

City of Lockport, New York



FY 2022 Annual Operating Budget Appropriation

A Message from the Finance Director:

I am pleased to present to you the FY 2022 Appropriated Budget for the City of Lockport, NY! The second budget to be approved after COVID-19, this budget sets forward a path for the City to continue financial recovery and expansions in key areas of spending not long after relatively high reductions were introduced in mid-FY 2020 and throughout FY 2021.

While many municipalities experienced significant hardship due the impacts of COVID-19, the City of Lockport was able to make mid-year reductions and continued efforts to keep spending to a minimum to help mitigate the financial impacts of the pandemic. As a result, we ended FY 2020 with positive variances and fund balance contribution of almost \$1 million. Current experienced revenues for FY 2021 have exceeded projections for the year as well, with fund balance utilize budgeted at a small amount under \$300k for the year.

This year, the City has managed to ratify two union contracts that have been outstanding each for a number of years. In addition, the Mayor, Council, and Administration have managed to make meaningful steps forward with LED light conversion initiatives, public work equipment investments, and approved direction with public safety as it relates to City dispatch services. These costs, in addition to the hiring of four additional fire fighters, are contained in a 1% property tax rate increase that is meant to minimize tax burden on our citizens.

User fees associated to the water, sewer, and refuse funds have been approved to increase in FY 2022 with the water and sewer funds seeing a 3% increase and the refuse fund experiencing a 10% increase. The main cost driver behind water and sewer is increasing costs for regular operations (whether that be from COLA's for employees, increased costs for employee benefits and health insurance, inflation, or greater need for maintenance). The driving factor behind the larger 10% increase in refuse is due to our contract expiring in FY 2021. The City formally RFP's for this process and went with the lowest quote available, which happened to be our current vendor at the time. While costs have steadily been increasing in the refuse fund for many years now, the City has chosen to not raise user fees in some time, putting the financial stability of the fund at risk. With a new contract, this year presents an opportunity to promote a more robust fiscal containment of the fund.

The Common Council formally voted to approve this document on November 17th, 2021. This budget contains a number of changes and amendments to the Mayor's Recommended Budget, which are the result of Council initiatives and priorities, minor technical corrections, finalized Medicare Advantage rate savings, line item reductions, and decreased property tax revenue/rate. The Council met in a number of budget workshops to determine key objectives and goals, and then subsequently made efforts to accomplish them by altering funding amounts to individual line items. Please note that Appendix 6 in the back of this document contains a list of changes that the Common Council introduced to the Mayor's Recommended Budget for FY 2022.

Thank you for time,

City of Lockport Finance Director



Timothy Russo

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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.

Understanding the Budget Process

The Charter reference that guides the City of Lockport's budget process is Article V C-102. This section provides a general outline to the budget process that the City must abide by annually. Below is a summarized and more approachable description of this process, as well as notes on how citizens of the City can partake in the process.

Step 1) In July of each year, the Director of Finance will lead and manage the budget development process. This includes having all Department Heads supply a budget request for the following year (starting in the next occurring January). Department heads are responsible for providing details for their request and any changes they wish to experience in their department.

Step 2) After this data is organized and cleaned, the Director of Finance meets with the Mayor and Treasurer to review the data with the Department Heads and then to make necessary reductions/additions to personnel and line items to create the Mayor's Recommended Budget. This is presented to the Council and made available online at the first Common Council meeting in October.

Step 3) Council will then get to review the budget and make any desired changes that they wish. This process usually involves a number of budget workshops that are held in the month of October. Prior to the second Council meeting in November, the City will hold a public hearing on both the budget and the rate increases. This is a fantastic opportunity for citizens to speak on different topics of the budget or even areas of spending or projects that may not be considered in the budget at the time.

Step 4) After the public hearing, Council will typically hold more public workshops to consider changes made in the public hearing as well as changes recommended from the New York State Comptroller's Office. A vote and passage of the budget is required to be done by the second Common Council meeting November, after which the budget is posted online at the City's website.

The City encourages any and all citizens to partake in the budget process and encourages all viewpoints on public spending. You can reach out to the Clerk's Office to learn more about the scheduled public hearing time or send in letters addressed to the Clerk to be read out-loud during the public hearing.

Personnel Budgeting

The City of Lockport experienced a number of changes impacting our personnel and personal service budget line items. These include, but are not limited to: contractual requirements from exiting union contracts (including 2 newly ratified union contracts for CSEA and AFSCME in FY 2021), mandated hiring in the fire department, anticipated retirements, increased healthcare costs, and reduced NYS retirement contributions. This section of the budget will briefly detail how these changes have impacted the FY 2022 budget.

In regards to union contracts and agreements, the City and Administration is happy to announce that AFSCME and CSEA contract have been ratified in FY 2021, ending a period of multiple years where City employees of these unions did not have an active contract. The following exhibit shows the cost-of-living-adjustments (COLA's) that are applied to each union group as of 1/1/2022:

Police 2.00%

Fire 2.00%

CSEA 2.00%

AFSCME 2.50%

Department Head 1.50%

With personnel and employee benefits being the single largest cost to the City of Lockport's annual operating budgets, COLA's typically produce annual increases in our operating costs. In addition to the increase in wages, we can also expect to see increases in related line items, such as overtime, out-of-grade, retirement (which is a contribution rate of wages), as well as FICA and taxes.

Another impact to our personnel costs is retirements. When City employees retire, there are often times costs associated to the retirement accrual buy-outs as well as potential savings (associated to any new employee starting at a lower step). Accrual buyouts, per union contracts, require certain percentages of accruals to be paid to retiring employees as wages. These wages are paid out of each fund's department "Employee Benefits" line item "Retirement Buyouts." In FY 2020, the general fund in particular experienced significant spending in this line item due to increased retirements from COVID-19. In FY 2021, we are not anticipating exceeding the budgeted amount. Our FY 2022 budgets include the same amount funded as that of FY 2021.

Personnel Budgeting (Continued)

As you will notice, the City, at the recommendation of the NYS OSC, did not budget for turnover in the general fund as was done in FY 2021. While we do expect to still see turnover and vacancy savings, we are not reducing the budget any dollar amounts. The only exception to this is the costs associated to the four new firefighters. Ten out of twelve months was budgeted for wages, due to the timing of hiring and training schedules.

While discussing firefighters, the FY 2022 budget includes 4 additional firefighter positions, which is in agreement with an MOA the City currently has with the fire union. Per this agreement, the City will hire an additional 4 fire fighters in FY 2023, after which all mandated positions will be filled.

Lastly, we cannot discuss our personnel related costs without mentioning health insurance and retirement contributions. The City of Lockport currently self-insures for medical costs. Each year, the City budgets for higher/lower medical claims from very detailed projections. This year, our broker has recommended a 10% increase in health insurance costs, which the City has incorporated into this budget. In the future, this may increase or decrease depending on our utilization and covered employee demographics. That being said, we look to maintain appropriate cash flow balances in the health insurance fund to cover any potential increases in claims that we may experience in the future.

While health insurance costs have increased quite dramatically in FY 2022, our NYS retirement contributions have dropped. On August 25, 2021, the NYS OSC released the average pension contributions for ERS/PFRS for FY 2022. Average funded PFRS employee rates decreased from 28.3% in FY 2021 to 27% in FY 2022. Similarly, our ERS contribution rates also dropped from 16.2% in FY 2021 to 11.6% in FY 2022.

As the highest cost to most local municipalities' budgets, it is important to know the larger trends occurring in personnel and employee benefit line items. Hopefully this section provided more context for these line items in the budget.

Changes in Revenues

The FY 2022 budget proposes many changes to revenues when compared to FY 2020 and FY 2021. With impacts from COVID-19, the City experienced disruptions to trends as they pertain to revenues, particularly with the recognition of State Aid and department revenues between the years. Based on how FY 2021 has performed so far in actual experience, the City is anticipating greater optimism in revenue projections for FY 2022. This can be seen in a number of different revenue sources that are anticipated to trend upwards towards FY 2019 levels.

Sales tax remains an extremely volatile revenue source that is difficult to predict. While we anticipated significant declines in FY 2020 compared to FY 2019, this was not the case (see the exhibit below). In fact, the City realized more sales tax revenue in FY 2020 than in FY 2019 despite some months having lesser revenue than that of the prior year. FY 2021 has shown extremely promising results and has exceeded the anticipated amounts we have budgeted for most months of FY 2021.

FY 2022 projections for sales tax were calculated as the last full 12 months of realized revenue plus a .6% increase from inflation and natural sales tax growth. This equates to 11.4% growth over 2020 actuals. For context, FY 2021 actuals are currently 20% higher than FY 2020, but may include artificial inflation .

Combined Sales Tax

Month	2019	2020	2021	2022*
January	\$ 196	\$ -	\$ -	\$ -
February	\$ 454,392	\$ 537,581	\$ 469,438	\$ 473,541
March	\$ 407,892	\$ 440,772	\$ 429,461	\$ 433,214
April	\$ 583,444	\$ 581,503	\$ 677,151	\$ 683,069
May	\$ 473,367	\$ 311,836	\$ 517,738	\$ 522,263
June	\$ 595,675	\$ 497,539	\$ 542,171	\$ 546,910
July	\$ 525,611	\$ 544,038	\$ 828,544	\$ 816,856
August	\$ 488,937	\$ 433,779	\$ 552,974	\$ 557,807
September	\$ 522,860	\$ 448,402		\$ 452,321
October	\$ 650,166	\$ 858,609		\$ 866,113
November	\$ 479,254	\$ 440,361		\$ 444,209
December	\$ 1,063,377	\$ 1,166,752		\$ 1,176,927
Annual Total	\$ 6,245,172	\$ 6,261,172	\$ 4,017,478	\$ 6,973,230
Jan - Aug Total	\$ 3,529,515	\$ 3,347,049	\$ 4,017,478	\$ 4,033,660

Property Taxes and User Fees

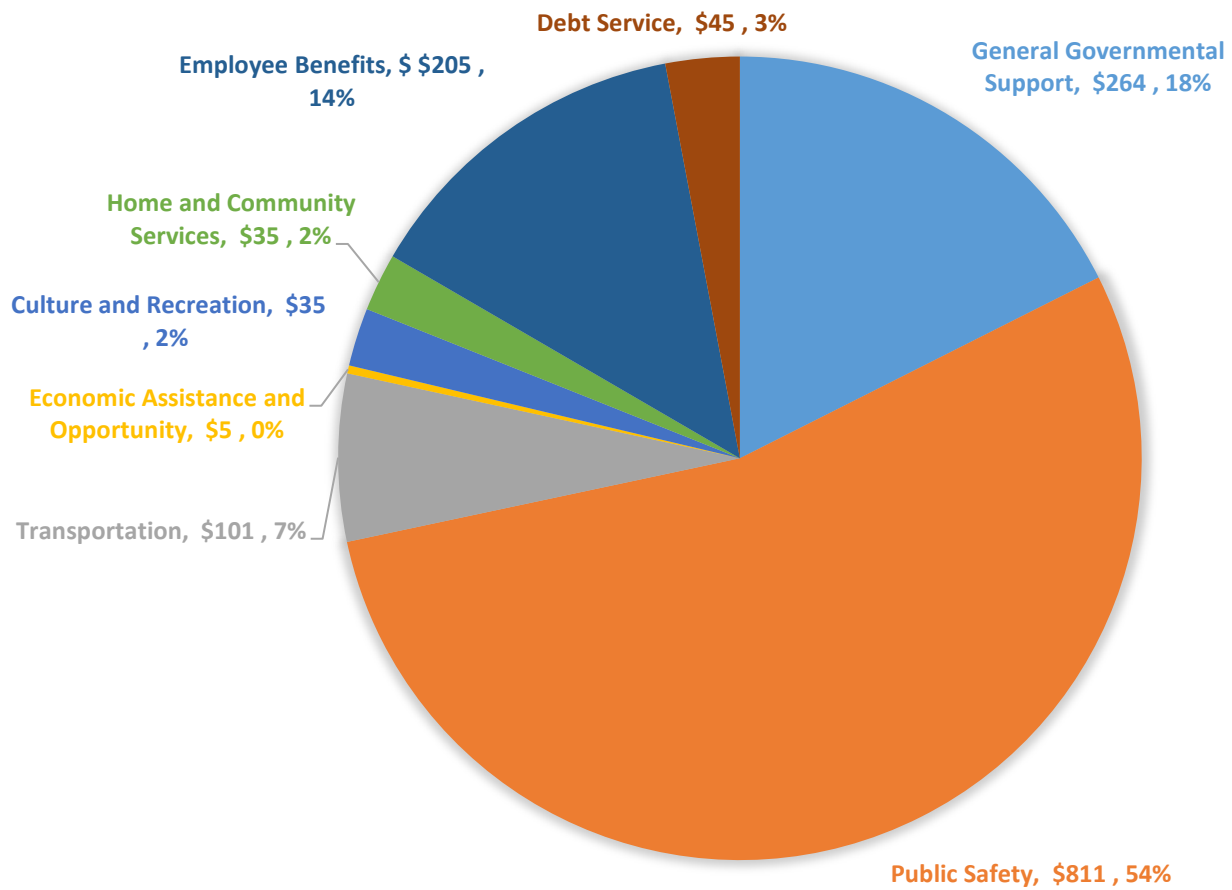
User fees associated to the water, sewer, and refuse funds are all budgeted to increase in FY 2022 with the water and sewer funds seeing a 3% increase and the refuse fund experiencing a 10% increase. The main cost driver behind water and sewer is increasing costs for regular operations (whether that be from COLA's for employees, increased costs for employee benefits and health insurance, inflation, or greater need for maintenance). The driving factor behind the larger 10% increase in refuse is due to our contract expiring in FY 2021. The City formally RFP's for this process and went with the lowest quote available, which happened to be our current vendor at the time. While costs have steadily been increasing in the refuse fund for many years now, the City has chosen to not raise user fees in some time, putting the financial stability of the fund at risk. With a new contract, this year presents an opportunity to promote a more robust fiscal containment of the fund.

This budget recommends to utilize a 1% property tax rate increase. With City assessed value increasing slightly from \$694,776,851 in FY 2021 to \$695,217,910 in FY 2022, a 1% tax rate equates to a tax rate of \$18.860776 per thousand of assessed value. The below exhibit displays this data from FY 2011 to FY 2022 for reference.

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%	\$ 12,974,816	-0.53%	\$ 18.6748	0.04%
2022	\$ 695,217,910	0.06%	\$ 13,112,349	1.06%	\$ 18.8608	1.00%

Where Do My Taxes Go?

If you pay \$1,500 in City taxes, then:



Changes in Spending Patterns

The FY 2022 contains some major changes to spending from FY 2021. This section will discuss each type of expenditure line item to help provide context to what you see in the budget:

Personal Service – Personnel service line items include all expenditures related to our personnel, with the exception of employee benefits (see below). This includes not only wages, but also overtime, out-of-grade, longevity, education pay, and many more items. These costs are primarily driven by changes that relate to cost-of-living-adjustments (COLA's) as well as actual alterations to personnel. Typically, these costs are contractually required per union agreements and cannot be altered freely.

