

City of Lockport, New York



FY 2021 Mayor's Recommended Annual Budget

A Message from Mayor Michelle Roman:

It is with great excitement and pleasure that I introduce you to the FY 2021 Mayor's Recommended annual operating budget for the City of Lockport, NY.

Throughout FY 2020, COVID-19 had significant impacts on our revenue sources such as sales tax, state aid, and fines and tickets. For FY 2021, we are budgeting for a continued loss of such revenue sources in the event that they do not materialize with wherever COVID-19 conditions take us.

Our goal for this budget is to create a sustainable budget in a responsible way. To achieve this, we are recommending the use of general fund balance to cover a portion of the lost revenues associated to State Aid. This will allow us to maintain operational efficiencies and services despite the impact of the COVID-19 on our most critical revenue sources. The City is fortunate enough to have a fund balance exceeding the minimum amount as dictated by City policy.

As you'll notice, our general fund spending is recommended to be \$548k under the FY 2020 appropriation, despite including larger additions to operating costs such as increases in NYS retirement employee contribution rates, worker's compensation premiums, 4 new fire fighter positions, a new Information Technology position, fleet replacements, a proposed 1.5% COLA for CSEA and ASFCME employees, and new police training programs. In making this budget, we prioritized sustainability and keeping new or increased costs within our typical operating budget costs so that when our revenues do recover, we continue to excel without fund balance use.

This budget proposal also includes a contingent appropriation in the event that the City receives SAFER funds to support the hiring of firefighters. If we are in fact awarded this grant, we are proposing to house ambulatory services back in the City for the first time since 2014. This will allow us to have new revenue sources that can support the costs associated to increased personnel.

The City is making significant efforts to minimize the impact on citizens, not only in terms of services, but also in terms of taxes and fees. The proposed budget contains only a 1% increase in the tax levy, which amounts to a 1.58% increase in the City tax rate per thousand from FY 2020, the smallest percentage increase the City has experienced since 2013. While NYS allows the City to increase the rate by 2.13%, we are aware of the situation that a high tax burden puts our citizens in, and we hope that this budget is one step in the right direction moving forward.

Thank you so much for your time,

Mayor Michelle Roman

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Budget Narrative

Introduction / How to Read this Budget

Thank you for taking time to look into the City of Lockport's annual budget! This section will provide a beginner's understanding to the City's budget and financial structure. If you are curious about public finances and budgeting, I encourage you to look into the NYS OSC for more details and resources.

The City has a number of distinct funds which each house individual departments. For example, the water fund houses the Water Administration Department as well as Water Distribution while the sewer fund houses the Wastewater Treatment Department. The primary fund of any government is typically the general fund, which houses many of the common governmental departments such as fire, police, public works, and administrative departments.

Each year, the City must produce a balanced budget, that is, a budget that is structurally sound and has revenues or fund balance match expenditures for each fund. Revenue, or income, is what the City receives in cash or receivables from a number of methods. This can be from bills and fines, property and sales tax, or even from external parties such as the State or Federal government. Expenditures are costs that the City expects to require for operations. When the City ends one year with greater revenue than they had expenditures, that typically means that they increase their fund balance, which is similar to a large savings account for emergencies or one-time purchases. Each municipality commonly has a fund balance policy that dictates how big the fund balance should be. Our City's general fund balance policy, for example, requires 17% of unrestricted fund balance.

While it may sound beneficial to have as large of a fund balance as possible, having an excessive fund balance can actually be an issue. This typically means that the municipality has potentially overtaxed its citizens for revenue that is exceeding their expenditures. Excessively hoarding tax-payer money is misuse of public funds. As a result, some municipalities make plans to spend excess fund balance on one-time costs or capital funds when their balance exceeds a certain threshold as opposed to building an oversized fund balance.

The following reports show a multitude of perspectives on our past, current, and future spending. If you're curious about what a certain department does and what kind of responsibilities they have, please reference the budget proposal by department section to see a mission and responsibilities page for each budgeted department.

Impact of COVID-19 and Fund Balance Utilization

COVID-19 has had a monumental impact on the finances and operations of the City of Lockport. To counter lower sales tax and the possibility of reduced State Aid, the City made efforts to make almost \$1 million in general fund reductions in April of 2020. A high amount of retirements also caused the City to make a second round of reductions to help reduce the impact on the general fund balance. We will continue to monitor and make adjustments to reductions as needed as we finish FY 2020.

In FY 2021, the City is budgeting for a 10% reduction of sales taxes and a 20% reduction to our State aid, in addition to reductions to many other departmental revenue lines.

The City is fortunate to be in a healthy condition for our three primary funds, general, water, and sewer. Recent contributions to unreserved fund balances in recent years as the results of one-time grants, vacancies, and turnover, and conservative budgeting styles has allowed the City to have a substantial fund balance reserve exceeding the minimum amount dictated by City policy. As a result, while we are anticipated lower revenues in FY 2021, the administration is actively choosing to minimize the impact on the taxpayers by 1) not increasing the property tax levy to the full amount as defined by New York State, 2) making larger operating reductions to keep new costs within a reasonable operating budget forecast, 3) not increasing fees or rates associate to water, sewer, or garbage and refuse, and 3) using fund balance in FY 2021's appropriation.

The use of fund balance in this proposed budget exist in two funds, the general fund and the health insurance fund. The general fund balance appropriation is proposed to be just under \$530k, and is recommended to be used to offset a possible 20% reduction in State Aid and Incentive to Municipalities (AIM) NYS aid (the budgeted 20% reduction to this revenue line item in FY 2021 amounts to \$530k). We believe that this one-time appropriation of the fund balance is beneficial to tax-payer's and considerate of the City's financial standing.

The second use of fund balance, in the health insurance fund, is to offset a slight increase in health premiums. In FY 2019, the City contributed excess funds into the health insurance fund balance amounting to \$111k to a total fund balance of \$1.5 million. To offset a projected 2% increase in health premiums, the City utilized around \$100k in appropriated fund balance to maintain current premiums for FY 2021. In FY 2022, the City premiums will increase to account for both FY 2021 and FY 2022 increases, to avoid overuse of the fund balance in future years.

Personnel Budgeting

The City of Lockport, NY has six union contract agreements, each with their own set of established guidelines and benefits. These contracts include: CSEA, AFSCME, Hickory Club (Police), LPFFA (Fire), Department Head, and Unrepresented Employees.

The FY 2021 Mayor's Recommended budget contains all mandated costs associated to our current union contracts. The includes each employee progressing to their following step (if applicable), cost of living adjustments (COLAs), longevity distributions, and tool and clothing allowances. Outside of normal step progressions, the following adjustments were provided to associated employees:

- ASFCME and CSEA funding for a 1.5% COLA effective January 1st, 2021
- LPFFA (Fire) 1.5% COLA applied January 1st, 2021
- Hickory Club (Police) 2.0% COLA applied January 1st, 2021
- Department Head 2.0% COLA applied January 1st, 2021

The 1.5% COLA for ASFCME and CSEA is proposed outside of the current agreements with the respective unions, and is intended to be utilized in new agreements finalized prior to January 1st, 2021. After many years of not having updated contracts, the Administration wants to be proactive with its union negotiations and believes it is in the best interest of both the employees and the City to include this additional funding in the Mayor's recommended budget proposal.

In addition to these changes, the FY 2021 budget contains funding for 4 additional firefighter position, which is the result of recent arbitration that required the City to staff 12 additional firefighter positions. The Mayor's Recommended budget proposed to hire 4 in FY 2021, with an implied 4 additional positions in each FY 2022 and FY 2023 until the City has phased in all 12 positions.

The additional contingent appropriation in this budget proposal contains funding for 8 additional firefighter positions if the City is awarded the SAFER grant from FEMA. This funding would allow the City to rehouse ambulatory services, which is included in the costs and revenues in the contingent appropriation.

A new addition to this year's personnel budget is the inclusion of a budgeted line item for turnover. When the City has vacant positions, we experience savings associated to that position's wages and fringe benefits. Typically, the City experiences relatively large savings associated to vacancy and turnover. In FY 2018, the City's general fund budget for full time wages had excess funds in the amount of 3.99%. In FY 2019, this increased to 4.86%. To provide greater accuracy in our personnel budgeting, as well as to alleviate some of the general fund budget, we introduced a negative budgeted line item to account for this anticipated savings. In FY 2021, we budgeted for a 2.75% savings to all general fund full time wages. This line item is found in "Additional and Other Compensation" in the Employee Benefits department.

Personnel Budgeting (Continued)

Additionally, 1 new position was added in for an IT specialist to lead the City's information technology department and initiatives. This will be a critical position, as IT needs and requirements in local municipalities is becoming more and more important.

The FY 2021 budget also support the movement of positions within and between departments, namely in support of the public works division in the City. This proposed alteration would allow the Director of Public Works to have direct supervision over three supervisors, each who have distinct areas of work and expertise. This will streamline the public works division of the City and help provide efficiencies such as reduced overtime costs and clearer responsibilities, accountability, and oversight.

Finally, the budget contains additions to mandated fringe benefits such as medical insurance contribution, worker's compensation, and retirement rates. The New York State and Local Retirement System (NYSLRS) announced increased employer contributions for FY 2021. For ERS, this changed from 14.6% to 16.2%, and for PFRS, the change was from 24.4% to 28.3%.

FY 2020 to FY 2021 Net Position Movement by Fund

General Fund FY 2020 Working:	157.33	Water Fund FY 2020 Working:	21.83	Sewer Fund FY 2020 Working	18.83
Reallocation for Public Works Account Clerk	0.33	Movement of Public Works Supervisor from WW Compost	1	Movement of Public Works Supervisor from WW Compost	-1
New Fire Positions	4	Reallocation for Public Works Account Clerk	-0.16	Reallocation for Public Works Account Clerk	-0.16
New IT Position	1	FY 2021 Proposed FTEs:	22.66	Movement of HEO from Street to New Operator Trainee in WW Treatment	1
Movement of HEO from Street to WW Systems	-1				1
Ending Grant Supported Position in Code Enforcement	-1			FY 2021 Proposed FTEs:	19.66
FY 2021 Proposed FTEs:	160.66				

Changes in Spending Patterns

As you'll notice, this budget contains large reductions to many line items. While our goal was to minimize the impact on the general fund balance, we still intend to provide the City with excellence in services. As such, we aimed to be strategic in where we posed larger reductions.

Administrative departments have proposed reductions to many and most excess line items outside of basic supplies and professional services. These items are typically required to perform basic administrative functions and anything in excess was reduced to zero.

In fire and police, our goal was to provide support for equipment and supplies while also reducing the budget to reflect prior year spending patterns. In doing so, we hope that the reductions have a minimal impact on everyday operations, safety, and protection. In addition to the 4 new firefighter positions in the fire department, the police department contains funding for new training initiatives. This includes (but is not limited to) diversity training, implicit bias training, and mental health training.

Maintenance and public work departments have also been minimized to reflect prior year spending patterns as well. Reductions were made to potential new improvements, as they can be deferred until a later point. Without additional funding from external sources (Federal or State), we are limiting maintenance and public works funding to cover basic functions without too much room for vast improvements to service compared to FY 2020.

This proposal includes continued fleet upgrades for public works and the police. Six new vehicles are to be replaced in public works and replaced with leased vehicles, while ten vehicles are to be replaced in the police department, including the K9 interceptor vehicle.

There are three new capital budget proposals including in this operating budget. These include IT infrastructure improvements, water infrastructure improvements, and sewer infrastructure improvements. These three capital projects are unique for the City in that they will be on-going projects that are annually supported with operating funds.

The intent of these three capital funds is to build a reserve of funds designated specifically for infrastructure improvements for the City. The funds do not have to be used in their entirety in one year, rather, the annual contributions will carry forward into future years, allowing us to build a reserve for larger out-year purchases. This will allow us to have more flexibility with our infrastructure capabilities, and as such, to have greater efficiencies with our systems and services.

FY 2021 Operating Budget and Property Taxes

With only a 1% increase in the City's levy from \$13,044,256 in FY 2020 to \$13,174,703 in the proposed FY 2021 budget, the City's tax rate per thousand dollars of assessed value would increase from \$18.6676 to \$18.9625. This is a 1.58% increase from FY 2020, the smallest percentage increase that the City has experienced in property taxes since 2013. The below exhibit shows the total assessed City value, the City levy, and finally, the tax rate per thousand for 2011 through 2021.

For more information about City property taxes, please refer to the "Real Property Tax Statistics Report," which will be published by the Assessor's Office. This report will provide more detail on collection dates, major employers in the City, and provide a wider range of historic levy detail for the City, School District, and County.

Year	City Assessed Value	City Assessed Value Growth	City Levy	City Levy Growth	City Tax Rate per Thousands	City Tax Rate Growth
2011	\$ 635,768,759	0.15%	\$ 9,693,899	-4.20%	\$ 15.2475	-4.34%
2012	\$ 717,689,819	12.89%	\$ 10,570,790	9.05%	\$ 14.7289	-3.40%
2013	\$ 710,182,939	-1.05%	\$ 10,460,506	-1.04%	\$ 14.7293	0.00%
2014	\$ 706,713,146	-0.49%	\$ 10,648,259	1.79%	\$ 15.0673	2.29%
2015	\$ 704,494,966	-0.31%	\$ 11,711,243	9.98%	\$ 16.6236	10.33%
2016	\$ 701,588,943	-0.41%	\$ 11,923,013	1.81%	\$ 16.9943	2.23%
2017	\$ 698,799,455	-0.40%	\$ 12,173,502	2.10%	\$ 17.4206	2.51%
2018	\$ 700,508,192	0.24%	\$ 12,400,830	1.87%	\$ 17.7026	1.62%
2019	\$ 700,156,667	-0.05%	\$ 12,671,920	2.19%	\$ 18.0987	2.24%
2020	\$ 698,764,513	-0.20%	\$ 13,044,256	2.94%	\$ 18.6676	3.14%
2021	\$ 694,776,851	-0.57%	\$ 13,174,703	1.00%	\$ 18.9625	1.58%

Statement of Revenues, Expenditures, and Fund Balance

General Fund - Statement of Revenues, Expenditures and Fund Balance

FY 2018 through FY 2021 (Projected)

General Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
Revenues				
Real Property Taxes	13,158,999	13,176,514	13,739,260	13,819,703
Nonproperty Tax Items	6,906,803	6,522,347	6,475,000	5,800,000
Intergovernmental Charges	435,041	457,099	523,342	628,396
Departmental Income	250,496	249,352	260,100	219,875
Use of Money and Property	86,716	210,796	210,000	125,000
Licenses and Permits	216,620	214,956	220,000	200,000
Fines and Forfeitures	264,109	214,426	275,500	210,000
Sale of Property	109,394	96,017	11,500	184,500
Misc. (Includes Fund Balance)	130,759	105,356	12,950	537,249
State Aid	3,098,977	3,314,000	3,127,926	2,549,318
Federal Aid	335,170	367,751	143,944	196,203
Interfund Transfers	258,598	261,186	151,100	132,083
Total Revenues	25,251,681	25,189,799	25,150,622	24,602,327
Expenditures				
Personal Services	10,543,193	10,546,193	10,968,952	10,517,160
Equipment and Capital Outlay	178,423	422,199	143,277	204,366
Contractual	2,761,419	2,655,242	3,307,308	3,328,047
Debt Principal	764,820	734,330	820,245	795,350
Debt Interest	152,790	126,491	100,923	82,373
Employee Benefits	9,395,275	8,704,837	9,676,402	9,516,531
Interfund Transfers	80,200	178,991	133,500	158,500
Total Expenditures	23,876,120	23,368,283	25,150,607	24,602,327
<i>Excess (Deficit)</i>	<i>1,375,561</i>	<i>1,821,516</i>	<i>-828,000</i>	<i>-529,999</i>
Fund Balance at End of Year	4,639,657	6,909,336	6,081,336	5,551,337
<i>As a Percent of Expenditures</i>	<i>19%</i>	<i>30%</i>	<i>24%</i>	<i>23%</i>

**FY 2020 deficit is estimate to illustrate COVID-19's impact. The original budget did not appropriate fund balance.*

**Fund Balance Amounts include only unrestricted balances.*

Water Fund - Statement of Revenues, Expenditures and Fund Balance
FY 2018 (Actual) through FY 2021 (Projected)

Water Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
Revenues				
Intergovernmental Charges	111,121	104,000	134,565	139,524
Departmental Income	4,096,759	4,031,656	4,126,500	4,128,500
Use of Money and Property	11	6,296	10,000	5,000
Licenses and Permits	0	0	0	0
Sale of Property	0	241	0	0
Miscellaneous	2,061	1,943	100	0
State Aid	250,000	0	0	0
Interfund Transfers	0	20,700	46,590	38,260
Proceeds of Obligations	0	0	0	0
Total Revenues	4,459,951	4,164,836	4,317,755	4,311,284
Expenditures				
Personal Services	1,112,461	1,144,658	1,246,325	1,182,289
Equipment and Capital Outlay	82,006	152,435	175,500	600
Contractual	910,008	904,312	1,332,579	1,145,286
Debt Principal	524,832	429,445	402,360	550,290
Debt Interest	117,505	94,611	138,488	156,965
Employee Benefits	1,066,138	970,771	1,022,503	1,105,854
Interfund Transfers	7,691	0	0	170,000
Total Expenditures	3,820,642	3,696,233	4,317,755	4,311,284
<i>Excess (Deficit)</i>	<i>639,309</i>	<i>468,603</i>	<i>0</i>	<i>0</i>
Fund Balance at End of Year	2,047,023	2,515,620	2,515,620	2,515,620
<i>As a Percent of Expenditures</i>	<i>54%</i>	<i>68%</i>	<i>58%</i>	<i>58%</i>

**Fund Balance Amounts include total restricted and unrestricted balances.*

Sewer Fund - Statement of Revenues, Expenditures and Fund Balance

FY 2018 (Actual) through FY 2021 (Projected)

Sewer Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
Revenues				
Departmental Income	3,886,511	3,845,316	3,941,410	3,967,660
Use of Money and Property	7	1,574	5,000	1,500
Licenses and Permits	0	0	0	0
Sale of Property	0	0	1,000	1,000
Miscellaneous	1,390	6,961	0	0
Federal Aid	0	0	36,021	0
Interfund Transfers	50,000	153,998	132,194	108,558
Proceeds of Obligations	0	0	0	0
Total Revenues	3,937,908	4,007,850	4,115,625	4,078,718
Expenditures				
Personal Services	953,065	950,106	1,017,840	1,039,799
Equipment and Capital Outlay	7,539	119,957	128,000	40,000
Contractual	875,641	911,948	1,297,512	1,227,134
Debt Principal	697,029	653,025	589,410	579,747
Debt Interest	137,943	124,637	106,368	95,192
Employee Benefits	1,084,128	839,276	970,495	926,846
Interfund Transfers	25,643	100,000	6,000	170,000
Total Expenditures	3,780,987	3,698,949	4,115,625	4,078,718
<i>Excess (Deficit)</i>	<i>156,921</i>	<i>308,900</i>	<i>0</i>	<i>0</i>
Fund Balance at End of Year	1,116,367	1,425,269	1,425,269	1,425,269
<i>As a Percent of Expenditures</i>	<i>30%</i>	<i>39%</i>	<i>35%</i>	<i>35%</i>

**Fund Balance Amounts include total restricted and unrestricted balances.*

Annual Expenditures by Department

Annual Expenditures by Department
FY 2018 (Actual) through FY 2021 (Proposed)

General Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
A.1010 - Legislative Common Council	156,868	81,502	121,757	112,958
A.1210 - Office of the Mayor	136,806	99,736	114,432	94,338
A.1310 - Finance & Accounting	436,696	415,710	425,513	398,155
A.1325 - Treasurer	282,872	284,485	268,515	285,457
A.1355 - City Assessor	249,691	206,099	232,526	239,395
A.1410 - City Clerk	270,708	264,922	280,901	257,140
A.1420 - City Attorney	266,148	217,363	205,634	202,301
A.1430 - Personnel - Civil Service	122,890	117,837	122,240	132,948
A.1440 - Engineering	255,974	239,851	234,385	252,096
A.1490 - Public Works Administration	70,884	61,069	64,054	122,618
A.1620 - Building Maintenance	380,422	510,906	414,315	371,680
A.1640 -Equipment Maintenance Garage	433,017	402,885	333,438	365,209
A.1670 - Central Printing and Mailing	52,526	50,576	59,000	55,580
A.1680 - Information Technology Services	121,465	155,045	238,057	226,347
A.1900 - Special Items	773,362	698,263	1,010,734	1,159,120
A.3120 - Police	6,779,137	6,635,543	7,315,885	7,411,252
A.3127 - Police Clerical	99,058	107,068	104,336	111,570
A.3128 - School Crossing Guards	41,971	31,681	42,804	32,295
A.3173 - Community Policing	73,616	71,815	73,645	74,909
A.3410 - Fire	5,018,831	4,754,031	5,097,272	5,381,551
A.3510 - Control of Dogs	43,630	40,622	43,827	45,461

Annual Expenditures by Department
FY 2018 (Actual) through FY 2021 (Proposed)

General Fund (Continued)	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
A.3620 - Code & Safety Inspection	423,962	427,842	521,562	438,816
A.5110 - Street Maintenance	1,577,421	1,660,117	1,631,343	1,516,327
A.5182 - Street Lighting	356,014	309,248	360,000	283,000
A.6410 - Tourism	102,785	102,761	110,000	85,000
A.7110 - Parks	417,263	419,957	446,906	422,167
A.7140 - Playground and Recreation Centers	113,711	97,638	91,955	41,051
A.7180 - Community Pool	57,398	53,353	58,843	41,190
A.7185 - Marina	35,257	40,398	34,758	18,176
A.8021 - Community Development	179,920	187,824	203,547	221,213
A.8510 - Community Beautification	32,441	26,005	32,750	20,000
A.8730 - Forestry	485,712	389,643	401,951	391,521
A.9000 - Employee Benefits	3,029,853	3,166,675	3,399,054	2,755,263
A.9700 - Debt Service	917,610	860,821	921,168	877,723
A.9901 - Interfund Transfer	80,200	178,991	133,500	158,500
Expenditure Totals	23,876,120	23,368,283	25,150,607	24,602,327

Annual Expenditures by Department
FY 2018 (Actual) through FY 2021 (Proposed)

Water Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
FX.1900 - Special Items	52,242	51,664	195,565	193,783
FX.8310 - Water Administration	318,852	377,031	445,034	491,041
FX.8320 - Pump Stations	325,671	371,251	324,700	302,650
FX.8330 - Filtration	1,021,668	1,255,742	1,476,627	1,301,150
FX.8340 - Distribution	505,345	762,941	990,326	825,128
FX.9000 - Employee Benefits	946,837	353,549	344,656	320,277
FX.9700 - Debt Service	642,337	524,056	540,848	707,255
FX.9901 - Interfund Transfer	7,691	0	0	170,000
Expenditure Totals	3,820,642	3,696,233	4,317,756	4,311,284
Sewer Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
G.1900 - Special Items	48,283	46,104	151,750	133,368
G.8120 - Wastewater Systems	206,345	345,666	436,904	360,627
G.8130 - Wastewater Treatment	1,412,395	1,746,871	2,085,837	2,032,353
G.8135 - Wastewater Compost	271,317	338,299	393,935	386,565
G.9000 - Employee Benefits	982,033	344,347	345,422	320,866
G.9700 - Debt Service	834,972	777,662	695,778	674,939
G.9901 - Interfund Transfer	25,643	100,000	6,000	170,000
Expenditure Totals	3,780,987	3,698,949	4,115,626	4,078,718

Annual Expenditures by Account Classification

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

General Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
01 Personal Services				
51010 - Full Time Wages	8,522,422	8,378,974	8,747,571	8,976,971
51040 - Part Time Wages	95,492	212,984	266,779	264,148
51060 - Temporary / Seasonal	210,165	189,429	173,700	61,566
51100 - Overtime	745,476	714,120	728,300	584,500
51120 - Longevity	157,096	145,488	141,000	138,483
51130 - Out of Grade	66,044	555,592	39,600	47,250
51150 - Holiday Pay	153,513	0	154,000	130,885
51160 - Shift Differential	7,127	18,118	55,200	35,200
51165 - Briefing Pay	122,536	133,087	141,610	143,077
51170 - Additional Compensation	192,993	109,733	111,000	-299,287
51175 - Education Incentives	152,867	1,450	309,988	310,000
51180 - Taxable Reimbursements	0	1,090	1,100	0
51185 - Allowances	117,462	81,275	115,600	124,367
51195 - Education Reimbursement	0	4,851	10,000	0
01 - Personal Services Totals	10,543,193	10,546,193	10,995,448	10,517,160
02 - Equipment & Capital Outlay				
52005 - Office Furniture	0	1,466	0	0
52010 - Office Equipment	0	0	0	0
52015 - Technical Equipment	14,375	107,355	23,000	36,500
52020 - Property Improvements	0	35,405	0	0
52025 - Buildings & Grounds Equipment	8,787	58,799	7,395	3,500
52030 - Motor Vehicle Equipment	90,004	3,546	0	0
52035 - Public Works Equipment	1,950	12,179	32,400	12,400

