund										-				
To Refuse Fund										-				
To Off-Street Parking Fund	-									-				
To Transportation Fund - Operating Subsidy		-								-				
To Transportation Fund - Reimbursement of Service Costs			-							2,225,000.00				
To Market House Fund				-						-				
To Capital Projects Fund					-					-				
To Sidewalk Fund										671,848.35	-			
Transfers to Restricted Fund Balances										-				
Total Unallocated	-	-	-	-	-	-	-	-	-	13,377,153.35	-	-	-	-
<i>crossfoot error</i>														
<i>Test</i>	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses to be Allocated</b>														
<i>crossfoot error</i>														
	-	-	-	-	-	-	-	-	-	21,315,703.92	(169,738.15)	-	-	-
<i>crossfoot error</i>														
	-	-	-	-	-	-	-	-	-	-	-	-	-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
<b><u>Allocation of General Government Administrative and Unallocated Cost</u></b>									
<b><u>Total General Government to be allocated</u></b>									
<b>Operating Budget</b>									
Salaries and Overtime	-	-	-	-	-	-	-	(121,614.27)	4,490,041.99
Benefits	-	-	-	-	-	-	-	(43,123.87)	1,651,986.32
Operating	-	-	-	-	-	-	-	(5,000.00)	1,376,784.12
Capital	-	-	-	-	-	-	-	-	250,000.00
<b>Total Operating Budget</b>	-	-	-	-	-	-	-	<b>(169,738.15)</b>	<b>7,768,812.43</b>
<i>crossfoot error / source test</i>									
<i>Test</i>	-	-	-	-	-	-	-	-	(0.00)
<b>Unallocated Expenses</b>									
City Grants								-	-
Debt Service								-	6,755,305.00
Operating Reserves Contributions								-	410,000.00
General Liability								-	950,000.00
Insurances / Risk Components								-	1,700,000.00
Police and Fire Pension								-	-
Employee Benefits (OPEB)								-	665,000.00
<b>Other Financing Uses: subsidies and transfers</b>									
To Water Enterprise Fund								-	-
To Wastewater Enterprise Fund								-	-
To Dock Fund								-	-
To Stormwater Fund								-	-
To Refuse Fund								-	-
To Off-Street Parking Fund								-	-
To Transportation Fund - Operating Subsidy								-	-
To Transportation Fund - Reimbursement of Service Costs								-	2,225,000.00
To Market House Fund								-	-
To Capital Projects Fund								-	-
To Sidewalk Fund								-	671,848.35
Transfers to Restricted Fund Balances								-	-
<b>Total Unallocated</b>	-	-	-	-	-	-	-	-	<b>13,377,153.35</b>
<i>crossfoot error</i>									
<i>Test</i>	-	-	-	-	-	-	-	-	-
<b>Total Expenses to be Allocated</b>	-	-	-	-	-	-	-	<b>(169,738.15)</b>	<b>21,145,965.78</b>
<i>crossfoot error</i>									

City of Annapolis  
FY 2016 Budget  
Department Programs

		Community Grants	Bates Legacy	Four Rivers	Annapolis Youth Services	Arts In Public Plances	Sailing Hall of Fame	Special Projects - Mayor's Office	Program 8	Program 9	Program 10	Program 11
	FTE's	1.00										
	Average Salary	53,598.22	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	<b>Special Events and Projects</b>											
	<b>Salaries and Benefits</b>											
	Salaries	53,598.22										
	Benefits	19,011.10										
	<i>Subtotal; Salaries/Benefits</i>	72,609.32	-	-	-	-	-	-	-	-	-	-
	<b>Operating</b>											
	Supplies											
	Training and Education											
	R & M - Equipment											
	Contract Services											
	Special Programs							64,400.00				
	Portable radios Maint. agreement											
	Rents and Leases											
	Telephone & internet service											
	Community Programs	150,000.00	25,000.00	25,000.00	25,000.00	10,000.00						
	<i>Subtotal; Operating</i>	150,000.00	25,000.00	25,000.00	25,000.00	10,000.00	-	64,400.00	-	-	-	-
	<i>crossfoot error</i>											
	<b>Program Total; Special Projects</b>	222,609.32	25,000.00	25,000.00	25,000.00	10,000.00	-	64,400.00	-	-	-	-
	<i>crossfoot error</i>											
	<b>General Gov't Admin and Unallocated Expense Allocations</b>											
	<b>Operating</b>											
	Salary and Overtime ( <i>full time equivalents</i> )	7,679.22	-	-	-	-	-	-	-	-	-	-
	Benefits ( <i>salary</i> )	2,394.79	-	-	-	-	-	-	-	-	-	-
	Operating / Capital ( <i>operating + Capital</i> )	14,468.63	2,411.44	2,411.44	2,411.44	964.58	-	6,211.86	-	-	-	-
	<i>Subtotal</i>	24,542.64	2,411.44	2,411.44	2,411.44	964.58	-	6,211.86	-	-	-	-
	<i>crossfoot error</i>											
	<b>Unallocated Expenses</b>											
	Debt Service											
	Operating Reserves ( <i>total budget</i> )	1,356.38	152.33	152.33	152.33	60.93	-	392.39	-	-	-	-
	Insurances / Risk Components ( <i>operating + capital</i> )	15,119.81	2,519.97	2,519.97	2,519.97	1,007.99	-	6,491.44	-	-	-	-
	Police and Fire Pension											
	Employee Benefits ( <i>salary</i> )	964.01	-	-	-	-	-	-	-	-	-	-
	<i>Subtotal</i>	17,440.20	2,672.30	2,672.30	2,672.30	1,068.92	-	6,883.83	-	-	-	-
	<i>crossfoot error</i>											
	Total Allocations	41,982.84	5,083.73	5,083.73	5,083.73	2,033.49	-	13,095.70	-	-	-	-
	<i>crossfoot error</i>											
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	264,592.16	30,083.73	30,083.73	30,083.73	12,033.49	-	77,495.70	-	-	-	-
	<i>crossfoot error / source test</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

				O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
				Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
			FTE's										1.00				
			Average Salary	#DIV/0!	53,598.22	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Special Events and Projects</b>																	
			<b>Salaries and Benefits</b>														
			Salaries										53,598.22				
			Benefits										19,011.10				
			<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	72,609.32	-	-	-	-
													-				
			<b>Operating</b>														
			Supplies										-				
			Training and Education										-				
			R & M - Equipment										-				
			Contract Services										-				
			Special Programs										64,400.00				
			Portable radios Maint. agreement										-				
			Rents and Leases										-				
			Telephone & internet service										-				
			Community Programs										235,000.00	(30,000.00)			
			<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	299,400.00	(30,000.00)	-	-	-
			<i>crossfoot error</i>										-				
			<b>Program Total; Special Projects</b>	-	-	-	-	-	-	-	-	-	372,009.32	(30,000.00)	-	-	-
			<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>																	
			<b>Operating</b>														
			Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	7,679.22				
			Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	2,394.79				
			Operating / Capital ( <i>operating + Capital</i> )	-	-	-	-	-	-	-	-	-	28,879.38				
			<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	38,953.39	-	-	-	-
			<i>crossfoot error</i>										-				
			<b>Unallocated Expenses</b>														
			Debt Service										-				
			Operating Reserves ( <i>total budget</i> )	-	-	-	-	-	-	-	-	-	2,266.68				
			Insurances / Risk Components ( <i>operating + capital</i> )	-	-	-	-	-	-	-	-	-	30,179.14				
			Police and Fire Pension										-				
			Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	964.01				
			<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	33,409.83	-	-	-	-
			<i>crossfoot error</i>										-				
			Total Allocations	-	-	-	-	-	-	-	-	-	72,363.23	-	-	-	-
			<i>crossfoot error</i>										-				
			<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	444,372.55	(30,000.00)	-	-	-
			<i>crossfoot error / source test</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM
		Enhancement	Total - Enhancements	Total - Department Request						
	FTE's								-	1.00
	Average Salary	#DIV/0!	53,598.22							
<b>Special Events and Projects</b>										
<b>Salaries and Benefits</b>										
	Salaries								-	53,598.22
	Benefits								-	19,011.10
	<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	72,609.32
	<i>crossfoot error</i>								-	-
<b>Operating</b>										
	Supplies								-	-
	Training and Education								-	-
	R & M - Equipment								-	-
	Contract Services								-	-
	Special Programs								-	64,400.00
	Portable radios Maint. agreement								-	-
	Rents and Leases								-	-
	Telephone & internet service								-	-
	Community Programs								(30,000.00)	205,000.00
	<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	(30,000.00)	269,400.00
	<i>crossfoot error</i>								-	-
	<b>Program Total; Special Projects</b>	-	-	-	-	-	-	-	(30,000.00)	342,009.32
	<i>crossfoot error</i>								-	-
<b>General Gov't Admin and Unallocated Expense Allocations</b>										
<b>Operating</b>										
	Salary and Overtime ( <i>full time equivalents</i> )								-	7,679.22
	Benefits ( <i>salary</i> )								-	2,394.79
	Operating / Capital ( <i>operating + Capital</i> )								-	28,879.38
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	38,953.39
	<i>crossfoot error</i>								-	-
<b>Unallocated Expenses</b>										
	Debt Service								-	-
	Operating Reserves ( <i>total budget</i> )								-	2,266.68
	Insurances / Risk Components ( <i>operating + capital</i> )								-	30,179.14
	Police and Fire Pension								-	-
	Employee Benefits ( <i>salary</i> )								-	964.01
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	33,409.83
	<i>crossfoot error</i>								-	-
	Total Allocations	-	-	-	-	-	-	-	-	72,363.23
	<i>crossfoot error</i>								-	-
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(30,000.00)	414,372.55
	<i>crossfoot error / source test</i>								-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	Current Planning	Community Programs	Comprehensive Planning	Historic Preservation	Economic Development							Program 11
FTE's	4.20	1.20	1.20	2.73	2.20							
Average Salary	106,870.09	124,994.13	115,023.44	89,832.17	97,214.33	#DIV/0!						
<b>Planning and Zoning</b>												
<b>Salaries and Benefits</b>												
Salaries	448,854.38	149,992.95	138,028.13	245,241.82	213,871.52							
Benefits	177,494.12	43,048.12	53,342.23	74,642.36	56,235.59							
<b>Subtotal; Salaries/Benefits</b>	<b>626,348.50</b>	<b>193,041.07</b>	<b>191,370.36</b>	<b>319,884.18</b>	<b>270,107.11</b>	-	-	-	-	-	-	-
<b>Operating</b>												
Supplies	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00							
Telephone		140.00	140.00	140.00	140.00							
Training and Education	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00							
R & M - Equipment	400.00	400.00	400.00	400.00	400.00							
Advertising	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00							
Copier	500.00	500.00	500.00	500.00	500.00							
Postage	400.00	400.00	400.00	400.00	400.00							
Special Programs			120,000.00									
Contract Services				105,000.00	120,000.00							
<b>Subtotal; Operating</b>	<b>7,300.00</b>	<b>7,440.00</b>	<b>127,440.00</b>	<b>112,440.00</b>	<b>127,440.00</b>	-	-	-	-	-	-	-
<b>Program Total; Planning and Zoning</b>	<b>633,648.50</b>	<b>200,481.07</b>	<b>318,810.36</b>	<b>432,324.18</b>	<b>397,547.11</b>	-	-	-	-	-	-	-
<i>crossfoot error</i>												
<b>General Gov't Admin and Unallocated Expenses Allocations</b>												
<b>Operating</b>												
Salary and Overtime (full time equivalents)	32,252.74	9,215.07	9,215.07	20,964.28	16,894.29	-	-	-	-	-	-	-
Benefits (salary)	20,055.00	6,701.75	6,167.15	10,957.51	9,555.87	-	-	-	-	-	-	-
Operating / Capital (operating + Capital)	704.14	717.64	12,292.55	10,845.68	12,292.55	-	-	-	-	-	-	-
<b>Subtotal</b>	<b>53,011.88</b>	<b>16,634.46</b>	<b>27,674.77</b>	<b>42,767.47</b>	<b>38,742.71</b>	-	-	-	-	-	-	-
<i>crossfoot error</i>												
<b>Unallocated Expenses</b>												
Debt Service												
Operating Reserves (total budget)	3,860.87	1,221.55	1,942.54	2,634.18	2,422.29	-	-	-	-	-	-	-
Insurances / Risk Components (operating + capital)	735.83	749.94	12,845.79	11,333.81	12,845.79	-	-	-	-	-	-	-
Police and Fire Pension												
Employee Benefits (salary)	8,073.05	2,697.76	2,482.56	4,410.90	3,846.67	-	-	-	-	-	-	-
<b>Subtotal</b>	<b>12,669.76</b>	<b>4,669.25</b>	<b>17,270.89</b>	<b>18,378.89</b>	<b>19,114.75</b>	-	-	-	-	-	-	-
<i>crossfoot error</i>												
Total Allocations	65,681.64	21,303.71	44,945.66	61,146.36	57,857.46	-	-	-	-	-	-	-
<i>crossfoot error</i>												
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	<b>699,330.14</b>	<b>221,784.78</b>	<b>363,756.02</b>	<b>493,470.54</b>	<b>455,404.57</b>	-	-	-	-	-	-	-
<i>crossfoot error</i>												

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
FTE's										11.53				
Average Salary	#DIV/0!	103,728.43	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Planning and Zoning</b>														
<b>Salaries and Benefits</b>														
Salaries										1,195,988.80				
Benefits										404,762.42				
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	1,600,751.22	-	-	-	-
<b>Operating</b>														
Supplies										12,000.00				
Telephone										560.00				
Training and Education										12,000.00				
R & M - Equipment										2,000.00				
Advertising										6,000.00				
Copier										2,500.00				
Postage										2,000.00				
Special Programs										120,000.00				
Contract Services										225,000.00	-			
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	382,060.00	-	-	-	-
<b>Program Total; Planning and Zoning</b>	-	-	-	-	-	-	-	-	-	1,982,811.22	-	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expenses Allocations</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	88,541.45	-	-	-	-
Benefits (salary)	-	-	-	-	-	-	-	-	-	53,437.28	-	-	-	-
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	36,852.56	-	-	-	-
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	178,831.28	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	12,081.42	-	-	-	-
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	38,511.16	-	-	-	-
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	21,510.95	-	-	-	-
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	72,103.53	-	-	-	-
<i>crossfoot error</i>										-				
Total Allocations	-	-	-	-	-	-	-	-	-	250,934.82	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	2,233,746.04	-	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
	Enhancement	Total - Enhancements	Total - Department Request						
FTE's								-	11.53
									(0.47)
Average Salary	#DIV/0!	103,728.43							
<b>Planning and Zoning</b>									
<b>Salaries and Benefits</b>									
Salaries								-	1,195,988.80
Benefits								-	404,762.42
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	1,600,751.22
<b>Operating</b>									
									-
									45,387.68
Supplies								-	12,000.00
Telephone								-	560.00
Training and Education								-	12,000.00
R & M - Equipment								-	2,000.00
Advertising								-	6,000.00
Copier									2,500.00
Postage									2,000.00
Special Programs								-	120,000.00
Contract Services								-	225,000.00
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	382,060.00
<b>Program Total; Planning and Zoning</b>	-	-	-	-	-	-	-	-	1,982,811.22
<i>crossfoot error</i>								-	-
<b>General Gov't Admin and Unallocated Expenses Allocations</b>									
<b>Operating</b>									
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	88,541.45
Benefits (salary)	-	-	-	-	-	-	-	-	53,437.28
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	36,852.56
<i>Subtotal</i>	-	-	-	-	-	-	-	-	178,831.28
<i>crossfoot error</i>								-	-
<b>Unallocated Expenses</b>									
Debt Service								-	-
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	12,081.42
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	38,511.16
Police and Fire Pension								-	-
Employee Benefits (salary)	-	-	-	-	-	-	-	-	21,510.95
<i>Subtotal</i>	-	-	-	-	-	-	-	-	72,103.53
<i>crossfoot error</i>								-	-
Total Allocations	-	-	-	-	-	-	-	-	250,934.82
<i>crossfoot error</i>								-	-
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	2,233,746.04
<i>crossfoot error</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	Patrol Q1	Crime Investigation Q1	Intelligence Q1	Drug Investigation Q1	Crime Lab Q2	Special Operations Q1	Maintenance Q2	Community Relations Q2	Dispatch Q2	Support Services Q2	Grants
<b>PUBLIC SAFETY &amp; HEALTH</b>											
FTE's	60.20	11.70	4.00	7.40	5.50	22.00	1.60	7.90	13.70	24.50	
Average Salary	70,893.82	77,793.65	77,209.07	82,955.07	72,685.67	78,415.84	104,547.30	71,504.11	65,327.27	76,388.04	#DIV/0!
<b>Police</b>											
<b>Salaries and Benefits</b>											
Salaries	4,267,807.91	910,185.67	308,836.29	613,867.51	399,771.19	1,725,148.58	167,275.68	564,882.44	894,983.61	1,871,506.96	
Less:											
Contract Adjustments											
Attrition	(216,492.11)	(42,075.71)	(14,384.86)	(26,611.99)	(19,779.18)	(79,116.72)	(5,753.94)	(28,410.09)	(49,268.14)	(88,107.26)	
Grant Allocations											
OEM; SHSG MCAC grant											
COPS Grant- Salary (\$45.3x5)											
GOCCP- Salary		(81,000.00)						(46,000.00)			
County 911									(300,000.00)		
Vehicle Theft								(20,500.00)			
State Aid Police Protection- Salaries	(466,666.68)	(77,777.78)				(77,777.78)		(77,777.78)			
US Justice- Salaries											
<i>Subtotal; Grant-funded</i>											
Overtime	301,574.50	58,610.16	20,037.66	37,069.67	27,551.78	110,207.13	8,015.06	39,574.38	68,628.99	122,730.67	
Less: Grant Allocations											
Byrne Justice	(4,747.71)	(922.70)	(315.45)	(583.59)	(433.75)	(1,735.00)	(126.18)	(623.02)	(1,080.43)	(1,932.16)	
Maryland Safe Streets	(4,937.62)	(959.61)	(328.07)	(606.93)	(451.10)	(1,804.40)	(131.23)	(647.94)	(1,123.65)	(2,009.44)	
State Overtime for School Bus Safety	(4,367.89)	(848.89)	(290.22)	(536.90)	(399.05)	(1,596.20)	(116.09)	(573.18)	(994.00)	(1,777.59)	
SHA LE Enforcement	(17,851.39)	(3,469.37)	(1,186.11)	(2,194.30)	(1,630.90)	(6,523.60)	(474.44)	(2,342.56)	(4,062.42)	(7,264.91)	
Double-time											
Differential											
Benefits	2,075,645.13	373,563.51	118,492.85	284,636.83	171,450.22	828,954.33	74,117.71	274,492.32	276,523.40	773,779.09	
Less:											
COPS Grant- Benefits											
GOCCP- Benefits											
State Aid Police Protection- Benefits											
US Justice- Benefits											
Uniform Cleaning Allowance (Union)	19,547.72	3,799.14	1,298.85	2,402.88	1,785.92	7,143.68	519.54	2,565.23	4,448.57	7,955.47	
Non-Salary Ins											
<b>Subtotal; Salaries/Benefits</b>	5,949,511.86	1,139,104.42	432,160.94	907,443.18	577,865.13	2,502,900.02	243,326.11	704,639.80	888,055.93	2,674,880.83	-
<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	City Manager - Move Legal to Finance	Enhancement	Enhancement	Enhancement
<b>PUBLIC SAFETY &amp; HEALTH</b>														
FTE's										158.50				
Average Salary	#DIV/0!	73,970.13	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Police</b>														
<b>Salaries and Benefits</b>														
Salaries										11,724,265.84				
Less:										-				
Contract Adjustments											(140,000.00)			
Attrition										(570,000.00)				
Grant Allocations										-				
OEM; SHSG MCAC grant										-				
COPS Grant- Salary (\$45.3x5)										-				
GOCCP- Salary										(127,000.00)				
County 911										(300,000.00)				
Vehicle Theft										(20,500.00)				
State Aid Police Protection- Salaries										(700,000.02)				
US Justice- Salaries										-				
Subtotal; Grant-funded										-				
Overtime										794,000.00	(84,000.00)			
Less: Grant Allocations										-				
Byrne Justice										(12,499.99)				
Maryland Safe Streets										(12,999.99)				
State Overtime for School Bus Safety										(11,500.01)				
SHA LE Enforcement										(47,000.00)				
Double-time										-				
Differential										-				
Benefits										5,251,655.39				
Less:										-				
COPS Grant- Benefits										-				
GOCCP- Benefits										-				
State Aid Police Protection- Benefits										-				
US Justice- Benefits										-				
Uniform Cleaning Allowance (Union)										51,467.00				
Non-Salary Ins										-				
Subtotal; Salaries/Benefits	-	-	-	-	-	-	-	-	-	16,019,888.22	(224,000.00)	-	-	-
crossfoot error										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM	
									Total -	Total -
	Enhancement	Enhancements	Department Request							
<b>PUBLIC SAFETY &amp; HEALTH</b>										
FTE's									158.50	
									(7.50)	
Average Salary	#DIV/0!	73,970.13								
<b>Police</b>										
<b>Salaries and Benefits</b>										
Salaries									11,724,265.84	
Less:									-	
Contract Adjustments								(140,000.00)	(140,000.00)	
Attrition									(570,000.00)	
Grant Allocations									-	
OEM; SHSG MCAC grant									-	
COPS Grant- Salary (\$45.3x5)									-	
GOCCP- Salary									(127,000.00)	
County 911									(300,000.00)	
Vehicle Theft									(20,500.00)	
State Aid Police Protection- Salaries									(700,000.02)	
US Justice- Salaries									-	
<i>Subtotal; Grant-funded</i>									-	
Overtime								(84,000.00)	710,000.00	
Less: Grant Allocations									-	
Byrne Justice									(12,499.99)	
Maryland Safe Streets									(12,999.99)	
State Overtime for School Bus Safety									(11,500.01)	
SHA LE Enforcement									(47,000.00)	
Double-time									-	
Differential									-	
Benefits									5,251,655.39	
Less:									-	
COPS Grant- Benefits									-	
GOCCP- Benefits									-	
State Aid Police Protection- Benefits									-	
US Justice- Benefits									-	
Uniform Cleaning Allowance (Union)									51,467.00	
Non-Salary Ins									-	
<i>Subtotal; Salaries/Benefits</i>									(224,000.00)	
<i>crossfoot error</i>									-	

City of Annapolis  
FY 2016 Budget  
Department Programs

	<b>Operating</b>											
	Supplies	122,490.90	23,805.76	8,138.72	15,056.64	11,190.74	44,762.97	3,255.49	16,073.98	27,875.12	49,849.67	
	Less: Grant Allocations	(61,150.50)	(11,884.43)	(4,063.06)	(7,516.64)	(5,586.70)	(22,346.79)	(1,625.22)	(8,024.53)	(13,915.95)	(24,886.19)	
	Clothing	72,165.18	14,025.10	4,794.91	8,870.58	6,593.00	26,371.98	1,917.96	9,469.94	16,422.55	29,368.80	
	Fuel and Oil	80,438.19	15,632.94	5,344.59	9,887.50	7,348.82	29,395.27	2,137.84	10,555.57	18,305.23	32,735.64	
	Prof. Srvc - Other	7,045.60	1,369.29	468.13	866.05	643.68	2,574.74	187.25	924.57	1,603.36	2,867.32	
	Telephone	41,779.84	8,119.80	2,776.00	5,135.60	3,817.00	15,267.99	1,110.40	5,482.60	9,507.79	17,002.99	
	Electricity	40,640.39	7,898.35	2,700.29	4,995.54	3,712.90	14,851.59	1,080.12	5,333.07	9,248.49	16,539.27	
	Training and Education	15,990.28	3,107.67	1,062.45	1,965.53	1,460.87	5,843.48	424.98	2,098.34	3,638.89	6,507.51	
	Less: Grant Allocations	(17,471.57)	(3,395.55)	(1,160.87)	(2,147.62)	(1,596.20)	(6,384.80)	(464.35)	(2,292.72)	(3,975.98)	(7,110.34)	
	Law Enforcement Training											
	State Overtime for School Bus Safety											
	Law Enforcement Grant for Highway Training											
	R & M - Bldgs and Structures	3,038.53	590.53	201.89	373.50	277.60	1,110.40	80.76	398.73	691.48	1,236.58	
	R & M - Equipment	32,072.06	6,233.11	2,130.98	3,942.31	2,930.10	11,720.39	852.39	4,208.68	7,298.60	13,052.25	-
	Special Programs											
	Rents and Leases	15,040.74	2,923.13	999.36	1,848.81	1,374.12	5,496.48	399.74	1,973.73	3,422.81	6,121.08	
	Contract Services	121,009.62	23,517.88	8,040.30	14,874.56	11,055.41	44,221.65	3,216.12	15,879.59	27,538.03	49,246.84	
	Fleet Replacement	57,732.15	11,220.08	3,835.92	7,096.46	5,274.40	21,097.59	1,534.37	7,575.95	13,138.04	23,495.04	
	<b>Subtotal; Operating</b>	530,821.41	103,163.66	35,269.61	65,248.82	48,495.74	193,982.94	14,107.85	69,657.50	120,798.46	216,026.46	-
	<i>crossfoot error</i>											
	<b>Program Total; Police</b>	6,480,333.27	1,242,268.08	467,430.55	972,692.00	626,360.87	2,696,882.96	257,433.96	774,297.30	1,008,854.39	2,890,907.29	-
	<i>crossfoot error</i>											
	<b>General Gov't Admin and Unallocated Expenses Allocations</b>											
	<b>Operating</b>											
	Salary and Overtime ( <i>full time equivalents</i> )	462,289.26	89,846.92	30,716.89	56,826.25	42,235.73	168,942.92	12,286.76	60,665.87	105,205.36	188,140.98	-
	Benefits ( <i>salary</i> )	194,488.96	41,406.24	14,051.50	27,895.11	18,209.23	78,469.49	7,574.98	25,738.01	40,853.29	85,166.70	-
	Operating / Capital ( <i>operating + Capital</i> )	51,201.71	9,950.91	3,402.02	6,293.74	4,677.78	18,711.11	1,360.81	6,718.99	11,651.92	20,837.37	-
	<i>Subtotal</i>	707,979.93	141,204.07	48,170.42	91,015.10	65,122.73	266,123.52	21,222.54	93,122.86	157,710.57	294,145.05	-
	<i>crossfoot error</i>											
	<b>Unallocated Expenses</b>											
	Debt Service - from debt service schedule											
	Operating Reserves ( <i>total budget</i> )	39,485.18	7,569.24	2,848.09	5,926.69	3,816.47	16,432.32	1,568.57	4,717.85	6,147.03	17,614.52	-
	Insurances / Risk Components ( <i>operating + capital</i> )	53,506.12	10,398.77	3,555.13	6,577.00	4,888.31	19,553.23	1,422.05	7,021.39	12,176.33	21,775.19	-
	Police and Fire Pension											
	Employee Benefits ( <i>salary</i> )	78,290.70	16,667.91	5,656.37	11,229.06	7,330.05	31,587.56	3,049.27	10,360.72	16,445.32	34,283.49	-
	<i>Subtotal</i>	171,282.00	34,635.91	12,059.60	23,732.74	16,034.82	67,573.11	6,039.89	22,099.97	34,768.68	73,673.21	-
	<i>crossfoot error</i>											
	Total Allocations	879,261.92	175,839.98	60,230.01	114,747.85	81,157.56	333,696.63	27,262.43	115,222.83	192,479.25	367,818.26	-
	<i>crossfoot error</i>											
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	7,359,595.19	1,418,108.06	527,660.56	1,087,439.85	707,518.43	3,030,579.59	284,696.39	889,520.13	1,201,333.64	3,258,725.56	-
	<i>crossfoot error</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
<b>Operating</b>														
Supplies										322,499.99	(61,000.00)			
Less: Grant Allocations										(161,000.01)				
Clothing										190,000.00				
Fuel and Oil										211,781.59				
Prof. Srvc - Other										18,549.99				
Telephone										110,000.01				
Electricity										107,000.01				
Training and Education										42,100.00				
Less: Grant Allocations										(46,000.00)				
Law Enforcement Training										-				
State Overtime for School Bus Safety										-				
Law Enforcement Grant for Highway Training										-				
R & M - Bldgs and Structures										8,000.00				
R & M - Equipment										84,440.87				
Special Programs										-				
Rents and Leases										39,600.00				
Contract Services										318,600.00	(66,000.00)			
Fleet Replacement										152,000.00	(152,000.00)			
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	1,397,572.45	(279,000.00)	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; Police</b>	-	-	-	-	-	-	-	-	-	17,417,460.67	(503,000.00)	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expenses Allocations</b>														
<b>Operating</b>														
Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	1,217,156.93	-	-	-	-
Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	533,853.52	(3,753.16)	-	-	-
Operating / Capital ( <i>operating + Capital</i> )	-	-	-	-	-	-	-	-	-	134,806.36	(26,911.65)	-	-	-
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	1,885,816.81	(30,664.80)	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service - from debt service schedule										-				
Operating Reserves ( <i>total budget</i> )	-	-	-	-	-	-	-	-	-	106,125.95	(3,064.82)	-	-	-
Insurances / Risk Components ( <i>operating + capital</i> )	-	-	-	-	-	-	-	-	-	140,873.53	(28,122.85)	-	-	-
Police and Fire Pension										-				
Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	214,900.44	(1,510.82)	-	-	-
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	461,899.92	(32,698.48)	-	-	-
<i>crossfoot error</i>										-				
Total Allocations	-	-	-	-	-	-	-	-	-	2,347,716.72	(63,363.28)	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	19,765,177.39	(566,363.28)	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
<b>Operating</b>									476,339.15
Supplies								(61,000.00)	261,499.99
Less: Grant Allocations									(161,000.01)
Clothing								-	190,000.00
Fuel and Oil								-	211,781.59
Prof. Srvc - Other								-	18,549.99
Telephone								-	110,000.01
Electricity								-	107,000.01
Training and Education								-	42,100.00
Less: Grant Allocations								-	(46,000.00)
Law Enforcement Training								-	-
State Overtime for School Bus Safety								-	-
Law Enforcement Grant for Highway Training								-	-
R & M - Bldgs and Structures								-	8,000.00
R & M - Equipment								-	84,440.87
Special Programs								-	-
Rents and Leases								-	39,600.00
Contract Services								(66,000.00)	252,600.00
Fleet Replacement								(152,000.00)	-
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	(279,000.00)	1,118,572.45
<i>crossfoot error</i>								-	-
<b>Program Total; Police</b>	-	-	-	-	-	-	-	(503,000.00)	16,914,460.67
<i>crossfoot error</i>								-	-
<b>General Gov't Admin and Unallocated Expenses Allocations</b>									
<b>Operating</b>									
Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	1,217,156.93
Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	(3,753.16)	530,100.36
Operating / Capital ( <i>operating + Capital</i> )	-	-	-	-	-	-	-	(26,911.65)	107,894.72
<i>Subtotal</i>	-	-	-	-	-	-	-	(30,664.80)	1,855,152.01
<i>crossfoot error</i>								-	-
<b>Unallocated Expenses</b>									
Debt Service - from debt service schedule								-	-
Operating Reserves ( <i>total budget</i> )	-	-	-	-	-	-	-	(3,064.82)	103,061.13
Insurances / Risk Components ( <i>operating + capital</i> )	-	-	-	-	-	-	-	(28,122.85)	112,750.68
Police and Fire Pension								-	-
Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	(1,510.82)	213,389.62
<i>Subtotal</i>	-	-	-	-	-	-	-	(32,698.48)	429,201.44
<i>crossfoot error</i>								-	-
Total Allocations	-	-	-	-	-	-	-	(63,363.28)	2,284,353.44
<i>crossfoot error</i>								-	-
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(566,363.28)	19,198,814.11
<i>crossfoot error</i>								-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

		EMS	Suppression	Special Ops	Code Enforcement	Plans Review	Pub Ed/Comm. Relations	Emergency Management	Grants	Emergency Mgt.	Program 10	Program 11
	FTE's	81.21	24.47	10.67	11.05	0.50	0.30	4.80				
	Average Salary	79,525.94	79,715.49	83,590.75	82,065.94	110,316.76	82,617.97	72,783.15	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	<b>Fire</b>											
	<b>Salaries and Benefits</b>											
	Salaries	6,458,301.39	1,950,638.09	891,913.29	906,828.61	55,158.38	24,785.39	349,359.11				
	Less:											
	Grant-funded							(120,000.00)				
	Attrition	(650,000.00)										
	Overtime	225,000.00	100,000.00	100,000.00	4,000.00	1,000.00	-					
	Benefits	3,151,108.36	943,655.04	419,360.34	394,703.32	25,175.67	13,228.48	110,044.89				
	Health/Pension/OPEB											
	Grant-funded							(24,000.00)				
	Disability Insurance											
	<b>Subtotal; Salaries/Benefits</b>	9,184,409.75	2,994,293.13	1,411,273.63	1,305,531.93	81,334.05	38,013.87	315,404.00	-	-	-	-
	<i>crossfoot error</i>											
	<b>Operating</b>											
	Supplies	71,437.00	102,039.44	23,688.00	6,688.00		4,000.00	77,290.00				
	Postage	63.00	63.00	62.00	62.00							
	Copier		4,500.00					500.00				
	Less; Grant Funded							(71,745.00)				
	State Homeland Security											
	Employee Physicals	15,150.00	15,150.00	16,600.00	1,100.00							
	Fire Protection Grant											
	Clothing	20,946.00	73,311.00	5,236.50	5,236.50							
	Fuel and Oil	26,527.89	92,847.62	16,631.98	6,631.98							
	Telephone	8,500.00	16,700.00	8,000.00	5,000.00			6,455.00				
	Electricity	62,000.00	62,000.00									
	Training and Education	13,060.00	13,060.00	25,875.00	875.00			10,000.00				
	Less; Grant Funded			(25,000.00)				(15,000.00)				
	State Homeland Security											
	R & M - Bldgs and Structures		15,400.00									
	R & M - Equipment	39,550.00	52,700.00	1,675.00	1,675.00			125,341.00				
	Less Grants							(125,341.00)				
	R & M - Vehicles											
	Rents and Leases	1,125.00	1,125.00	1,125.00	1,125.00							
	Appropriation to Volunteer Fire											
	Capital Outlay	11,200.00	39,200.00	2,800.00	2,800.00							
	Contract Services	84,100.00	31,000.00	98,081.00		26,000.00		131,437.00				
	Less; Grant Funded			(90,081.00)				(131,437.00)				
	Baltimore Urban Area											
	Performance Grant											
	State Homeland Security											
	New Vehicles (Veh. Master Lease)											
	Fleet Replacement	160,000.00										
	<b>Subtotal; Operating</b>	513,658.89	519,096.06	84,693.48	31,193.48	26,000.00	4,000.00	7,500.00	-	-	-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
FTE's										133.00				
Average Salary	#DIV/0!	79,977.33	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Fire</b>														
<b>Salaries and Benefits</b>														
Salaries										10,636,984.26				
Less:										-				
Grant-funded										(120,000.00)				
Attrition										(650,000.00)				
Overtime										430,000.00				
Benefits										5,057,276.10				
Health/Pension/OPEB										-				
Grant-funded										(24,000.00)				
Disability Insurance										-				
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	15,330,260.36	-	-	-	-
<i>crossfoot error</i>										-				
<b>Operating</b>														
Supplies										285,142.44				
Postage										250.00				
Copier										5,000.00				
Less; Grant Funded										(71,745.00)				
State Homeland Security										-				
Employee Physicals										48,000.00				
Fire Protection Grant										-				
Clothing										104,730.00				
Fuel and Oil										142,639.47				
Telephone										44,655.00				
Electricity										124,000.00				
Training and Education										62,870.00				
Less; Grant Funded										(40,000.00)				
State Homeland Security										-				
R & M - Bldgs and Structures										15,400.00				
R & M - Equipment										220,941.00				
Less Grants										(125,341.00)				
R & M - Vehicles										-				
Rents and Leases										4,500.00				
Appropriation to Volunteer Fire										-				
Capital Outlay										56,000.00				
Contract Services										370,618.00				
Less; Grant Funded										(221,518.00)				
Baltimore Urban Area										-				
Performance Grant										-				
State Homeland Security										-				
New Vehicles (Veh. Master Lease)										-				
Fleet Replacement										160,000.00	(160,000.00)			
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	1,186,141.91	(160,000.00)	-	-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM	
									Total -	Total -
	Enhancement	Enhancements	Department Request							
FTE's								-	133.00	
									1.00	
Average Salary	#DIV/0!	79,977.33								
<b>Fire</b>										
<b>Salaries and Benefits</b>										
Salaries								-	10,636,984.26	
Less:								-	-	
Grant-funded								-	(120,000.00)	
Attrition								-	(650,000.00)	
Overtime								-	430,000.00	
Benefits								-	5,057,276.10	
Health/Pension/OPEB								-	-	
Grant-funded								-	(24,000.00)	
Disability Insurance								-	-	
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	15,330,260.36	
<i>crossfoot error</i>								-	-	
<b>Operating</b>									257,289.11	
Supplies								-	285,142.44	
Postage								-	250.00	
Copier								-	5,000.00	
Less; Grant Funded								-	(71,745.00)	
State Homeland Security								-	-	
Employee Physicals								-	48,000.00	
Fire Protection Grant								-	-	
Clothing								-	104,730.00	
Fuel and Oil								-	142,639.47	
Telephone								-	44,655.00	
Electricity								-	124,000.00	
Training and Education								-	62,870.00	
Less; Grant Funded								-	(40,000.00)	
State Homeland Security								-	-	
R & M - Bldgs and Structures								-	15,400.00	
R & M - Equipment								-	220,941.00	
Less Grants								-	(125,341.00)	
R & M - Vehicles								-	-	
Rents and Leases								-	4,500.00	
Appropriation to Volunteer Fire								-	-	
Capital Outlay								-	56,000.00	
Contract Services								-	370,618.00	
Less; Grant Funded								-	(221,518.00)	
Baltimore Urban Area								-	-	
Performance Grant								-	-	
State Homeland Security								-	-	
New Vehicles (Veh. Master Lease)								-	-	
Fleet Replacement								(160,000.00)	-	
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	(160,000.00)	1,026,141.91	



City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
												-				
												-				
												16,516,402.27	(160,000.00)	-	-	-
												-				

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
		<i>crossfoot error</i>								-	-
		<b>Program Total; Fire</b>	-	-	-	-	-	-	-	(160,000.00)	16,356,402.27
		<i>crossfoot error</i>								-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

		<b>General Gov't Admin and Unallocated Expenses Allocations</b>											
		<i>Operating</i>											
		Salary and Overtime ( <i>full time equivalents</i> )	623,629.74	187,910.60	81,937.31	84,855.42	3,839.61	2,303.77	36,860.27	-	-	-	-
		Benefits ( <i>salary</i> )	269,570.43	91,623.37	44,319.10	40,696.20	2,509.18	1,107.42	15,609.51	-	-	-	-
		Operating / Capital ( <i>operating + Capital</i> )	49,546.26	50,070.71	8,169.32	3,008.85	2,507.90	385.83	723.43	-	-	-	-
		<i>Subtotal</i>	942,746.43	329,604.68	134,425.74	128,560.47	8,856.69	3,797.02	53,193.22	-	-	-	-
		<i>crossfoot error</i>											
		<i>Unallocated Expenses</i>											
		Debt Service											
		Operating Reserves ( <i>total budget</i> )	59,091.09	21,407.35	9,115.04	8,144.77	653.99	255.99	1,967.48	-	-	-	-
		Insurances / Risk Components ( <i>operating + capital</i> )	51,776.16	52,324.22	8,537.00	3,144.26	2,620.77	403.19	755.99	-	-	-	-
		Police and Fire Pension											
		Employee Benefits ( <i>salary</i> )	108,514.42	36,882.59	17,840.46	16,382.08	1,010.06	445.79	6,283.54	-	-	-	-
		<i>Subtotal</i>	219,381.67	110,614.17	35,492.50	27,671.12	4,284.82	1,104.98	9,007.01	-	-	-	-
		<i>crossfoot error</i>											
		Total Allocations	1,162,128.10	440,218.85	169,918.24	156,231.59	13,141.51	4,902.00	62,200.23	-	-	-	-
		<i>crossfoot error</i>											
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	10,860,196.74	3,953,608.04	1,665,885.35	1,492,957.00	120,475.56	46,915.87	385,104.23	-	-	-	-
		<i>crossfoot error</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
<b>General Gov't Admin and Unallocated Expenses Allocations</b>														
<i>Operating</i>														
Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	1,021,336.73				
Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	465,435.22				
Operating / Capital ( <i>operating + Capital</i> )	-	-	-	-	-	-	-	-	-	114,412.30				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	1,601,184.24	-	-	-	-
<i>crossfoot error</i>										-				
<i>Unallocated Expenses</i>														
Debt Service										-				
Operating Reserves ( <i>total budget</i> )	-	-	-	-	-	-	-	-	-	100,635.73				
Insurances / Risk Components ( <i>operating + capital</i> )	-	-	-	-	-	-	-	-	-	119,561.60				
Police and Fire Pension										-				
Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	187,358.95				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	407,556.27	-	-	-	-
<i>crossfoot error</i>										-				
Total Allocations	-	-	-	-	-	-	-	-	-	2,008,740.51	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	18,525,142.78	(160,000.00)	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM
	<b>General Gov't Admin and Unallocated Expenses Allocations</b>									
	<i>Operating</i>									
	Salary and Overtime ( <i>full time equivalents</i> )								-	1,021,336.73
	Benefits ( <i>salary</i> )								-	465,435.22
	Operating / Capital ( <i>operating + Capital</i> )								-	114,412.30
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	1,601,184.24
	<i>crossfoot error</i>								-	-
	<i>Unallocated Expenses</i>									
	Debt Service								-	-
	Operating Reserves ( <i>total budget</i> )								-	100,635.73
	Insurances / Risk Components ( <i>operating + capital</i> )								-	119,561.60
	Police and Fire Pension								-	-
	Employee Benefits ( <i>salary</i> )								-	187,358.95
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	407,556.27
	<i>crossfoot error</i>								-	-
	Total Allocations	-	-	-	-	-	-	-	-	2,008,740.51
	<i>crossfoot error</i>								-	-
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(160,000.00)	18,365,142.78
	<i>crossfoot error</i>								-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

		Plan Review	Inspections	Commercial Use	Private Property	Rental	ABC Inspections	Port Wardens	Urban Wardents	Storm Water Quality	Stowm Water Management	WasteWater Pre-Treatment	
	FTE's	3.67	7.8	1.18	1.7	7.8	3.67	0.22	1.37				
	Average Salary	73,772.11	73,921.23	78,413.56	56,898.21	32,714.86	2,917.67	121,227.73	86,223.50	#DIV/0!	#DIV/0!	#DIV/0!	
	<b>DNEP - (Department of Neighborhood and Environmental</b>												
	<b>Salaries and Benefits</b>												
	Salaries	270,743.64	576,585.61	92,528.00	96,726.96	255,175.92	10,707.84	26,670.10	118,126.19				
	Overtime												
	Benefits	115,189.06	206,301.74	43,757.74	27,438.69	105,735.15	1,475.76	7,399.95	36,136.99				
	Non-Salary Ins												
	<b>Subtotal; Salaries/Benefits</b>	385,932.70	782,887.35	136,285.74	124,165.65	360,911.07	12,183.60	34,070.05	154,263.18	-	-	-	
	<i>crossfoot error</i>												
	<b>Operating</b>												
	Supplies	1,871.10	3,976.73	601.61	866.72	1,855.81	122.36	112.16	698.48				
	Copier	833.40	1,771.25	267.96	386.04	826.58	54.50	49.96	311.10				
	Postage	1,223.33	2,600.00	393.33	566.67	1,213.33	80.00	73.33	456.67				
	Credit Card Fees												
	Fuel and Oil		5,020.14	759.46	1,094.13	2,342.73	154.47		881.74				
	Telephone	1,406.68	2,989.68	452.28	651.60	1,395.18	91.99	84.32	525.11				
	Training and Education	963.84	2,048.49	309.90	446.47	955.96	63.03	57.78	359.80				
	R & M - Equipment	713.93	1,517.34	229.55	330.70	708.09	46.69	42.80	266.51				
	Rents and Leases												
	Contract Services			-	11,050.00			-	34,000.00				
	Urban Forestry												
	Unsafe Structure Dem												
	Fleet Replacement	-	8,097.00	1,224.93	1,764.73	3,778.60	249.14	-	1,422.17				
	<b>Subtotal; Operating</b>	7,012.28	28,020.63	4,239.02	17,157.06	13,076.28	862.18	420.35	38,921.58	-	-	-	
	<b>Program Total; DNEP</b>	392,944.98	810,907.98	140,524.76	141,322.71	373,987.35	13,045.78	34,490.40	193,184.76	-	-	-	
	<i>crossfoot error</i>												
	<b>General Gov't Admin and Unallocated Expense Allocations</b>												
	<b>Operating</b>												
	Salary and Overtime (full time equivalents)	28,182.75	59,897.94	9,061.48	13,054.68	59,897.94	28,182.75	1,689.43	10,520.54	-	-	-	
	Benefits (salary)	12,096.94	25,762.09	4,134.19	4,321.80	11,401.37	478.43	1,191.63	5,277.93	-	-	-	
	Operating / Capital (operating + Capital)	676.39	2,702.80	408.89	1,654.93	1,261.31	83.16	40.55	3,754.28	-	-	-	
	<b>Subtotal</b>	40,956.08	88,362.83	13,604.56	19,031.41	72,560.62	28,744.34	2,921.61	19,552.74	-	-	-	
	<i>crossfoot error</i>												
	<b>Unallocated Expenses</b>												
	Debt Service												
	Operating Reserves (total budget)	2,394.24	4,940.93	856.23	861.09	2,278.73	79.49	210.15	1,177.09	-	-	-	
	Insurances / Risk Components (operating + capital)	706.83	2,824.44	427.29	1,729.41	1,318.07	86.91	42.37	3,923.25	-	-	-	
	Police and Fire Pension												
	Employee Benefits (salary)	4,869.57	10,370.42	1,664.20	1,739.72	4,589.57	192.59	479.69	2,124.61	-	-	-	
	<b>Subtotal</b>	7,970.64	18,135.79	2,947.72	4,330.22	8,186.38	358.99	732.21	7,224.94	-	-	-	
	<i>crossfoot error</i>												
	<b>Total Allocations</b>	48,926.72	106,498.62	16,552.28	23,361.63	80,746.99	29,103.33	3,653.82	26,777.69	-	-	-	
	<i>crossfoot error</i>												