Equipment Outlay – Equipment line items typically fluctuate year to year depending on the needs of the department. The Fire Department in FY 2021, for example, has over \$100k budgeted in this type of expenditure for a defibrillator that was supported by grant funds. As this was purchased in FY 2021, there is no need to budget this line item again in FY 2022. As such, there will be high fluctuations with these line items due to its nature.

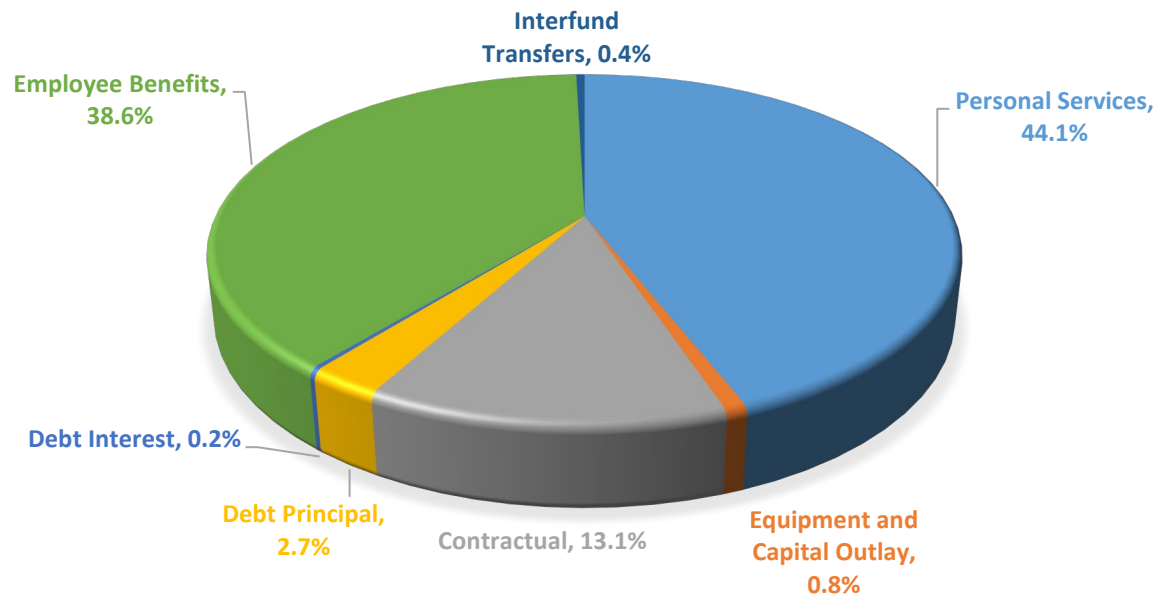
Contractual Expenditures – Contractual line items house most of the City's day-to-day costs and spending. This includes utility bills, costs for vehicle gas and repair, insurances, supplies, professional services and maintenance contract, and much more. As you will notice, this area of spending contains the most potential to be reduced during years of financial difficulty, as these line items are typically not mandated or required per specific contract. This set of expenditures experienced greater reductions in FY 2020 and FY 2021 due to restraints from COVID-19. As the City recovers from this event, we can restore these line items as needed.

Debt Service Payments – The City regularly makes payments on debt that it incurs. This debt can be bond proceeds from capital projects or even deficit financing debt that we incurred from NYS a few years ago. We typically divide out payments into principle and interest payments, which can be seen in Exhibit 3 in the back of this document. As we continue to make payments on debt, the balances decrease until we have paid the debt out completely, after which we will no longer be required to make payments. This provides the City an opportunity to establish new bonds for capital projects if desired.

Changes in Spending Patterns (Continued)

Interfund Transfers – As you will notice, FY 2021 experienced a significant amount of interfund transfers. These transfers are most typically done to transfer funds from the general fund into a specific capital fund to establish the capital project. In FY 2021, the City was granted Federal ARPA funds for over \$1 million, which results in a high amount in this line item. Note: ARPA funds to be received in FY 2022 are not included in the budget at this point due to high variance in costs we have seen with quotes for services and equipment. We want to ensure that we are appropriating a correct amount for the uses of the ARPA funds, and it can be expected that the City will pass a budget resolution later in the summer of FY 2022 to introduce these funds into the budget and to appropriate the specific use of the funds.

Employee Benefits – Employee benefits include taxes we pay on payroll, employee and retiree health insurance costs, worker's compensation costs, City retirement contributions, retirement buyouts, and much more. Quite notably in FY 2022, health insurance costs are projected to increase by 10% and are therefore rising in all budgeted areas of the budget.



FY 2021 Year-End Projections and Notes

It is common for the General, Sewer, and Water Funds to end the year with excess revenues over expenditures, creating a budgetary surplus and therefore a fund balance contribution for the year. This is due to conservative budgeting styles as it relates to revenues projections as well as budgeting for higher-than-actual costs for personnel and employee benefits.

In the Statement of Revenues, Expenditures, and Fund Balance, you can see that the General Fund, for example, has experienced \$1.4 million in budgetary surplus in FY 2018, \$1.8 million in FY 2019, and \$1.1 million in FY 2020. The Water and Sewer Funds have had recent budgetary surpluses amount to around half a million each, while the Refuse Fund has seen an annual diminishing budgetary surpluses (\$47k in FY 2018, \$19k in FY 2019, and only \$420 in FY 2020).

Each month, the Finance Department compares monthly revenues, expenditures, and cash balances to our projected totals, which are based on the year's budget. By doing this, we can predict where we may end the year in terms of budgetary surpluses or deficiencies as well as cash balances.

For FY 2021 projections (with January through August actuals), we project the funds ending with:

General Fund: \$1 million surplus

Water Fund: \$63k deficit

Sewer Fund: \$50k surplus

Refuse and Recycling Fund: \$82k deficit

These projections, as noted above, are different than the budgeted surpluses/deficits, as they are based on actual realizations plus projections. If we were to simply look at the current amended budgeted surpluses/deficits in each fund, we would see the following. (Note: budgeted deficits in this context mean budgeted use of fund balance, as per City policy. This includes one-time purchases appropriated at the beginning of the fiscal year as well as additions from two union settlements and more.)

(Continued on Following Page)

FY 2021 Year-End Projections and Notes (Continued)

General Fund: \$345,505 deficit
Water Fund: \$169,678 deficit
Sewer Fund: \$52,788 deficit
Refuse and Recycling Fund: \$0 impact

To be more conservative in our estimates, we are utilizing the lowest figure we have noted for each fund between these two methods. The resulting year-end projections for FY 2021 that will be utilized in this document are therefor:

General Fund: \$345,505 deficit
Water Fund: \$169,678 deficit
Sewer Fund: \$52,788 deficit
Refuse and Recycling Fund: \$82k deficit

Please note for the sewer fund in particular, these estimates do not include any potential required funds for larger repairs due to the State of Emergency for flooding on 7/20/2021. We are still awaiting for insurance recoveries to be disclosed prior to making a financial recovery plan.

The cash balances utilized in the "Cash Flow" section of this document are based off the more conservative year-end figures noted above. We believe that this conservative figure is more appropriate to utilize considering the velocity of revenues and expenditures during COVID-19.

General Fund Balance Utilization Recommendation

Each fund has its own fund balance, that is the accumulated surplus or deficiency of the fund's annual budget performance over time. The City has a fund balance policy (found in the Appendix of this document) that dictates how much fund balance must be maintained for cash flow and/or emergencies.

In FY 2022, the Appropriated Budget utilizes fund balance in the General Fund. As can be seen from the Statement of Revenues, Expenditures, and Fund Balance, the General Fund is in excess of its minimum fund balance. The below details what items are recommended to be purchased with fund balance:

<u>Line Item</u>	<u>Amount</u>	<u>Description of Purchase/ Project</u>	<u>Rationale</u>
A.1440.54055	\$ 55,000	Cleaning of 18-Mile Creek	Council and the Mayor have requested quotes for this service in FY 2021 and plan on utilizing funds to cleanup 18-Mile Creek.
A.1440.54055	\$ 30,000	Donner Creek	These funds will be utilized for a survey and report in regards to the necessary clean-up of Donner Creek. It is intended to be in coordination with other municipalities such as the Town of Pendleton and Lockport. .
A.1620.52025	\$ 15,000	Building Maintenance Equipment	This purchase is for a new power washer and cleaner that will greatly improve cleaning capabilities and reduce the amount of time on these duties.
A.1900.54055	\$ 45,000	Comprehensive Zoning Project	In 2020, the City moved forward with a Comprehensive Zoning Project. While costs have been incurred in FY 2021, it is anticipated that not all costs of the project will be incurred until FY 2022.
A.3120.54610	\$ 15,000	City Property Cameras	The City is in need of additional security in a number of key locations such as the pool, parks, garages, and doors. This would allow the Police Department to invest in additional cameras for monitoring.
A.3410.54076	\$ 15,000	Floor Repairs	The Fire Department has requested that their living quarter floors are replaces as they have exceeded their useful life.
A.3620.54083	\$ 20,000	Property Demolition	The Property Management Committee has recommended funds to be used for the demolition of an individual property that has remained inhabitable for multiple years.
A.5182.54623	\$ 95,166	LED Conversion One-Time Costs	In FY 2021, the City went into contract with NYSEG for LED conversion. This project will drastically lower our street lighting costs, but will feature one-time costs for the conversion itself. This amount includes the projected cost plus \$10k to convert additional bulbs.

<u>Line Item</u>	<u>Amount</u>	<u>Description of Purchase/ Project</u>	<u>Rationale</u>
A.8730.54055	\$ 18,000	Tree Inventory	The Department of Forestry has requested to have an evaluation of trees in the City using a GIS-based vendor that will integrate with currently used City software.
A.9901.59000.H	\$ 66,500	Equity Improvement Project	The City has not maintained a sufficient re-evaluation for assessments in recent years. We have contracted with a group to complete a re-evaluation in FY 2022 after years of continual equalization decline. As a result, we will incur a number of additional costs related to appraisals which will be a one time cost as the City transitions to having re-evaluation services done annually (which will minimize costs for appraisals moving forward).
A.1355.54055	\$ 23,600	Appraisals	
A.1420.54055	\$ 20,000	External Legal Assistance	
A.9901.59000.H	\$ 30,000	EV-Program	The City has the opportunity to begin an Electronic Vehicle Program which will include potential grant funds. This amount will be required for purchases and installation of EV infrastructure.
A.0000.31001	\$ 129,748	Property Tax Buy-Down	During budget work sessions, the Common Council decided to utilize general fund balance to 'buy-down' the property tax rate of 2% featured in the Mayor's Recommended Budget. This effectively reduced the property tax revenue line and increased the appropriated fund balance line item to make up for the difference. The Council's goal was to reduce the property tax rate increase from 2% to 1%, which this adjustment fulfills.
Total: \$		581,014	

Fund Balance Policy Detail

How does this Budget compare to our Fund Balance Policy (located in the Appendix)?

General Fund Cash Flow	Must maintain a minimum unrestricted fund balance equal to 17% of the following year's General Fund budgeted expenditures.	Minimum Amount: \$4,493,379	Amount in the FY 2022 Budget: \$6,788,960
General Fund Contingency	Must maintain a minimum contingency of 1.25% of all budgeted General Fund Expenditures.	Minimum Amount: \$330,396	Amount in the FY 2022 Budget: \$331,000
Water Fund Cash Balance	Must maintain a cash balance of 25% of the annual operating budget.	Minimum Amount: \$1,087,618	Amount in the FY 2022 Budget: \$2,410,000
Sewer Fund Cash Balance	Must maintain a cash balance of 25% of the annual operating budget.	Minimum Amount: \$1,035,336	Amount in the FY 2022 Budget: \$1,337,000
Refuse and Recycling Fund Cash Balance	Must maintain a cash balance of 25% of the annual operating budget.	Minimum Amount: \$357,209	Amount in the FY 2022 Budget: (\$63,000)
Health Insurance Fund Cash Balance	Must maintain cash of unpaid claim reserves payable plus 10% of annual operating budget.	Minimum Amount: \$988,053	Amount in the FY 2022 Budget: \$1,708,000
Worker's Compensation Fund Cash Balance	Must maintain cash of unpaid claim reserves payable plus 10% of annual operating budget.	Minimum Amount: \$1,580,381	Amount in the FY 2022 Budget: \$1,875,000

Introduction to Performance Management

Beginning in this FY 2022 budget, the Finance and Accounting Department has begun implementing and coordinating a centralized performance management system for the City of Lockport. The purpose of performance management is to promote data-based decision making as it relates to both management of outputs as well as budgetary consumption.

Beginning in January of 2021, departments have been tasked with recording metrics that relate to outputs and performance of their functions. Using other local municipalities' performance management metrics as a baseline for inspiration, our departments had large discretion on what metrics to record and report in this process. The metrics you see accompanying over 21 departments this year have been reported by the appropriate department head and best represent the outputs of their individual functions and purposes.

Because this is our first year recording and reporting this data, you will notice that most do not have prior year data. While it is always important to use historic data to look at larger multi-year trends and forecasts, this is not a current ability for many reporting departments. We do, however, look forward to seeing how recovery from COVID-19 may impact many of these metrics over multiple years. In Safety and Code Inspection, for example, you can already see how quick recovery efforts have occurred in the department as they pertain to permits from FY 2020 to FY 2021 YTD.

Year-to-date (or "YTD") data in this budget equates to the first six months of the year, January through June. As you will notice for many metrics, the anticipated full amount anticipated for the year often simply equate to two times the amount quantified for the first six months of the year. This may not always be the case if metrics are recording aspects that may be more front or back loaded into the functions of the department.

The intent of performance management is to not to manage to outputs, but rather, to integrate our outputs as a government to our inputs, or in this case, our financial capabilities. We may see, for example, a department's core functions and outputs trend downwards or steadily since changes in a specific line items or perhaps to personnel organization. With this information, we can better assess resolves to many of these issues more pre-emptively and with better quantifications. "Since professional spending has declined by 15% in FY 2023, the department has reported 10% less outputs." While we do realize, of course, that there are any number of different factors impacting our performance, this allows us to address shortfalls or deficiencies with funding and to acknowledge how said funding may impact these factors in the future as we continue to record metrics.

We look forward to continually expanding our performance management capabilities and collection, and have even more departments reporting next year!

Environmental Stress Indicators

Each year, the New York State Comptroller's Office (NYS OSC) releases fiscal stress indicators, consisting of both City financial results as well as environmental factors that would have impact on the financial well-being and risk assessment of the City.

While the majority of the financial indicators have been discussed in previous narrations above, it is important to also consider and discuss environmental indicators and demographics that contribute to fiscal risk. The NYS OSC identifies 7 of these risks and points to changes in the City from 2019 to 2020, which is considerably interesting given the context of COVID-19. While the City has maintained a financial score of 0 for the past three years (designating little risk), we have consistently scored a 3.3 due to environmental risk.