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

General Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
02 - Equipment & Capital Outlay (Continued)				
52040 - Outdoor Recreation Equipment	0	0	0	0
52050 - Household Equipment	0	0	0	0
52060 - Computer Equipment	24,931	22,778	28,132	148,616
52070 - Public Safety Equipment	38,377	140,093	75,000	0
52070 DEA - Public Safety Equipment Funded by DEA	0	0	0	3,350
02 - Equipment & Capital Total	178,423	422,199	169,277	204,366
04 - Contractual				
54001 - Printing/Copying	5,316	8,977	8,500	7,500
54003 - Office Furniture	204	90	16,344	0
54005 - Office Supplies	12,922	16,800	20,060	13,752
54007 - Janitorial Supplies	16,787	27,347	40,175	42,175
54010 - Office Equipment	780	7,671	3,200	300
54020 - Postage Expenses	32,002	27,000	35,000	33,000
54030 - Small Tools	3,200	7,782	3,250	3,000
54033 - Licensing & Certifications	967	733	855	2,205
54035 - Training and Education	30,598	40,199	48,140	98,829
54040 - Assoc/Membership Dues	10,611	9,855	12,968	10,130
54041 - Publications	0	39	3,820	0
54045 - Travel Related Costs	7,049	11,831	13,635	2,100
54050 - Equip. Maintenance/Repair	106,775	65,844	100,100	44,000
54055 - Professional Services	330,035	275,478	378,160	318,934
54059 - Court Related Expenses	2,175	1,768	2,500	2,000

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

General Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
04 - Contractual (Continued)				
54060 - Legal Notices and Advertising	9,573	8,362	8,700	6,825
54065 - Equipment Rental / Lease	13,590	74,286	111,521	257,722
54067 - Real Property Rent/Lease	1,600	750	3,500	1,650
54070 - Insurance	232,032	234,373	251,554	255,000
54075 - Maintenance / Service Contracts	93,556	52,619	73,175	129,775
54076 - Property Repairs	107,057	83,442	77,286	73,828
54077 - Const. & Maint. Supplies	84,233	67,981	82,250	66,500
54078 - Gasoline, Oil, Diesel Fuel	221,549	160,890	188,000	174,000
54083 - Misc. Support Services	36,721	29,086	26,000	42,000
54085 - Clothing and Uniforms	27,416	37,613	38,000	54,378
54100 - Real Property Taxes	39,034	35,842	60,000	40,000
54110 - Landscape Materials	10,532	9,435	10,300	8,500
54115 - Computer Licenses & Software	30,425	122,142	137,903	110,155
54117 - Computer Supplies	4,005	9,965	8,500	5,500
54120 - Refunds and Cancellations	200	244	1,000	0
54130 - Tourism & Promotion Services	102,785	102,761	125,000	85,000
54300 - Vehicle Maint. & Repair	214,719	199,024	198,500	175,000
54400 - Food Supplies	1,664	1,082	2,700	1,500
54440 - Fees & Permits	441	959	1,600	1,010
54500 - Medical Fees and Services	12,620	10,013	18,000	43,900
54505 - K-9 Expenses	4,273	3,076	6,000	4,500
54510 - Program Expenses	67,560	50,390	69,400	50,385
54510 HH - Program Expenses Hometown Heroes	10,803	2,692	0	0

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

General Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
04 - Contractual (Continued)				
54510 VB - Program Expenses Veterans Bricks	260	0	0	0
54515 - Special Supplies	57,673	66,800	68,600	35,880
54520 - Chemicals	6,629	4,862	5,650	4,000
54560 - Salt	160,935	174,440	180,000	190,000
54605 - Telephone Services	92,166	85,439	84,650	110,464
54610 - Internet Services	29,801	20,097	33,600	33,450
54620 - Utilities - Natural Gas	52,405	53,392	90,000	55,000
54623 - Utilities - Electricity	474,936	444,696	498,804	426,200
54765 - Judgement and Claims	807	7,075	0	0
54775 - Contingency	0	0	178,576	308,000
04 - Contractual Totals	2,761,419	2,655,242	3,306,758	3,328,047
06 - Debt Principal				
56000 - Bond Principal	764,820	734,330	749,845	795,350
56300 - Bond Anticipation Note Principal	0	0	70,400	0
06 - Debt Principal Totals	764,820	734,330	820,245	795,350
07 - Debt Interest				
57000 - Bond Interest	152,790	103,635	83,677	82,373
57300 - Bond Anticipation Note Interest	0	22,856	17,246	0
07 - Debt Interest Totals	152,790	126,491	100,923	82,373

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

General Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
08 - Employee Benefits				
58010 - FICA	841,529	847,654	880,268	860,742
58020 - Workers Compensation	651,216	502,965	625,270	660,380
58030 - Unemployment Insurance	14,048	8,758	5,000	5,000
58040 - Hospital & Medical Insurance	2,767,621	2,288,163	2,598,941	2,386,719
58041 - Medical Insurance In Lieu Of	16,308	0	0	15,000
58042 - HRA Employer Contribution	310,722	111,820	130,000	150,000
58045 - Medical Insurance - Retirees Traditional	1,256,427	1,443,995	1,512,371	1,550,000
58047 - Medical Insurance - Medicare Retirees	825,000	950,000	904,970	725,800
58050 - Retirement	2,146,409	2,011,779	2,268,312	2,592,890
58052 - Retirement Leave Payout	526,308	474,467	468,000	500,000
58055 - Benefits to Disabled Fire Retirees	39,687	65,236	40,000	70,000
08 - Employee Benefits Totals	9,395,275	8,704,837	9,433,132	9,516,531
09 - Interfund Transfers				
59000 H - Interfund Transfer To Capital	80,200	178,991	133,500	158,500
09 - Interfund Transfers Totals	80,200	178,991	133,500	158,500
Expenditure Grand Totals:	23,876,120	23,368,283	25,150,607	24,602,327

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

Water Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
01 Personal Services				
51010 - Full Time Wages	941,076	949,325	1,063,050	1,040,864
51060 - Temporary / Seasonal	0	0	0	0
51100 - Overtime	105,549	96,288	126,000	80,000
51120 - Longevity	9,378	9,467	10,600	9,283
51130 - Out of Grade	16,108	47,141	2,750	8,000
51150 - Holiday Pay	0	0	0	0
51160 - Shift Differential	28,607	30,244	32,000	32,000
51170 - Additional Compensation	0	1,569	625	0
51185 - Allowances	11,744	10,625	11,300	12,142
01 - Personal Services Totals	1,112,461	1,144,658	1,246,325	1,182,289
02 - Equipment & Capital Outlay				
52015 - Technical Equipment	28,100	5,687	44,000	0
52030 - Motor Vehicle Equipment	0	0	0	0
52035 - Public Works Equipment	8,906	76,278	80,500	0
52060 - Computer Equipment	0	0	1,000	600
52200 - Utility Replacement & Improvement	45,000	0	50,000	0
52411 - Building Improvements	0	70,471	0	0
02 - Equipment and Capital Outlay Totals	82,006	152,435	175,500	600

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

Water Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
04 - Contractual				
54001 - Printing/Copying	0	1,320	2,500	1,550
54003 - Office Furniture	0	360	1,500	1,100
54005 - Office Supplies	2,649	2,992	3,025	2,600
54007 - Janitorial Supplies	3,161	2,198	3,500	2,000
54010 - Office Equipment	0	0	1,000	0
54020 - Postage Expenses	12,728	12,000	14,500	15,000
54030 - Small Tools	0	3,250	5,450	3,150
54033 - Licensing & Certifications	0	0	5,000	400
54035 - Training and Education	1,070	1,470	3,300	3,000
54040 - Assoc/Membership Dues	2,018	2,079	2,250	2,250
54041 - Publications	0	0	0	0
54045 - Travel Related Costs	0	0	200	0
54050 - Equip. Maintenance/Repair	25,876	30,692	49,490	28,600
54055 - Professional Services	30,136	4,884	25,500	10,000
54057 A - Administrative Expense General Fund	157,058	170,464	176,639	239,175
54060 - Legal Notices and Advertising	995	985	1,700	1,700
54065 - Equipment Rental / Lease	0	11,851	26,250	16,488
54070 - Insurance	35,516	35,131	40,000	37,000
54075 - Maintenance / Service Contracts	24,530	22,283	28,400	24,000
54076 - Property Repairs	1,857	8,810	24,500	7,000
54077 - Const. & Maint. Supplies	17,381	25,400	39,000	28,400
54078 - Gasoline, Oil, Diesel Fuel	16,727	17,112	26,000	20,750
54083 - Misc. Support Services	4,785	180	13,000	0

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

Water Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
04 - Contractual (Continued)				
54085 - Clothing and Uniforms	0	1,333	1,500	500
54100 - Real Property Taxes	195,801	201,646	203,510	206,000
54110 - Landscape Materials	0	0	1,000	0
54117 - Computer Supplies	0	0	1,300	0
54120 - Refunds and Cancellations	2,186	1,074	5,000	0
54200 - Laboratory Supplies	20,878	15,941	26,000	26,000
54300 - Vehicle Maint. & Repair	8,222	4,332	17,350	1,350
54440 - Fees & Permits	3,231	2,806	4,050	3,350
54500 - Medical Fees and Services	0	0	200	0
54515 - Special Supplies	886	1,962	5,000	0
54520 - Chemicals	57,483	65,769	77,500	74,000
54540 - Utility System Reform	30,321	40,545	95,000	45,000
54605 - Telephone Services	6,717	6,700	8,700	6,640
54610 - Internet Services	1,170	1,445	2,000	2,000
54615 - Supply of Water	0	0	30,000	0
54620 - Utilities - Natural Gas	30,951	30,158	42,700	32,500
54623 - Utilities - Electricity	215,676	177,141	188,500	167,000
54775 - Contingency	0	0	130,565	136,783
04 - Contractual Totals	910,008	904,312	1,332,579	1,145,286
06 - Debt Principal				
56000 - Bond Principal	524,832	429,445	402,360	550,290
56300 - Bond Anticipation Note Principal	0	0	0	0
06 - Debt Principal Totals	524,832	429,445	402,360	550,290

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

Water Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
07 - Debt Interest				
57000 - Bond Interest	117,505	84,843	70,588	156,965
57300 - Bond Anticipation Note Interest	0	9,768	67,900	0
07 - Debt Interest Totals	117,505	94,611	138,488	156,965
08 - Employee Benefits				
58010 - FICA	86,464	88,264	96,874	91,045
58020 - Workers Compensation	144,000	60,237	90,243	93,719
58030 - Unemployment Insurance	0	0	1,000	1,000
58040 - Medical Insurance	345,233	322,456	314,908	412,779
58041 - Medical Insurance In Lieu	2,200	0	0	0
58042 - HRA Employer Contribution	46,100	11,127	20,000	20,000
58045 - Medical Insurance - Retirees Traditional	152,592	139,726	130,375	140,000
58047 - Medical Insurance - Medicare Retirees	112,750	175,000	171,751	137,747
58050 - Retirement	158,077	148,842	177,353	189,564
58052 - Retirement Leave Payout	18,722	25,120	20,000	20,000
08 - Employee Benefits Totals	1,066,138	970,771	1,022,504	1,105,854
09 - Interfund Transfers				
59000 H - Interfund Transfer To Capital	7,691	0	0	170,000
09 - Interfund Transfers Totals	7,691	0	0	170,000
Expenditure Grand Totals:	3,820,642	3,696,233	4,317,756	4,311,284

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

Sewer Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
01 Personal Services				
51010 - Full Time Wages	835,587	815,219	912,030	940,699
51060 - Temporary / Seasonal	0	0	0	0
51100 - Overtime	64,461	57,092	70,000	65,000
51120 - Longevity	16,322	15,117	16,500	12,583
51130 - Out of Grade	4,420	46,798	3,500	3,500
51150 - Holiday Pay	19,943	0	3,000	4,300
51160 - Shift Differential	2,526	2,576	3,100	3,100
51170 - Additional Compensation	0	5,805	0	0
51185 - Allowances	9,807	7,500	9,710	10,617
01 - Personal Services Totals	953,065	950,106	1,017,840	1,039,799
02 - Equipment & Capital Outlay				
52015 - Technical Equipment	4,472	10,891	11,000	10,000
52030 - Motor Vehicle Equipment	0	0	27,000	0
52035 - Public Works Equipment	2,417	29,784	10,000	10,000
52200 - Utility Replacement & Improvement	649	79,283	80,000	20,000
02 - Equipment and Capital Outlay Totals	7,539	119,957	128,000	40,000

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

Sewer Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
04 - Contractual				
54001 - Printing/Copying	0	0	200	500
54003 - Office Furniture	0	0	0	0
54005 - Office Supplies	1,852	1,964	3,000	2,000
54007 - Janitorial Supplies	0	601	1,500	850
54010 - Office Equipment	0	0	0	0
54020 - Postage Expenses	0	11	250	100
54030 - Small Tools	0	0	2,000	1,000
54033 - Licensing & Certifications	97	320	1,000	900
54035 - Training and Education	1,626	2,677	5,500	6,500
54040 - Assoc/Membership Dues	210	0	650	250
54041 - Publications	0	0	650	100
54045 - Travel Related Costs	2,316	2,885	3,400	4,500
54050 - Equip. Maintenance/Repair	45,594	61,597	76,000	63,496
54055 - Professional Services	48,660	65,634	86,621	79,600
54057 A - Administrative Expense General Fund	155,682	171,544	170,277	227,448
54057 FX - Administrative Expense Water	111,121	104,000	134,565	139,524
54065 - Equipment Rental / Lease	888	10,225	45,000	22,148
54070 - Insurance	35,516	35,131	40,000	38,000
54075 - Maintenance / Service Contracts	27,402	10,688	35,000	30,000
54076 - Property Repairs	20,983	26,386	30,000	28,000
54077 - Const. & Maint. Supplies	16,533	15,992	23,000	21,500
54078 - Gasoline, Oil, Diesel Fuel	13,113	12,826	25,250	18,000
54083 - Misc. Support Services	0	310	900	0

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

Sewer Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
04 - Contractual (Continued)				
54085 - Clothing and Uniforms	4,447	6,719	6,000	7,000
54110 - Landscape Materials	0	0	0	0
54120 - Refunds and Cancellations	1,218	570	1,500	0
54200 - Laboratory Supplies	19,137	15,037	24,500	30,000
54300 - Vehicle Maint. & Repair	8,079	7,021	15,000	12,500
54440 - Fees & Permits	29,563	32,471	46,673	36,400
54500 - Medical Fees and Services	0	0	0	0
54515 - Special Supplies	79,398	106,677	111,000	113,000
54520 - Chemicals	53,027	54,656	59,000	60,000
54540 - Utility System Reform	8,177	0	31,827	16,000
54605 - Telephone Services	7,835	7,470	9,500	9,500
54610 - Internet Services	0	2,415	23,000	10,000
54615 - Supply of Water	414	380	750	450
54620 - Utilities - Natural Gas	51,701	46,552	52,000	50,000
54623 - Utilities - Electricity	126,341	102,019	133,000	110,000
54635 - Refuse Disposal	4,709	7,172	5,000	7,500
54775 - Contingency	0	0	94,000	80,368
04 - Contractual Totals	875,641	911,948	1,297,513	1,227,134
06 - Debt Principal				
56000 - Bond Principal	697,029	653,025	489,410	579,747
56300 - Bond Anticipation Note Principal	0	0	100,000	0
06 - Debt Principal Totals	697,029	653,025	589,410	579,747

Annual Budget by Account Classification - Detail

FY 2018 (Actual) through FY 2021 (Proposed)

Sewer Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Working	FY 2021 Projected
07 - Debt Interest				
57000 - Bond Interest	137,943	98,610	80,758	95,192
57300 - Bond Anticipation Note Interest	0	26,028	25,610	0
07 - Debt Interest Totals	137,943	124,637	106,368	95,192
08 - Employee Benefits				
58010 - FICA	74,601	73,509	79,395	80,608
58020 - Workers Compensation	79,241	50,341	82,722	85,574
58030 - Unemployment Insurance	0	0	1,000	1,000
58040 - Medical Insurance	410,603	245,130	319,648	275,065
58041 - Medical Insurance In Lieu	1,800	0	0	0
58042 - HRA Employer Contribution	54,008	17,127	22,250	22,500
58045 - Medical Insurance - Retirees Traditional	181,412	141,678	130,505	134,000
58047 - Medical Insurance - Medicare Retirees	121,566	185,000	170,137	136,453
58050 - Retirement	140,563	126,490	144,838	166,646
58052 - Retirement Leave Payout	20,334	0	20,000	25,000
08 - Employee Benefits Totals	1,084,128	839,276	970,495	926,846
09 - Interfund Transfers				
59000 H - Interfund Transfer To Capital	25,643	100,000	6,000	170,000
09 - Interfund Transfers Totals	25,643	100,000	6,000	170,000
Expenditure Grand Totals:	3,780,987	3,698,949	4,115,626	4,078,718

Personal Service Summary by Fund

**City of Lockport
Government-Wide**

PERSONAL SERVICE SUMMARY

Fund	<u>FY 2020 Working Budget</u>		<u>FY 2021 Proposed Budget</u>	
	FTE	Rate	FTE	Rate
General Fund	157.33	\$8,812,506	160.66	\$9,245,445
Water Fund	21.83	\$957,714	22.66	\$1,040,863
Sewer Fund	18.83	\$890,853	19.66	\$940,699
Subtotal:	198.00	\$10,661,073	203.00	\$11,227,007

**City of Lockport
General Fund**

PERSONAL SERVICE DETAIL

Department	<u>FY 2020 Working Budget</u>		<u>FY 2021 Proposed Budget</u>	
	FTE	Rate	FTE	Rate
A.1010 - Common Council	3.00	\$48,500	3.00	\$48,500
A.1210 - Office of the Mayor	2.00	\$73,766	2.00	\$78,969
A.1310 - Finance & Accounting	4.00	\$215,601	4.00	\$221,840
A.1325 - Treasurer	3.50	\$157,052	3.50	\$161,211
A.1355 - City Assessor	3.00	\$145,476	3.00	\$150,094
A.1410 - City Clerk	3.50	\$155,121	3.50	\$160,346
A.1420 - City Attorney	1.50	\$112,535	1.50	\$112,535
A.1430 - Personnel - Civil Service	1.00	\$69,040	1.00	\$70,421
A.1440 - Engineering	2.50	\$141,430	2.50	\$140,754
A.1490 - Public Works Administration	0.33	\$18,422	1.16	\$80,814
A.1620 - Building Maintenance	4.00	\$134,867	4.00	\$154,880
A.1640 - Equipment Maintenance Garage	2.00	\$92,186	2.00	\$94,941
A.1680 - Information Technology Services	0.00	\$0	1.00	\$55,000
A.3120 - Police	50.00	\$3,437,540	50.00	\$3,536,844
A.3127 - Police Clerical	1.50	\$55,565	1.50	\$57,968
A.3128 - Police - School Crossing Guards	3.50	\$27,500	3.50	\$35,000
A.3173 - Community Policing	1.00	\$37,731	1.00	\$39,353
A.3410 - Fire	38.50	\$2,406,545	42.50	\$2,653,912
A.3510 - Control of Dogs	0.50	\$16,300	0.50	\$16,300
A.3620 - Code & Safety Inspection	5.50	\$266,526	4.50	\$232,106
A.5110 - Street Maintenance	14.50	\$673,026	13.00	\$601,333

**City of Lockport
General Fund**

PERSONAL SERVICE DETAIL (Continued)

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
A.7110 - Parks	5.00	\$208,166	5.00	\$212,619
A.8021 - Community Development	2.00	\$110,676	2.00	\$113,730
A.8730 - Forestry	5.00	\$208,936	5.00	\$215,976
Subtotal:	157.33	\$8,812,506	160.66	\$9,245,445

	<u>FY 2020 Working*</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
A.1620 - Building Maintenance	1.00	\$10,000	0.00	\$0
A.5110 - Street Maintenance	1.00	\$10,000	0.00	\$0
A.7140 - Playgrounds and Recreation	20.00	\$46,800	10.00	\$23,400
A.7110 - Parks	2.00	\$15,000	0.00	\$0
A.7180 - Community Pool	18.00	\$38,000	15.00	\$31,500
A.7185 - Marina	3.00	\$10,000	2.00	\$6,666
A.8730 - Forestry	2.00	\$10,000	0.00	\$0
Subtotal:	47.00	\$139,800	27.00	\$61,566
Grandtotal:	204.33	\$8,952,306	187.66	\$9,307,011

**FY 2020 temporary employees not hired due to COVID-19.*

City of Lockport
Water Fund

PERSONAL SERVICE DETAIL

Department	<u>FY 2020 Working Budget</u>		<u>FY 2021 Proposed Budget</u>	
	FTE	Rate	FTE	Rate
FX.8310 - Water Administration	3.00	\$129,589	3.00	\$132,578
FX.8330 - Filtration	10.83	\$512,214	10.66	\$528,249
FX.8340 - Distribution	8.00	\$315,910	9.00	\$380,037
Grandtotal:	21.83	\$957,714	22.66	\$1,040,864

**City of Lockport
Sewer Fund**

PERSONAL SERVICE DETAIL

Department	<u>FY 2020 Working Budget</u>		<u>FY 2021 Proposed Budget</u>	
	FTE	Rate	FTE	Rate
G.8120 - Wastewater Systems	3.00	\$130,062	3.00	\$132,013
G.8130 - Wastewater Treatment	11.83	\$585,655	13.66	\$674,941
G.8135 - Wastewater Compost	4.00	\$175,136	3.00	\$133,745
Grandtotal:	18.83	\$890,853	19.66	\$940,699

Cash Flow Analysis

General Fund - Cash Flow Statement
FY 2021 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Property Taxes	13,330	13	240	40	169	9	29	6	3	7	91	(117)	13,820
Sales Tax	0	403	362	524	420	535	462	432	462	574	422	938	5,535
State Aid	-	-	-	-	-	90	-	-	224	-	-	2,006	2,320
Interfund Revenue	-	-	-	-	-	-	-	-	-	-	679	-	679
Other Undesignated	3	21	79	32	29	25	72	9	61	45	73	71	522
Fund Balance	-	-	-	-	-	-	-	-	-	-	-	530	530
Police Revenue	1	10	41	12	30	17	72	6	34	42	39	49	351
Fire Revenue	0	-	29	0	0	0	0	88	0	1	0	0	119
Code Inspection	54	9	44	11	15	11	8	11	9	11	7	81	270
Other Departmental	2	9	6	77	52	13	2	25	11	54	29	177	456
Total Revenues:	13,389	464	801	695	717	701	645	576	805	734	1,341	3,735	24,602
Expenditures:													
Personal Services	893	753	750	737	798	755	1,265	813	769	743	750	1,491	10,517
Equipment	-	25	8	7	7	0	2	36	10	25	5	78	204
Contractual	61	456	258	242	235	253	182	251	308	288	186	607	3,328
Debt Principal	-	65	-	-	590	-	-	-	-	124	16	-	795
Debt Interest	-	2	-	13	21	-	-	2	-	28	17	-	82
Employee Benefits	433	1,106	309	311	418	309	498	510	2,071	593	651	2,308	9,517
Interfund Transfers	-	-	-	-	-	-	-	-	-	-	21	138	159
Total Expenditures:	1,386	2,408	1,325	1,310	2,070	1,318	1,946	1,612	3,158	1,800	1,648	4,622	24,602
<i>Surplus (Deficiency)</i>	<i>12,003</i>	<i>10,059</i>	<i>9,535</i>	<i>8,920</i>	<i>7,567</i>	<i>6,950</i>	<i>5,649</i>	<i>4,613</i>	<i>2,260</i>	<i>1,194</i>	<i>887</i>	<i>0</i>	<i>-</i>

Water Fund - Cash Flow Statement
FY 2021 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Metered Water	303	267	415	297	263	408	306	272	436	331	265	435	4,000
Unmetered Water	0	9	4	9	4	3	3	1	1	1	1	1	35
Water Service Fees	-	-	0	0	1	0	0	0	0	1	0	0	4
Penalties	4	3	4	5	5	18	19	22	1	4	3	2	90
Interest & Earnings	-	-	0	1	1	1	1	-	1	0	0	0	5
Interfund From Sewer	-	-	-	-	-	-	-	-	-	-	140	-	140
Interfund From Capital	-	-	-	-	-	-	-	-	-	-	-	38	38
Total Revenues:	307	279	423	311	273	430	330	295	439	337	409	478	4,311
Expenditures:													
Personal Services	82	84	86	89	88	82	136	85	91	95	91	174	1,182
Equipment	-	-	-	-	-	0	-	0	-	-	0	0	1
Contractual	0	82	83	91	36	79	44	46	272	40	274	99	1,145
Debt Principal	-	90	-	-	250	-	-	-	-	211	-	-	550
Debt Interest	-	6	-	46	21	-	-	3	-	46	18	16	157
Employee Benefits	59	87	43	43	43	40	59	55	306	77	76	217	1,106
Interfund Transfers	50	-	50	-	50	-	20	-	-	-	-	-	170
Total Expenditures:	191	349	263	269	487	201	258	190	669	470	458	506	4,311
<i>Surplus (Deficiency)</i>	<i>116</i>	<i>47</i>	<i>207</i>	<i>249</i>	<i>35</i>	<i>264</i>	<i>335</i>	<i>441</i>	<i>211</i>	<i>78</i>	<i>28</i>	<i>-</i>	