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD	
											Total -				
	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Program Budget	Enhancement	Enhancement	Enhancement	Enhancement		
FTE's										27.41					
Average Salary	#DIV/0!	52,800.59	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!									
<b>DNEP - (Department of Neighborhood and Environmental</b>															
<b>Salaries and Benefits</b>															
Salaries										1,447,264.26					
Overtime										-					
Benefits										543,435.08					
Non-Salary Ins										-					
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	1,990,699.34	-	-	-	-	
<i>crossfoot error</i>										-					
<b>Operating</b>															
Supplies										10,104.97					
Copier										4,500.79					
Postage										6,606.66					
Credit Card Fees										-					
Fuel and Oil										10,252.67					
Telephone										7,596.84					
Training and Education										5,205.27					
R & M - Equipment										3,855.61					
Rents and Leases										-					
Contract Services										45,050.00	-				
Urban Forestry										-					
Unsafe Structure Dem										-					
Fleet Replacement	2,138.43									18,675.00	(18,675.00)				
<i>Subtotal; Operating</i>	2,138.43	-	-	-	-	-	-	-	-	111,847.81	(18,675.00)	-	-	-	
<b>Program Total; DNEP</b>	2,138.43	-	-	-	-	-	-	-	-	2,102,547.15	(18,675.00)	-	-	-	
<i>crossfoot error</i>										-					
<b>General Gov't Admin and Unallocated Expense Allocations</b>															
<b>Operating</b>															
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	210,487.52					
Benefits (salary)	-	-	-	-	-	-	-	-	-	64,664.37					
Operating / Capital (operating + Capital)	206.27	-	-	-	-	-	-	-	-	10,788.56					
<i>Subtotal</i>	206.27	-	-	-	-	-	-	-	-	285,940.45	-	-	-	-	
<i>crossfoot error</i>										-					
<b>Unallocated Expenses</b>															
Debt Service										-					
Operating Reserves (total budget)	13.03	-	-	-	-	-	-	-	-	12,810.98					
Insurances / Risk Components (operating + capital)	215.55	-	-	-	-	-	-	-	-	11,274.12					
Police and Fire Pension										-					
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	26,030.37					
<i>Subtotal</i>	228.58	-	-	-	-	-	-	-	-	50,115.47	-	-	-	-	
<i>crossfoot error</i>										-					
Total Allocations	434.85	-	-	-	-	-	-	-	-	336,055.92	-	-	-	-	
<i>crossfoot error</i>										-					

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
	Enhancement	Total - Enhancements	Total - Department Request						
FTE's								-	27.41
Average Salary	#DIV/0!	52,800.59							
<b>DNEP - (Department of Neighborhood and Environmental</b>									
<b>Salaries and Benefits</b>									
Salaries								-	1,447,264.26
Overtime								-	-
Benefits								-	543,435.08
Non-Salary Ins								-	-
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	1,990,699.34
<i>crossfoot error</i>								-	-
<b>Operating</b>									
Supplies								-	10,104.97
Copier									4,500.79
Postage									6,606.66
Credit Card Fees									-
Fuel and Oil								-	10,252.67
Telephone								-	7,596.84
Training and Education								-	5,205.27
R & M - Equipment								-	3,855.61
Rents and Leases								-	-
Contract Services								-	45,050.00
Urban Forestry								-	-
Unsafe Structure Dem								-	-
Fleet Replacement								(18,675.00)	-
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	(18,675.00)	93,172.81
<b>Program Total; DNEP</b>	-	-	-	-	-	-	-	(18,675.00)	2,083,872.15
<i>crossfoot error</i>								-	-
<b>General Gov't Admin and Unallocated Expense Allocations</b>									
<b>Operating</b>									
Salary and Overtime (full time equivalents)								-	210,487.52
Benefits (salary)								-	64,664.37
Operating / Capital (operating + Capital)								-	10,788.56
<i>Subtotal</i>	-	-	-	-	-	-	-	-	285,940.45
<i>crossfoot error</i>								-	-
<b>Unallocated Expenses</b>									
Debt Service								-	-
Operating Reserves (total budget)								-	12,810.98
Insurances / Risk Components (operating + capital)								-	11,274.12
Police and Fire Pension								-	-
Employee Benefits (salary)								-	26,030.37
<i>Subtotal</i>	-	-	-	-	-	-	-	-	50,115.47
<i>crossfoot error</i>								-	-
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	336,055.92
<i>crossfoot error</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	441,871.70	917,406.60	157,077.04	164,684.34	454,734.34	42,149.11	38,144.22	219,962.45	-	-	-
		<i>crossfoot error</i>											
		<b>Total; Public Safety &amp; Health</b>	18,661,663.63	6,289,122.70	2,350,622.95	2,745,081.19	1,282,728.33	3,119,644.57	707,944.83	1,109,482.57	1,201,333.64	3,258,725.56	-
		<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	2,573.28	-	-	-	-	-	-	-	-	2,438,603.07	(18,675.00)	-	-	-
		<i>crossfoot error</i>										-				
		<b>Total; Public Safety &amp; Health</b>	2,573.28	-	-	-	-	-	-	-	-	40,728,923.24	(745,038.28)	-	-	-
		<i>crossfoot error</i>										-				

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(18,675.00)	2,419,928.07
		<i>crossfoot error</i>								-	-
		<b>Total; Public Safety &amp; Health</b>	-	-	-	-	-	-	-	(745,038.28)	39,983,884.96
		<i>crossfoot error</i>								-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	Administration	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
<b>Public Works</b>											
FTE's	5.00										
Average Salary	98,669.39	#DIV/0!	#DIV/0!								
<b>Administration</b>											
<b>Salaries and Benefits</b>											
Salaries	493,346.95										
Attrition (Contra Expenditure) - All Departments	(13,500.00)										
Benefits	147,085.82										
<b>Subtotal; Salaries/Benefits</b>	626,932.77	-	-	-	-	-	-	-	-	-	-
<b>Operating</b>											
Supplies	8,282.74										
Fuel and Oil	1,001.20										
Telephone	3,604.32										
Training and Education	2,503.00										
R & M - Equipment	775.93										
Contract Services	59,281.05										
Fleet Replacement	123,147.60										
<b>Subtotal; Operating</b>	198,595.84	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Program Total; DPW Administration</b>	825,528.61	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>General Gov't Admin and Unallocated Expense Allocations</b>											
<b>Operating</b>											
Salary and Overtime (full time equivalents)	38,396.12	-	-	-	-	-	-	-	-	-	-
Benefits (salary)	21,439.76	-	-	-	-	-	-	-	-	-	-
Operating / Capital (operating + Capital)	19,156.06	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	78,991.94	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Unallocated Expenses</b>											
Debt Service											
Operating Reserves (total budget)	5,030.01	-	-	-	-	-	-	-	-	-	-
Insurances / Risk Components (operating + capital)	20,018.21	-	-	-	-	-	-	-	-	-	-
Police and Fire Pension											
Employee Benefits (salary)	8,630.48	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	33,678.70	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Total Allocations</b>	112,670.64	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	938,199.25	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
<b>Public Works</b>														
FTE's										5.00				
Average Salary	#DIV/0!	98,669.39	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Administration</b>														
<b>Salaries and Benefits</b>														
Salaries										493,346.95				
Attrition (Contra Expenditure) - All Departments										(13,500.00)				
Benefits										147,085.82				
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	626,932.77	-	-	-	-
<b>Operating</b>														
Supplies										8,282.74				
Fuel and Oil										1,001.20				
Telephone										3,604.32				
Training and Education										2,503.00				
R & M - Equipment										775.93				
Contract Services										59,281.05				
Fleet Replacement										123,147.60	(123,147.60)			
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	198,595.84	(123,147.60)	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; DPW Administration</b>	-	-	-	-	-	-	-	-	-	825,528.61	(123,147.60)	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	38,396.12				
Benefits (salary)	-	-	-	-	-	-	-	-	-	21,439.76				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	19,156.06				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	78,991.94	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	5,030.01				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	20,018.21				
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	8,630.48				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	33,678.70	-	-	-	-
<i>crossfoot error</i>										-				
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	-	112,670.64	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	938,199.25	(123,147.60)	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM	
									Total -	Total -
	Enhancement	Enhancements	Department Request							
<b>Public Works</b>										
FTE's								-	5.00	
Average Salary	#DIV/0!	98,669.39								
<b>Administration</b>										
<b>Salaries and Benefits</b>										
Salaries								-	493,346.95	
Attrition (Contra Expenditure) - All Departments								-	(13,500.00)	
Benefits								-	147,085.82	
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	626,932.77	
<b>Operating</b>										
									(10,417.51)	
Supplies								-	8,282.74	
Fuel and Oil								-	1,001.20	
Telephone								-	3,604.32	
Training and Education								-	2,503.00	
R & M - Equipment								-	775.93	
Contract Services								-	59,281.05	
Fleet Replacement								(123,147.60)	-	
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	(123,147.60)	75,448.24	
<i>crossfoot error</i>								-	-	
<b>Program Total; DPW Administration</b>	-	-	-	-	-	-	-	(123,147.60)	702,381.01	
<i>crossfoot error</i>								-	-	
<b>General Gov't Admin and Unallocated Expense Allocations</b>										
<b>Operating</b>										
Salary and Overtime (full time equivalents)								-	38,396.12	
Benefits (salary)								-	21,439.76	
Operating / Capital (operating + Capital)								-	19,156.06	
<b>Subtotal</b>	-	-	-	-	-	-	-	-	78,991.94	
<i>crossfoot error</i>								-	-	
<b>Unallocated Expenses</b>										
Debt Service								-	-	
Operating Reserves (total budget)								-	5,030.01	
Insurances / Risk Components (operating + capital)								-	20,018.21	
Police and Fire Pension								-	-	
Employee Benefits (salary)								-	8,630.48	
<b>Subtotal</b>	-	-	-	-	-	-	-	-	33,678.70	
<i>crossfoot error</i>								-	-	
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	112,670.64	
<i>crossfoot error</i>								-	-	
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(123,147.60)	815,051.65	
<i>crossfoot error</i>								-	-	

City of Annapolis  
FY 2016 Budget  
Department Programs

	Traffic Engineering	Utilities Engineering	Capital Project Management	Public Works Inspection	Maps and Records	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
FTE's	0.53	0.53	3.70	1.06	1.59						
Average Salary	210,986.00	-	126,178.62	68,598.47	70,888.47	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Engineering &amp; Construction</b>											
<b>Salaries and Benefits</b>											
Salaries	111,822.58		466,860.90	72,714.38	112,712.67						
Benefits	39,030.46		128,433.54	39,243.37	37,974.30						
Attrition (Contra Expenditure)	(17,501.00)										
<b>Subtotal; Salaries/Benefits</b>	133,352.04	-	595,294.44	111,957.75	150,686.97	-	-	-	-	-	-
<b>Operating</b>											
Supplies	1,115.30		5,018.85	1,672.95	2,230.60						
Fuel and Oil	234.00		1,053.00	351.00	468.00						
Telephone	360.00		1,620.00	540.00	720.00						
Postage	10.00		45.00	15.00	20.00						
Copier	600.00		2,700.00	900.00	1,200.00						
Training and Education	297.00		1,336.50	445.50	594.00						
R & M - Equipment	396.00		1,782.00	594.00	792.00						
Contract Services	4,739.40		21,327.30	7,109.10	9,478.80						
Fleet Replacement											
<b>Subtotal; Operating</b>	7,751.70	-	34,882.65	11,627.55	15,503.40	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Program Total; DPW Engineering and Constuction</b>	141,103.74	-	630,177.09	123,585.30	166,190.37	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>General Gov't Admin and Unallocated Expense Allocations</b>											
<b>Operating</b>											
Salary and Overtime (full time equivalents)	4,069.99	4,069.99	28,413.13	8,139.98	12,209.97	-	-	-	-	-	-
Benefits (salary)	4,214.33	-	20,859.54	3,248.91	5,036.05	-	-	-	-	-	-
Operating / Capital (operating + Capital)	747.71	-	3,364.69	1,121.56	1,495.42	-	-	-	-	-	-
<b>Subtotal</b>	9,032.03	4,069.99	52,637.36	12,510.45	18,741.43	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Unallocated Expenses</b>											
Debt Service											
Operating Reserves (total budget)	859.76	-	3,839.72	753.01	1,012.61	-	-	-	-	-	-
Insurances / Risk Components (operating + capital)	781.36	-	3,516.13	1,172.04	1,562.72	-	-	-	-	-	-
Police and Fire Pension											
Employee Benefits (salary)	1,696.46	-	8,396.92	1,307.83	2,027.24	-	-	-	-	-	-
<b>Subtotal</b>	3,337.58	-	15,752.76	3,232.89	4,602.57	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Total Allocations</b>	12,369.60	4,069.99	68,390.12	15,743.34	23,344.01	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	153,473.34	4,069.99	698,567.21	139,328.64	189,534.38	-	-	-	-	-	-
<i>crossfoot error</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
FTE's										7.41				
Average Salary	#DIV/0!	103,118.83	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Engineering &amp; Construction</b>														
<b>Salaries and Benefits</b>														
Salaries										764,110.53				
Benefits										244,681.67				
Attrition (Contra Expenditure)										(17,501.00)				
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	991,291.20	-	-	-	-
<b>Operating</b>														
Supplies										10,037.70				
Fuel and Oil										2,106.00				
Telephone										3,240.00				
Postage										90.00				
Copier										5,400.00				
Training and Education										2,673.00				
R & M - Equipment										3,564.00				
Contract Services										42,654.60				
Fleet Replacement										-				
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	69,765.30	-	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; DPW Engineering and Constuction</b>	-	-	-	-	-	-	-	-	-	1,061,056.50	-	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	56,903.05				
Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	33,358.83				
Operating / Capital ( <i>operating + Capital</i> )	-	-	-	-	-	-	-	-	-	6,729.39				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	96,991.26	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves ( <i>total budget</i> )	-	-	-	-	-	-	-	-	-	6,465.10				
Insurances / Risk Components ( <i>operating + capital</i> )	-	-	-	-	-	-	-	-	-	7,032.25				
Police and Fire Pension										-				
Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	13,428.45				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	26,925.81	-	-	-	-
<i>crossfoot error</i>										-				
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	-	123,917.07	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	1,184,973.57	-	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
										Total -	
										Department	
										Request	
		FTE's								-	7.41
		Average Salary	#DIV/0!	103,118.83							
		<b>Engineering &amp; Construction</b>									
		<b>Salaries and Benefits</b>									
		Salaries								-	764,110.53
		Benefits								-	244,681.67
		Attrition (Contra Expenditure)								-	(17,501.00)
		<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	991,291.20
										-	-
		<b>Operating</b>									49,055.99
		Supplies								-	10,037.70
		Fuel and Oil								-	2,106.00
		Telephone								-	3,240.00
		Postage									90.00
		Copier									5,400.00
		Training and Education								-	2,673.00
		R & M - Equipment								-	3,564.00
		Contract Services								-	42,654.60
		Fleet Replacement								-	-
		<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	69,765.30
		<i>crossfoot error</i>								-	-
		<b>Program Total; DPW Engineering and Constuction</b>	-	-	-	-	-	-	-	-	1,061,056.50
		<i>crossfoot error</i>								-	-
		<b>General Gov't Admin and Unallocated Expense Allocations</b>									
		<b>Operating</b>									
		Salary and Overtime (full time equivalents)								-	56,903.05
		Benefits (salary)								-	33,358.83
		Operating / Capital (operating + Capital)								-	6,729.39
		<b>Subtotal</b>	-	-	-	-	-	-	-	-	96,991.26
		<i>crossfoot error</i>								-	-
		<b>Unallocated Expenses</b>									
		Debt Service								-	-
		Operating Reserves (total budget)								-	6,465.10
		Insurances / Risk Components (operating + capital)								-	7,032.25
		Police and Fire Pension								-	-
		Employee Benefits (salary)								-	13,428.45
		<b>Subtotal</b>	-	-	-	-	-	-	-	-	26,925.81
		<i>crossfoot error</i>								-	-
		<b>Total Allocations</b>	-	-	-	-	-	-	-	-	123,917.07
		<i>crossfoot error</i>								-	-
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	1,184,973.57
		<i>crossfoot error</i>								-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	Street Repair	Sidewalk Repair	Streetscape Maintenance	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
FTE's	10.20		19.40								
Average Salary	44,717.14	#DIV/0!	45,216.84	#DIV/0!	#DIV/0!						
<b>Roadways</b>											
<b>Salaries and Benefits</b>											
Salaries	456,114.87		877,206.62								
Overtime			22,000.00								
Attrition (Contra Expenditure)	(78,648.36)										
Benefits	244,937.72		468,208.67								
Non-Salary Insurance											
<b>Subtotal; Salaries/Benefits</b>	622,404.23	-	1,367,415.29	-	-	-	-	-	-	-	-
<b>Operating</b>											
Supplies	22,611.90		41,455.15								
Fuel and Oil	14,379.00		26,361.50								
Telephone	102.96		188.76								
Electricity - Street Light	146,790.00		269,115.00								
Training and Education	630.00		1,155.00								
R & M - Street	27,722.52		50,824.62								
R & M - Equipment	25,131.96		46,075.26								
Contract Services	7,258.80		13,307.80								
Vehicle Replacement											
<b>Subtotal; Operating</b>	244,627.14	-	448,483.09	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Program Total; DPW Roadways</b>	867,031.37	-	1,815,898.38	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>General Gov't Admin and Unallocated Expense Allocations</b>											
<b>Operating</b>											
Salary and Overtime (full time equivalents)	78,328.08	-	148,976.94	-	-	-	-	-	-	-	-
Benefits (salary)	16,865.36	-	40,176.93	-	-	-	-	-	-	-	-
Operating / Capital (operating + Capital)	23,596.13	-	43,259.56	-	-	-	-	-	-	-	-
<b>Subtotal</b>	118,789.57	-	232,413.43	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Unallocated Expenses</b>											
Debt Service											
Operating Reserves (total budget)	5,282.89	-	11,064.41	-	-	-	-	-	-	-	-
Insurances / Risk Components (operating + capital)	24,658.10	-	45,206.53	-	-	-	-	-	-	-	-
Police and Fire Pension											
Employee Benefits (salary)	6,789.08	-	16,173.05	-	-	-	-	-	-	-	-
<b>Subtotal</b>	36,730.07	-	72,443.99	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Total Allocations</b>	155,519.64	-	304,857.41	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	1,022,551.01	-	2,120,755.79	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
FTE's										29.60				
Average Salary	#DIV/0!	45,044.64	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Roadways</b>														
<b>Salaries and Benefits</b>														
Salaries										1,333,321.49	(44,185.00)			
Overtime										22,000.00	-			
Attrition (Contra Expenditure)										(78,648.36)	-			
Benefits										713,146.39	(15,760.00)			
Non-Salary Insurance										-				
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	1,989,819.52	(59,945.00)	-	-	-
<b>Operating</b>														
Supplies										64,067.05	100,000.00			
Fuel and Oil										40,740.50				
Telephone										291.72				
Electricity - Street Light										415,905.00				
Training and Education										1,785.00				
R & M - Street										78,547.14				
R & M - Equipment										71,207.22				
Contract Services										20,566.60				
Vehicle Replacement										-				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	693,110.23	100,000.00	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; DPW Roadways</b>	-	-	-	-	-	-	-	-	-	2,682,929.75	40,055.00	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	227,305.02				
Benefits (salary)	-	-	-	-	-	-	-	-	-	57,042.29				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	66,855.69				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	351,202.99	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	16,347.30				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	69,864.63				
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	22,962.13				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	109,174.06	-	-	-	-
<i>crossfoot error</i>										-				
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	-	460,377.05	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	3,143,306.81	40,055.00	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM	
										Total -	Total -
		Enhancement	Enhancements	Department Request							
	FTE's								-	29.60	
										(2.40)	
	Average Salary	#DIV/0!	43,551.91								
	<b>Roadways</b>										
	<b>Salaries and Benefits</b>										
	Salaries								(44,185.00)	1,289,136.49	
	Overtime								-	22,000.00	
	Attrition (Contra Expenditure)								-	(78,648.36)	
	Benefits								(15,760.00)	697,386.39	
	Non-Salary Insurance								-	-	
	<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	(59,945.00)	1,929,874.52	
	<b>Operating</b>								-	-	
	Supplies								100,000.00	164,067.05	
	Fuel and Oil								-	40,740.50	
	Telephone								-	291.72	
	Electricity - Street Light								-	415,905.00	
	Training and Education								-	1,785.00	
	R & M - Street								-	78,547.14	
	R & M - Equipment								-	71,207.22	
	Contract Services								-	20,566.60	
	Vehicle Replacement								-	-	
	<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	100,000.00	793,110.23	
	<i>crossfoot error</i>								-	-	
	<b>Program Total; DPW Roadways</b>	-	-	-	-	-	-	-	40,055.00	2,722,984.75	
	<i>crossfoot error</i>								-	-	
	<b>General Gov't Admin and Unallocated Expense Allocations</b>										
	<b>Operating</b>										
	Salary and Overtime (full time equivalents)								-	227,305.02	
	Benefits (salary)								-	57,042.29	
	Operating / Capital (operating + Capital)								-	66,855.69	
	<b>Subtotal</b>	-	-	-	-	-	-	-	-	351,202.99	
	<i>crossfoot error</i>								-	-	
	<b>Unallocated Expenses</b>										
	Debt Service								-	-	
	Operating Reserves (total budget)								-	16,347.30	
	Insurances / Risk Components (operating + capital)								-	69,864.63	
	Police and Fire Pension								-	-	
	Employee Benefits (salary)								-	22,962.13	
	<b>Subtotal</b>	-	-	-	-	-	-	-	-	109,174.06	
	<i>crossfoot error</i>								-	-	
	<b>Total Allocations</b>	-	-	-	-	-	-	-	-	460,377.05	
	<i>crossfoot error</i>								-	-	
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	40,055.00	3,183,361.81	
	<i>crossfoot error</i>								-	-	

City of Annapolis  
FY 2016 Budget  
Department Programs

	Traffic Control and Maintenance	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
FTE's	3.85										
Average Salary	42,213.29	#DIV/0!	#DIV/0!								
<b>Traffic Control and Maintenance</b>											
<b>Salaries and Benefits</b>											
Salaries	162,521.15										
Attrition (Contra Expenditure)	(8,077.00)										
Benefits	87,807.51										
<b>Subtotal; Salaries/Benefits</b>	242,251.66	-	-	-	-	-	-	-	-	-	-
<b>Operating</b>											
Supplies	21,980.00										
Fuel and Oil	6,180.00										
Telephone	360.00										
Training and Education	5,800.00										
R & M - Equipment	18,000.00										
Contract Services	12,300.00										
Vehicle Replacement											
<b>Subtotal; Operating</b>	64,620.00	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Program Total; DPW Traffic Control and Maintenance</b>	306,871.66	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>General Gov't Admin and Unallocated Expense Allocations</b>											
<b>Operating</b>											
Salary and Overtime (full time equivalents)	29,565.01	-	-	-	-	-	-	-	-	-	-
Benefits (salary)	6,900.63	-	-	-	-	-	-	-	-	-	-
Operating / Capital (operating + Capital)	6,233.08	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	42,698.72	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Unallocated Expenses</b>											
Debt Service											
Operating Reserves (total budget)	1,869.79	-	-	-	-	-	-	-	-	-	-
Insurances / Risk Components (operating + capital)	6,513.61	-	-	-	-	-	-	-	-	-	-
Police and Fire Pension											
Employee Benefits (salary)	2,777.82	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	11,161.23	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Total Allocations</b>	53,859.95	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	360,731.61	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
FTE's										3.85				
Average Salary	#DIV/0!	42,213.29	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Traffic Control and Maintenance</b>														
<b>Salaries and Benefits</b>														
Salaries										162,521.15				
Attrition (Contra Expenditure)										(8,077.00)				
Benefits										87,807.51				
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	242,251.66	-	-	-	-
<b>Operating</b>														
Supplies										21,980.00				
Fuel and Oil										6,180.00				
Telephone										360.00				
Training and Education										5,800.00				
R & M - Equipment										18,000.00				
Contract Services										12,300.00				
Vehicle Replacement										-				
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	64,620.00	-	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; DPW Traffic Control and Maintenance</b>	-	-	-	-	-	-	-	-	-	306,871.66	-	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	29,565.01				
Benefits (salary)	-	-	-	-	-	-	-	-	-	6,900.63				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	6,233.08				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	42,698.72	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	1,869.79				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	6,513.61				
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	2,777.82				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	11,161.23	-	-	-	-
<i>crossfoot error</i>										-				
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	-	53,859.95	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	360,731.61	-	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM	
									Total -	Total -
	Enhancement	Enhancements	Department Request							
FTE's								-	3.85	
									0.85	
Average Salary	#DIV/0!	42,213.29								
<b>Traffic Control and Maintenance</b>										
<b>Salaries and Benefits</b>										
Salaries								-	162,521.15	
Attrition (Contra Expenditure)								-	(8,077.00)	
Benefits								-	87,807.51	
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	242,251.66	
								-	-	
<b>Operating</b>									5,229.43	
Supplies								-	21,980.00	
Fuel and Oil								-	6,180.00	
Telephone								-	360.00	
Training and Education								-	5,800.00	
R & M - Equipment								-	18,000.00	
Contract Services								-	12,300.00	
Vehicle Replacement								-	-	
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	64,620.00	
<i>crossfoot error</i>									-	
<b>Program Total; DPW Traffic Control and Maintenance</b>	-	-	-	-	-	-	-	-	306,871.66	
<i>crossfoot error</i>									-	
<b>General Gov't Admin and Unallocated Expense Allocations</b>										
<b>Operating</b>										
Salary and Overtime ( <i>full time equivalents</i> )								-	29,565.01	
Benefits ( <i>salary</i> )								-	6,900.63	
Operating / Capital ( <i>operating + Capital</i> )								-	6,233.08	
<i>Subtotal</i>	-	-	-	-	-	-	-	-	42,698.72	
<i>crossfoot error</i>									-	
<b>Unallocated Expenses</b>										
Debt Service								-	-	
Operating Reserves ( <i>total budget</i> )								-	1,869.79	
Insurances / Risk Components ( <i>operating + capital</i> )								-	6,513.61	
Police and Fire Pension								-	-	
Employee Benefits ( <i>salary</i> )								-	2,777.82	
<i>Subtotal</i>	-	-	-	-	-	-	-	-	11,161.23	
<i>crossfoot error</i>									-	
Total Allocations	-	-	-	-	-	-	-	-	53,859.95	
<i>crossfoot error</i>									-	
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	360,731.61	
<i>crossfoot error</i>									-	

City of Annapolis  
FY 2016 Budget  
Department Programs

		Snow and Ice	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11		
	FTE's													
	<b>Snow &amp; Ice Removal</b>													
	<b>Salaries and Benefits</b>													
	Salaries	-												
	Overtime	38,350.00												
	Benefits	3,068.00												
	<i>Subtotal; Salaries/Benefits</i>	41,418.00	-	-	-	-	-	-	-	-	-	-	-	-
	<b>Operating</b>													
	Supplies/salt	15,880.00												
	Fuel and Oil	4,750.00												
	R & M - Equipment	5,658.00												
	Contract Services	14,970.00												
	Fleet Replacement													
	<i>Subtotal; Operating</i>	41,258.00	-	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>													
	<b>Program Total; DPW Snow and Ice</b>	82,676.00	-	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>													
	<b>General Gov't Admin and Unallocated Expense Allocations</b>													
	<b>Operating</b>													
	Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	-	-	-	-
	Benefits ( <i>salary</i> )	1,713.49	-	-	-	-	-	-	-	-	-	-	-	-
	Operating / Capital ( <i>operating + Capital</i> )	3,979.64	-	-	-	-	-	-	-	-	-	-	-	-
	<i>Subtotal</i>	5,693.14	-	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>													
	<b>Unallocated Expenses</b>													
	Debt Service													
	Operating Reserves ( <i>total budget</i> )	503.75	-	-	-	-	-	-	-	-	-	-	-	-
	Insurances / Risk Components ( <i>operating + capital</i> )	4,158.75	-	-	-	-	-	-	-	-	-	-	-	-
	Police and Fire Pension													
	Employee Benefits ( <i>salary</i> )	689.76	-	-	-	-	-	-	-	-	-	-	-	-
	<i>Subtotal</i>	5,352.26	-	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>													
	<b>Total Allocations</b>	11,045.40	-	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>													
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	93,721.40	-	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>													

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
FTE's										-				
<b>Snow &amp; Ice Removal</b>														
<b>Salaries and Benefits</b>														
Salaries										-				
Overtime										38,350.00				
Benefits										3,068.00				
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	41,418.00	-	-	-	-
<b>Operating</b>														
Supplies/salt										15,880.00				
Fuel and Oil										4,750.00				
R & M - Equipment										5,658.00				
Contract Services										14,970.00				
Fleet Replacement										-				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	41,258.00	-	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; DPW Snow and Ice</b>	-	-	-	-	-	-	-	-	-	82,676.00	-	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	-				
Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	1,713.49				
Operating / Capital ( <i>operating + Capital</i> )	-	-	-	-	-	-	-	-	-	3,979.64				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	5,693.14	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves ( <i>total budget</i> )	-	-	-	-	-	-	-	-	-	503.75				
Insurances / Risk Components ( <i>operating + capital</i> )	-	-	-	-	-	-	-	-	-	4,158.75				
Police and Fire Pension										-				
Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	689.76				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	5,352.26	-	-	-	-
<i>crossfoot error</i>										-				
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	-	11,045.40	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	93,721.40	-	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM	
										Total -	Total -
		Enhancement	Enhancements	Department Request							
	FTE's								-	-	
	<b>Snow &amp; Ice Removal</b>										
	<b>Salaries and Benefits</b>										
	Salaries								-	-	
	Overtime								-	38,350.00	
	Benefits								-	3,068.00	
	<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	41,418.00	
	<b>Operating</b>								-	-	
	Supplies/salt								-	15,880.00	
	Fuel and Oil								-	4,750.00	
	R & M - Equipment								-	5,658.00	
	Contract Services								-	14,970.00	
	Fleet Replacement								-	-	
	<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	41,258.00	
	<i>crossfoot error</i>								-	-	
	<b>Program Total; DPW Snow and Ice</b>	-	-	-	-	-	-	-	-	82,676.00	
	<i>crossfoot error</i>								-	-	
	<b>General Gov't Admin and Unallocated Expense Allocations</b>										
	<b>Operating</b>										
	Salary and Overtime ( <i>full time equivalents</i> )								-	-	
	Benefits ( <i>salary</i> )								-	1,713.49	
	Operating / Capital ( <i>operating + Capital</i> )								-	3,979.64	
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	5,693.14	
	<i>crossfoot error</i>								-	-	
	<b>Unallocated Expenses</b>										
	Debt Service								-	-	
	Operating Reserves ( <i>total budget</i> )								-	503.75	
	Insurances / Risk Components ( <i>operating + capital</i> )								-	4,158.75	
	Police and Fire Pension								-	-	
	Employee Benefits ( <i>salary</i> )								-	689.76	
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	5,352.26	
	<i>crossfoot error</i>								-	-	
	<b>Total Allocations</b>	-	-	-	-	-	-	-	-	11,045.40	
	<i>crossfoot error</i>								-	-	
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	93,721.40	
	<i>crossfoot error</i>								-	-	

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			Fleet Maintenance	Police	Fire	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
		FTE's	8.00										
		Average Salary	71,944.10	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
		<b>Fleet Maintenance Center</b>											
		<b>Salaries and Benefits</b>											
		Salaries	575,552.80										
		Overtime	8,000.00										
		Benefits	221,558.03										
		Attrition (Contra Expenditure)											
		<b>Subtotal; Salaries/Benefits</b>	805,110.83	-	-	-	-	-	-	-	-	-	-
		<b>Operating</b>											
		Supplies	11,710.00										
		Fuel and Oil	9,030.00										
		Telephone	6,820.00										
		Electricity	55,000.00										
		Training and Education	500.00										
		R & M - Bldgs and Structures	10,780.00										
		R & M Equip. (Vehicle Maintenance)	238,450.00										
		Contract Services	8,170.00										
		Fleet Replacement											
		<b>Subtotal; Operating</b>	340,460.00	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error</i>											
		<b>Program Total; Fleet Maintenance</b>	1,145,570.83	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error</i>											
		<b>General Gov't Admin and Unallocated Expense Allocations</b>											
		<b>Operating</b>											
		Salary and Overtime ( <i>full time equivalents</i> )	61,433.79	-	-	-	-	-	-	-	-	-	-
		Benefits ( <i>salary</i> )	26,073.38	-	-	-	-	-	-	-	-	-	-
		Operating / Capital ( <i>operating + Capital</i> )	32,839.92	-	-	-	-	-	-	-	-	-	-
		<i>Subtotal</i>	120,347.10	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error</i>											
		<b>Unallocated Expenses</b>											
		Debt Service											
		Operating Reserves ( <i>total budget</i> )	6,980.05	-	-	-	-	-	-	-	-	-	-
		Insurances / Risk Components ( <i>operating + capital</i> )	34,317.94	-	-	-	-	-	-	-	-	-	-
		Police and Fire Pension											
		Employee Benefits ( <i>salary</i> )	10,495.73	-	-	-	-	-	-	-	-	-	-
		<i>Subtotal</i>	51,793.72	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error</i>											
		Total Allocations	172,140.81	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error</i>											
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	1,317,711.64	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

		O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
		Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
	FTE's										8.00				
	Average Salary	#DIV/0!	71,944.10	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Fleet Maintenance Center</b>															
<b>Salaries and Benefits</b>															
	Salaries										575,552.80				
	Overtime										8,000.00				
	Benefits										221,558.03				
	Attrition (Contra Expenditure)										-				
	<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	805,110.83	-	-	-	-
<b>Operating</b>															
	Supplies										11,710.00				
	Fuel and Oil										9,030.00				
	Telephone										6,820.00				
	Electricity										55,000.00				
	Training and Education										500.00				
	R & M - Bldgs and Structures										10,780.00				
	R & M Equip. (Vehicle Maintenance)										238,450.00				
	Contract Services										8,170.00				
	Fleet Replacement										-				
	<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	340,460.00	-	-	-	-
	<i>crossfoot error</i>										-				
	<b>Program Total; Fleet Maintenance</b>	-	-	-	-	-	-	-	-	-	1,145,570.83	-	-	-	-
	<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>															
<b>Operating</b>															
	Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	61,433.79				
	Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	26,073.38				
	Operating / Capital ( <i>operating + Capital</i> )	-	-	-	-	-	-	-	-	-	32,839.92				
	<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	120,347.10	-	-	-	-
	<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>															
	Debt Service										-				
	Operating Reserves ( <i>total budget</i> )	-	-	-	-	-	-	-	-	-	6,980.05				
	Insurances / Risk Components ( <i>operating + capital</i> )	-	-	-	-	-	-	-	-	-	34,317.94				
	Police and Fire Pension										-				
	Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	10,495.73				
	<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	51,793.72	-	-	-	-
	<i>crossfoot error</i>										-				
	<b>Total Allocations</b>	-	-	-	-	-	-	-	-	-	172,140.81	-	-	-	-
	<i>crossfoot error</i>										-				
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	1,317,711.64	-	-	-	-
	<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM
									Total -	Total -
									Enhancements	Department Request
	FTE's								-	8.00
	Average Salary	#DIV/0!	71,944.10							
<b>Fleet Maintenance Center</b>										
<b>Salaries and Benefits</b>										
	Salaries								-	575,552.80
	Overtime								-	8,000.00
	Benefits								-	221,558.03
	Attrition (Contra Expenditure)								-	-
	<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	805,110.83
<b>Operating</b>										
										34,525.10
	Supplies								-	11,710.00
	Fuel and Oil								-	9,030.00
	Telephone								-	6,820.00
	Electricity								-	55,000.00
	Training and Education								-	500.00
	R & M - Bldgs and Structures								-	10,780.00
	R & M Equip. (Vehicle Maintenance)								-	238,450.00
	Contract Services								-	8,170.00
	Fleet Replacement								-	-
	<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	340,460.00
	<i>crossfoot error</i>									-
<b>Program Total; Fleet Maintenance</b>		-	-	-	-	-	-	-	-	1,145,570.83
	<i>crossfoot error</i>									-
<b>General Gov't Admin and Unallocated Expense Allocations</b>										
<b>Operating</b>										
	Salary and Overtime ( <i>full time equivalents</i> )								-	61,433.79
	Benefits ( <i>salary</i> )								-	26,073.38
	Operating / Capital ( <i>operating + Capital</i> )								-	32,839.92
	<b>Subtotal</b>	-	-	-	-	-	-	-	-	120,347.10
	<i>crossfoot error</i>									-
<b>Unallocated Expenses</b>										
	Debt Service								-	-
	Operating Reserves ( <i>total budget</i> )								-	6,980.05
	Insurances / Risk Components ( <i>operating + capital</i> )								-	34,317.94
	Police and Fire Pension								-	-
	Employee Benefits ( <i>salary</i> )								-	10,495.73
	<b>Subtotal</b>	-	-	-	-	-	-	-	-	51,793.72
	<i>crossfoot error</i>									-
	Total Allocations	-	-	-	-	-	-	-	-	172,140.81
	<i>crossfoot error</i>									-
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>		-	-	-	-	-	-	-	-	1,317,711.64
	<i>crossfoot error</i>									-

City of Annapolis  
FY 2016 Budget  
Department Programs

	Repair and Maintenance	Market House	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
FTE's	5.26										
Average Salary	72,672.65	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>General Govt Buildings (Bldgs &amp; Maint.)</b>											
<b>Salaries and Benefits</b>											
Salaries	382,258.16										
Overtime											
Benefits	176,938.83										
Attrition	(10,770.00)										
<b>Subtotal; Salaries/Benefits</b>	548,426.99	-	-	-	-	-	-	-	-	-	-
<b>Operating</b>											
Supplies	10,180.00	4,000.00									
Fuel and Oil	1,901.00	-									
Telephone	66,000.00	3,000.00									
Electricity	78,000.00	30,000.00									
R & M - Bldgs and Structures	202,060.00	5,475.00									
R&M - Equipment	2,852.00	-									
R & M - Vehicle maintenance		-									
Rents and Leases	447,188.00										
Contract Services	382,000.00	114,110.00									
Fleet Replacement											
<b>Subtotal; Operating</b>	1,190,181.00	156,585.00	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Program Total; DPW Building and Maintenance</b>	1,738,607.99	156,585.00	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>General Gov't Admin and Unallocated Expense Allocations</b>											
<b>Operating</b>											
Salary and Overtime (full time equivalents)	40,392.72	-	-	-	-	-	-	-	-	-	-
Benefits (salary)	16,598.25	-	-	-	-	-	-	-	-	-	-
Operating / Capital (operating + Capital)	114,801.90	15,103.80	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	171,792.86	15,103.80	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Unallocated Expenses</b>											
Debt Service		59,384.00									
Operating Reserves (total budget)	10,593.47	954.08	-	-	-	-	-	-	-	-	-
Insurances / Risk Components (operating + capital)	119,968.73	15,783.57	-	-	-	-	-	-	-	-	-
Police and Fire Pension											
Employee Benefits (salary)	6,681.55	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	137,243.76	16,737.65	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Total Allocations</b>	309,036.62	31,841.45	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	2,047,644.61	188,426.45	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

		O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
		Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Mayor- Restoration of Level Green Landscaping	Mayor- Restoration of Security-City Hall	Enhancement	Enhancement
	FTE's										5.26				
	Average Salary	#DIV/0!	72,672.65	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>General Govt Buildings (Bldgs &amp; Maint.)</b>															
<b>Salaries and Benefits</b>															
	Salaries										382,258.16				
	Overtime										-				
	Benefits										176,938.83				
	Attrition										(10,770.00)				
	<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	548,426.99	-	-	-	-
<b>Operating</b>															
	Supplies										14,180.00				
	Fuel and Oil										1,901.00				
	Telephone										69,000.00				
	Electricity										108,000.00				
	R & M - Bldgs and Structures										207,535.00				
	R&M - Equipment										2,852.00				
	R & M - Vehicle maintenance										-				
	Rents and Leases										447,188.00				
	Contract Services										496,110.00				
	Fleet Replacement										-				
	<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	1,346,766.00	-	-	-	-
	<i>crossfoot error</i>										-				
	<b>Program Total; DPW Building and Maintenance</b>	-	-	-	-	-	-	-	-	-	1,895,192.99	-	-	-	-
	<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>															
<b>Operating</b>															
	Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	40,392.72	-	-	-	-
	Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	16,598.25	-	-	-	-
	Operating / Capital ( <i>operating + Capital</i> )	-	-	-	-	-	-	-	-	-	129,905.70	-	-	-	-
	<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	186,896.66	-	-	-	-
	<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>															
	Debt Service										59,384.00				
	Operating Reserves ( <i>total budget</i> )	-	-	-	-	-	-	-	-	-	11,547.56	-	-	-	-
	Insurances / Risk Components ( <i>operating + capital</i> )	-	-	-	-	-	-	-	-	-	135,752.30	-	-	-	-
	Police and Fire Pension										-				
	Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	6,681.55	-	-	-	-
	<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	153,981.41	-	-	-	-
	<i>crossfoot error</i>										-				
	<b>Total Allocations</b>	-	-	-	-	-	-	-	-	-	340,878.07	-	-	-	-
	<i>crossfoot error</i>										-				
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	2,236,071.06	-	-	-	-
	<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
	Enhancement	Total - Enhancements	Total - Department Request						
FTE's								-	5.26
Average Salary	#DIV/0!	72,672.65							
<b>General Govt Buildings (Bldgs &amp; Maint.)</b>									
<b>Salaries and Benefits</b>									
Salaries								-	382,258.16
Overtime								-	-
Benefits								-	176,938.83
Attrition								-	(10,770.00)
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	548,426.99
<b>Operating</b>								-	-
Supplies								-	74,706.91
Fuel and Oil								-	14,180.00
Telephone								-	1,901.00
Electricity								-	69,000.00
R & M - Bldgs and Structures								-	108,000.00
R&M - Equipment								-	207,535.00
R & M - Vehicle maintenance								-	2,852.00
Rents and Leases								-	-
Contract Services								-	447,188.00
Fleet Replacement								-	496,110.00
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>								-	1,346,766.00
<b>Program Total; DPW Building and Maintenance</b>	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>								-	1,895,192.99
<b>General Gov't Admin and Unallocated Expense Allocations</b>									
<b>Operating</b>									
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	40,392.72
Benefits (salary)	-	-	-	-	-	-	-	-	16,598.25
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	129,905.70
<b>Subtotal</b>	-	-	-	-	-	-	-	-	186,896.66
<i>crossfoot error</i>								-	-
<b>Unallocated Expenses</b>									
Debt Service								-	59,384.00
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	11,547.56
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	135,752.30
Police and Fire Pension								-	-
Employee Benefits (salary)	-	-	-	-	-	-	-	-	6,681.55
<b>Subtotal</b>	-	-	-	-	-	-	-	-	153,981.41
<i>crossfoot error</i>								-	-
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	340,878.07
<i>crossfoot error</i>								-	-
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	2,236,071.06
<i>crossfoot error</i>								-	-