Fiscal Stress Environmental Indicators		Value	
		2019	2020
1	Change in Population	-2.27%	-2.24%
2	Percent of Households with Public Assistance	17.05%	16.86%
3	Percent of Population Under 18 & Over 65	36.90%	37.30%
4	Percent Change in Home Value	13.05%	15.10%
5	Median Household Income	\$43,911	\$45,018
6	Unemployment Rate	6.60%	6.00%
7	Reliance on State and Federal Aid	9.28%	8.48%

Source: <http://wwe1.osc.state.ny.us/localgov/fiscalmonitoring/fsms.cfm>

As can be seen, a number of factors show improved environmental conditions, including lower percent of population on public assistance, increases in home values, higher median household income, lower unemployment, and decreased reliance on State and Federal funds. In particular, improved median household income and reduced unemployment rates can contribute to higher discretionary purchasing and therefore higher City sales tax realization (independent of natural inflation). Higher home values coupled with re-assessments and higher equalization can equate to increased property tax revenue with diminished impact on tax rates (per thousand of assessed value).

On the other hand, continued population reductions (which caused our 3.3 points in environmental fiscal stress) can cause significant strain on operations of public entities, as organizations typically must match operations and costs to larger trends in population over time. This will be something that we continue to monitor in the future at the City and address accordingly.

Statement of Revenues, Expenditures, and Fund Balance

General Fund - Statement of Revenues, Expenditures and Fund Balance

FY 2018 through FY 2022 (Projected)

General Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Revenues					
Real Property Taxes	13,158,999	13,176,514	13,555,149	13,619,816	13,867,349
Nonproperty Tax Items	6,906,803	6,522,347	6,509,124	6,117,413	7,269,230
Intergovernmental Charges	435,041	457,099	460,615	668,006	543,000
Departmental Income	250,496	249,352	152,089	220,475	200,717
Use of Money and Property	86,716	210,796	111,537	125,000	160,000
Licenses and Permits	216,620	214,956	163,337	200,000	220,000
Fines and Forfeitures	264,109	214,426	116,759	210,000	170,000
Sale of Property	109,394	96,017	13,175	84,756	15,000
Miscellaneous	130,759	105,356	66,573	7,250	8,260
State Aid	3,098,977	3,314,000	2,619,781	3,609,502	3,170,056
Federal Aid	335,170	367,751	27,868	1,233,791	30,000
Interfund Transfers	258,598	261,186	158,690	122,349	65,170
Total Revenues	25,251,681	25,189,799	23,954,698	26,218,358	25,718,782
Expenditures					
Personal Services	10,543,193	10,546,193	10,155,358	10,801,787	11,663,436
Equipment and Capital Outlay	178,423	422,199	122,561	206,825	209,284
Contractual	2,761,419	2,655,242	2,517,272	3,346,505	3,427,033
Debt Principal	764,820	734,330	820,245	795,350	717,240
Debt Interest	152,790	126,491	107,021	82,373	62,462
Employee Benefits	9,395,275	8,704,837	9,004,950	9,384,388	10,106,591
Interfund Transfers	80,200	178,991	158,009	1,946,635	113,750
Total Expenditures	23,876,120	23,368,283	22,885,416	26,563,863	26,299,796
<i>Excess (Deficit)</i>	<i>1,375,561</i>	<i>1,821,516</i>	<i>1,069,281</i>	<i>-345,505</i>	<i>-581,014</i>
Fund Balance at End of Year	4,639,657	6,909,336	7,715,479	7,369,974	6,788,960
<i>As a Percent of Expenditures</i>	<i>19%</i>	<i>30%</i>	<i>34%</i>	<i>28%</i>	<i>26%</i>

**Fund Balance Amounts include only unrestricted balances.*

Water Fund - Statement of Revenues, Expenditures and Fund Balance

FY 2018 (Actual) through FY 2022 (Projected)

Water Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Revenues					
Intergovernmental Charges	111,121	104,000	134,565	139,524	128,680
Departmental Income	4,096,759	4,031,656	4,035,819	4,128,500	4,165,558
Use of Money and Property	11	6,296	3,198	5,000	5,000
Licenses and Permits	0	0	0	0	0
Sale of Property	0	241	10,833	0	0
Miscellaneous	2,061	1,943	453	0	0
State Aid	250,000	0	0	0	0
Interfund Transfers	0	20,700	46,590	38,260	51,231
Proceeds of Obligations	0	0	0	0	0
Total Revenues	4,459,951	4,164,836	4,231,457	4,311,284	4,350,469
Expenditures					
Personal Services	1,112,461	1,144,658	1,151,730	1,234,968	1,249,672
Equipment and Capital Outlay	82,006	152,435	13,548	100,506	0
Contractual	910,008	904,312	952,343	1,165,739	1,133,804
Debt Principal	524,832	429,445	402,360	550,290	545,195
Debt Interest	117,505	94,611	134,327	156,965	139,903
Employee Benefits	1,066,138	970,771	1,021,402	1,102,494	1,203,425
Interfund Transfers	7,691	0	0	170,000	78,470
Total Expenditures	3,820,642	3,696,233	3,675,710	4,480,962	4,350,469
<i>Excess (Deficit)</i>	<i>639,309</i>	<i>468,603</i>	<i>555,747</i>	<i>-169,678</i>	<i>0</i>
Fund Balance at End of Year	2,047,023	2,515,620	3,071,367	2,901,689	2,901,689
<i>As a Percent of Expenditures</i>	<i>54%</i>	<i>68%</i>	<i>84%</i>	<i>65%</i>	<i>67%</i>

Sewer Fund - Statement of Revenues, Expenditures and Fund Balance

FY 2018 (Actual) through FY 2022 (Projected)

Sewer Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Revenues					
Departmental Income	3,886,511	3,845,316	3,950,895	3,967,660	4,057,956
Use of Money and Property	7	1,574	526	1,500	650
Licenses and Permits	0	0	0	0	0
Sale of Property	0	0	12,565	1,000	0
Miscellaneous	1,390	6,961	1,493	0	0
Federal Aid	0	0	47,274	0	0
Interfund Transfers	50,000	153,998	137,343	108,558	82,736
Proceeds of Obligations	0	0	0	0	0
Total Revenues	3,937,908	4,007,850	4,150,095	4,078,718	4,141,342
Expenditures					
Personal Services	953,065	950,106	972,609	1,087,868	1,108,653
Equipment and Capital Outlay	7,539	119,957	13,955	40,000	21,000
Contractual	875,641	911,948	972,581	1,221,445	1,245,137
Debt Principal	697,029	653,025	587,280	579,747	596,015
Debt Interest	137,943	124,637	115,424	95,192	87,293
Employee Benefits	1,084,128	839,276	840,562	937,254	1,045,244
Interfund Transfers	25,643	100,000	6,046	170,000	38,000
Total Expenditures	3,780,987	3,698,949	3,508,457	4,131,506	4,141,342
<i>Excess (Deficit)</i>	<i>156,921</i>	<i>308,900</i>	<i>641,639</i>	<i>-52,788</i>	<i>0</i>
Fund Balance at End of Year	1,116,367	1,425,269	2,066,908	2,014,120	2,014,120
<i>As a Percent of Expenditures</i>	<i>30%</i>	<i>39%</i>	<i>59%</i>	<i>49%</i>	<i>49%</i>

Please note that FY 2021 amended deficit does not include potential costs due to the 7/20/2021 State of Emergency. See "Year-End Projections and Notes" for more information.

Refuse and Recycling Fund - Statement of Revenues, Expenditures and Fund Balance

FY 2018 (Actual) through FY 2022 (Projected)

Refuse and Recycling Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Revenues					
Departmental Income	1,305,382	1,306,808	1,317,794	1,307,000	1,428,836
Use of Money and Property	209	0	0	1,000	0
Sale of Property	2,318	0	0	0	0
Miscellaneous	0	0	3,673	0	0
State Aid	0	0	0	0	0
Total Revenues	1,307,909	1,306,808	1,321,467	1,308,000	1,428,836
Expenditures					
Equipment and Capital Outlay	20,000	36,337	25,455	25,211	25,000
Contractual	1,204,595	1,214,949	1,259,195	1,328,507	1,367,405
Debt Principal	25,890	27,200	28,515	29,825	31,465
Debt Interest	10,537	9,242	7,882	6,457	4,966
Total Expenditures	1,261,022	1,287,728	1,321,047	1,390,000	1,428,836
<i>Excess (Deficit)</i>	<i>46,887</i>	<i>19,079</i>	<i>420</i>	<i>-82,000</i>	<i>0</i>
Fund Balance at End of Year	396,573	415,652	416,071	334,071	334,071
<i>As a Percent of Expenditures</i>	<i>31%</i>	<i>32%</i>	<i>31%</i>	<i>24%</i>	<i>23%</i>

Health Insurance Fund - Statement of Revenues, Expenditures and Fund Balance

FY 2018 (Actual) through FY 2022 (Projected)

Health Insurance Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Revenues					
Intergovernmental Charges	6,171,020	5,891,149	5,993,869	5,902,563	6,893,007
Use of Money and Property	0	0	0	0	0
Miscellaneous	78,983	69,817	85,941	122,000	104,750
Total Revenues	6,250,003	5,960,966	6,079,811	6,024,563	6,997,757
Expenditures					
Contractual	5,617,110	5,849,546	5,563,779	6,123,236	6,997,757
Total Expenditures	5,617,110	5,849,546	5,563,779	6,123,236	6,997,757
<i>Excess (Deficit)</i>	<i>632,893</i>	<i>111,420</i>	<i>516,032</i>	<i>-98,673</i>	<i>0</i>
Fund Balance at End of Year	1,342,661	1,454,081	1,970,113	1,871,440	1,871,440
<i>As a Percent of Expenditures</i>	<i>24%</i>	<i>25%</i>	<i>35%</i>	<i>31%</i>	<i>27%</i>

Worker's Compensation Fund - Statement of Revenues, Expenditures and Fund Balance
FY 2018 (Actual) through FY 2022 (Projected)

Worker's Compensation Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Revenues					
Intergovernmental Charges	876,641	611,358	687,993	839,673	860,500
Use of Money and Property	7,860	23,341	6,518	20,827	0
Miscellaneous	387,405	81,501	233,092	0	0
Total Revenues	1,271,907	716,201	927,602	860,500	860,500
Expenditures					
Contractual	678,497	986,250	-91,552	860,500	860,500
Total Expenditures	678,497	986,250	-91,552	860,500	860,500
<i>Excess (Deficit)</i>	<i>593,410</i>	<i>-270,049</i>	<i>1,019,154</i>	<i>0</i>	<i>0</i>
Fund Balance at End of Year	-283,284	-553,333	465,821	465,821	465,821
<i>As a Percent of Expenditures</i>	<i>-42%</i>	<i>-56%</i>	<i>-509%</i>	<i>54%</i>	<i>54%</i>

Annual Expenditures by Department

Annual Expenditures by Department
FY 2018 (Actual) through FY 2022 (Proposed)

General Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
A.1010 - Legislative Common Council	156,868	81,502	124,193	112,958	101,548
A.1210 - Office of the Mayor	136,806	99,736	94,626	93,955	94,760
A.1310 - Finance & Accounting	436,696	415,710	427,945	387,515	433,974
A.1325 - Treasurer	282,872	284,485	232,937	282,410	321,630
A.1355 - City Assessor	249,691	206,099	208,201	238,592	284,325
A.1410 - City Clerk	270,708	264,922	274,440	249,433	289,348
A.1420 - City Attorney	266,148	217,363	197,318	212,301	225,738
A.1430 - Personnel - Civil Service	122,890	117,837	115,051	132,948	133,369
A.1440 - Engineering	255,974	239,851	214,639	260,549	345,839
A.1490 - Public Works Administration	70,884	61,069	36,609	121,123	191,728
A.1620 - Building Maintenance	380,422	510,906	371,083	396,438	544,579
A.1640 -Equipment Maintenance Garage	433,017	402,885	272,185	369,472	347,249
A.1670 - Central Printing and Mailing	52,526	50,576	53,976	55,580	61,580
A.1680 - Information Technology Services	121,465	155,045	235,879	205,347	245,137
A.1900 - Special Items	773,362	698,263	621,185	1,201,795	1,093,620
A.3120 - Police	6,779,137	6,635,543	6,593,646	7,335,034	7,510,776
A.3127 - Police Clerical	99,058	107,068	113,799	110,509	91,778
A.3128 - School Crossing Guards	41,971	31,681	22,596	32,295	49,773
A.3173 - Community Policing	73,616	71,815	61,676	74,188	77,507
A.3410 - Fire	5,018,831	4,754,031	4,722,771	5,338,676	5,836,484
A.3510 - Control of Dogs	43,630	40,622	39,710	42,536	38,987

Annual Expenditures by Department
FY 2018 (Actual) through FY 2022 (Proposed)

General Fund (Continued)	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
A.3620 - Code & Safety Inspection	423,962	427,842	421,313	456,633	569,520
A.5110 - Street Maintenance	1,577,421	1,660,117	1,586,553	1,529,621	1,542,177
A.5182 - Street Lighting	356,014	309,248	301,937	283,000	234,042
A.6410 - Tourism	102,785	102,761	62,714	85,000	85,000
A.7110 - Parks	417,263	419,957	418,405	457,497	445,517
A.7140 - Playground and Recreation Centers	113,711	97,638	11,527	43,911	51,373
A.7180 - Community Pool	57,398	53,353	24	46,190	56,333
A.7185 - Marina	35,257	40,398	849	18,176	34,280
A.8021 - Community Development	179,920	187,824	201,977	220,475	201,978
A.8510 - Community Beautification	32,441	26,005	8,151	19,550	22,000
A.8730 - Forestry	485,712	389,643	382,961	401,567	415,563
A.9000 - Employee Benefits	3,029,853	3,166,675	3,369,264	2,809,420	3,428,822
A.9700 - Debt Service	917,610	860,821	927,266	877,723	779,702
A.9901 - Interfund Transfer	80,200	178,991	158,009	1,946,635	113,750
Expenditure Totals	23,876,120	23,368,283	22,885,416	26,449,052	26,299,796

Annual Expenditures by Department
FY 2018 (Actual) through FY 2022 (Proposed)

Water Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
FX.1900 - Special Items	52,242	51,664	56,421	187,684	194,570
FX.8310 - Water Administration	318,852	377,031	385,164	534,880	457,360
FX.8320 - Pump Stations	325,671	371,251	321,614	302,650	315,250
FX.8330 - Filtration	1,021,668	1,255,742	1,240,555	1,320,079	1,391,908
FX.8340 - Distribution	505,345	762,941	814,641	922,365	835,466
FX.9000 - Employee Benefits	946,837	353,549	320,629	320,277	392,347
FX.9700 - Debt Service	642,337	524,056	536,687	707,255	685,098
FX.9901 - Interfund Transfer	7,691	0	0	170,000	78,470
Expenditure Totals	3,820,642	3,696,233	3,675,710	4,465,190	4,350,469
Sewer Fund	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
G.1900 - Special Items	48,283	46,104	47,174	-5,608	181,011
G.8120 - Wastewater Systems	206,345	345,666	313,759	367,210	340,495
G.8130 - Wastewater Treatment	1,412,395	1,746,871	1,819,408	2,203,195	2,109,846
G.8135 - Wastewater Compost	271,317	338,299	297,461	390,116	402,897
G.9000 - Employee Benefits	982,033	344,347	321,905	320,866	385,785
G.9700 - Debt Service	834,972	777,662	702,704	674,939	683,308
G.9901 - Interfund Transfer	25,643	100,000	6,046	170,000	38,000
Expenditure Totals	3,780,987	3,698,949	3,508,457	4,120,718	4,141,342