Sewer Fund - Cash Flow Statement
FY 2021 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Sewer Rents	240	188	319	235	184	305	237	209	325	271	207	329	3,050
Service Charges	1	4	46	3	20	4	34	38	11	8	16	16	200
Penalties	7	2	4	4	3	13	14	16	1	2	2	2	70
Services for Other Governments	-	-	-	159	-	-	159	-	-	159	-	159	638
Interest & Earnings	-	-	0	0	0	0	0	-	0	0	0	0	2
Sales & Compost	0	0	0	0	1	2	1	1	0	2	2	0	10
Sale of Equipment	-	-	-	-	-	-	-	-	-	1	-	-	1
Interfund Transfer for Debt Service	-	-	-	-	-	-	-	-	-	-	109	-	109
Total Revenues:	247	195	369	401	209	324	446	263	337	445	335	507	4,079
Expenditures:													
Personal Services	80	79	83	85	81	76	122	76	72	72	77	137	1,040
Equipment	-	2	-	-	-	-	-	4	14	-	16	4	40
Contractual	-	94	37	64	91	58	28	57	118	57	449	173	1,227
Debt Principal	-	199	-	-	244	-	-	-	-	97	40	-	580
Debt Interest	-	10	-	14	16	-	-	7	-	34	14	-	95
Employee Benefits	48	72	33	33	38	32	51	53	272	61	63	172	927
Interfund Transfers	-	-	20	20	-	100	-	-	-	-	-	30	170
Total Expenditures:	128	456	172	216	469	266	201	198	476	322	659	515	4,079
<i>Surplus (Deficiency)</i>	<i>119</i>	<i>(142)</i>	<i>55</i>	<i>240</i>	<i>(20)</i>	<i>38</i>	<i>283</i>	<i>348</i>	<i>209</i>	<i>333</i>	<i>8</i>	<i>-</i>	

Refuse and Recycling Fund - Cash Flow Statement
FY 2021 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Refuse & Garbage Charges	-	2	1	1	642	0	1	1	1	643	1	(2)	1,290
Interest and Penalties	18	-	-	-	-	-	-	-	-	-	-	-	18
Total Revenues:	18	2	1	1	642	0	1	1	1	643	1	(2)	1,308
Expenditures:													
Public Works Equipment	-	-	-	-	-	-	8	-	-	-	-	17	25
Printing/Copying Administrative	-	-	-	-	1	-	-	-	-	1	-	-	1
Expense General Fund	-	-	-	-	-	-	-	-	-	-	91	-	91
Refunds and Cancellations	-	-	-	-	-	-	-	-	-	-	-	-	-
Garbage Collection	-	55	55	55	55	55	55	81	55	99	55	28	650
Refuse Disposal	-	20	16	17	20	3	18	-	26	25	25	106	275
Recycling Collection	-	19	19	19	19	19	19	20	19	19	19	38	230
Bond Principal	-	-	-	-	-	-	-	-	-	30	-	-	30
Bond Interest	-	-	-	3	-	-	-	-	-	3	-	-	6
Total Expenditures:	-	94	90	95	95	77	100	101	100	177	189	189	1,308
<i>Surplus (Deficiency)</i>	<i>18</i>	<i>(75)</i>	<i>(164)</i>	<i>(257)</i>	<i>289</i>	<i>212</i>	<i>113</i>	<i>12</i>	<i>(87)</i>	<i>380</i>	<i>191</i>	<i>-</i>	

Health Insurance Fund - Cash Flow Statement
FY 2021 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Employee Contributions	6	6	6	7	7	7	11	4	8	8	9	9	87
Other Revenue	4	4	3	3	3	3	3	3	3	2	2	2	35
Interfund From General Fund	389	389	389	389	389	389	389	389	389	389	389	389	4,663
Interfund From Water Fund	58	58	58	58	58	58	58	58	58	58	58	58	695
Interfund From Sewer Fund	45	45	45	45	45	45	45	45	45	45	45	45	546
Appropriated Fund Balance	-	-	-	-	-	-	-	-	-	-	-	99	99
Total Revenues:	502	501	501	501	502	502	506	499	503	502	503	601	6,123
Expenditures:													
Professional Services	-	0	-	-	-	-	7	-	-	-	-	-	8
Administrative Expense	62	61	62	62	65	62	62	62	62	62	62	64	750
Administrative Expense HRA	2	-	-	2	2	5	2	2	2	2	2	2	20
Medicare Part B	81	81	81	81	81	83	84	85	85	84	86	86	1,000
Medical Claims	344	519	374	359	286	238	462	367	387	276	366	368	4,346
Total Expenditures:	490	662	518	505	434	388	617	516	535	424	515	519	6,123
<i>Surplus (Deficiency)</i>	<i>12</i>	<i>(148)</i>	<i>(165)</i>	<i>(169)</i>	<i>(101)</i>	<i>12</i>	<i>(98)</i>	<i>(115)</i>	<i>(148)</i>	<i>(70)</i>	<i>(82)</i>	<i>0</i>	

Worker's Compensation Fund - Cash Flow Statement
FY 2021 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Interest & Earnings	1	1	1	0	0	5	0	0	6	0	0	6	21
Interfund From General Fund	63	40	41	42	42	43	83	78	60	58	56	55	660
Interfund From Water Fund	11	7	7	8	7	7	10	7	7	7	7	7	94
Interfund From Sewer Fund	9	6	6	6	6	6	9	7	7	7	7	7	86
Total Revenues:	85	55	55	56	56	62	103	91	80	72	70	75	861
Expenditures:													
Professional Services	-	-	-	-	-	-	-	-	-	5	-	5	10
Administrative Expense	28	8	19	17	8	17	12	4	11	21	3	2	150
Insurance	-	84	-	-	-	-	-	6	-	-	-	-	90
Fees & Permits	-	-	-	-	0	-	0	-	-	0	-	3	4
Medical Claims	8	54	6	2	14	7	2	3	2	6	28	8	140
Awards	13	73	14	12	35	14	35	16	14	66	45	132	467
Total Expenditures:	49	218	38	32	56	38	48	30	27	98	76	150	861
<i>Surplus (Deficiency)</i>	<i>36</i>	<i>(127)</i>	<i>(110)</i>	<i>(86)</i>	<i>(86)</i>	<i>(62)</i>	<i>(8)</i>	<i>54</i>	<i>106</i>	<i>81</i>	<i>75</i>	<i>-</i>	

Revenue Estimates and Projections

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2021

All Funds	FY 2019 Actual	FY 2020 Budget	FY 2021 Projected
General Fund	25,189,799	25,150,622	24,602,327
Refuse and Recycling Fund	1,306,808	1,307,820	1,308,000
Water Fund	4,164,836	4,317,755	4,311,284
Sewer Fund	4,007,850	4,115,625	4,078,718
Health Insurance Fund	5,960,966	6,340,500	6,123,236
Worker's Compensation Fund	716,201	818,229	860,500
Total	41,346,459	42,050,551	41,284,065

* F Y2021 projected revenues for general and health insurance funds include appropriated fund balance.

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2021

General Fund (A)	FY 2019 Actual	FY 2020 Budget	FY 2021 Projected
0000 - Undesignated Revenue			
31001 - Real Property Taxes	12,582,821	13,044,260	13,174,703
31051 - Gain from Sale of Tax Acquired Property	-59,226	0	0
31081 - Other Payments in Lieu of Taxes (PILOT)	353,097	355,000	375,000
31090 - Interest & Penalties of Property Taxes	263,260	300,000	250,000
31091 - Interest & Penalties on Special	36,563	40,000	20,000
31110 - Sales & Use Tax: Pre-empted	2,026,647	2,150,000	1,935,000
31120 - Sales & Use Tax: County Distribution	4,218,525	4,000,000	3,600,000
31130 - Utilities Gross Receipt Tax	187,426	225,000	180,000
32401 - Interest & Earnings	157,696	150,000	100,000
32410 - Rental of Real Property	53,100	60,000	25,000
32595 - Fees for Service	212	0	0
32610 - Fines & Tickets	172,561	205,000	150,000
32620 - Forfeiture of Deposits	0	500	0
32650 - Sale of Scrap and Excess Materials	1,855	1,500	1,500
32660 - Sale of Real Property	3,036	0	0
32665 - Sale of Equipment	81,181	10,000	10,000
32680 - Insurance Recoveries	9,946	0	0
32701 - Refund of Prior Year Expenses	88,679	0	0
32705 - Gifts & Donations	400	0	0
32770 - Other Unclassified Revenue	1,100	0	0
32801.CL - Interfund Revenue From Refuse Fund	74,041	73,906	90,507
32801.FX - Interfund Revenue From Water Fund	170,464	176,639	239,175
32801.G - Interfund Revenue From Sewer Fund	171,544	170,277	227,448
30599 - Appropriated Fund Balance	0	0	529,999

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2021

General Fund (A)	FY 2019 Actual	FY 2020 Budget	FY 2021 Projected
0000 - Undesignated Revenue (Continued)			
33001 - State Aid Per Capita	2,650,525	2,650,525	2,120,420
33005 - Mortgage Tax	232,331	200,000	200,000
34089 - Other General Government Federal Aid	391	0	0
34960 - Federal Emergency Disaster Assistance	0	0	64,734
35050 - Interfund Transfer for Debt Service	245,000	151,100	114,349
35050 - Interfund Transfer for Capital	0	0	8,000
0000 - Undesignated Revenue Total	23,723,172	23,963,707	23,415,835
1325 - Treasurer			
31113 - Tax on Hotel Room Occupancy	4,628	0	0
31230 - Treasurer Fees	22,165	16,000	18,000
31231 - Administrative Fee - Hotel Occupancy	-148	5,000	2,500
31235 - Charges for Tax Advertising and	4,200	5,000	2,500
1325 - Treasurer Total	30,845	26,000	23,000
1355 - City Assessor			
33089 - Other General Government State Aid	855	1,500	1,500
1355 - City Assessor Total	855	1,500	1,500
1410 - City Clerk			
31255 - Clerk Fees	39,842	30,000	30,000
32544 - Dog Licenses	47,431	40,000	40,000
1410 - City Clerk Total	87,273	70,000	70,000
1430 - Personnel - Civil Service			
31260 - Civil Service Exam Fees	2,395	1,000	2,500
32220 - Civil Service Fees	31,836	34,520	36,000
1430 - Personnel - Civil Service Total	34,231	35,520	38,500

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2021

General Fund (A)	FY 2019 Actual	FY 2020 Budget	FY 2021 Projected
1620 - Building Maintenance			
33021 - State Aid Court Facilities Maintenance	25,072	50,000	50,000
1620 - Building Maintenance Total	25,072	50,000	50,000
3120 - Police			
31250 - Police Fees	8,082	8,500	8,000
31589 - Other Public Safety Income	74,344	90,000	60,000
31589.FFT - Other Public Safety Income DA-	359	10,500	5,000
31741 - Parking Fees: Non-taxable	3,660	3,000	3,000
32260 - Public Safety Service Fees	9,214	48,000	30,000
32610 - Fines & Tickets	41,865	60,000	60,000
32665 - Sale of Equipment	0	0	120,000
32705 - Gifts & Donations	4,500	5,000	4,500
32770 - Other Unclassified Revenue	1,917	0	500
33389 - Other Public Safety State Aid	46,559	25,000	25,000
34389 - Other Federal Public Safety Aid	14,755	25,000	25,000
34389.DEA - Other Federal Public Safety Aid DEA	27,826	11,857	10,000
3120 - Police Total	233,081	286,857	351,000
3410 - Fire			
31560 - Safety Inspection Fees	7,980	15,000	8,000
32260 - Public Safety Service Fees	0	20,000	15,000
33389 - Other Public Safety State Aid	82,400	0	0
34389 - Other Federal Public Safety Aid	324,779	107,087	96,469
3410 - Fire Total	415,159	142,087	119,469
3620 - Code and Safety Inspection			
31570 - Charges on Unsafe Properties	40,975	30,000	50,000
32501 - Business Licenses	99,200	90,000	80,000

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2021

General Fund (A)	FY 2019 Actual	FY 2020 Budget	FY 2021 Projected
3620 - Code and Safety Inspection (Continued)			
32555 - Building Permits	68,325	90,000	80,000
32610 - Fines & Tickets	0	10,000	0
33989 - Other Home and Community Services	72,860	90,000	60,000
3620 - Code and Safety Inspection Total	281,360	310,000	270,000
5110 - Street Maintenance			
32665 - Sale of Equipment	0	0	53,000
32705 - Gifts & Donations	5,000	0	0
33510 - Highway Maintenance State Aid	185,030	92,515	74,012
5110 - Street Maintenance Total	190,030	92,515	127,012
6410 - Tourism			
31113 - Tax on Hotel Room Occupancy	85,121	100,000	85,000
6410 - Tourism Total	85,121	100,000	85,000
7140 - Playgrounds and Recreation Centers			
32001 - Parks and Recreation Charges	4,765	4,300	4,575
32012 - Recreation Concessions	0	400	0
32025 - Special Recreation Facility Charges	2,643	5,000	2,500
33820 - Youth Program State Aid	18,368	18,386	18,386
7140 - Playgrounds and Recreation Centers Total	25,776	28,086	25,461
7180 - Community Pool			
32001 - Parks and Recreation Charges	6,719	11,000	7,000
32012 - Recreation Concessions	1,036	500	1,000
32025 - Special Recreation Facility Charges	0	2,500	2,500
7180 - Community Pool Total	7,755	14,000	10,500

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2021

General Fund (A)	FY 2019 Actual	FY 2020 Budget	FY 2021 Projected
7185 Marina			
32001 - Parks and Recreation Charges	1,411	1,000	1,500
32012 - Recreation Concessions	5,003	15,000	5,000
32025 - Special Recreation Facility Charges	654	900	800
7185 - Marina Total	7,067	16,900	7,300
8021 Community Development			
32170 - Community Development Fees	23,057	5,500	5,500
8021 Community Development Total	23,057	5,500	5,500
8510 - Community Beautification			
32705 - Gifts & Donations	1,030	2,200	1,500
32705.HH - Gifts & Donations Hometown Hero	2,250	5,000	0
32705.JHP - Gifts & Donations John Henry Park	180	250	500
32705.VB - Gifts & Donations Veterans Bricks	300	500	250
8510 - Community Beautification Total	3,760	7,950	2,250
9901 - Interfund Transfer			
35031.H - Interfund Transfer From Capital	16,186	0	0
9901 - Interfund Transfer Total	16,186	0	0
General Fund Grand Total:	25,189,799	25,150,622	24,602,327

Revenue Summary - Comparison of Estimates Revenues

Fiscal Year Ending December 31, 2021

Refuse and Recycling Fund (CL)	FY 2019 Actual	FY 2020 Budget	FY 2021 Projected
0000 - Undesignated Revenue			
32130 - Refuse & Garbage Charges	1,290,398	1,284,820	1,290,000
32138 - Interest and Penalties - Refuse	16,410	19,000	17,000
32401 - Interest & Earnings	0	1,000	1,000
32651 - Sale of Recyclables	0	3,000	0
0000 - Undesignated Revenue Total	1,306,808	1,307,820	1,308,000
Refuse and Recycling Fund Grand Total:	1,306,808	1,307,820	1,308,000

Revenue Summary - Comparison of Estimates Revenues

Fiscal Year Ending December 31, 2021

Water Fund (FX)	FY 2019 Actual	FY 2020 Budget	FY 2021 Projected
0000 - Undesignated Revenue			
32140 - Metered Water Sales	3,903,982	4,000,000	4,000,000
32142 - Unmetered Water Sales	34,271	33,000	35,000
32144 - Water Service Fees	4,319	3,500	3,500
32148 - Interest and Penalties - Water	89,084	90,000	90,000
32401 - Interest & Earnings	6,296	10,000	5,000
32650 - Sale of Scrap and Excess Materials	241	0	0
32701 - Refund of Prior Year Expenses	1,929	0	0
32770 - Other Unclassified Revenue	14	100	0
32801.G - Interfund Revenue From Sewer Fund	104,000	134,565	139,524
35031.H - Interfund Transfer From Capital	20,700	0	0
35050 - Interfund Transfer for Debt Service	0	46,590	38,260
0000 - Undesignated Revenue Total	4,164,836	4,317,755	4,311,284
Water Fund Grand Total:	4,164,836	4,317,755	4,311,284

Revenue Summary - Comparison of Estimates Revenues

Fiscal Year Ending December 31, 2021

Sewer Fund (G)	FY 2019 Actual	FY 2020 Budget	FY 2021 Projected
0000 - Undesignated Revenue			
32120 - Sewer Rents	2,977,435	3,023,750	3,050,000
32122 - Sewer Charges for Services	138,068	200,000	200,000
32128 - Interest & Penalties - Sewer	74,519	70,000	70,000
32374 - Sewer Services for Other Governments	637,660	637,660	637,660
32401 - Interest & Earnings	1,574	5,000	1,500
32655 - Minor Sales & Compost	17,635	10,000	10,000
32665 - Sale of Equipment	0	1,000	1,000
32701 - Refund of Prior Year Expenses	6,961	0	0
34989 - Other Home & Community Services	0	36,021	0
35031.H - Interfund Transfer From Capital	3,998	0	0
35050 - Interfund Transfer for Debt Service	150,000	132,194	108,558
0000 - Undesignated Revenue Total	4,007,850	4,115,625	4,078,718
Sewer Fund Grand Total:	4,007,850	4,115,625	4,078,718

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2021

Health Insurance Fund (MS)	FY 2019 Actual	FY 2020 Budget	FY 2021 Projected
0000 - Undesignated Revenue			
30599 - Appropriated Fund Balance	0	0	98,673
32401 - Interest & Earnings	0	9,894	0
32709 - Employee Contributions	39,794	40,000	87,000
32770 - Other Unclassified Revenue	30,023	35,000	35,000
32801.A - Interfund Revenue From General Fund	4,682,161	5,018,282	4,662,519
32801.FX - Interfund Revenue From Water Fund	637,183	617,034	694,526
32801.G - Interfund Revenue From Sewer Fund	571,805	620,290	545,518
0000 - Undesignated Revenue Total	5,960,966	6,340,500	6,123,236
Health Insurance Fund Grand Total:	5,960,966	6,340,500	6,123,236

Revenue Summary - Comparison of Estimates Revenues

Fiscal Year Ending December 31, 2021

Worker's Compensation Fund (S)	FY 2019 Actual	FY 2020 Budget	FY 2021 Projected
0000 - Undesignated Revenue			
32401 - Interest & Earnings	23,341	20,000	20,827
32701 - Refund of Prior Year Expenses	81,501	0	0
32801.A - Interfund Revenue From General Fund	503,616	625,266	660,380
32801.FX - Interfund Revenue From Water Fund	57,427	90,243	93,719
32801.G - Interfund Revenue From Sewer Fund	50,315	82,720	85,574
0000 - Undesignated Revenue Total	716,201	818,229	860,500
Worker's Compensation Fund Grand Total:	716,201	818,229	860,500

FY 2021 Budget Recommendation by Department

**Legislative Common Council
A.1010**

Mission Statement:

The Lockport Common Council is the primary legislative body for the city. Actions and activities are brought before the council after being first considered within one of the body's committees, each tasked with specific aspects of city operations.

Department Responsibilities:

City residents and businesses are represented by their elected ward alderman, with all issues brought to the council weighed for their value in regard to the greater city as a whole.

FY 2021 Goals:

Goal for the Common Council include leading the City into better and more efficient solutions with well-thought policy decisions.

**Legislative Common Council
A.1010**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
City Council President - 1217	0.50	\$8,500	0.50	\$8,500
Councilor - 1219	0.50	\$8,000	0.50	\$8,000
Councilor - 1220	0.50	\$8,000	0.50	\$8,000
Councilor - 1221	0.50	\$8,000	0.50	\$8,000
Councilor - 1222	0.50	\$8,000	0.50	\$8,000
Councilor - 1223	0.50	\$8,000	0.50	\$8,000
Subtotal:	3.00	\$48,500	3.00	\$48,500

Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	3.00	\$48,500	3.00	\$48,500
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**Legislative Common Council
A.1010**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51040 Part Time Wages	48,548	48,500	48,500
Total Personal Services	48,548	48,500	48,500
Contractual Expenses			
54005 Office Supplies	0	350	150
54035 Training and Education	0	0	0
54040 Assoc/Membership Dues	6,014	6,014	6,014
54045 Travel Related Costs	0	0	0
54055 Professional Services	23,025	44,924	30,500
Total Contractual Expenses	29,039	51,288	36,664
Employee Benefits			
58010 FICA	3,702	3,710	3,710
58020 Worker's Compensation	212	10,863	24,084
Total Employee Benefits	3,914	14,573	27,794
TOTAL:	81,502	114,361	112,958

Office of the Mayor
A.1210

Mission Statement:

The mission of the Office of the Mayor is to continue to strengthen the relationship between the City and the residents by informing and providing opportunities for the residents to become involved in our community.

Department Responsibilities:

The Mayor's Office responsibilities include, fielding complaints, scheduling appointments, maintaining records, researching data, attending meetings with Common Council, department heads, committees. Advising personnel, elected officials on pertinent details of certain contracts, agreements etc. CFO for the city, responsible for hiring and firing. Attends various community events. Exercise a constant supervision over the conduct of all subordinate officers. Power to administer oaths. Expedite and cause to be carried out all such measures as shall be adopted by the Common Council.

FY 2021 Goals:

Our goal is to create a working relationship with the Common Council for the betterment of the City, to obtain a list of ideas/concerns that each alderperson suggests and work together to complete each particular objective, and also increase community involvement.

**Office of the Mayor
A.1210**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
1171 - Mayor	1.00	\$43,969	1.00	\$43,969
1191 - Confidential Secretary	1.00	\$29,797	1.00	\$35,000
Subtotal:	2.00	\$73,766	2.00	\$78,969
	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	2.00	\$73,766	2.00	\$78,969

**Office of the Mayor
A.1210**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	73,957	73,994	78,969
51170 Additional Compensation	0	2,000	0
Total Personal Services	73,957	75,994	78,969
Contractual Expenses			
54005 Office Supplies	2,089	1,050	1,185
54035 Training and Education	50	0	0
54045 Travel Related Costs	320	100	0
54510 Program Expenses	284	500	115
54605 Telephone Services	206.52	0	0
Total Contractual Expenses	2,949	1,650	1,300
Employee Benefits			
58010 FICA	5,670	5,661	6,041
58020 Worker's Compensation	6,395	7,381	8,028
58040 Medical Insurance	625	19,371	0
58050 Retirement	10,140	4,375	0
Total Employee Benefits	22,830	36,788	14,069
TOTAL:	99,736	114,432	94,338

Finance and Accounting
A.1310

Mission Statement:

The Finance Department strives to help the city make more efficient and effective decisions regarding fiscal and financial management.

Department Responsibilities:

The City of Lockport Finance team oversees the city's accounts, including accounts payable and regular payroll processing for city employees. The director also handles city budgets and auditing with the New York State Comptroller's Office. The team manages the fiscal budget development and creation and maintains oversight throughout the year to ensure that we have appropriate internal budgetary controls in place.

FY 2021 Goals:

Our goals for FY 2021 include better documenting financial decisions and processes, making corrective actions regarding audit findings, and helping the City create a more sound financial workflow. We also aim to improve our capability with our New World enterprise system to have better accounting for personnel items such as accruals. We will be working with departments in FY 2021 to initiate performance management initiatives in the City. Finally, we aim to promote healthy financial decisions in light of COVID-19's impact on the City.

**Finance and Accounting
A.1310**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1215 - Director of Finance	1.00	\$77,648	1.00	\$77,648
1164 - Sr. Account Clerk	1.00	\$40,823	0.00	\$0
1164 - Principle Account Clerk	0.00	\$0	1.00	\$43,522
1163 - Payroll & Benefits Coordinator	1.00	\$44,951	1.00	\$46,673
1161 - Staff Accountant	1.00	\$52,179	1.00	\$53,997
Subtotal:	4.00	\$215,601	4.00	\$221,840
Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	4.00	\$215,601	4.00	\$221,840

**Finance and Accounting
A.1310**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	250,617	141,572	221,840
51100 Overtime	7,503	5,000	2,500
51120 Longevity	2,850	1,750	1,750
51130 Out of Grade	2,361	1,400	500
51170 Other Compensation	0	0	0
Total Personal Services	263,332	149,722	226,590
Contractual Expenses			
54003 Office Furniture	0	250	0
54005 Office Supplies	301	400	300
54035 Training and Education	85	0	0
54040 Assoc/Membership Dues	60	250	0
54045 Travel Related Costs	648	200	0
54055 Professional Services	6,713	119,500	19,500
54115 Computer Software	0	0	180
Total Contractual Expenses	7,807	120,600	19,980
Employee Benefits			
58010 FICA	19,837	19,104	17,334
58020 Worker's Compensation	9,705	15,041	16,056
58040 Medical Insurance	80,065	84,662	81,487
58050 Retirement	34,965	36,384	36,708
Total Employee Benefits	144,572	155,191	151,585
TOTAL:	415,710	425,513	398,155

**Treasurer
A.1325**

Mission Statement:

Treasury department is responsible for collecting taxes, paying bills, managing currency, government accounts, and public debt. We shall provide exemplary service to our customers internally and externally while maintaining the highest degree of respect, fairness, public trust and integrity. The Treasury department is managed effectively and efficiently; we give support services in an accurate and timely manner to general taxpayers and all departments in the City of Lockport. We will protect, report and strengthen the City's finances to ensure transparent government that will better serve the citizens and taxpayers.