City of Annapolis  
 FY 2016 Budget  
 Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
<b>Total; Public Works</b>	-	-	-	-	-	-	-	-	-	9,274,715.34	(83,092.60)	-	-	-
<i>crossfoot error</i>										-				

**BTM:**  
 to vehicle maintenance

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
		<b>Total; Public Works</b>	-	-	-	-	-	-	-	(83,092.60)	9,191,622.74
		<i>crossfoot error</i>								-	-

**BTM:**  
 to vehicle maintenance



City of Annapolis  
 FY 2016 Budget  
 Department Programs

	O	P	Q	R	S	BTM:	U	V	W	Y	AA	AB	AC	AD
	Wellness Program	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
<b>Recreation and Parks</b>														
FTE's	0.50									42.00				
Average Salary	6,999.78	#DIV/0!	40,559.79	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!							
<b>Recreation Division</b>														
<b>Salaries and Benefits</b>														
Salaries	3,499.89									1,703,511.07				
Less: Grants										(50,000.00)				
Attrition (Contra Expenditure)										(44,886.00)				
Benefits	1,914.60									369,900.84				
<b>Subtotal; Salaries/Benefits</b>	<b>5,414.49</b>	-	-	-	-	-	-	-	-	<b>1,978,525.91</b>	-	-	-	-
<i>crossfoot error</i>										-				
<b>Operating</b>														
Supplies										29,383.00	-			
Credit Card Fees										20,980.00				
Copier										2,500.00				
Postage										1,013.00				
Custodial Supplies										5,000.00	(4,000.00)			
Landscape and Grounds										-				
Building Supplies										42,300.00				
First Aid										1,500.00				
Food										20,796.00	(1,000.00)			
Tools and Equipment										31,725.00	(17,000.00)			
Playground										-	(15,000.00)			
Programs	10,000.00									78,796.00	(16,000.00)			
Oil and Lubricants										14,500.00	-			
Sports										41,000.00				
Uniforms and Shores										4,972.00	(2,500.00)			
Advertising and Printing										23,572.00				
Background and Drug Testing										6,300.00	(4,000.00)			
Telephone										12,355.00	-			
Utilities										74,460.00				
Vehicle Repairs										-				
Greenscape										-				
Landscape										-				
Equipment Rental										1,350.00				
Instructors										41,400.00				
Field Trip and Fees										9,500.00	(1,500.00)			
Maintenance Agreements										28,400.00	(10,000.00)			
Software										584.00				
Camp Licenses										2,000.00	(1,500.00)			
Sports Officials										48,000.00	(10,000.00)			
Building Repairs										16,735.00				
Fireworks										-				
City Beautification										-				
Pest Control										-				
Training										5,247.00	(3,500.00)			
Other Services										56,800.00	(11,000.00)			
Contract Services										40,000.00				

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	BTM:	AJ	AK	AL	AM
	Enhancement	Total - Enhancements	Total - Department Request						
<b>Recreation and Parks</b>									
FTE's								-	42.00
									18.00
Average Salary	#DIV/0!	40,559.79							
<b>Recreation Division</b>									
<b>Salaries and Benefits</b>									
Salaries								-	1,703,511.07
Less: Grants								-	(50,000.00)
Attrition (Contra Expenditure)								-	(44,886.00)
Benefits								-	369,900.84
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	1,978,525.91
<i>crossfoot error</i>								-	-
<b>Operating</b>									
Supplies								-	29,383.00
Credit Card Fees								-	20,980.00
Copier								-	2,500.00
Postage								-	1,013.00
Custodial Supplies								(4,000.00)	1,000.00
Landscape and Grounds								-	-
Building Supplies								-	42,300.00
First Aid								-	1,500.00
Food								(1,000.00)	19,796.00
Tools and Equipment								(17,000.00)	14,725.00
Playground								(15,000.00)	(15,000.00)
Programs								(16,000.00)	62,796.00
Oil and Lubricants								-	14,500.00
Sports								-	41,000.00
Uniforms and Shores								(2,500.00)	2,472.00
Advertising and Printing								-	23,572.00
Background and Drug Testing								(4,000.00)	2,300.00
Telephone								-	12,355.00
Utilities								-	74,460.00
Vehicle Repairs								-	-
Greenscape								-	-
Landscape								-	-
Equipment Rental								-	1,350.00
Instructors								-	41,400.00
Field Trip and Fees								(1,500.00)	8,000.00
Maintenance Agreements								(10,000.00)	18,400.00
Software								-	584.00
Camp Licenses								(1,500.00)	500.00
Sports Officials								(10,000.00)	38,000.00
Building Repairs								-	16,735.00
Fireworks								-	-
City Beautification								-	-
Pest Control								-	-
Training								(3,500.00)	1,747.00
Other Services								(11,000.00)	45,800.00
Contract Services								-	40,000.00



City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
Fleet Replacement										12,000.00	(12,000.00)			
Less; Grants										(60,000.00)				
<b>Subtotal; Operating</b>	10,000.00	-	-	-	-	-	-	-	-	613,168.00	(109,000.00)	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; Recreation</b>	15,414.49	-	-	-	-	-	-	-	-	2,591,693.91	(109,000.00)	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	3,839.61	-	-	-	-	-	-	-	-	322,527.39				
Benefits (salary)	156.38	-	-	-	-	-	-	-	-	74,108.06				
Operating / Capital (operating + Capital)	964.58	-	-	-	-	-	-	-	-	59,144.66				
<i>Subtotal</i>	4,960.56	-	-	-	-	-	-	-	-	455,780.11	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	93.92	-	-	-	-	-	-	-	-	15,791.39				
Insurances / Risk Components (operating + capital)	1,007.99	-	-	-	-	-	-	-	-	61,806.55				
Police and Fire Pension										-				
Employee Benefits (salary)	62.95	-	-	-	-	-	-	-	-	29,831.88				
<i>Subtotal</i>	1,164.86	-	-	-	-	-	-	-	-	107,429.83	-	-	-	-
<i>crossfoot error</i>										-				
Total Allocations	6,125.42	-	-	-	-	-	-	-	-	563,209.94	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	21,539.91	-	-	-	-	-	-	-	-	3,154,903.85	(109,000.00)	-	-	-
<i>crossfoot error</i>										-				
										Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20					
<b>Parks Division</b>														
FTE's										29.72				
Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	40,780.03	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Salaries and Benefits</b>														
Salaries										1,211,982.58	(59,006.26)			
Overtime										-				
Benefits										393,292.89	(21,034.77)			
Attrition (Contra Expenditure)										-				
Non-Salary Insurance										-				
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	1,605,275.47	(80,041.03)	-	-	-
<i>crossfoot error</i>														
<b>Operating</b>														
Supplies										9,996.00				
Copier										2,800.00				
Postage										2,187.00				
Custodial Supplies										22,500.00				
Landscape and Grounds										50,000.00				
Building Supplies										40,000.00				
First Aid										500.00				

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
Fleet Replacement								(12,000.00)	-
Less; Grants								-	(60,000.00)
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	(109,000.00)	504,168.00
<i>crossfoot error</i>								-	-
<b>Program Total; Recreation</b>	-	-	-	-	-	-	-	(109,000.00)	2,482,693.91
<i>crossfoot error</i>								-	-
<b>General Gov't Admin and Unallocated Expense Allocations</b>									
<b>Operating</b>									
Salary and Overtime (full time equivalents)								-	322,527.39
Benefits (salary)								-	74,108.06
Operating / Capital (operating + Capital)								-	59,144.66
<i>Subtotal</i>	-	-	-	-	-	-	-	-	455,780.11
<i>crossfoot error</i>								-	-
<b>Unallocated Expenses</b>									
Debt Service								-	-
Operating Reserves (total budget)								-	15,791.39
Insurances / Risk Components (operating + capital)								-	61,806.55
Police and Fire Pension								-	-
Employee Benefits (salary)								-	29,831.88
<i>Subtotal</i>	-	-	-	-	-	-	-	-	107,429.83
<i>crossfoot error</i>								-	-
Total Allocations	-	-	-	-	-	-	-	-	563,209.94
<i>crossfoot error</i>								-	-
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(109,000.00)	3,045,903.85
<i>crossfoot error</i>								-	-
								Total -	Total -
								Enhancements	Department
									Request
<b>Parks Division</b>									
FTE's								-	29.72
									14.72
Average Salary	#DIV/0!	38,794.63							
<b>Salaries and Benefits</b>									
Salaries								(59,006.26)	1,152,976.32
Overtime								-	-
Benefits								(21,034.77)	372,258.12
Attrition (Contra Expenditure)								-	-
Non-Salary Insurance								-	-
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	(80,041.03)	1,525,234.44
<i>crossfoot error</i>								-	-
<b>Operating</b>									
Supplies								-	9,996.00
Copier								-	2,800.00
Postage								-	2,187.00
Custodial Supplies								-	22,500.00
Landscape and Grounds								-	50,000.00
Building Supplies								-	40,000.00
First Aid								-	500.00



City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
Food										2,954.00				
Tools and Equipment										6,275.00				
Playground										25,250.00				
Programs										5,704.00				
Oil and Lubricants										16,000.00				
Sports										-				
Uniforms and Shores										5,378.00				
Credit Cards										11,020.00				
Advertising and Printing										28,928.00				
Background and Drug Testing										-				
Telephone										13,555.00				
Utilities										198,400.00				
Vehicle Repairs										7,000.00				
Greenscape										15,000.00				
Landscape										27,150.00				
Equipment Rental										18,000.00				
Instructors										-				
Field Trip and Fees										-				
Maintenance Agreements										61,500.00				
Software										4,716.00				
Camp Licenses										-				
Sports Officials										-				
Building Repairs										67,265.00				
Fireworks										-				
City Beautification										-				
Pest Control										-				
Training										3,173.00				
Other Services										15,700.00				
R & M - Equipment										-				
Contract Services										-				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	660,951.00	-	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; Parks</b>	-	-	-	-	-	-	-	-	-	2,266,226.47	(80,041.03)	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	228,226.52				
Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	54,151.89				
Operating / Capital ( <i>operating + Capital</i> )	-	-	-	-	-	-	-	-	-	63,753.69				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	346,132.10	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves ( <i>total budget</i> )	-	-	-	-	-	-	-	-	-	13,808.29				
Insurances / Risk Components ( <i>operating + capital</i> )	-	-	-	-	-	-	-	-	-	66,623.02				
Police and Fire Pension										-				
Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	21,798.61				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	102,229.93	-	-	-	-
<i>crossfoot error</i>										-				
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	-	448,362.03	-	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM
	Food								-	2,954.00
	Tools and Equipment								-	6,275.00
	Playground								-	25,250.00
	Programs								-	5,704.00
	Oil and Lubricants								-	16,000.00
	Sports								-	-
	Uniforms and Shores								-	5,378.00
	Credit Cards								-	11,020.00
	Advertising and Printing								-	28,928.00
	Background and Drug Testing								-	-
	Telephone								-	13,555.00
	Utilities								-	198,400.00
	Vehicle Repairs								-	7,000.00
	Greenscape								-	15,000.00
	Landscape								-	27,150.00
	Equipment Rental								-	18,000.00
	Instructors								-	-
	Field Trip and Fees								-	-
	Maintenance Agreements								-	61,500.00
	Software								-	4,716.00
	Camp Licenses								-	-
	Sports Officials								-	-
	Building Repairs								-	67,265.00
	Fireworks								-	-
	City Beautification								-	-
	Pest Control								-	-
	Training								-	3,173.00
	Other Services								-	15,700.00
	R & M - Equipment								-	-
	Contract Services								-	-
	<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	660,951.00
	<i>crossfoot error</i>								-	-
	<b>Program Total; Parks</b>	-	-	-	-	-	-	-	(80,041.03)	2,186,185.44
	<i>crossfoot error</i>								-	-
	<b>General Gov't Admin and Unallocated Expense Allocations</b>									
	<b>Operating</b>									
	Salary and Overtime ( <i>full time equivalents</i> )								-	228,226.52
	Benefits ( <i>salary</i> )								-	54,151.89
	Operating / Capital ( <i>operating + Capital</i> )								-	63,753.69
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	346,132.10
	<i>crossfoot error</i>								-	-
	<b>Unallocated Expenses</b>									
	Debt Service								-	-
	Operating Reserves ( <i>total budget</i> )								-	13,808.29
	Insurances / Risk Components ( <i>operating + capital</i> )								-	66,623.02
	Police and Fire Pension								-	-
	Employee Benefits ( <i>salary</i> )								-	21,798.61
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	102,229.93
	<i>crossfoot error</i>								-	-
	<b>Total Allocations</b>	-	-	-	-	-	-	-	-	448,362.03
	<i>crossfoot error</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	664,618.76	307,063.29	1,742,906.45	-	-	-	-	-	-	-	-
		<i>crossfoot error</i>											
		<b>Total; Recreation and Parks</b>	1,108,219.49	930,021.47	2,098,848.54	509,836.68	358,165.88	163,915.16	396,248.27	176,405.78	15,213.85	77,958.30	13,119.01
		<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	2,714,588.50	(80,041.03)	-	-	-
		<i>crossfoot error</i>										-				
		<b>Total; Recreation and Parks</b>	21,539.91	-	-	-	-	-	-	-	-	5,869,492.35	(189,041.03)	-	-	-
		<i>crossfoot error</i>										-				

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(80,041.03)	2,634,547.47
		<i>crossfoot error</i>								-	-
		<b>Total; Recreation and Parks</b>	-	-	-	-	-	-	-	(189,041.03)	5,680,451.32
		<i>crossfoot error</i>								-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

City of Annapolis FY 2016 Budget Department Programs												
	Plant Operations	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11	
<b>Water Plant</b>												
FTE's	13.63											
Average Salary	60,139.40	#DIV/0!	#DIV/0!									
<b>Salaries and Benefits</b>												
Salaries	819,700.09											
Overtime	75,000.00											
Double-time												
Benefits	365,266.25											
<i>Subtotal; Salaries/Benefits</i>	1,259,966.34	-	-	-	-	-	-	-	-	-	-	
<b>Operating</b>												
Supplies	232,610.00											
Credit Card Fees	29,500.00											
Fuel and Oil	4,279.18											
Telephone	3,800.00											
Electricity	321,200.00											
Training and Education	2,500.00											
R & M - Bldgs and Structures	65,600.00											
R & M - Equipment	86,749.18											
Contract Services	54,050.00											
Fleet Replacement	14,120.00											
<i>Subtotal; Operating</i>	814,408.36	-	-	-	-	-	-	-	-	-	-	
<i>crossfoot error</i>												
<b>Program Total; Water Plant</b>	2,074,374.70	-	-	-	-	-	-	-	-	-	-	
<i>crossfoot error</i>												
<b>General Gov't Admin and Unallocated Expense Allocations</b>												
<b>Operating</b>												
Salary and Overtime (full time equivalents)	104,667.82	-	-	-	-	-	-	-	-	-	-	
Benefits (salary)	39,975.57	-	-	-	-	-	-	-	-	-	-	
Operating / Capital (operating + Capital)	78,555.80	-	-	-	-	-	-	-	-	-	-	
<i>Subtotal</i>	223,199.20	-	-	-	-	-	-	-	-	-	-	
<i>crossfoot error</i>												
<b>Unallocated Expenses</b>												
Debt Service												
Operating Reserves (total budget)	12,639.33	-	-	-	-	-	-	-	-	-	-	
General Liability	60,229.16	-	-	-	-	-	-	-	-	-	-	
Insurances / Risk Components (operating + capital)	82,091.33	-	-	-	-	-	-	-	-	-	-	
Police and Fire Pension												
Employee Benefits (salary)	16,092.00	-	-	-	-	-	-	-	-	-	-	
<i>Subtotal</i>	171,051.81	-	-	-	-	-	-	-	-	-	-	
<i>crossfoot error</i>												
Total Allocations	394,251.00	-	-	-	-	-	-	-	-	-	-	
<i>crossfoot error</i>												
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	2,468,625.70	-	-	-	-	-	-	-	-	-	-	

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
Total -														
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
<b>Water Plant</b>														
FTE's										13.63				
Average Salary	#DIV/0!	60,139.40	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Salaries and Benefits</b>														
Salaries										819,700.09				
Overtime										75,000.00				
Double-time										-				
Benefits										365,266.25				
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	1,259,966.34	-	-	-	-
<b>Operating</b>														
Supplies										232,610.00				
Credit Card Fees										29,500.00				
Fuel and Oil										4,279.18				
Telephone										3,800.00				
Electricity										321,200.00				
Training and Education										2,500.00				
R & M - Bldgs and Structures										65,600.00				
R & M - Equipment										86,749.18				
Contract Services										54,050.00				
Fleet Replacement										14,120.00				
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	814,408.36	-	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; Water Plant</b>	-	-	-	-	-	-	-	-	-	2,074,374.70	-	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	104,667.82				
Benefits (salary)	-	-	-	-	-	-	-	-	-	39,975.57				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	78,555.80				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	223,199.20	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	12,639.33				
General Liability	-	-	-	-	-	-	-	-	-	60,229.16				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	82,091.33				
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	16,092.00				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	171,051.81	-	-	-	-
<i>crossfoot error</i>										-				
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	-	394,251.00	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	2,468,625.70	-	-	-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
									Total -
									Total -
	Enhancement	Enhancements	Department Request						
<b>Water Plant</b>									
FTE's								-	13.63
									0.63
Average Salary	#DIV/0!	60,139.40							
<b>Salaries and Benefits</b>									
Salaries								-	819,700.09
Overtime								-	75,000.00
Double-time								-	-
Benefits								-	365,266.25
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	1,259,966.34
<b>Operating</b>									
									94,428.40
Supplies								-	232,610.00
Credit Card Fees									29,500.00
Fuel and Oil								-	4,279.18
Telephone								-	3,800.00
Electricity								-	321,200.00
Training and Education								-	2,500.00
R & M - Bldgs and Structures								-	65,600.00
R & M - Equipment								-	86,749.18
Contract Services								-	54,050.00
Fleet Replacement								-	14,120.00
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	814,408.36
<i>crossfoot error</i>									-
<b>Program Total; Water Plant</b>	-	-	-	-	-	-	-	-	2,074,374.70
<i>crossfoot error</i>									-
<b>General Gov't Admin and Unallocated Expense Allocations</b>									
<b>Operating</b>									
Salary and Overtime (full time equivalents)								-	104,667.82
Benefits (salary)								-	39,975.57
Operating / Capital (operating + Capital)								-	78,555.80
<i>Subtotal</i>	-	-	-	-	-	-	-	-	223,199.20
<i>crossfoot error</i>									-
<b>Unallocated Expenses</b>									
Debt Service								-	-
Operating Reserves (total budget)								-	12,639.33
General Liability									60,229.16
Insurances / Risk Components (operating + capital)								-	82,091.33
Police and Fire Pension								-	-
Employee Benefits (salary)								-	16,092.00
<i>Subtotal</i>	-	-	-	-	-	-	-	-	171,051.81
<i>crossfoot error</i>									-
Total Allocations	-	-	-	-	-	-	-	-	394,251.00
<i>crossfoot error</i>									-
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	2,468,625.70



City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
												-				

*crossfoot error*

City of Annapolis  
FY 2016 Budget  
Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
										-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	Water Distribution	Utilities Engineering	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
<b>Water Distribution</b>											
FTE's	14.80	0.27									
Average Salary	39,860.36	88,713.96	#DIV/0!	#DIV/0!							
<b>Salaries and Benefits</b>											
Salaries	589,933.40	23,509.20									
Overtime	50,000.00										
Benefits	262,054.94	-									
<b>Subtotal; Salaries/Benefits</b>	901,988.34	23,509.20	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Operating</b>											
Supplies	80,958.50	557.65									
Copier		300.00									
Postage		5.00									
Fuel and Oil	30,130.00	117.00									
Telephone	4,800.00	180.00									
Electricity	8,000.00										
Training and Education	2,545.00	148.50									
R & M - Bldgs and Structures	2,340.00	-									
R & M - Utility Lines	102,500.00	198.00									
R & M - Equipment	90,000.00	-									
R & M - Maintenance Program		-									
Contract Services	105,566.88	2,369.70									
Capital Outlay											
Contribution to Veh. Master Lease											
Fleet Replacement	95,000.00										
<b>Subtotal; Operating</b>	521,840.38	3,875.85	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Program Total; Water Distribution</b>	1,423,828.72	27,385.05	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Allocation of General Government Expenses</b>											
<b>Operating</b>											
Salary and Overtime ( <i>full time equivalents</i> )	113,652.51	2,034.99	-	-	-	-	-	-	-	-	-
Benefits ( <i>salary</i> )	28,592.49	1,050.40	-	-	-	-	-	-	-	-	-
Operating / Capital ( <i>operating + Capital</i> )	50,335.42	373.85	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	192,580.43	3,459.25	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Unallocated Expenses</b>											
Debt Service											
Operating Reserves ( <i>total budget</i> )	8,675.50	166.86	-	-	-	-	-	-	-	-	-
General Liability	41,340.65	795.12	-	-	-	-	-	-	-	-	-
Insurances / Risk Components ( <i>operating + capital</i> )	52,600.85	390.68	-	-	-	-	-	-	-	-	-
Police and Fire Pension											
Employee Benefits ( <i>salary</i> )	11,509.78	422.83	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	114,126.79	1,775.50	-	-	-	-	-	-	-	-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
<b>Water Distribution</b>														
FTE's										15.07				
Average Salary	#DIV/0!	40,719.72	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Salaries and Benefits</b>														
Salaries										613,442.60				
Overtime										50,000.00				
Benefits										262,054.94				
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	925,497.54	-	-	-	-
<i>crossfoot error</i>										-				
<b>Operating</b>														
Supplies										81,516.15				
Copier										300.00	(300.00)			
Postage										5.00	(5.00)			
Fuel and Oil										30,247.00				
Telephone										4,980.00				
Electricity										8,000.00				
Training and Education										2,693.50				
R & M - Bldgs and Structures										2,340.00				
R & M - Utility Lines										102,698.00				
R & M - Equipment										90,000.00				
R & M - Maintenance Program										-				
Contract Services										107,936.58				
Capital Outlay										-				
Contribution to Veh. Master Lease										-				
Fleet Replacement										95,000.00				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	525,716.23	(305.00)	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; Water Distribution</b>	-	-	-	-	-	-	-	-	-	1,451,213.77	(305.00)	-	-	-
<i>crossfoot error</i>										-				
<b>Allocation of General Government Expenses</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	115,687.50				
Benefits (salary)	-	-	-	-	-	-	-	-	-	29,642.89				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	50,709.28				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	196,039.67	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	8,842.36				
General Liability	-	-	-	-	-	-	-	-	-	42,135.77				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	52,991.53				
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	11,932.62				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	115,902.28	-	-	-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
	Enhancement	Total - Enhancements	Total - Department Request						
<b>Water Distribution</b>									
FTE's								-	15.07
Average Salary	#DIV/0!	40,719.72							
<b>Salaries and Benefits</b>									
Salaries								-	613,442.60
Overtime								-	50,000.00
Benefits								-	262,054.94
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	925,497.54
<i>crossfoot error</i>								-	-
<b>Operating</b>									
Supplies								-	81,516.15
Copier								(300.00)	-
Postage								(5.00)	-
Fuel and Oil								-	30,247.00
Telephone								-	4,980.00
Electricity								-	8,000.00
Training and Education								-	2,693.50
R & M - Bldgs and Structures								-	2,340.00
R & M - Utility Lines								-	102,698.00
R & M - Equipment								-	90,000.00
R & M - Maintenance Program								-	-
Contract Services								-	107,936.58
Capital Outlay								-	-
Contribution to Veh. Master Lease								-	-
Fleet Replacement								-	95,000.00
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	(305.00)	525,411.23
<i>crossfoot error</i>								-	-
<b>Program Total; Water Distribution</b>	-	-	-	-	-	-	-	(305.00)	1,450,908.77
<i>crossfoot error</i>								-	-
<b>Allocation of General Government Expenses</b>									
<b>Operating</b>									
Salary and Overtime (full time equivalents)								-	115,687.50
Benefits (salary)								-	29,642.89
Operating / Capital (operating + Capital)								-	50,709.28
<i>Subtotal</i>	-	-	-	-	-	-	-	-	196,039.67
<i>crossfoot error</i>								-	-
<b>Unallocated Expenses</b>									
Debt Service								-	-
Operating Reserves (total budget)								-	8,842.36
General Liability								-	42,135.77
Insurances / Risk Components (operating + capital)								-	52,991.53
Police and Fire Pension								-	-
Employee Benefits (salary)								-	11,932.62
<i>Subtotal</i>	-	-	-	-	-	-	-	-	115,902.28

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			<i>crossfoot error</i>										
			Total Allocations	306,707.21	5,234.75	-	-	-	-	-	-	-	-
			<i>crossfoot error</i>										
			<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	1,730,535.93	32,619.80	-	-	-	-	-	-	-	-
			<i>crossfoot error</i>										

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
		<i>crossfoot error</i>										-				
		Total Allocations	-	-	-	-	-	-	-	-	-	311,941.96	-	-	-	-
		<i>crossfoot error</i>										-				
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	1,763,155.73	(305.00)	-	-	-
		<i>crossfoot error</i>										-				

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
		<i>crossfoot error</i>								-	-
		Total Allocations	-	-	-	-	-	-	-	-	311,941.96
		<i>crossfoot error</i>								-	-
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(305.00)	1,762,850.73
		<i>crossfoot error</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		Debt Service	Operating Reserves	Risk Management	Police and Fire Pension	Employee Benefits	Depreciation					
	<b>Unallocated Expenses</b>											
	Debt Service											
	Principal Paydown	1,352,035.00										
	Interest Payments- LT bonds	1,496,965.00										
	Interest Payments- ST notes	20,000.00										
	Other fees / expenses	54,228.00										
	Operating Reserves Contributions		-									
	Insurances / Risk Components											
	Police and Fire Pension											
	Employee Benefits											
	OPEB											
	Depreciation						425,500.91					
	Inter-Fund Allocations											
	Total Unallocated	2,923,228.00	-	-	-	-	425,500.91	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Total; Water Enterprise Fund</b>	7,122,389.63	32,619.80	-	-	-	425,500.91	-	-	-	-	-
	<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
<b>Unallocated Expenses</b>														
Debt Service														
Principal Paydown										1,352,035.00				
Interest Payments- LT bonds										1,496,965.00				
Interest Payments- ST notes										20,000.00				
Other fees / expenses										54,228.00				
Operating Reserves Contributions										-				
Insurances / Risk Components										-				
Police and Fire Pension										-				
Employee Benefits										-				
OPEB										-				
Depreciation										425,500.91				
Inter-Fund Allocations										-				
Total Unallocated	-	-	-	-	-	-	-	-	-	3,348,728.91	-	-	-	-
<i>crossfoot error</i>										-				
<b>Total; Water Enterprise Fund</b>	-	-	-	-	-	-	-	-	-	<b>7,580,510.34</b>	(305.00)	-	-	-
<i>crossfoot error</i>										-				



City of Annapolis  
 FY 2016 Budget  
 Department Programs

	WW Reclamation	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
<b>Water Reclamation Facility</b>											
FTE's	-										
Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Salaries and Benefits</b>											
Salaries	-										
Benefits	-										
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	-	-
<b>Operating</b>											
Supplies	-										
Fuel and Oil	-										
Telephone	-										
Training and Education	-										
R & M - Equipment	-										
Contract Services	3,800,000.00										
Fleet Replacement	-										
<i>Subtotal; Operating</i>	3,800,000.00	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Program Total; Water Reclamation Facility</b>	3,800,000.00	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Allocation of General Government Expenses</b>											
<b>Operating</b>											
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	-	-
Benefits (salary)	-	-	-	-	-	-	-	-	-	-	-
Operating / Capital (operating + Capital)	366,538.55	-	-	-	-	-	-	-	-	-	-
<i>Subtotal</i>	366,538.55	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Unallocated Expenses</b>											
Debt Service											
Operating Reserves (total budget)	23,153.70	-	-	-	-	-	-	-	-	-	-
General Liability	71,184.60	-	-	-	-	-	-	-	-	-	-
Insurances / Risk Components (operating + capital)	383,035.17	-	-	-	-	-	-	-	-	-	-
Police and Fire Pension											
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	-	-
<i>Subtotal</i>	477,373.46	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
Total Allocations	843,912.01	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>											
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	4,643,912.01	-	-	-	-	-	-	-	-	-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD	
	Program										Total -				
	12	13	14	15	16	17	18	19	20	Budget	Enhancement	Enhancement	Enhancement	Enhancement	
<b>Water Reclamation Facility</b>															
FTE's											-				
Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!											
<b>Salaries and Benefits</b>															
Salaries											-				
Benefits											-				
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Operating</b>															
Supplies											-				
Fuel and Oil											-				
Telephone											-				
Training and Education											-				
R & M - Equipment											-				
Contract Services											3,800,000.00				
Fleet Replacement											-				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	-	3,800,000.00	-	-	-	
<i>crossfoot error</i>											-				
<b>Program Total; Water Reclamation Facility</b>	-	-	-	-	-	-	-	-	-	-	3,800,000.00	-	-	-	
<i>crossfoot error</i>											-				
<b>Allocation of General Government Expenses</b>															
<b>Operating</b>															
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	-	-				
Benefits (salary)	-	-	-	-	-	-	-	-	-	-	-				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	-	366,538.55				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	-	366,538.55	-	-	-	
<i>crossfoot error</i>											-				
<b>Unallocated Expenses</b>															
Debt Service											-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	-	23,153.70				
General Liability	-	-	-	-	-	-	-	-	-	-	71,184.60				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	-	383,035.17				
Police and Fire Pension											-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	-	-				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	-	477,373.46	-	-	-	
<i>crossfoot error</i>											-				
Total Allocations	-	-	-	-	-	-	-	-	-	-	843,912.01	-	-	-	
<i>crossfoot error</i>											-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	-	4,643,912.01	-	-	-	

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM	
									Total -	Total -
	Enhancement	Enhancements	Department Request							
<b>Water Reclamation Facility</b>										
FTE's								-	-	
Average Salary	#DIV/0!	#DIV/0!								
<b>Salaries and Benefits</b>										
Salaries								-	-	
Benefits								-	-	
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	
<b>Operating</b>										
Supplies								-	-	
Fuel and Oil								-	-	
Telephone								-	-	
Training and Education								-	-	
R & M - Equipment								-	-	
Contract Services								-	3,800,000.00	
Fleet Replacement								-	-	
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	3,800,000.00	
<i>crossfoot error</i>								-	-	
<b>Program Total; Water Reclamation Facility</b>	-	-	-	-	-	-	-	-	3,800,000.00	
<i>crossfoot error</i>								-	-	
<b>Allocation of General Government Expenses</b>										
<b>Operating</b>										
Salary and Overtime (full time equivalents)								-	-	
Benefits (salary)								-	-	
Operating / Capital (operating + Capital)								-	366,538.55	
<i>Subtotal</i>	-	-	-	-	-	-	-	-	366,538.55	
<i>crossfoot error</i>								-	-	
<b>Unallocated Expenses</b>										
Debt Service								-	-	
Operating Reserves (total budget)								-	23,153.70	
General Liability									71,184.60	
Insurances / Risk Components (operating + capital)								-	383,035.17	
Police and Fire Pension								-	-	
Employee Benefits (salary)								-	-	
<i>Subtotal</i>	-	-	-	-	-	-	-	-	477,373.46	
<i>crossfoot error</i>								-	-	
Total Allocations	-	-	-	-	-	-	-	-	843,912.01	
<i>crossfoot error</i>								-	-	
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	4,643,912.01	

City of Annapolis  
FY 2016 Budget  
Department Programs

	WW Collection	Utilities Engineering	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Wastewater/Pre-Treatment
<b>Wastewater Collection</b>											
FTE's	6.50	0.27									1.03
Average Salary	91,085.63	88,713.96	#DIV/0!	82,950.66							
<b>Salaries and Benefits</b>											
Salaries	592,056.57	23,509.20									85,439.18
Overtime	35,000.00	-									
Double-time											
Benefits	268,071.10	5,116.16									27,671.03
<b>Subtotal; Salaries/Benefits</b>	895,127.67	28,625.36	-	-	-	-	-	-	-	-	113,110.21
<b>Operating</b>											
Supplies	40,702.86	557.65									525.13
Copier		300.00									233.90
Postage		5.00									343.33
Fuel and Oil	17,250.00	117.00									
Telephone	29,883.00	180.00									394.79
Electricity	150,000.00										
Training and Education	2,986.88	148.50									270.51
R & M - Bldgs and Structures	46,220.00										
R & M - Utility Lines	61,400.00	198.00									
R & M - Equipment	21,000.00										200.37
R & M - Maintenance Program	51,680.00										
Contract Services	98,558.78	2,369.70									25,000.00
Capital Outlay											
Contribution to Veh. Master Lease											
Fleet Replacement	77,500.00										
<b>Subtotal; Operating</b>	597,181.52	3,875.85	-	-	-	-	-	-	-	-	26,968.03
<i>crossfoot error</i>											
<b>Program Total; Wastewater Collection</b>	1,492,309.19	32,501.21	-	-	-	-	-	-	-	-	140,078.24
<i>crossfoot error</i>											
<b>General Gov't Admin and Unallocated Expense Allocations</b>											
<b>Operating</b>											
Salary and Overtime (full time equivalents)	49,914.95	2,034.99	-	-	-	-	-	-	-	-	7,909.60
Benefits (salary)	28,017.15	1,050.40	-	-	-	-	-	-	-	-	3,817.46
Operating / Capital (operating + Capital)	57,602.64	373.85	-	-	-	-	-	-	-	-	2,601.27
<b>Subtotal</b>	135,534.75	3,459.25	-	-	-	-	-	-	-	-	14,328.33
<i>crossfoot error</i>											
<b>Unallocated Expenses</b>											
Debt Service											
Operating Reserves (total budget)	9,092.76	198.03	-	-	-	-	-	-	-	-	853.51
General Liability	27,955.11	608.84	-	-	-	-	-	-	-	-	2,624.06
Insurances / Risk Components (operating + capital)	60,195.14	390.68	-	-	-	-	-	-	-	-	2,718.34
Police and Fire Pension											
Employee Benefits (salary)	11,278.18	422.83	-	-	-	-	-	-	-	-	1,536.70
<b>Subtotal</b>	108,521.19	1,620.39	-	-	-	-	-	-	-	-	7,732.61
<i>crossfoot error</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
<b>Wastewater Collection</b>														
FTE's										7.80				
Average Salary	#DIV/0!	89,930.08	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Salaries and Benefits</b>														
Salaries										701,004.95				
Overtime										35,000.00				
Double-time										-				
Benefits										300,858.29				
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	1,036,863.24				
<b>Operating</b>														
Supplies										41,785.64				
Copier										533.90	(533.90)			
Postage										348.33	(348.33)			
Fuel and Oil										17,367.00				
Telephone										30,457.79				
Electricity										150,000.00				
Training and Education										3,405.89				
R & M - Bldgs and Structures										46,220.00				
R & M - Utility Lines										61,598.00				
R & M - Equipment										21,200.37				
R & M - Maintenance Program										51,680.00				
Contract Services										125,928.48				
Capital Outlay										-				
Contribution to Veh. Master Lease										-				
Fleet Replacement										77,500.00				
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	628,025.40	(882.23)			
<i>crossfoot error</i>										-				
<b>Program Total; Wastewater Collection</b>	-	-	-	-	-	-	-	-	-	1,664,888.64				
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	59,859.55				
Benefits (salary)	-	-	-	-	-	-	-	-	-	32,885.01				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	60,577.77				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	153,322.32				
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	10,144.30				
General Liability	-	-	-	-	-	-	-	-	-	31,188.01				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	63,304.16				
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	13,237.72				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	117,874.18				
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
										Total - Department Request	
										Total - Enhancements	
<b>Wastewater Collection</b>											
		FTE's								-	7.80
											1.80
		Average Salary	#DIV/0!	89,930.08							
		<b>Salaries and Benefits</b>									
		Salaries								-	701,004.95
		Overtime								-	35,000.00
		Double-time								-	-
		Benefits								-	300,858.29
		<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	1,036,863.24
		<b>Operating</b>								-	-
											508,553.00
		Supplies								-	41,785.64
		Copier								(533.90)	-
		Postage								(348.33)	-
		Fuel and Oil								-	17,367.00
		Telephone								-	30,457.79
		Electricity								-	150,000.00
		Training and Education								-	3,405.89
		R & M - Bldgs and Structures								-	46,220.00
		R & M - Utility Lines								-	61,598.00
		R & M - Equipment								-	21,200.37
		R & M - Maintenance Program								-	51,680.00
		Contract Services								-	125,928.48
		Capital Outlay								-	-
		Contribution to Veh. Master Lease								-	-
		Fleet Replacement								-	77,500.00
		<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	(882.23)	627,143.17
		<i>crossfoot error</i>								-	-
		<b>Program Total; Wastewater Collection</b>	-	-	-	-	-	-	-	(882.23)	1,664,006.41
		<i>crossfoot error</i>								(882.23)	-
<b>General Gov't Admin and Unallocated Expense Allocations</b>											
		<b>Operating</b>									
		Salary and Overtime ( <i>full time equivalents</i> )								-	59,859.55
		Benefits ( <i>salary</i> )								-	32,885.01
		Operating / Capital ( <i>operating + Capital</i> )								-	60,577.77
		<i>Subtotal</i>	-	-	-	-	-	-	-	-	153,322.32
		<i>crossfoot error</i>								-	-
		<b>Unallocated Expenses</b>									
		Debt Service								-	-
		Operating Reserves ( <i>total budget</i> )								-	10,144.30
		General Liability								-	31,188.01
		Insurances / Risk Components ( <i>operating + capital</i> )								-	63,304.16
		Police and Fire Pension								-	-
		Employee Benefits ( <i>salary</i> )								-	13,237.72
		<i>Subtotal</i>	-	-	-	-	-	-	-	-	117,874.18
		<i>crossfoot error</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		Total Allocations	244,055.94	5,079.64	-	-	-	-	-	-	-	-	22,060.94
		<i>crossfoot error</i>											
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	1,736,365.13	37,580.85	-	-	-	-	-	-	-	-	162,139.18
		<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
		Total Allocations	-	-	-	-	-	-	-	-	-	271,196.51	-	-	-	-
		<i>crossfoot error</i>										-				
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	1,936,085.15	-	-	-	-
		<i>crossfoot error</i>										-				

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
		Total Allocations	-	-	-	-	-	-	-	-	271,196.51
		<i>crossfoot error</i>								-	-
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(882.23)	1,935,202.92
		<i>crossfoot error</i>								(882.23)	-



City of Annapolis  
 FY 2016 Budget  
 Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
<b>Unallocated Expenses</b>														
Debt Service														
Principal Paydown										191,518.00				
Interest Payments- LT bonds										526,552.00				
Interest Payments- ST notes										20,000.00				
State Loan										120,000.00				
Operating Reserves Contributions										500,000.00				
Insurances / Risk Components										-				
Police and Fire Pension										-				
Employee Benefits										-				
OPEB										-				
Depreciation										587,601.16				
Inter-Fund Allocations										-				
Total Unallocated	-	-	-	-	-	-	-	-	-	1,945,671.16	-	-	-	-
<i>crossfoot error</i>										-				
<b>Total; Wastewater Enterprise Fund</b>	-	-	-	-	-	-	-	-	-	8,525,668.32	-	-	-	-
<i>crossfoot error</i>										-				



City of Annapolis  
 FY 2016 Budget  
 Department Programs

		Parking Garages/Lots Management	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
<b>Parking Garages</b>												
FTE's												
	<b>Hillman</b>											
	Supplies	2,000.00										
	Credit Card Fees	85,100.00										
	Prof Svc (Mgmt contract)	444,000.00										
	Electricity	47,000.00										
	R & M - Bldgs and Structures	66,510.00										
	Subtotal;	644,610.00	-	-	-	-	-	-	-	-	-	-
	<b>Gott's Court</b>											
	Supplies	1,450.00										
	Credit Card Fees	63,500.00										
	Prof Svc (Mgmt contract)	427,704.00										
	Electricity	49,300.00										
	R & M - Bldgs and Structures	16,910.00										
	Subtotal;	558,864.00	-	-	-	-	-	-	-	-	-	-
	<b>Knighton</b>											
	Supplies	1,500.00										
	Credit Card Fees	14,000.00										
	Prof Svc (Mgmt contract)	290,020.00										
	Electricity	37,600.00										
	Capital Outlay	5,000.00										
	R & M - Bldgs and Structures	-										
	Subtotal;	348,120.00	-	-	-	-	-	-	-	-	-	-
	<b>Park Place</b>											
	Credit Card Fees	-										
	Electricity	-										
	R & M - Bldgs and Structures	65,000.00										
	Subtotal;	65,000.00	-	-	-	-	-	-	-	-	-	-
	<b>Parking Lots</b>											
	Supplies	840.00										
	Credit Card Fees	2,000.00										
	Prof Svc (Mgmt contract)	141,789.00										
	Electricity	8,300.00										
	R & M - Bldgs and Structures	-										
	Capital Outlay	-										
	Subtotal;	152,929.00	-	-	-	-	-	-	-	-	-	-
	<b>Program Total; Parking</b>	1,769,523.00	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD	
	Program										Total -				
	12	13	14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Budget	Enhancement	Enhancement	Enhancement	Enhancement	
<b>Parking Garages</b>															
FTE's											-				
<b>Hillman</b>															
Supplies											2,000.00				
Credit Card Fees											85,100.00				
Prof Srvc (Mgmt contract)											444,000.00				
Electricity											47,000.00				
R & M - Bldgs and Structures											66,510.00				
Subtotal;	-	-	-	-	-	-	-	-	-	-	644,610.00	-	-	-	-
<b>Gott's Court</b>															
Supplies											1,450.00				
Credit Card Fees											63,500.00				
Prof Srvc (Mgmt contract)											427,704.00				
Electricity											49,300.00				
R & M - Bldgs and Structures											16,910.00				
Subtotal;	-	-	-	-	-	-	-	-	-	-	558,864.00	-	-	-	-
<b>Knighton</b>															
Supplies											1,500.00				
Credit Card Fees											14,000.00				
Prof Srvc (Mgmt contract)											290,020.00				
Electricity											37,600.00				
Capital Outlay											5,000.00				
R & M - Bldgs and Structures											-				
Subtotal;	-	-	-	-	-	-	-	-	-	-	348,120.00	-	-	-	-
<b>Park Place</b>															
Credit Card Fees											-				
Electricity											-				
R & M - Bldgs and Structures											65,000.00				
Subtotal;	-	-	-	-	-	-	-	-	-	-	65,000.00	-	-	-	-
<b>Parking Lots</b>															
Supplies											840.00				
Credit Card Fees											2,000.00				
Prof Srvc (Mgmt contract)											141,789.00				
Electricity											8,300.00				
R & M - Bldgs and Structures											-				
Capital Outlay											-				
Subtotal;	-	-	-	-	-	-	-	-	-	-	152,929.00	-	-	-	-
<b>Program Total; Parking</b>	-	-	-	-	-	-	-	-	-	-	1,769,523.00	-	-	-	-
<i>crossfoot error</i>											-				

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM	
									Total -	Total -
									Total -	Department
	Enhancement	Enhancements	Request							
<b>Parking Garages</b>										
FTE's									-	
<b>Hillman</b>										
Supplies								-	2,000.00	
Credit Card Fees								-	85,100.00	
Prof Srvc (Mgmt contract)								-	444,000.00	
Electricity								-	47,000.00	
R & M - Bldgs and Structures								-	66,510.00	
Subtotal;	-	-	-	-	-	-	-	-	644,610.00	
<b>Gott's Court</b>										
Supplies								-	1,450.00	
Credit Card Fees								-	63,500.00	
Prof Srvc (Mgmt contract)								-	427,704.00	
Electricity								-	49,300.00	
R & M - Bldgs and Structures								-	16,910.00	
Subtotal;	-	-	-	-	-	-	-	-	558,864.00	
<b>Knighton</b>										
Supplies								-	1,500.00	
Credit Card Fees								-	14,000.00	
Prof Srvc (Mgmt contract)								-	290,020.00	
Electricity								-	37,600.00	
Capital Outlay								-	5,000.00	
R & M - Bldgs and Structures								-	-	
Subtotal;	-	-	-	-	-	-	-	-	348,120.00	
<b>Park Place</b>										
Credit Card Fees								-	-	
Electricity								-	-	
R & M - Bldgs and Structures								-	65,000.00	
Subtotal;	-	-	-	-	-	-	-	-	65,000.00	
<b>Parking Lots</b>										
Supplies								-	840.00	
Credit Card Fees								-	2,000.00	
Prof Srvc (Mgmt contract)								-	141,789.00	
Electricity								-	8,300.00	
R & M - Bldgs and Structures								-	-	
Capital Outlay								-	-	
Subtotal;	-	-	-	-	-	-	-	-	152,929.00	
<b>Program Total; Parking</b>	-	-	-	-	-	-	-	-	1,769,523.00	
<i>crossfoot error</i>									-	