Personal Service Summary by Fund

**City of Lockport
Government-Wide**

PERSONAL SERVICE SUMMARY

	<u>FY 2021 Working Budget</u>		<u>FY 2022 Proposed Budget</u>	
Full-Time-Equivalents (FTE)	FTE	Rate	FTE	Rate
General Fund	161.16	\$9,161,301	167.66	\$9,866,493
Water Fund	23.66	\$1,039,035	23.66	\$1,093,877
Sewer Fund	20.66	\$956,029	20.66	\$982,508
Subtotal:	205.48	\$11,156,365	211.98	\$11,942,878
Temporary Services FTE	FTE	Rate	FTE	Rate
General Fund	29.50	\$105,166	33.50	\$114,300
Water Fund	0.00	\$0	0.00	\$0
Sewer Fund	0.00	\$0	0.00	\$0
Subtotal:	29.50	\$105,166	33.50	\$114,300
Grandtotal:	234.98	\$11,261,531	245.48	\$12,057,178

**City of Lockport
General Fund**

PERSONAL SERVICE SUMMARY

	<u>FY 2021 Working Budget</u>		<u>FY 2022 Proposed Budget</u>	
General Fund Departments	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	\$219,720	4.00	\$248,551
A.1325 - Treasurer	3.50	\$160,159	4.00	\$189,316
A.1355 - City Assessor	3.00	\$148,898	3.00	\$156,962
A.1410 - City Clerk	3.50	\$155,174	4.00	\$187,618
A.1420 - City Attorney	1.50	\$114,014	1.50	\$118,162
A.1430 - Personnel - Civil Service	1.00	\$70,421	1.00	\$71,477
A.1440 - Engineering	2.50	\$142,704	2.50	\$145,865
A.1490 - Public Works Administration	1.16	\$80,283	1.66	\$109,103
A.1620 - Building Maintenance	4.00	\$145,477	5.00	\$209,386
A.1640 - Equipment Maintenance Garage	2.00	\$93,537	2.00	\$98,996
A.1680 - Information Technology Services	1.00	\$55,000	1.00	\$55,000
A.3120 - Police	50.00	\$3,536,844	50.00	\$3,662,973
A.3127 - Police Clerical	1.50	\$57,113	1.50	\$61,134
A.3128 - Police - School Crossing Guards	3.50	\$27,500	3.50	\$32,500
A.3173 - Community Policing	1.00	\$38,764	1.00	\$41,128
A.3410 - Fire	42.50	\$2,617,710	46.50	\$2,884,449
A.3510 - Control of Dogs	0.50	\$13,650	0.50	\$18,370
A.3620 - Code & Safety Inspection	5.00	\$249,725	5.00	\$277,735
A.5110 - Street Maintenance	13.00	\$580,909	13.00	\$603,685

**City of Lockport
General Fund**

PERSONAL SERVICE SUMMARY (Continued)

	<u>FY 2021 Budget</u>		<u>FY 2022 Proposed</u>	
General Fund Departments	FTE	Rate	FTE	Rate
A.7110 - Parks	5.00	\$209,472	5.00	\$215,993
A.8021 - Community Development	2.00	\$113,142	2.00	\$122,493
A.8730 - Forestry	5.00	\$208,818	5.00	\$228,128
Subtotal:	161.16	\$9,161,301	167.66	\$9,866,493

	<u>FY 2021 Budget</u>		<u>FY 2022 Proposed</u>	
Temporary Services	FTE	Rate	FTE	Rate
A.5110 - Street Maintenance	4.00	\$17,500	4.00	\$18,000
A.7110 - Parks	3.50	\$22,500	3.00	\$10,000
A.7140 - Playgrounds and Recreation	11.00	\$27,000	12.00	\$30,300
A.7180 - Community Pool	10.00	\$31,500	11.50	\$35,000
A.7185 - Marina	1.00	\$6,666	3.00	\$21,000
A.8730 - Forestry				
Subtotal:	29.50	\$105,166	33.50	\$114,300
Grandtotal:	190.66	\$9,266,467	201.16	\$9,980,793

**City of Lockport
Water and Sewer Funds**

PERSONAL SERVICE SUMMARY

	<u>FY 2021 Budget</u>		<u>FY 2022 Proposed</u>	
Water Fund Departments	FTE	Rate	FTE	Rate
FX.8310 - Water Administration	3.00	\$130,622	3.00	\$137,141
FX.8330 - Filtration	11.66	\$538,951	11.66	\$566,594
FX.8340 - Distribution	9.00	\$369,462	9.00	\$390,142
Grandtotal:	23.66	\$1,039,035	23.66	\$1,093,877

	<u>FY 2021 Budget</u>		<u>FY 2022 Proposed</u>	
Sewer Fund Departments	FTE	Rate	FTE	Rate
G.8120 - Wastewater Systems	3.00	\$130,050	3.00	\$133,314
G.8130 - Wastewater Treatment	14.66	\$695,560	14.66	\$713,219
G.8135 - Wastewater Compost	3.00	\$130,419	3.00	\$135,975
Grandtotal:	20.66	\$956,029	20.66	\$982,508

Cash Flow Analysis

General Fund - Cash Flow Statement
FY 2022 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Real Property Taxes	13,411	129	94	34	180	28	37	8	17	17	24	(112)	13,867
Nonproperty Tax Items	1	613	494	706	359	571	659	496	537	969	506	1,358	7,269
Intergovernmental	4	-	42	0	-	-	0	-	-	-	-	497	543
Departmental	17	15	15	29	5	15	44	5	9	13	3	32	201
Use of Money	11	20	21	12	8	5	3	1	1	1	1	76	160
Licenses and Permits	38	17	11	9	11	24	19	16	18	17	12	27	220
Fines	-	22	17	34	2	15	5	7	7	24	17	20	170
Sale of Property	(13)	0	5	0	-	0	-	14	-	1	-	8	15
Miscellaneous	0	0	0	0	5	0	2	1	0	0	-	1	8
State Aid	-	-	(0)	63	-	155	10	42	271	9	-	2,619	3,170
Federal Aid	-	8	0	-	-	-	-	-	2	-	4	17	30
Interfund Transfers	-	-	-	-	-	-	-	-	-	-	-	65	65
Total Revenues:	13,469	824	700	887	570	814	780	590	860	1,052	566	4,607	25,719
Expenditures:													
Personal Services	1,318	943	871	814	797	851	1,295	879	875	848	856	1,315	11,663
Equipment	-	3	19	17	2	61	1	53	3	44	6	(0)	209
Contractual	367	220	371	314	75	320	349	228	325	188	184	486	3,427
Debt Principal	-	52	-	-	485	-	-	-	-	166	13	-	717
Debt Interest	-	1	-	10	15	0	-	1	-	23	12	-	62
Employee Benefits	822	736	1,187	562	697	558	618	620	829	577	577	2,324	10,107
Interfund Transfers	-	-	-	-	-	-	96	-	-	-	-	18	114
Total Expenditures:	2,507	1,956	2,449	1,717	2,071	1,791	2,359	1,782	2,032	1,846	1,649	4,142	26,300
<i>Surplus (Deficiency)</i>	<i>10,962</i>	<i>9,829</i>	<i>8,080</i>	<i>7,251</i>	<i>5,749</i>	<i>4,772</i>	<i>3,193</i>	<i>2,002</i>	<i>831</i>	<i>36</i>	<i>(1,046)</i>	<i>(581)</i>	-
Month-End Cash Balance	17,281	16,148	14,399	13,570	12,068	11,091	9,512	8,321	7,150	6,355	5,273	5,738	

Water Fund - Cash Flow Statement
FY 2022 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Intergovernmental Charges	-	-	-	-	-	-	-	-	-	-	-	129	129
Departmental Income	320	279	416	310	270	691	61	302	414	238	295	570	4,166
Use of Money and Property	1	1	1	0	1	1	0	0	0	0	0	0	5
Licenses and Permits	-	-	-	-	-	-	-	-	-	-	-	-	-
Compensation for Loss	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
State Aid	-	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Transfers	-	-	-	-	-	-	-	-	-	-	-	51	51
Total Revenues:	321	280	416	310	270	692	61	302	414	238	296	750	4,350
Expenditures:													
Personal Services	134	95	92	95	92	93	149	90	93	95	96	128	1,250
Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
Contractual	45	39	42	82	31	62	40	47	285	91	37	333	1,134
Debt Principal	-	41	-	-	271	-	-	-	-	234	-	-	545
Debt Interest	-	2	-	25	11	34	-	2	-	57	9	-	140
Employee Benefits	116	62	129	81	81	81	87	82	82	83	84	235	1,203
Interfund Transfers	-	-	-	-	-	-	-	-	-	-	-	78	78
Total Expenditures:	295	239	263	283	485	270	276	220	460	559	226	775	4,350
<i>Surplus (Deficiency)</i>	<i>26</i>	<i>67</i>	<i>220</i>	<i>248</i>	<i>32</i>	<i>455</i>	<i>240</i>	<i>322</i>	<i>276</i>	<i>(45)</i>	<i>25</i>	<i>-</i>	
Month-End Cash Balance	2,436	2,477	2,630	2,658	2,442	2,865	2,650	2,732	2,686	2,365	2,435	2,410	

Sewer Fund - Cash Flow Statement
FY 2022 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Departmental Income	248	240	335	415	247	584	217	246	357	399	219	550	4,058
Use of Money and Property	0	0	0	0	0	0	0	0	0	0	0	0	1
Interfund Transfers	-	-	-	-	-	-	-	-	-	-	-	83	83
Total Revenues:	248	240	335	415	247	584	217	247	357	399	219	633	4,141
Expenditures:													
Personal Services	123	81	85	82	81	86	135	81	81	84	81	107	1,109
Equipment	-	-	-	-	-	-	-	-	12	0	-	9	21
Contractual	20	83	59	34	32	69	92	81	119	76	83	497	1,245
Debt Principal	-	10	44	-	274	-	-	-	-	217	51	-	596
Debt Interest	-	1	5	12	12	1	-	6	-	38	12	-	87
Employee Benefits	106	56	115	69	69	70	76	69	69	70	71	205	1,045
Interfund Transfers	-	-	-	-	-	-	-	-	-	-	-	38	38
Total Expenditures:	250	231	308	197	469	226	303	237	281	486	297	855	4,141
<i>Surplus (Deficiency)</i>	<i>(2)</i>	<i>7</i>	<i>34</i>	<i>253</i>	<i>30</i>	<i>388</i>	<i>302</i>	<i>311</i>	<i>387</i>	<i>300</i>	<i>222</i>	<i>-</i>	
Month-End Cash Balance	1,335	1,344	1,371	1,590	1,367	1,725	1,639	1,648	1,724	1,637	1,559	1,337	

Refuse and Recycling Fund - Cash Flow Statement

FY 2022 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Fees and Fund Revenues	18	1	0	1	698	(1)	1	1	1	699	0	10	1,429
Total Revenues:	18	1	0	1	698	(1)	1	1	1	699	0	10	1,429
Expenditures:													
Equipment and Capital Outlay	-	-	-	-	-	-	-	-	25	-	-	-	25
Contractual	0	104	99	103	107	110	112	1	218	109	109	294	1,367
Debt Principal	-	-	-	-	-	-	-	-	-	31	-	-	31
Debt Interest	-	-	-	2	-	-	-	-	-	2	-	-	5
Total Expenditures:	0	104	99	105	107	110	112	1	243	143	109	294	1,429
<i>Surplus (Deficiency)</i>	<i>18</i>	<i>(86)</i>	<i>(185)</i>	<i>(289)</i>	<i>302</i>	<i>191</i>	<i>80</i>	<i>79</i>	<i>(163)</i>	<i>393</i>	<i>284</i>	<i>-</i>	
Month-End Cash Balance	243	139	40	(64)	527	416	305	304	62	618	509	225	

Health Insurance Fund - Cash Flow Statement
FY 2022 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Intergovernmental Charges	574	574	574	574	574	574	574	574	574	574	574	574	6,893
Use of Money and Property	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	9	5	8	8	9	10	9	10	9	10	9	9	105
Total Revenues:	584	580	582	582	584	584	583	584	583	584	583	584	6,998
Expenditures:													
Contractual Costs	643	590	606	495	514	574	547	657	522	589	729	531	6,998
Total Expenditures:	643	590	606	495	514	574	547	657	522	589	729	531	6,998
<i>Surplus (Deficiency)</i>	<i>(59)</i>	<i>(70)</i>	<i>(93)</i>	<i>(6)</i>	<i>63</i>	<i>73</i>	<i>109</i>	<i>37</i>	<i>98</i>	<i>93</i>	<i>(52)</i>	-	
Month-End Cash Balance	1,754	1,739	1,708	1,787	1,847	1,847	1,875	1,792	1,844	1,830	1,675	1,718	

Worker's Compensation Fund - Cash Flow Statement
FY 2022 Proposed Budget (Value in Thousands)

	January	February	March	April	May	June	July	August	September	October	November	December	Total:
Revenues:													
Intergovernmental Charges	97	65	66	64	63	63	94	64	64	64	63	94	861
Total Revenues:	97	65	66	64	63	63	94	64	64	64	63	94	861
Expenditures:													
Contractual Costs	72	72	72	72	72	72	72	72	72	72	72	72	861
Total Expenditures:	72	72	72	72	72	72	72	72	72	72	72	72	861
<i>Surplus (Deficiency)</i>	25	18	12	4	(4)	(13)	10	2	(6)	(14)	(22)	-	
Month-End Cash Balance	1,914	1,907	1,901	1,893	1,885	1,876	1,899	1,891	1,883	1,875	1,867	1,889	

Revenue Estimates and Projections

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2022

All Funds	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
General Fund	25,189,799	23,954,698	26,449,052	26,299,796
Refuse and Recycling Fund	1,306,808	1,321,467	1,308,000	1,428,836
Water Fund	4,164,836	4,231,457	4,465,190	4,350,469
Sewer Fund	4,007,850	4,150,095	4,120,718	4,141,342
Health Insurance Fund	5,960,966	6,079,811	6,123,236	6,997,757
Worker's Compensation Fund	716,201	927,602	860,500	860,500
Total	41,346,459	40,665,130	43,326,696	44,078,700