Department Responsibilities:

The Office of the Treasurer is responsible for the collection of city, county and delinquent school taxes. The Office of the Treasurer also collects refuse, water & sewer bills, Code Enforcement fees and processes deposits from all departments. Treasury department is responsible for the handling of the police bank accounts. Treasury department also, pays bonds and bans when due, make monthly wire transfer to Lockport schools and Niagara County for taxes collected. Treasury Department also handles the initial stage of the relevy process for water/sewer, refuse and code enforcement.

FY 2021 Goals:

The Treasury department would like to have the ability to accept credit card payment online by 2021. To implement a more efficient way to accept payments through our website, for all bills accepted by the City Treasurer. The department will continue to place more documents and information on the website for public use. Refine the petty cash process and revisit the resolution. Due to COVID-19 we are researching the possibility of doing an online auction for in-rem properties. Research the possibilities of billing refuse as we bill water/sewer.

**Treasurer
A.1325**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1189 - Treasurer	1.00	\$55,000	1.00	\$55,000
1168 - Account Clerk	0.50	\$15,252	0.50	\$16,007
1167 - Tax Enforcement Officer	1.00	\$39,785	1.00	\$41,435
1165 - Deputy City Treasurer	1.00	\$47,011	1.00	\$48,769
Subtotal:	3.50	\$157,047	3.50	\$161,211

Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	3.50	\$157,047	3.50	\$161,211
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**Treasurer
A.1325**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	154,209	155,913	161,211
51100 Overtime	190	1,000	200
51120 Longevity	500	0	650
51130 Out of Grade	192	0	0
Total Personal Services	155,090	156,913	162,061
Contractual Expenses			
54003 Office Furniture	90	580	0
54005 Office Supplies	1,164	1,500	1,500
54010 Office Equipment	1,004	0	0
54035 Training and Education	85	570	0
54040 Assoc/Membership Dues	40	150	135
54045 Travel Related Costs	421	1,000	0
54055 Professional Services	40,275	3,000	10,000
54075 Maintenance Contracts	325	350	325
54120 Refund and Cancellations	244	1,000	0
54440 Fees and Permits	0	150	0
54510 Program Expenses	19	0	0
Total Contractual Expenses	43,667	8,300	11,960
Employee Benefits			
58010 FICA	11,791	12,004	16,056
58020 Worker's Compensation	4,581	13,161	15,311
58040 Medical Insurance	48,551	55,275	53,815
58050 Retirement	20,804	22,862	26,254
Total Employee Benefits	85,727	103,302	111,436
TOTAL:	284,485	268,515	285,457

**City Assessor
A.1355**

Mission Statement:

Providing quality service to the citizens of the City of Lockport by way of the administration and assessment of real property in a fair and equitable manner.

Department Responsibilities:

The Assessor's Department is tasked with locating and identifying all taxable property in the City, making an inventory of the quantity, quality and important characteristics of each parcel, estimating the value of each parcel and determining each parcels extent of taxability. To determine taxability, assessed values are reduced by applicable exemptions as determined by the Assessor. The Assessor calculates the assessed value of every parcel, prepares the assessment and tax rolls, and notifies the owners of their assessed values.

FY 2021 Goals:

Our goals include: 1) Continue with the 2022 Equity Improvement Project 2) Complete photo inventory of entire City 3) Continue to update physical inventory of the entire City 4) Begin developing valuation models for use in the Equity Improvement Project 5) Update the refuse billing process to eliminate billing issues 5) Physically verify all valid sales (+/-) 10% of assessed value and update inventory 6) Continue efforts to document commercial properties in the City and vacancy rates. 7) Produce a yearly City of Lockport Statistical Report to demonstrate the economic health of the City.

**City Assessor
A.1355**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1037 - City Assessor	1.00	\$67,954	1.00	\$69,313
1169 - Real Property Tax Appraiser	1.00	\$44,954	1.00	\$46,673
1170 - Real Property Tax Associate	1.00	\$32,571	1.00	\$34,108
Subtotal:	3.00	\$145,479	3.00	\$150,094

Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	3.00	\$145,479	3.00	\$150,094
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**City Assessor
A.1355**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	128,961	144,161	150,094
51100 Overtime	137	300	300
51120 Longevity	650	650	650
51170 Other Compensation	2,333	0	0
Total Personal Services	132,081	145,111	151,044
Contractual Expenses			
54005 Office Supplies	801	750	750
54033 Licensing and Certification	0	0	2,000
54035 Training and Education	4,615	1,500	0
54040 Assoc/Membership Dues	495	500	540
54045 Travel Related Costs	2,347	2,000	0
54055 Professional Services	2,900	4,500	10,000
54065 Equipment Rental / Lease	1,591	5,426	5,080
54075 Maintenance Contracts	0	0	0
54115 Computer License and Software	0	0	750
54510 Program Expenses	85	150	0
54515 Special Supplies	131	0	0
Total Contractual Expenses	12,964	14,826	19,120
Employee Benefits			
58010 FICA	10,122	11,101	11,555
58020 Worker's Compensation	8,209	11,281	12,042
58050 Medical Insurance	25,025	29,064	21,165
58050 Retirement	17,698	21,143	24,469
Total Employee Benefits	61,054	72,589	69,231
TOTAL:	206,099	232,526	239,395

**City Clerk
A.1410**

Mission Statement:

To serve the residents, Common Council, staff, and visitors with efficiency, professionalism and courtesy. To ensure the dissemination of accurate information, and to maintain and preserve all official records of the City. To perform the functions and duties of the Clerk's office in accordance with State, County and municipal laws.

Department Responsibilities:

Record proceedings of the Common Council meetings, File Local Laws, Records Management and Records Access, Risk Management, Freedom of Information Law (FOIL) requests, Process Claims and Notices of Defect, Refuse and Recycling issues, Distribute meeting notices, Schedule meeting rooms and provide a monthly meeting calendar, File deaths which occur in the City, and, marriages when license is purchased here. Issue various licenses and permits.

FY 2021 Goals:

The goal of the City Clerk's office, as always, is to continue to conduct the business of the city of Lockport in an efficient, reliable and exacting manner. We strive to be fiscally responsible, reducing expenses wherever possible, while still meeting the needs of city residents and the Common Council.

**City Clerk
A.1410**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
1035 - City Clerk	1.00	\$54,094	1.00	\$55,176
1168 - Account Clerk	0.50	\$15,252	0.50	\$16,007
1172 - Deputy City Clerk	1.00	\$48,046	1.00	\$49,815
1173 - Sr. Account Clerk	1.00	\$37,729	1.00	\$39,347
Subtotal:	3.50	\$155,121	3.50	\$160,345

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	3.50	\$155,121	3.50	\$160,345
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**City Clerk
A.1410**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	150,255	166,188	160,346
51100 Overtime	29	500	0
51120 Longevity	1,450	1,450	950
51130 Out of Grade	11,512	2,200	500
Total Personal Services	163,246	170,338	161,796
Contractual Expenses			
54005 Office Supplies	891	1,000	500
54010 Office Equipment	0	100	0
54040 Assoc/Membership Dues	225	300	225
54075 Maintenance Contracts	2,560	3,300	2,975
54510 Program Expenses	319	500	0
Total Contractual Expenses	3,995	5,200	3,700
Employee Benefits			
58010 FICA	12,371	13,031	12,377
58020 Worker's Compensation	13,056	13,160	16,056
58040 Medical Insurance	50,561	54,354	37,000
58050 Retirement	21,693	24,818	26,211
Total Employee Benefits	97,681	105,363	91,644
TOTAL:	264,922	280,901	257,140

**City Attorney
A.1420**

Mission Statement:

To ensure the residents of the community that the City is being fiscally and legally responsible.

Department Responsibilities:

The City of Lockport's Corporation Counsel serves as the city's legal represented in court and other matters of law. The corporation counsel handles all legal papers, contracts and other legal instruments, and is tasked with reviewing any action taken on behalf of or against the city or its representatives.

FY 2021 Goals:

Our goals include continuing to maintain representation of the City, not just the Mayor or Common Council, in legal matters involving Labor issues, property issues, lawsuits, legal advice.

**City Attorney
A.1420**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1175 - City Attorney	0.50	\$53,375	0.50	\$53,375
1177 - Deputy City Attorney	0.50	\$29,580	0.50	\$29,580
1178 - Deputy City Attorney	0.50	\$29,580	0.50	\$29,580
Subtotal:	1.50	\$112,535	1.50	\$112,535

Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	1.50	\$112,535	1.50	\$112,535
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**City Attorney
A.1420**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	54,003	0	0
51040 Part Time Wages	61,146	115,545	112,535
Total Personal Services	115,150	115,545	112,535
Contractual Expenses			
54005 Office Supplies	160	275	200
54035 Training and Education	0	500	0
54045 Travel Related Costs	0	500	0
54055 Professional Services	64,236	50,000	43,684
54059 Court Related Expenses	1,768	2,500	2,000
54083 Misc. Support Services	5,000	5,000	5,000
Total Contractual Expenses	71,164	58,775	50,884
Employee Benefits			
58010 FICA	8,809	8,839	8,609
58020 Worker's Compensation	6,395	5,640	12,042
58050 Retirement	15,845	16,835	18,231
Total Employee Benefits	31,049	31,314	38,882
TOTAL:	217,363	205,634	202,301

Personnel - Civil Service
A.1430

Mission Statement:

To provide an orderly and uniform system for the administration of Civil Service in the City of Lockport on a basis of merit and fitness as provided in the Civil Service Law of the State of New York.

Department Responsibilities:

Provide rules that have the force and effect of Law, apply to all positions in the classified service of the City of Lockport. Including the Lockport City School District, the City of Lockport Housing Authority and the Lockport Public Library.

FY 2021 Goals:

Mainstream the records retention in Civil Service to alleviate the large amount of paperwork in the office and in dead storage.

**Personnel - Civil Service
A.1430**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1036 - Personnel/Civil Service Officer	1.00	\$69,040	1.00	\$70,421
Subtotal:	1.00	\$69,040	1.00	\$70,421

Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	1.00	\$69,040	1.00	\$70,421
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**Personnel - Civil Service
A.1430**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	68,305	69,040	70,422
51120 Longevity	1,500	1,500	2,000
Total Personal Services	69,805	70,540	72,422
Contractual Expenses			
54005 Office Supplies	434	300	300
54010 Office Equipment	0	100	0
54055 Professional Services	4,124	8,000	14,000
54060 Legal Notice and Advt.	3,355	2,700	825
54510 Program Expenses	1,705	0	2,950
Total Contractual Expenses	9,619	11,100	18,075
Employee Benefits			
58010 FICA	5,311	5,396	5,540
58020 Worker's Compensation	3,145	3,760	4,014
58040 Medical Insurance	20,652	21,166	21,165
58050 Retirement	9,306	10,278	11,732
Total Employee Benefits	38,413	40,600	42,451
TOTAL:	117,837	122,240	132,948

Engineering
A.1440

Mission Statement:

The goal of the Engineering Department is to improve the quality of life of the residents of the City of Lockport through the execution of engineering works that have substantial impact in the community. Since the foundation of the City, the Engineering Department has implemented municipal works that have contributed to the health and well being of the City and its residents.

Department Responsibilities:

The Engineering Department oversees the management, use and repair of public spaces and services in the City of Lockport, such as water and sewer lines, city-maintained roads and streets, bridge construction and maintenance, and public facilities design and construction. The department also provides technical assistance with design and construction campaigns for all city departments and works with outside consulting engineers as needed to plan and design large infrastructure repair, replacement projects.

FY 2021 Goals:

Our goals for 2021 include:
Gulf Interceptor Study and Potential Improvements
Waste Water Treatment Plant Ultra Violet (UV) Disinfection Upgrades
Downtown Revitalization Initiative
Green Infrastructure Grant Program
Fire Station Apron Replacement

**Engineering
A.1440**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1041 - City Engineer	1.00	\$85,607	1.00	\$87,319
1179 - Sr. Account Clerk	1.00	\$40,823	1.00	\$41,435
1228 - Engineering Intern	1.00	\$15,000	1.00	\$12,000
Subtotal:	1.00	\$141,430	1.00	\$140,754

Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	1.00	\$141,430	1.00	\$140,754
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**Engineering
A.1440**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	121,778	126,745	128,754
51040 Part Time Wages	4,458	15,000	12,000
51060 Temporary / Seasonal	1,136	0	0
51100 Overtime	168	1,000	0
51120 Longevity	1,850	2,750	1,100
51185 Allowances	0	150	150
Total Personal Services	129,390	145,645	142,004
Contractual Expenses			
54003 Office Furniture	0	221	0
54005 Office Supplies	1,195	779	500
54055 Professional Services	53,085	30,000	30,000
54065 Equip. Rental / Lease	2,218	5,785	6,060
54075 Maintenance Contracts	4,966	0	7,000
54117 Computer Supplies	0	2,000	500
54605 Telephone Serices	536	1,250	600
Total Contractual Expenses	62,000	40,035	44,660
Employee Benefits			
58010 FICA	9,934	11,142	10,852
58020 Worker's Compensation	6,302	9,400	8,028
58040 Medical Insurance	14,685	15,950	25,516
58050 Retirement	17,540	12,213	21,036
Total Employee Benefits	48,461	48,705	65,432
TOTAL:	239,851	234,385	252,096

**Public Works Administration
A.1490**

Mission Statement:

The mission of the Department of Public Works Administration is to ensure that there is effective leadership managing the City's public works division. Oversight includes all highways and parks departments, including street maintenance, parks, forestry, equipment maintenance garage, and sewer maintenance.

Department Responsibilities:

Responsible for general oversight and planning of public work to better the City's use of public spaces, including roads and recreation centers.

FY 2021 Goals:

Our goals are to make the City a more enjoyable and sustainable community by promoting maintenance, upkeep, and repair of our public spaces.

**Public Works Administration
A.1490**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
1040 - Director of Public Works	0.00	\$0	0.50	\$44,813
1204 - Electrician	0.33	\$18,422	0.33	\$18,698
2000 - Sr. Account Clerk	0.00	\$0	0.33	\$17,303
Subtotal:	0.33	\$18,422	0.83	\$80,814
	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	0.33	\$18,422	0.83	\$80,814

**Public Works Administration
A.1490**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	36,266	35,814	36,001
51040 Part Time Wages	0	0	44,813
51100 Overtime	3,960	2,500	0
51120 Longevity	267	500	533
51185 Allowances	0	0	267
Total Personal Services	40,493	38,814	81,614
Contractual Expenses			
54005 Office Supplies	0	0	100
54040 Assoc/Membership Dues	0	0	150
54605 Telephone Serices	68	0	400
Total Contractual Expenses	68	0	650
Employee Benefits			
58010 FICA	3,049	2,969	6,223
58020 Worker's Compensation	1,797	2,507	6,843
58040 Medical Insurance	10,407	14,109	14,110
58050 Retirement	5,254	5,655	13,178
Total Employee Benefits	20,508	25,240	40,354
TOTAL:	61,069	64,054	122,618

**Building Maintenance
A.1620**

Mission Statement:

Our mission is to promote safe and secure facilities for City properties.

Department Responsibilities:

We are responsible for all repairs and upkeep of City properties, including City hall.

FY 2021 Goals:

Our goals for FY 2021 include promoting a safe workplace and community area by following all safety protocols required to combat COVID-19.

**Building Maintenance
A.1620**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
1063 - Department of Public Works Supervisor	0.00	\$0	1.00	\$51,914
1063 - Municipal Worker - Bldgs	1.00	\$35,422	0.00	\$0
1181 - Sr. Build Maint. Mechanic	1.00	\$33,592	1.00	\$34,264
1062 - Municipal Worker - Bldgs	1.00	\$32,926	1.00	\$34,687
1009 - Municipal Worker - Bldgs	1.00	\$32,926	1.00	\$34,687
Subtotal:	4.00	\$134,866	4.00	\$155,552

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Seasonal Assistance	1.00	\$10,000	0.00	\$0
Subtotal:	1.00	\$10,000	0.00	\$0

Grandtotal:	5.00	\$144,866	4.00	\$155,552
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Building Maintenance
A.1620

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	86,509	157,197	155,552
51060 Temporary / Seasonal	25,124	10,000	0
51100 Overtime	15,031	15,000	10,000
51120 Longevity	2,000	0	0
51130 Out of Grade	42,809	0	0
51170 Other Compensation	38	0	0
51185 Allowances	1,875	1,875	2,500
Total Personal Services	173,386	184,072	168,052
Equipment and Capital Outlay			
52020 Property Improvements	35,405	0	0
52025 Building and Grounds Equip.	58,799	4,395	2,500
52411 Building Improvments	40,580	3,900	3,350
Total Equipment and Capital Outlay	134,784	8,295	5,850
Contractual Expenses			
54007 Janitorial Supplies	25,593	38,000	40,000
54030 Small Tools	2,516	1,750	1,500
54035 Training and Education	3,795	2,000	0
54050 Equip. Maintenance / Repair	9,408	5,500	5,000
54055 Professional Services	148	500	250
54065 Equipment Rental / Lease	0	5,000	0
54075 Maintenance Contracts	6,525	14,500	11,000
54076 Property Repairs	35,726	6,786	14,328

Building Maintenance
A.1620

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Contractual Expenses (Continued)			
54077 Const. and Maint. Supplies	16,944	20,000	15,000
54085 Clothing and Uniforms	838	500	300
54110 Landscape Materials	3,304	6,800	4,000
54520 Chemicals	1,956	0	0
54605 Telephone Serices	343	900	420
Total Contractual Expenses	107,095	102,236	91,798
Employee Benefits			
58010 FICA	13,194	14,082	12,613
58020 Worker's Compensation	13,653	15,040	16,056
58040 Medical Insurance	45,427	64,044	50,600
58050 Retirement	23,366	26,546	26,711
Total Employee Benefits	95,640	119,712	105,980
TOTAL:	510,906	414,315	371,680

Equipment Maintenance Garage
A.1640

Mission Statement:

Our mission is to promote cost affordable and efficient repairs of the City fleet.

Department Responsibilities:

Our responsibilities include responding to all emergency repairs, provide preventative maintenance and documentation to the City fleet, respond to afterhours call in of plow crews, and support cost saving repair strategies to the City's fleet management.

FY 2021 Goals:

Our goals include continue to promote affordable and long-term solutions to our fleet issues throughout the year.

**Equipment Maintenance Garage
A.1640**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
1047 - Public Works Equip Mechanic	1.00	\$49,504	1.00	\$50,247
1006 - Public Works Equip Mechanic	1.00	\$42,681	1.00	\$44,694
Subtotal:	2.00	\$92,185	2.00	\$94,941

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	2.00	\$92,185	2.00	\$94,941
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**Equipment Maintenance Garage
A.1640**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	93,274	92,003	94,941
51100 Overtime	18,033	18,000	13,000
51120 Longevity	1,300	1,300	1,300
51150 Holiday Pay	0	0	1,915
51170 Other Compensation	1,845	0	0
51180 Taxable Reimbursements	1,090	1,100	0
51185 Allowances	1,250	1,250	2,350
Total Personal Services	116,792	113,653	113,506
Contractual Expenses			
54050 Equip. Maint. / Repair	21,029	8,500	8,500
54078 Gasoline, Oil, Diesel Fuel	6,803	11,000	7,000
54085 Clothing and Uniforms	4,390	4,000	3,000
54115 Comp. Licenses and Soft.	2,234	2,346	2,500
54300 Vehicle Maint. and Repair	199,024	140,000	175,000
54515 Special Supplies	1,505	0	0
Total Contractual Expenses	234,985	165,846	196,000
Employee Benefits			
58010 FICA	8,891	8,694	8,503
58020 Worker's Compensation	6,293	7,520	8,028
58040 Medical Insurance	20,652	21,166	21,165
58050 Retirement	15,272	16,559	18,007
Total Employee Benefits	51,109	53,939	55,703
TOTAL:	402,885	333,438	365,209

Central Printing and Mailing
A.1670

Mission Statement:

The mission of central printing and mailing is to provide the City with a central location to budget for printing and mailing line items that are used for many functions of the City's functions

Department Responsibilities:

The department is responsible for housing our paper supply, copier contracts, USPS postage costs, envelope expenses, and more.

FY 2021 Goals:

The goals of the department in FY 2021 is to continue to promote a centralized printing and mailing center that can be easily accessible and function to the City as a whole.

**Central Printing and Mailing
A.1670**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
Total Personal Services	0	0	0
Contractual Expenses			
54001 Printing / Copying	7,873	6,000	5,000
54005 Office Supplies	344	700	500
54020 Postage Expenses	27,000	35,000	33,000
54050 Equip. Maint. / Repair	0	300	0
54055 Professional Services	375	100	0
54060 Legal Notices and Advt.	5,007	6,000	6000
54065 Equipment Rental / Lease	10,228	10,500	10,580
54075 Maintenance Contracts	150	400	500
Total Contractual Expenses	50,976	59,000	55,580
Employee Benefits			
Total Employee Benefits	0	0	0
TOTAL:	50,976	59,000	55,580

Information Technology Support A.1680

Mission Statement:

The mission of the IT Support department is to provide leadership for all of the City's information technology needs and requirements. We support the use of cost-effective solutions while adhering to State mandates for information storage and accessibility.

Department Responsibilities:

The department is responsible for upkeep, maintenance, and monitoring of all IT related issues and concerns. Our goal is to promote ease of use and accessibility for all users.

FY 2021 Goals:

In FY 2021, the department will fund a full-time position for the support of its endeavors and to support the needs of City Hall. In addition, beginning in FY 2021, the City will begin a capital fund for IT infrastructure improvements, which will be supported will annual funds from general, water, and sewer. These funds will be used to support the dire need of IT infrastructure improvements both now and in the future.

**Information Technology Support
A.1680**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
1246 - Confidential Assistant	0.00	\$0	1.00	\$55,000
Subtotal:	0.00	\$0	1.00	\$55,000

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	0.00	\$0	1.00	\$55,000
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Information Technology Services
A.1680

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	3,800	21,609	55,000
Total Personal Services	3,800	21,609	55,000
Contractual Expenses			
52060 Computer Equipment	22,778	28,132	0
54005 Office Supplies	166	1,350	0
54055 Professional Services	28,717	40,000	0
54075 Maintenance Contracts	31,351	48,000	67,000
54115 Comp. Licenses and Soft.	47,914	50,000	10,100
54117 Computer Supplies	384	500	0
54605 Telephone Services	121	1,000	27,324
54610 Internet Services	17,860	30,000	31,800
Total Contractual Expenses	149,291	198,982	136,224
Employee Benefits			
58010 FICA	270	1,653	4,208
58020 Worker's Compensation	217	1,880	4,014
58040 Medical Insurance	1,135	10,785	17,991
58050 Retirement	332	3,148	8,910
Total Employee Benefits	1,955	17,466	35,123
TOTAL:	155,046	238,057	226,347

Special Items
A.1900

Mission Statement:

This department is a budgeted-only department that houses various expenses that do not fit into other departments, or are government-wide expenses that cannot be easily allocated out.

Department Responsibilities:

Expenses in this department include, insurance, gasoline and fuel, utilities (both natural gas and electricity), and contingency funding.

FY 2021 Goals:

Contingency funding in FY 2021 is proposed to be \$308,000. If needed, this will support costs that are unforeseen and not anticipated in the City. Our goal for FY 2021 is to not utilize this funding if possible and to avoid any unnecessary costs, therefore alleviating our fund balance.

**Special Items
A.1900**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
Total Personal Services	0	0	0
Contractual Expenses			
54050 Equipment Maintenance	0	1,000	0
54055 Professional Services	0	0	125,000
54070 Insurance	234,373	251,554	255,000
54078 Gasoline, Oil, and Fuel	150,601	165,000	160,000
54100 Real Property Taxes	35,842	60,000	40,000
54440 Fees and Permits	251	500	500
54510 Program Expenses	8,082	25,000	5,620
54515 Special Supplies	1,356	1,500	0
54605 Telephone Services	65,132	60,000	60,000
54620 Utilities - Natural Gas	53,392	90,000	55,000
54623 Utilities - Electricity	142,158	177,604	150,000
54765 Judgement and Claims	7,075	0	0
54775 Contingency	0	178,576	308,000
Total Contractual Expenses	698,262	1,010,734	1,159,120
Employee Benefits			
Total Employee Benefits	0	0	0
TOTAL:	698,262	1,010,734	1,159,120

**Police
A.3120**

Mission Statement:

To enhance the quality of life for all citizens as the Guardian-Servants of the community through active crime prevention, community engagement, and transparency for all we've sworn to protect.

Department Responsibilities:

To protect and serve the citizens of Lockport and to improve their quality of life through direct contact and interaction with the Officers of the Lockport Police Department.

FY 2021 Goals:

The Goal of the Lockport Police Department for 2021 is to increase the quality of Life for the residence of the City of Lockport through community engagement, crime prevention, professionalism, training, and departmental accreditation. In addition, the FY 2021 includes new funding for training programs.