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		<b>General Gov't Admin and Unallocated Expense Allocations</b>											
		<i>Operating</i>											
		Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	-	-
		Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	-	-
		Operating / Capital ( <i>operating + Capital</i> )	170,683.79	-	-	-	-	-	-	-	-	-	-
		<i>Subtotal</i>	170,683.79	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error</i>											
		<i>Unallocated Expenses</i>											
		Debt Service											
		Operating Reserves ( <i>total budget</i> )	10,781.84	-	-	-	-	-	-	-	-	-	-
		Insurances / Risk Components ( <i>operating + capital</i> )	178,365.67	-	-	-	-	-	-	-	-	-	-
		Police and Fire Pension											
		Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	-	-
		<i>Subtotal</i>	189,147.51	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error</i>											
		Total Allocations	359,831.30	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error</i>											
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	2,129,354.30	-	-	-	-	-	-	-	-	-	-
		<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	<b>General Gov't Admin and Unallocated Expense Allocations</b>														
	<i>Operating</i>														
	Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	-				
	Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	-				
	Operating / Capital ( <i>operating + Capital</i> )	-	-	-	-	-	-	-	-	-	170,683.79				
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	170,683.79				
	<i>crossfoot error</i>										-				
	<i>Unallocated Expenses</i>														
	Debt Service										-				
	Operating Reserves ( <i>total budget</i> )	-	-	-	-	-	-	-	-	-	10,781.84				
	Insurances / Risk Components ( <i>operating + capital</i> )	-	-	-	-	-	-	-	-	-	178,365.67				
	Police and Fire Pension										-				
	Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	-				
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	189,147.51				
	<i>crossfoot error</i>										-				
	Total Allocations	-	-	-	-	-	-	-	-	-	359,831.30				
	<i>crossfoot error</i>										-				
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	2,129,354.30				
	<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM
	<b>General Gov't Admin and Unallocated Expense Allocations</b>									
	<i>Operating</i>									
	Salary and Overtime ( <i>full time equivalents</i> )								-	-
	Benefits ( <i>salary</i> )								-	-
	Operating / Capital ( <i>operating + Capital</i> )								-	170,683.79
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	170,683.79
	<i>crossfoot error</i>								-	-
	<b>Unallocated Expenses</b>									
	Debt Service								-	-
	Operating Reserves ( <i>total budget</i> )								-	10,781.84
	Insurances / Risk Components ( <i>operating + capital</i> )								-	178,365.67
	Police and Fire Pension								-	-
	Employee Benefits ( <i>salary</i> )								-	-
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	189,147.51
	<i>crossfoot error</i>								-	-
	Total Allocations	-	-	-	-	-	-	-	-	359,831.30
	<i>crossfoot error</i>								-	-
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	2,129,354.30
	<i>crossfoot error</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		Meter Collections and Maintenance		Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11	
<b>Parking Operations</b>													
	FTE's	9.50	2.00										
	Average Salary	35,671.85	47,532.16	#DIV/0!	#DIV/0!								
	<b>Salaries and Benefits</b>												
	Salaries	338,882.61	95,064.32										
	Overtime	52,600.00											
	Benefits	179,987.87	37,425.09										
	<i>Subtotal; Salaries/Benefits</i>	571,470.48	132,489.41	-	-	-	-	-	-	-	-	-	
	<b>Operating</b>												
	Supplies	28,368.00	5,000.00										
	Credit Card Fees	96,000.00											
	Clothing												
	Fuel and Oil	6,500.00	3,000.00										
	Capital Outlay												
	R & M - Equipment		47,553.00										
	R & M - Vehicle	6,000.00	4,000.00										
	<i>Subtotal; Operating</i>	136,868.00	59,553.00	-	-	-	-	-	-	-	-	-	
	<i>crossfoot error</i>												
	<b>Program Total; Parking Operations</b>	708,338.48	192,042.41	-	-	-	-	-	-	-	-	-	
	<i>crossfoot error</i>												
	<b>Allocation of General Government Expenses</b>												
	<b>Operating</b>												
	Salary and Overtime ( <i>full time equivalents</i> )	72,952.62	15,358.45	-	-	-	-	-	-	-	-	-	
	Benefits ( <i>salary</i> )	17,491.61	4,247.51	-	-	-	-	-	-	-	-	-	
	<i>Operating / Capital (operating + Capital)</i>	13,201.95	5,744.33	-	-	-	-	-	-	-	-	-	
	<i>Subtotal</i>	103,646.18	25,350.29	-	-	-	-	-	-	-	-	-	
	<i>crossfoot error</i>												
	<b>Unallocated Expenses</b>												
	Debt Service												
	Operating Reserves ( <i>total budget</i> )	4,315.96	1,170.13	-	-	-	-	-	-	-	-	-	
	General Liability	120,504.29	32,670.73	-	-	-	-	-	-	-	-	-	
	Insurances / Risk Components ( <i>operating + capital</i> )	13,796.12	6,002.87	-	-	-	-	-	-	-	-	-	
	Police and Fire Pension												
	Employee Benefits ( <i>salary</i> )	7,041.17	1,709.82	-	-	-	-	-	-	-	-	-	
	<i>Subtotal</i>	145,657.54	41,553.54	-	-	-	-	-	-	-	-	-	
	<i>crossfoot error</i>												
	Total Allocations	249,303.72	66,903.84	-	-	-	-	-	-	-	-	-	
	<i>crossfoot error</i>												
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	957,642.20	258,946.25	-	-	-	-	-	-	-	-	-	
	<i>crossfoot error</i>												

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
<b>Parking Operations</b>														
FTE's										11.50				
Average Salary	#DIV/0!	37,734.52	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Salaries and Benefits</b>														
Salaries										433,946.93				
Overtime										52,600.00				
Benefits										217,412.96				
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	703,959.89	-	-	-	-
<b>Operating</b>														
Supplies										33,368.00				
Credit Card Fees										96,000.00				
Clothing										-				
Fuel and Oil										9,500.00				
Capital Outlay										-				
R & M - Equipment										47,553.00				
R & M - Vehicle										10,000.00				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	196,421.00	-	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; Parking Operations</b>	-	-	-	-	-	-	-	-	-	900,380.89	-	-	-	-
<i>crossfoot error</i>										-				
<b>Allocation of General Government Expenses</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	88,311.07				
Benefits (salary)	-	-	-	-	-	-	-	-	-	21,739.12				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	18,946.28				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	128,996.47	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	5,486.09				
General Liability	-	-	-	-	-	-	-	-	-	153,175.02				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	19,798.99				
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	8,750.99				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	187,211.08	-	-	-	-
<i>crossfoot error</i>										-				
Total Allocations	-	-	-	-	-	-	-	-	-	316,207.56	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	1,216,588.45	-	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM	
									Total -	Total -
	Enhancement	Enhancements	Department Request							
<b>Parking Operations</b>										
FTE's									-	11.50
										0.50
Average Salary	#DIV/0!	#DIV/0!	37,734.52							
<b>Salaries and Benefits</b>										
Salaries									-	433,946.93
Overtime									-	52,600.00
Benefits									-	217,412.96
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	703,959.89
<b>Operating</b>										
Supplies									-	33,368.00
Credit Card Fees									-	96,000.00
Clothing									-	-
Fuel and Oil									-	9,500.00
Capital Outlay									-	-
R & M - Equipment										47,553.00
R & M - Vehicle										10,000.00
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	196,421.00
<i>crossfoot error</i>										-
<b>Program Total; Parking Operations</b>	-	-	-	-	-	-	-	-	-	900,380.89
<i>crossfoot error</i>										-
<b>Allocation of General Government Expenses</b>										
<b>Operating</b>										
Salary and Overtime ( <i>full time equivalents</i> )									-	88,311.07
Benefits ( <i>salary</i> )									-	21,739.12
Operating / Capital ( <i>operating + Capital</i> )									-	18,946.28
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	128,996.47
<i>crossfoot error</i>										-
<b>Unallocated Expenses</b>										
Debt Service									-	-
Operating Reserves ( <i>total budget</i> )									-	5,486.09
General Liability										153,175.02
Insurances / Risk Components ( <i>operating + capital</i> )									-	19,798.99
Police and Fire Pension									-	-
Employee Benefits ( <i>salary</i> )									-	8,750.99
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	187,211.08
<i>crossfoot error</i>										-
Total Allocations	-	-	-	-	-	-	-	-	-	316,207.56
<i>crossfoot error</i>										-
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	1,216,588.45
<i>crossfoot error</i>										-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		Debt Service	Operating Reserves	Risk Management	Police and Fire Pension	Employee Benefits	Depreciation	To General Fund				
	<b>Unallocated Expenses</b>											
	Debt Service											
	Principal Paydown	505,314.19										
	Interest Payments- LT bonds	654,908.61										
	Interest Payments- ST notes											
	Other fees / expenses											
	Operating Reserves Contributions											
	Insurances / Risk Components											
	Police and Fire Pension											
	Employee Benefits											
	OPEB											
	Depreciation						841,073.92					
	Due To/From Payable											
	Inter-Fund Allocations											
	Total Unallocated	1,160,222.80	-	-	-	-	841,073.92	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Total; Parking Fund</b>	4,247,219.30	258,946.25	-	-	-	841,073.92	-	-	-	-	-
	<i>crossfoot error</i>											



City of Annapolis  
FY 2016 Budget  
Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM
	<b>Unallocated Expenses</b>									
	Debt Service									
	Principal Paydown								-	505,314.19
	Interest Payments- LT bonds								-	654,908.61
	Interest Payments- ST notes								-	-
	Other fees / expenses								-	-
	Operating Reserves Contributions								-	-
	Insurances / Risk Components								-	-
	Police and Fire Pension								-	-
	Employee Benefits								-	-
	OPEB								-	-
	Depreciation								-	841,073.92
	Due To/From Payable								-	-
	Inter-Fund Allocations								-	-
	Total Unallocated	-	-	-	-	-	-	-	-	2,001,296.72
	<i>crossfoot error</i>								-	-
	<b>Total; Parking Fund</b>	-	-	-	-	-	-	-	-	5,347,239.46
	<i>crossfoot error</i>								-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

City of Annapolis FY 2016 Budget Department Programs												
	Grants Management & Administration	Bus Service	ADA	Vehicle Maintenance	Taxi Management	Parking Ops	Meter Collection	Program 8	Program 9	Program 10	Program 11	
<b>Transit Administration</b>												
FTE's	3.40				0.60							
Average Salary	107,416.63	#DIV/0!	#DIV/0!	#DIV/0!	83,944.27	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
<b>Salaries and Benefits</b>												
Salaries	365,216.54				50,366.56							
Attrition			-	-		-	-	-	-	-	-	
BMC Planning Grant												
Benefits	122,343.96				25,483.24							
<b>Subtotal; Salaries/Benefits</b>	<b>487,560.50</b>	-	-	-	<b>75,849.80</b>	-	-	-	-	-	-	
<b>Operating</b>												
Supplies	6,000.00											
Telephone	6,000.00											
Electricity	20,976.00											
Postage	250.00											
Copier	1,500.00											
Training and Education	17,336.00											
R & M - Equipment	850.00											
Contract Services	10,000.00											
Contract Svcs. - BMC Plan. Grant												
MTA grant funded Operating Supplies												
<b>Subtotal; Operating</b>	<b>62,912.00</b>	-	-	-	-	-	-	-	-	-	-	
<i>crossfoot error</i>												
<b>Program Total; Transit Administration</b>	<b>550,472.50</b>	-	-	-	<b>75,849.80</b>	-	-	-	-	-	-	
<i>crossfoot error</i>												
<b>Allocation of General Government Expenses</b>												
<b>Operating</b>												
Salary and Overtime (full time equivalents)	26,109.36	-	-	-	4,607.53	-	-	-	-	-	-	
Benefits (salary)	16,318.03	-	-	-	2,250.40	-	-	-	-	-	-	
Operating / Capital (operating + Capital)	6,068.34	-	-	-	-	-	-	-	-	-	-	
<b>Subtotal</b>	<b>48,495.72</b>	-	-	-	<b>6,857.93</b>	-	-	-	-	-	-	
<i>crossfoot error</i>												
<b>Unallocated Expenses</b>												
Debt Service												
Operating Reserves (total budget)	3,354.07	-	-	-	462.16	-	-	-	-	-	-	
Insurances / Risk Components (operating + capital)	6,341.45	-	-	-	-	-	-	-	-	-	-	
Police and Fire Pension												
Employee Benefits (salary)	6,568.75	-	-	-	905.89	-	-	-	-	-	-	
<b>Subtotal</b>	<b>16,264.27</b>	-	-	-	<b>1,368.05</b>	-	-	-	-	-	-	
<i>crossfoot error</i>												
<b>Total Allocations</b>	<b>64,760.00</b>	-	-	-	<b>8,225.98</b>	-	-	-	-	-	-	
<i>crossfoot error</i>												
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	<b>615,232.50</b>	-	-	-	<b>84,075.78</b>	-	-	-	-	-	-	

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD	
											Total -				
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Program Budget	Enhancement	Enhancement	Enhancement	Enhancement	
<b>Transit Administration</b>															
FTE's										4.00					
Average Salary	#DIV/0!	103,895.78	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!									
<b>Salaries and Benefits</b>															
Salaries										415,583.10					
Attrition	-	-	-	-	-	-	-	-	-	-					
BMC Planning Grant										-					
Benefits										147,827.20					
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	-	563,410.30	-	-	-	-
<b>Operating</b>															
Supplies										6,000.00					
Telephone										6,000.00					
Electricity										20,976.00					
Postage										250.00	(250.00)				
Copier										1,500.00	(1,500.00)				
Training and Education										17,336.00					
R & M - Equipment										850.00					
Contract Services										10,000.00					
Contract Svcs. - BMC Plan. Grant										-					
MTA grant funded Operating Supplies										-					
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	-	62,912.00	(1,750.00)	-	-	-
<i>crossfoot error</i>											-				
<b>Program Total; Transit Administration</b>	-	-	-	-	-	-	-	-	-	-	626,322.30	(1,750.00)	-	-	-
<i>crossfoot error</i>											-				
<b>Allocation of General Government Expenses</b>															
<b>Operating</b>															
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	-	30,716.89				
Benefits (salary)	-	-	-	-	-	-	-	-	-	-	18,568.43				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	-	6,068.34				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	-	55,353.66	-	-	-	-
<i>crossfoot error</i>											-				
<b>Unallocated Expenses</b>															
Debt Service											-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	-	3,816.23				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	-	6,341.45				
Police and Fire Pension											-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	-	7,474.64				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	-	17,632.32	-	-	-	-
<i>crossfoot error</i>											-				
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	-	-	72,985.98	-	-	-	-
<i>crossfoot error</i>											-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	-	699,308.28	(1,750.00)	-	-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM	
									Total -	Total -
	Enhancement	Enhancements	Department Request							
<b>Transit Administration</b>										
FTE's								-	4.00	
									(1.00)	
Average Salary	#DIV/0!	103,895.78								
<b>Salaries and Benefits</b>										
Salaries								-	415,583.10	
Attrition								-	-	
BMC Planning Grant								-	-	
Benefits								-	147,827.20	
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	563,410.30	
								-	-	
<b>Operating</b>									16,913.64	
Supplies								-	6,000.00	
Telephone								-	6,000.00	
Electricity								-	20,976.00	
Postage								(250.00)	-	
Copier								(1,500.00)	-	
Training and Education								-	17,336.00	
R & M - Equipment								-	850.00	
Contract Services								-	10,000.00	
Contract Svcs. - BMC Plan. Grant								-	-	
MTA grant funded Operating Supplies								-	-	
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	(1,750.00)	61,162.00	
<i>crossfoot error</i>								-	-	
<b>Program Total; Transit Administration</b>	-	-	-	-	-	-	-	(1,750.00)	624,572.30	
<i>crossfoot error</i>								-	-	
<b>Allocation of General Government Expenses</b>										
<b>Operating</b>										
Salary and Overtime (full time equivalents)								-	30,716.89	
Benefits (salary)								-	18,568.43	
Operating / Capital (operating + Capital)								-	6,068.34	
<b>Subtotal</b>	-	-	-	-	-	-	-	-	55,353.66	
<i>crossfoot error</i>								-	-	
<b>Unallocated Expenses</b>										
Debt Service								-	-	
Operating Reserves (total budget)								-	3,816.23	
Insurances / Risk Components (operating + capital)								-	6,341.45	
Police and Fire Pension								-	-	
Employee Benefits (salary)								-	7,474.64	
<b>Subtotal</b>	-	-	-	-	-	-	-	-	17,632.32	
<i>crossfoot error</i>								-	-	
Total Allocations	-	-	-	-	-	-	-	-	72,985.98	
<i>crossfoot error</i>								-	-	
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(1,750.00)	697,558.28	



City of Annapolis  
FY 2016 Budget  
Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
												-				

*crossfoot error*

City of Annapolis  
FY 2016 Budget  
Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
										-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

		Bus Service - Fixed Routes	ADA Complementary Para transit	Grants	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
	FTE's	45.40	3.50									
	Average Salary	36,678.53	55,277.49	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Transit Vehicle Operations</b>												
<b>Salaries and Benefits</b>												
	Salaries	1,665,205.43	193,471.23									
	Salary Variance - Transition to new routes/schedule											
	MTA grant-funded Salaries	(689,796.00)	(130,170.00)									
	Overtime											
	Double-time											
	Attrition (Contra Expenditure)	(290,225.77)	(22,374.23)									
	Benefits	728,773.17	115,956.19									
	MTA grant-funded Benefits	(243,244.00)	(43,076.00)									
	<b>Subtotal; Salaries/Benefits</b>	1,170,712.83	113,807.19	-	-	-	-	-	-	-	-	-
<b>Operating</b>												
	Supplies	75,049.50	4,950.00									
	Equipment											
<b>CIRCULATOR OPERATIONS</b>												
	Local Match / Contribution to CIP	60,000.00										
	Fuel and Oil	275,750.00	22,979.00									
	Vehicles (R&M)											
	MTA grant funded Operating Supplies	(107,203.00)	(25,136.00)									
	Fleet Replacement											
	<b>Subtotal; Operating</b>	303,596.50	2,793.00	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Program Total; Transit Vehicle Operations</b>	1,474,309.33	116,600.19	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
<b>General Gov't Admin and Unallocated Expense Allocations</b>												
<b>Operating</b>												
	Salary and Overtime (full time equivalents)	348,636.75	26,877.28	-	-	-	-	-	-	-	-	-
	Benefits (salary)	61,434.67	7,644.69	-	-	-	-	-	-	-	-	-
	Operating / Capital (operating + Capital)	29,284.16	269.41	-	-	-	-	-	-	-	-	-
	<b>Subtotal</b>	439,355.58	34,791.37	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
<b>Unallocated Expenses</b>												
	Debt Service											
	Operating Reserves (total budget)	8,983.08	710.45	-	-	-	-	-	-	-	-	-
	General Liability	28,742.91	2,273.22	-	-	-	-	-	-	-	-	-
	Insurances / Risk Components (operating + capital)	30,602.14	281.53	-	-	-	-	-	-	-	-	-
	Police and Fire Pension											
	Employee Benefits (salary)	24,730.26	3,077.34	-	-	-	-	-	-	-	-	-
	<b>Subtotal</b>	93,058.39	6,342.54	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Total Allocations</b>	532,413.97	41,133.91	-	-	-	-	-	-	-	-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
FTE's										48.90				
Average Salary	#DIV/0!	38,009.75	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Transit Vehicle Operations</b>														
<b>Salaries and Benefits</b>														
Salaries										1,858,676.66				
Salary Variance - Transition to new routes/schedule										-				
MTA grant-funded Salaries										(819,966.00)				
Overtime										-				
Double-time										-				
Attrition (Contra Expenditure)			-	-	-	-	-	-	-	(312,600.00)				
Benefits										844,729.36				
MTA grant-funded Benefits										(286,320.00)				
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	1,284,520.02	-	-	-	-
<b>Operating</b>														
Supplies										79,999.50				
Equipment										-				
<b>CIRCULATOR OPERATIONS</b>														
Local Match / Contribution to CIP										60,000.00				
Fuel and Oil										298,729.00				
Vehicles (R&M)										-				
MTA grant funded Operating Supplies										(132,339.00)				
Fleet Replacement										-				
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	306,389.50	-	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; Transit Vehicle Operations</b>	-	-	-	-	-	-	-	-	-	1,590,909.52	-	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	375,514.03				
Benefits (salary)	-	-	-	-	-	-	-	-	-	69,079.35				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	29,553.57				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	474,146.95	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	9,693.54				
General Liability	-	-	-	-	-	-	-	-	-	31,016.13				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	30,883.67				
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	27,807.60				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	99,400.93	-	-	-	-
<i>crossfoot error</i>										-				
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	-	573,547.88	-	-	-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM
	Enhancement	Total - Enhancements	Total - Department Request						
FTE's								-	48.90
Average Salary	#DIV/0!	38,009.75							
<b>Transit Vehicle Operations</b>									
<b>Salaries and Benefits</b>									
Salaries								-	1,858,676.66
Salary Variance - Transition to new routes/schedule								-	-
MTA grant-funded Salaries								-	(819,966.00)
Overtime								-	-
Double-time								-	-
Attrition (Contra Expenditure)								-	(312,600.00)
Benefits								-	844,729.36
MTA grant-funded Benefits								-	(286,320.00)
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	1,284,520.02
<b>Operating</b>								-	-
									(1,305,372.15)
Supplies								-	79,999.50
Equipment								-	-
<b>CIRCULATOR OPERATIONS</b>								-	-
Local Match / Contribution to CIP								-	60,000.00
Fuel and Oil								-	298,729.00
Vehicles (R&M)								-	-
MTA grant funded Operating Supplies								-	(132,339.00)
Fleet Replacement								-	-
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	306,389.50
<i>crossfoot error</i>								-	-
<b>Program Total; Transit Vehicle Operations</b>	-	-	-	-	-	-	-	-	1,590,909.52
<i>crossfoot error</i>								-	-
<b>General Gov't Admin and Unallocated Expense Allocations</b>									
<b>Operating</b>									
Salary and Overtime (full time equivalents)								-	375,514.03
Benefits (salary)								-	69,079.35
Operating / Capital (operating + Capital)								-	29,553.57
<b>Subtotal</b>	-	-	-	-	-	-	-	-	474,146.95
<i>crossfoot error</i>								-	-
<b>Unallocated Expenses</b>									
Debt Service								-	-
Operating Reserves (total budget)								-	9,693.54
General Liability								-	31,016.13
Insurances / Risk Components (operating + capital)								-	30,883.67
Police and Fire Pension								-	-
Employee Benefits (salary)								-	27,807.60
<b>Subtotal</b>	-	-	-	-	-	-	-	-	99,400.93
<i>crossfoot error</i>								-	-
<b>Total Allocations</b>	-	-	-	-	-	-	-	-	573,547.88

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			<i>crossfoot error</i>									
			<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	2,006,723.30	157,734.10	-	-	-	-	-	-	-
			<i>crossfoot error</i>									

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
												-				
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	2,164,457.40	-	-	-	-
												-				

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
		<i>crossfoot error</i>								-	-
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	2,164,457.40
		<i>crossfoot error</i>								-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

		Vehicle Maintenance	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
<b>Transit Maintenance</b>												
	FTE's	6.50										
	Average Salary	60,236.54	#DIV/0!	#DIV/0!								
<b>Salaries and Benefits</b>												
	Salaries	391,537.50										
	Attrition		-	-	-	-	-	-	-	-	-	-
	Salary Variance											
	MTA grant Funded	(90,840.00)										
	Overtime											
	Benefits	125,838.61										
	MTA grant-funded benefits	(24,160.00)										
	<b>Subtotal; Salaries/Benefits</b>	402,376.11	-	-	-	-	-	-	-	-	-	-
<b>Operating</b>												
	Supplies	13,783.00										
	Fuel and Oil											
	Contract Services											
	R & M - Buildings & Structures	3,500.00										
	R & M - Vehicle	387,602.00										
	R & M - Equipment	6,300.00										
	MTA grant funded Operating Supplies	(200,000.00)										
	MTA grant funded Capital Supplies											
	Vehicle Maint. / Service contracts											
	<b>Subtotal; Operating</b>	211,185.00	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Program Total; Transit Maintenance</b>	613,561.11	-	-	-	-	-	-	-	-	-	-
<b>General Gov't Admin and Unallocated Expense Allocations</b>												
<b>Operating</b>												
	Salary and Overtime ( <i>full time equivalents</i> )	49,914.95	-	-	-	-	-	-	-	-	-	-
	Benefits ( <i>salary</i> )	17,494.06	-	-	-	-	-	-	-	-	-	-
	Operating / Capital ( <i>operating + Capital</i> )	20,370.38	-	-	-	-	-	-	-	-	-	-
	<i>Subtotal</i>	87,779.39	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
<b>Unallocated Expenses</b>												
	Debt Service											
	Operating Reserves ( <i>total budget</i> )	3,738.48	-	-	-	-	-	-	-	-	-	-
	Insurances / Risk Components ( <i>operating + capital</i> )	21,287.18	-	-	-	-	-	-	-	-	-	-
	Police and Fire Pension											
	Employee Benefits ( <i>salary</i> )	7,042.16	-	-	-	-	-	-	-	-	-	-
	<i>Subtotal</i>	32,067.81	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	Total Allocations	119,847.21	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	733,408.32	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
<b>Transit Maintenance</b>														
FTE's										6.50				
Average Salary	#DIV/0!	60,236.54	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Salaries and Benefits</b>														
Salaries										391,537.50				
Attrition	-	-	-	-	-	-	-	-	-	-				
Salary Variance										-				
MTA grant Funded										(90,840.00)				
Overtime										-				
Benefits										125,838.61				
MTA grant-funded benefits										(24,160.00)				
<b>Subtotal; Salaries/Benefits</b>	-	-	-	-	-	-	-	-	-	402,376.11	-	-	-	-
<b>Operating</b>														
Supplies										13,783.00				
Fuel and Oil										-				
Contract Services										-				
R & M - Buildings & Structures										3,500.00				
R & M - Vehicle										387,602.00				
R & M - Equipment										6,300.00	(6,300.00)			
MTA grant funded Operating Supplies										(200,000.00)				
MTA grant funded Capital Supplies										-				
Vehicle Maint. / Service contracts										-				
<b>Subtotal; Operating</b>	-	-	-	-	-	-	-	-	-	211,185.00	(6,300.00)	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; Transit Maintenance</b>	-	-	-	-	-	-	-	-	-	613,561.11	(6,300.00)	-	-	-
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	49,914.95				
Benefits (salary)	-	-	-	-	-	-	-	-	-	17,494.06				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	20,370.38				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	87,779.39	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	3,738.48				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	21,287.18				
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	7,042.16				
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	32,067.81	-	-	-	-
<i>crossfoot error</i>										-				
Total Allocations	-	-	-	-	-	-	-	-	-	119,847.21	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	733,408.32	(6,300.00)	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
										Total -	Total -
			Enhancement	Enhancements	Request						
		<b>Transit Maintenance</b>									
		FTE's								-	6.50
											0.50
		Average Salary	#DIV/0!	60,236.54							
		<b>Salaries and Benefits</b>									
		Salaries								-	391,537.50
		Attrition								-	-
		Salary Variance								-	-
		MTA grant Funded								-	(90,840.00)
		Overtime								-	-
		Benefits								-	125,838.61
		MTA grant-funded benefits								-	(24,160.00)
		<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	402,376.11
										-	-
		<b>Operating</b>									(87,458.79)
		Supplies								-	13,783.00
		Fuel and Oil								-	-
		Contract Services								-	-
		R & M - Buildings & Structures								-	3,500.00
		R & M - Vehicle								-	387,602.00
		R & M - Equipment								(6,300.00)	-
		MTA grant funded Operating Supplies								-	(200,000.00)
		MTA grant funded Capital Supplies								-	-
		Vehicle Maint. / Service contracts								-	-
		<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	(6,300.00)	204,885.00
		<i>crossfoot error</i>								-	-
		<b>Program Total; Transit Maintenance</b>	-	-	-	-	-	-	-	(6,300.00)	607,261.11
		<b>General Gov't Admin and Unallocated Expense Allocations</b>									
		<b>Operating</b>									
		Salary and Overtime (full time equivalents)								-	49,914.95
		Benefits (salary)								-	17,494.06
		Operating / Capital (operating + Capital)								-	20,370.38
		<i>Subtotal</i>	-	-	-	-	-	-	-	-	87,779.39
		<i>crossfoot error</i>								-	-
		<b>Unallocated Expenses</b>									
		Debt Service								-	-
		Operating Reserves (total budget)								-	3,738.48
		Insurances / Risk Components (operating + capital)								-	21,287.18
		Police and Fire Pension								-	-
		Employee Benefits (salary)								-	7,042.16
		<i>Subtotal</i>	-	-	-	-	-	-	-	-	32,067.81
		<i>crossfoot error</i>								-	-
		Total Allocations	-	-	-	-	-	-	-	-	119,847.21
		<i>crossfoot error</i>								-	-
		<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(6,300.00)	727,108.32
		<i>crossfoot error</i>								-	-



City of Annapolis  
FY 2016 Budget  
Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
												-				

City of Annapolis  
FY 2016 Budget  
Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
										-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

		Parking Operations	Meter Collections & Maintenance	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
<b>Parking Operations</b>												
	FTE's											
	<b>Salaries and Benefits</b>											
	Salaries											
	Overtime											
	Benefits											
	<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	-	-
	<b>Operating</b>											
	Supplies											
	Credit Card Fees											
	Clothing											
	Fuel and Oil											
	Capital Outlay											
	R & M - Equipment											
	R & M - Vehicle											
	<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Total; Parking Operations</b>	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
		Debt Service	Operating Reserves	Risk Management	Police and Fire Pension	Employee Benefits	Depreciation					
	<b>Unallocated Expenses</b>											
	Debt Service											
	Principal Paydown	929.00										
	Interest Payments- LT bonds	1,106.00										
	Interest Payments- ST notes											
	Other fees / expenses											
	Operating Reserves Contributions											
	Insurances / Risk Components											
	Police and Fire Pension											
	Employee Benefits											
	OPEB											
	Depreciation											
	Inter-Fund Allocations											
	Total Unallocated	2,035.00	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Total; Transit Fund</b>	3,357,399.11	157,734.10	-	-	84,075.78	-	-	-	-	-	-
	<i>crossfoot error</i>											

City of Annapolis  
 FY 2016 Budget  
 Department Programs

			O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD														
		Program 12		Program 13		Program 14		Program 15		Program 16		Program 17		Program 18		Program 19		Program 20		Total - Program Budget		Enhancement 1		Enhancement 2		Enhancement 3		Enhancement 4		
<b>Parking Operations</b>																														
	FIE's																					-								
	<b>Salaries and Benefits</b>																													
	Salaries																						-							
	Overtime																						-							
	Benefits																						-							
	<i>Subtotal; Salaries/Benefits</i>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<b>Operating</b>																													
	Supplies																						-							
	Credit Card Fees																						-							
	Clothing																						-							
	Fuel and Oil																						-							
	Capital Outlay																						-							
	R & M - Equipment																						-							
	R & M - Vehicle																						-							
	<i>Subtotal; Operating</i>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<i>crossfoot error</i>																						-							
	<b>Total; Parking Operations</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<i>crossfoot error</i>																						-							
	<b>Unallocated Expenses</b>																													
	Debt Service																													
	Principal Paydown																						929.00							
	Interest Payments- LT bonds																						1,106.00							
	Interest Payments- ST notes																						-							
	Other fees / expenses																						-							
	Operating Reserves Contributions																						-							
	Insurances / Risk Components																						-							
	Police and Fire Pension																						-							
	Employee Benefits																						-							
	OPEB																						-							
	Depreciation																						-							
	Inter-Fund Allocations																						-							
	Total Unallocated		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,035.00								
	<i>crossfoot error</i>																						-							
	<b>Total; Transit Fund</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,599,208.99			(8,050.00)					
	<i>crossfoot error</i>																						-							

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM
		Enhancement 5	Enhancement 6	Enhancement 7	Enhancement 8	Enhancement 9	Enhancement 10		Total - Enhancements	Total - Department Request
<b>Parking Operations</b>										
	FTE's								-	-
	<b>Salaries and Benefits</b>								-	-
	Salaries								-	-
	Overtime								-	-
	Benefits								-	-
	<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-
	<b>Operating</b>								-	-
	Supplies								-	-
	Credit Card Fees								-	-
	Clothing								-	-
	Fuel and Oil								-	-
	Capital Outlay								-	-
	R & M - Equipment								-	-
	R & M - Vehicle								-	-
	<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>								-	-
	<b>Total; Parking Operations</b>	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>								-	-
<b>Unallocated Expenses</b>										
	Debt Service									
	Principal Paydown								-	929.00
	Interest Payments- LT bonds								-	1,106.00
	Interest Payments- ST notes								-	-
	Other fees / expenses								-	-
	Operating Reserves Contributions								-	-
	Insurances / Risk Components								-	-
	Police and Fire Pension								-	-
	Employee Benefits								-	-
	OPEB								-	-
	Depreciation								-	-
	Inter-Fund Allocations								-	-
	Total Unallocated	-	-	-	-	-	-	-	-	2,035.00
	<i>crossfoot error</i>								-	-
	<b>Total; Transit Fund</b>	-	-	-	-	-	-	-	(8,050.00)	3,591,158.99
	<i>crossfoot error</i>								-	-



City of Annapolis  
FY 2016 Budget  
Department Programs

				O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
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City of Annapolis  
FY 2016 Budget  
Department Programs

			AE	AF	AG	AH	AI	AJ	AK	AL	AM
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City of Annapolis  
FY 2016 Budget  
Department Programs

			Collections	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
<b>Refuse and Waste Collection</b>													
	FTE's	2.11											
	Average Salary	57,672.89	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Residential</b>													
<b>Salaries and Benefits</b>													
	Salaries	121,689.79											
	Overtime	2,000.00											
	Benefits	41,991.22											
	<i>Subtotal; Salaries/Benefits</i>	165,681.01	-	-	-	-	-	-	-	-	-	-	-
<b>Operating</b>													
	Supplies	59,200.00											
	Fuel and Oil	3,800.00											
	Telephone	700.00											
	Electricity	.											
	Training and Education	150.00											
	R & M - Equipment	7,700.00											
	Misc. Services and Charges	.											
	Contract Services	1,319,832.00											
	Fleet Replacement												
	<i>Subtotal; Operating</i>	1,391,382.00	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>												
	<b>Program Total; Refuse and Waste Collection</b>	1,557,063.01	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>												
<b>General Gov't Admin and Unallocated Expense Allocations</b>													
<b>Operating</b>													
	Salary and Overtime ( <i>full time equivalents</i> )	16,203.16	-	-	-	-	-	-	-	-	-	-	-
	Benefits ( <i>salary</i> )	5,526.51	-	-	-	-	-	-	-	-	-	-	-
	Operating / Capital ( <i>operating + Capital</i> )	134,209.25	-	-	-	-	-	-	-	-	-	-	-
	<i>Subtotal</i>	155,938.92	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>												
<b>Unallocated Expenses</b>													
	Debt Service												
	Operating Reserves ( <i>total budget</i> )	9,487.31	-	-	-	-	-	-	-	-	-	-	-
	General Liability	1,455.07	-	-	-	-	-	-	-	-	-	-	-
	Insurances / Risk Components ( <i>operating + capital</i> )	140,249.54	-	-	-	-	-	-	-	-	-	-	-
	Police and Fire Pension												
	Employee Benefits ( <i>salary</i> )	2,224.67	-	-	-	-	-	-	-	-	-	-	-
	<i>Subtotal</i>	153,416.59	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>												
	Total Allocations	309,355.51	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>												
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	1,866,418.52	-	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>												

City of Annapolis  
 FY 2016 Budget  
 Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
<b>Refuse and Waste Collection</b>														
FTE's										2.11				
Average Salary	#DIV/0!	57,672.89	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Residential</b>														
<b>Salaries and Benefits</b>														
Salaries										121,689.79				
Overtime										2,000.00				
Benefits										41,991.22				
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	165,681.01	-	-	-	-
<b>Operating</b>														
Supplies										59,200.00				
Fuel and Oil										3,800.00				
Telephone										700.00				
Electricity										-				
Training and Education										150.00				
R & M - Equipment										7,700.00				
Misc. Services and Charges										-				
Contract Services										1,319,832.00				
Fleet Replacement										-				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	1,391,382.00	-	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; Refuse and Waste Collection</b>	-	-	-	-	-	-	-	-	-	1,557,063.01	-	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime ( <i>full time equivalents</i> )	-	-	-	-	-	-	-	-	-	16,203.16				
Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	5,526.51				
Operating / Capital ( <i>operating + Capital</i> )	-	-	-	-	-	-	-	-	-	134,209.25				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	155,938.92	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves ( <i>total budget</i> )	-	-	-	-	-	-	-	-	-	9,487.31				
General Liability	-	-	-	-	-	-	-	-	-	1,455.07				
Insurances / Risk Components ( <i>operating + capital</i> )	-	-	-	-	-	-	-	-	-	140,249.54				
Police and Fire Pension										-				
Employee Benefits ( <i>salary</i> )	-	-	-	-	-	-	-	-	-	2,224.67				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	153,416.59	-	-	-	-
<i>crossfoot error</i>										-				
Total Allocations	-	-	-	-	-	-	-	-	-	309,355.51	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	1,866,418.52	-	-	-	-
<i>crossfoot error</i>										-				



City of Annapolis  
FY 2016 Budget  
Department Programs

		Program 1	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
<b>Yard Waste Recycling</b>												
<b>Salaries and Benefits</b>												
Salaries												
Overtime												
Benefits												
<i>Subtotal; Salaries/Benefits</i>		-	-	-	-	-	-	-	-	-	-	-
<b>Operating</b>												
Supplies												
Electricity												
Training and Education												
R & M - Equipment												
Leases												
Contract Services												
<i>Subtotal; Operating</i>		-	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>												
<b>Program Total; Yard Waste Recycling</b>		-	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>												
		Recycling	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
<b>Curbside Recycling</b>												
FTE's		-										
Average Salary		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Salaries and Benefits</b>												
Salaries												
Overtime												
Benefits												
<i>Subtotal; Salaries/Benefits</i>		-	-	-	-	-	-	-	-	-	-	-
<b>Operating</b>												
Supplies		50,000.00										
Fuel & Oil												
Telephone												
Training and Education												
R & M - Equipment												
Contract Services		262,570.00										
Fleet Replacement												
<i>Subtotal; Operating</i>		312,570.00	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>												
<b>Program Total; Curbside Recycling</b>		312,570.00	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>												



City of Annapolis  
 FY 2016 Budget  
 Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM
									Total -	Total -
									Enhancements	Department Request
<b>Yard Waste Recycling</b>										
<b>Salaries and Benefits</b>										
	Salaries								-	-
	Overtime								-	-
	Benefits								-	-
	<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-
<b>Operating</b>										
	Supplies								-	-
	Electricity								-	-
	Training and Education								-	-
	R & M - Equipment								-	-
	Leases								-	-
	Contract Services								-	-
	<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>								-	-
	<b>Program Total; Yard Waste Recycling</b>	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>								-	-
									Total -	Total -
									Enhancements	Department Request
<b>Curbside Recycling</b>										
	FTE's								-	-
	Average Salary	#DIV/0!	#DIV/0!							
<b>Salaries and Benefits</b>										
	Salaries								-	-
	Overtime								-	-
	Benefits								-	-
	<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-
<b>Operating</b>										
	Supplies								-	50,000.00
	Fuel & Oil								-	-
	Telephone								-	-
	Training and Education								-	-
	R & M - Equipment								-	-
	Contract Services								-	262,570.00
	Fleet Replacement								-	-
	<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	312,570.00
	<i>crossfoot error</i>								-	-
	<b>Program Total; Curbside Recycling</b>	-	-	-	-	-	-	-	-	312,570.00
	<i>crossfoot error</i>								-	-

City of Annapolis  
 FY 2016 Budget  
 Department Programs

General Gov't Admin and Unallocated Expense Allocations												
<i>Operating</i>												
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	-	-	-
Benefits (salary)	-	-	-	-	-	-	-	-	-	-	-	-
Operating / Capital (operating + Capital)	30,149.72	-	-	-	-	-	-	-	-	-	-	-
<i>Subtotal</i>	30,149.72	-	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>												
<i>Unallocated Expenses</i>												
Debt Service												
Operating Reserves (total budget)	1,904.51	-	-	-	-	-	-	-	-	-	-	-
Insurances / Risk Components (operating + capital)	31,506.66	-	-	-	-	-	-	-	-	-	-	-
Police and Fire Pension												
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	-	-	-
<i>Subtotal</i>	33,411.17	-	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>												
Total Allocations	63,560.90	-	-	-	-	-	-	-	-	-	-	-
<i>crossfoot error</i>												
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	<b>376,130.90</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>crossfoot error</i>												
<i>crossfoot error</i>												
	Debt Service	Operating Reserves	Capping Allocation	Police and Fire Pension	Employee Benefits	Depreciation	To General Fund					
Unallocated Expenses												
Debt Service												
Principal Paydown	-		70,000.00	20,000.00								
Interest Payments- LT bonds	-		-	8,300.00								
Interest Payments- ST notes												
Other fees / expenses												
Operating Reserves Contributions												
Insurances / Risk Components												
Police and Fire Pension												
Employee Benefits												
OPEB												
Depreciation						900.00						
Inter-Fund Allocations												
<i>Total Unallocated</i>	-	-	70,000.00	28,300.00	-	900.00	-	-	-	-	-	-
<i>crossfoot error</i>	(22,556.00)											
<b>Total; Solid Waste</b>	<b>2,242,549.41</b>	<b>-</b>	<b>70,000.00</b>	<b>28,300.00</b>	<b>-</b>	<b>900.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>crossfoot error</i>												

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<i>Operating</i>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	-				
Benefits (salary)	-	-	-	-	-	-	-	-	-	-				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	30,149.72				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	30,149.72				
<i>crossfoot error</i>										-				
<i>Unallocated Expenses</i>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	1,904.51				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	31,506.66				
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	-				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	33,411.17				
<i>crossfoot error</i>										-				
Total Allocations	-	-	-	-	-	-	-	-	-	63,560.90				
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	376,130.90				
<i>crossfoot error</i>										-				
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service														
Principal Paydown										90,000.00	-			
Interest Payments- LT bonds										8,300.00	-			
Interest Payments- ST notes										-				
Other fees / expenses										-				
Operating Reserves Contributions										-				
Insurances / Risk Components										-				
Police and Fire Pension										-				
Employee Benefits										-				
OPEB										-				
Depreciation										900.00				
Inter-Fund Allocations										-				
<b>Total Unallocated</b>	-	-	-	-	-	-	-	-	-	99,200.00	-	-	-	-
<i>crossfoot error</i>										-				
<b>Total; Solid Waste</b>	-	-	-	-	-	-	-	-	-	2,341,749.41	-	-	-	-
<i>crossfoot error</i>										-				

City of Annapolis  
FY 2016 Budget  
Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM
	<b>General Gov't Admin and Unallocated Expense Allocations</b>									
	<i>Operating</i>									
	Salary and Overtime (full time equivalents)								-	-
	Benefits (salary)								-	-
	Operating / Capital (operating + Capital)								-	30,149.72
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	30,149.72
	<i>crossfoot error</i>								-	-
	<b>Unallocated Expenses</b>									
	Debt Service								-	-
	Operating Reserves (total budget)								-	1,904.51
	Insurances / Risk Components (operating + capital)								-	31,506.66
	Police and Fire Pension								-	-
	Employee Benefits (salary)								-	-
	<i>Subtotal</i>	-	-	-	-	-	-	-	-	33,411.17
	<i>crossfoot error</i>								-	-
	Total Allocations	-	-	-	-	-	-	-	-	63,560.90
	<i>crossfoot error</i>								-	-
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	376,130.90
	<i>crossfoot error</i>								-	-
	<i>crossfoot error</i>								-	-
	<b>Unallocated Expenses</b>									
	Debt Service									
	Principal Paydown								-	90,000.00
	Interest Payments- LT bonds								-	8,300.00
	Interest Payments- ST notes								-	-
	Other fees / expenses								-	-
	Operating Reserves Contributions								-	-
	Insurances / Risk Components								-	-
	Police and Fire Pension								-	-
	Employee Benefits								-	-
	OPEB								-	-
	Depreciation								-	900.00
	Inter-Fund Allocations								-	-
	<b>Total Unallocated</b>	-	-	-	-	-	-	-	-	99,200.00
	<i>crossfoot error</i>								-	-
	<b>Total; Solid Waste</b>	-	-	-	-	-	-	-	-	2,341,749.41
	<i>crossfoot error</i>								-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