** Projected revenues include appropriated fund balance.*

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2022

General Fund (A)	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
0000 - Undesignated Revenue				
31001 - Real Property Taxes	12,582,821	12,892,659	12,974,816	13,112,349
31051 - Gain from Sale of Tax Acquired Property	-59,226	0	0	0
31081 - Other Payments in Lieu of Taxes (PILOT)	353,097	353,911	375,000	375,000
31090 - Interest & Penalties of Property Taxes	263,260	308,580	250,000	310,000
31091 - Interest & Penalties on Special	36,563	0	20,000	70,000
31110 - Sales & Use Tax: Pre-empted	2,026,647	1,983,457	2,045,000	2,215,024
31120 - Sales & Use Tax: County Distribution	4,218,525	4,277,715	3,807,413	4,758,206
31130 - Utilities Gross Receipt Tax	187,426	178,434	180,000	210,000
32401 - Interest & Earnings	157,696	58,437	100,000	100,000
32410 - Rental of Real Property	53,100	53,100	25,000	60,000
32595 - Fees for Service	212	227	0	692
32610 - Fines & Tickets	172,561	47,156	150,000	100,000
32620 - Forfeiture of Deposits	0	0	0	0
32650 - Sale of Scrap and Excess Materials	1,855	852	1,500	0
32660 - Sale of Real Property	3,036	0	0	0
32665 - Sale of Equipment	81,181	1,100	10,000	15,000
32680 - Insurance Recoveries	9,946	11,249	0	0
32701 - Refund of Prior Year Expenses	88,679	27,503	0	0
32705 - Gifts & Donations	400	0	0	0
32770 - Other Unclassified Revenue	1,100	218	0	0
32801.CL - Interfund Revenue From Refuse Fund	74,041	73,906	90,507	75,000
32801.FX - Interfund Revenue From Water Fund	170,464	176,639	254,113	200,000
32801.G - Interfund Revenue From Sewer Fund	171,544	170,277	242,386	215,000
30599 - Appropriated Fund Balance	0	0	230,694	581,014

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2022

General Fund (A)	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
0000 - Undesignated Revenue (Continued)				
33001 - State Aid Per Capita	2,650,525	2,120,420	3,180,604	2,650,525
33005 - Mortgage Tax	232,331	253,746	200,000	300,000
34089 - Other General Government Federal Aid	391	15,479	1,072,366	0
34960 - Federal Emergency Disaster Assistance	0	0	0	0
35050 - Interfund Transfer for Debt Service	245,000	151,100	114,349	65,170
35050 - Interfund Transfer for Capital	0	0	8,000	0
0000 - Undesignated Revenue Total	23,723,172	23,156,139	25,331,748	25,412,980
1325 - Treasurer				
31113 - Tax on Hotel Room Occupancy	4,628	3,013	0	1,000
31230 - Treasurer Fees	22,165	19,505	18,000	25,000
31231 - Administrative Fee - Hotel Occupancy	-148	487	2,500	500
31235 - Charges for Tax Advertising and	4,200	3,960	2,500	4,000
1325 - Treasuer Total	30,845	26,965	23,000	30,500
1355 - City Assessor				
33089 - Other General Government State Aid	855	0	1,500	25,200
1355 - City Assessor Total	855	1,500	1,500	25,200
1410 - City Clerk				
31255 - Clerk Fees	39,842	29,734	30,000	35,000
32544 - Dog Licenses	47,431	42,536	40,000	45,000
1410 - City Clerk Total	87,273	72,270	70,000	80,000
1430 - Personnel - Civil Service				
31260 - Civil Service Exam Fees	2,395	5,323	2,500	3,500
32220 - Civil Service Fees	31,836	35,626	36,000	36,000
1430 - Personnel - Civil Service Total	34,231	40,949	38,500	39,500

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2022

General Fund (A)	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
1620 - Building Maintenance				
33021 - State Aid Court Facilities Maintenance	25,072	58,460	50,000	60,000
1620 - Building Maintenance Total	25,072	58,460	50,000	60,000
3120 - Police				
31250 - Police Fees	8,082	3,996	8,000	4,000
31589 - Other Public Safety Income	74,344	42,792	60,000	43,000
31589.FFT - Other Public Safety Income DA-	359	1,017	5,000	0
31741 - Parking Fees: Non-taxable	3,660	3,260	3,000	3,650
32260 - Public Safety Service Fees	9,214	4,167	30,000	5,000
32610 - Fines & Tickets	41,865	69,603	60,000	70,000
32665 - Sale of Equipment	0	0	55,000	0
32705 - Gifts & Donations	4,500	5,000	4,500	4,500
32770 - Other Unclassified Revenue	1,917	130	500	0
33389 - Other Public Safety State Aid	46,559	0	25,000	0
34389 - Other Federal Public Safety Aid	14,755	4,705	31,593	30,000
34389.DEA - Other Federal Public Safety Aid DEA	27,826	7,684	33,363	0
3120 - Police Total	233,081	142,354	315,956	160,150
3410 - Fire				
31560 - Safety Inspection Fees	7,980	315	8,000	8,000
32260 - Public Safety Service Fees	0	0	15,000	12,000
33389 - Other Public Safety State Aid	82,400	930	0	0
34389 - Other Federal Public Safety Aid	324,779	0	96,469	0
3410 - Fire Total	415,159	1,245	119,469	20,000
3620 - Code and Safety Inspection				
31570 - Charges on Unsafe Properties	40,975	32,475	50,000	40,000
32501 - Business Licenses	99,200	64,400	80,000	85,000

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2022

General Fund (A)	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
3620 - Code and Safety Inspection (Continued)				
32555 - Building Permits	68,325	56,401	80,000	90,000
32595 - Fees for Service	0	0	600	1,000
33989 - Other Home and Community Services	72,860	94,640	60,000	23,430
3620 - Code and Safety Inspection Total	281,360	247,916	270,600	239,430
5110 - Street Maintenance				
32665 - Sale of Equipment	0	0	18,256	0
32705 - Gifts & Donations	5,000	0	0	0
33510 - Highway Maintenance State Aid	185,030	92,515	74,012	92,515
5110 - Street Maintenance Total	190,030	92,515	92,268	92,515
6410 - Tourism				
31113 - Tax on Hotel Room Occupancy	85,121	66,505	85,000	85,000
6410 - Tourism Total	85,121	66,505	85,000	85,000
7140 - Playgrounds and Recreation Centers				
32001 - Parks and Recreation Charges	4,765	0	4,575	4,575
32012 - Recreation Concessions	0	0	0	0
32025 - Special Recreation Facility Charges	2,643	532	2,500	2,500
33820 - Youth Program State Aid	18,368	0	18,386	18,386
7140 - Playgrounds and Recreation Centers Total	25,776	532	25,461	25,461
7180 - Community Pool				
32001 - Parks and Recreation Charges	6,719	0	7,000	7,000
32012 - Recreation Concessions	1,036	0	1,000	1,000
32025 - Special Recreation Facility Charges	0	0	2,500	2,000
7180 - Community Pool Total	7,755	0	10,500	10,000

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2022

General Fund (A)	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
7185 Marina				
32001 - Parks and Recreation Charges	1,411	0	1,500	1,500
32012 - Recreation Concessions	5,003	0	5,000	5,000
32025 - Special Recreation Facility Charges	654	0	800	800
7185 - Marina Total	7,067	0	7,300	7,300
8021 Community Development				
32170 - Community Development Fees	23,057	7,536	5,500	8,000
8021 Community Development Total	23,057	7,536	5,500	8,000
8510 - Community Beautification				
32705 - Gifts & Donations	1,030	33,467	1,500	1,030
32705.HH - Gifts & Donations Hometown Hero	2,250	0	0	2,250
32705.JHP - Gifts & Donations John Henry Park	180	205	500	180
32705.VB - Gifts & Donations Veterans Bricks	300	50	250	300
8510 - Community Beautification Total	3,760	33,722	2,250	3,760
9901 - Interfund Transfer				
35031.H - Interfund Transfer From Capital	16,186	7,590	0	0
9901 - Interfund Transfer Total	16,186	7,590	0	0
General Fund Grand Total:	25,189,799	23,954,698	26,449,052	26,299,796

Revenue Summary - Comparison of Estimates Revenues

Fiscal Year Ending December 31, 2022

Refuse and Recycling Fund (CL)	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
0000 - Undesignated Revenue				
32130 - Refuse & Garbage Charges	1,290,398	1,301,144	1,290,000	1,411,836
32138 - Interest and Penalties - Refuse	16,410	16,650	17,000	17,000
32401 - Interest & Earnings	0	0	1,000	0
32651 - Sale of Recyclables	0	0	0	0
0000 - Undesignated Revenue Total	1,306,808	1,317,794	1,308,000	1,428,836
Refuse and Recycling Fund Grand Total:	1,306,808	1,317,794	1,308,000	1,428,836

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2022

Water Fund (FX)	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
0000 - Undesignated Revenue				
30599 - Appropriated Fund Balance	0	0	153,906	0
32140 - Metered Water Sales	3,903,982	3,903,260	4,000,000	4,020,358
32142 - Unmetered Water Sales	34,271	28,158	35,000	41,200
32144 - Water Service Fees	4,319	3,853	3,500	4,000
32148 - Interest and Penalties - Water	89,084	100,547	90,000	100,000
32401 - Interest & Earnings	6,296	3,198	5,000	5,000
32650 - Sale of Scrap and Excess Materials	241	217	0	0
32665 - Sale of Equipment	0	5,430	0	0
32680 - Insurance Recoveries	0	5,186	0	0
32701 - Refund of Prior Year Expenses	1,929	444	0	0
32770 - Other Unclassified Revenue	14	9	0	0
32801.G - Interfund Revenue From Sewer Fund	104,000	134,565	139,524	128,680
35031.H - Interfund Transfer From Capital	20,700	0	0	0
35050 - Interfund Transfer for Debt Service	0	46,590	38,260	51,231
0000 - Undesignated Revenue Total	4,164,836	4,231,457	4,465,190	4,350,469
Water Fund Grand Total:	4,164,836	4,231,457	4,465,190	4,350,469

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2022

Sewer Fund (G)	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
0000 - Undesignated Revenue				
30599 - Appropriated Fund Balance	0	0	42,000	0
32120 - Sewer Rents	2,977,435	3,003,440	3,050,000	3,093,543
32122 - Sewer Charges for Services	138,068	221,094	200,000	227,500
32128 - Interest & Penalties - Sewer	74,519	73,280	70,000	70,000
32374 - Sewer Services for Other Governments	637,660	637,660	637,660	650,413
32401 - Interest & Earnings	1,574	526	1,500	650
32655 - Minor Sales & Compost	17,635	15,420	10,000	16,500
32665 - Sale of Equipment	0	12,565	1,000	0
32701 - Refund of Prior Year Expenses	6,961	1,493	0	0
34989 - Other Home & Community Services	0	47,274	0	0
35031.H - Interfund Transfer From Capital	3,998	5,149	0	0
35050 - Interfund Transfer for Debt Service	150,000	132,194	108,558	82,736
0000 - Undesignated Revenue Total	4,007,850	4,150,095	4,120,718	4,141,342
Sewer Fund Grand Total:	4,007,850	4,150,095	4,120,718	4,141,342

Revenue Summary - Comparison of Estimates Revenues

Fiscal Year Ending December 31, 2022

Health Insurance Fund (MS)	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
0000 - Undesignated Revenue				
30599 - Appropriated Fund Balance	0	0	98,673	0
32401 - Interest & Earnings	0	0	0	0
32709 - Employee Contributions	39,794	58,628	87,000	104,750
32770 - Other Unclassified Revenue	30,023	27,313	35,000	0
32801.A - Interfund Revenue From General Fund	4,682,161	4,739,132	4,662,519	5,353,225
32801.FX - Interfund Revenue From Water Fund	637,183	695,656	694,526	710,274
32801.G - Interfund Revenue From Sewer Fund	571,805	559,081	545,518	829,508
0000 - Undesignated Revenue Total	5,960,966	6,079,811	6,123,236	6,997,757
Health Insurance Fund Grand Total:	5,960,966	6,079,811	6,123,236	6,997,757

Revenue Summary - Comparison of Estimates Revenues
Fiscal Year Ending December 31, 2022

Worker's Compensation Fund (S)	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
0000 - Undesignated Revenue				
32401 - Interest & Earnings	23,341	6,517	20,827	0
32701 - Refund of Prior Year Expenses	81,501	233,092	0	0
32801.A - Interfund Revenue From General Fund	503,616	573,563	660,380	710,439
32801.FX - Interfund Revenue From Water Fund	57,427	57,852	93,719	78,700
32801.G - Interfund Revenue From Sewer Fund	50,315	56,578	85,574	71,361
0000 - Undesignated Revenue Total	716,201	927,602	860,500	860,500
Worker's Compensation Fund Grand Total:	716,201	927,602	860,500	860,500

FY 2022 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 2022 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 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
City Council President	0.50	\$8,500	0.50	\$8,500
Councilor	2.50	\$40,000	2.50	\$40,000
Subtotal:	3.00	\$48,500	3.00	\$48,500
Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	3.00	\$48,500	3.00	\$48,500

**Legislative Common Council
A.1010**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Budget
Personal Services				
51040 Part Time Wages	48,548	47,834	48,500	48,500
Total Personal Services	48,548	47,834	48,500	48,500
Contractual Expenses				
54005 Office Supplies	0	100	150	150
54040 Assoc/Membership Dues	6,014	6,014	6,014	6,014
54045 Travel Related Costs	0	0	0	0
54055 Professional Services	23,025	55,161	30,500	30,500
Total Contractual Expenses	29,039	61,275	36,664	36,664
Employee Benefits				
58010 FICA	3,702	3,659	3,710	3,710
58020 Worker's Compensation	212	11,425	24,084	12,674
Total Employee Benefits	3,914	15,084	27,794	16,384
TOTAL:	81,502	124,193	112,958	101,548

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 2022 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

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Mayor	1.00	\$43,969	1.00	\$43,969
Confidential Secretary	1.00	\$35,000	1.00	\$35,000
Subtotal:	2.00	\$78,969	2.00	\$78,969
Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	2.00	\$78,969	2.00	\$78,969

**Office of the Mayor
A.1210**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2021 Proposed
Personal Services				
51010 Full Time Wages	73,957	73,325	78,969	78,969
51170 Additional Compensation	0	3,667	0	0
Total Personal Services	73,957	76,992	78,969	78,969
Contractual Expenses				
54005 Office Supplies	2,089	1,486	1,185	1,185
54035 Training and Education	50	0	0	0
54045 Travel Related Costs	320	0	0	0
54510 Program Expenses	284	0	115	115
54605 Telephone Services	206.52	0	0	0
Total Contractual Expenses	2,949	1,486	1,300	1,300
Employee Benefits				
58010 FICA	5,670	5,890	5,658	6,041
58020 Worker's Compensation	6,395	7,809	8,028	8,450
58040 Medical Insurance	625	0	0	0
58050 Retirement	10,140	2,449	0	0
Total Employee Benefits	22,830	16,148	13,686	14,491
TOTAL:	99,736	94,626	93,955	94,760

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. Our purpose is to serve the Administration and Council and provide unbiased and objective policy recommendations that are supported by data and intuitive methodology.

Department Responsibilities:

In addition to processing payroll and leading accounts payable, we are fully responsible for accounting and financial management of the City. This includes functional areas such as annual closing, development and publication of the annual operating and capital budgets, implementation of internal controls, monthly financial monitoring and analysis, as well as working with various third parties on audit materials and relevant audit work.