**Police
A.3120**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1182 - Chief of Police	1.00	\$103,000	1.00	\$103,000
1099 - Police Captain	1.00	\$93,395	1.00	\$95,263
1100 - Police Captain	1.00	\$93,395	1.00	\$95,263
1107 - Detective Lieutenant	1.00	\$88,905	1.00	\$90,684
1105 - Sr. Police Lieutenant	1.00	\$83,811	1.00	\$85,487
1113 - Sr. Police Lieutenant	1.00	\$83,811	1.00	\$85,487
1114 - Sr. Police Lieutenant	1.00	\$83,811	1.00	\$85,487
1104 - Detective	1.00	\$80,046	1.00	\$81,647
1118 - Detective	1.00	\$80,046	1.00	\$81,647
1116 - Detective	1.00	\$80,046	1.00	\$81,647
1115 - Detective	1.00	\$80,046	1.00	\$81,647
1117 - Detective	1.00	\$80,046	1.00	\$81,647
1106 - Jr. Police Lieutenant	1.00	\$79,821	1.00	\$81,417
1108 - Jr. Police Lieutenant	1.00	\$79,821	1.00	\$81,417
1111 - Jr. Police Lieutenant	1.00	\$79,821	1.00	\$81,417
1110 - Jr. Police Lieutenant	1.00	\$79,821	1.00	\$81,417
1112 - Jr. Police Lieutenant	1.00	\$79,821	1.00	\$81,417
1109 - Jr. Police Lieutenant	1.00	\$79,821	1.00	\$81,417
1102 - Warrant Officer	1.00	\$75,599	1.00	\$77,111
1101 - School Resource Officer	1.00	\$75,599	1.00	\$77,111
1103 - K-9 Officer	1.00	\$75,599	1.00	\$77,111

**Police
A.3120**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1056 - Police Officer	1.00	\$72,654	1.00	\$74,110
1074 - Police Officer	1.00	\$72,654	1.00	\$74,110
1080 - Police Officer	1.00	\$72,654	1.00	\$74,110
1193 - Police Officer	1.00	\$72,654	1.00	\$74,110
1084 - Police Officer	1.00	\$72,654	1.00	\$74,110
1085 - Police Officer	1.00	\$72,654	1.00	\$74,110
1086 - Police Officer	1.00	\$72,654	1.00	\$74,110
1087 - Police Officer	1.00	\$72,654	1.00	\$74,110
1091 - Police Officer	1.00	\$72,654	1.00	\$74,110
1097 - Police Officer	1.00	\$72,654	1.00	\$74,110
1078 - Police Officer	1.00	\$60,258	1.00	\$66,685
1079 - Police Officer	1.00	\$60,258	1.00	\$66,685
1076 - Police Officer	1.00	\$55,120	1.00	\$61,464
1098 - Police Officer	1.00	\$55,120	1.00	\$61,464
1075 - Police Officer	1.00	\$49,067	1.00	\$56,222
1077 - Police Officer	1.00	\$49,067	1.00	\$56,222
1083 - Police Officer	1.00	\$49,067	1.00	\$56,222
1092 - Police Officer	1.00	\$49,067	1.00	\$56,222
1088 - Police Officer	1.00	\$49,067	1.00	\$56,222
1093 - Police Officer	1.00	\$49,067	1.00	\$56,222
1089 - Police Officer	1.00	\$49,067	1.00	\$56,222
1094 - Police Officer	1.00	\$46,384	1.00	\$50,045

**Police
A.3120**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
1090 - Police Officer	1.00	\$44,179	1.00	\$47,299
1082 - Police Officer	1.00	\$44,179	1.00	\$47,299
1095 - Police Officer	1.00	\$44,179	1.00	\$47,299
1081 - Police Officer	1.00	\$60,258	1.00	\$47,299
1096 - Police Officer	1.00	\$72,654	1.00	\$47,299
1234 - Police Officer - Provisional	1.00	\$44,179	1.00	\$45,053
1233 - Police Officer - Provisional	1.00	\$44,179	1.00	\$45,053
Subtotal:	50.00	\$3,437,040	50.00	\$3,536,344

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
1227 - Matron Services	0.00	\$500	0.00	\$500
Subtotal:	0.00	\$500	0.00	\$500

Grandtotal:	50.00	\$3,437,540	50.00	\$3,536,844
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**Police
A.3120**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	3,155,288	3,479,294	3,536,844
51040 Part Time Wages	126	0	0
51060 Temporary / Seasonal	0	8,700	0
51100 Overtime	311,791	375,000	315,000
51120 Longevity	79,872	80,000	81,000
51130 Out of Grade	328,371	25,000	35,000
51150 Holiday Pay	0	50,000	50,000
51160 Shift Differential	12,121	50,000	30,000
51165 Briefing Pay	131,883	141,610	143,077
51170 Other Compensation	5,263	38,504	0
51175 Edu. and Training Incentive	1,450	151,888	158,000
51185 Allowances	60,000	58,750	62,500
51195 Education Reimbursement	4,851	10,000	0
Total Personal Services	4,091,015	4,468,746	4,411,421
Equipment and Capital Outlay			
52015 Technical Equipment	101,310	12,000	10,000
52030 Motor Vehicle Equipment	2,886	0	0
52070 Public Safety Equipment	103,203	15,000	20,000
Total Equipment and Capital Outlay	207,399	27,000	30,000

**Police
A.3120**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Contractual Expenses			
54001 Printing / Copying	1,104	2,500	2,500
54003 Office Furniture	0	12,000	0
54005 Office Supplies	4,306	5,000	4,000
54010 Office Equipment	6,178	3,000	300
54035 Training and Education	5,333	20,000	57,604
54040 Assoc/Membership Dues	500	1,500	850
54045 Travel Related Costs	2,847	5,000	1,500
54050 Equip. Maintenance Repair	1,355	20,000	1,500
54055 Professional Services	3,663	11,000	8,000
54065 Equipment Rental / Lease	31,934	42,750	144,522
54067 Real Property Rent / Lease	750	3,500	1,650
54075 Maintenance Contracts	2,143	3,500	2,725
54085 Clothing and Uniforms	2,196	13,000	5,000
54115 Computer License and Soft.	57,613	71,857	79,625
54117 Computer Supplies	9,581	6,000	5,000
54300 Vehicle Maint. and Repair	0	20,000	0
54400 Food Supplies	1,082	2,700	1,500
54500 Medical Fees and Services	181	2,600	1,000
54505 K-9 Expenses	2,613	5,000	4,000
54510 Program Expenses	19,694	25,000	25,000
54515 Special Supplies	27,591	30,000	25,000
54605 Telephone Services	14,370	15,000	15,300
54610 Internet Services	2,237	3,600	1,650
54623 Utilities - Electricity	1,194	1,200	1,200
Total Contractual Expenses	198,465	325,707	389,426

**Police
A.3120**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Employee Benefits			
58010 FICA	312,248	343,886	332,677
58020 Worker's Compensation	150,121	198,000	200,700
58040 Medical Insurance	773,968	897,962	816,340
58050 Retirement	902,326	1,054,584	1,230,688
Total Employee Benefits	2,138,663	2,494,432	2,580,405
TOTAL:	6,635,542	7,315,885	7,411,252

**Police Clerical
A.3127**

Mission Statement:

The mission of the Police Clerical department is to provide clerical support to the police department.

Department Responsibilities:

Responsibilities of the account clerks serving this department include purchase ordering and payroll entry for the police department.

FY 2021 Goals:

The goal for the department is to maintain support and clerical work for the police in the most effective and efficient way possible.

**Police Clerical
A.3127**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1195 - Sr Account Clerk	1.00	\$37,729	1.00	\$39,347
1203 - Sr Account Clerk	0.50	\$17,836	0.50	\$18,621
Subtotal:	1.50	\$55,565	1.50	\$57,968

Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	1.50	\$55,565	1.50	\$57,968
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**Police Clerical
A.3127**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	55,450	56,524	57,968
51100 Overtime	1,050	0	0
Total Personal Services	56,501	56,524	57,968
Contractual Expenses			
Total Contractual Expenses	0	0	0
Employee Benefits			
58010 FICA	5,930	4,324	4,435
58020 Worker's Compensation	6,289	5,640	8,028
58040 Medical Insurance	28,720	29,613	31,748
58050 Retirement	9,628	8,235	9,391
Total Employee Benefits	50,567	47,812	53,602
TOTAL:	107,068	104,336	111,570

Police - School Crossing Guards
A.3128

Mission Statement:

To protect and serve the citizens of Lockport and to improve their quality of life through direct contact and interaction with the School Crossing Guards.

Department Responsibilities:

The crossing guards serve the schools in Lockport and provide safety to both school children and citizens.

FY 2021 Goals:

The goals for the department in FY 2021 are to adhere to safety measures and to continue to promote well-being and safety first.

**Police - School Crossing Guards
A.3128**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Crossing Guards	3.5	\$27,500	3.5	\$30,000
Subtotal:	3.50	\$27,500	3.50	\$30,000
Grandtotal:	3.50	\$27,500	3.50	\$30,000

**Police - School Crossing Guards
A.3128**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51040 Part Time Wages	29,429	27,500	30,000
Total Personal Services	29,429	27,500	30,000
Employee Benefits			
58010 FICA	2,251	2,104	2,295
58020 Worker's Compensation	0	13,200	0
Total Employee Benefits	2,251	15,304	2,295
TOTAL:	31,681	42,804	32,295

**Community Policing
A.3137**

Mission Statement:

The mission of the Community Policing department is to promote safety and security through community efforts and outreach.

Department Responsibilities:

To protect and serve the citizens of Lockport and to improve their quality of life through direct contact and interaction with the community policing aid. The main responsibility of the community aid is to provide a voice for the community in police and administrative matters.

FY 2021 Goals:

Goals for FY 2021 include community outreach and assessing possible alterations that can be made to have the administration better fit the needs of the community.

**Community Policing
A.3137**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1196 - Community Policing Aid	1.00	\$37,731	1.00	\$39,353
Subtotal:	1.00	\$37,731	1.00	\$39,353

Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	1.00	\$37,731	1.00	\$39,353
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**Community Policing
A.3137**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	38,849	39,062	39,353
51120 Longevity	800	800	800
Total Personal Services	39,649	39,862	40,153
Contractual Expenses			
Total Contractual Expenses	0	0	0
Employee Benefits			
58010 FICA	3,055	3,049	3,072
58020 Worker's Compensation	3,115	3,760	4,014
58040 Medical Insurance	20,652	21,166	21,165
58050 Retirement	5,315	5,808	6,505
Total Employee Benefits	32,136	33,783	34,756
TOTAL:	71,785	73,645	74,909

**Fire Department
A.3410**

Mission Statement:

The primary mission of the Lockport Fire Department is the preservation of human life through risk reduction and control. The Department serves without prejudice or favoritism, all of the citizens of the City of Lockport by safeguarding collectively and individually, their lives against the fatal effects of fires, explosions, hazardous material emergencies, and other emergencies including, but not limited to, traffic accidents, train wrecks, aircraft crashes, medical emergencies, floods, windstorms, earthquakes, structural collapses, and other natural disasters.

Department Responsibilities:

Fire suppression is a fundamental responsibility of the Lockport Fire Department and involves limiting the extent and severity of fires, protecting property from fire and associated hazards and controlling and extinguishing fires that occur within City boundaries. The Department also currently provides ancillary pre-hospital emergency medical services (EMS) as an Advanced Life Support-Paramedic level First Response agency and is authorized and recognized by the New York State Department of Health as such.

FY 2021 Goals:

1. Continue to maintain all current services delivered as safely and efficiently as our staffing levels provide.
2. With the purchase of the Lexipol Policy Management program, continue updating, writing and implementing policies that the Department is now and has been very much in need of having put in place.
3. Continue the process of fine tuning the revenue recovery program.
4. Assemble an example of a proper fee schedule for our Code Enforcement duties to better maximize revenues related to this work.

**Fire Department
A.3410**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1211 - Fire Chief	1.00	\$91,620	1.00	\$91,620
1125 - Assistant Fire Chief	1.00	\$82,934	1.00	\$84,178
1121 - Assistant Fire Chief	1.00	\$82,934	1.00	\$84,178
1129 - Assistant Fire Chief	1.00	\$82,934	1.00	\$84,178
1124 - Assistant Fire Chief	1.00	\$82,934	1.00	\$84,178
1123 - Fire Municipal Training Officer	1.00	\$81,792	1.00	\$83,019
1128 - Fire Captain	1.00	\$75,286	1.00	\$76,416
1127 - Fire Captain	1.00	\$75,286	1.00	\$76,416
1131 - Fire Captain	1.00	\$75,286	1.00	\$76,416
1120 - Fire Captain	1.00	\$75,286	1.00	\$76,416
1122 - Fire Lieutenant	1.00	\$72,637	1.00	\$73,726
1132 - Fire Lieutenant	1.00	\$72,637	1.00	\$73,726
1143 - Fire Lieutenant	1.00	\$72,637	1.00	\$73,726
1130 - Fire Lieutenant	1.00	\$72,637	1.00	\$73,726
1136 - Firefighter	1.00	\$69,722	1.00	\$70,762
1135 - Firefighter	1.00	\$69,722	1.00	\$70,762
1134 - Firefighter	1.00	\$69,722	1.00	\$70,762
1145 - Firefighter	1.00	\$69,722	1.00	\$70,762
1139 - Firefighter	1.00	\$69,722	1.00	\$70,762
1138 - Firefighter	1.00	\$69,722	1.00	\$70,762
1147 - Firefighter	1.00	\$69,722	1.00	\$70,762
1146 - Firefighter	1.00	\$69,722	1.00	\$70,762

**Fire Department
A.3410**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1150 - Firefighter	1.00	\$69,722	1.00	\$70,762
1137 - Firefighter	1.00	\$60,008	1.00	\$65,270
1141 - Firefighter	1.00	\$46,072	1.00	\$51,126
1133 - Firefighter	1.00	\$46,072	1.00	\$51,126
1144 - Firefighter	1.00	\$46,072	1.00	\$51,126
1151 - Firefighter	1.00	\$46,072	1.00	\$51,126
1142 - Firefighter	1.00	\$43,930	1.00	\$46,779
1140 - Firefighter	1.00	\$43,930	1.00	\$46,779
1154 - Firefighter	1.00	\$43,930	1.00	\$46,779
1232 - Firefighter	1.00	\$43,930	1.00	\$46,779
1153 - Firefighter	1.00	\$40,726	1.00	\$44,595
1155 - Firefighter	1.00	\$40,726	1.00	\$44,595
1152 - Firefighter	1.00	\$40,726	1.00	\$44,595
1149 - Firefighter	1.00	\$40,726	1.00	\$44,595
1119 - Firefighter	1.00	\$40,726	1.00	\$44,595
1118 - Firefighter	1.00	\$40,726	1.00	\$41,330
New Firefighter	0.00	\$0	1.00	\$41,330
New Firefighter	0.00	\$0	1.00	\$41,330
New Firefighter	0.00	\$0	1.00	\$41,330
New Firefighter	0.00	\$0	1.00	\$41,330

**Fire Department
A.3410**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1203 - Sr Account Clerk - 50%	0.50	\$17,836	0.50	\$18,621
Subtotal:	38.5	\$2,406,545	42.50	\$2,653,912
Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	38.50	\$2,406,545	42.50	\$2,653,912

**Fire Department
A.3410**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	2,521,243	2,581,186	2,653,912
51100 Overtime	182,704	160,000	120,000
51120 Longevity	29,850	28,700	24,700
51130 Out of Grade	166,086	9,500	9,750
51150 Holiday Pay	0	100,000	75,000
51170 Other Compensation	50,956	0	14,000
51175 Edu. and Training Incentive	0	158,100	152,000
51185 Allowances	3,900	40,950	40,950
Total Personal Services	2,954,739	3,078,436	3,090,312
Equipment and Capital Outlay			
52015 Technical Equipment	6,045	10,000	26,500
52050 Household Equipment	1,466	0	0
52070 Public Safety Equipment	36,890	35,000	128,616
Total Equipment and Capital Outlay	44,400	45,000	155,116
Contractual Expenses			
54005 Office Furniture	0	750	0
54005 Office Supplies	2,841	2,000	1,767
54030 Small Tools	498	1,500	1,500
54035 Training and Education	25,416	20,000	40,000
54040 Assoc/Membership Dues	1,841	2,750	2,061
54041 Publications	39	1,120	0
54045 Travel Related Costs	3,921	2,500	0
54050 Equip. Maintenance / Repair	8,965	9,000	9,000

**Fire Department
A.3410**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Contractual Expenses (Continued)			
54055 Professional Services	0	4,000	5,000
54065 Equipment Rental / Lease	11,867	9,060	9,060
54083 Misc. Support Services	8,402	10,000	12,000
54085 Clothing and Uniforms	29,138	20,000	45,448
54115 Computer Licenses and Soft.	14,382	13,700	14,500
54300 Vehicle Maint. and Repair	0	38,500	0
54500 Medical Fees and Services	9,346	15,000	42,500
54515 Special Supplies	10,208	10,500	6,000
54605 Telephone Services	1,760	3,000	3,500
Total Contractual Expenses	128,624	163,380	192,336
Employee Benefits			
58010 FICA	225,457	235,500	233,276
58020 Worker's Compensation	120,866	139,512	172,602
58040 Medical Insurance	615,228	689,539	674,940
58050 Retirement	664,718	745,905	862,969
Total Employee Benefits	1,626,268	1,810,456	1,943,787
TOTAL:	4,754,031	5,097,272	5,381,551

Control of Dogs A.3510

Mission Statement:

Provide continued compassionate enforcement of current ordinances relating to the treatment of animals, and work to eliminate neglect and abuse. Engage the hearts and minds of the community in an effort to help all animals. Work to make sure dog owners are aware of their responsibilities. Continued dedication to solving resident issues with problem dogs and bad owners. Promote spaying and neutering. Enforce laws with discretion and consistency, while showing respect. Also, continued enforcement of licensing, while encouraging dog owners to exercise proper care and control of their dogs.

Department Responsibilities:

Handle resident complaints and investigate the situation by speaking with dog owners, property owners and neighbors. Enforcement of local laws, as well as Department of Agriculture and Markets laws and policies. Picking up stray dogs and delivering them to the Niagara County SPCA, filling out the necessary paperwork, and setting up the dog's kennel with food, water, and blanket. Checking non-renewed licenses each month, and working to bring those past-due licenses up to date. Issuing appearance tickets, where necessary, and completing the associated paperwork.

FY 2021 Goals:

Maintain the status quo. Provide residents with efficient, effective, compassionate dog control.

**Control of Dogs
A.3510**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1229 - Dog Control Officer	0.50	\$16,300	0.50	\$16,300
Subtotal:	0.50	\$16,300	0.50	\$16,300

Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	0.50	\$16,300	0.50	\$16,300
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**Control of Dogs
A.3510**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51040 Part Time Wages	15,889	16,300	16,300
Total Personal Services	15,889	16,300	16,300
Contractual Expenses			
54055 Professional Services	22,836	23,000	23,000
54505 K9 Services	463	1,000	500
54605 Telephone Services	219	400	400
Total Contractual Expenses	23,518	24,400	23,900
Employee Benefits			
58010 FICA	1,216	1,247	1,247
58020 Worker's Compensation	0	1,880	4,014
Total Employee Benefits	1,216	3,127	5,261
TOTAL:	40,622	43,827	45,461

Code and Safety Inspection
A.3620

Mission Statement:

This Department will continue to ensure that new construction is conducted in a manner that is compliant and that property in the City is maintained in a safe and sanitary manner.

Department Responsibilities:

The Building Inspection Department is responsible for issuing building permits, ensuring that all NYS codes are met during construction, all property maintenance complaints, including grass and all local zoning issues.

FY 2021 Goals:

The future of the City lies in this Department's hands. Housing has a direct effect on the way the City is viewed. Everything from the median income, crime, overall desirability, etc. The short term goal is to reduce the blight and vacant homes and help people take pride in their neighborhoods. The long term goal is to make every neighborhood desirable to live in.

**Code and Safety Inspection
A.3620**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1038 - Chief Building Inspector	1.00	\$76,637	1.00	\$78,170
1185 - Sr. Building Inspector	1.00	\$55,273	1.00	\$56,103
1184 - Inspection Data Coord./Zoning	1.00	\$47,011	1.00	\$47,716
1188 - Property & ROW Maint. Worker	1.00	\$33,597	1.00	\$35,154
1187 - Account Clerk	0.50	\$14,223	0.50	\$14,963
1186 - Housing Inspector	1.00	\$39,785	0.00	\$0
Subtotal:	5.50	\$266,526	4.50	\$232,106

Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	5.50	\$266,526	4.50	\$232,106
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**Code and Safety Inspection
A.3620**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	240,302	281,227	232,106
51040 Part Time Wages	14,585	0	0
51100 Overtime	3,107	10,000	3,500
51120 Longevity	2,050	2,500	2,050
51170 Other Compensation	4,600	4,000	4,000
51185 Allowances	500	1,375	1,550
Total Personal Services	265,145	299,102	243,206
Equipment and Capital Outlay			
52030 Motor Vehicle Equipment	660	0	0
Total Equipment and Capital Outlay	660	0	0
Contractual Expenses			
54003 Office Furniture	0	250	0
54005 Office Supplies	1,792	2,500	1,800
54010 Office Equipment	489	0	0
54033 Licensing and Certifications	470	650	0
54035 Training and Education	820	1,750	900
54040 Assoc / Membership Dues	470	600	155
54041 Publications	0	2,400	0
54045 Travel Related Costs	1,150	1,750	600
54055 Professional Services	80	0	0
54065 Equipment Rental / Lease	3,181	10,500	14,940
54075 Maintenance Contracts	0	0	3,250

**Code and Safety Inspection
A.3620**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Contractual Expenses (Continued)			
54076 Property Repairs	15,414	30,000	30,000
54077 Const. and Main. Supplies	0	250	0
54085 Clothing and Uniforms	1,051	0	0
54515 Special Supplies	264	350	150
54605 Telephone Services	1,845	2,200	1,680
Total Contractual Expenses	27,025	53,200	53,475
Employee Benefits			
58010 FICA	20,254	22,499	18,334
58020 Worker's Compensation	18,703	24,441	20,070
58040 Medical Insurance	60,700	79,469	64,907
58050 Retirement	35,357	42,851	38,824
Total Employee Benefits	135,013	169,260	142,135
TOTAL:	427,842	521,562	438,816

**Street Maintenance
A.5110**

Mission Statement:

The Street Maintenance department's mission is to continue to promote a safe and structured system of infrastructure in the City.

Department Responsibilities:

Responsibilities include: (1) public Safety/ Snow and Ice control, (2) patching of streets utilizing hot box and future pot hole killer, (3) paving according to CHIPs plan and staying on budget, (4) sign Maintenance and Road and Parking lot Striping, and (5) seasonal routine sweeping program and Fall Leaf pickup.

FY 2021 Goals:

Our goals include managing budgetary constraints within the need for a safe and secure street maintenance system.

**Street Maintenance
A.5110**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1213 - Public Works Supervisor	1.00	\$57,325	1.00	\$58,185
1010 - Street Crew Leader	1.00	\$48,256	1.00	\$48,980
1008 - Heavy Equipment Oper. - Streets	1.00	\$45,739	1.00	\$46,425
1061 - Heavy Equipment Oper. - Streets	0.00	\$0	1.00	\$46,425
1046 - Heavy Equipment Oper. - Streets	1.00	\$45,739	1.00	\$46,425
1058 - Heavy Equipment Oper. - Streets	1.00	\$45,739	1.00	\$46,425
1059 - Heavy Equipment Oper. - Streets	1.00	\$45,739	1.00	\$46,425
1060 - Heavy Equipment Oper. - Streets	1.00	\$45,739	1.00	\$46,425
1018 - Heavy Equipment Oper. - Streets	0.00	\$0	1.00	\$46,425
1240 - Heavy Equipment Oper. - Streets	1.00	\$45,739	1.00	\$46,425
1015 - Sign Maintenance Worker	1.00	\$43,950	1.00	\$44,610
1045 - Laborer	1.00	\$40,331	1.00	\$40,936
1013 - Municipal Worker - Streets	1.00	\$35,422	1.00	\$37,220
1014 - Motor Equipment Oper. - Streets	1.00	\$43,950	0.00	\$0
1158 - Heavy Equipment Oper. - Streets	1.00	\$45,739	0.00	\$0
1012 - Laborer	1.00	\$40,331	0.00	\$0
1044 - Director of Streets & Parks	0.50	\$43,285	0.00	\$0
Subtotal:	14.50	\$673,026	13.00	\$601,333

**Street Maintenance
A.5110**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Seasonal Assistance	4.00*	\$30,000	0.00	\$0
Subtotal:	4.00*	\$30,000	0.00	\$0
Grandtotal:	18.50	\$703,026	13.00	\$601,333

** Not hired due to COVID-19.*

**Street Maintenance
A.5110**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	637,240	591,125	601,333
51040 Part Time Wages	38,802	43,934	0
51060 Temporary / Seasonal	38,462	30,000	0
51100 Overtime	125,356	100,000	90,000
51120 Longevity	9,450	9,950	11,800
51130 Out of Grade	4,261	1,500	1,500
51150 Holiday Pay	0	4,000	3,970
51160 Shift Differential	5,747	5,200	5,200
51170 Other Compensation	2,192	0	0
51185 Allowances	8,125	8,125	7,850
Total Personal Services	869,634	793,834	721,653
Equipment and Capital Outlay			
52035 Public Works Equipment	12,179	32,400	12,400
Total Equipment and Capital Outlay	12,179	32,400	12,400
Contractual Expenses			
54005 Office Supplies	316	1,500	200
54007 Janitorial Supplies	495	500	500
54033 Licensing and Certifications	263	205	205
54035 Training and Education	0	320	325
54040 Assoc / Membership Dues	150	150	0
54045 Travel Related Costs	178	185	0
54050 Equip. Maint. / Repairs	10,686	7,800	7,000
54065 Equipment Rental / Lease	8,927	17,500	58,840

**Street Maintenance
A.5110**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Contractual Expenses (Continued)			
54075 Maintenance Contracts	0	650	0
54076 Property Repairs	13,398	9,000	6,000
54077 Const. and Maint. Supplies	50,639	61,000	50,000
54083 Misc. Support Supplies	15,684	10,000	25,000
54440 Fees and Permits	493	500	260
54500 Medical Fees and Services	486	0	0
54515 Special Supplies	15,578	19,000	1,500
54560 Salt	174,440	180,000	190,000
54605 Telephone Services	839	900	840
Total Contractual Expenses	292,571	309,210	340,670
Employee Benefits			
58010 FICA	66,669	60,728	54,606
58020 Worker's Compensation	52,858	50,760	52,182
58040 Medical Insurance	252,224	275,151	219,180
58050 Retirement	113,983	109,260	115,636
Total Employee Benefits	485,734	495,899	441,604
TOTAL:	1,660,117	1,631,343	1,516,327

Street Lighting
A.5182

Mission Statement:

The mission of the Street Lighting department is to promote safety by having a secure system of effective street lights.