	Storm Drain Maintenance	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	SW Quality	SWM	Program 10	Program 11
<b>Stormwater Management</b>											
FTE's	3.17							1.09	2.06		
Average Salary	65,643.67	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	85,482.83	76,239.94	#DIV/0!	#DIV/0!
<b>Salaries and Benefits</b>											
Salaries	208,090.44							93,176.28	157,054.28		
Overtime	1,000.00										
Benefits	63,536.49							29,135.56	50,636.57		
<i>Subtotal; Salaries/Benefits</i>	272,626.93	-	-	-	-	-	-	122,311.84	207,690.85	-	-
<b>Operating</b>											
Supplies	10,949.55							555.72	1,050.26		
Copier								247.52	467.79		
Postage								363.33	686.67		
Fuel and Oil	5,101.50							-	1,325.83		
Telephone	2,118.00							417.79	789.58		
Training and Education	875.00							286.26	541.01		
R & M - Equipment	5,086.25							212.04	400.73		
Contract Services	36,489.61							-			
Fleet Replacement								-	2,138.44		
<i>Subtotal; Operating</i>	60,619.91	-	-	-	-	-	-	2,082.66	7,400.31	-	-
<i>crossfoot error</i>											
<b>Program Total; Stormwater Management</b>	333,246.84	-	-	-	-	-	-	124,394.50	215,091.16	-	-
<i>crossfoot error</i>											
<b>General Gov't Admin and Unallocated Expense Allocations</b>											
<b>Operating</b>											
Salary and Overtime ( <i>full time equivalents</i> )	24,343.14	-	-	-	-	-	-	8,370.35	15,819.20	-	-
Benefits ( <i>salary</i> )	9,342.25	-	-	-	-	-	-	4,163.16	7,017.25	-	-
Operating / Capital ( <i>operating + Capital</i> )	5,847.25	-	-	-	-	-	-	200.89	713.82	-	-
<i>Subtotal</i>	39,532.63	-	-	-	-	-	-	12,734.40	23,550.27	-	-
<i>crossfoot error</i>											
<b>Unallocated Expenses</b>											
Debt Service											
Operating Reserves ( <i>total budget</i> )	2,030.50	-	-	-	-	-	-	757.95	1,310.57	-	-
General Liability	253.31	-	-	-	-	-	-	94.56	163.50	-	-
Insurances / Risk Components ( <i>operating + capital</i> )	6,110.41	-	-	-	-	-	-	209.93	745.94	-	-
Police and Fire Pension											
Employee Benefits ( <i>salary</i> )	3,760.68	-	-	-	-	-	-	1,675.86	2,824.76	-	-
<i>Subtotal</i>	12,154.90	-	-	-	-	-	-	2,738.29	5,044.77	-	-
<i>crossfoot error</i>											
Total Allocations	51,687.53	-	-	-	-	-	-	15,472.69	28,595.04	-	-
<i>crossfoot error</i>											
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	384,934.37	-	-	-	-	-	-	139,867.19	243,686.20	-	-
<i>crossfoot error</i>											
	Debt Service	Operating Reserves	Risk Management	Police and Fire Pension	Employee Benefits	Depreciation	To General Fund				

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	Program 12	Program 13	Program 14	Program 15	Program 16	Program 17	Program 18	Program 19	Program 20	Total - Program Budget	Enhancement	Enhancement	Enhancement	Enhancement
<b>Stormwater Management</b>														
FTE's										6.32				
Average Salary	#DIV/0!	72,519.15	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!								
<b>Salaries and Benefits</b>														
Salaries										458,321.00				
Overtime										1,000.00				
Benefits										143,308.62				
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	602,629.62	-	-	-	-
<b>Operating</b>														
Supplies										12,555.53				
Copier										715.31				
Postage										1,050.00				
Fuel and Oil										6,427.33				
Telephone										3,325.37				
Training and Education										1,702.27				
R & M - Equipment										5,699.02				
Contract Services										36,489.61				
Fleet Replacement										2,138.44				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	70,102.88	-	-	-	-
<i>crossfoot error</i>										-				
<b>Program Total; Stormwater Management</b>	-	-	-	-	-	-	-	-	-	672,732.50	-	-	-	-
<i>crossfoot error</i>										-				
<b>General Gov't Admin and Unallocated Expense Allocations</b>														
<b>Operating</b>														
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	48,532.69				
Benefits (salary)	-	-	-	-	-	-	-	-	-	20,522.65				
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	6,761.95				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	75,817.30	-	-	-	-
<i>crossfoot error</i>										-				
<b>Unallocated Expenses</b>														
Debt Service										-				
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	4,099.01				
General Liability	-	-	-	-	-	-	-	-	-	511.37				
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	7,066.28				
Police and Fire Pension										-				
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	8,261.31				
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	19,937.96	-	-	-	-
<i>crossfoot error</i>										-				
Total Allocations	-	-	-	-	-	-	-	-	-	95,755.26	-	-	-	-
<i>crossfoot error</i>										-				
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	768,487.76	-	-	-	-
<i>crossfoot error</i>										-				



City of Annapolis  
 FY 2016 Budget  
 Department Programs

		<b>Unallocated Expenses</b>											
		Debt Service											
		Principal Paydown	18,030.00										
		Interest Payments- LT bonds	9,460.00										
		Interest Payments- ST notes											
		Other fees / expenses											
		Operating Reserves Contributions		-									
		Insurances / Risk Components											
		Police and Fire Pension											
		Employee Benefits											
		OPEB											
		Depreciation						2,707.98					
		Inter-Fund Allocations											
		Total Unallocated	27,490.00	-	-	-	-	2,707.98	-	-	-	-	-
		<i>crossfoot error</i>	3,473.00										
		<b>Total; Stormwater Fund</b>	412,424.37	-	-	-	-	2,707.98	-	139,867.19	243,686.20	-	-
		<i>crossfoot error</i>	388,407.37										

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD
	<b>Unallocated Expenses</b>														
	Debt Service														
	Principal Paydown										18,030.00				
	Interest Payments- LT bonds										9,460.00				
	Interest Payments- ST notes										-				
	Other fees / expenses										-				
	Operating Reserves Contributions										-				
	Insurances / Risk Components										-				
	Police and Fire Pension										-				
	Employee Benefits										-				
	OPEB										-				
	Depreciation										2,707.98				
	Inter-Fund Allocations										-				
	Total Unallocated	-	-	-	-	-	-	-	-	-	30,197.98	-	-	-	-
	<i>crossfoot error</i>										-				
	<b>Total; Stormwater Fund</b>	-	-	-	-	-	-	-	-	-	798,685.74	-	-	-	-
	<i>crossfoot error</i>										-				

City of Annapolis  
 FY 2016 Budget  
 Department Programs

		AE	AF	AG	AH	AI	AJ	AK	AL	AM
	<b>Unallocated Expenses</b>									
	Debt Service									
	Principal Paydown								-	18,030.00
	Interest Payments- LT bonds								-	9,460.00
	Interest Payments- ST notes								-	-
	Other fees / expenses								-	-
	Operating Reserves Contributions								-	-
	Insurances / Risk Components								-	-
	Police and Fire Pension								-	-
	Employee Benefits								-	-
	OPEB								-	-
	Depreciation								-	2,707.98
	Inter-Fund Allocations								-	-
	Total Unallocated	-	-	-	-	-	-	-	-	30,197.98
	<i>crossfoot error</i>								-	-
	<b>Total; Stormwater Fund</b>	-	-	-	-	-	-	-	-	798,685.74
	<i>crossfoot error</i>								-	-

City of Annapolis  
FY 2016 Budget  
Department Programs

		Sidewalk Repair	Program 2	Program 3	Program 4	Program 5	Program 6	Program 7	Program 8	Program 9	Program 10	Program 11
<b>Sidewalk Revolving Fund</b>												
	FTE's	6.60										
	Average Salary	46,788.72	#DIV/0!	#DIV/0!								
	<b>Salaries and Benefits</b>											
	Salaries	308,805.56										
	Overtime											
	Benefits	148,316.44										
	<i>Subtotal; Salaries/Benefits</i>	457,122.00	-	-	-	-	-	-	-	-	-	-
	<b>Operating</b>											
	Supplies	11,305.95										
	Fuel and Oil	7,189.50										
	Telephone	51.48										
	Electricity - Street Light	73,395.00										
	Training and Education	315.00										
	R & M - Street	13,861.26										
	R & M - Equipment	12,565.98										
	Contract Services	3,629.40										
	Vehicle Replacement											
	<i>Subtotal; Operating</i>	122,313.57	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Program Total; Sidewalk Revolving</b>	579,435.57	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>General Gov't Admin and Unallocated Expense Allocations</b>											
	<b>Operating</b>											
	Salary and Overtime ( <i>full time equivalents</i> )	50,682.88	-	-	-	-	-	-	-	-	-	-
	Benefits ( <i>salary</i> )	13,797.56	-	-	-	-	-	-	-	-	-	-
	Operating / Capital ( <i>operating + Capital</i> )	11,798.06	-	-	-	-	-	-	-	-	-	-
	<i>Subtotal</i>	76,278.50	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Unallocated Expenses</b>											
	Debt Service											
	Operating Reserves ( <i>total budget</i> )	3,530.55	-	-	-	-	-	-	-	-	-	-
	General Liability	440.45	-	-	-	-	-	-	-	-	-	-
	Insurances / Risk Components ( <i>operating + capital</i> )	12,329.05	-	-	-	-	-	-	-	-	-	-
	Police and Fire Pension											
	Employee Benefits ( <i>salary</i> )	5,554.15	-	-	-	-	-	-	-	-	-	-
	<i>Subtotal</i>	21,854.20	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	Total Allocation	98,132.69	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											
	<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	677,568.26	-	-	-	-	-	-	-	-	-	-
	<i>crossfoot error</i>											

City of Annapolis  
FY 2016 Budget  
Department Programs

	O	P	Q	R	S	T	U	V	W	Y	AA	AB	AC	AD	
	Program										Total -				
	12	13	14	Program 15	Program 16	Program 17	18	Program 19	20	Budget	Enhancement	Enhancement	Enhancement	Enhancement	
<b>Sidewalk Revolving Fund</b>															
FTE's										6.60					
Average Salary	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	46,788.72	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
<b>Salaries and Benefits</b>															
Salaries										308,805.56	(308,805.56)				
Overtime										-	-				
Benefits										148,316.44	(148,316.44)				
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	-	-	457,122.00	(457,122.00)	-	-	-	
<b>Operating</b>															
Supplies										11,305.95	(11,305.95)				
Fuel and Oil										7,189.50	(7,189.50)				
Telephone										51.48	(51.48)				
Electricity - Street Light										73,395.00	(73,395.00)				
Training and Education										315.00	(315.00)				
R & M - Street										13,861.26	(13,861.26)				
R & M - Equipment										12,565.98	(12,565.98)				
Contract Services										3,629.40	(3,629.40)				
Vehicle Replacement										-	-				
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	-	-	122,313.57	(122,313.57)	-	-	-	
<i>crossfoot error</i>										-					
<b>Program Total; Sidewalk Revolving</b>	-	-	-	-	-	-	-	-	-	579,435.57	(579,435.57)	-	-	-	
<i>crossfoot error</i>										-					
<b>General Gov't Admin and Unallocated Expense Allocations</b>															
<b>Operating</b>															
Salary and Overtime (full time equivalents)	-	-	-	-	-	-	-	-	-	50,682.88					
Benefits (salary)	-	-	-	-	-	-	-	-	-	13,797.56					
Operating / Capital (operating + Capital)	-	-	-	-	-	-	-	-	-	11,798.06					
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	76,278.50	-	-	-	-	
<i>crossfoot error</i>										-					
<b>Unallocated Expenses</b>															
Debt Service										-					
Operating Reserves (total budget)	-	-	-	-	-	-	-	-	-	3,530.55					
General Liability	-	-	-	-	-	-	-	-	-	440.45					
Insurances / Risk Components (operating + capital)	-	-	-	-	-	-	-	-	-	12,329.05					
Police and Fire Pension										-					
Employee Benefits (salary)	-	-	-	-	-	-	-	-	-	5,554.15					
<i>Subtotal</i>	-	-	-	-	-	-	-	-	-	21,854.20	-	-	-	-	
<i>crossfoot error</i>										-					
Total Allocation	-	-	-	-	-	-	-	-	-	98,132.69	-	-	-	-	
<i>crossfoot error</i>										-					
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	-	-	677,568.26	(579,435.57)	-	-	-	
<i>crossfoot error</i>										-					

City of Annapolis  
FY 2016 Budget  
Department Programs

	AE	AF	AG	AH	AI	AJ	AK	AL	AM	
									Total -	Total -
									Enhancements	Department Request
<b>Sidewalk Revolving Fund</b>										
FTE's									6.60	
Average Salary	#DIV/0!	-								
<b>Salaries and Benefits</b>										
Salaries								(308,805.56)	-	
Overtime								-	-	
Benefits								(148,316.44)	-	
<i>Subtotal; Salaries/Benefits</i>	-	-	-	-	-	-	-	(457,122.00)	-	
<b>Operating</b>										
Supplies								(11,305.95)	-	
Fuel and Oil								(7,189.50)	-	
Telephone								(51.48)	-	
Electricity - Street Light								(73,395.00)	-	
Training and Education								(315.00)	-	
R & M - Street								(13,861.26)	-	
R & M - Equipment								(12,565.98)	-	
Contract Services								(3,629.40)	-	
Vehicle Replacement								-	-	
<i>Subtotal; Operating</i>	-	-	-	-	-	-	-	(122,313.57)	-	
<i>crossfoot error</i>								-	-	
<b>Program Total; Sidewalk Revolving</b>	-	-	-	-	-	-	-	(579,435.57)	-	
<i>crossfoot error</i>								-	-	
<b>General Gov't Admin and Unallocated Expense Allocations</b>										
<b>Operating</b>										
Salary and Overtime (full time equivalents)								-	50,682.88	
Benefits (salary)								-	13,797.56	
Operating / Capital (operating + Capital)								-	11,798.06	
<i>Subtotal</i>	-	-	-	-	-	-	-	-	76,278.50	
<i>crossfoot error</i>								-	-	
<b>Unallocated Expenses</b>										
Debt Service								-	-	
Operating Reserves (total budget)								-	3,530.55	
General Liability								-	440.45	
Insurances / Risk Components (operating + capital)								-	12,329.05	
Police and Fire Pension								-	-	
Employee Benefits (salary)								-	5,554.15	
<i>Subtotal</i>	-	-	-	-	-	-	-	-	21,854.20	
<i>crossfoot error</i>								-	-	
<b>Total Allocation</b>	-	-	-	-	-	-	-	-	98,132.69	
<i>crossfoot error</i>								-	-	
<b>Tot Bdgt after Admin and Unallocated Expense allocations</b>	-	-	-	-	-	-	-	(579,435.57)	98,132.69	
<i>crossfoot error</i>								-	-	

## Budget Message and Instructions

### Fiscal Year 2017

To: Department Heads  
From: Bruce Miller, Finance Director  
Through: Thomas Andrews, City Manager  
Date: November 9, 2015  
Subject: Fiscal Year 2017 budget

#### INTRODUCTION:

While it is the administration's goal to deliver a level service budget as compared to FY 2016, it is expected that the same fiscal constraints experienced during recent years will influence the FY 17 budget. The primary issue continues to be the uncorrelated relationship between revenues and expenditures- simply put, expenditures are growing faster than revenues. For FY 2017 this relationship continues.

With the exception of real-estate taxes which can be influenced by policy, the remaining revenue categories contained within the budget, predominately local and inter-governmental receipts remain relatively static. Conversely, expenditures continue to grow at a quicker pace. Attached is the FY 16 overview which contains a budget forecast which illustrates this relationship.

One area that continues to put pressure on the budget is salary and benefits. Even without a cost of living adjustment, salaries increase on average between 2.5% and 3% because of annual step increases- each step is over 5%, therefore, depending upon how many employees qualify for a step increase and when the step is applied, annual salaries will change accordingly. Not only do changes in payroll impact salaries, these changes then trickle down and impact City paid benefits that are directly tied to salaries, such as; the City's pension contributions and the City's share of payroll taxes. Regarding pension payments, it is expected that FY 2017 will include an additional pension requirement- an increased contribution to the State's Pension System for non Police and Fire personnel, which is also on top of the City's 2% increase to the Police and Fire pension contribution. Another benefit that continues to grow is the City's health

## City of Annapolis; FY 2017 Budget Message

care. Health care in the United States on average has increased approximately 10% annually. Although the new premium has not be calculated to date, based on industry indicators it is expected that the City's health insurance premiums may increase in the range of 6%. Other expenditure categories that continue to put stress on the operating budget include; worker's compensation payments, general liability insurance, technology costs and increases in contract services.

As the above summary suggest, preparing a balanced budget while maintaining current service and staffing levels will be challenging, let alone efforts to add funds for new initiatives. Because of these constraints attention to any cost saving steps or revenue enhancements must be considered. As such, it will be required that analysis on revenue enhancements and cost reductions/containment be completed. Finally, it is the intent of the FY 2017 budget is to leverage the efforts made as part of the FY 2016 budget associated with program budgeting.

### INSTRUCTIONS:

The following are the instructions and forms that must be completed as part of the FY 2017 budget.

- **Program Sheet (Schedule A)**

Please be aware that this form has been edited for the FY 2017 budget process. Beyond formatting changes, there are two new sections, being; performance measurements and the number of units sections. At least one performance measurement should be identified. It is important that this measurement can be quantified; otherwise it can not be used as a measurement. The number of units provided or served is also required to be identified as this provides the ability to calculate the unit cost for each program. Complete each **non-shaded** section of the schedule.

- **Program Budget (Schedule B)**

Develop a budget for each program the department provides based on level service as compared to FY 2016- no additional costs or enhancements. The program budget schedule should provide a detail budget, by line number, for each program. In addition to the budget compilation, this schedule also identifies the full time equivalents for each program.

All budgets must be built using the zero-based budget approach. Zero-based budgeting requires that each line number provide substantiation equaling the total amount for each budgetary account.

Once each program budget, with the zero-based substantiation, is completed the amounts should then be aggregated and entered into the Munis budget module-see below.

Make sure that the compensation plan accurately reflects exempt, non-exempt and contract positions.

- **Grant Budget (Schedule C)**

- **Ongoing Operating Grants**

- Recognizing that departments receive ongoing **operating grants**, it is imperative that these grants be captured in the City's budget appropriation process. Please make sure that if ongoing grants are being submitted that the grant agreement is current and runs for the duration of the fiscal year. If not, the appropriate allocation must be made otherwise the general fund budget will be short. Grants typically are allowed to be expended over multiple years and as such are accounted in multi-year funds; therefore they need to be accounted for outside the general fund and within distinct grant funds. Like any expenditure, all grants must be approved and appropriated by the City Council. In order to accomplish this, the expense is captured in the appropriate budgetary line number with an off-setting (contra-expense) which nets the grant expense to zero within the general fund or within an enterprise fund if appropriate. The grant revenue is only reflected in the grant fund. Therefore, if a department receives a grant on a regular basis, submit a separate grant budget. See below:

- Provide expected revenue amount
    - Detailed, zero-based, budget by program which needs to match the budget to a program. If a separate program, please identify as such.
    - If the grant has payroll associated with it, then each position/person must be identified. In order to ensure that salaries and associated benefits are accurately calculated and reflected to the appropriate line number, **Accounting / Finance must compile a payroll schedule** which must be part of the final budget submission.

- **Capital Grants**

- Capital grants should be included with the Capital Improvement Plan and submissions.

- **Organization Chart (Schedule D)**

- Provide an organization chart for your department- update where/when necessary.

- **Munis Department Budget (Munis Budget Instructions; Schedule E)**

- Using the aggregated program budgets and zero-base documentation per above, enter the information into the Munis budget module.

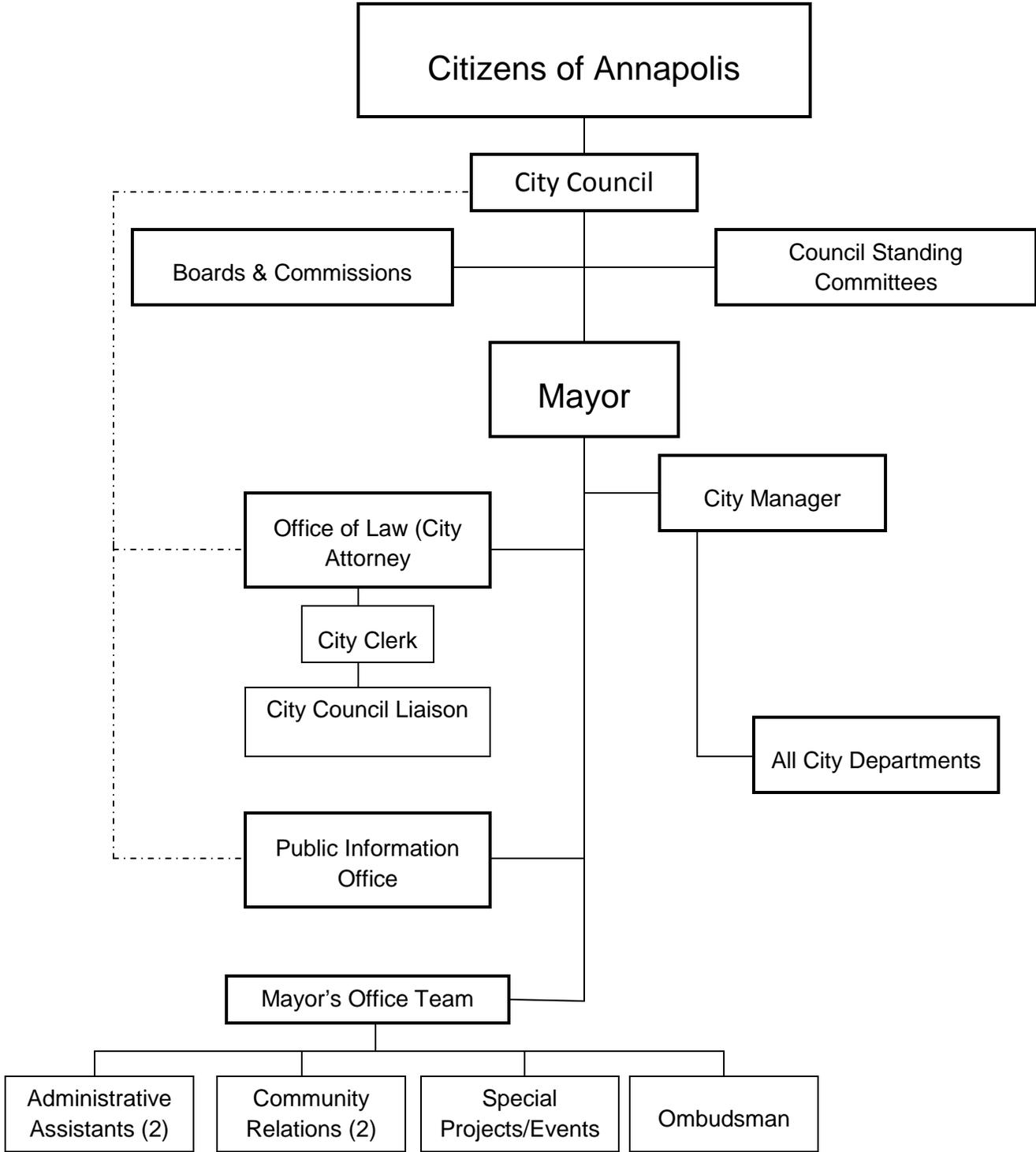
- **Program Service Delivery (Schedule F)**  
Identify at least one service that can be delivered by another entity which will reduce the City's cost of service.
- **Program Reduction (Schedule G)**  
Identify programs that can be eliminated and/or reduced that do not impact the City's core service levels.
- **Revenue Enhancements and Fee / Rate Review (Schedule H)**  
Each program should be reviewed to ascertain the cost of providing the service. Based on this outcome, the cost should then be compared to the fee and/or rate structure in order to ascertain that the City is charging the appropriate fee and/or rate. Additionally, if a fee/rate is not being charged then the department should make a recommendation.
- **Enhancement Requests (Schedule I)**  
Enhancements should be submitted separately. Enhancements should provide a narrative explaining the initiative along with a cost benefit analysis. In order to consider the enhancement, it is important to understand the operational improvements, increased efficiencies and effectiveness, which the initiative offers plus the expenditure offsets or increases, if appropriate.  
  
Do not include any enhancements to the department's original budget submission. They will be considered independently.
- **Contractual Employee Justification (Schedule J)**  
It is a City policy, R-8-11, that if a contract employee is included in a department budget after two years, then each year thereafter the department must submit justification to continue the position. In summary, the purpose of a contract employee is to provide a service on a temporary basis; e.g., less than two years.
- **Housekeeping items**
  - Make sure that department descriptions, services and other related items agree with the published annual reports. If any changes are required, please submit any recommendations to Nicole Pletzer- see below.
  - Submissions of all schedules must be made by December 31, 2015.
  - Status meetings will be scheduled before the December 31<sup>st</sup> deadline.
  - Submissions are to be made electronically to Nicole Pletzer with hard copy sent via interoffice mail.
  - Expect that program write-ups will be reviewed prior to the December 31<sup>st</sup> deadline.

*City of Annapolis; FY 2017 Budget Message*

- Goals and the linkage to the budget will be developed in January prior to the Mayor's submission.
- Please address any questions to either of the following at extension 7952:
  - Bruce Miller; [btmiller@annapolis.gov](mailto:btmiller@annapolis.gov)
  - Melissa Leaman; [msleaman@annapolis.gov](mailto:msleaman@annapolis.gov)
  - Nicole Pletzer; [njpletzer@annapolis.gov](mailto:njpletzer@annapolis.gov)

Thank you,

Bruce T. Miller  
Finance Director



<b>Mayor's Office</b>	<b>FTE's</b>	<b>Ranking</b>
<b>Mayor's Office</b>	7	
<p>Program Description</p> <p>The Mayor works closely with the City Council to establish goals, budgets, policies and changes in City Ordinances. The Mayor is the City's representative with various organizations and state agencies. The receptionist, located in the upstairs lobby of City Hall, is an employee of the Mayor's Office. Scheduling of meeting rooms in the building is handled by the receptionist, and those meetings are posted weekly on the directory in the lobby. People calling or visiting the Municipal Building are assisted and/or directed by the receptionist. The Mayor's Office serves the residents, visitors and businesses of Annapolis through Constituent Services. Those main functions are providing "customer service" in terms of information, verbal or written assistance, referrals and or problem solving with City services. The Constituent Service Representatives assist residents with questions and concerns regarding City services. The Mayor's Office works with all departments city-wide in communications and constituent services. The Mayor's Office manages the boards and commissions process that encourages and enables citizens to participate in Annapolis' government processes to help shape and influence public policy. The Mayor's Office houses the Public Information Officer who serves as the community liaison for city-sponsored events and activities. The PIO issues media releases to promote events and real time news to the residents, visitors and businesses of Annapolis.</p>		<b># of Units Provided</b>

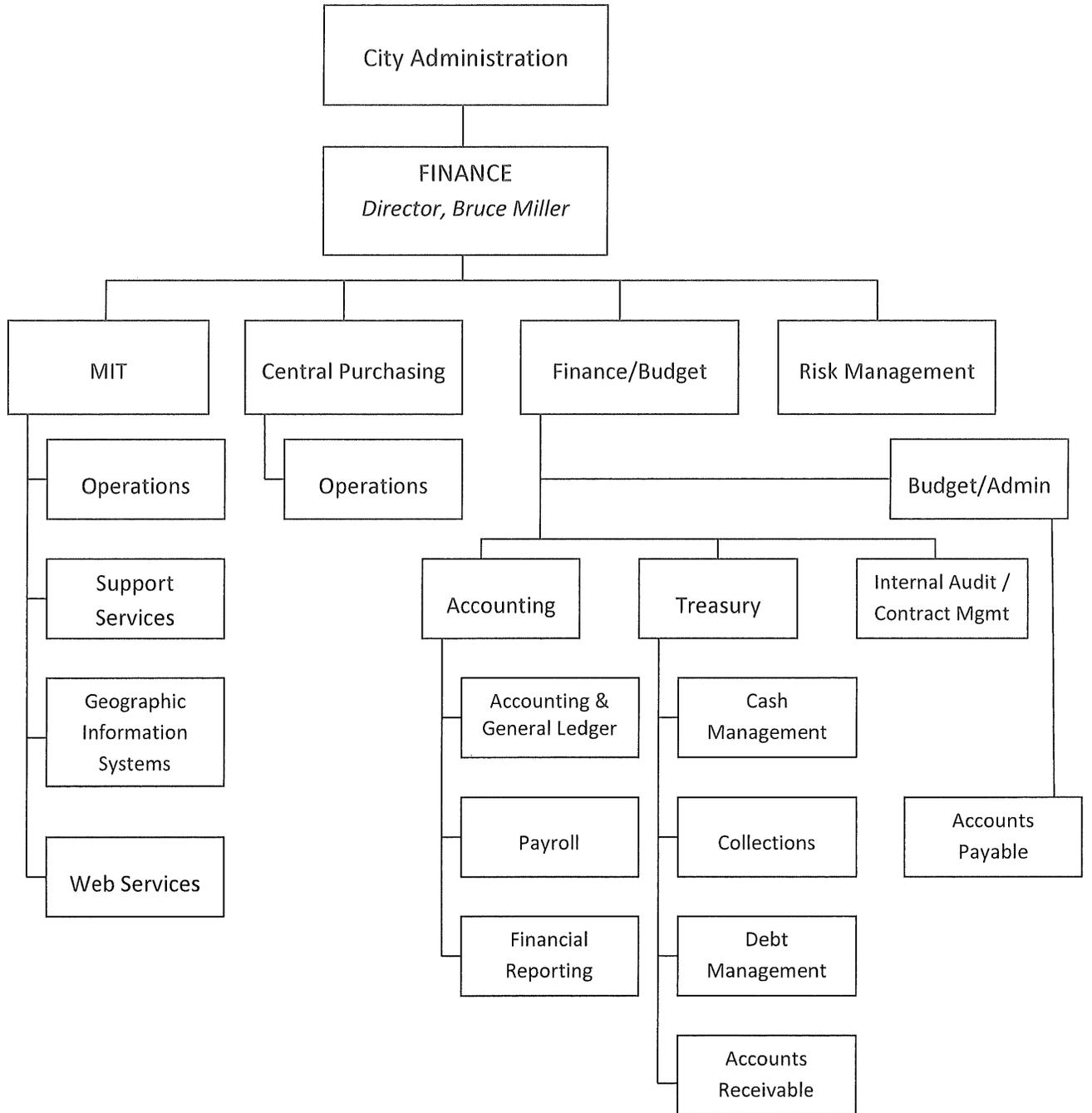
	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)							
Mandate Reference(s)							
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)							
Program Users							
Numbers Served							
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
Other information							

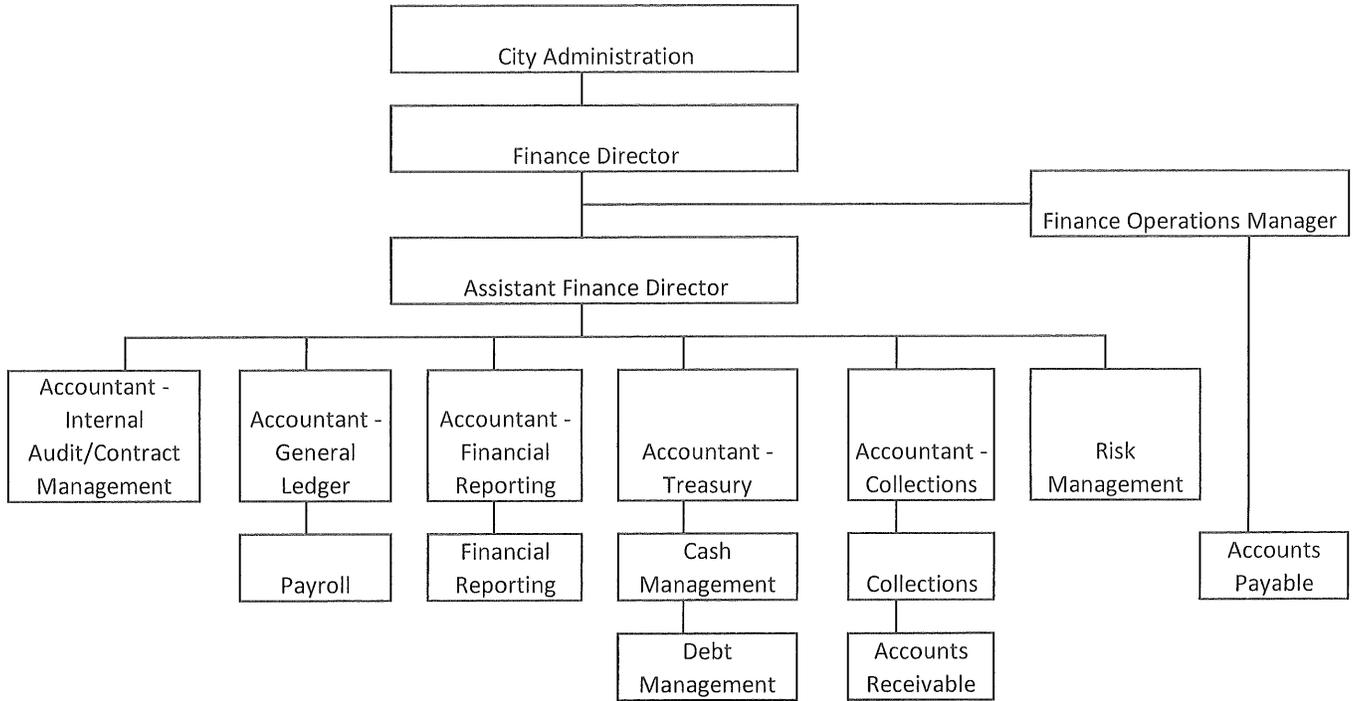
<b>BUDGETARY ANALYSIS</b>	
Program Cost	
Overhead	
Capital Overhead	
DPW Admin	
Total Cost	-
Less Grants	
<b>Total Net Cost</b>	<b>-</b>

<b>COST RECOVERY ANALYSIS</b>	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	
Overhead	
Capital Overhead	
DPW Admin	
Total Uses of Funds	-
<b>Net Cost Recovery</b>	<b>-</b>

<b>Unit Cost</b>	
------------------	--





## **Finance – The Office of Finance and Budget**

The Finance Department is responsible for the systems and procedures that assure the sound, timely and efficient functioning of the City's financial and technological activities. In addition, the department is responsible for the identification and assessment of various risks throughout the City and the development of strategies to minimize or eliminate those risks. To provide these services, the department is comprised of four Offices, which are; Management Information Systems, Procurement, Risk Management and Finance and Budget. In addition to overseeing the aforementioned activities, the department's director is a member of the City's Police and Fire Pension Board while the department also provides assistance to the City Council Finance Committee and the Financial Advisory Commission.

The Finance Department, under the Office of Finance and Budget, is charged with overseeing the City's financial operations which can be categorized by the following areas of operation: Accounting; Treasury; Collections; Internal Audit and Contract Management; Administration; Budget; and Risk Management.

### Accounting

The Accounting Division is responsible for the management of the General Ledger, Accounts Payable, Payroll, Grant Administration and Financial Reporting, which includes the completion of the Comprehensive Financial Report (CAFR). Fixed Assets, external Financial Reporting and GFOA submissions are also under the management of the Accounting Division.

### Treasury

The Treasury Division is responsible for Cash Management, Bond Issuance and Credit Agency Ratings, Police and Fire Pension, Debt Management and Debt Reporting.

### Collections

The Collections Division is responsible for Accounts Receivable, including Utility Billing, Capital Facility Assessments, Personal Property Tax, General Billing, Parking, Hotel/Motel Tax, School Impact Fees, Tax Liens and Tax Titles. They also provide Teller Operations, Property Transfers, Mail Service for the City and Back Offices Operations.

### Internal Audit and Contract Management

The Internal Audit and Contract Management Division is responsible for overseeing contracts and City Departmental activities to ensure that the City is in compliance with the terms outlined in the contracts and in compliance with the applicable departmental policies and procedures.

### Administration

The Administration Division is responsible for the management of the Finance Office, management of the City Community Grants, and provides assistance to the City Council Finance Committee and the Financial Advisory Commission.

### Budget

The Budget Division is responsible for the preparation of the Budget, Cashflows, the Monthly Manager's Report, Salary Projections, Budget Transfers and serving as the budget liaison for other departments.

### Risk Management

The Risk Management Division is responsible for the management of Worker's Compensation, General Liability, and mitigating City-wide risk through assessments and strategies.

**City Administration**

**Governance/  
Human Resources Director**

**Human Resources  
Partners**

**Compensation**

**Benefits, Wellness  
& Retirement**

**Employment and  
Staffing**

**Employee  
Relations, Training  
and Diversity**

HUMAN RESOURCES		FTE's	Ranking
Governance/Director's Office			
Program Description		1.05	1
<p>The Director of Human Resources develops and drives the overall long-term vision for the department, while ensuring effective departmental operations on a day-to-day basis; develops and manages the annual departmental budget; administers human resources programs, assigns projects and assists City departments in managing human resources matters; helps develop, maintain, and enforce applicable Charter, City Code, state and federal employment laws and policies; provides analyses and recommendations on innovative approaches to human resources management; analyzes and reports on newly-introduced legislation affecting human resources; leads labor negotiations and administers collective bargaining agreements for the City's four unions; manages escalated employee relations issues, including legal claims, and provides counsel to senior leaders on complex employment matters; is a liaison to the Civil Service Board, Public Safety Disability Retirement Board, Human Relations Commission and serves on the Police and Fire Retirement Plan Commission; presents all department recommendations and discipline appeal matters to the Civil Service Board; forwards discrimination complaints regarding public accommodation, employment, housing, recreation and education to the Human Relations Commission for advice, counseling, or mediation; presents appealed disability retirement denials to the Public Safety Disability Retirement Board; manages processes for procurement and invoices for the department; and directs the implementation of new modules to the Human Resources Information System (HRIS).</p>			# of Units Provided  1500
Performance Measures			
Track turnover rate for full-time positions City-wide and by department			
Track settlement costs and penalties related to personnel actions			
Track number of legal actions			

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	Y	Y	N	Y	Y	N	Y
Mandate Reference(s)	City Code and Charter, Federal Labor and Employment Law, State Labor, and Employment Laws, Personnel Rules and Regulations, Collective Bargaining Agreements						
Customer Type (Y/N)			<u>Internal</u>	<u>External</u>			
Program Users	All City employees, retirees, applicants, HR colleagues, oversight agency representatives						
Numbers Served							
Other Dept's Provide Service			<u>YES</u>	<u>NO</u>			
If YES, Who?	Law Office, MIT						
Lead Department			<u>YES</u>	<u>NO</u>			
If NO, Who?							
External Provider of Service			<u>YES</u>	<u>NO</u>			
If YES, Who?							
Outsource			<u>YES</u>	<u>NO</u>			
If YES, Who? If NO, Why?							
Cost Recovery			<u>YES</u>	<u>NO</u>			
If YES, How much?							
Other information							

BUDGETARY ANALYSIS	
Program Cost	
Overhead	
Capital Overhead	
DPW Admin	
Total Cost	-
Less Grants	
<b>Total Net Cost</b>	-
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	
Overhead	
Capital Overhead	
DPW Admin	
Total Uses of Funds	-
<b>Net Cost Recovery</b>	-
<b>Unit Cost</b>	

**TURNOVER RATE FOR CITY OF ANNAPOLIS, EFFECTIVE JULY 2015**

City - wide	3.4
Police	7.9
Fire	3.3

HUMAN RESOURCES		FTE's	Ranking
HR Partners		0.7	1
Program Description			# of Units Provided
<p>Operating as Human Resources Generalists, staffs members exhibit in-depth knowledge of HR disciplines such as employee relations, compensation, training and development and benefits administration. They provide coaching and guidance to both employees and managers to ensure the goals and objectives of each division/department are met. HR Partners thoroughly research, investigate and resolve employee concerns, helping to maintain a fair and equitable workplace. They ensure that managers and employees are working effectively while maintaining compliance with all federal, state and local laws as well as the City Code, the Personnel Rules and Regulations and Collective Bargaining Agreements.</p>			25,000
Performance Measures			
Track Total Number of grievances and appeals			
Track resolution time for grievances and appeals			
Survey customers for feedback			

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	y	y		y	y		
Mandate Reference(s)	City Code and Charter, Federal Labor and Employment Laws, State Labor and Employment Laws,						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			y	y			
Program Users	All City employees, retirees, applicants, HR colleagues						
Numbers Served	600 +						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				x			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			x				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				x			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
				x			No other service providers
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
				x			
Other information							

BUDGETARY ANALYSIS	
Program Cost	
Overhead	
Capital Overhead	
DPW Admin	
Total Cost	-
Less Grants	
<b>Total Net Cost</b>	-
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	
Overhead	
Capital Overhead	
DPW Admin	
Total Uses of Funds	-
<b>Net Cost Recovery</b>	-
<b>Unit Cost</b>	

HUMAN RESOURCES		FTE's	Ranking
Benefits, Wellness and Retirement		1.4	1
<p>Program Description</p> <p>researches and recommends changes to benefit plan designs; monitors and forecasts plan costs; maintains effective working relationships with benefit plan vendors; reviews and recommends changes to benefit contracts, agreements and summary plan descriptions; manages the annual open enrollment process; provides on-going support to benefit-eligible employees, dependents, retirees and beneficiaries; manages retirement process and provides benefit calculations and projections; maintains benefit enrollment, termination and changes in benefit system and HRIS; and manages administration of all City benefits, including medical, prescription drug, dental, vision, life and disability, Employee Assistance Program, legal benefits, medical and dependent care Flexible Spending Accounts, Health Savings Account, Retiree Medical Savings Account, two retirement plans, three deferred compensation plans, and Family and Medical Leave.</p>			# of Units Provided
<p>Performance Measures</p> <p>Track total employee and retiree benefits enrollment</p> <p>Track wellness program enrollment</p> <p>Track employee participation in PMRC membership</p>			6200

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	Y	Y	N	Y	Y	N	N
Mandate Reference(s)	City Code and Charter, Federal Labor and Employment Laws, State Labor and Employment Laws, Personnel Rules and Regs, Collective Bargaining Agreements						
Customer Type (Y/N)	Internal		External				
Program Users	All City employees and their dependents, retirees and their dependents, and HR colleagues						
Numbers Served	1650						
Other Dept's Provide Service If YES, Who?	YES		NO				
Lead Department If NO, Who?	YES		NO				
External Provider of Service If YES, Who?	YES		NO				
Outsource If YES, Who? If NO, Why?	YES		NO				
Cost Recovery If YES, How much?	YES		NO				
Other information							

BUDGETARY ANALYSIS	
Program Cost	
Overhead	
Capital Overhead	
DPW Admin	
Total Cost	-
Less Grants	
Total Net Cost	-

COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	
Overhead	
Capital Overhead	
DPW Admin	
Total Uses of Funds	-
Net Cost Recovery	-

Unit Cost	
-----------	--

Description	EES	RETIREES	MEMBERS	Total
Medical Plan	450	219	1630	1630
Dental Plan	459	197	1646	1646
Vision Plan	455	191	1630	646
Prescription Plan	0	118	121	118
Basic Life	497	0		497
Voluntary EE Life	246	0		246
Voluntary SP Life	96	0		96
Voluntary DEP Life	110	0		110
Long Term Disability	230	0		230
Dependent Care FSA	17	0		17
Health Care FSA	239	0		239
Health Savings Account	5	0		5
Legal Plan	96	0		96

**Plans Administered by Benefits Administrator (33 Total Plans)**

Description	# of Plans	Types of Plans	Vendor
Medical	5	Core, EPO, Plus, HDHP, Medicare Supplemental	CareFirst Administrators DentaQuest and CareFirst Administrators
Dental	2	Core, Plus	Vision Service Plan (VSP)
Vision	2	Core, Plus	CVS Caremark
Prescription Drug			Conifer/InforMed
Medical Management			Symetra
Basic Life and AD&D			Symetra
Voluntary EE Life			Symetra
Voluntary SP Life			Symetra
Voluntary DEP Life			Symetra
Short Term Disability			Symetra
Long Term Disability			Wells Fargo
Health Savings Account			Discovery Benefits
Health Care FSA			Discovery Benefits
Dependent Care FSA			Hyatt Legal
Legal Plan			Genesis Employee Benefits
VEBA/RMSA			ICMA-RC
401(a) Plan			ICMA-RC, Nationwide Retirement Solutions, Voya Financial
457(b) Plan	3		MD State Retirement Agency
State Pension Plan	536 EES	50 RET	State Street and Cheiron
Police & Fire Retirement Plan	220 EES	223 RET	LifeWork Strategies
Employee Assistance Program			Symetra
Family and Medical Leave			Viverae
Wellness Program			Discovery Benefits
COBRA & Retiree Billing			