FY 2022 Goals:

In FY 2021, we successfully closed our full general ledger in-house, signifying a shift from reliance on contractual assistance for the closing and audit process that has occurred regularly in past years. In the process, we reduced our audit findings from 7 in 2019 to 1 in 2020. Our goals include continuing to expand our in-house functionality and expertise, increased monitorization of budgetary and cash flow benchmarks, implementation of performance management for the City, increased oversight and responsibility for internal controls and monthly reporting, as well as continued efforts to help the Administration and Council make informed and well-educated decisions.

Finance and Accounting
A.1310

Performance Metric	FY 2019 Actual	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Published Annual Operating Budget	1	1	1	1	1
Published Annual Capital Budget	0	0	1	1	1
Number of Departments Recording Performance Management Metrics	0	0	20	20	30
NYS OSC Quarterly Reports Submitted	2	6	2	4	4
Financial Memorandums Distributed	Not Recorded	11	7	12	12
Number of Finance Policies Updated	0	0	0	0	2
Number of Finance Process Documentation Guides Created/Updated	0	1	5	7	10
Total Blanket Purchase Orders	284	266	263	263	265
Total Standard Purchase Orders	1246	918	547	950	1000
Total Invoices Paid	5793	5164	2599	4455	5000
Amount of Retirement Buyouts	17	21	13	17	17
Average Retirement Buyout Amount	\$ 29,387	\$ 31,206	\$ 31,694	\$ 31,500	\$ 31,500
Amount of Hour Codes Recorded in Payroll	Not Recorded	77	90	90	85
Journal Entries Created	2152	1820	899	2000	2000
Number of Bank Accounts Reconciled Monthly	17	18	18	18	18
Closing Journal Entries Created	Not Recorded	70	0	75	80
Percent of Closing Done in House	25%	100%	N/A	100%	100%
Financial Audit Findings	7	1	N/A	0	0
Repeated Audit Findings	7	1	N/A	0	0

**Finance and Accounting
A.1310**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Director of Finance	1.00	\$77,648	1.00	\$95,662
Staff Accountant	1.00	\$53,201	1.00	\$57,534
Payroll & Benefits Coordinator	1.00	\$45,980	1.00	\$49,869
Principle Account Clerk	1.00	\$42,880	1.00	\$45,486
Subtotal:	4.00	\$219,709	4.00	\$248,551
Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	4.00	\$219,709	4.00	\$248,551

**Finance and Accounting
A.1310**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	250,617	197,679	219,709	248,551
51100 Overtime	7,503	1,694	2,500	2,000
51120 Longevity	2,850	1,750	1,750	1,750
51130 Out of Grade	2,361	1,592	500	0
51170 Other Compensation	0	0	0	6,500
Total Personal Services	263,332	202,713	224,459	258,801
Contractual Expenses				
54003 Office Furniture	0	0	0	200
54005 Office Supplies	301	1,003	800	1,000
54035 Training and Education	85	0	0	940
54040 Assoc/Membership Dues	60	0	0	225
54045 Travel Related Costs	648	0	0	2,600
54055 Professional Services	6,713	84,100	10,350	13,000
54115 Computer Software	0	0	830	1,324
Total Contractual Expenses	7,807	85,103	11,980	19,289
Employee Benefits				
58010 FICA	19,837	15,137	17,171	19,645
58020 Worker's Compensation	9,705	14,800	16,056	16,899
58040 Medical Insurance	80,065	80,139	81,487	89,636
58050 Retirement	34,965	0	36,362	29,704
Total Employee Benefits	144,572	140,130	151,076	155,884
TOTAL:	415,710	427,945	387,515	433,974

**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 2022 Goals:

The Treasury department would like to have the ability to accept credit card payment online by 2022. 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. 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**

Performance Metric	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
TAX SEARCH	377	480	500
REFUSE BILLS MAILED (MAY/OCTOBER)	7030	14,060	14,065
CITY TAX BILLS UPLOADED TO KVS	8157	8157	8157
COUNTY TAX BILLS UPLOADED TO KVS (COLLECTED MARCH-JUNE 15TH)	8157	8157	8157
DELINQUENT SCHOOL TAXES UPLOADED REC'D FROM SCHOOL NOVEMBER	1150	1150	1160
REFUSE PAYMENTS PROCESSED	4998	12,500	14,060
WATER/SEWER PAYMENTS PROCESSED	13,133	26,500	58,300
TAX PAYMENTS PROCESSED	14,776	17,000	18,700
PAYROLL TIMESHEETS ENTERED IN NEW WORLD	36	78	78
NEW WORLD RECEIPTS	340	600	660
TAX SALE ADVERTISING AND REPORTING (Nov - Dec)	0	400	435
DELINQUENT TAX NOTICES - CITY, COUNTY, CERTS (Oct. 15 - Nov. 15)	0	1500	1650
DELINQUENT TAX NOTICE - SCHOOL (end of Nov. beginning of Dec.)	0	1148	1250
ADVANCE NOTICE OF FORECLOSURE (May)	189	210	235
TAX SALE CERTIFICATES ISSUED & PROCESSED (Nov - Dec.)	0	400	450
BANKRUPTCY LETTERS - TO PAY CURRENT BILLS OWING (Feb. & Aug.)	12	15	20
TITLE SEARCHES FOR 2020 INREM - NUMBER ORDERED (July)	134	156	172
CERTIFICATES OF REDEMPTION (1 X A MONTH) 2019 INREM	51	142	152
CERTIFICATES OF REDEMPTION (1 X A MONTH) 2020 INREM	111	156	172
MAILINGS - 1ST CLASS & CERTIFIED - 2019 INREM - 45 DAYS (Jan.-Feb.) OWNERS	282	315	330
MAILINGS - 1ST CLASS & CERTIFIED - 2019 INREM - 45 DAYS (Jan.-Feb.) LIENHOLDERS	292	325	345
POSTAL SEARCHES - IF BOTH 1ST CLASS & CERTIFIED RETURNED	39	50	65

**Treasurer
A.1325**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Treasurer	1.00	\$55,000	1.00	\$55,000
Deputy City Treasurer	1.00	\$47,015	1.00	\$52,070
Tax Enforcement Clerk	1.00	\$40,825	1.00	\$44,405
Sr. Account Clerk	0.50	\$17,318	1.00	\$37,841
Subtotal:	3.50	\$160,158	4.00	\$189,316
Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	3.50	\$160,158	4.00	\$189,316

**Treasurer
A.1325**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	154,209	141,280	161,704	189,316
51100 Overtime	190	0	200	500
51120 Longevity	500	308	650	1,150
51130 Out of Grade	192	0	0	250
Total Personal Services	155,090	141,588	162,554	191,216
Contractual Expenses				
54003 Office Furniture	90	750	0	650
54005 Office Supplies	1,164	735	1,500	1,200
54010 Office Equipment	1,004	0	0	3,000
54035 Training and Education	85	0	0	1,000
54040 Assoc/Membership Dues	40	40	135	335
54045 Travel Related Costs	421	0	0	500
54055 Professional Services	40,275	2,850	9,999	10,000
54075 Maintenance Contracts	325	325	326	325
54120 Refund and Cancellations	244	532	0	500
54440 Fees and Permits	0	0	0	0
54510 Program Expenses	19	0	0	0
Total Contractual Expenses	43,667	5,232	11,960	17,510
Employee Benefits				
58010 FICA	11,791	10,766	12,436	14,628
58020 Worker's Compensation	4,581	4,055	15,311	16,899
58040 Medical Insurance	48,551	51,360	53,815	59,196
58050 Retirement	20,804	19,935	26,334	22,181
Total Employee Benefits	85,727	86,117	107,896	112,904
TOTAL:	284,485	232,937	282,410	321,630

**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 2022 Goals:

Our goals include: 1) Completion of the 2022 Equity Improvement Project 2) Continue to update physical inventory of the entire City 3) Educate public on the Assessment Process and Equity Project 4) Update the refuse billing process to eliminate billing issues 5) Physically verify all valid sales (+/-) 5% 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**

Performance Metric	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Address Changes	512	200	600
Refuse File Changes	141	600	200
Building Permits	271	95	500
BAR Complaints reviewed and/or processed	52	30	600
Deeds Recorded	277	600	600
Tax Map Revisios	10	10	10
Aged	109	175	100
Veterans	755	865	850
Disability	29	35	30
Non for Profit	140	75	75
School Tax Roll Prepared	0	1	1
Sales Verifications	112	400	300
Equity Improvemant Educational Sessions	0	1	1
SCAR and/or Art. 7 cases handled	3	5	25
Number of Exemptions approved	1216	1000	250
Number of Exemptions Denied	3	10	5
Number of Exemptions Removed	160	150	150
Exemptions Relevied- City \$\$	26566	\$18,000	\$ 23,000
Tentative Roll Prepared	1	1	1
Final Roll Prepared	1	1	1
City Tax Roll Prepared	1	1	1
County Tax Roll Prepared	1	1	1
Inventory Updates/Pictures	7111	6000	200

**City Assessor
A.1355**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
City Assessor	1.00	\$69,313	1.00	\$70,353
Real Property Tax Appraiser	1.00	\$44,951	1.00	\$49,869
Sr. Account Clerk	1.00	\$34,635	1.00	\$36,740
Subtotal:	3.00	\$148,899	3.00	\$156,962
Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	3.00	\$148,899	3.00	\$156,962

**City Assessor
A.1355**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	128,961	136,586	147,588	156,962
51100 Overtime	137	109	300	1,175
51120 Longevity	650	650	650	650
51170 Other Compensation	2,333	2,000	0	0
Total Personal Services	132,081	139,345	148,538	158,787
Contractual Expenses				
54005 Office Supplies	801	771	750	750
54033 Licensing and Certification	0	0	2,000	2,000
54035 Training and Education	4,615	475	0	0
54040 Assoc/Membership Dues	495	610	540	540
54045 Travel Related Costs	2,347	0	0	0
54055 Professional Services	2,900	0	10,000	23,600
54065 Equipement Rental / Lease	1,591	4,937	4,980	5,080
54075 Maintenance Contracts	0	0	0	0
54115 Computer Software	0	0	3,050	3,050
54510 Program Expenses	85	44	100	750
54515 Special Supplies	131	0	0	0
Total Contractual Expenses	12,964	6,837	21,420	35,770
Employee Benefits				
58010 FICA	10,122	10,637	11,364	12,134
58020 Worker's Compensation	8,209	11,136	12,042	12,671
58050 Medical Insurance	25,025	21,371	21,165	46,564
58050 Retirement	17,698	18,876	24,063	18,399
Total Employee Benefits	61,054	62,020	68,634	89,768
TOTAL:	206,099	208,201	238,592	284,325

**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, including dog licenses, parking permits, peddlers permits, bingo and games of chance licenses, park pavilion reservations, revocable permits, and tree cutting permits.

FY 2022 Goals:

The goal of the City Clerk's office during FY 2022 is to conduct the business of the city of Lockport in an efficient, reliable and exacting manner. We will continue to provide accurate birth, death and marriage records. We will 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**

Performance Metric	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Common Council Ordinances, Resolutions & Local Laws processed	178	360	360
FOIL requests	41	80	90
Birth Certificates issued	386	775	800
Death Certificates issued	731	1460	1500
Deaths logged	121	250	280
Marriage Certificates issued	80	160	175
Marriage Licenses issued	63	125	140
Refuse & Recycling issues addressed	209	420	425
Claims and Notices of Complaint processed	34	70	70
Police Dept-reports & forms processed	203	405	400
Police Dept-tickets paid	728	1450	1500
Dog Licenses issued	1157	2315	2400
Parking permits issued	78	155	160
Racing & Wagering-bell jar licenses/bingo proceeds	22	40	50
Bag & Bulk tags/Carts sold	1213	2425	2500
Park pavilion reservations made	81	160	175
Postage applied on mail for all city hall departments			

**City Clerk
A.1410**

PERSONAL SERVICE DETAIL

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Position	FTE	Rate	FTE	Rate
City Clerk	1.00	\$55,176	1.00	\$58,804
Deputy City Clerk	1.00	\$44,951	1.00	\$49,869
Sr. Account Clerk	1.00	\$37,729	1.00	\$42,204
Sr. Account Clerk	0.50	\$17,318	1.00	\$36,740
Subtotal:	3.50	\$155,174	4.00	\$187,618

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Temporary Services	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	3.50	\$155,174	4.00	\$187,618
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**City Clerk
A.1410**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	150,255	171,245	156,897	187,618
51100 Overtime	29	367	0	500
51120 Longevity	1,450	1,450	950	500
51130 Out of Grade	11,512	2,730	0	500
51170 Other Compensation	0	0	0	2,000
Total Personal Services	163,246	175,792	157,847	191,118
Contractual Expenses				
54005 Office Supplies	891	766	1,000	1,000
54010 Office Equipment	0	0	0	1,200
54035 Training and Education	225	225	225	200
54040 Association Dues	2,560	2,560	4,740	225
54075 Service Contracts	319	0	0	2,975
54510 Program Expenses	0	0	0	6,500
Total Contractual Expenses	3,995	3,551	5,965	12,100
Employee Benefits				
58010 FICA	12,371	13,108	12,113	14,628
58020 Worker's Compensation	13,056	15,346	16,056	16,899
58040 Medical Insurance	50,561	42,995	37,000	32,422
58050 Retirement	21,693	23,647	20,452	22,181
Total Employee Benefits	97,681	95,097	85,621	86,130
TOTAL:	264,922	274,440	249,433	289,348

**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 2022 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 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
City Attorney	0.50	\$53,375	0.50	\$56,044
Deputy City Attorney	1.00	\$59,160	1.00	\$62,118
Subtotal:	1.50	\$112,535	1.50	\$118,162

Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	1.50	\$112,535	1.50	\$118,162
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**City Attorney
A.1420**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2021 Proposed
Personal Services				
51010 Full Time Wages	54,003	15,351	0	0
51040 Part Time Wages	61,146	91,505	112,535	118,162
Total Personal Services	115,150	106,857	112,535	118,162
Contractual Expenses				
54005 Office Supplies	160	120	200	200
54035 Training and Education	0	0	0	0
54045 Travel Related Costs	0	0	0	0
54055 Professional Services	64,236	56,262	53,684	85,000
54059 Court Related Expenses	1,768	435	2,000	2,000
54083 Misc. Support Services	5,000	4,000	5,000	5,000
Total Contractual Expenses	71,164	60,817	60,884	92,200
Employee Benefits				
58010 FICA	8,809	8,175	8,609	9,039
58020 Worker's Compensation	6,395	6,508	12,042	6,337
58050 Retirement	15,845	14,962	18,231	0
Total Employee Benefits	31,049	29,645	38,882	15,376
TOTAL:	217,363	197,318	212,301	225,738

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 2022 Goals:

Work on putting together a dossier for the many functions and responsibilities of Civil Service. Creating a document that is step by step direction for future employees that occupy this position.