Department Responsibilities:

Responsibilities include maintenance and repair of street lights in addition to utilities to cover the costs of use.

FY 2021 Goals:

Goals include continuing to provide effective service and being responsive to situations where street lighting can be improved for safety.

**Street Lighting
A.5182**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
Total Personal Services	0	0	0
Contractual Expenses			
54050 Equip. Maintenance / Repair	7,903	40,000	8,000
54623 Utilities - Electricity	301345	320,000	301,000
Total Contractual Expenses	309,248	360,000	309,000
Employee Benefits			
Total Employee Benefits	0	0	0
TOTAL:	309,248	360,000	309,000

**Tourism
A.6410**

Mission Statement:

The City of Lockport's mission is to unite the travel industry and advance its positive impact to help people and places thrive.

Department Responsibilities:

The role of tourism is a combination of marketing, public relations and management. It also involves lots of planning and preparation. Typical responsibilities include: preparing tourist or visitor information, producing promotional materials and displays, managing budgets, market research, maintaining statistical and financial records, coordinating with local businesses and the media, and undertaking day-to-day center management and administration.

FY 2021 Goals:

Lockport is New York State's premiere Erie Canal community. We will continue to promote the heart of downtown and the Erie Canal Flight of Five Locks. We will continue to create a financial plan for tourism. We will also continue to increase the tourism-related revenues by increasing the number of tourist/visitors and length of stay. We will continue to collaborate with the Visitor Center, Lockport Main Street and the Locks Heritage District Corporation to make the City of Lockport the place to visit.

**Tourism
A.7110**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
Total Personal Services	0	0	0
Contractual Expenses			
54130 Tourism and Promotion	102,761	110,000	85,000
Total Contractual Expenses	102,761	110,000	85,000
Employee Benefits			
Total Employee Benefits	0	0	0
TOTAL:	102,761	110,000	85,000

**Parks Department
A.7110**

Mission Statement:

The mission of the Parks Department is to provide a lasting and meaningful sense of community and home for the residents of Lockport.

Department Responsibilities:

The City of Lockport parks system includes 20 different park locations with a full range of recreation features, including tennis and basketball courts, public pavilions and much more.

FY 2021 Goals:

Our goals include continuing to provide a meaning service within both budgetary constraints and safety guidelines.

**Parks Department
A.7110**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1014 - Heavy Equipment Oper. - Parks	0.00	\$0	1.00	\$46,425
1017 - Municipal Worker - Parks	1.00	\$41,226	1.00	\$41,844
1065 - Municipal Worker - Parks	1.00	\$41,226	1.00	\$41,844
1064 - Municipal Worker - Parks	1.00	\$41,226	1.00	\$41,844
1016 - Parks Maintainer	1.00	\$38,750	1.00	\$40,662
1018 - Heavy Equipment Oper. - Parks	1.00	\$45,739	0.00	\$0
Subtotal:	5.00	\$208,166	5.00	\$212,619

Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Seasonal Assistance	2.00	\$15,000	0.00	\$0
Subtotal:	2.00	\$15,000	0.00	\$0

Grandtotal:	7.00	\$223,166	5.00	\$212,619
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**Parks Department
A.7110**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	207,272	214,192	212,619
51060 Temporary / Seasonal	4,007	15,000	0
51100 Overtime	20,011	15,000	10,000
51120 Longevity	3,400	0	3,550
51130 Out of Grade	0	0	0
51160 Shift Differential	251	0	0
51170 Other Compensation	41	0	0
51185 Allowances	3,125	0	3,125
Total Personal Services	238,107	244,192	229,294
Equipment and Capital Outlay			
52025 Building and Ground Equip.	0	3,000	1,000
Total Equipment and Capital Outlay	0	3,000	1,000
Contractual Expenses			
54007 Janitorial Supplies	1,259	1,675	1,675
54030 Small Tools	1,209	0	0
54050 Equip. Maintenance / Repair	3,114	650	0
54055 Professional Services	299	390	0
54076 Property Repair	18,904	27,500	21,500
54077 Const. and Maint. Supplies	398	1,000	0
54083 Misc. Support Services	0	1,000	0
54110 Landscape Materials	183	0	1,500
54515 Special Supplies	1,285	1,250	0
54520 Chemicals	0	1,000	1,000
Total Contractual Expenses	26,651	34,465	25,675

**Parks Department
A.7110**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Employee Benefits			
58010 FICA	18,292	18,681	17,302
58020 Worker's Compensation	16,651	18,801	20,070
58040 Medical Insurance	89,115	92,188	92,187
58050 Retirement	31,142	35,579	36,639
Total Employee Benefits	155,198	165,249	166,198
TOTAL:	419,957	446,906	422,167

Playground and Recreation Centers
A.7140

Mission Statement:

The mission of the Playgrounds and Recreation Center is to provide the youth in the community a place to go during the week day that provides them shelter, breakfast and lunch and a place time with their peers under the supervision of Youth Staff Leaders.

Department Responsibilities:

Provide the community youth with a safe place to go that is supervised by Recreation Leaders to facilitate a proper daily breakfast and lunch, physical activities to get their bodies in motion, crafts to stimulate their minds, also a safe place to spend time with their peers.

FY 2021 Goals:

Maintain youth safety and well being while promoting/instilling good character in them.

**Playground and Recreation Centers
A.7140**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Director	2.00*	\$7,200	1.00	\$3,600
Recreation Leaders	18.00*	\$39,600	9.00	\$19,800
Subtotal:	20.00*	\$46,800	10.00	\$23,400
Grandtotal:	20.00*	\$46,800	10.00	\$23,400

**Not hired in FY 2020 due to COVID-19.*

Playground and Recreation Centers
A.7140

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51060 Temporary / Seasonal	58,542	55,000	23,400
51100 Overtime	156	0	0
Total Personal Services	58,698	55,000	23,400
Contractual Expenses			
54065 Equipment Rental / Lease	4,339	5,000	8,640
54076 Property Repairs	0	2000	1000
54500 Medical Fees and Services	0	200	200
54510 Program Expenses	1,889	3,000	1,500
54515 Special Supplies	895	2000	730
Total Contractual Expenses	7,123	12,200	12,070
Employee Benefits			
58010 FICA	4,490	4,208	1,790
58020 Worker's Compensation	17,160	12,533	0
58050 Retirement	10,167	8,014	3,791
Total Employee Benefits	31,817	24,755	5,581
TOTAL:	97,638	91,955	41,051

**Community Pool
A.7180**

Mission Statement:

Facilitate to the community a pool for residence to come and swim and stay in a safe environment for the summer months.

Department Responsibilities:

Provide a safe environment to the City of Lockport Community to facilitate swim lessons to young children and adults, lap swim, open swim for families and individuals; and provide swim lessons and open swim monitored by certified lifeguards for the YMCA summer youth program.

FY 2021 Goals:

Maintain a constant level of safety to the staff and community while facing increase budgetary constraints ad safety measures.

**Community Pool
A.7180**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Supervisor	14.00*	\$28,000	12.00	\$24,000
Lifeguards	4.00*	\$10,000	3.00	\$7,500
Subtotal:	18.00*	\$38,000	15.00	\$31,500
Grandtotal:	18.00*	\$38,000	15.00	\$31,500

* Not hired in FY 2020 due to COVID-19.

**Community Pool
A.7180**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51060 Temporary / Seasonal	34,941	30,000	31,500
51100 Overtime	385	0	0
Total Personal Services	35,326	30,000	31,500
Contractual Expenses			
54050 Equip. Maintenance / Repair	935	3,000	1,500
64076 Property Repairs	0	2,000	1,000
54085 Clothing and Uniforms	0	500	630
54440 Fees and Permits	215	450	250
54500 Medical Fees and Services	0	200	200
54510 Program Expenses	0	0	200
54515 Special Services	1,305	1,500	500
54520 Chemicals	2,906	4,500	3,000
Total Contractual Expenses	5,361	12,150	7,280
Employee Benefits			
58010 FICA	2,703	2,295	2,410
58020 Worker's Compensation	9,963	10,027	0
58050 Retirement	0	4,371	0
Total Employee Benefits	12,666	16,693	2,410
TOTAL:	53,353	58,843	41,190

Marina
A.7185

Mission Statement:

The mission of the Marina is to provide a fun sense of community and home for citizens of Lockport.

Department Responsibilities:

The Wide Waters Marina offers many amenities for families and guests of all ages. Several restaurants and venues are located nearby, and rental boats and kayaks are available at the marina. Boaters can also take advantage of the public docks and a refuelling station.

FY 2021 Goals:

To promote fun and community while facing budgetary and safety constraints.

**Marina
A.7185**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Seasonal Assistance	3.00*	\$10,000	2.00	\$6,666
Subtotal:	3.00*	\$10,000	2.00	\$6,666
Grandtotal:	3.00	\$10,000	2.00	\$6,666

* Not hired in FY 2020 due to COVID-19.

**Marina
A.7185**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51060 Temporary / Seasonal	20,435	15,000	6,666
51100 Overtime	58	0	0
Total Personal Services	20,493	15,000	6,666
Contractual Expenses			
54050 Equip. Maintenance / Repair	0	350	500
54055 Professional Services	5000	0	0
54077 Construction Supplies	0	0	1,500
54078 Gasoline, Oil, Diesel Fuel	3,486	12,000	7,000
54515 Special Supplies	5303	2500	2000
Total Contractual Expenses	13,789	14,850	11,000
Employee Benefits			
58010 FICA	1,568	1,148	510
58020 Worker's Compensation	4,548	3,760	0
58050 Retirement	0	0	0
Total Employee Benefits	6,116	4,908	510
TOTAL:	40,398	34,758	18,176

**Community Development
A.8021**

Mission Statement:

The mission of the Community Development Department is to develop and implement creative community-based strategies to enhance economic opportunity, build strong neighborhoods, and insure a dynamic framework for quality growth and development.

Department Responsibilities:

The Community Development Department serves two major functions. The first is making improvements to neighborhoods and housing in the City of Lockport, and the second is to attract new businesses, support existing businesses, and create new jobs. This effort falls squarely on the Director of Planning and Development and is accomplished through a variety of ways.

FY 2021 Goals:

Continue efforts to improve upon the Home Improvement Program, land bank, vacant lands, the workforce development coalition, and LISC.

**Community Development
A.8021**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1039 - Community Development Director	1.00	\$71,910	1.00	\$73,348
1192 - Community Development Specialist	1.00	\$38,766	1.00	\$40,382
Subtotal:	2.00	\$110,676	2.00	\$113,730
Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	2.00	\$110,676	2.00	\$113,730

**Community Development
A.8021**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	99,110	110,609	113,730
Total Personal Services	99,110	110,609	113,730
Contractual Expenses			
54005 Office Supplies	0	400	0
54040 Assoc / Membership Dues	60	60	0
54055 Professional Services	20,000	17,500	0
54510 Program Expenses	0	0	0
54075 Maintenance Contracts	0	0	30,000
Total Contractual Expenses	20,060	17,960	30,000
Employee Benefits			
58010 FICA	7,582	8,462	8,700
58020 Worker's Compensation	6,289	7,521	8,028
58040 Medical Insurance	41,838	42,879	42,331
58050 Retirement	12,945	16,116	18,424
Total Employee Benefits	68,655	74,978	77,483
TOTAL:	187,824	203,547	221,213

**Community Beautification
A.8510**

Mission Statement:

The mission of the Community Beautification department is to provide a beautiful landscape for the citizens of Lockport to flourish in.

Department Responsibilities:

Responsibilities include providing for flowers and other expenses that promote beauty in the parks, streets, and City.

FY 2021 Goals:

The goal for FY 2021 is to maintain the current level of operation while facing budgetary constraints.

**Community Beautification
A.8510**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
Total Personal Services	0	0	0
Contractual Expenses			
54075 Maintenance Contracts	5,000	2,500	5,000
54130 Tourism and Promotion	0	15,000	0
54510 Program Expenses	18,313	15,250	15,000
54510.HH Hometown Hero Expenses	2,692	0	0
54510.VB Veterans Brick Expenses	0	0	0
Total Contractual Expenses	26,005	32,750	20,000
Employee Benefits			
Total Employee Benefits	0	0	0
TOTAL:	26,005	32,750	20,000

**Forestry
A.8730**

Mission Statement:

The mission of the Forestry department is to promote a safe and sound environment in Lockport.

Department Responsibilities:

Responsibilities include cutting and trimming trees and stumps to ensure that we have the safest City as possible.

FY 2021 Goals:

The FY 2021 budget includes funding for a Treekeeper software that allow the City to have a better understanding and knowledge of our tree inventory. This will help in the mission of the department.

**Forestry
A.8730**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
1019 - Tree Crew Leader	1.00	\$48,256	1.00	\$48,980
1021 - Municipal Worker - Forestry	1.00	\$41,226	1.00	\$42,140
1020 - Tree Trimmer	1.00	\$40,269	1.00	\$42,140
1048 - Tree Trimmer	1.00	\$40,269	1.00	\$41,844
1049 - Tree Trimmer	1.00	\$38,917	1.00	\$40,873
Subtotal:	5.00	\$208,936	5.00	\$215,976
	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Seasonal Assistance	2.00	\$10,000	0.00	\$0
Subtotal:	2.00	\$10,000	0.00	\$0
Grandtotal:	7.00	\$218,936	5.00	\$215,976

**Forestry
A.8730**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	202,288	210,116	215,976
51060 Temporary / Seasonal	6,782	10,000	0
51100 Overtime	24,451	25,000	20,000
51120 Longevity	4,150	4,150	2,150
51170 Other Compensation	81	0	0
51185 Allowances	2,500	3,125	3,125
Total Personal Services	240,252	252,391	241,251
Contractual Expenses			
54030 Small Tools	3,558	0	0
54050 Equip. Maintenance / Repair	2,450	4,000	3,000
54110 Landscape Materials	5,947	3,500	3,000
54115 Computer Software	0	0	2,500
54151 Special Supplies	1,379	1,000	0
54520 Chemicals	0	150	0
Total Contractual Expenses	13,335	8,650	8,500
Employee Benefits			
58010 FICA	18,377	19,308	18,217
58020 Worker's Compensation	16,413	18,801	20,070
58040 Medical Insurance	67,283	66,028	64,907
58050 Retirement	33,984	36,773	38,576
Total Employee Benefits	136,056	140,910	141,770
TOTAL:	389,643	401,951	391,521

Employee Benefits
A.9000

Mission Statement:

This department is a budgeted-only department that houses the general fund's portion of general employee benefits.

Department Responsibilities:

Expenses in this department include HRA contributions, retiree medical insurances (both traditional and Medicare), and the city's obligations to retirement leave buy-outs.

FY 2021 Goals:

Retirement leave buyout is budgeted at \$500,000 in FY 2021. While it is difficult to measure the exact amount of employees potentially retiring, this figure provides a baseline for the costs as they are expected. The City experienced a larger amount of buyouts in FY 2020, potentially due to COVID-19. It is anticipated that the City does not have as many in FY 2021. This department also houses the City's expected general fund turnover (vacancy savings) budgeted as a negative amount in "Additional and Other Compensation."

**Employee Benefits
A.9000**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51120 Longevity	3,550	5,000	3,500
51165 Breifing Pay	1,204	0	0
51170 Additional and Other Compensation	42,383	31,000	-317,287
Total Personal Services	47,137	36,000	-313,787
Contractual Expenses			
	0	0	0
Total Contractual Expenses	0	0	0
Employee Benefits			
58010 FICA	44,611	57,541	38,250
58030 Unemployment Insurance	8,758	14,000	5,000
58040 Medical Insurance	20,652	15,000	15,000
58041 Medical Insurance In Lieu Of	0	0	15,000
58042 HRA Employer Contribution	111,820	130,000	150,000
58045 Medical Insurance - Retirees	1,443,995	1,512,371	1,550,000
58047 Medical Insurance - Medicare	950,000	904,970	725,800
58052 Retirement Leave Payout	474,466	689,172	500,000
58055 Benefits to Disabled Fire	65,236	40,000	70,000
Total Employee Benefits	3,119,538	3,363,054	3,069,050
TOTAL:	3,166,675	3,399,054	2,755,263

**Debt Service
A.9700**

Mission Statement:

This department is a budgeted-only department that houses our costs associated to (general fund) serial bonds.

Department Responsibilities:

Expenses in this department include both bond principle and interest for all outstanding bonds that the City current holds. The full breakdown of this figure can be found the Appendix in the back of this document.

FY 2021 Goals:

Goals for FY 2021 include continued management and oversight of our debt and any possible issuance.

**Debt Service
A.9700**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Debt Principal			
56000 Bond Principal	734,330	749,845	795,350
56300 Bond Anticipation Note Principal	0	70,400	0
Total Debt Principal	734,330	820,245	795,350
Debt Interest			
56000 Bond Interest	103,635	83,677	82,373
56300 Bond Anticipation Note Interest	22,856	17,246	0
Total Debt Interest	126,491	100,923	82,373
TOTAL:	860,821	921,168	877,723

**Interfund Transfers
A.9901**

Mission Statement:

This department is a budgeted-only department that houses the general fund's obligations to various capital fund projects.

Department Responsibilities:

Expenses in this department include a \$133,500 transfer of general funds to support the H198 Equity Improvement Project in addition to \$25,000 for a new proposed capital project for IT infrastructure improvements.

FY 2021 Goals:

The goal of this budget is to promote sustainable projects and capital improvements from our operating funds.

**Interfund Transfer
A.9901**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Interfund Transfers			
59000.H Interfund Transfer to Capital	178,991	133,500	158,500
Total Interfund Transfers	178,991	133,500	158,500
TOTAL:	178,991	133,500	158,500

Refuse and Recycling CL.8160

Mission Statement:

The goal for the refuse and recycling department is to provide outstanding refuse and recycling service at a minimal cost to the tax-payer.

Department Responsibilities:

The City of Lockport offers a convenient recycling and refuse program that is fair and equitable for all city property owners. With variable container sizes to choose from, residents only pay for what they need and use.

FY 2021 Goals:

For FY 2021, our goals include altering the payment and bill collection schedule to better match our fiscal year accounting requirements in addition to making it more approachable and understandable for citizens.

**Refuse and Recycling
CL.8160**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Equipment and Capital Outlay			
52035 Public Works Equipment	36,337	36,516	25,211
Total Equipment and Capital Outlay	36,337	36,516	25,211
Contractual Expenses			
54001 Printing / Copying	832	1,000	1,000
54057 Admin Expenses General	74,041	73,906	90,507
54120 Refunds and Cancellations	75	0	0
54510 Program Expenses	0	5,000	0
54625 Garbage Collection	650,000	650,000	650,000
54635 Refuse Disposal	265,200	275,000	275,000
54640 Recycling Collection	224,801	230,000	230,000
Total Contractual Expenses	1,214,949	1,234,906	1,246,507
TOTAL:	1,251,286	1,271,422	1,271,718

**Debt Service
CL.9700**

Mission Statement:

This department is a budgeted-only department that houses our costs associated to (refuse and recycling fund) serial bonds.

Department Responsibilities:

Expenses in this department include both bond principle and interest for all outstanding bonds that the City current holds. The full breakdown of this figure can be found the Appendix in the back of this document.

FY 2021 Goals:

Goals for FY 2021 include continued management and oversight of our debt and any possible issuance.

**Debt Service
CL.9700**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Debt Principal			
56000 Bond Principal	27,200	28,515	29,825
Total Debt Principal	27,200	28,515	29,825
Debt Interest			
56000 Bond Interest	9,242	7,883	6,457
Total Debt Interest	9,242	7,883	6,457
TOTAL:	36,442	36,398	36,282

Special Items
FX.1900

Mission Statement:

This department is a budgeted-only department that houses various expenses that do not fit into other departments, or are government-wide expenses that cannot be easily allocated out.

Department Responsibilities:

Expenses in this department include, insurance, gasoline and fuel, utilities (both natural gas and electricity), and contingency funding.

FY 2021 Goals:

Contingency funding in FY 2021 is proposed to be \$136,783. If needed, this will support costs that are unforeseen and not anticipated in the City.

**Special Items
FX.1900**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
Total Personal Services	0	0	0
Contractual Expenses			
54070 Insurance	35,131	40,000	37,000
54078 Gasoline, Oil, and Fuel	16,532	25,000	20,000
54775 Contingency	0	130,565	136,783
Total Contractual Expenses	51,663	195,565	193,783
Employee Benefits			
Total Employee Benefits	0	0	0
TOTAL:	51,663	195,565	193,783

**Water Administration
FX.8310**

Mission Statement:

The mission of Water Administration is to provide support to the operating divisions of the Department. This includes support of “policy” pursuant to the City Charter and in coordination with other departments whose facilities or personnel may be affected by our operations. We provide professional customer service for all billing and water related inquiries and processes, with accuracy and in a timely manner.

Department Responsibilities:

Water Administration is responsible for the City's water / sewer meter reading schedule, the billing schedule/ processes, and supervision of the maintenance of accounts and records, in an organized fashion. This may include scheduling work for City Departments outside of Water Administration. The Water Administration office deals directly with the Public, answering billing, service and general questions / concerns.

FY 2021 Goals:

The FY 2021 goals for the Water Administration Department is to complete all requirements for running the department in the most efficient and cost effective manner possible.

**Water Administration
FX.8310**

PERSONAL SERVICE DETAIL

	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Position	FTE	Rate	FTE	Rate
1207 - Water Billing and Service Coord	1.00	\$43,922	1.00	\$45,625
1022 - Water Meter Service Worker	1.00	\$44,845	1.00	\$45,517
1208 - Sr Account Clerk	1.00	\$40,823	1.00	\$41,436
Subtotal:	3.00	\$129,589	3.00	\$132,578
	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	3.00	\$129,589	3.00	\$132,578

**Water Administration
FX.8310**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	115,698	130,370	132,578
51100 Overtime	0	1,000	0
51120 Longevity	1,500	1,500	1,650
51130 Out of Grade	4,494	1,000	0
51170 Other Compensation	750	625	0
51885 Allowances	625	0	625
Total Personal Services	123,067	134,495	134,853
Equipment and Capital Outlay			
52015 Technical Equipment	0	28,000	0
Total Equipment and Capital Outlay	0	28,000	0
Contractual Expenses			
54001 Printing / Copying	1,004	1,250	1,250
54003 Office Furniture	360	500	500
54005 Office Supplies	1,227	1,500	1,200
52015 Office Equipment	0	1,000	0
54020 Postage Expenses	12,000	14,500	15,000
54030 Small Tools	92	500	150
54033 Licenses and Certifications	0	5,000	400
54035 Training and Education	0	0	500
54045 Travel Related Costs	0	100	0
54055 Professional Services	0	500	0
54057 Admin Expenses General Fund	170,464	176,639	239,175

**Water Administration
FX.8310**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Contractual Expenses (Continued)			
54060 Legal Notices and Advt.	0	500	500
54075 Maintenance / Service	415	1,700	500
54077 Const. and Maint. Supplies	0	1,000	400
54120 Refunds and Cancellations	1,074	5,000	0
54300 Vehicle Maintenance and	0	850	850
54515 Special Supplies	40	1,000	0
54605 Telephone Services	1,071	1,600	1,500
Total Contractual Expenses	187,746	213,139	261,925
Employee Benefits			
58010 FICA	9,303	10,289	10,268
58020 Worker's Compensation	8,149	11,281	12,394
58040 Medical Insurance	32,168	28,691	49,856
58050 Retirement	16,598	19,139	21,745
Total Employee Benefits	66,218	69,400	94,263
TOTAL:	377,031	445,034	491,041

**Pump Stations
FX.8320**

Mission Statement:

It is the mission of the pump station to provide an uninterrupted flow and volume of raw source water to meet the demands of the filter treatment plant.

Department Responsibilities:

To keep an eye on the intake, source water conditions and operate screens to remove harmful materials. To pre treat water to help destroy harmful microorganisms.

FY 2021 Goals:

To have uninterrupted source water for the flow and volume demands of the treatment plant.