Wellness Program -- Number of Active Participants = 82

PMRC Membership -- Number of Enrolled Employees = 240

HUMAN RESOURCES	FTE's	Ranking
Employment and Staffing		
Program Description	0.65	1
Develops, administers, and monitors employee selection processes for all positions in the City's Civil and Exempt Service, including the assessment of job specifications and minimum qualifications, the development and administration of applicant and promotion examinations, and forwarding qualified candidates to department directors and appointing authorities for consideration; manages the recruiting process, including medical exams, pre-employment drug testing, and orientation of new employees; and oversees maintenance of required records and reports and the development and use of the applicant tracking system.		# of Units Provided
		1600
Performance Measures		
Track applicants per position and overall		
Track diversity of applicants		
Track medical exams and pre-employment drug testing		

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	Y	Y	N	Y	Y	N	N
Mandate Reference(s)	City Code and Charter, Federal Labor and Employment Laws, State Labor and Employment Laws,						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			y	y			
Program Users	All City employees, HR colleagues						
Numbers Serviced	600+						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				x			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			x				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				x			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
				x	No other service providers		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
				x			
Other information							

BUDGETARY ANALYSIS	
Program Cost	
Overhead	
Capital Overhead	
DPW Admin	
Total Cost	-
Less Grants	
Total Net Cost	-
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	
Overhead	
Capital Overhead	
DPW Admin	
Total Uses of Funds	-
Net Cost Recovery	-

Unit Cost	
-----------	--

# COA APPLICANTS RACE AND GENDER BREAKDOWN

**Headcount by Race**

	<b>White</b>	<b>Black</b>	<b>Asian</b>	<b>Hispanic</b>	<b>Indian</b>	<b>Two</b>	<b>Other</b>	<b>Blank</b>	<b>Total</b>
<b>%</b>	48.04%	34.04%	2.03%	3.83%	0.16%	4.93%	0.63%	6.34%	
<b>#</b>	614	435	26	49	2	63	8	81	1278

**Headcount by Gender**

	<b>Females</b>		<b>Males</b>		<b>Blank</b>				<b>Total</b>
<b>%</b>	59.78%		32.63%		7.59%				100%
<b>#</b>	764		417		97				1278

Effective 12/15/2015

HUMAN RESOURCES		FTE's	Ranking
Employee Relations, Training and Diversity		0.55	1
Program Description Administers training and development programs for employees and managers, including training with broad application to all City employees (such as Workplace Harassment and Discrimination Awareness); promptly investigates and resolves employee complaints and concerns; manages Independent Medical Evaluations and fitness-for-duty medical exams; manages the mandated drug testing process and completes all government-required equal employment opportunity and diversity reporting.			# of Units Provided
Performance Measures Track total number of EEO, MCCR, Workplace Violence and Employee Relations Investigations/Cases Track total number of Employees receiving training from HR Track workforce diversity			1300

	<u>Federal</u>	<u>State</u>	<u>County</u>	<u>Charter</u>	<u>Code</u>	<u>Grant</u>	<u>Discretion</u>
Mandated? (Y/N)	Y	Y	N	Y	Y	N	N
Mandate Reference(s)	City Code and Charter, Federal Labor and Employment Laws, State Labor and Employment Laws,						
		<u>Internal</u>	<u>External</u>				
Customer Type (Y/N)		y	y				
Program Users	City employees						
Numbers Serviced	600+						
Other Dept's Provide Service If YES, Who?		<u>YES</u>	<u>NO</u>				x
Lead Department If NO, Who?		<u>YES</u>	<u>NO</u>				x
External Provider of Service If YES, Who?		<u>YES</u>	<u>NO</u>				x
Outsource If YES, Who? If NO, Why?		<u>YES</u>	<u>NO</u>				x
Cost Recovery If YES, How much?		<u>YES</u>	<u>NO</u>				x
Other information							

BUDGETARY ANALYSIS	
Program Cost	
Overhead	
Capital Overhead	
DPW Admin	
Total Cost	-
Less Grants	
<b>Total Net Cost</b>	-
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	
Overhead	
Capital Overhead	
DPW Admin	
Total Uses of Funds	-
<b>Net Cost Recovery</b>	-

<b>Unit Cost</b>	
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## CITY OF ANNAPOLIS RACE AND GENDER BREAKDOWN

### Headcount by Race

	White	Black	Asian	Hispanic	Indian	Other	Total
%	58.33%	35.48%	1.01%	4.04%	0.13%	1.01%	
#	462	281	8	32	1	8	792

### Headcount by Gender

	Females		Males				Total
%	34.60%		65.40%				100%
#	274		518				792

Does not include elected officials  
Effective 2/2/2015

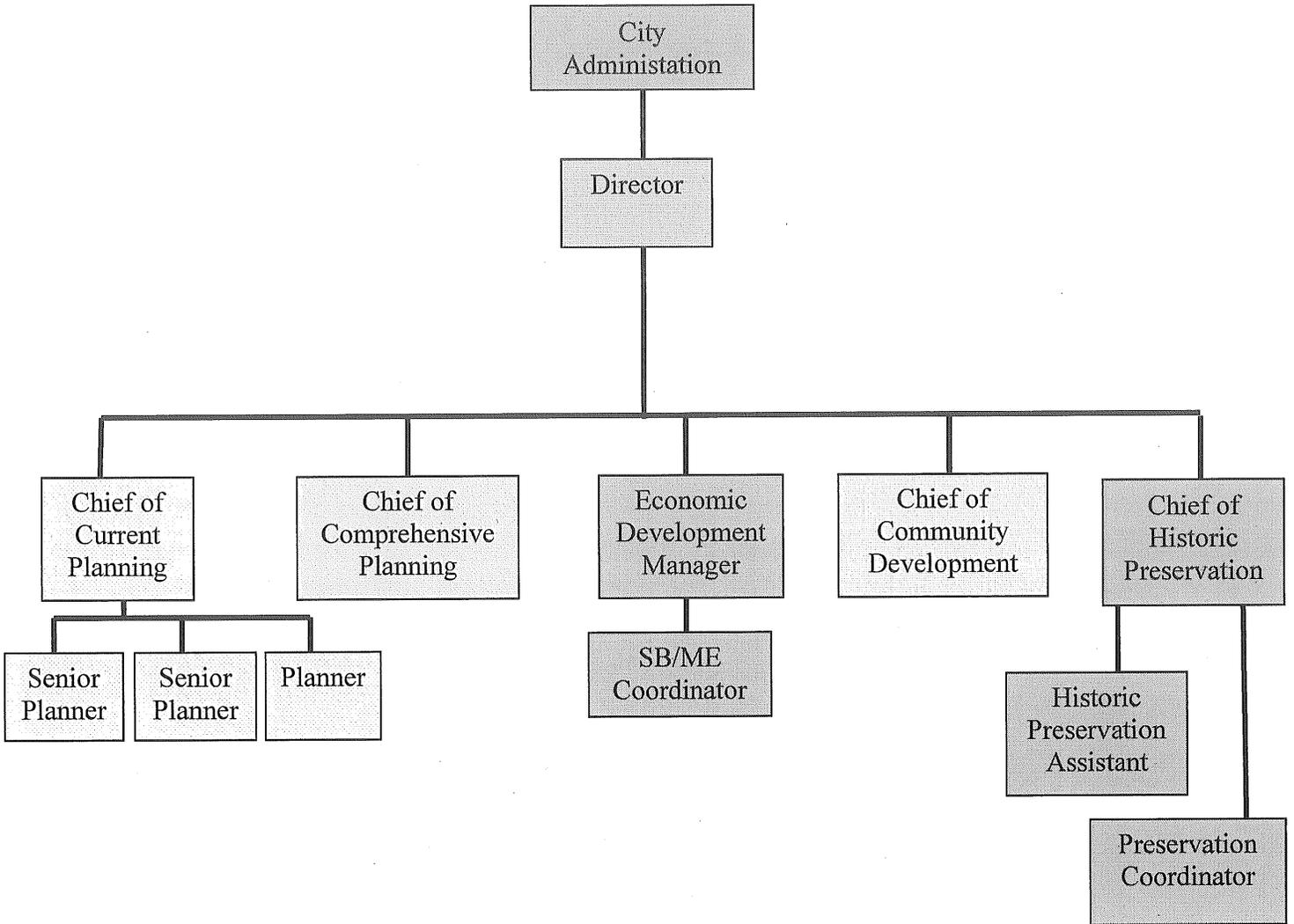
HUMAN RESOURCES		FTE's	Ranking
Compensation			
Program Description		1.65	1
Maintains the job classification system, performs job analyses, and maintains salary provisions mandated by the City Code, the Rules and Regulations of the Personnel System, and Collective Bargaining Agreements; develops and recommends changes in compensation policies and practices and performs analyses for reclassification and reallocation requests; manages design changes and implementation of additional HRIS modules; manages HR-related payroll functions in the HRIS, including processing all personnel transactions and creating reports; and participates in salary surveys to assess marketplace trends and conditions.		# of Units Provided	
		5900	
Performance Measures			
Track total number of transactions processed			
Compare benchmark positions to surveyed positions in similar jurisdictions			
Compare to best practices in similar jurisdictions			

	Federal	State	County	Charter	Code	Grant	Discretion
Mandated? (Y/N)	Y	Y	N	Y	Y	N	N
Mandate Reference(s)	City Code and Charter, Federal Labor and Employment Laws, State Labor and Employment Laws,						
			<u>Internal</u>	<u>External</u>			
Customer Type (Y/N)			y	y			
Program Users	All City employees, HR colleagues						
Numbers Serviced	600+						
Other Dept's Provide Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				x			
Lead Department If NO, Who?			<u>YES</u>	<u>NO</u>			
			x				
External Provider of Service If YES, Who?			<u>YES</u>	<u>NO</u>			
				x			
Outsource If YES, Who? If NO, Why?			<u>YES</u>	<u>NO</u>			
				x	No other service providers		
Cost Recovery If YES, How much?			<u>YES</u>	<u>NO</u>			
				x			
Other information							

BUDGETARY ANALYSIS	
Program Cost	
Overhead	
Capital Overhead	
DPW Admin	
Total Cost	-
Less Grants	
<b>Total Net Cost</b>	<b>-</b>
COST RECOVERY ANALYSIS	
<b>Sources of Funds</b>	
Program Fees	
Grants	
Total Sources	-
<b>Uses of Funds</b>	
Operational Expenses	
Overhead	
Capital Overhead	
DPW Admin	
Total Uses of Funds	-
<b>Net Cost Recovery</b>	<b>-</b>

Unit Cost	
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# Organization Chart (Schedule D)





Grant Title Chesapeake Bay Critical Area Grant

Grant Award (\$) 6,000.00

Originating Department(s): Planning and Zoning

Dept Contact (Name/Phone): Pete Gutwald/Cynthia Gudenius

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
In Kind			6,000.00		6,000.00	Staff Salary
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>6,000.00</b>	<b>0.00</b>	<b>6,000.00</b>	

TOTAL EXPENDITURES\*: 6,000.00

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

  
Department Director Signature/Date

Department

Match is required. Match will be met in the form of <sup>(1)</sup> In-kind, staff salary

I attest that this asset has been approved/appropriated in <sup>(2)</sup> FY17 Salary

  
Department Director Signature/Date

Planning and Zoning  
Department

COMMENTS:

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.  
(2) Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.

## Grant Budget (*Schedule C*)

### *Ongoing Operating Grants*

The grant revenue is only reflected in the grant fund. Therefore, if a department receives a grant on a regular basis, submit a separate grant budget. See below:

- Expected revenue amount : \$6,000
- Program: Current Planning
- Staff: Cynthia Gudenius—salary is used as match

See following page for Grant Budget Form

**Title:** Economic Development Manager

**Description of Duties/Responsibilities (Job Description):**

The Economic Development Manager is responsible for the efficient implementation and management of a comprehensive economic development program. The position manages and supervises the work of employees/contractors in the division in developing and implementing program activities; coordinates the activities of the division by building effective working relationships with other division(s), City departments, Anne Arundel County, Anne Arundel Economic Development Corporation, Convention and Visitors Bureau, Chamber of Commerce and other partners.

Duties include:

- Manages the Economic Development Division in the Department of Planning and Zoning
- Helps retain existing businesses and assists both in navigating permitting, licensing and regulatory processes
- Develops and implements a City-wide economic development plan and resulting marketing/economic plans for business recruitment, retention and development
- Actively and strategically markets Annapolis based upon its identified strengths and works to mitigate challenges
- Supports the growth of the traditional business centers and the maritime industry
- Assists existing and new companies by identifying financing tools available in County, State and Federal programs
- Partners with the Anne Arundel Economic Development Corporation to market the City and to recruit and retain businesses
- Builds effective coalitions with business associations for the promotion and support of new and existing businesses
- Supports tourism as a function of economic development and works closely with the Convention and Visitors Bureau and other key partners.

**Justification for Continuing the Position:**

This position is essential in order to continue to implement the comprehensive economic development program.

Currently, there is no available staff in Planning and Zoning that has the time, knowledge or skill sets in economic development to provide this service.

How many years has the contracted position existed? 1

## Contractual Employee Justification (*Schedule J*)

**Title:** Preservation Coordinator (formerly Main Street Coordinator)

**Description of Duties/Responsibilities (Job Description):**

The Preservation Coordinator, housed in the Department of Planning and Zoning, reports to the Chief of Historic Preservation and is primarily responsible for technical assistance, education and outreach to business and property owners and community leaders within the Annapolis Historic District and the Main Street program district. This includes downtown and the neighborhood business districts of West Annapolis, Eastport, Maryland Ave/State Circle, and Inner West St. Selected duties include:

- Providing technical assistance to property owners regarding property alterations
- Assisting with staff reports and presentations to the Historic Preservation Commission and the Annapolis Heritage Commission
- Maintaining the Main Street information database and distribution lists
- Production of educational and promotional materials
- Coordination of educational and promotional events.
- Maintaining Main Street calendar and assisting Committees with agenda development and distribution
- Assisting in data collection and reporting for Main Street program chart of rehabs, jobs, new businesses, investment, tax revenue, etc.
- Assist in grant and fund development research
- Support for educational / promotional activities
- Support on special projects of the Historic Preservation Division (HPD).

**Justification for Continuing the Position:**

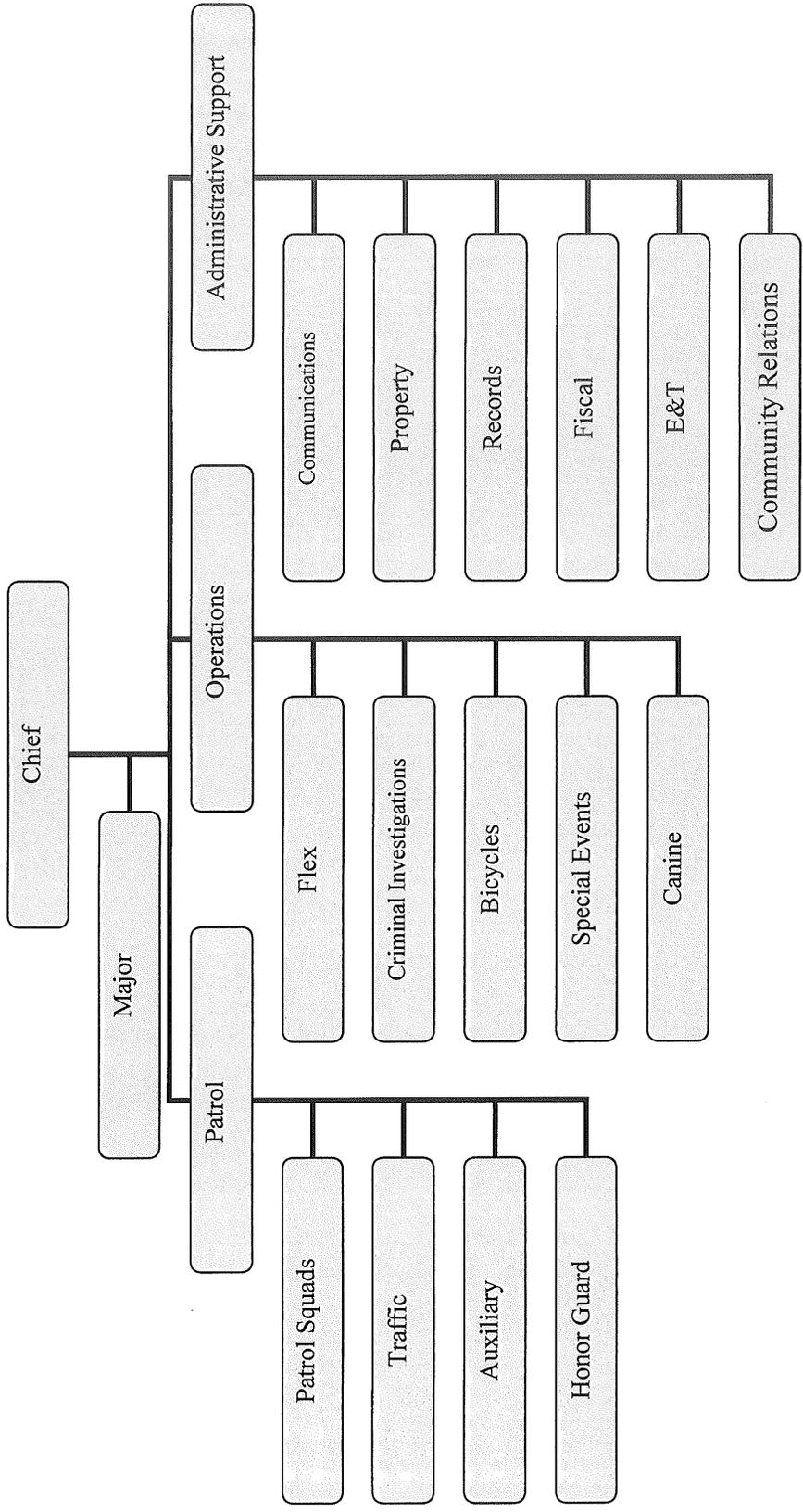
In order to maintain certification from the State of Maryland as a Main Street community, the City of Annapolis is required to have a full-time staff person manage the program and maintain a Board who is responsible for moving forward the Main Street mission and program priorities.

The Chief of Historic Preservation has assumed responsibility for managing the Main Street program, but the workload associated with an increasingly successful and active Historic Preservation and Main Street program, along with her primary duties as professional staff to both the Historic Preservation Commission and the Heritage Commission, requires additional contract staff support to maintain quality programming for Main Street.

Currently, there is no available staff in Planning and Zoning that has the time, knowledge or skill sets in Main Street and historic preservation to provide technical review of projects in the historic district and effectively promote and maintain the established Main Street 5-point program, as required by Main Street Maryland.

We need professionally qualified contract assistance to support the technical review responsibilities for the Historic Preservation Division in order to maintain the required FTEs for the MainStreet Program and support major initiatives (i.e. Cultural Landscape Survey, Hazard Mitigation Planning, Ordinance redraft) of the HPD.

How many years has the contracted position existed? 4 (as Main Street Coordinator)



Annapolis Police Department Staffing Chart- Breakdown by position									
Annapolis Police Department									
Chief (Exempt)									
Major (Exempt)									
CJ Coordinator 1-F/T Contractual									
CSAFE Coordinator 1-F/T Contractual									
MCAC Intel Analyst 1-F/T Contractual									
Executive Assistant Civil Service									
Chaplin Vounteer									
IT Project Manager 1-P/T Contractual									
CSAFE Coordinator 1-F/T Contractual									
CJ Coordinator 1-F/T Contractual									
Patrol Division 1- Captain (Exempt)									
Night Squad 25- Sworn									
Squad A 12-Sworn									
Squad D 11-Sworn									
Traffic 2-Sworn									
Crossing Guards 1-P/T Contractual									
Auxiliary Officer 12-P/T Sesonal									
2-Volunteers									
50-Sworn									
1- PT Contractual									
12- Seasonal/ PT									
Day Squad 22- Sworn									
Squad C 11-Sworn									
1-LT - Sworn									
1-LT Sworn									
Squad B 13- Sworn									
Flex A 9-Sworn									
Flex B 10-Sworn									
NET 6 Sworn									
26- Total Sworn									
Operations Division 1- Captain (Exempt)									
1-LT Sworn									
CID 9-Sworn									
Cold Case Investigator 1-F/T Contractual									
Special Investigator 1-F/T Contractual-Vacant									
Crime Analyst 1-F/T Contractual									
INTEL 2-sworn									
DEU 5 -Sworn									
Crime Lab 2- Civil Service									
Special Events Coordinator									
1-F/T Contractual									
17-Sworn									
2-Civil Service									
4- F/T Contractual									
Administrative Support 1- Captain (Exempt)									
1-LT Sworn									
Community Affairs 2- Sworn									
PIO 1-Sworn									
Alert Coordinator 1- P/T Contractual									
Hispanic Liaison 1- Civil Service									
Education & Training 1- Sworn									
Medical/Admin 1- Sworn									
Recruiting/Hiring 1- Sworn									
Evidence-Property Building/Maint/Fleet									
Staff Inspections-CALEA 1 Sworn									
Info Systems MIT- Contracted									
CCTV Monitor Vacant									
3-Sworn									
16-Civil Service									
MIT Contracted									
1-F/T Contractual									
1-Vacant CCTV									

Annapolis Police Department Staffing Chart- Breakdown by position

	Sworn	Full Civilian	Cont. Full	Cont. Part	Temporary	Exempt	Total
Current	105	23	8	3	11	5	155
Vacant	4	3	1	1	1	0	10
Total Allocated	109	26	9	4	12	5	165
Vacancies	Status	Position			Rank	Allocated	Actual
4	Sworn	Officers			Captain	3	3 (Full)
1	Full Civilian	Records Specialist			Lieutenant	5	5 (Full)
2	Full Civilian	Police Dispatcher			Sergeant	13	12 (-1)
1	Cont. Full	Major Crimes Invest			Corporal	14	13 (-1)
1	Cont Part	CCTV Monitor			Off 1st Class	51	51 (Full)
1	Temporary	Crossing Guard			Officer	26	24 (-2)
				+2- Chief/Maj		114	110

Updated Dec15

\*\*\*\* The above staffing umbers and vacancies are reflective of the FY16 Budget and position availability.

\*\* Positions eliminated in FY15 budget process: 1- CALEA Manager (contractual), 1- Administrative Enforcement Position (Civil Service), 1- Police record Specialist (Civil Service), 1- Office Associate III (Civil Service)

\*\* Positions Frozen/not funded: 5- Police Officer Positions, 1- Lieutenant Position



Grant Title UASI- Law Enforcement

Grant Award (\$) 108,000.00

Originating Department(s): Police

Dept Contact (Name/Phone): Capt. Amoia

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment		108,000.00			108,000.00	3yr grant
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>108,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>108,000.00</b>	

TOTAL EXPENDITURES\*: 108,000.00

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

108  
50  
3  
161

Match is required. Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

**COMMENTS:**

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY\_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title UASI- Closed Circuit TV Funding

Grant Award (\$) 30,000.00

Originating Department(s): Police

Dept Contact (Name/Phone): Capt. Amoia

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services		30,000.00			30,000.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30,000.00</b>	

TOTAL EXPENDITURES\*: 30,000.00

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.



\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

Match is required. Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

**COMMENTS:**

Please Note: This is an approximate amount. Allocations for FY17 have yet to be released.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY\_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



GRANT BUDGET FORM

Grant Title UASI- Mobile Command

Grant Award (\$) 16,000.00

Originating Department(s): Police

Dept Contact (Name/Phone): Capt. Amoia

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment		16,000.00			16,000.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>16,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,000.00</b>	

TOTAL EXPENDITURES\*: 16,000.00

\* May be different from Grant Award \$ if there is a match requirement.

*Handwritten:*  
30,000  
+ 16,000  
46,000

Match is not required.

Department Director Signature/Date

Department

Match is required. Match will be met in the form of <sup>(1)</sup>

I attest that this asset has been approved/appropriated in <sup>(2)</sup>

Department Director Signature/Date

Department

**COMMENTS:**

Please Note: This is an approximate amount. Allocations for FY17 have yet to be released.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY\_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title OEM Stipen- MCAC/ SHSG

Grant Award (\$) 50,000.00

Originating Department(s): Police

Dept Contact (Name/Phone): Capt. Amoia

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment		50,000.00			50,000.00	See Below
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	

TOTAL EXPENDITURES\*: **50,000.00**

\* May be different from Grant Award \$ if there is a match requirement.

**Match is not required.**

Department Director Signature/Date

Department

**Match is required.** Match will be met in the form of <sup>(1)</sup>

I attest that this asset has been approved/appropriated in <sup>(2)</sup>

Department Director Signature/Date

Department

**COMMENTS:**

General Stipen- Monies provided in lieu of having person assigned to MCAC

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title ALERT- Auto Larceny Education Reduces Thefts Coordinator

Grant Award (\$) 20500 FY17

Originating Department(s): Police

Dept Contact (Name/Phone): Capt. Amoia x.721

Expenditure Account	Revenue Source				Total per Expend. Type
	Federal	State	Local (Matching)	Other	
Salaries		19,114.00			19,114.00
Benefits		1,386.00			1,386.00
Overtime					0.00
Supplies					0.00
Telephone					0.00
Electricity					0.00
Fuel and Oil					0.00
Training & Education					0.00
R & M - Equipment					0.00
Special Programs					0.00
Contract Services					0.00
Capital Outlay					0.00
other (fill-in)					0.00
other (fill-in)					0.00
other (fill-in)					0.00
other (fill-in)					0.00
other (fill-in)					0.00
other (fill-in)					0.00
<b>Total</b>	<b>0.00</b>	<b>20,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,500.00</b>

TOTAL EXPENDITURES\*: 20,500.00

\* May be different from Grant Award \$ if there is a match requirement.

       Match is not required.

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

       Match is required. Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

**COMMENTS:**

Please Note: This is an approximate amount. Allocations for FY17 have yet to be

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution

(2) Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title Byrne Justice Assistance Grant

Grant Award (\$) 16000 FY17

Originating Department(s): Police

Dept Contact (Name/Phone): Beth Hart x7979

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime	12,500.00				12,500.00	Law Enforcement Overtime
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>12,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,500.00</b>	

TOTAL EXPENDITURES\*: 12,500.00 ✓

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

Department Director Signature/Date

Department

Match is required. Match will be met in the form of <sup>(1)</sup>

I attest that this asset has been approved/appropriated in <sup>(2)</sup>

Department Director Signature/Date

Department

**COMMENTS:**

Please Note: This is an approximate amount. Allocations for FY17 have yet to be released.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY\_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title FY17 Anne Arundel County 911 Funds

Grant Award (\$) 300,000.00 Originating Department(s): Police

Dept Contact (Name/Phone): Capt. Amoia

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries		300,000.00			300,000.00	% Dispatcher Salaries
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>300,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300,000.00</b>	

TOTAL EXPENDITURES\*: 300,000.00

\* May be different from Grant Award \$ if there is a match requirement.

**Match is not required.**

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

**Match is required.** Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

**COMMENTS:**

Please Note: This is an approximate amount. Allocations for FY17 have yet to be released.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title Overtime Patrols for School Bus Safety

Grant Award (\$) 11500 FY17

Originating Department(s): Police

Dept Contact (Name/Phone): Beth Hart x7979

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime		11,500.00			11,500.00	Overtime for Directed Patrols
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>11,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,500.00</b>	

TOTAL EXPENDITURES\*: 11,500.00

\* May be different from Grant Award \$ if there is a match requirement.

           Match is not required.

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

           Match is required. Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

**COMMENTS:**

           This is overtime for state mandated initiatives. There is no discretionary spending.

           This is an estimated amount. Allocations have not been released for FY17. The amount is level funding from the previous year.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.  
(2) Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title FY17 State Aide Police Protection

Grant Award (\$) 700,000.00

Originating Department(s): Police

Dept Contact (Name/Phone): Beth Hart x.7979

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries		700,000.00			700,000.00	Police Salaries
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>700,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>700,000.00</b>	

TOTAL EXPENDITURES\*: 700,000.00

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

Match is required. Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

**COMMENTS:**

Please Note: This is an approximate amount. Allocations for FY17 have yet to be released. This represents a reduction from the previous year.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title Maryland Safe Streets

Grant Award (\$) 140000 FY17

Originating Department(s): Police

Dept Contact (Name/Phone): Beth Hart x7979

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries	0.00	127,000.00	0.00	0.00	127,000.00	CJ Coordinator, Crime Analyst ✓
Benefits	0.00		0.00	0.00	0.00	
Overtime	0.00	13,000.00	0.00	0.00	13,000.00	Law Enforcement Overtime ✓
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services	0.00		0.00	0.00	0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>140,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>140,000.00</b>	

TOTAL EXPENDITURES\*: 140,000.00

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

\_\_\_\_\_  
Match is required. Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

**COMMENTS:** Please Note: This is an approximate amount. Allocations for FY17 have yet to be released. This represents a 20% reduction from the previous year.

<sup>(1)</sup> Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

<sup>(2)</sup> Examples: FY\_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title Law Enforcement Grant for Highway Safety Operations

Grant Award (\$) 50,000.00 Originating Department(s): Police

Dept Contact (Name/Phone): Beth Hart x7979

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime		47,000.00			47,000.00	Directed Overtime Patrols ✓
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment		3,000.00			3,000.00	Equipment
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	

TOTAL EXPENDITURES\*: **50,000.00**

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

Match is required. Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

**COMMENTS:**

Please note: This is an approximate amount. FY17 funding has yet to be allocated.

<sup>(1)</sup> Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

<sup>(2)</sup> Examples: FY\_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.

During the FY 2017 budget process, all city departments were asked to divide their department into identifiable programs. These programs would identify sections and departments needs. With these programs identified below, we are to provide quantifiable measures by which performance can be considered. With this consideration in mind, please provide quantifiable numbers or explanation to the below listed performance measures. If there are corrections or changes in these suggested performance measures which you wish to make, please identify the changed measure with a new measure, and provide a quantifiable explanation. Please elaborate in your explanations.

#### Patrol-

- 1) Number of responses to emergency and non-emergency calls for service
- 2) Number of self initiated activities
- 3) Number of presence patrols and visibility checks

#### Investigations

- 1) Number of reported crimes investigated
- 2) Number of other complaints investigated
- 3) Number of closures and arrests

#### Intelligence

- 1) Number of complaints investigated
- 2) Number of fugitive apprehensions made
- 3) Number of cases assisted with

#### DEU

- 1) Number of drug complaints investigated
- 2) Number of Search Warrants obtained
- 3) Amount of money and drugs seized

#### Crime Lab

- 1) Number of crime scenes processed
- 2) Number of pieces of evidence processed and logged
- 3) Number of evidence items sourced out for analysis (DNA, GSR, etc.) or compared here

#### Special Operations

- 1) Responses to emergency and non-emergency calls for service
- 2) Number of Special Events worked
- 3) Number specialized deployments or operations

#### Community Relations

- 1) Personnel and time dedicated to community and youth outreach
- 2) Personnel and time dedicated to community meetings
- 3) Number of business and residential security assessments

#### Maintenance

- 1) Number of vehicles Maintained
- 2) Number of service calls made for repair to facility
- 3) Number of employees and citizens utilizing the facility

#### Communications

- 1) Number of calls (emergency/non-emergency) to dispatch
- 2) Amount of Talk-time interaction with staff and public
- 3) Amount of time from receipt of call to being dispatched

#### Support Services

- 1) Number of records kept and (UCR) crimes reported accounted for
- 2) Number of training and career development opportunities provided
- 3) Number of applicants investigated and processed for hire.

## Performance Measures: Instructions and Programs

During the FY 2017 budget process, all city departments were asked to divide their department into identifiable programs. These programs would identify sections and departments needs. With these programs identified below, we are to provide quantifiable measures by which performance can be considered. With this consideration in mind, please provide quantifiable numbers or explanation to the below listed performance measures. If there are corrections or changes in these suggested performance measures which you wish to make, please identify the changed measure with a new measure, and provide a quantifiable explanation. Please elaborate in your explanations.

### Patrol-

- 1) Number of responses to emergency and non-emergency calls for service
- 2) Number of self initiated activities
- 3) Number of presence patrols and visibility checks

### Investigations (See attached Appendix 2)

- 1) Number of reported crimes investigated
- 2) Number of other complaints investigated
- 3) Number of closures and arrests

### Intelligence (See attached Appendix 3)

- 1) Number of complaints/crimes investigated
- 2) Number of fugitive apprehensions made
- 3) Number of cases assisted with

### DEU (See attached Appendix 4)

- 1) Number of drug complaints investigated
- 2) Number of Search Warrants obtained
- 3) Amount of money and drugs seized

### Crime Lab (See attached Appendix 5)

- 1) Number of crime scenes processed
- 2) Number of pieces of evidence processed and logged
- 3) Number of evidence items sourced out for analysis (DNA, GSR, etc.) or compared here

### Special Operations (See attached Appendix 6)

- 1) Responses to emergency and non-emergency calls for service
- 2) Number of Special Events worked
- 3) Number specialized deployments or operations

### Community Relations (See attached Appendix 7)

- 1) Personnel and time dedicated to community and youth outreach

- 2) Personnel and time dedicated to community meetings
- 3) Number of business and residential security assessments

Maintenance (See attached Appendix 8)

- 1) Number of vehicles Maintained
- 2) Number of service calls made for repair to facility
- 3) Number of employees and citizens utilizing the facility

Communications (See attached Appendix 9)

- 1) Number of calls (emergency/non-emergency) to dispatch
- 2) Amount of Talk-time interaction with staff and public
- 3) Amount of time from receipt of call to being dispatched

Support Services (See attached Appendix 10)

- 1) Number of records kept and (UCR) crimes reported accounted for
- 2) Number of training and career development opportunities provided
- 3) Number of applicants investigated and processed for hire.

## Patrol Program- Appendix 1

- 1) Number of responses to emergency and non-emergency calls for service
  - The Patrol program is the backbone program of the agencies public safety response for assistance. This programs is considered the first-line “in person” interaction with the public. This program responds to more than 33,843 calls for service annually, 100 +/- calls for service daily, to include emergency and non-emergency responses.
- 2) Number of self initiated activities
  - Members of the Patrol program conduct a variety self initiated activities to include, but not limited to, traffic stops, foot patrol efforts, street level drug enforcement, community events and meetings, field interviews, warrants services, and knock-and-talks. The Patrol programs conducted more than 15,562 self initiated activities in 2015.
- 3) Number of quality of life patrols and visibility checks
  - The Patrol program also conducts quality of life patrolling efforts and visibility checks. Visibility checks include routine foot patrols, holiday patrols, event patrols, business checks, and residence and neighborhood checks. Quality of life patrols are considered patrolling efforts in crime affected communities and business areas. Members of the Patrol program have attributed 37,098 checks to these patrols and checks.

## Investigations Program- Appendix 2

### 1) Number of reported crimes investigated

The Criminal Investigation Section is responsible for the investigation / review of all Part One Offenses occurring in the City of Annapolis. Utilizing 2014 statistics, 1,175 Part One Crimes were reported. Of those, every case was reviewed for informational purposes at a minimum. All “Persons Crimes” (Homicides, Robberies, and Aggravated Assaults) are investigated by detectives if not cleared by Patrol during their preliminary investigation. All Burglaries are investigated with the remaining Property Crimes (Thefts, Stolen Autos) being assigned to detectives pending availability and solvability.

In addition to the Part One Offenses listed above, the Criminal Investigation Section investigates Sexual Assaults, Missing Persons, Child Abuse Cases, and any other activity of a suspicious nature which doesn’t fit into a “Crime Category such as, Suicide, Sudden Death, Accidental Death, etc...

In 2014, 665 cases were assigned to seven detectives, inclusive of all categories listed above.

Assn Cases	Active Invest.	Closed Arrests	Closed Warrant	Closed Except.	Suspended	Unfounded	Closed Located	Closed NFA
665	99	60	48	30	278	122	16	12

**2) Number of other complaints investigated**

In 2015, the Criminal Investigation Section was also tasked with investigating and tracking ALL Domestic Violence related cases. These cases would include rapes, assaults, and burglaries, wherein the parties involved met domestic related criteria. The Detective would also contact victims to assist with transportation, questions, protective orders and/or coordination with outside resources.

For the first 11 months in 2015, the Domestic Violence Detective has tracked 141 Domestic Violence Incidents.

**3) Number of closures and arrests Part One Crimes**

Cleared by	Homicide	Robbery	Agg. Assault	Rape	Burglary	MV Theft	Theft
Percentage Solved	0%	62.66%	68.64%	100%	33.15%	30.43%	23.63%
National average	64.1%	29.4%	57.7%	40.6%	13.1%	14.2%	22.4%

**Intelligence Program- Appendix 3**

- 1) Number of complaints/crimes investigated
- 2) Number of fugitive apprehensions made
- 3) Number of cases assisted with
  - Provides vital information of ongoing threats community activities, involved in special investigations and information gathering to better prepare for enforcement and deployment efforts. Conducts all threat group investigations, gang investigations, crime related to aforementioned groups. Assist in certain internal investigations upon request of departments. Provides real time intelligence updates and threat awareness and preparedness. Assists in criminal investigations, fugitive tracking and apprehension, cellular tracking and all other intelligence gathering. Video retrievals, cell phone and Computer information retrieval. Assist in criminal and drug investigations. Assists in alcohol enforcement and compliance efforts for the City.
  - The Intelligence Section of the Police Department investigates and assists in the investigation of more than 800+ reported crimes, special investigations, threat group investigations, etc., annually. Further, the Intelligence Section is the main unit that conducts major fugitive apprehension, cellular tracking for all investigations, all investigative technical and video retrieval assistance.
  - In 2014 the Intelligence Unit made 91 arrests, served 98 warrants, conducted installation and maintenance on 121 cameras, provided 1359 video request, tracked 523 cellular services for investigations, downloaded information from 128 seized phones to obtain intelligence and evidence of criminal activities, authored approximately 3600 subpoenas to obtained information related to criminal activities, conducted more than 590 police department and citywide video infrastructure repairs to cameras and security systems, and investigated criminal activities that led to the prosecution of 3 federal cases, 2 Gang cases, allowed for the deportation process to be conducted on 23 suspected gang members for their roles in criminal activities occurring in the City of Annapolis.

- In 2015, the Intelligence Unit continued to function as a support and investigative function of the Police Department. Currently, the Intelligence Section made 84 arrests, served 78 warrants, provided 2138 video requests, have tracked 128 cellular services for investigations, downloaded more than 344 cellular phones to obtain intelligence and evidence of criminal activities, authored approximately 3824 subpoenas to obtain information related to criminal activities, conducted more than 546 police department and citywide video infrastructure repairs to cameras and security systems, provided all analytical support to case investigations and criminal activities, has provided more than 691 threat assessment and situational awareness lookouts to public safety entities and the community.

## Drug Enforcement Program Appendix- 4

- 1) **Number of drug complaints investigated**  
During the 2015 Calendar year the Drug Enforcement Unit opened 198 cases compared to 136 cases opened for the same time period the previous year.
- 2) **Number of Search Warrants obtained**  
The Drug Enforcement Unit obtained 78 Search Warrants in 2015, compared to 67 for the same time period the previous year.
- 3) **Amount of money and drugs seized**  
Regarding money and narcotics seizures for 2015, the DEU seized \$51,092 in U.S. Currency and 60 vehicles as a result of illegal activity. Narcotic seizures are as follows.

	Crack Weight	Cocaine Weight	Marihuana Weight	Heroin Weight	Prescription Weight	Ecstasy Weight	PCP Weight
<b>TOTAL</b>	<b>61.8</b>	<b>3.5</b>	<b>3554.1</b>	<b>251.7</b>	<b>128.5</b>	<b>0</b>	<b>20.5</b>

## Forensic Services Program- Appendix 5

- 1) Number of crime scenes processed
- 2) Number of pieces of evidence processed and logged
- 3) Number of evidence items sourced out for analysis (DNA, GSR, etc.) or compared here

Forensic Services Unit 2015 Annual Reporting	
<b>Crime Scenes processed</b>	<b>Total</b>
Crime Scenes processed by FSU	155
<b>Forensic Services Activity</b>	
Crime Scene Sketches/ Diagrams	12
Making CDs/prints (Annual Hours)	88 hrs
DIMS maintenance / Entries (Annual hours)	66 hrs
DIMS Entry	48209
Court testimony/ mettings (Annual hours)	45 hrs
Inked Idents, Record Idents, Print Hits	15
Latent Cards Submitted	187
MAFIS Cases	17
Print Comparisons	72
Print Idents	25
Evidence Items Processed	251
Firearms Processed	181
Photo requests	238
CD/Prints made for request	282

Outgoing Cases	150
Preparing outgoing cases (Annual Hours)	350 hrs
Follow-ups / Case Reviews	1705
Cases Transferred to Out to Lab:	
MSP Lab	108
AACO Lab	7
Bode Laboratories	2
RE Lee (GSR)	23
Cases picked up from Lab	
MSP Lab	42
AACO Lab	1
Bode Laboratories	2
RE Lee (GSR)	23

## Special Operations (See attached Appendix 6)

### 1) Responses to emergency and non-emergency calls for service

- Members of special operations section of the police department are comprised of primarily the Canine Unit, Bike Unit, NET Unit and the FLEX Unit. These units primarily conduct their patrolling efforts in crime affected communities and business areas within the City of Annapolis. Members of these units are assigned to conduct strategic and targeted enforcement to these affected areas, conduct targeted operations, assist with other specialized units and patrol operations, attend special events as directed, and provided security details as directed. Further, the Special Operations Section also encompasses the department's specialized tactical teams. These teams conduct high risk and precision based operations, where highly trained officers are utilized to carry out specific objectives. In calendar year 2015, members of the Special Operations Section responded to more than 8,655 regular calls for service, assisted other units and divisions with more than 5,434 other requests for assistance and calls for service, wrote more than 1,100 reports, attended 18 special events, and provided security for more than 14 City Council meetings.
- The NET the Special Operations Section was created to be entrenched within one specific high crime community. This allows for a greater relationship and partnership between the officers assigned to these specific communities and the people that live there. This allows for better personalized relations between the police and the communities we serve. Currently, the police department has three separate teams assigned to these specific communities. By having these officers assigned as a long term commitment to these communities, the officers assume their position within the community with a vested interest in mind.

### 2) Number of Special Events worked

- The Special Events Unit, of the Special Operations Section, is responsible for the preparations and deployment of police personnel for all special events that occur in the City of Annapolis, and affect the City and its citizens. *(These include but are not limited to; sporting events, races, marathons, parades, fireworks displays, boat shows, other shows and all other events that police and fire services are requested or needed for public safety)* These events are important to the citizens of Annapolis, the tourists and visitors that come to enjoy these events. In calendar year 2014 the Special Events Unit assisted in the facilitation of over 150 approved special events and 47 events that required public safety

assistance and services. In 2015 the police department has assisted in facilitation of more than 155 approved events and 49 events that required public safety assistance and services.

4) **Number specialized deployments or operations**

- Members of the Special Operations Section conducted 179 specific targeted operations, targeting specific criminal activities in crime affected areas.
- The Special Operations tactical team (SWAT) conducted more than 15 specialized operations, executed 21 state and federal search and seizure warrants, and responded to 9 high risk situational operations.

## **Community Services Program- Appendix 7**

In 2014 the Community Services Unit made over 288 school visits, sent out 289 letters in our theft from vehicle prevention initiatives, provided over 1,000 hours of translation assistance to Spanish speaking residents, and conducted over 200 offender checks with the Department of Juvenile Services and Parole and Probation. The unit went down in staffing by one person at the end of 2014 and did not gain a replacement in 2015.

Currently, the Community Services Unit consists of three officers and two civilian employees. In 2015, the Community Services Unit attended over 119 community and youth outreach events. At these events employees provided crime information to groups, conducted educational presentations, and/or handed out flyers, pamphlets, and other giveaways with the department's information. These events do not include our routine visits to the public and private schools located within the city, as well as the public high school located outside the city. Community Services also runs a youth Police Explorer program that meets weekly and a juvenile offender intervention program called JOINS (Juvenile Offenders In Need of Supervision). These activities take up the bulk of Community Services time. Officers from Patrol, Flex and NET also attended community meetings and youth outreach events with or without members from the Community Services Unit. The Community Services Unit also provides commercial and residential security surveys. We advertise this service and also send letters to each business and home that is a victim of a burglary to offer the service to them. In 2015, nine business and residential security assessments were conducted.

A summary of the Annapolis Police Department Community Relations Programs:

**Coffee with a Cop** - On March 16, 2015, the Annapolis Police Department kicked off the Coffee with a Cop program which offers the community an opportunity to meet local officers and discuss community issues and build relationships. These events are held every other month at various locations throughout the City. During December 2015, we launched CoCo with the PoPo and gave out free cups of hot cocoa during Midnight Madness and Eleventh Hour.