Personnel - Civil Service
A.1430

Performance Metric	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Bill the Lockport City School District for Civil Service Administration	1	1	1
Process the Exam fee report/bill for NYS Dept of Civil Service	1	1	1
Process Report of Personnel Forms/Appts, terminations, other activities	230	460	460
Maintain hard copy Roster Cards	243	486	486
Maintain hard copy of Personnel Files/City, Housing Auth, School, Library	362	724	724
Maintain Personnel profiles in New World	222	444	444
Process Step Increase in New World	12	24	24
Administer Civil Service Examinations	7	14	14
Maintain Civil Service Eligible Lists and Certifications for Appts	22	44	44
Annual City of Lockport Civil Service Report to NYS Civil Serv	1	1	1
Civil Service Commission Meetings/Agenda/Agenda Minutes	9	18	18
Certify Payroll	12	24	24
FMLA requests	5	10	10
Discrimintion and Harassemnt Training/Reporting	24	48	48
NYS Retirement Reporting/registration/change forms	22	44	44
City Physician/new hire phy, vaccinations, return to work phy/random drug screens	45	100	100

**Personnel - Civil Service
A.1430**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Personnel/Civil Service Officer	1.00	\$70,421	1.00	\$71,477
Subtotal:	1.00	\$70,421	1.00	\$71,477

Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	1.00	\$70,421	1.00	\$71,477
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**Personnel - Civil Service
A.1430**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	68,305	68,884	70,422	71,447
51120 Longevity	1,500	1,500	2,000	2,000
Total Personal Services	69,805	70,384	72,422	73,447
Contractual Expenses				
54005 Office Supplies	434	155	300	300
54010 Office Equipment	0	90	0	0
54055 Professional Services	4,124	1,848	14,000	14,021
54060 Legal Notice and Advt.	3,355	2,317	825	1,000
54510 Program Expenses	1,705	0	2,950	2,950
Total Contractual Expenses	9,619	4,410	18,075	18,271
Employee Benefits				
58010 FICA	5,311	5,355	5,540	5,621
58020 Worker's Compensation	3,145	3,905	4,014	4,225
58040 Medical Insurance	20,652	21,371	21,165	23,282
58050 Retirement	9,306	9,627	11,732	8,523
Total Employee Benefits	38,413	40,258	42,451	41,651
TOTAL:	117,837	115,051	132,948	133,369

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 2022 Goals:

Our FY 2022 goals include continued progress on our capital plan and numerous capital and engineering-related projects.

**Engineering
A.1440**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
City Engineer	1.00	\$87,319	1.00	\$88,000
Sr. Account Clerk	1.00	\$40,823	1.00	\$43,305
Engineering Intern	1.00	\$14,560	1.00	\$14,560
Subtotal:	1.00	\$142,702	1.00	\$145,865

Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	1.00	\$142,702	1.00	\$145,865
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**Engineering
A.1440**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	121,778	131,876	128,142	131,305
51040 Part Time Wages	4,458	1,022	15,000	14,560
51060 Temporary / Seasonal	1,136	0	0	0
51100 Overtime	168	0	0	0
51120 Longevity	1,850	1,100	1,100	1,100
51185 Allowances	0	0	150	150
Total Personal Services	129,390	133,998	144,392	147,115
Contractual Expenses				
54003 Office Furniture	0	221	0	0
54005 Office Supplies	1,195	242	500	500
54040 Association Dues	0	0	315	0
54055 Professional Services	53,085	14,557	35,500	115,000
54065 Equip. Rental / Lease	2,218	6,043	6,060	6,060
54075 Maintenance Contracts	4,966	766	6,685	7,000
54117 Computer Supplies	0	657	500	500
54605 Telephone Serices	536	492	600	600
Total Contractual Expenses	62,000	22,978	50,160	129,660
Employee Benefits				
58010 FICA	9,934	10,001	11,417	11,243
58020 Worker's Compensation	6,302	7,954	8,028	12,674
58040 Medical Insurance	14,685	24,443	25,516	28,068
58050 Retirement	17,540	15,265	21,036	17,079
Total Employee Benefits	48,461	57,663	65,997	69,064
TOTAL:	239,851	214,639	260,549	345,839

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 2022 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 2021 Budget</u>		<u>FY 2022 Budget</u>	
Position	FTE	Rate	FTE	Rate
Director of Streets and Parks	0.66	\$56,016	1.00	\$71,477
Electrician	0.33	\$18,422	0.33	\$20,270
Sr. Account Clerk	0.33	\$17,047	0.33	\$18,084
Subtotal:	1.33	\$91,485	1.66	\$109,831
	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Temporary Services	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	1.33	\$91,485	1.66	\$109,831

**Public Works Administration
A.1490**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	36,266	20,060	35,469	109,103
51040 Part Time Wages	0	0	50,710	0
51100 Overtime	3,960	3,008	0	4,000
51120 Longevity	267	267	533	1,600
51185 Allowances	0	0	267	267
Total Personal Services	40,493	23,335	86,979	114,970
Contractual Expenses				
54005 Office Supplies	0	0	100	650
54033 Licensing and Certification	0	0	70	75
54040 Assoc/Membership Dues	0	0	80	150
54045 Travel Related Costs	0	0	0	300
54055 Professional Services	0	0	0	10,000
54605 Telephone Serices	68	0	400	400
Total Contractual Expenses	68	0	650	11,575
Employee Benefits				
58010 FICA	3,049	1,779	6,709	8,784
58020 Worker's Compensation	1,797	1,107	6,843	7,041
58040 Medical Insurance	10,407	7,636	14,110	35,311
58050 Retirement	5,254	2,752	5,832	13,319
Total Employee Benefits	20,508	13,273	33,494	64,455
TOTAL:	61,069	36,609	121,123	191,000

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 2022 Goals:

Our goals for FY 2022 include promoting a safe workplace and community area by following all safety protocols required to combat COVID-19.

**Building Maintenance
A.1620**

Performance Metric	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Building Maintenance A.1620				
Daily Cleaning 4,890 sq. ft. City Hall (Freq.)	Not Recorded	181	370	370
Winter plowing 5 parking lots, plowing and treating side walks (Freq.)	52	52	52	52
Acres Mowed City Hall, Main St., Islands	2	2	2	2
Mulching around all Main St, trees	60	60	60	60

**Building Maintenance
A.1620**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Department of Public Works Supervisor	1.00	\$51,142	1.00	\$55,338
Sr. Build Maint. Mechanic	1.00	\$26,000	1.00	\$47,682
Municipal Worker - Bldgs	2.00	\$68,335	3.00	\$106,366
Subtotal:	4.00	\$145,477	5.00	\$209,386
Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Seasonal Assistance	0.00	\$0	0.00	\$0
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	4.00	\$145,477	5.00	\$209,386

**Building Maintenance
A.1620**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	86,509	104,153	153,088	209,386
51060 Temporary / Seasonal	25,124	3,260	0	0
51100 Overtime	15,031	17,729	10,000	20,000
51120 Longevity	2,000	0	0	0
51130 Out of Grade	42,809	29,756	0	0
51170 Other Compensation	38	639	6,000	0
51185 Allowances	1,875	1,875	2,500	1,950
Total Personal Services	173,386	157,411	171,588	231,336
Equipment and Capital Outlay				
52020 Property Improvements	35,405	0	0	15,000
52025 Building and Grounds Equip.	58,799	4,774	4,223	25,000
52411 Building Improvments	40,580	3,900	3,460	40,000
Total Equipment and Capital Outlay	134,784	8,674	7,683	80,000
Contractual Expenses				
54007 Janitorial Supplies	25,593	44,423	38,000	40,000
54030 Small Tools	2,516	1,353	1,500	1,500
54035 Training and Education	3,795	0	0	0
54050 Equip. Maintenance / Repair	9,408	15,387	4,425	5,000
54055 Professional Services	148	1,382	21,400	250
54075 Maintenance Contracts	6,525	10,004	14,278	11,000
54076 Property Repairs	35,726	5,269	5,770	15,000

**Building Maintenance
A.1620**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Contractual Expenses (Continued)				
54077 Const. and Maint. Supplies	16,944	20,102	19,360	15,000
54085 Clothing and Uniforms	838	302	440	300
54110 Landscape Materials	3,304	7,070	6,023	4,000
54520 Chemicals	1,956	0	0	0
54605 Telephone Serices	343	399	420	420
Total Contractual Expenses	107,095	105,691	111,615	92,470
Employee Benefits				
58010 FICA	13,194	11,990	12,476	17,697
58020 Worker's Compensation	13,653	14,028	16,056	16,899
58040 Medical Insurance	45,427	51,091	50,600	79,544
58050 Retirement	23,366	22,199	26,420	26,633
Total Employee Benefits	95,640	99,308	105,552	140,773
TOTAL:	510,906	371,083	396,438	544,579

**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 2022 Goals:

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

**Equipment Maintenance Garage
A.1640**

Performance Metric	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Equipment Maintenance A.1640				
Equipment Supported Highway and Parks (54 Vehicles, 25 Misc.)	79	82	82	82
Water filtration	18	0	18	18
Waste Water	14	0	14	14
Fire	7	7	7	7
Police	12	12	12	12
City Hall	12	0	12	12
Work Orders	Not Recorded	0	240	250

**Equipment Maintenance Garage
A.1640**

PERSONAL SERVICE DETAIL

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Position	FTE	Rate	FTE	Rate
Public Works Equip Mechanic	1.00	\$49,504	1.00	\$51,663
Public Works Equip Mechanic	1.00	\$44,034	1.00	\$47,333
Subtotal:	2.00	\$93,538	2.00	\$98,996

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Temporary Services	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	2.00	\$93,538	2.00	\$98,996
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**Equipment Maintenance Garage
A.1640**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	93,274	94,943	93,538	98,996
51100 Overtime	18,033	13,057	13,000	13,000
51120 Longevity	1,300	1,300	1,300	1,850
51150 Holiday Pay	0	0	1,915	0
51160 Shift Differential	0	257	0	0
51170 Other Compensation	1,845	1,800	6,000	0
51180 Taxable Reimbursements	1,090	1,100	1,100	0
51185 Allowances	1,250	1,320	2,350	2,650
Total Personal Services	116,792	113,777	119,203	116,496
Contractual Expenses				
54030 Small Tools	0	0	1,950	2,500
54050 Equip. Maint. / Repair	21,029	11,180	8,500	10,000
54078 Gasoline, Oil, Diesel Fuel	6,803	7,259	7,000	7,000
54085 Clothing and Uniforms	4,390	4,173	3,000	4,200
54115 Comp. Licenses and Soft.	2,234	2,845	2,500	3,000
54300 Vehicle Maint. and Repair	199,024	76,867	171,950	142,859
54515 Special Supplies	1,505	0	0	0
Total Contractual Expenses	234,985	102,323	194,900	169,559
Employee Benefits				
58010 FICA	8,891	8,584	8,396	8,912
58020 Worker's Compensation	6,293	7,809	8,028	8,450
58040 Medical Insurance	20,652	24,042	21,165	30,318
58050 Retirement	15,272	15,649	17,780	13,514
Total Employee Benefits	51,109	56,085	55,369	61,194
TOTAL:	402,885	272,185	369,472	347,249

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 2022 Goals:

The goals of the department in FY 2022 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 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
Total Personal Services	0	0	0	0
Contractual Expenses				
54001 Printing / Copying	7,873	4,987	2,000	7,500
54005 Office Supplies	344	484	3625	500
54020 Postage Expenses	27,000	34,327	33,000	34,000
54050 Equip. Maint. / Repair	0	42	0	0
54055 Professional Services	375	0	0	0
54060 Legal Notices and Advt.	5,007	3,995	5875	8500
54065 Equipment Rental / Lease	10,228	9,651	10,580	10,580
54075 Maintenance Contracts	150	490	500	500
Total Contractual Expenses	50,976	53,976	55,580	61,580
Employee Benefits				
Total Employee Benefits	0	0	0	0
TOTAL:	50,976	53,976	55,580	61,580

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 2022 Goals:

In FY 2022, the department will advance its endeavors for IT infrastructure improvements and to support the needs of City Hall. Capital Funds will be utilized in correlation with the NYS aggregate buy program, which ensures accurate pricing and upgraded specs on a statewide level. These efforts will enable the department to continue its growth, as well as service the needs of city employees. IT, as a department, is now an established entity with ever-growing importance in everyday tasks. It is crucial to have a greater presence be known through the city, to foster new technologies as they arise and to heed the threat of false data and resources. It will be the department's efforts to stake relationships with city wide buildings and unify the network and share capabilities as well as solidifying the importance of IT Support.

**Information Technology Support
A.1680**

PERSONAL SERVICE DETAIL

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Position	FTE	Rate	FTE	Rate
Network Coordinator	1.00	\$55,000	1.00	\$55,000
Subtotal:	1.00	\$55,000	1.00	\$55,000

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Temporary Services	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

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

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	3,800	9,149	43,607	55,000
Total Personal Services	3,800	9,149	43,607	55,000
Contractual Expenses				
52060 Computer Equipment	22,778	31,071	826	6,000
54005 Office Supplies	166	611	50	0
54040 Membership Dues	0	0	100	100
54055 Professional Services	28,717	62,794	35,989	15,000
54075 Maintenance Contracts	31,351	43,211	60,900	59,850
54115 Comp. Licenses and Soft.	47,914	48,561	10,300	34,750
54117 Computer Supplies	384	5,425	2,150	3,500
54605 Telephone Services	121	912	5,693	15,924
54610 Internet Services	17,860	27,719	31,800	40,200
Total Contractual Expenses	149,291	220,304	147,808	175,324
Employee Benefits				
58010 FICA	270	700	3,531	4,208
58020 Worker's Compensation	217	918	3,337	4,225
58040 Medical Insurance	1,135	4,697	0	0
58050 Retirement	332	111	7,064	6,380
Total Employee Benefits	1,955	6,426	13,932	14,813
TOTAL:	155,046	235,879	205,347	245,137

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 2022 Goals:

Contingency funding is budgeted in this department. If needed, this will support costs that are unforeseen and not anticipated in the City.

**Special Items
A.1900**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
Total Personal Services	0	0	0	0
Contractual Expenses				
54050 Equipment Maintenance	0	415	0	0
54055 Professional Services	0	0	125,000	45,000
54070 Insurance	234,373	242,584	260,500	270,000
54078 Gasoline, Oil, and Fuel	150,601	100,777	145,000	144,000
54100 Real Property Taxes	35,842	22,808	40,000	28,000
54440 Fees and Permits	251	314	500	500
54510 Program Expenses	8,082	12,126	5,620	10,120
54515 Special Supplies	1,356	3,483	8961	0
54605 Telephone Services	65,132	55,580	60,000	60,000
54620 Utilities - Natural Gas	53,392	41,517	55,000	60,000
54623 Utilities - Electricity	142,158	131,551	135,539	140,000
54765 Judgement and Claims	7,075	10,029	245,000	5,000
54775 Contingency	0	0	120,675	331,000
Total Contractual Expenses	698,262	621,185	1,201,795	1,093,620
Employee Benefits				
Total Employee Benefits	0	0	0	0
TOTAL:	698,262	621,185	1,201,795	1,093,620

**Police Department
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 2022 Goals:

The Goal of the Lockport Police Department for 2022 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.