**Pump Stations
FX.8320**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Equipment and Capital Outlay			
52411 Building Improvements	70,471	0	0
Total Equipment and Capital Outlay	70,471	0	0
Contractual Expenses			
54030 Small Tools	0	150	0
54050 Equip. Maintenance / Repair	612	490	600
54075 Maintenance Contracts	3,920	6,500	4,500
54076 Property Repairs	4,276	7,000	2,000
54077 Const. and Maint. Supplies	0	0	1,000
54100 Real Property Tax - Special Not Exempt	201,646	203,510	206,000
54440 Fees and Permits	520	550	550
54520 Chemicals	7,900	9,500	9,000
54540 Utility System Reform	480	20,000	0
54605 Telephone Services	807	1,000	1,000
54620 Utilities - Natural Gas	852	2,500	1,000
54623 Utilities - Electricity	79,756	73,500	77,000
Total Contractual Expenses	300,768	324,700	302,650
Employee Benefits			
58020 Worker's Compensation	12	0	
Total Employee Benefits	12	0	0
TOTAL:	371,251	324,700	302,650

**Filtration
FX.8330**

Mission Statement:

It is the mission of the water department to provide the highest quality of safe potable water for consumption to the residents served by the City of Lockport. Furthermore, to provide flow and volume of water for fire fighting capabilities, while continually maintaining and improving the water infrastructure at the most reasonable rates.

Department Responsibilities:

Water treatment plant and system operators treat raw water so that it is safe to drink and then is distributed to customers. Raw water undergoes a series of processes that remove or destroy harmful materials and microorganisms. System operators ensure that the purification process goes smoothly and efficiently.

FY 2021 Goals:

To have uninterrupted water service, meet all flow and volume demands and meet or exceed all Federal, state and local laws and requirements.

**Filtration
FX.8330**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1042 - Chief Water Treatment Plant Oper	1.00	\$85,607	1.00	\$87,319
1023 - Sr. Water Treatment Plant Operator	1.00	\$48,256	1.00	\$50,247
1212 - Water Treatment Plant Operator	1.00	\$48,256	1.00	\$48,980
1052 - Sr. Water Treatment Plant Oper	1.00	\$46,717	1.00	\$48,853
1005 - Sr. Water Treatment Plant Oper	1.00	\$45,282	1.00	\$45,961
1053 - Water Treatment Plant Operator	1.00	\$44,034	1.00	\$44,694
1051 - Sr. Water Treatment Plant Oper	1.00	\$44,034	1.00	\$44,694
1236 - Water Treatment Plant Operator	1.00	\$42,786	1.00	\$43,427
1057 - Water Operator Trainee	1.00	\$34,861	1.00	\$39,036
1066 - Water Operator Trainee	1.00	\$33,592	1.00	\$39,036
1206 - Electrician	0.33	\$18,422	0.33	\$18,699
1209 - Sr Account Clerk	0.50	\$25,571	0.33	\$17,303
Subtotal:	13.83	\$517,416	13.66	\$528,249
Grandtotal:	13.83	\$517,416	13.66	\$528,249

**Filtration
FX.8330**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	533,066	565,430	528,249
51100 Overtime	79,243	90,000	60,000
51120 Longevity	6,417	6,700	5,083
51130 Out of Grade	7,803	250	5,000
51160 Shift Differential	30,244	32,000	32,000
51170 Other Compensation	228	0	0
51185 Allowances	5,626	6,300	5,892
Total Personal Services	662,628	700,680	636,224
Equipment and Capital Outlay			
52015 Technical Equipment	5,687	13,000	0
52035 Public Works Equipment	0	500	0
52060 Computer Equipment	0	1,000	600
Total Equipment and Capital Outlay	5,687	14,500	600
Contractual Expenses			
54003 Office Furniture	0	1,000	600
54005 Office Supplies	1,528	925	1,100
54007 Janitorial Supplies	776	1,500	500
54030 Small Tools	0	800	0
54035 Training and Education	770	1,800	1,000
54040 Assoc/Membership Dues	2,079	2,250	2,250
54045 Travel Related Costs	0	100	0
54050 Equip. Maintenance / Repair	20,784	30,000	20,000
54055 Professional Services	4,884	10,000	10,000
54060 Legal Notices and Advt.	985	1,200	1,200

**Filtration
FX.8330**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Contractual Expenses (Continued)			
54065 Equipment Rental / Lease	0	10,500	10,968
54075 Maintenance Contracts	17,548	20,200	19,000
54076 Property Repairs	2,360	10,000	2,500
54077 Const. and Maint. Supplies	0	3,000	2,000
54085 Clothing and Uniforms	0	500	500
54117 Computer Supplies	0	500	0
54200 Lab Supplies and Services	15,941	26,000	26,000
54300 Vehicle Maint. And Repair	396	500	500
54440 Fees and Permits	1,322	2,800	1,800
54520 Chemicals	57,869	68,000	65,000
54540 Utility System Reform	0	15,000	0
54605 Telephone Services	2,261	2,500	1,500
54610 Internet Services	1,445	2,000	2,000
54615 Supply of Water	0	30,000	0
54620 Utilities - Natural Gas	24,881	35,000	27,000
54623 Utilities - Electricity	97,385	115,000	90,000
Total Contractual Expenses	253,213	391,075	285,418
Employee Benefits			
58010 FICA	49,026	53,602	48,220
58020 Worker's Compensation	29,664	45,121	44,143
58040 Medical Insurance	169,784	171,942	184,431
58050 Retirement	85,740	99,707	102,114
Total Employee Benefits	334,215	370,372	378,908
TOTAL:	1,255,743	1,476,627	1,301,150

**Distribution
FX.8340**

Mission Statement:

To continue to provide excellent service at an affordable cost to the City of Lockport citizens.

Department Responsibilities:

The Water Department manages the City of Lockport's potable water supply and distribution. The city's primary source of water is the east branch of the Niagara River, with water pumped 13 miles through a 30-inch forced main line to the Lockport Water Treatment Plant on Summit Street.

FY 2021 Goals:

Our goals are to continue to utilize efficiencies in service and to improve infrastructural systems in distribution.

**Distribution
FX.8340**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1210 - Water Distribution Supervisor	0.00	\$0	1.00	\$51,914
1070 - Sr. Water & Sewer Maint. Worker	1.00	\$46,987	1.00	\$47,692
1003 - Water & Sewer Maint. Worker	1.00	\$43,098	1.00	\$43,744
1004 - Sr Water and Sewer Maint.	1.00	\$40,185	1.00	\$42,140
1069 - Sr. Water & Sewer Maint. Worker	1.00	\$40,186	1.00	\$42,140
1068 - Heavy Equipment Oper. - Water	1.00	\$38,917	1.00	\$39,500
1071 - Water & Sewer Maint. Worker	1.00	\$38,002	1.00	\$38,572
1024 - Heavy Equipment Oper. - Water	1.00	\$37,586	1.00	\$38,149
1242 - Water & Sewer Maint. Worker	1.00	\$35,651	1.00	\$36,186
Subtotal:	8.00	\$320,611	9.00	\$380,037
Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	8.00	\$320,611	9.00	\$380,037

**Distribution
FX.8340**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	300,560	367,250	380,037
51100 Overtime	17,044	35,000	20,000
51120 Longevity	1,550	2,400	2,550
51130 Out of Grade	34,844	1,500	3,000
51170 Other Compensation	591	0	0
51185 Allowances	4,375	5,000	5,625
Total Personal Services	358,965	411,150	411,212
Equipment and Capital Outlay			
52015 Technical Equipment	0	3,000	0
52035 Public Works Equipment	76,278	80,000	0
52200 Utility Replacement	0	50,000	0
Total Equipment and Capital Outlay	76,278	133,000	0
Contractual Expenses			
54001 Printing / Copying	316	1,250	300
54005 Office Supplies	237	600	300
54007 Janitorial Supplies	1,422	2,000	1,500
54030 Small Tools	3,158	4,000	3,000
54035 Training and Education	700	1,500	1,500
54050 Equip. Maintenance / Repair	9,297	20,000	8,000
54055 Professional Services	0	15,000	0
54065 Equipment Rental / Lease	11,851	15,750	5,520
54075 Maintenance Contracts	400	0	0
54076 Property Repairs	2,174	7,500	2,500

**Distribution
FX.8340**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Contractual Expenses (Continued)			
54077 Const. and Maint. Supplies	25,400	35,000	25,000
54078 Gasoline, Oil, Diesel Fuel	580	1,000	750
54083 Misc. Support Services	180	13,000	0
54085 Clothing and Uniforms	1,333	1,000	0
54110 Landscape Materials	0	1,000	0
54117 Computer Materials	0	800	0
54300 Vehicle Maint. and Repair	3,936	15,000	0
54440 Fees and Permits	964	700	1,000
54500 Medical Services	0	200	0
54515 Special Supplies	1,922	4,000	0
54540 Utility System Reform	40,065	60,000	45,000
54605 Telephone Services	2,561	3,600	2,640
54620 Utilities - Natural Gas	4,426	5,200	4,500
Total Contractual Expenses	110,921	208,100	101,510
Employee Benefits			
58010 FICA	27,359	31,453	31,027
58020 Worker's Compensation	22,411	33,841	37,182
58040 Medical Insurance	120,504	114,275	178,492
58050 Retirement	46,504	58,507	65,705
Total Employee Benefits	216,778	238,076	312,406
TOTAL:	762,941	990,326	825,128

**Employee Benefits
FX.9000**

Mission Statement:

This department is a budgeted-only department that houses the water fund's portion of general employee benefits.

Department Responsibilities:

Expenses in this department include HRA contributions, retiree medical insurances (both traditional and Medicare), and the city's obligations to retirement leave buy-outs.

FY 2021 Goals:

Retirement leave buyout is budgeted at \$20,000 for the fund in FY 2021. While it is difficult to measure the exact amount of employees potentially retiring, this figure provides a baseline for the costs as they are expected. The City experienced a larger amount of buyouts in FY 2020, potentially due to COVID-19.

**Employee Benefits
FX.9000**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Employee Benefits			
58010 FICA	2,576	1,530	1,530
58030 Unemployment Insurance	0	1,000	1,000
58042 HRA Employer Contribution	11,127	20,000	20,000
58045 Medical Insurance - Retirees	139,726	130,375	140,000
58047 Medical Insurance - Medicare Retirees	175,000	171,751	137,747
58052 Retirement Leave Payout	25,120	20,000	20,000
Total Employee Benefits	353,549	344,656	320,277
TOTAL:	353,549	344,656	320,277

**Debt Service
FX.9700**

Mission Statement:

This department is a budgeted-only department that houses our costs associated to (water fund) serial bonds.

Department Responsibilities:

Expenses in this department include both bond principle and interest for all outstanding bonds that the City current holds. The full breakdown of this figure can be found the Appendix in the back of this document.

FY 2021 Goals:

Goals for FY 2021 include continued management and oversight of our debt and any possible issuance.

**Debt Service
FX.9700**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Debt Principal			
56000 Bond Principal	429,445	402,360	550,290
Total Debt Principal	429,445	402,360	550,290
Debt Interest			
56000 Bond Interest	84,843	70,588	156,965
57300 Bond Anticipation Note Interest	9,768	67,900	0
Total Debt Interest	94,611	138,488	156,965
TOTAL:	524,056	540,848	707,255

**Interfund Transfers
FX.9901**

Mission Statement:

This department is a budgeted-only department that houses the water fund's obligations to various capital fund projects.

Department Responsibilities:

Expenses in this department include a \$150,000 transfer of water funds to support a newly proposed on-going water infrastructure improvements capital project as well as an addition \$20,000 for a new proposed shared capital project for IT infrastructure improvements.

FY 2021 Goals:

The goal of this budget is to promote sustainable projects and capital improvements from our operating funds.

**Interfund Transfer
FX.9901**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Interfund Transfers			
59000.H Interfund Transfer to Capital	0	0	170,000
Total Interfund Transfers	0	0	170,000
TOTAL:	0	0	170,000

**Special Items
G.1900**

Mission Statement:

This department is a budgeted-only department that houses various expenses that do not fit into other departments, or are government-wide expenses that cannot be easily allocated out.

Department Responsibilities:

Expenses in this department include, insurance, gasoline and fuel, utilities (both natural gas and electricity), and contingency funding.

FY 2021 Goals:

Contingency funding in FY 2021 is proposed to be \$80,368. If needed, this will support costs that are unforeseen and not anticipated in the City.

**Special Items
G.1900**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Contractual Expenses			
54070 Insurance	35,131	40,000	38,000
54078 Gasoline, Oil, and Fuel	10,973	17,750	15,000
54775 Contingency	0	94,000	80,368
Total Contractual Expenses	46,104	151,750	133,368
TOTAL:	46,104	151,750	133,368

Wastewater Systems
G.8120

Mission Statement:

We are dedicated to providing the highest quality of treated water, meeting all State and Federal parameters, while keeping costs to a minimum.

Department Responsibilities:

Waste water is responsible for treatment of domestic and industrial waste that is in the City's sewer discharge. We also treat some Town of Lockport discharge in addition to septic waste brought to the plant. When these wastes are discharges they must meet stringent government set standards. We also process the sludge, which is generated into compost at our compost plant. This we sell and give away to the public for non-food crop application.

FY 2021 Goals:

In 2021, we are scheduled to break ground on a Ultraviolet disinfection system for our effluent. This will disinfect without using dangerous chemicals. We will train in its operation and maintenance so that we are ready to start up in 2022.

**Wastewater Systems
G.8120**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1061 - Heavy Equipment Oper. - Sewer	1.00	\$45,739	1.00	\$46,425
1156 - Water & Sewer Maint. Worker	1.00	\$43,098	1.00	\$43,744
1027 - Municipal Worker - Sewer	1.00	\$41,226	1.00	\$41,844
Subtotal:	3.00	\$130,062	3.00	\$132,013
Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	3.00	\$130,062	3.00	\$132,013

**Wastewater Systems
G.8120**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	97,708	125,347	132,013
51100 Overtime	18,726	25,000	25,000
51120 Longevity	2,550	2,550	2,250
51130 Out of Grade	0	500	500
51160 Shift Differential	59	100	100
51185 Allowances	1,250	1,250	1,875
Total Personal Services	120,293	154,747	161,738
Equipment and Capital Outlay			
52015 Technical Equipment	0	1,000	0
52035 Public Works Equipment	2,625	0	0
52200 Utility Replacements	79,283	80,000	20,000
Total Equipment and Capital Outlay	81,908	81,000	20,000
Contractual Expenses			
54050 Equip. Maintenance / Repair	6,943	4,000	4,000
54055 Professional Services	43,323	56,021	44,000
54065 Equipment Rental / Lease	0	10,000	5,000
54077 Const. and Maint. Supplies	6,314	10,000	10,000
54120 Refunds and Cancellations	570	1,500	0
54440 Fees and Permits	2,284	1,172	1,200
54515 Special Supplies	0	1,000	0
54540 Utility System Reform	0	8,827	0
54610 Internet Services	2,415	0	0
Total Contractual Expenses	61,849	92,520	64,200

**Wastewater Systems
G.8120**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Employee Benefits			
58010 FICA	9,354	11,838	12,230
58020 Worker's Compensation	6,666	11,281	13,065
58040 Medical Insurance	48,246	63,497	63,496
58050 Retirement	17,349	22,020	25,898
Total Employee Benefits	81,615	108,636	114,689
TOTAL:	345,666	436,903	360,627

**Wastewater Treatment
G.8130**

Mission Statement:

We are dedicated to providing the highest quality of treated water, meeting all State and Federal parameters, while keeping costs to a minimum.

Department Responsibilities:

Waste water is responsible for treatment of domestic and industrial waste that is in the City's sewer discharge. We also treat some Town of Lockport discharge in addition to septic waste brought to the plant. When these wastes are discharges they must meet stringent government set standards. We also process the sludge, which is generated into compost at our compost plant. This we sell and give away to the public for non-food crop application.

FY 2021 Goals:

In 2021, we are scheduled to break ground on a Ultraviolet disinfection system for our effluent. This will disinfect without using dangerous chemicals. We will train in its operation and maintenance so that we are ready to start up in 2022.

**Wastewater Treatment
G.8130**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1043 - Chief Wastewater Treat Plant Op	1.00	\$81,530	1.00	\$87,319
1198 - Asst Chief Treatment Plant Oper	1.00	\$55,266	1.00	\$57,150
1197 - Wastewater PreTreatment Coord	1.00	\$51,142	1.00	\$52,955
1031 - Sr. Lab Technician	1.00	\$48,256	1.00	\$48,980
1054 - Wastewater Treatment Operator	1.00	\$48,256	1.00	\$48,980
1029 - Wastewater Treatment Operator	1.00	\$48,256	1.00	\$48,980
1032 - Lab Technician	1.00	\$46,987	1.00	\$47,692
1033 - Wastewater Treatment Mechanic	1.00	\$46,987	1.00	\$47,692
1055 - Wastewater Treatment Operator	1.00	\$41,434	1.00	\$43,427
1027 - Municipal Worker - Sewer	0.00	\$0	1.00	\$41,844
1235 - Lab Technician	1.00	\$38,688	1.00	\$40,788
1157 - Wastewater Treatment Operator	0.00	\$0	1.00	\$39,036
1157 - Wastewater Treatment Oper Trainee	1.00	\$34,861	1.00	\$34,096
1205 - Electrician	0.33	\$18,422	0.33	\$18,698
1199 - Sr Account Clerk	0.50	\$25,571	0.33	\$17,303
Subtotal:	11.83	\$585,655	13.66	\$674,941
 Grandtotal:	 11.83	 \$585,655	 13.66	 \$674,941

**Wastewater Treatment
G.8130**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	629,645	657,025	674,941
51100 Overtime	15,187	25,000	20,000
51120 Longevity	9,767	12,000	9,533
51130 Out of Grade	22,409	3,000	3,000
51150 Holiday Pay	0	3,000	4,300
51160 Shift Differential	2,517	3,000	3,000
51170 Other Compensation	5,455	0	0
511850 Allowances	6,250	6,960	7,142
Total Personal Services	691,230	709,985	721,916
Equipment and Capital Outlay			
52015 Technical Equipment	10,891	10,000	10,000
52035 Public Works Equipment	27,159	10,000	0
52030 Motor Vehicle Equipment	0	27,000	10,000
Total Equipment and Capital Outlay	38,049	47,000	20,000
Contractual Expenses			
54005 Office Supplies	1,964	3,000	2,000
54007 Janitorial Supplies	601	1000	750
54020 Postage Expenses	11	250	100
54030 Small Tools	0	1000	500
54033 Licensing and Certification	160	500	500
54035 Training and Education	2,558	5,000	6,000
54040 Assoc/Membership Dues	0	650	250
54041 Publications	0	650	100
54045 Travel Related Costs	2,885	3,200	4,500

**Wastewater Treatment
G.8130**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Contractual Expenses (Continued)			
54050 Equip. Maintenance / Repair	32,522	50,000	34,496
54055 Professional Services	21,810	30,000	35,000
54057 Admin Expenses General	171,544	170,277	227,448
54057 Admin Expenses Water	104,000	134,565	139,524
54065 Equipment Rental / Lease	10,225	35,000	17,148
54075 Maintenance Contracts	10,688	35,000	30,000
54076 Property Repairs	26,386	25,000	25,000
54077 Const. and Maint. Supplies	9,678	10,000	10,000
54078 Gasoline, Oil, Diesel Fuel	1,853	6,000	2,000
54083 Misc. Support Services	310	0	0
54085 Clothing and Uniforms	6,719	5,500	5,500
54200 Lab Supplies and Services	15,037	22,500	30,000
54300 Vehicle Maint. and Repair	3,007	5,000	5,000
54440 Fees and Permits	30,026	45,000	35,000
54515 Special Supplies	2,277	10,000	3,000
54520 Chemicals	54,656	59,000	60,000
54540 Utility System Reform	0	20,000	15,000
54605 Telephone Services	6,331	8,000	8,000
54610 Internet Services	0	23,000	10,000
54620 Utilities - Natural Gas	46,552	52,000	50,000
54623 Utilities - Electricity	91,392	120,000	100,000
54635 Refuse Disposal	7,172	5,000	7,500
Total Contractual Expenses	660,363	886,092	864,316

**Wastewater Treatment
G.8130**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Employee Benefits			
58010 FICA	52,979	54,314	54,642
58020 Worker's Compensation	37,328	60,161	59,444
58040 Medical Insurance	176,105	227,254	196,323
58050 Retirement	90,818	101,031	115,712
Total Employee Benefits	357,229	442,760	426,121
TOTAL:	1,746,871	2,085,837	2,032,353

**Wastewater Compost
G.8135**

Mission Statement:

Our mission is to provide dedicated service for the City while keeping operational costs to a minimum.

Department Responsibilities:

Waste water is responsible for treatment of domestic and industrial waste that is in the City's sewer discharge. We also treat some Town of Lockport discharge in addition to septic waste brought to the plant. When these wastes are discharges they must meet stringent government set standards. We also process the sludge, which is generated into compost at our compost plant. This we sell and give away to the public for non-food crop application.

FY 2021 Goals:

Our goals for wastewater compost is to continue to provide excellent service while also striving to make infrastructural and systematic improvements to our wastewater capabilities.

**Wastewater Compost
G.8135**

PERSONAL SERVICE DETAIL

Position	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
1200 - Chief Compost Plant Operator	1.00	\$55,266	1.00	\$56,095
1026 - Heavy Equipment Oper. - Sewer	1.00	\$45,739	0.00	\$0
1073 - Heavy Equipment Oper. - Compost	1.00	\$37,586	1.00	\$39,501
1034 - Heavy Equipment Oper. - Compost	1.00	\$36,546	1.00	\$38,149
Subtotal:	4.00	\$175,136	3.00	\$133,745
Temporary Services	<u>FY 2020 Budget</u>		<u>FY 2021 Proposed</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	4.00	\$175,136	3.00	\$133,745

**Wastewater Compost
G.8135**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Personal Services			
51010 Full Time Wages	87,866	129,658	133,745
51100 Overtime	23,179	20,000	20,000
51120 Longevity	2,800	1,950	800
51130 Out of Grade	24,388	0	0
51170 Other Compensation	350	0	0
51185 Allowances	0	1,500	1,600
Total Personal Services	138,583	153,108	156,145
Contractual Expenses			
54001 Printing / Copying	0	200	500
54007 Janitorial Supplies	0	500	100
54030 Small Tools	0	1,000	500
54033 Licensing and Certification	160	500	400
54035 Training and Education	119	500	500
54045 Travel Related Costs	0	200	0
54050 Equip. Maintenance / Repair	22,133	25,000	25,000
54055 Professional Services	500	500	600
54076 Property Repairs	0	5,000	3,000
54077 Const. Maint. and Repair	0	2,000	1,500
54078 Gasoline, Oil, Diesel Fuel	0	1,500	1,000
54083 Misc. Support Services	0	1,000	0
54085 Clothing and Uniform	0	500	1,500
54300 Vehicle Maint. and Repair	4,014	10,000	7,500
54440 Fees and Permits	160	500	200
54515 Special Supplies	104,400	100,000	110,000
54540 Utility System Reform	0	3,000	1,000

**Wastewater Compost
G.8135**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Contractual Expenses (Continued)			
54605 Telephone Services	1,139	1,500	1,500
54615 Supply of Water	380	750	450
54623 Utilities - Electricity	10,627	13,000	10,000
Total Contractual Expenses	143,632	167,150	165,250
Employee Benefits			
58010 FICA	10,634	11,713	11,823
58020 Worker's Compensation	6,347	11,280	13,065
58040 Medical Insurance	20,779	28,897	15,246
58050 Retirement	18,324	21,787	25,036
Total Employee Benefits	56,084	73,677	65,170
TOTAL:	338,299	393,935	386,565

Employee Benefits
G.9000

Mission Statement:

This department is a budgeted-only department that houses the sewer fund's portion of general employee benefits.

Department Responsibilities:

Expenses in this department include HRA contributions, retiree medical insurances (both traditional and Medicare), and the city's obligations to retirement leave buy-outs.

FY 2021 Goals:

Retirement leave buyout is budgeted at \$25,000 for the fund in FY 2021. While it is difficult to measure the exact amount of employees potentially retiring, this figure provides a baseline for the costs as they are expected. The City experienced a larger amount of buyouts in FY 2020, potentially due to COVID-19.

**Employee Benefits
G.9000**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Employee Benefits			
58010 FICA	542	1,530	1,913
58030 Unemployment Insurance	0	1,000	1,000
58042 HRA Employer Contribution	17,127	2,250	22,500
58045 Medical Insurance - Retirees	141,678	130,505	134,000
58047 Medical Insurance - Medicare Retirees	185,000	170,137	136,453
58052 Retirement Leave Payout	0	20,000	25,000
Total Employee Benefits	344,347	325,422	320,866
TOTAL:	344,347	325,422	320,866

**Debt Service
G.9700**

Mission Statement:

This department is a budgeted-only department that houses our costs associated to (sewer fund) serial bonds.

Department Responsibilities:

Expenses in this department include both bond principle and interest for all outstanding bonds that the City current holds. The full breakdown of this figure can be found the Appendix in the back of this document.

FY 2021 Goals:

Goals for FY 2021 include continued management and oversight of our debt and any possible issuance.