**Community Conversations** - To further enrich our community outreach, the Annapolis Police Department has held two Community Conversations since September 2014. The Conversations bring members of the community, elected and religious leaders, and the police together to discuss local and national concerns about police interactions with the community.

**Community Engagement Forum** - On November 7, 2015, in partnership with the Department of Justice, Community Relations Section, and the City of Annapolis's Human Relations Commission, the Annapolis Police Department convened a group of 60 members to discuss how together we can improve police-community relations.

**National Night Out** - Working with our criminal justice partners and community members, the Annapolis Police Department organizes the annual *National Night Out* event. The event is held the first Tuesday of every August and promotes neighborhood safety and helps foster positive police-community relationships. In 2014, National Night Out was held in the Parole area of Annapolis and in 2015 the event was celebrated in the Clay Street area. More than 150 people were in attendance for these events.

**Prescription Drug Drop Box**- In September 2015, the Annapolis Police Department placed a permanent prescription drop off box in the lobby. The public can discard expired, unwanted, and unused prescriptions and over-the-counter drugs.

**PEDAL-Photograph, Engrave, Document and Lock--Watch Your Bike Program** - The program, initiated by the Annapolis Police Department, allows residents to register bicycle's serial number, manufacturer and color in a database. The program ensures the information is quickly accessible if the bicycle is stolen and increases the chance of it being returned to the owner.

**Transaction Safe Place** - To ensure our citizens are safe, the Annapolis Police Department welcomes the public to the Department to close their online transactions in a safe environment. Transaction Safe Place offers our department's parking lot and lobby to the public as a place to meet and handle transactions.

**Explorer Post 199** - Law enforcement exploring is a career orientation and experience program for young people considering a career in law enforcement. Over the past several years, Post 199 has grown from two members, to currently having 17 diverse members, including 7 female explorers. The Explorers Post has participated in more than 2,000 volunteer hours in the community this past year.

**Emergency Action Planning-Houses of Worship** - In collaboration with Anne Arundel and Annapolis Police Departments, Fire Departments, and Office of Emergency Management and Emergency, an Action Planning Workshop for the leadership of Houses of Worship" was held in October 2015. The purpose of the workshop is to assist Houses of Worship develop Emergency Action Plans or enhance their existing plans.

**Social Media** - The Annapolis Police Department maintains an informative and robust social media program with more than 20,000 followers on Twitter and Facebook. A daily police report and media releases are sent out by email and posted to the police department website and Facebook and Twitter accounts. A total of 287 of these releases were made so far in 2015. Also, information about upcoming events in Annapolis that may affect traffic and crime prevention information is also shared on these sites. The Police Department Facebook page grew from 6,306 like in January to 10,798 in December.

**APD YouTube Channel** - In our continuous effort to keep citizens informed, the Annapolis Police Department maintains a YouTube Channel. The information is timely and easily accessed. The videos topics range from Surviving an Active Shooter Event to local community meetings.

**Honor Guard** - The Annapolis Police Department is proud to have an active Honor Guard program. The Honor Guard participated in more than 50 events over the past two years, including the Fourth of July parades, National Police Week and Veterans Day events.

**Summer Camp Programs** - Since 2001, the Annapolis Police Department has held a Fish Camp every summer providing mentoring and leadership development to more than 500 youth from the City of Annapolis.

Officers also implemented a “pop-up” camp throughout the City. Officers visit a playground/park in a community to engage the children in crafts or a kickball game. This is an informal camp that is innovative and cost effective and promotes police-community relations.

The first Youth Police Academy was held in June 2015 with more than 15 youth in attendance. The Academy promotes good citizenship and educational opportunities in law enforcement operations.

**Special Olympics Fundraising** - The Annapolis Police Department raised approximately \$61,200.00 in 2014 and 2015 by sponsoring and participating in the following Special Olympic events: One Mile Run; Tip A Cop – Red Robin; Cops on Rooftops; Naptown Trot; Polar Bear Plunge; Unified Relay Across America and Medal Presentation at the Summer and Winter Games.

**Mobile Application-Annapolis PD** - In October of 2015, the Annapolis Police Department launched a free mobile application for smartphones that allows the user to receive real-time alerts and immediate access to the latest police department news, crime maps and social media accounts. It is available for both iPhones and Androids. More than 1109 have downloaded the Application.

In 2015 the Annapolis Police Department plans to launch the Annapolis Police Kids Club. This club will consist of monthly meetings with educational presentations such as anti-bullying and ethics, outings to events like Navy Basketball, Bayhawks lacrosse, and summer camp opportunities. Each group will consist of approximately 15 youth.

## **Maintenance Program- Appendix 8**

- 1) Number of vehicles Maintained
- 2) Number of service calls made for repair to facility
- 3) Number of employees and citizens utilizing the facility

The maintenance programs of the Police Department work in conjunction with other entities of city services and contractors.

\* The Police Department is responsible for the care, maintenance and oversight of more than 84 vehicles and mobile operations equipment. In addition to these city owned vehicles, the department is charged with oversight of 15 additional covert vehicles, utilized for operation needs. Maintenance for departmental vehicles is conducted primarily by our assigned mechanic from DPW- Fleet Maintenance Section.

\* This program is also charged with the care, maintenance and oversight of our facilities. We work in conjunction with Central Building Service to ensure proper operations and efficiency is maintained. There are more than 200 calls for repair to the facility are made annually. Repairs are done by DPW Building Services and outside contractors. The Police Department also facilitates the operations of the Office of Emergency Management for the City of Annapolis.

\* The Police Department facility is primarily open during business hours, although operations are run 24 hours a day, 7 days a week. The facility is not only utilized by its staff of more than 160 employees, but by citizens coming in for assistance. Further, the department is also frequently utilized as a venue for various training sessions and community events.

## Communications Program Appendix- 9

### 1) Number of calls (emergency/non-emergency) to dispatch

Included are total calls for service for dispatch for 2013 through 2015. I've extrapolated out for the last two weeks in December. As noted, there has been a steady decline in call for service compared to 2009, where the high was 42,488.

2015- 33,843            2014- 36,252            2013- 35,983

### 2) Amount of Talk-time interaction with staff and public

This is taken from the total talk-minutes on all phone positions/lines in the call center. (2015 estimated for last two weeks)

2015- 92,118            2014- 87,543            2013- 87,097

### 3) Amount of time from receipt of call to being dispatched

Illustrated is an average of all calls for service for per year as indicated in the police departments CAD system. (Should note that this reflects when the information was entered in CAD by the PCO.) Many times, a PCO will simultaneously dispatch officers to a call while keeping the caller on the line or with an emergency call and not input into CAD at that moment. So noted times are probably greater than actual receipt of call to dispatch times.

2015-- 2:15 minutes            2014-- 1:53 minutes            2013-- 1:56 minutes

The total telephone calls processed through the center has declined over the past 5 yrs.

2015- 87,413            2014- 88,141            2013- 89,716            2012- 93,465  
2011- 98,804            2010- 104,886

The distribution of these calls has remained constant over the years:

- 43% of calls are on the department admin lines (268-9000)
- 36% of calls are on the police 268-4141 lines
- 12% of calls are 9-1-1
- 9% of calls are other (AA Co PD/FD direct, crime solvers, tips)

## Support Service Program- Appendix 10

- 1) Number of records kept and (UCR) crimes reported accounted for
  - 2) Number of training and career development opportunities provided
  - 3) Number of applicants investigated and processed for hire.
- 
- 1) Support Services is charged with maintaining multiple units and programs within this general program classification. In 2014, members within this program processed 1144 part I offences and recorded them for Uniform Crime Reporting purposes. This does not take in account for the review and recording of more than 5575 reported crimes or incidents during this same time period that are not reported necessarily to UCR. In 2015, the department members of this program have processed 1081 thus far, with a anticipated year ending total of less than 1200 reportable part I offences. Again, this does not take in consideration the additional reported incident that total more than 4981 reported crimes or incidents during this same time period that are not reported necessarily to UCR.
  - 2) During 2014, members of the departments training section provided training and career development opportunities to more than 103 schools, conferences and seminars for its staff. In 2015, these training and development opportunities were made available for 101 schools, conferences and seminars for its staff. These training opportunities are needed for continuing education, career development, liability reduction, and to provide departmental personnel with the most current methods of policing and direction.
  - 3) The Police Department receives numerous applicants annually for various posted vacant positions annually. The department allows for the continuous acceptance of applications for the position of lateral police officer. Others must be posted when a vacancy may be filled. During 2015, this section hosts a new hire testing in which we received 215 applicants, of which only 115 actually took this entry level test. Also during this year, the department received 42 applications for the position of police dispatcher, 89 applications for lateral police officer, and 6 applications for police records specialist. Of these 252 applications received, the training and recruitment sections of the Support Division vetted applications based on qualifications, and processed the most qualified applicants for possible employment. Approximately 11% of these applicants were processed by the department's recruiter. As a result, the department has hired (12) police officers, (1) Crime Analysis, (1) Community Service Associate and (1) police dispatcher in 2015.

## APD Contract Renewals

1. Miguel Dennis  
7400 LeSada Drive, apt. 2D Windsor Mill, Maryland 21244  
Professional Standards Director July 1, 2016 – June 30, 2017  
Office of the Chief  
Full time work a minimum of 35 hours per week  
Eligible to participate in the City's 457 Deferred Compensation Plan  
Eligible/entitled to enroll in City Healthcare Plans (Memo dated 11/20/14)  
Receive annual leave as provided for exempt employees pursuant to the City Code  
(105.04 annual and 70 hours of Sick) \$51.56 per hour
  
2. Milton Gibbs  
323 Queen Anne Road, Pasadena, MD 21122  
Special Events Coordinator // July 1, 2016 – June 30, 2017 //  
Supervisor: Commander of Operations  
Full time not to exceed 40 hours, Employee allowed to participate in the City Deferred  
Compensation Program/ 25 days of leave/No Other Benefits / \$27.02 per hour
  
3. Timothy Hall  
7986 Stream Walk Way Chesapeake Beach, MD 20732  
Investigator Support Analyst // July 1, 2016 – June 30, 2017 // Commander of  
Operations  
Full time not to exceed 40 hours/ 25 days (200 hrs) of annual leave, NO days of sick  
leave (10 Sick days converted to Annual) / No Other Benefits \$35.84 per hour
  
4. Elizabeth Hart  
720 S. Hanover Street, Baltimore, MD 21230  
Special Projects Director // July 1, 2016 – June 30, 2017 // Office of the Chief  
Full time not to exceed 35 hours/ Receives Benefits  
Annual leave as provided for exempt employees pursuant to City Code  
\$63.96 per hour
  
5. Charles Hicks IV  
8 Gina Maria Lane, Elkton, MD 21922 /// Crossing Guard Supervisor  
July 1, 2016 – June 30, 2017 // Operations Commander //  
Part time between 18-35 hours; No Benefits // \$18.64 per hour
  
6. Kimberly Hartlove – Grant Funded  
8272 Clearfield Road Denton, Md. 21629  
Alert Coordinator – Community Services Specialist // July 1, 2016 – June 30, 2017  
Part Time, hours vary- No more than 21 hours a week // Administrative Commander  
// No Benefits / \$17.67 per hour not to exceed \$19,113.82 annually.

7. Eric Neutzling - Contract is reimbursed through State  
2709 Bains Court, Crofton, MD 21114 /// MCAC Coordinator  
July 1, 2016 – June 30, 2017 // Office of the Chief  
Full time not to exceed 35 hours  
Employee allowed to participate in the City Deferred Compensation Plan  
18 days of annual leave and 10 days of sick leave/No Other Benefits // \$28.82 per hour
  
8. Timothy Seipp  
1493 Westcliff Drive, Pasadena, MD 21122 // Communications Director  
July 1, 2016 – June 30, 2017 // Support Services/ Communications Section  
Full time not to exceed 35 hours  
Employee shall accrue annual leave and sick leave during this contract period, and accrue at the same rate as leave for civil service employees (18 days annual) – No Other Benefits  
\$39.82 per hour
  
9. Paul Herman  
3 Barstad Ct. Lutherville, Md. 21093 // IT Projects Manager  
July 1, 2016 – June 30, 2017 // Support Services- Special Projects // Commander of Administrative Support Division and Special Projects Director  
Part-Time Contractual not to exceed (28) hours week and (910) hours for term of agreement- No other benefits- \$56.66 per hour

-

# Contractual Employee Justification

**Title: COMMUNICATIONS DIRECTOR (TIMOTHY SEIPP)**

## **Description of Duties/Responsibilities (Job Description):**

Under the direction of the Commander of the Support Services Division, the Communications Director assumes the responsibility for the operation of the police department's 9-1-1 /Communications Center and oversees the daily operation. He supervises, plans, coordinates, and directs the work of assigned personnel as well as makes staffing decisions within the Communications Center to include hiring, training, scheduling of work, delegation of assignments, and retention of personnel. He ensures that the Police department and the city of Annapolis are in compliance with all state, federal and local laws affecting communications and security. He is the direct liaison between the police department and the other agencies for communications operability and is responsible to liaison between the city of Annapolis and grant funding positions and grant acquisitions relative to the Communications center and operations.

## **Justification for Continuing the Position:**

This Position provides important and/or essential services for the Annapolis Police Department. This position is responsible for oversight of police communications and operations. The director coordinates all communication efforts between all public safety entities within Annapolis and surrounding jurisdictions. Acts as the primary communications liaison between local, state and federal entities relative to operability and compliance.

## **How many years has the contracted position existed?**

This position has been in effect for more than 7 years and it is a stand alone position, specifically designed with the needs of the Police Department in mind. This position is "skill-specific" and **no** Civil Servant possesses the desired attributes or skills required for this position at this time, nor do they possess the added time necessary to fulfill this positions responsibility.

## **Compensation and Benefits:**

Employee shall receive 126 hrs of annual and sick leave annually, accruing at the same rate as leave for civil service employees, and be paid for all City designated holidays as set fourth by Chapter 1.12 of the City Code. Employee shall be eligible for and entitled to participate in the benefit program and may only elect or waive participation in the City's medical, dental and other benefits programs offered by the City to employees.

# Contractual Employee Justification

**Title: Investigator Support Analyst (Timothy Hall)**

## **Description of Duties/Responsibilities (Job Description):**

Under the general direction of the Office of the Chief and the Operations Commander, overseeing the Detectives Bureau, the Investigative Support Analyst is responsible for the investigation and trial preparation of Annapolis Police Department cases to be heard in court. This will include "cold case" investigations as well as current cases. Written reports will be required to provide status updates and progress reports on cases and other work. Employee will be required to testify in court. Assists with crime scene processing, evidence collection, and logging of evidence; specifically homicides, stabbings and all other crimes that are serious in nature. This investigator is also responsible for interacting as a direct liaison between State and Federal prosecutors; State, Federal and Private evidence and laboratory analysis; Assists with past, current and future case support functions; Assists with proper evidence custodies, submissions and cataloging for court; assist in court preparations and victim/witness assistance. In addition to the aforementioned responsibilities, the investigators shall perform additional such duties as may be assigned from time to time, assisting with other criminal, internal and non-criminal investigations.

## **Justification for Continuing the Position:**

This Position provides important and/or essential services for the Annapolis Police Department. While there are other positions filled sworn personnel in the Police Department that may have the knowledge, skills, and abilities to perform the assigned tasks and job duties, this position is designed to be specific in nature and responsibility. This position is staffed by an investigator that's support areas are unique and essential in investigative support and case maintenance.

## **How many years has the contracted position existed?**

This position has been in effect for 3 years, although it was re-classified to reflect additional responsibilities. This position was changed from a prior titled position, "Special Investigator," that was funded for more than 9 years prior to its current titled position. This is a needed stand alone position, specifically designed with the needs of the Police Department in mind. This position is "skill-specific" and **no** Civil Servant position possesses the desired attributes or skills required for this position at this time, nor do they have the added time necessary to fulfill this positions responsibility.

## **Compensation and Benefits:**

Employee shall be considered full time, although not to exceed 40 hours per week. Employee shall receive 200 hours of leave to be taken annually, with no sick time attributed. Employee shall receive no other benefits and shall be compensated at a rate of #35.84 per hour.

# Contractual Employee Justification

**Title: MCAC INTELLIGENCE ANALYST (Williams Neutzling)**

## **Description of Duties/Responsibilities (Job Description):**

Under the general direction of the Office of the Chief, the MCAC Intelligence Analyst Acts as primary liaison for the Annapolis Police Department to the Maryland Coordination and Analytical Center, the statewide intelligence clearinghouse. This position is assigned to the "Request for Service unit" under the Office of the Chief. Within that unit, the analyst assists Federal, state, and local law enforcement agencies in Maryland and throughout the United States with criminal investigations. Job duties include intelligence coordination, data handling, dissemination and analysis of terrorism or violent crime issues such as: general, unclassified or classified information, suspect work up information, basic or advanced research, database and information system checks. Analyst must have the ability to obtain and maintain top secret FBI clearance.

## **Justification for Continuing the Position:**

This Position provides important and/or essential services for the Annapolis Police Department. The MCAC Analyst is assigned to the Maryland Coordination and Analysis Center (MCAC) through a Cooperation and Retention agreement. The member agency (Annapolis Police Department) agrees to assign personnel to the center. It is the state wide fusion center, the focal point for information sharing. In return, the City of Annapolis receives a \$50,000.00 stipend through the State Homeland Security Protection grant. The position also provides the Annapolis Police Department a liaison at MCAC for priority status when making inquiries. Having a position at MCAC benefits the police department by gaining access to the numerous databases and resources that MCAC has to offer. It also demonstrates cooperation and communication among local, state, and federal public safety agencies. The US Attorney's Office, the lead agency at MCAC and a major player in the fight against crime and terrorism, favorably views the agency's deployment of its personnel

## **How many years has the contracted position existed?**

This position has been in effect for more than 6 years and it is a stand alone position, specifically designed with the needs of the Police Department and the Intelligence based law enforcement communities in mind. This position is "skill-specific" and highly classified in nature. **No** Civil Servant possesses the desired attributes or skills required for this position at this time, nor do they possess the added time necessary to fulfill this positions responsibility.

## **Compensation and Benefit:**

Employee shall receive 126 hrs of annual and sick leave annually, accruing at the same rate as leave for civil service employees, and be paid for all City designated holidays as set fourth by Chapter 1.12 of the City Code. Employee shall be eligible to participate in the City Deferred Compensation Plan. No other benefits are offered. Employee shall be compensated at a rate of \$28.82 per hour.

# Contractual Employee Justification

**Title: PROFESSIONAL STANDARDS DIRECTOR (Miguel Dennis)**

## **Description of Duties/Responsibilities (Job Description):**

Under the general direction of the Chief, oversees and supervises the overall administration and management of a unit that conducts administrative investigations of misconduct, inspections and/or standards. The Director will conduct surveys, audits, and inspections of all organizational components to determine conformity with Department policy, methods, and procedures. The Director will write policies and procedures, conduct annual training, and perform additional duties as assigned by the Chief or designee. This is highly responsible work involving the oversight and participation of administrative investigations, inspections and standards. The incumbent will supervise and plan the day to day operation of the assigned area of responsibility. The incumbent will review, draft and implement Standard Operating Procedures for their assigned area of responsibility. The Incumbent is expected to have in depth knowledge of the operation and standard practices of a municipal police department. Their computer skills include the ability to use common software applications for spreadsheets or databases, and word processing application.

## **Justification for Continuing the Position:**

The Professional Standards Administrator was a position created within the Annapolis Police Department and filled within the last six months. One of the strategic goals set out by this agency over the last five years was to maintain CALEA accreditation, a professional image, and fair and equitable treatment of both citizens and our employees. The current Professional Standards Administrator is currently revamping the Annapolis Police Department's disciplinary process, general orders, and overseeing our current CALEA accreditation process. He is ensuring that discipline throughout the agency is fair and equitable for our employees and the City. In addition, the administrator is expanding our inspections to ensure quality service to our citizens and visitors. There is not an existing civil servant within the APD that has the ability and the knowledge of these processes to complete the tasks assigned to the Professional Standards Administrator.

## **How many years has the contracted position existed?**

This position has been in effect for more than 5 years and it is a stand alone position, specifically designed with the needs of the Police Department in mind. This position is "skill-specific" and **no** Civil Servant possesses the desired attributes or skills required for this position at this time, nor do they possess the added time necessary to fulfill this positions responsibility

## **Compensation and Benefit:**

Employee is a full time, working at minimum 35 hours a week. Employee shall receive annual leave as provided for exempt employees pursuant to city code. Employee shall be eligible to participate in the medical benefit programs and deferred compensation plans. Employee shall be compensated at a rate of \$51.56 per hour.

# Contractual Employee Justification

**Title: SPECIAL EVENTS COORDINATOR (Milton Gibbs)**

**Description of Duties/Responsibilities (Job Description):**

Under the general direction of the Office of the Chief and Operations Division Commander, the Special Events Coordinator plans, coordinates, and executes for the Police Department special events that involve numerous officers, other attributing agencies, other entities that would impact the City of Annapolis and its citizens. The Coordinator ensures proper staffing while maintaining reasonable cost to the City. Some of these events include Navy Football Games, US Boat Shows, Navy Graduation, Admirals Conferences, and World Peace Conferences. These special events entail working ccosely with other law enforcement agencies to ensure the safety of VIP's to include Military Leaders, Cabinet Secretaries, the President and Vice President of the United States and other World Leaders that are frequent visitors to the City. The Special Events Coordinator ensures proper coordination and communication between all agencies involved in events occurring in and around the City to assure a safe and high quality of life to citizens and tourists while these high profile events are occurring.

**Justification for Continuing the Position:**

This Position provides important and/or essential services for the Annapolis Police Department and the City of Annapolis. This position allows for essential coordination between public safety entities and event coordinators, to ensure the highest quality of safety is provided to the citizens and tourists that visit before, during and after these sanctioned events.

**How many years has the contracted position existed?**

This contractual position has been in effect for more than 10 years. It is a stand alone position, specifically designed with the needs of the Police Department in mind. This position is "skill-specific" and **no** Civil Servant possesses the desired attributes or skills required for this position at this time, nor do they have the added time necessary to fulfill this positions responsibility.

**Compensation and Benefit:**

Employee shall be considered full time, not to exceed 40 hours per week. Employee shall be entitled to participate in the City Deferred compensation plan. Employee shall receive 15 days of leave and be paid for all City designated holidays as set fourth by Chapter 1.12 of the City Code. No other benefits. Employee is to be compensated at a rate of \$27.02 per hour.

# Contractual Employee Justification

**Title: SPECIAL PROJECTS DIRECTOR (Elizabeth Hart)**

**Description of Duties/Responsibilities (Job Description):**

Under the general direction of the Office of the Chief, the Special Projects Director oversees and directs projects for the Annapolis Police Department including Public Safety coordination, Grants (research, application, reporting, and procurement), Information Technology projects, Crime Analysis (mapping and statistics), and other projects at the discretion of the Police Chief. Projects currently include coordinating criminal justice agencies' resources, grant applications and reporting including approval of expenditures that meet grant requirements, researching and implementing information technology projects, crime analysis, and other projects assigned. Interprets the needs of the police officer and develops solutions, either through technology or business process

**Justification for Continuing the Position:**

This Position provides important and/or essential services for the Annapolis Police Department. There is no position in the Police Department that would have the knowledge, skills, and abilities to perform the assigned tasks and job duties

**How many years has the contracted position existed?**

This contractual position has been in effect for more than 6 years. It is a stand alone position, specifically designed with the needs of the Police Department in mind. This position is "skill-specific" and no Civil Servant possesses the desired attributes or skills required for this position at this time, nor do they have the added time necessary to fulfill this positions responsibility.

**Compensation and Benefit:**

Employee shall be full time. Employee shall receive annual and sick leave annually, as provided for exempt employees pursuant to city code. Employee shall be eligible for and entitled to participate in the benefit program and may only elect or waive participation in the City's medical, dental and other benefits programs offered by the City to employees. Employee shall be compensated at a rate of \$63.96 per hour.

# Contractual Employee Justification

**Title: ALERT Grant Coordinator (Kimberly Hartlove)**

## **Description of Duties/Responsibilities (Job Description):**

Under the direction of the Administrative Support Service Commander, the ALERT Grant Coordinator shall plan and direct the city's Automobile Larceny Education Reduces Theft program; provides an effective means of communication to the residents, employee's and tourist population of Annapolis; adjust services to the needs of individual, civic, social and related groups; does related work as required. In addition to the foregoing, employee shall perform such other and further duties as may from time to time be assigned.

## **Justification for Continuing the Position:**

This Position provides important and/or essential services for the Annapolis Police Department and our community programs.

**How many years has the contracted position existed?**

This position has been in effect for more than 10 years and it is a stand alone position, specifically designed with the needs of the Police Department and the citizens of Annapolis in mind. This position is not necessarily "skill-specific," although no Civil Servant possesses the added time necessary to fulfill this positions responsibilities.

*\*\* This position is solely funded through Maryland State ALERT Grant*

## **Compensation and Benefit:**

Employee shall be part time, not to exceed annual grant award allocation. No other benefits. Employee to be compensated at a rate of \$17.67 per hour but not to exceed this years allocation.

# Contractual Employee Justification

**Title: Crossing Guard Supervisor (Charles Hicks)**

**Description of Duties/Responsibilities (Job Description):**

Under the direction of the Commander of the Patrol Division, the Crossing Guard Supervisor shall perform with the understanding of completing mutually established goals and objectives. The employee shall report to work under the direction of Chief of Police and/or his designee. In addition to the foregoing, Employee shall perform such other and further duties as may be assigned from time to time.

**Justification for Continuing the Position:**

This Position provides important and/or essential services for the Annapolis Police Department.

**How many years has the contracted position existed?**

This position have been in effect for more than 8 years and specifically designed with the needs of the residents, schools, students and communities in mind. This position can be filled by a Civil Servant, although this position is **not time effective** for current city-wide Civil Servants to fulfill this positions responsibility.

**Compensation and Benefit:**

Employee shall be part time, working between 18-35 hours per week dependant on need. Employee shall receive no benefits. Employee shall be compensated at a rate of \$18.64 per hour, not to exceed \$19,000 annually.

# Contractual Employee Justification

**Title: IT Projects Manager ( Paul Herman)**

## **Description of Duties/Responsibilities (Job Description):**

Employee shall, at the direction of the Administrative Support Commander and the Special Projects Director, coordinate implementation of technology projects for the Annapolis Police Department, review current systems and make recommendations, be responsible of the implementation of public safety related technology that encompasses both administrative and/or operational projects, coordinate various events in the planning, ordering and installation, and follow up service cycles, coordinate various personnel from different sections, vendors and/or consultants as necessary to complete projects, meet with command staff and end users to discuss strategic and tactical concerns, produce status reports, conducts status meetings, works as a main point of contact for vendors, and does any and all other related work as required.

## **Justification for Continuing the Position:**

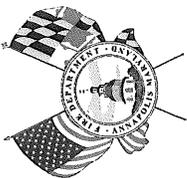
Technology Project Manager is responsible for adapting, installing, launching, and refining technologies to automate processes historically done by paper and carried from person to person. In four years, APD has replaced or upgraded virtually all of its tools as part of a strategic plan to modernize assets for more efficiency and accuracy. The IT Project Manager is dedicated to adapting and deploying these assets so that, ultimately, officers spend more time on the street and less time processing forms by hand. Such improvements also aid investigations and strengthen prosecutions. Lastly, these improvements continue to underpin strengthened coordination among law enforcement, corrections, prosecution, and community representatives by providing real-time, comprehensive, and smoothly delivered information about crimes, suspects, trends, and events. The objective is to make processes more efficient, accurate, and speedy so that the time of personnel is best spent in the community – not on paperwork – to enforce the law and prevent crime. Further, the drastic improvements will result in more reliable and unassailable information to support investigations and to hold up in court.

## **How many years has the contracted position existed?**

This position has been in effect for more than 4 years, although vacated for a brief time period due to funding, it now has been back in effect for more than a year. This it is a stand alone position, specifically designed with the needs of the Police Department in mind. This position is “skill-specific” and **no** Civil Servant possesses the desired attributes or skills required for this position at this time, nor do they possess the added time necessary to fulfill this positions responsibility.

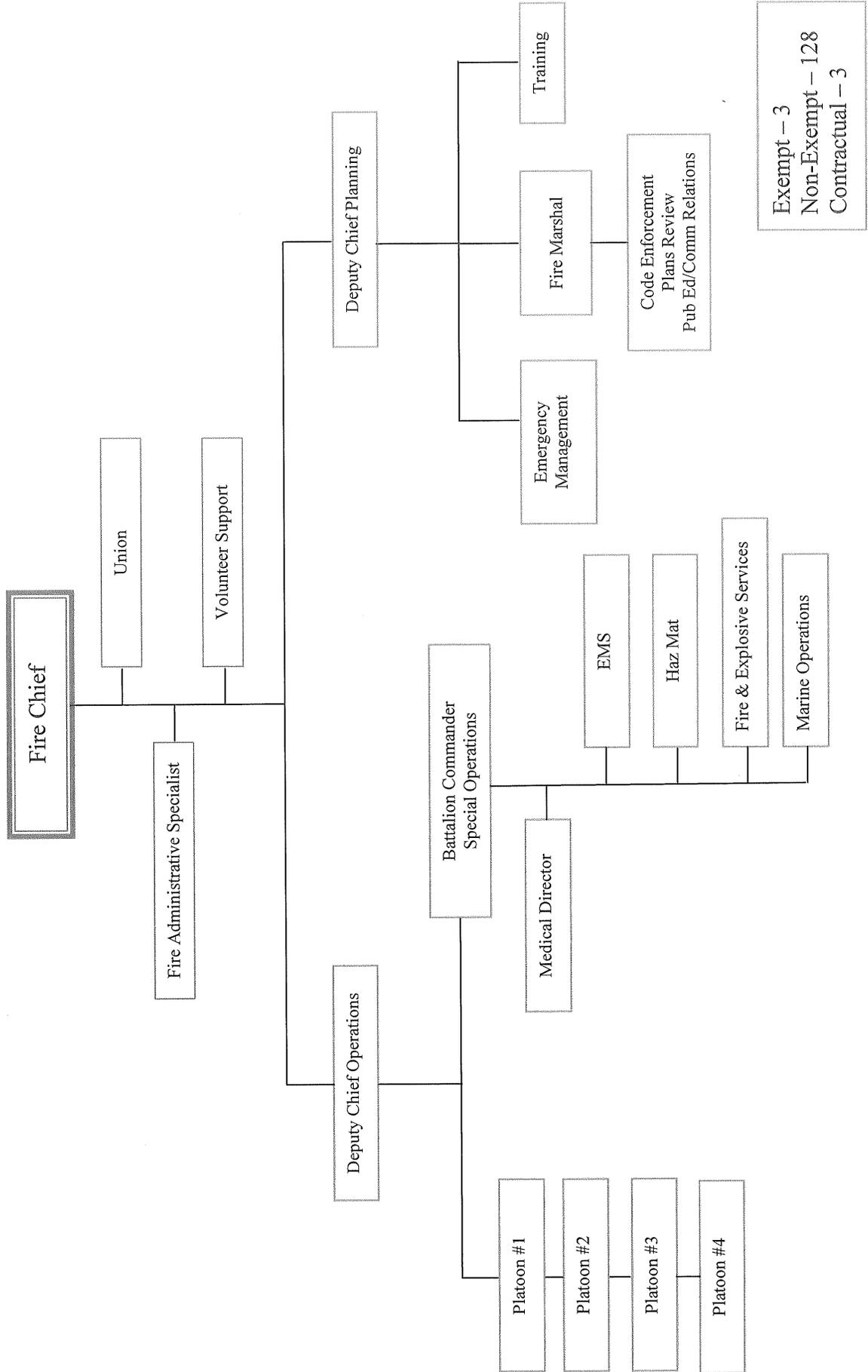
## **Compensation and Benefit:**

Employee shall be part time, working no to exceed (28) hours per week and (910) per the term of the agreement. No other benefits offered. Employee shall be compensated at a rate of \$56.66 per hour.



Committed to Excellence

# ANNAPOLIS FIRE DEPARTMENT ORGANIZATION CHART December 2015





Grant Title Emergency Management Performance Grant FY 2016

Grant Award (\$) 144,874.00

Originating Department(s): Fire/OEM

Dept Contact (Name/Phone): David Mandell

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
Equipment	72,437.00		72,437.00		144,874.00	EM Sustainment & City Evacuation Project
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>72,437.00</b>	<b>0.00</b>	<b>72,437.00</b>	<b>0.00</b>	<b>144,874.00</b>	

TOTAL EXPENDITURES\*: **144,874.00**

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

Department Director Signature/Date

Department

Match is required. Match will be met in the form of <sup>(1)</sup> Personnel Salary

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

DC King 12-29-15  
Department Director Signature/Date

Fire/OEM  
Department

COMMENTS: These are rough estimates of project totals. The amount of funding is also an estimate based on the average of the past three grant years.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY\_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title State Homeland Security Grant Program FY 2016

Grant Award (\$) 136,745.00

Originating Department(s): Fire/OEM

Dept Contact (Name/Phone): David Mandell

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education (OEM)	10,000.00				10,000.00	For: OEM training/exercises
EOC Equipment	76,745.00				76,745.00	EOC/DOC Equipment/Special Projects
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
Law Enforcement (APD)	50,000.00				50,000.00	MCAC
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>136,745.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>136,745.00</b>	

TOTAL EXPENDITURES\*: 136,745.00

\* May be different from Grant Award \$ if there is a match requirement.

X Match is not required.

DK King 12-29-15  
Department Director Signature/Date

OEM/Fire  
Department

Match is required. Match will be met in the form of <sup>(1)</sup>

I attest that this asset has been approved/appropriated in <sup>(2)</sup>

Department Director Signature/Date

Fire/OEM  
Department

**COMMENTS:**

These are rough estimates of project totals. The amount of funding is also an estimate based on the average of the past three grant years.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title Urban Area Security Initiative FY 2016

Grant Award (\$) 595,263.00

Originating Department(s): Fire/OEM

Dept Contact (Name/Phone): David Mandell

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries	120,000.00				120,000.00	For LMiller & P. Donlan Salary
Benefits	24,000.00				24,000.00	For Lmiller & P. Donlan Benefits
Overtime					0.00	
Supplies	221,263.00				221,263.00	For: HAZMAT; LE; Bomb Squad; Shelter; BRIMT; CCTV system ✓
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education	25,000.00				25,000.00	For: HAZMAT; LE; Bomb Squad
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services	205,000.00				205,000.00	For: CodeRED; Mobile Command Unit; CHHS
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>595,263.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>595,263.00</b>	

TOTAL EXPENDITURES\*: 595,263.00

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

D/C [Signature] 12-29-15  
Department Director Signature/Date

OEM / Fire  
Department

125,341

Match is required. Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

Fire/OEM  
Department

**COMMENTS:**

These are rough estimates of project totals. The amount of funding is also an estimate based on the average of the past three grant years.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.

# Contractual Employee Justification

**Title:** Fire Department Contract Medical Director (EMS Program)

**Description of Duties/Responsibilities (Job Description):**

To function as an Emergency Medical Services Program in the State of Maryland, the Code of Maryland Regulations (COMAR) requires the appointment of a licensed physician to serve as the agency’s Medical Director. The Medical Director must be licensed to practice medicine in Maryland and be familiar with the design and operation of EMS operational programs and systems including medical dispatch and communications. Basically, we cannot provide Emergency Medical Services (EMS) at any level without a Medical Director. The Medical Director oversees the operation of our EMS program and other duties include:

- A. The Medical Director provides guidance and council in the administration of the Department’s Emergency Medical Program which includes direct input into EMS response procedures, patient care and quality control.
- B. The Medical Director is responsible for credentialing of EMS Providers. The EMS operational program medical director and EMS operational program shall determine, through clinical evaluation and other means as necessary, the capabilities and skills level of each affiliated EMS provider including the ability of the provider to function independently within the EMS operational program.
- C. The Medical Director and the EMS operational program are responsible for monitoring all EMS providers.
- D. The Medical Director reserves the right to suspend or revoke the medical licensure of any member at any time for just cause.
- E. The Medical Director shall review and approve the written Quality Assurance Plan.
- F. The Medical Director in conjunction with the Fire Chief shall approve the membership of the Quality Improvement Committee (QIC) and Medical Review Board (MRB)
- G. The Medical Director has the authority to convene the Medical Review Board to review Protocol or other medically related violations.
- H. The Medical Director in conjunction with the Fire Chief shall designate a Quality

Assurance (QA) Officer.

**Justification for Continuing the Position:**

To function as an Emergency Medical Services Program in the State of Maryland, the Code of Maryland Regulations (COMAR) requires the appointment of a licensed physician to serve as the Agency's Medical Director. The Medical Director must be licensed to practice medicine in Maryland and be familiar with the design and operation of EMS operational programs and systems including medical dispatch and communications.

How many years has the contracted position existed? For over forty (40) years.

# Contractual Employee Justification

**Title:** Fire Department Exercise, Training, & Community Outreach Coordinator  
(Emergency Management)

## **Description of Duties/Responsibilities (Job Description):**

Serves as the exercise, training and community outreach coordinator for the Office of Emergency Management; develops and implements a comprehensive and progressive exercise and training program for the City, private partners and citizens that promotes preparedness; tests emergency policies and procedures; trains personnel to ensure a coordinated and efficient response during exercises or disasters; provides community notifications, programs and material which educates City residents, businesses, and organizations about emergency preparedness; develops a network that includes private sector, faith-based groups, non-government organizations, and volunteers that assists in a coordinated emergency response; does related work as required.

## **Justification for Continuing the Position:**

In order to continue to receive grant funds, state and federal mandates require specific training and exercise programs and events to be held annually. This position supports the readiness of the City of Annapolis by managing emergency and preparedness communications with residents and businesses and monitoring and enhancing employees' levels of ICS training. This position is also responsible for coordinating the Annual Citywide Preparedness Exercise, in which City employees, residents, businesses, and stakeholders work together to stay prepared ahead of a potential disaster.

This position is 100% grant funded, with no required City match.

How many years has the contracted position existed? At least nine (9) years.

# Contractual Employee Justification

**Title:** Fire Department - Emergency Planner - (Emergency Management)

## **Description of Duties/Responsibilities (Job Description):**

The Emergency Planner is responsible for developing and completing a comprehensive set of plans for the City and the Office of Emergency Management. These plans enhance the readiness of Annapolis City leadership, City personnel, residents, businesses, partners, and the public. The plans also support the National Preparedness System frameworks of prevention, protection, mitigation, response, and recovery. The Emergency Planner serves as a liaison to other City Departments for planning purposes and collaborates with City personnel on planning initiatives that impact multiple areas of City government. The Emergency Planner may draft or contribute to the following non-exhaustive list of potential plans: the Emergency Operations Plan, Continuity of Government Plan, Continuity of Operations Plan, Natural Hazard Mitigation Plan, Recovery Plan, Point of Distribution Plan, Debris Management Plan and various Incident Action Plans and Emergency Action Plans. The Emergency Planner also works on independent projects as assigned and supports every area of the Office of Emergency Management mission, including exercises, outreach, training, and grants.

## **Justification for Continuing the Position:**

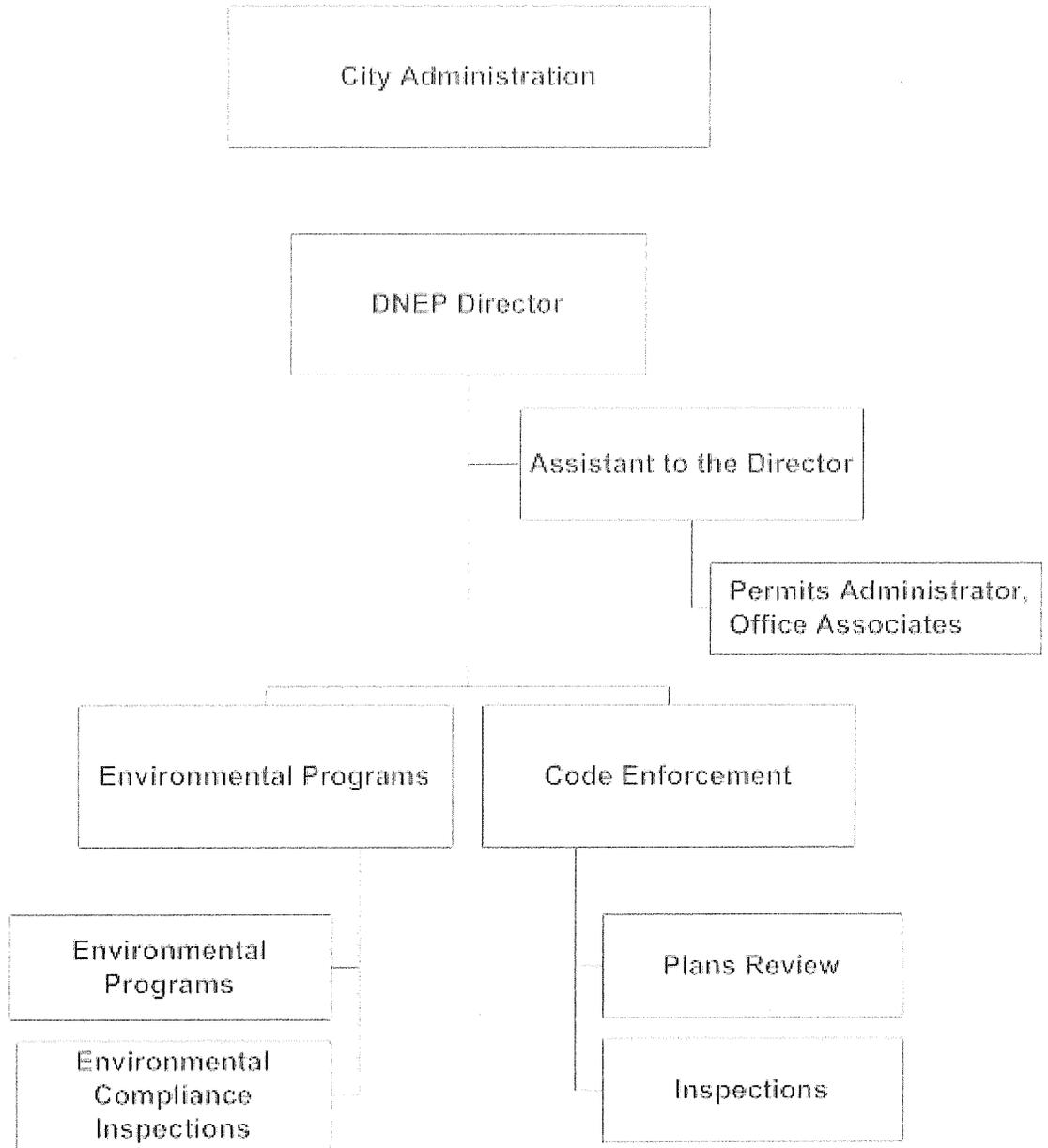
This position engages in planning that is critical to the security of Annapolis. The Emergency Planner is currently leading the update and review of the Emergency Operations Plan, which is essential to the mission of the Office of Emergency Management. This position also creates and maintains other plans that enable the City to be eligible for substantial grant funding related to homeland security and mitigation. The position coordinates planning projects with City Departments, regional initiatives, and community partners. In the absence of this position, the Office of Emergency Management would be required to use contract services at a higher cost.

This position is 100% grant funded, with no required City match.

How many years has the contracted position existed? The position has existed for less than one year. Before the City Council approved the position, the Office of Emergency Management used a contractor at a much higher cost.

# Department of Neighborhood & Environmental Programs

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# Contractual Employee Justification

**Title: Deputy Property Maintenance Investigator (Full-Time, Contractual)**

## **Description of Duties/Responsibilities (Job Description):**

- Work evenings, nights and weekends as necessary to investigate, observe and gather evidence of violations of the City Code and ordinances as they relate to housing, construction, alcohol beverage control, noise complaints, and other possible municipal violations;
- Conduct technical inspections, patrol as and when necessary to investigate complaints and possible violations to ensure compliance of the City housing codes and ordinances;
- Measure noise decibels at residential and commercial properties using a decibel meter;
- Work with landlords, tenants and homeowners to encourage code compliance in the community and to reverse the deteriorating conditions within the community;
- Handle a substantial case load which ranges from performing individual inspections on single-family, multi-family dwelling units, rooming houses, bed & breakfast, inns, hotels, restaurants, bars, nightclubs, and other commercial buildings for lighting, ventilation, sanitation, fire prevention, egress, occupancy, aesthetic appearance, maintenance and uses;
- Handle complaints generated inspections; driving to locations on a daily basis; identifying code violations and those involving unsafe conditions, condemned, unsafe structures for fire and safety hazards; overgrowth, abandoned vehicles; explaining and interpreting codes, ordinances;
- Prepare reports, correspondence, issue civil citations, daily logs for supervisors, maintain records on all inspections conducted; prepare information for court cases; testify in court as an expert witness;
- Work sensitively and provide education to and with different culturally and diverse population to ensure code compliance; regularly interact with diverse individuals and entities including private business owners;
- Looks for construction sites that might be doing work without permits;
- Perform other duties as required and assigned both in the field and the office.