**Debt Service
G.9700**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Debt Principal			
56000 Bond Principal	653,025	489,410	579,747
56300 Bond Anticipation Note Principal	0	100,000	0
Total Debt Principal	653,025	589,410	579,747
Debt Interest			
56000 Bond Interest	98,610	80,758	95,192
57300 Bond Anticipation Note Interest	26,028	25,610	0
Total Debt Interest	124,638	106,368	95,192
TOTAL:	777,663	695,778	674,939

**Interfund Transfers
G.9901**

Mission Statement:

This department is a budgeted-only department that houses the sewer fund's obligations to various capital fund projects.

Department Responsibilities:

Expenses in this department include a \$150,000 transfer of water funds to support a newly proposed on-going sewer infrastructure improvements capital project as well as an addition \$20,000 for a new proposed shared capital project for IT infrastructure improvements.

FY 2021 Goals:

The goal of this budget is to promote sustainable projects and capital improvements from our operating funds.

**Interfund Transfer
G.9901**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Interfund Transfers			
59000.H Interfund Transfer to Capital	0	0	170,000
Total Interfund Transfers	0	0	170,000
TOTAL:	0	0	170,000

Self-Insurance Administration
MS.1710

Mission Statement:

This department is a budgeted-only department that houses the interfund revenues and expenses associated to employee and retirement health and medical insurance.

Department Responsibilities:

Expenses in this department include medical claims, Medicare Part B expenses, and administrative expenses for our health services.

FY 2021 Goals:

This year, the fund will be utilizing fund balance to keep FY 2021 premiums at the same cost as FY 2020 premiums. The goal of this department is to build and stay within a healthy fund balance for the future.

**Self-Insurance Administration
MS.1710**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Employee Benefits			
54055 Professional Services	7,300	7,500	7,500
54057.HI Admin Expenses Health	624,989	750,000	750,000
54057.HRA Admin Expenses HRA	16,997	16,500	20,000
54071 Medical Insurance - Medicare Part B	1,067,273	1,310,000	1,000,000
54120 Refunds and Cancellations	505	0	0
54700 Medical Claims	4,128,392	4,256,500	4,345,736
Total Employee Benefits	5,845,456	6,340,500	6,123,236
TOTAL:	5,845,456	6,340,500	6,123,236

Self-Insurance Administration
S.1710

Mission Statement:

This department is a budgeted-only department that houses the interfund revenues and expenses associated to worker's compensation awards and costs.

Department Responsibilities:

Expenses in this department include awards, medical claims, professional services, insurance costs for worker's compensation, and fees and permits.

FY 2021 Goals:

The goal for this fund for FY 2021 is to have our payroll system better correspond to our budget for interfund revenues throughout the year.

Self-Insurance Administration
S.1710

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed
Employee Benefits			
54055 Professional Services	9,176	77,729	10,000
54057 Admin Expenses	131,617	150,000	150,000
54070 Insurance	76,097	90,000	90,000
54440 Fees and Permits	3,000	3,000	3,500
54700 Medical Claims	134,333	92,501	140,000
54750 Awards	669,571	405,000	467,000
Total Employee Benefits	1,023,794	818,230	860,500
TOTAL:	1,023,794	818,230	860,500

FY 2021 Contingent Appropriation

**Fire Department - Contingent Appropriation
A.3410**

	FY 2021 Contingent Appropriation
Revenue	
34389 Other Federal Public Safety Aid	878,832
31560 Safety Inspection Fees	20,000
31640 Ambulance Charges	689,396
Total Revenues	1,588,228
Personal Services	
51010 Full Time Wages	330,637
51100 Overtime	100,000
51175 Edu. and Training Incentive	13,224
51185 Allowances	7,800
Total Personal Services	451,661
Equipment and Capital Outlay	
52015 Technical Equipment	74,000
52035 Training and Education	15,000
54050 Equip. Maintenance / Repair	39,500
54065 Equipment Rental / Lease	84,000
54083 Misc. Support Services	91,500
54085 Clothing and Uniforms	30,152
Total Equipment and Capital Outlay	334,152
Employee Benefits	
58010 FICA	33,955
58020 Worker's Compensation	32,112
58040 Medical Insurance	147,650
58050 Retirement	125,613
Total Employee Benefits	339,330
Total Expenditures	1,125,143

Proposed Capital Projects

PROJECT TITLE IT Infrastructure Improvements							Requested Year 2020	COUNCIL DISTRICT(S) All				
DEPARTMENT Government-Wide				PROJECT STATUS Proposed			PROJECT NO(S).	ACCOUNT NO(S).				
PROJECT DESCRIPTION This project will be an ongoing capital project that will fund IT infrastructure improvements in the City. Each year, the City will be obligated to contribute \$25,000 in general funds, \$20,000 in water funds, and \$20,000 in sewer funds towards this capital project. The IT Director will then have discretion to create and propose an annual budget for those funds during the budget development phase which will be presented to the Common Council for approval. The funds can either be used in entirety or saved for larger purchases in future years, and will act as a fund account to hold and restrict funds specifically for IT infrastructure and equipment needs. More funding can be contributed as required.							PROJECT MAP					
IMPACT ON OPERATING BUDGET Will Impact <input checked="" type="checkbox"/> Annual Cost (Savings): Will Not Impact <input type="checkbox"/> Personnel: # of Positions 0 Operations: Yes Other: Total: Varies			IMPACT EXPLANATION Varying amount of impact depending on designated use for the year. Expected maintenance costs and annual upkeep of this project's expenditures will be added to the following year's operating budget for said infrasture and equipment. This fund will not be used for annual maintenance and upkeep.					ASSOCIATED RESOLUTIONS				
*PROJECT COSTS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total	FUNDING SOURCE(S)		
Infrastructure				35,000	30,000	35,000	30,000	35,000	165,000	General Funds \$ 25,000		
Equipment				30,000	35,000	30,000	35,000	30,000	160,000	Water Funds \$ 20,000		
									-	Sewer Funds \$ 20,000		
									-			
TOTAL COSTS		\$-	\$-	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$325,000			
*SOURCE OF FUNDS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total			
General Funds				25,000	25,000	25,000	25,000	25,000	125,000	TOTAL FUNDED \$ 325,000		
Water Funds				20,000	20,000	20,000	20,000	20,000	100,000	UNFUNDED \$ -		
Sewer Funds				20,000	20,000	20,000	20,000	20,000	100,000	PROJECT TOTAL \$ 325,000		
Unfunded												
TOTAL SOURCES		\$-	\$-	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$325,000			
										SCHEDULE	START	FINISH
										- Design		
										- Land		
										- Construction		
TOTAL										Ongoing	Ongoing	

PROJECT TITLE Water Infrastructure Improvements								Requested Year 2020	COUNCIL DISTRICT(S) All			
DEPARTMENT All Departments in Water Fund					PROJECT STATUS Proposed			PROJECT NO(S).	ACCOUNT NO(S).			
PROJECT DESCRIPTION This project will be an ongoing capital project that will fund utility system improvements and replacements in the water fund. Each year, the city will contribute a minimum of \$150,000 from water funds to promote this project. Funds will not be required to be used in full during the fiscal year, rather, they can be carried forward into following years if not utilized and be used for larger pump replacements, etc.. The intended purpose of this capital project is to build a rolling balance that can cover routine replacements of larger utility systems, which as a result, will lower maintenance costs and potentially minimize the need for many emergency repairs.								PROJECT MAP				
IMPACT ON OPERATING BUDGET Will Impact <input checked="" type="checkbox"/> Annual Cost (Savings): Will Not Impact <input type="checkbox"/> Personnel: N/A # of Positions 0 Operations: Yes Other: Total: Varying			IMPACT EXPLANATION Varying amount of impact depending on designated use for the year. Expected maintenance costs and annual upkeep of this project's expenditures will be added to the following year's operating budget for said infrastructure and equipment. This fund will not be used for annual maintenance and upkeep.					ASSOCIATED RESOLUTIONS				
*PROJECT COSTS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total	FUNDING SOURCE(S) General Funds \$ - Water Funds \$ 150,000 Sewer Funds \$ - TOTAL FUNDED \$ 150,000 UNFUNDED \$ - PROJECT TOTAL \$ 150,000		
Infrastructure			150,000	150,000	150,000	150,000	150,000	150,000	750,000			
									-			
									-			
									-			
									-			
TOTAL COSTS	\$-	\$-	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000			
*SOURCE OF FUNDS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total			
Water Funds			150,000	150,000	150,000	150,000	150,000	150,000	750,000			
									-			
									-			
									-			
Unfunded												
TOTAL SOURCES	\$-	\$-	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000			
										SCHEDULE	START	FINISH
										- Design		
										- Land		
										- Construction		
										TOTAL	Ongoing	Ongoing

PROJECT TITLE Sewer Infrastructure Improvements								Requested Year 2020	COUNCIL DISTRICT(S) All			
DEPARTMENT All Departments in Sewer Fund					PROJECT STATUS Proposed			PROJECT NO(S).	ACCOUNT NO(S).			
PROJECT DESCRIPTION This project will be an ongoing capital project that will fund utility system improvements and replacements in the sewer fund. Each year, the city will contribute a minimum of \$150,000 from sewer funds to promote this project. Funds will not be required to be used in full during the fiscal year, rather, they can be carried forward into following years if not utilized and be used for larger replacements, etc.. The intended purpose of this capital project is to build a rolling balance that can cover routine replacements of larger utility systems, which as a result, will lower maintenance costs and potentially minimize the need for many emergency repairs.								PROJECT MAP				
IMPACT ON OPERATING BUDGET Will Impact <input checked="" type="checkbox"/> Annual Cost (Savings): Will Not Impact <input type="checkbox"/> Personnel: N/A # of Positions 0 Operations: Yes Other: Total: Varying			IMPACT EXPLANATION Varying amount of impact depending on designated use for the year. Expected maintenance costs and annual upkeep of this project's expenditures will be added to the following year's operating budget for said infrastructure and equipment. This fund will not be used for annual maintenance and upkeep.					ASSOCIATED RESOLUTIONS				
*PROJECT COSTS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total	FUNDING SOURCE(S) General Funds \$ - Water Funds \$ - Sewer Funds \$ 150,000 TOTAL FUNDED \$ 150,000 UNFUNDED \$ - PROJECT TOTAL \$ 150,000		
Infrastructure			150,000	150,000	150,000	150,000	150,000	150,000	750,000			
									-			
									-			
									-			
									-			
TOTAL COSTS		\$-	\$-	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000			
*SOURCE OF FUNDS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total			
Sewer Funds			150,000	150,000	150,000	150,000	150,000	150,000	750,000			
									-			
									-			
									-			
Unfunded												
TOTAL SOURCES		\$-	\$-	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000			
										SCHEDULE	START	FINISH
										- Design		
										- Land		
										- Construction		
TOTAL										Ongoing	Ongoing	

Appendix

Appendix 1. Interfund Transfers

Detail Pertaining to the City's Interfund Transfers in the FY 2021 Budget

To Fund	From Fund	Amount	Description
General	Water	239,175	Indirect Cost Allocation
General	Sewer	227,448	Indirect Cost Allocation
General	Refuse	90,507	Indirect Cost Allocation
General	Debt Service	114,349	Excess Capital Funds to Pay Debt Services
Water	Sewer	139,524	Indirect Cost Allocation
Water	Debt Service	38,260	Excess Capital Funds to Pay Debt Services
Sewer	Debt Service	108,558	Excess Capital Funds to Pay Debt Services
Capital	General	133,500	Equity Improvement Project (H198)
Capital	General	25,000	IT Infrastructure Project
Capital	Water	20,000	IT Infrastructure Project
Capital	Sewer	20,000	IT Infrastructure Project
Capital	Water	150,000	Water Infrastructure Project
Capital	Sewer	150,000	Sewer Infrastructure Project

Appendix 2. Professional Services Budget Detail

Detail Pertaining to Professional Service Line Items

Department	Amount	Detail
A.1010 Legislative Common Council	30,000	Annual Financial Audit
A.1010 Legislative Common Council	500	Virtual Meeting Subscription
A.1310 Finance and Accounting	12,000	Year-End Financial Services
A.1310 Finance and Accounting	7,500	HR Enterprise Configuration
A.1325 Treasurer	10,000	Bond Services
A.1355 Assessor	10,000	Appraisals
A.1420 City Attorney	43,684	External Attorney Assistance
A.1430 Personnel	14,000	Physicals and Tests
A.1440 Engineering	30,000	Engineering Support
A.1620 Building Maintenance	250	Fire Extinguisher Inspections
A.1900 Special Items	125,000	Comprehensive Zoning Project
A.3120 Police	8,000	Tests for Applicants
A.3410 Fire	5,000	Medical Direction
A.3510 Control of Dogs	23,000	Sheltering Contract
FX.8330 Filtration	10,000	Engineering Support
G.8120 Wastewater Systems	4,000	Annual CSO Monitor
G.8120 Wastewater Systems	40,000	Engineering Support
G.8130 Wastewater Treatment	10,000	Bond Services
G.8130 Wastewater Treatment	25,000	Engineering Support
G.8135 Wastewater Compost	600	Annual Waterline Inspection
MS.1710 Self-Insurance Admin.	7,500	GASB 75 Financial Service
S.1710 Worker's Compensation	10,000	External Attorney Assistance
Subtotal	426,034	

Appendix 3a. General Fund Debt Service Schedule
Detail Pertaining to the City's General Fund Debt Service Obligations

Bond Issue	Due Date	Principal	Interest
\$1,421,316 Public Improvement (Serial) Bonds, 2008	3/1/2021	50,000	1,100
\$1,421,316 Public Improvement (Serial) Bonds, 2008	9/1/2021	0	0
\$700,000 Public Improvement (Serial) Bonds, 2012	6/1/2021	0	345
\$700,000 Public Improvement (Serial) Bonds, 2012	12/1/2021	15,000	345
\$650,000 Public Improvement (Serial) Bonds, 2014	5/15/2021	70,000	4,039
\$650,000 Public Improvement (Serial) Bonds, 2014	11/15/2021	0	3,120
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	4/15/2021	0	13,568
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	10/15/2021	125,350	13,568
\$6,588,571 Public Improvement (Serial) Bonds, 2017	5/15/2021	475,000	16,119
\$6,588,571 Public Improvement (Serial) Bonds, 2017	11/15/2021	0	11,369
\$7,215,000 Public Improvement (Serial) Bonds, 2020	4/1/2021	60,000	9,700
\$7,215,000 Public Improvement (Serial) Bonds, 2020	10/1/2021	0	9,100
	Subtotal	795,350	82,373

Appendix 3b. Water Fund Debt Service Schedule
Detail Pertaining to the City's Water Fund Debt Service Obligations

Bond Issue	Due Date	Principal	Interest
\$1,421,316 Public Improvement (Serial) Bonds, 2008	3/1/2021	30,000	1,448
\$1,421,316 Public Improvement (Serial) Bonds, 2008	9/1/2021	0	788
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	4/15/2021	0	19,515
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	10/15/2021	180,290	19,515
\$6,588,571 Public Improvement (Serial) Bonds, 2017	5/15/2021	215,000	8,700
\$6,588,571 Public Improvement (Serial) Bonds, 2017	11/15/2021	0	6,550
\$7,215,000 Public Improvement (Serial) Bond, 2020	4/1/2021	125,000	50,850
\$7,215,000 Public Improvement (Serial) Bond, 2020	10/1/2021	0	49,600
	Subtotal	550,290	156,965

Appendix 3c. Sewer Fund Debt Service Schedule
Detail Pertaining to the City's Sewer Fund Debt Service Obligations

Bond Issue	Due Date	Principal	Interest
\$1,421,316 Public Improvement (Serial) Bonds, 2008	3/1/2021	15,000	668
\$1,421,316 Public Improvement (Serial) Bonds, 2008	9/1/2021	0	338
\$700,000 Public Improvement (Serial) Bonds, 2012	6/1/2021	0	1,150
\$700,000 Public Improvement (Serial) Bonds, 2012	12/1/2021	50,000	1,150
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	4/15/2021	0	12,939
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	10/15/2021	119,535	12,939
\$1,392,363 CWSRF Revenue Refunding Bond Series 2015D (Bar Screen)	3/1/2021	43,000	5,882
\$1,392,363 CWSRF Revenue Refunding Bond Series 2015D (Bar Screen)	9/1/2021	0	7,434
\$1,392,363 CWSRF Revenue Refunding Bond Series 2015D (Bar Screen)	8/15/2021	2,212	0
\$6,588,571 Public Improvement (Serial) Bonds, 2017	5/15/2021	260,000	13,647
\$6,588,571 Public Improvement (Serial) Bonds, 2017	11/15/2021	0	11,047
\$7,215,000 Public Improvement (Serial) Bond, 2020	4/1/2021	90,000	14,450
\$7,215,000 Public Improvement (Serial) Bond, 2020	4/1/2021	0	13,550
Subtotal		579,747	95,191

Appendix 3d. Refuse and Recycling Fund Debt Service Schedule
Detail Pertaining to the City's Refuse and Recycling Fund Debt Service Obligations

Bond Issue	Due Date	Principal	Interest
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	4/15/2021	0	3,228
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	10/15/2021	29,825	3,228
	Subtotal	29,825	6,457

Appendix 4. Fund Balance Policy

Established per Resolution 051717.7

The objective of the fund balance policy is to provide adequate working capital for cash flow and contingency purposes, while maintaining reasonable tax rates.

Use of Fund Balances. Fund balance is the accumulation of prior years' excess or deficit of all revenues and expense. For the purposes of the budget, revenue and expense activity includes bond proceeds and debt service. Available fund balances shall not be used for ongoing operating expenditures, unless a determination has been made that available balances are in excess of required guidelines and plans have been established to address any future operating budget shortfalls. Emphasis shall be placed on one-time uses that achieve future operating cost reductions and/or service level efficiencies

General Fund Cash Flow and Contingency. The City shall maintain a minimum unrestricted fund balance in the General Fund equal to 17% of the following year's General Fund budgeted expenditures to be used for cash flow purposes, to cover unanticipated expenditures of a non-recurring nature, to meet unexpected increases in service delivery costs and/or to cover unexpected revenue shortfalls. These funds are used to avoid cash flow interruptions, generate interest income, and to avoid the need for short-term borrowing.

Appropriate balances shall be maintained reflecting the nature of the accounts, including the following:

General Fund Operating Contingency. Each year, the City shall budget an operating budget contingency of not less than 1.25% of all budgeted General Fund expenditures.

Non-General Governmental Funds. The appropriate balances shall be the amount needed to maintain positive cash balances throughout the year with exceptions made for those funds associated with economic development purposes which may be aggregated by fund type to maintain a positive balance.

An adequate operating contingency expense shall be budgeted to provide for business interruption costs and other unanticipated or unbudgeted expenditures. Enterprise funds shall also maintain adequate reserves for emergency improvements relating to new regulations, or emergency needs for capital repair or replacement.

Appendix 4. Fund Balance Policy (Continued)

Established per Resolution 051717.7

Enterprise Funds. The City shall maintain a minimum cash balance in its Enterprise Funds equal to three months of operating expense, or 25% of the funds' annual operating budget. This balance shall be maintained to ensure adequate maintenance reserves, operating cash flow requirements, debt service requirements and legal restrictions. Where cost-effective access to capital markets is available and debt financing is regularly used, replacement balances shall not be maintained in a manner which charges current consumers to pay for future facilities, with exceptions made for those funds associated with economic development purposes. Balances in excess of three months of operating expense may be utilized for capital purchases and replacements in lieu of debt financing if doing so allows for continued maintenance of appropriate balances and funding plans. Alternatively, surplus cash reserves may be used for early debt retirement at the recommendation of the Finance Director and City Treasurer, and approval of the Common Council. Financing decisions shall consider the impact on user rates.

Internal Service Funds. The following balances shall be maintained to ensure adequate maintenance reserves, cash flow balancing requirements and legal restrictions:

- Self-Insurance Funds shall maintain a cash balance equal to the unpaid claim reserves payable amount on its balance sheet, as defined by the independent actuary plus 10% of the annual department operating budgets within the fund. Net position within the fund should not fall below zero.

Annual Review. An annual review of cash flow requirements and appropriate fund balances shall be undertaken to determine whether modifications are appropriate for the reserve policy.

Appendix 5. Investment Policy

Established per Resolution 110393.7

I. SCOPE

This investment policy applies to all moneys and other financial resources available for investment on its own behalf or on behalf of any other entity or individual.

II. OBJECTIVES

The primary objectives of the local government's investment activities are, in priority order,

- * to conform with all applicable federal, state and other legal requirements (legal);
- * to adequately safeguard principal (safety);
- * to provide sufficient liquidity to meet all operating requirements (liquidity); and
- * to obtain the optimum rate of return (yield).

III. DELEGATION OF AUTHORITY

The governing board's responsibility for administration of the investment program is delegated to the City Treasurer who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a data base or records incorporating description and amounts of investments, transaction dates, and other relevant information and regulate the activities of subordinate employees.

IV. PRUDENCE

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the City of Lockport to govern effectively.

Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investments, considering the safety of the principal as well as the probable income to be derived.

All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

V. DIVERSIFICATION

It is the policy of the City of Lockport to diversify its deposits and investments by financial institution, and by maturity scheduling.

Appendix 5. Investment Policy (Continued)

Established per Resolution 110393.7

VI. INTERNAL CONTROLS

It is the policy of the City of Lockport for all moneys collected by any officer or employee of the government to transfer those funds to the (chief fiscal officer) within 30 days of deposit, or within the time period specified in law, whichever is shorter.

The City Treasurer is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from un-authorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

VII. DESIGNATION OF DEPOSITARIES

The banking institutions authorized for the deposit of monies are to be designated by Council resolution as required by City Charter, Section C-101.

VIII. COLLATERALIZING OF DEPOSITS

In accordance with the provisions of General Municipal Law, #10, all deposits of the City of Lockport, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

1. By a pledge of "eligible securities" with an aggregate "market value" as provided by GML #10, equal to the aggregate amount of deposits from the categories designated in Appendix A to the policy.
2. By an eligible "irrevocable letter of credit" issued by a qualified bank other than the bank with the deposits in favor of the government for a term not to exceed 90 days with an aggregate value equal to 140% of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organizations or by a bank that is in compliance with applicable federal minimum risk-based capital requirements.
3. By an eligible surety bond payable to the City of Lockport for an amount at least equal to 100% of the aggregate amount of deposits and agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, and who has met with the requirements of the State Comptrollers office. (#3 added 01/04/95)

IX. SAFEKEEPING AND COLLATERALIZATION

Eligible securities used for collateralizing deposits shall be held by the depository and/or a third party bank or trust company subject to security and custodial agreements.

Appendix 5. Investment Policy (Continued)

Established per Resolution 110393.7

The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events which will enable the local government to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the local government, such securities shall be delivered in a form suitable for transfer or with an assignment to the City of Lockport or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for, the local government, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

X. PERMITTED INVESTMENTS

As authorized by General Municipal Law, #11, the City of Lockport authorizes the City Treasurer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- * Special time deposit accounts;

- * Certificates of deposit;

- * Obligations of the United States of America;

- * Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United State of America;

- * Obligations of the State of New York;

- * Obligations issued pursuant to LFL #24.00 or 25.00 (with approval of the State Comptroller) by any municipality, school district or district corporation other than the City of Lockport;

- * Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general State statutes governing such entities or whose specific enabling legislation authorizes such investments.

Appendix 5. Investment Policy (Continued)

Established per Resolution 110393.7

* Obligations of this local government, but only with any moneys in a reserve fund established pursuant to GML # 6-c, 6-d, 6-e, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n.

All investment obligations shall be payable or redeemable at the option of the City of Lockport within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the City of Lockport within two years of the date of purchase.

XI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The financial institutions so designated by the Common Council as outlined in paragraph VII of this policy shall be the authorized institutions approved for investment purposes. All financial institutions with which the City of Treasurer conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the City of Lockport. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The City Treasurer is responsible for evaluating the financial position.

XII. PURCHASE OF INVESTMENTS

The City Treasurer is authorized to contract for the purchase of investments:

1. Directly, including through a repurchase agreement, from an authorized trading partner.
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 88-46, and the specific program has been authorized by the governing board.
3. By utilizing an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the governing board.

All purchased obligations, unless registered or inscribed in the name of the local government, shall be purchased through, delivered to and held in the custody of a bank or trust company.

Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the City of Lockport by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, #10.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the local government, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

Appendix 5. Investment Policy (Continued)

Established per Resolution 110393.7

APPENDIX A

Schedule of Eligible Securities

- (i) Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government sponsored corporation.
- (ii) Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the market Value of the obligation that represents the amount of the insurance or guaranty.
- (iii) Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of such State or obligations of any public benefit corporation which under a specific State statute may be accepted as security for deposit of public moneys.
- (iv) Obligations issued by states (other than the State of New York) of the United States rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.
- (v) Obligations of counties, cities and other governmental entities of a state other than the State of New York having the power to levy taxes that are backed by the full faith and credit of such governmental entity and rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.
- (vi) Obligations of domestic corporations rated in one of the two highest rating categories by at least one nationally recognized statistical rating organization.
- (vii) Any mortgage related securities, as defined in the Securities Exchange Act of 1934, as amended, which may be purchased by banks under the limitations established by bank regulatory agencies.
- (viii) Commercial paper and banker's acceptances issued by a bank, other than the Bank, rated in the highest short term category by at least one nationally recognized statistical rating organization and having maturities of not longer than 60 days from the date they are pledged.
- (ix) Zero coupon obligations of the United States government marketed as "Treasury strips".