## **Justification for Continuing the Position:**

The need for this employee is to assist in providing compliance services outside of normal business hours. The Deputy Property Maintenance Investigator has a wider-than-normal scope of responsibilities, to include building construction code inspections, property maintenance code inspections, alcohol beverage control regulation inspections, zoning code inspections, and investigation of complaints related to construction, property maintenance, alcohol, and zoning infractions. Additionally, the Investigator will be responsible for the inspection of weekend special events requiring inspection by DNEP personnel.

To provide equivalent services using current staff would require increased overtime expenditures and reallocating current employees which would result in a reduction in service during normal business hours. If this position is not filled, DNEP would not be able to perform after hours code compliance or inspections related to alcohol beverage control regulations.

The hours of this position are beyond the hours covered by the full-time permanent property maintenance inspectors. The full-time inspectors have a full slate of scheduled rental licenses, limiting their availability to conduct unscheduled inspections, complaints and alcoholic beverage license inspections.

How many years has the contracted position existed? 5

# Contractual Employee Justification

**Title:** Electrical Inspector (Part-Time, Contractual)

## **Description of Duties/Responsibilities (Job Description):**

- Serves as a substitute electrical inspector when the full electrical inspector is not available.
- Enforces the electrical code in all types of structures;
  - Investigates complaints concerning violations of electrical codes, laws, and regulations;
  - Issues citations in cases of noncompliance;
  - Attends court and testifies in electrical violation cases, if necessary;
  - Prepares daily reports and records on work completed;
  - Interprets code to contractors and the public;
  - Inspects electrical installations during construction, and examines completed installations for workmanship and use of proper materials;
  - Assists and advises electricians, contractors and others regarding electrical regulations;
  - Checks drawings and specifications for electrical installations;
  - Confers with the Chief of Code Enforcement on difficult enforcement problems;
  - Performs related work as required and as assigned both in the field and office.

## **Justification for Continuing the Position:**

The need for this employee is to assist in maintaining continuity of operations (specifically related to electrical inspections) during periods where the full time electrical inspector is unable to perform inspections, typically due to leave or training, and during periods of high volume for inspections or reviews. The full time inspector performs 15-20 inspections per day. These inspections would not be covered if this substitute position is not filled.

Per State law an electrical inspector must meet the State-mandated requirements and place their electrician's license in an inactive status. With an inactive license, an electrician may not provide electrical services and this drastically reduces the pool of applicants for a part time position. In addition, any other City employee with an active electrician's license would not be able to fulfill their job functions as an electrician due to the requirement to inactivate their electrician's license.

Generally, other city employees do not have the qualifications to cover the functions required of the electrical inspector's position. The combination inspector can handle basic electrical inspections.

How many years has the contracted position existed? 11

# Contractual Employee Justification

**Title: Plumbing Inspector (Part-Time, Contractual)**

**Description of Duties/Responsibilities (Job Description):**

- Serves as the substitute plumbing inspector when the full time inspector is not available.
- Enforces the plumbing and gas codes in all types of structures;
  - Investigates complaints concerning violations of plumbing and gas codes, laws, and regulations;
  - Issues citations in cases of noncompliance;
  - Attends court and testifies in plumbing and gas violation cases, if necessary;
  - Prepares daily reports and records on work completed;
  - Interprets code to contractors and the public;
  - Inspects plumbing installations during construction, and examines completed installations for workmanship and use of proper materials;
  - Assists and advises plumbers, contractors and others regarding plumbing regulations;
  - Checks drawings and specifications for plumbing installations;
  - Confers with the Chief of Code Enforcement on difficult enforcement problems;
  - Performs related work as required and as assigned both in the field and office.

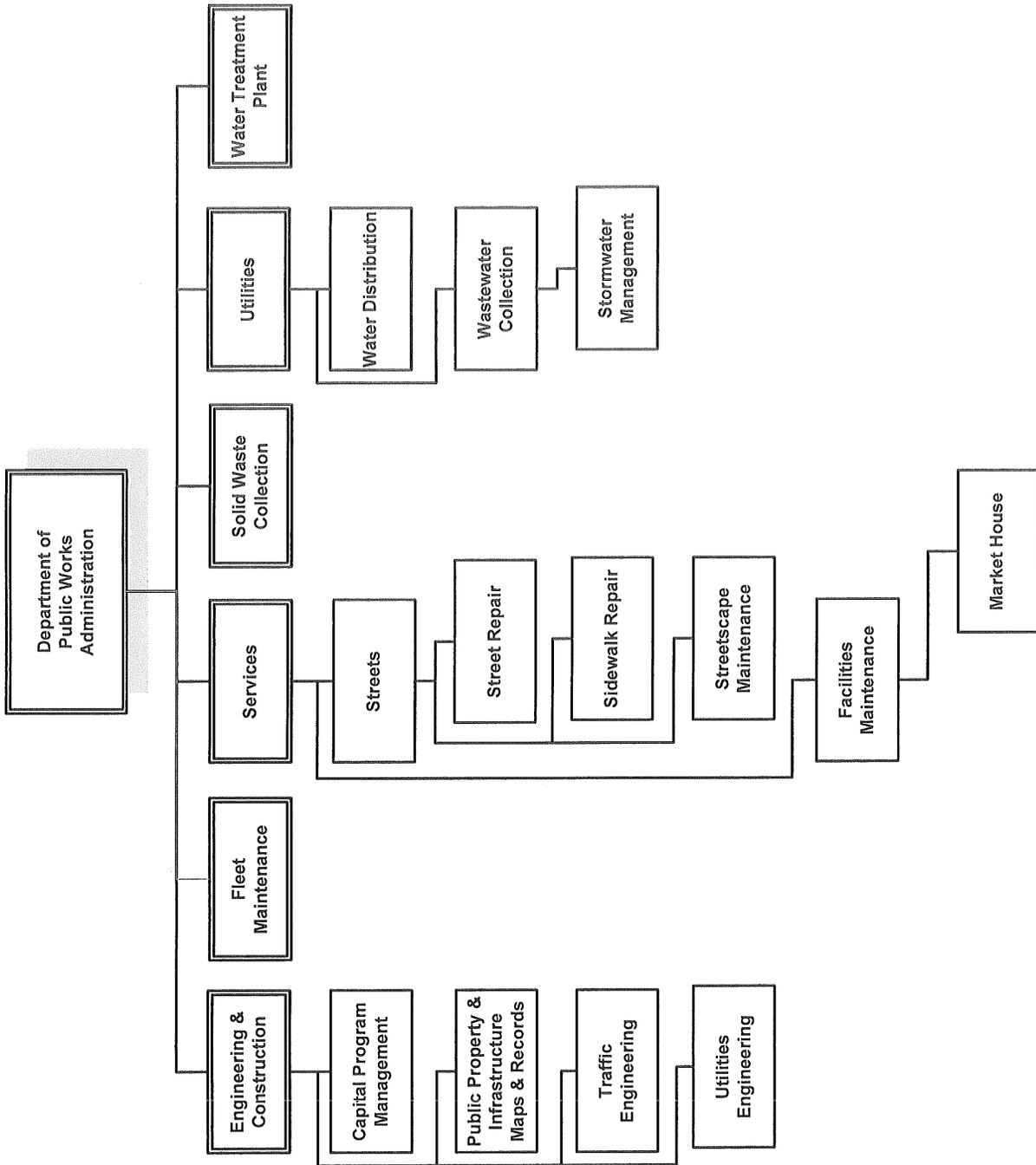
**Justification for Continuing the Position:**

The need for this employee is to assist in maintaining continuity of operations (specifically related to plumbing inspections) during periods where the full time plumbing inspector is unable to perform inspections, typically due to leave or training, and during periods of high volume for inspections or reviews.

Per State law a plumbing inspector must meet the State-mandated training and education criteria, and place their plumber’s license in an inactive status. With an inactive license, a plumber may not provide plumbing services and this drastically reduces the pool of applicants for a part time position. In addition, any other City employee with an active plumber’s license would not be able to fulfill their job functions as a plumber due to the requirement to inactivate their plumber’s license.

Generally, other city employees do not have the qualifications to cover the functions required of the plumbing inspector. The combination inspector can handle basic plumbing inspections.

How many years has the contracted position existed? 17



# Contractual Employee Justification

**Title: Diane Doyen, Capital Project Engineer, Public Works, Engineering & Construction Division**

**Description of Duties/Responsibilities (Job Description):**

Performs capital project assistance in the field and office, including the application of professional engineering knowledge and skills. Works on City utility projects, primarily focusing on sewer and wastewater related projects.

**Justification for Continuing the Position:**

A Capital Project Engineer is needed to assist with the Sewer Pump Station Rehab and Improvements and Sewer Rehabilitation and Upgrades capital projects. Due to the aging sewer infrastructure in the City, additional manpower is needed to coordinate the planning, design and construction of various sewer rehabilitation projects. The individual in this position previously worked as an independent contractor, but in order to comply with State and Federal employment laws, the Capital Project Engineer was converted to a contract employee.

How many years has the contracted position existed? One

# Contractual Employee Justification

**Title: John Hillary, Fleet Maintenance Mechanic II, Public Works, Fleet Maintenance Division**

**Description of Duties/Responsibilities (Job Description):**

Maintains and repairs a wide variety of fire equipment, including, but not limited to: fire engines, fire aerial trucks, rescue trucks, fire boat, utility trucks, ambulances, administrative vehicles and related gasoline and diesel powered equipment; including computerized instrumentation systems. Work involves responsibility for the performance of skilled tasks in the maintenance and mechanical, electrical and instrumentation repair of a variety of gasoline and diesel powered heavy- duty and specialized equipment. Work includes repair of a variety of hydraulic systems and components. (Examples)

- Maintains and repairs a variety of heavy fire and rescue vehicles including a fleet of administrative vehicles;
- Tunes and repairs gasoline and diesel engines;
- Repairs hydraulic pumps, lines and connections, and replaces hydraulic valves;
- Repairs or replaces brakes, fire and water systems, cooling ignition, electrical and fuel systems, mufflers, and exhaust pipes, and replaces springs and axles;
- Performs preventative maintenance on vehicles;
- Utilizes technology for diagnostic operations and to manage maintenance tasks and activities;
- Performs a wide variety of related tasks.

## **Justification for Continuing the Position:**

The Fire Department's fleet consists of fifty-one (51) vehicles. The vehicles range in class from heavy duty ladder trucks to sub-compact cars. This number does not include lawn mowers, chain saws, generators, hand lights, fire station generators and other small equipment used by the Fire Department.

Prior to October 2010, the Fire Department employed one full-time mechanic to maintain all of our vehicles, including the lawn mowers and other equipment noted above. The Fire Service industry standard for mechanic to vehicle ratio is one mechanic for every 30 vehicles. Our one mechanic could not maintain pace with the workload produced by our fleet. Preventive maintenance services (oil change, safety checks) had fallen behind schedule which resulted in premature failures, increased maintenance costs and reduced vehicle longevity. Many vehicles were sent to outside vendors which increased maintenance costs, vehicle down time and we have limited control over quality.

The Department of Transportation (DOT) (Section 49CFR Part 396) requires vehicles over 10,000 Gross Vehicle Weight Rating (GVWR) receive a DOT safety inspection either annually or every 25,000 miles. This DOT inspection includes the inspection of major vehicle safety components; such as brakes, suspension, steering, lights and chassis. The DOT inspection requirement impacts our ambulances and larger vehicles. As of August 1, 2010, approximately one half of our emergency vehicles were not in compliance.

In October 2010, a part-time contractual (\$30.00 per hour, no benefits) mechanic was hired to assist our full-time mechanic with the maintenance of our vehicles. The individual hired is a retired mechanic from Anne Arundel County that has over 30 years experience repairing fire apparatus. His assistance has greatly improved the maintenance of our vehicles. We are now current on our mandatory DOT inspections. We no longer experience emergency vehicles failing to start or aborting responses because of breakdowns. The reliability and safety of our fleet has greatly improved. The addition of a part time mechanic has afforded us the opportunity to implement a more comprehensive preventative maintenance program which in the long term will reduce our vehicle operating costs.

In addition, having only one mechanic left us helpless when our full-time mechanic was on sick leave or vacation. The citizens of the City have an enormous amount of money invested in our emergency vehicle fleet. It is important that we protect that investment by properly maintaining our vehicles to ensure their safety and longevity.

How many years has the contracted position existed? Five

# Contractual Employee Justification

**Title: Remi Sonnevile, Construction Inspector, Public Works, Engineering & Construction Division**

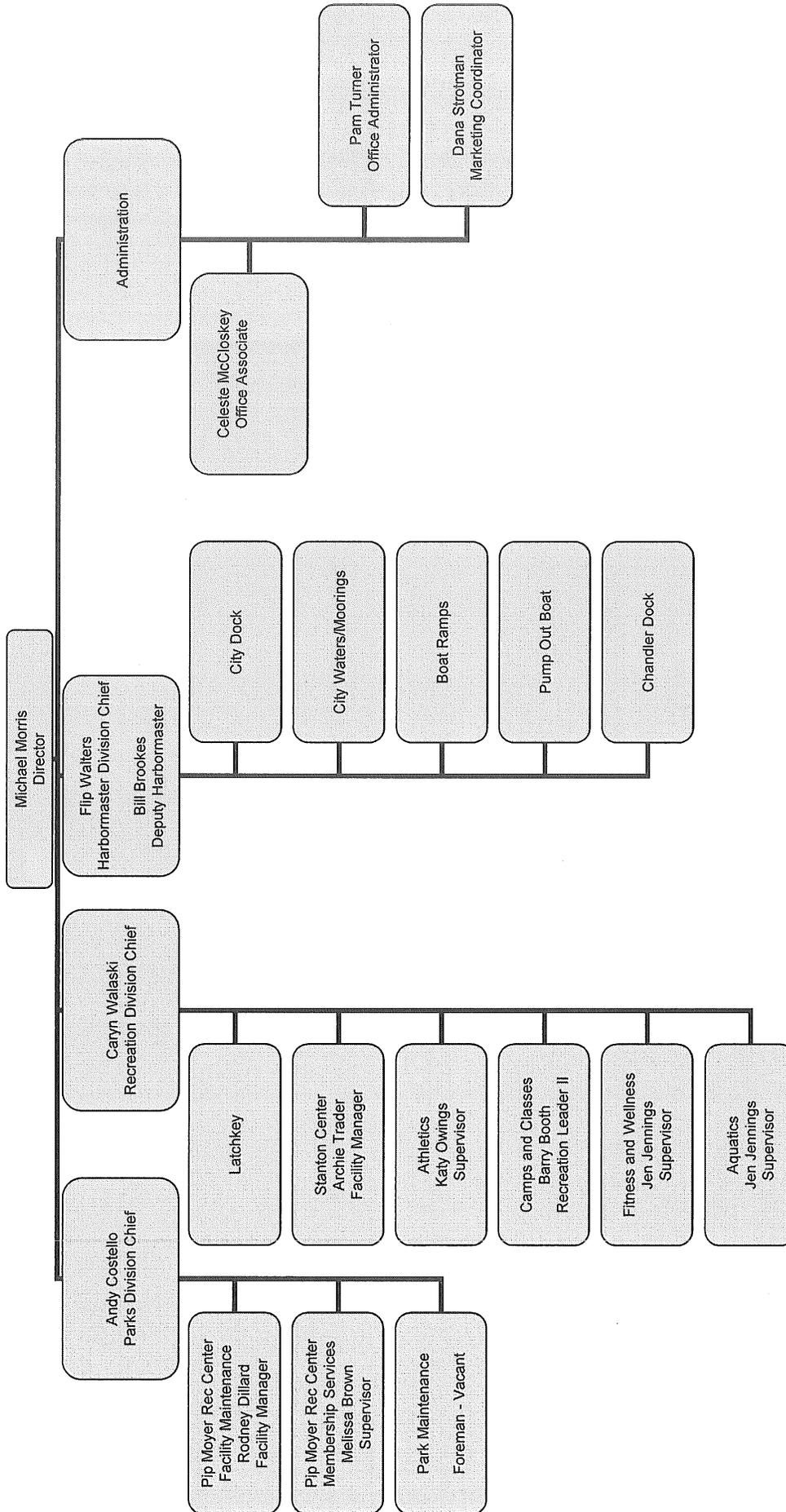
**Description of Duties/Responsibilities (Job Description):**

Performs construction coordination, inspection and quality assurance on Public Works capital project related to general improvements to the public rights-of-way. The contractual employee ensures compliance with City standards, codes, designs and specifications.

**Justification for Continuing the Position:**

The General Roadways and General Sidewalks capital improvement projects require extensive coordination, including interface with owners of adjacent properties, and quality assurance inspections. The coordination with property owners is critical to the success of these projects. The individual in this position previously worked as an independent contractor, but in order to comply with State and Federal employment laws, the Construction Inspector was converted to a contract employee.

How many years has the contracted position existed? One





GRANT BUDGET FORM

Grant Title Operate and Maintain a Pumpout Boat

Grant Award (\$) \$60,000.00

Originating Department(s): Rec & Parks- Harbormaster Division

Dept Contact (Name/Phone): J.P. "Flip" Walters, Harbormaster; 410-263-7871

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries	\$27,000.00	\$9,000.00	\$0.00		\$36,000.00	66240-511050-845XX
Benefits					\$0.00	
Overtime					\$0.00	
Supplies	\$2,250.00	\$750.00	\$0.00		\$3,000.00	66240-542010-845XX
Telephone					\$0.00	
Electricity					\$0.00	
Fuel and Oil	\$5,250.00	\$1,750.00	\$0.00		\$7,000.00	66240-548010-845XX
Training & Education					\$0.00	
R & M - Equipment	\$10,500.00	\$3,500.00	\$0.00		\$14,000.00	66240-524040-845XX
Special Programs					\$0.00	
Contract Services					\$0.00	
Capital Outlay					\$0.00	
other (fill-in)					\$0.00	
other (fill-in)					\$0.00	
other (fill-in)					\$0.00	
other (fill-in)					\$0.00	
other (fill-in)					\$0.00	
other (fill-in)					\$0.00	
<b>Total</b>	<b>\$45,000.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$60,000.00</b>	

TOTAL EXPENDITURES\*: \$60,000.00

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

*Michael Morris*  
Department Director Signature/Date

*J.P. Walters* 1/16/15  
Harbormaster Division / Date

Match is required. Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

COMMENTS:

US Department of Interior and Maryland Department of Natural Resources have been providing Grant funding for approximately thirty years to own, maintain and operate a pumpout boat for the waters of Annapolis Harbor. The State provides twenty five percent, and the Federal Government provides seventy five percent of the cost. It is a one hundred percent reimburseable grant with zero local funds required.

<sup>(1)</sup> Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

<sup>(2)</sup> Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.

GRANT BUDGET FORM

7/12/2015

Grant Title Citywide Debris & Derelict Boats Removal Grant Annual Renewal

Grant Award (\$) \$25,000.00

Originating Department(s): Rec & Parks - Harbormaster

Dept Contact (Name/Phone): J. P. "Flip" Walters / 7871

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries		\$5,000.00	None Required		\$5,000.00	30400-511050-845XX
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services		\$20,000.00	None Required		\$20,000.00	30400-530600-845XX
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>	

TOTAL EXPENDITURES\*: \$25,000.00

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

Michael Morris  
Department Director Signature/Date

J.P. Walters  
Rec & Parks - Harbormaster  
Department

Match is required. Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

COMMENTS:

This is an annually renewed grant the City has been receiving for more than 20 years. Each Year we receive a new two year grant allocation. It is somewhat like a stand-by fund to be used to aid in clean-up of flotsam, debris and derelict boats to help maintain water quality in the Harbor Public Waterways of Annapolis.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.  
(2) Examples: FY \_\_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



GRANT BUDGET FORM

Grant Title Citywide Harbor Improvements Grant Annual Renewal

Grant Award (\$) \$50,000.00

Originating Department(s) Rec & Parks - Harbormaster

Dept Contact (Name/Phone): J. P. "Flip" Walters / 7871

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services		\$50,000.00	None Required		\$50,000.00	30400-524040-845XX
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	

TOTAL EXPENDITURES\*: \$50,000.00

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

Michael Morris  
Department Director Signature/Date

J.P. Walters  
Rec & Parks - Harbormaster  
Department

Match is required. Match will be met in the form of <sup>(1)</sup> \_\_\_\_\_

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

**COMMENTS:**

This is an annually renewed grant the City has been receiving for more than 20 years. Each Year we receive a new two year grant allocation.  
It is somewhat like a stand-by fund. Projects are proposed to and approved by the Regional Boating Services Administrator at MDNR before funds  
may be obligated. Actual Award amount may be different than application amount.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY\_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.

# Contractual Employee Justification

**Title: Latchkey Directors**

**Description of Duties/Responsibilities (Job Description):**

Provide a State Licensed quality assured before and after school child care program at Annapolis area Elementary Schools.

Annapolis Elementary – Amy Quick

Eastport Elementary – Raphaelle Hislop

Georgetown East Elementary – Sandra Hollingsworth

Germantown Elementary – Sandra Solomon

Hillsmere Elementary – Nicole Ashby

Tyler Heights Elementary – Vanessa Speaks

Walter S. Mills-Parole Elementary – Jacob Wechsler

West Annapolis Elementary – Shannon Johnson

Job Description Attached

**Justification for Continuing the Position:**

There are eight child care directors that work part-time in the schools for six hours a day during the school year. There are no other employees in the department who could satisfy their qualifications and time commitment.

How many years has the contracted position existed?

The latchkey directors have been contractual for the last 10 years.

## Latchkey Child Care Director

The on-site Child Care Director is responsible for the management and administration of a Child Care Program. The Director is responsible for the health, safety, and welfare of the children enrolled in the program, and the training and supervision of the staff assigned to that center. The Child Care Director is subordinate to the Recreation Division Chief. The Director's specific job duties are outlined in the Code of Maryland Regulations (COMAR), and the Child Care Center Operating Procedures. The procedures outlined in both documents. The following is a summary of the Director's job expectations. They include but are not limited to:

### PROGRAM MANAGEMENT

- \* Take an ACTIVE and NURTURING role in the social development of the children and insure their health, safety and welfare.
- \* Plan activities that are developmentally appropriate and promote a positive self image, being sure to include input from the staff and children.
- \* Insure that adequate supplies are available at all times.
- \* Facilitate staff development through job coaching, modeling and regular staff meetings.
- \* Attend Departmental meetings as required.
- \* Implement appropriate and consistent disciplinary procedures in accordance with the Department's discipline policy.
- \* Daily attendance procedures that strictly adhere to the CHILD CARE Center Operating Procedures.  
Example: Checking photo ID of anyone picking up a child that is not recognized.  
Obtaining adult notification of why a child is absent from the afternoon program.
- \* Develop an awareness of possible health or safety hazards and using pre-planning in order to prevent them. Example: Having children tie their shoelaces to prevent tripping. Moving standing cafeteria tables to outer edges of the room to prevent them from tipping and falling on a child. A child should never be permitted to assist with the lifting or moving of any tables or heavy equipment.
- \* Being aware of and strictly follow, any procedures outlined for an allergy, illness, or special need/accommodation for individual children.
- \* Being aware of any notations on child's Health Inventory Part I and Part II Addendum.
- \* Being aware of, and strictly follow, any legal procedures outlined in a custody agreement or a restraining order. A copy of such legal document is to be forwarded to the Recreation Division Chief within 48 hours of receipt.
- \* Contacting the Department of Social Services when made aware of any internal or external threat to a child's well-being.
- \* Immediately reporting injurious treatment to the Recreation Division Chief.
  
- \* The Director must ensure the cleanliness and organization of the center at all times. They must remember that we are guests of the school and remember if anything is broken or destroyed that we are responsible for that replacement.

- Phone calls regarding any attendance concerns
- Daily talks regarding positive behaviors, as well as, any inappropriate behaviors
- A parent center, table, or board that presents notices and/or resource materials
- Maintain accurate records of purchases and receipts.
- \* The Director is responsible for completing the bi-weekly timesheet and verifies each staff member's hours and proper completion. Timesheets must be submitted to the Recreation Division Chief according to the scheduled deadlines.

## COMAR REGULATIONS

- \* The Director must be familiar with the Code of Maryland Regulations.
- \* The Director is responsible for assisting with the preparation of paperwork necessary for the license renewal of the center:  
Posting the license, staffing pattern, and maintaining other required paperwork on file.
- \* The Director is responsible for training the other staff at their center in regard to COMAR Regulations.
- \* The Director is responsible for keeping the center in compliance with all COMAR Regulations to the best of their ability. If at any time they are aware of a non-compliant issue that they are unable to correct themselves, they are to notify the Recreation Division Chief for further guidance.
- \* The director is responsible to develop a positive working relationship with their Office of Child Care Licensing Specialist, and to contact them when required.
- \* The Director must complete and maintain their personal and center staff Professional Development Plan as required by the Office of Child Care.
- \* The Director is responsible for developing and maintaining their center's Emergency Preparedness Plan, emergency supplies and conducting all required monthly and yearly emergency drills. The Emergency Plan must be reviewed and updated on an annual basis. The Partnership Agreement with the center's emergency evacuation locations must also be updated on an annual basis.

## SITE SPECIFIC PROCEDURES

- \* The Director must be familiar with any site-specific procedures related to the individual school in which they are located.
- \* The Director is responsible for training the other staff at their center in regard to any site-specific procedures.
- \* The Director is responsible to develop a good working relationship with the school principal, custodians, P.E. teacher, school secretaries, health room personnel and any other related school personnel they may come into contact with.
- \* The Director is responsible for demonstrating professionalism and flexibility when out-of-space changes occur.

## MINIMUM REQUIREMENTS

# Contractual Employee Justification

**Title: Recreation and Parks Office Associate**

**Description of Duties/Responsibilities (Job Description):**

- Prepares and processes departmental payroll documents and related accounting/auditing tasks;
- Provides administrative support to the recreation and parks director;
- Prepares all human resources related documents
- Works on independent projects as assigned;
- Takes notes and transcribes data into formal and informal documents;
- Maintains complex files and databases;
- Create parks inventory and maintenance files;
- Prepares/replies to correspondence from brief dictated notes;
- Establishes and maintains cross-reference files and establishes file categories;
- Provides routine information to persons visiting office or via telephone;
- Screens visitors, telephone calls and incoming mail, personally answering those inquiries which in the employee's judgment do not require the supervisor's attention;
- Prepares requisitions, vouchers and other documents;
- Reviews outgoing mail prepared by other clerks for form, accuracy and adherence to office policy;
- Inputs and retrieves computer data;
- Makes payroll changes for all City employees;
- Posts notices for soliciting applications for vacant positions;
- Serves as liaison between citizens and department;
- Maintains office equipment and orders office supplies;
- Performs other duties as assigned.

Job Description attached.

**Justification for Continuing the Position:**

## Recreation and Parks Office Associate

Job Class Code: XXXX

Contractual

FLSA: Non-Exempt

Updated: 7/14

**GENERAL STATEMENT OF DUTIES:** Performs a variety of responsible clerical, secretarial, and administrative tasks; does related work as required.

**DISTINGUISHING FEATURES OF THE CLASS:** This is high level clerical work usually involving responsible administrative duties performed generally at the directorate level or its equivalent. Considerable judgment is required in establishing or adapting work procedures to new situations, and in performing varied clerical and minor administrative services to conserve the time of a superior. The work is reviewed upon completion but frequently no check is made of data compiled or records prepared.

**EXAMPLES OF WORK:** (Illustrative only)

- ▶ Prepares and processes departmental payroll documents and related accounting/auditing tasks;
- ▶ Provides administrative support to the recreation and parks director;
- ▶ Prepares all human resources related documents;
- ▶ Works on independent projects as assigned;
- ▶ Takes notes and transcribes data into formal and informal documents;
- ▶ Maintains complex files and databases;
- ▶ Create parks inventory and maintenance files;
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- ▶ Prepares requisitions, vouchers and other documents;
- ▶ Reviews outgoing mail prepared by other clerks for form, accuracy and adherence to office policy;
- ▶ Inputs and retrieves computer data;
- ▶ Makes payroll changes for all City employees;
- ▶ Posts notices for soliciting applications for vacant positions;
- ▶ Serves as liaison between citizens and department;
- ▶ Maintains office equipment and orders office supplies;
- ▶ Performs other duties as assigned.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Good knowledge of office terminology, procedures and equipment and of business arithmetic and English; some knowledge of elementary bookkeeping; ability to take and transcribe dictation at a high rate of speed and accuracy; ability to follow complex oral and written directions; ability to get along well with others; demonstrated ability to maintain complex clerical record and prepare reports from such

# Contractual Employee Justification

Title: Administrative Assistant – Stanton Community Center

Description of Duties/Responsibilities (Job Description):

## Administrative Assistant, Stanton Community Center

### A. Duties & Responsibilities:

1. Provide support assistance to Executive Director.
2. Schedule and coordinate all meetings for Executive Director.
3. Research, develop and analyze program reports for program accountability.
4. Develop and manage all filing systems for incoming and outgoing program information.
5. Attend and participate in all meetings and prepare and submit all relevant minutes.
6. Assist with collection and dissemination of information relevant to Stanton Community Center business and pertinence staff needs.
7. Carry out other technical activities as assigned by the Director.
8. Performs all regular Secretarial duties, such as:
  - a. Managing the office.
  - b. Maintain all program files, correspondence and other documents. Maintain all files in a confidential manner.
  - c. Typing letters, reports, grant applications, financial statements, forms, etc. neatly and accurately as required.
  - d. Operate office machines, as needed, including Xerox machine, adding machine, typewriter, IBM compatible computer, recording and transcribing equipment.
  - e. Responsible for ordering needed office supplies.
  - f. Calendar appointments and schedule appointments for the Executive Director.
  - g. Take minutes of meetings as required.
  - h. Receives all incoming communications and screens calls.
9. Computer experience required. Input program information and generate reports on the computer.
  - a. Knowledge of Internet Access and development of Web Page.
  - b. Develop Newsletter format.

## JOB DESCRIPTION

### Administrative Assistant Stanton Community Center

#### A. Duties & Responsibilities:

1. Provide support assistance to Executive Director.
2. Schedule and coordinate all meetings for Executive Director.
3. Research, develop and analyze program reports for program accountability.
4. Develop and manage all filing systems for incoming and outgoing program information.
5. Attend and participate in all meetings and prepare and submit all relevant minutes.
6. Assist with collection and dissemination of information relevant to Stanton Community Center business and pertinence staff needs.
7. Carry out other technical activities as assigned by the Director.
8. Performs all regular Secretarial duties, such as:
  - a. Managing the office.
  - b. Maintain all program files, correspondence and other documents. Maintain all files in a confidential manner.
  - c. Typing letters, reports, grant applications, financial statements, forms, etc. neatly and accurately as required.
  - d. Operate office machines, as needed, including Xerox machine, adding machine, typewriter, IBM compatible computer, recording and transcribing equipment.
  - e. Responsible or ordering needed office supplies.

# Contractual Employee Justification

**Title:** Horticulturalist

**Description of Duties/Responsibilities (Job Description):**

Responsible for the design, establishment, weekly maintenance and beautification of a wide range of gardens, public parks, open spaces and forested areas throughout the City; does related work as required.

An employee in this class must be able to independently perform all horticultural tasks and duties in City parks, gardens, open spaces and forested areas of the City. Will be expected to train, supervise and work alongside others in environmentally-sound landscape design, construction and weekly maintenance using extensive knowledge in tree, shrub and plant identification, placement, establishment, pruning, and diagnosis and eradication of pests and diseases. Works with a variety of City Department personnel including Public Works, Planning and Zoning, Department of Neighborhood and Environmental Services, and the Mayor's Office. Works with communities and volunteers; team member for the City's annual GreenScape program.

**EXAMPLES OF WORK:**

- Design, construct and lead a team of laborers in the establishment and maintenance of four-season perennial shrub and flower beds;
- Works within an annual budget to design, implement and maintain all gardens, flower beds and open space planting areas;
- Conduct and evaluate soil tests and recommend fertilization of turf according to established procedures;
- Design and implement erosion control measures under state and federal guidelines;
- Prepare landscape and forestry designs and cost estimates;
- Identify and use Bay-friendly techniques in the eradication of woody pests, diseases and invasive species;
- Establish and prioritize schedules for maintaining ornamental and native shrubs and trees;
- Organize and Manage the City's annual GreenScape program. (Spring & Fall)
- Manage the Memorial Tree and Bench Program.
- Acts as the City's Liaison for the AIPPC.

## Horticulturist

Job Class Code: 6007  
Pay Grade: 13  
FLSA: Exempt  
Updated: 10/05

Comment [Comment1]: \*\*\* Copy Job Title into Header \*\*\*

**GENERAL STATEMENT OF DUTIES:** Responsible for the design, establishment, weekly maintenance and beautification of a wide range of gardens, public parks, open spaces and forested areas throughout the City; does related work as required.

**DISTINGUISHING FEATURES OF THE CLASS:** An employee in this class must be able to independently perform all horticultural tasks and duties in City parks, gardens, open spaces and forested areas of the City. Will be expected to train, supervise and work alongside others in environmentally-sound landscape design, construction and weekly maintenance using extensive knowledge in tree, shrub and plant identification, placement, establishment, pruning, and diagnosis and eradication of pests and diseases. Works with a variety of City Department personnel including Public Works, Planning and Zoning, Department of Neighborhood and Environmental Services, and the Mayor's Office. Works with communities and volunteers; team member for the City's annual GreenScape program.

**EXAMPLES OF WORK:** (Illustrative only)

- ▶ Design, construct and lead a team of laborers in the establishment and maintenance of four-season perennial shrub and flower beds;
- ▶ Works within an annual budget to design, implement and maintain all gardens, flower beds and open space planting areas;
- ▶ Conduct and evaluate soil tests and recommend fertilization of turf according to established procedures;
- ▶ Design and implement erosion control measures under state and federal guidelines;
- ▶ Prepare landscape and forestry designs and cost estimates;
- ▶ Identify and use Bay-friendly techniques in the eradication of woody pests, diseases and invasive species;
- ▶ Operate and utilize a variety of machinery and equipment including chain saws, pruners, weed eaters, mowers, sprayers, push and riding mowers;
- ▶ Establish and prioritize schedules for maintaining ornamental and native shrubs and trees;
- ▶ Participate as a team member in the City's annual GreenScape program.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Knowledge of horticulture practices and turf management; ability to effectively communicate to participants, co-workers, and other community groups. Ability to perform routine manual horticultural duties as well as train and lead others in those duties; excellent communication skills and administrative abilities. Good judgment, strong written and oral communication skills.

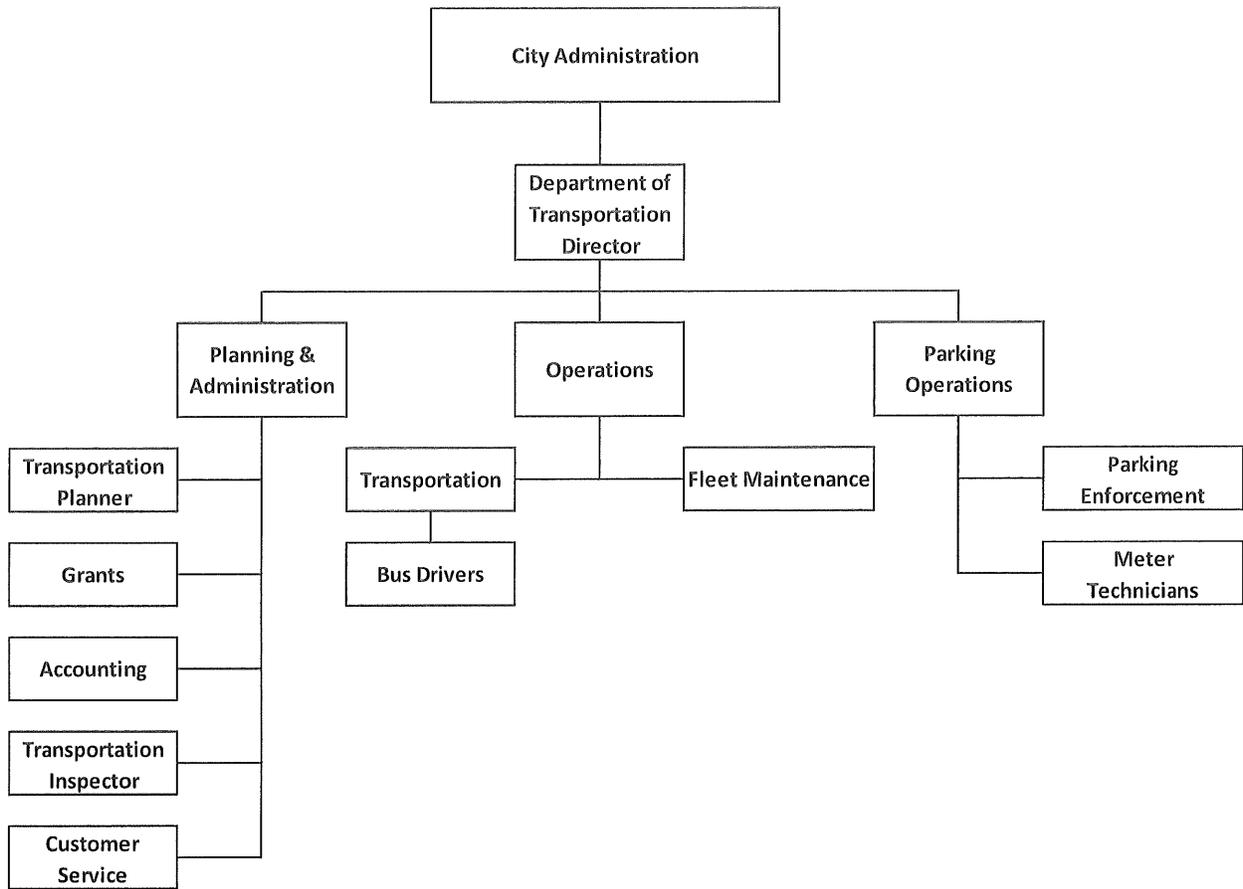
**ACCEPTABLE EXPERIENCE AND TRAINING:** Bachelors Degree in Horticulture or related field (or 5 years field experience). or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

**AMERICANS WITH DISABILITIES ACT:**

**Physical ability:** ability to work outside in all seasons; ability to operate a vehicle; ability to

# Department of Transportation

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**GRANT BUDGET FORM**

**Grant Title** MTA Operating Grant - Large Urban (Fixed Route Transit Operation)

**Grant Award (\$)** 1,040,243.00 **Originating Department(s):** Transportation

**Dept Contact (Name/Phone):** Rick Gordon

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other - AA County		
Salaries		574,170.00	1,000,677.00	272,383.00	<b>1,847,230.00</b>	
Benefits		243,244.00	419,932.00	114,305.00	<b>777,481.00</b>	
Overtime		0.00	0.00		<b>0.00</b>	included in salaries
Supplies		22,515.00	52,535.00		<b>75,050.00</b>	
Telephone					<b>0.00</b>	included in administrative overhead
Electricity					<b>0.00</b>	included in administrative overhead
Fuel and Oil		84,688.00	150,182.00	40,880.00	<b>275,750.00</b>	
Training & Education		0.00	0.00		<b>0.00</b>	included in administrative overhead
R & M - Equipment					<b>0.00</b>	
Special Programs					<b>0.00</b>	
Contract Services		0.00	0.00		<b>0.00</b>	included in administrative overhead
Capital Outlay					<b>0.00</b>	
Administrative Overhead		115,626.00	269,794.00		<b>385,420.00</b>	
other (fill-in)					<b>0.00</b>	
other (fill-in)					<b>0.00</b>	
other (fill-in)					<b>0.00</b>	
other (fill-in)					<b>0.00</b>	
other (fill-in)					<b>0.00</b>	
<b>Total</b>	<b>0.00</b>	<b>1,040,243.00</b>	<b>1,893,120.00</b>	<b>427,568.00</b>	<b>3,360,931.00</b>	

**TOTAL EXPENDITURES\*:** **3,360,931.00**

\* May be different from Grant Award \$ if there is a match requirement.

**Match is not required.**

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Transportation

\_\_\_\_\_  
Department

**Match is required.** Match will be met in the form of <sup>(1)</sup> transit operating revenues including fares/city operating budget

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

\_\_\_\_\_  
Department Director Signature/Date

\_\_\_\_\_  
Department

**COMMENTS:**

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title MTA Operating Grant for ADA Complementary Service

Grant Award (\$) 198,382.00

Originating Department(s): Transportation

Dept Contact (Name/Phone): Rick Gordon

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries		107,289.00	11,921.00		119,210.00	
Benefits		43,076.00	8,210.00		51,286.00	
Overtime		0.00	0.00		0.00	included in salaries
Supplies		4,455.00	495.00		4,950.00	
Telephone		0.00	0.00		0.00	included in administrative overhead
Electricity		0.00	0.00		0.00	included in administrative overhead
Fuel and Oil		20,681.00	2,298.00		22,979.00	
Training & Education		0.00	0.00		0.00	included in administrative overhead
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services					0.00	included in administrative overhead
Administrative Overhead		22,881.00	2,542.00		25,423.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>198,382.00</b>	<b>25,466.00</b>	<b>0.00</b>	<b>223,848.00</b>	

TOTAL EXPENDITURES\*: **223,848.00**

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

Department Director Signature/Date

Transportation

Department

Match is required. Match will be met in the form of <sup>(1)</sup> transit operating revenues including farebox/city operating budget

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

Department Director Signature/Date

Department

COMMENTS:

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title MTA Capital Grant for Preventive Maintenance

Grant Award (\$) 315,000.00 Originating Department(s): Transportation

Dept Contact (Name/Phone): Rick Gordon

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries		79,579.00	308,502.00		388,081.00	
Benefits		24,160.00	93,662.00		117,822.00	
Overtime		0.00			0.00	included in salaries
Supplies		0.00	13,783.00		13,783.00	
Telephone		0.00	0.00		0.00	included in administrative overhead
Electricity		0.00	0.00		0.00	included in administrative overhead
Fuel and Oil		0.00	0.00		0.00	
Training & Education		0.00	0.00		0.00	included in administrative overhead
R & M - Vehicles		200,000.00	187,602.00		387,602.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
Administrative Overhead		11,261.00	43,654.00		54,915.00	
R & M - Buildings		0.00	4,800.00		4,800.00	
R & M - Equipment		0.00	3,500.00		3,500.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
<b>Total</b>	<b>0.00</b>	<b>315,000.00</b>	<b>655,503.00</b>	<b>0.00</b>	<b>970,503.00</b>	

TOTAL EXPENDITURES\*: **970,503.00**

\* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

Department Director Signature/Date

Department

Match is required. Match will be met in the form of <sup>(1)</sup> transit operating revenues including fares/city operating budget

I attest that this asset has been approved/appropriated in <sup>(2)</sup> \_\_\_\_\_

Department Director Signature/Date

Department

**COMMENTS:**

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY \_\_ operating budget, a memorandum of understanding, City Council resolution/ordinance.

# Contractual Employee Justification

**Title: Fleet Maintenance Technicians (2 positions)**

**Description of Duties/Responsibilities (Job Description):**

Maintains a variety of motor vehicles and computerized sub-components using sophisticated testing equipment and vehicle maintenance computer software and does related work as required. Employees in this class perform skilled mechanical repair work with computerized testing equipment and maintenance software. Job functions include repairs or overhauls chassis, brake system, suspension systems, cooling systems, axles, power train, clutches, electrical systems, steering systems and exhaust systems; drives buses or other vehicles in emergency.

## **Justification for Continuing the Position:**

The Department currently has a fleet of 22 transit buses, six (6) transit support vehicles and four (6) parking operations vehicles, a total of 34 vehicles. For smaller transit systems with less than 25 buses, the standard is 0.8 full-time mechanics per 100,000 revenue miles \*\*. Based on FY 2015 revenue miles of about 700,000, about 5.6 full time mechanics are needed in addition to a supervisor and inventory personnel. The department has only two (2) full-time maintenance technician Class "C". Additional maintenance personnel are needed for the following reasons.

1. To make sure the improved maintenance processes that we have put in place can be implemented effectively.
2. To maintain a viable preventive vehicle maintenance program as required by FTA/MTA.
3. It is cheaper to fill the position on contractual basis than on permanent bases with full benefits.

*\*\*Source: "Characteristics of Urban Transportation Systems, 7<sup>th</sup> Edition" Federal Transit Administration, September 1992*

How many years has the contracted position existed? **About 8 years.**