**Police Department
A.3120**

Performance Metric	FY 2019 Actual	FY 2020 Actual	FY 2021 YTD Actual
Uniform Crime Reporting			
Murder	0	1	0
Rape	10	12	13
Robbery	14	37	10
Aggravated Assault	93	95	65
Burglary	72	94	46
Larceny	376	401	241
Motor Vehicle Theft	23	23	11
Traffic Division			
Accidents	-	445	239
Injury Accidents	-	20	8
Hit and Run Accidents	-	89	48
Fatal Accidents	-	1	1
Patrol Division			
Calls for Service	-	16,517	10560
Arrests	-	590	344
Citations	-	1786	1167
Detective Division			
Annual Cases Assigned	-	290	246

**Police Department
A.3120**

Performance Metric	FY 2019 Actual	FY 2020 Actual	FY 2021 YTD Actual
Warrant Division			
Warrants Issued in Year	-	419	344
Warrants Served	-	200	148
Year End Active Warrants	-	85	105
Sex Offender Tracking			
Level 1 in City Limits	-	26	26
Level 2 in City Limits	-	23	23
Level 3 in City Limits	-	12	12
Drug Task Force			
Total Cases	-	318	TBD
Individuals Arrested	-	53	TBD
Felony Charges	-	72	TBD
Misdemeanor Charges	-	24	TBD
Violations	-	4	TBD
Search Warrants	-	46	TBD

**Police Department
A.3120**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Chief of Police	1.00	\$103,000	1.00	\$103,000
Police Captain	2.00	\$190,528	2.00	\$194,336
Detective Lieutenant	1.00	\$90,688	1.00	\$92,497
Sr. Police Lieutenant	3.00	\$256,464	3.00	\$261,090
Detective	5.00	\$408,200	5.00	\$416,401
Jr. Police Lieutenant	6.00	\$488,467	6.00	\$498,272
Warrant Officer	1.00	\$77,111	1.00	\$78,653
K-9 Officer	1.00	\$77,111	1.00	\$78,653
School Resource Officer	1.00	\$77,111	1.00	\$78,653
Police Officer (Step 7)	9.00	\$666,334	11.00	\$831,519
Police Officer (Step 6)	0.00	\$0	2.00	\$136,037
Police Officer (Step 5)	2.00	\$122,928	7.00	\$438,853
Police Officer (Step 4)	7.00	\$393,557	1.00	\$57,347
Police Officer (Step 3)	3.00	\$150,134	3.00	\$153,137
Police Officer (Step 2)	1.00	\$47,299	3.00	\$144,735
Police Officer (Step 1)	5.00	\$225,264	0.00	\$0
Police Officer - Provisional	2.00	\$92,352	2.00	\$99,290
Matron Services	0.00	\$500	0.00	\$500
Grand Total:	50.00	\$3,467,048	50.00	\$3,662,973

**Police Department
A.3120**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	3,155,288	3,142,175	3,536,844	3,662,973
51040 Part Time Wages	126	987	0	0
51100 Overtime	311,791	358,006	315,000	365,000
51120 Longevity	79,872	81,298	81,000	81,898
51130 Out of Grade	328,371	345,930	35,000	40,000
51150 Holiday Pay	0	0	50,000	50,000
51160 Shift Differential	12,121	16,834	30,000	20,000
51165 Briefing Pay	131,883	124,800	143,077	148,332
51170 Other Compensation	5,263	6,511	0	0
51175 Edu. and Training Incentive	1,450	0	158,000	158,000
51185 Allowances	60,000	56,250	62,500	62,500
51195 Education Reimbursement	4,851	0	0	0
Total Personal Services	4,091,015	4,132,791	4,411,421	4,588,703
Equipment and Capital Outlay				
52015 Technical Equipment	101,310	9,984	5,900	10,000
52030 Motor Vehicle Equipment	2,886	0	0	0
52070 Public Safety Equipment	103,203	14,983	32,480	43,284
Total Equipment and Capital Outlay	207,399	24,968	38,380	53,284

**Police Department
A.3120**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Contractual Expenses				
54001 Printing / Copying	1,104	1,805	2,500	2,500
54003 Office Furniture	0	520	0	0
54005 Office Supplies	4,306	3,743	4,000	4,000
54010 Office Equipment	6,178	1,216	300	300
54035 Training and Education	5,333	4,341	57,604	20,000
54040 Assoc/Membership Dues	500	200	850	850
54045 Travel Related Costs	2,847	110	1,500	1,500
54050 Equip. Maintenance Repair	1,355	3,141	1,500	1,500
54055 Professional Services	3,663	7,094	15,000	8,000
54065 Equipment Rental / Lease	31,934	42,700	90,647	92,412
54067 Real Property Rent / Lease	750	750	1,650	1,650
54075 Maintenance Contracts	2,143	1,182	2,725	2,725
54085 Clothing and Uniforms	2,196	10,082	5,000	5,000
54115 Computer License and Soft.	57,613	65,601	84,425	72,105
54117 Computer Supplies	9,581	1,980	5,000	5,000
54300 Vehicle Maint. and Repair	0	9,412	0	0
54400 Food Supplies	1,082	1,129	1,500	1,500
54500 Medical Fees and Services	181	828	950	1,000
54505 K-9 Expenses	2,613	1,142	4,000	4,000
54510 Program Expenses	19,694	15,869	25,000	10,000
54515 Special Supplies	27,591	24,835	34,126	50,000
54605 Telephone Services	14,370	15,341	15,300	17,400
54610 Internet Services	2,237	1,838	1,700	1,650
54623 Utilities - Electricity	1,194	1,207	1,200	1,200
Total Contractual Expenses	198,465	216,065	356,477	304,292

**Police Department
A.3120**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Employee Benefits				
58010 FICA	312,248	311,242	332,677	361,154
58020 Worker's Compensation	150,121	182,655	200,700	211,239
58040 Medical Insurance	773,968	792,931	816,340	831,051
58050 Retirement	902,326	932,995	1,179,039	1,161,063
Total Employee Benefits	2,138,663	2,219,823	2,528,756	2,564,507
TOTAL:	6,635,542	6,593,646	7,335,034	7,510,786

**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 2022 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 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Sr Account Clerk	1.00	\$38,766	1.00	\$41,123
Sr Account Clerk	0.50	\$18,346	0.50	\$20,011
Subtotal:	1.50	\$57,112	1.50	\$61,134

Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	1.50	\$57,112	1.50	\$61,134
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**Police Clerical
A.3127**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	55,450	59,390	57,112	61,134
51100 Overtime	1,050	0	0	0
51120 Longevity	0	0	0	500
Total Personal Services	56,501	59,390	57,112	61,634
Contractual Expenses				
Total Contractual Expenses	0	0	0	0
Employee Benefits				
58010 FICA	5,930	4,544	4,369	4,715
58020 Worker's Compensation	6,289	6,369	8,028	6,337
58040 Medical Insurance	28,720	34,692	31,748	11,942
58050 Retirement	9,628	8,804	9,252	7,150
Total Employee Benefits	50,567	54,409	53,397	30,144
TOTAL:	107,068	113,799	110,509	91,778

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 2022 Goals:

The goals for the department in FY 2022 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

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Crossing Guards	3.5	\$27,500	3.5	\$32,500
Subtotal:	3.50	\$27,500	3.50	\$32,500
Grandtotal:	3.50	\$27,500	3.50	\$32,500

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

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51040 Part Time Wages	29,429	20,990	30,000	32,500
Total Personal Services	29,429	20,990	30,000	32,500
Employee Benefits				
58010 FICA	2,251	1,606	2,295	2,486
58020 Worker's Compensation	0	0	0	14,787
Total Employee Benefits	2,251	1,606	2,295	17,273
TOTAL:	31,681	22,596	32,295	49,773

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 2022 Goals:

Goals for FY 2022 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 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Community Policing Aid	1.00	\$38,771	1.00	\$41,128
Subtotal:	1.00	\$38,771	1.00	\$41,128

Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	1.00	\$38,771	1.00	\$41,128
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**Community Policing
A.3137**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	38,849	31,671	38,771	41,128
51120 Longevity	800	800	800	800
Total Personal Services	39,649	32,471	39,571	41,928
Contractual Expenses				
Total Contractual Expenses	0	0	0	0
Employee Benefits				
58010 FICA	3,055	2,462	3,027	3,208
58020 Worker's Compensation	3,115	3,326	4,014	4,225
58040 Medical Insurance	20,652	18,700	21,165	23,282
58050 Retirement	5,315	4,717	6,411	4,864
Total Employee Benefits	32,136	29,205	34,617	35,579
TOTAL:	71,785	61,676	74,188	77,507

**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 2022 Goals:

1. Continue to maintain all current services delivered as safely and efficiently as our staffing levels provide.
2. Review and consult with IT to assist in streamlining and updating the Department's needs in this area.
3. Continue the process of fine tuning the revenue recovery program.
4. Work to bring a proper fee schedule for our Code Enforcement duties to better maximize revenues related to this work.

**Fire Department
A.1310**

Performance Metric	FY 2019 Actual	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Structural Fires					
Private Dwelling (1 or 2 Family)	17	11	9	18	18
Apartments (3 or more Families)	4	8	7	14	14
Hotels and Motels	0	1	0	0	0
All Other Residential	0	1	2	4	4
Public Assembly (Churches, Restaurants, Clubs, etc)	1	1	0	0	0
Schools and Colleges	0	0	0	0	0
Health Care and Penal Institutions	0	0	0	0	0
Stores and Offices	1	1	0	0	0
Industry, Utility, Defense, Labs, and Manufacturing	1	2	0	0	0
Storage in Structures	2	0	0	0	0
Other Structures	0	0	0	0	0
Other Fires					
Highway Vehicles	5	8	2	4	4
Other Vehicles	2	0	1	2	2
Outside of Structure with Value (Crops, Timber, etc)	0	0	1	2	2
Brush, Grass, Wildland, etc. - No Value	2	16	9	18	18
Outside Refuse/Rubbish - No Value	26	43	14	28	28
Explosions	0	1	1	2	2
All Other Fires Not Classified	9	1	2	4	4

**Fire Department
A.1310**

Performance Metric	FY 2019 Actual	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Other Incident Responses					
Emergency Medical Services	1387	1397	726	1452	1452
Mercy Flight	3	0	0	0	0
COVID-19	0	73	67	134	134
Obvious Death	19	17	11	22	22
Hazardous Conditions / Materials	201	164	83	166	166
Rescue / Confined Space	7	6	2	4	4
Carbon Monoxide Detector Activiations	47	53	22	44	44
Motor Vehicle Collisions	129	187	111	222	222
Overdose	20	41	23	46	46
False Malicious	7	10	7	14	14
False Malfunction	55	53	27	54	54
False Unintentional	136	96	36	72	72
Mutual Aid	13	8	11	22	22
All Other Responses	30	31	23	46	46
Estimated Monetary Losses From Incidents	262,065	175,990	202,425	404,850	404,850
Extinguishing Mediums Used					
H2O (in Gallons)	76,216	13,367	123,112	246,224	246,224
CO2	6	1	2	4	4
Chem	5	1	2	4	4
Foam	1	8	0	0	0
OOA	0	0	0	0	0

**Fire Department
A.3410**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Fire Chief	1.00	\$91,620	1.00	\$91,620
Assistant Fire Chief	4.00	\$336,714	4.00	\$343,444
Fire Municipal Training Officer	1.00	\$80,019	1.00	\$84,673
Fire Captain	4.00	\$305,660	4.00	\$311,776
Fire Lieutenant	4.00	\$294,904	4.00	\$300,844
Firefighter (Step 8)	8.00	\$566,170	9.00	\$649,591
Firefighter (Step 7)	1.00	\$65,261	0.00	\$0
Firefighter (Step 6)	0.00	\$0	0.00	\$0
Firefighter (Step 5)	0.00	\$0	4.00	\$226,332
Firefighter (Step 4)	4.00	\$204,485	4.00	\$208,596
Firefighter (Step 3)	4.00	\$187,082	3.00	\$143,144
Firefighter (Step 2)	3.00	\$133,786	8.00	\$363,897
Firefighter (Step 1)	8.00	\$330,658	4.00	\$140,521
Sr. Account Clerk	0.50	\$18,350	0.50	\$20,061
Grandtotal:	42.50	\$2,614,709	46.50	\$2,884,499

**Fire Department
A.3410**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	2,521,243	2,266,846	2,653,636	2,884,499
51100 Overtime	182,704	162,311	120,000	175,000
51120 Longevity	29,850	26,400	24,700	22,550
51130 Out of Grade	166,086	337,803	9,750	9,750
51150 Holiday Pay	0	0	75,000	65,000
51170 Other Compensation	50,956	18,592	14,000	23,945
51175 Edu. and Training Incentive	0	0	152,000	163,903
51185 Allowances	3,900	40,950	40,950	43,875
Total Personal Services	2,954,739	2,852,902	3,090,036	3,388,522
Equipment and Capital Outlay				
52015 Technical Equipment	0	0	0	500
52015 Technical Equipment	6,045	980	17,509	17,600
52050 Household Equipment	1,466	0	0	0
52070 Public Safety Equipment	36,890	31,250	128,537	35,900
Total Equipment and Capital Outlay	44,400	32,230	146,046	54,000
Contractual Expenses				
54005 Office Furniture	0	0	0	700
54005 Office Supplies	2,841	1,656	1,767	2,610
54030 Small Tools	498	536	1,500	2,210
54035 Training and Education	25,416	48,480	20,000	76,025
54040 Assoc/Membership Dues	1,841	2,021	2,061	2,061
54041 Publications	39	0	0	1,127
54045 Travel Related Costs	3,921	2,662	50	6,703
54050 Equip. Maintenance / Repair	8,965	13,540	8,950	15,765

**Fire Department
A.3410**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Contractual Expenses (Continued)				
54055 Professional Services	0	2,500	5,000	5,000
54065 Equipment Rental / Lease	11,867	9,037	9,060	9,240
54076 Property Repairs	0	0	0	15,000
54083 Misc. Support Services	8,402	8,568	12,000	12,000
54085 Clothing and Uniforms	29,138	20,947	45,448	51,786
54115 Computer Licenses and Soft.	14,382	11,853	23,570	21,818
54300 Vehicle Maint. and Repair	0	59,096	0	0
54500 Medical Fees and Services	9,346	12,296	42,500	51,250
54515 Special Supplies	10,208	9,153	6,000	6,000
54605 Telephone Services	1,760	2,113	3,500	5,500
Total Contractual Expenses	128,624	204,457	181,406	284,795
Employee Benefits				
58010 FICA	225,457	215,678	233,255	253,284
58020 Worker's Compensation	120,866	145,290	172,602	196,452
58040 Medical Insurance	615,228	606,781	674,940	765,487
58050 Retirement	664,718	665,433	840,391	893,944
Total Employee Benefits	1,626,268	1,633,182	1,921,188	2,109,167
TOTAL:	4,754,031	4,722,771	5,338,676	5,836,484

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 2022 Goals:

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

**Control of Dogs
A.3510**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Dog Control Officer	0.50	\$16,300	0.50	\$18,370
Subtotal:	0.50	\$16,300	0.50	\$18,370

Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	0.50	\$16,300	0.50	\$18,370
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**Control of Dogs
A.3510**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51040 Part Time Wages	15,889	16,573	13,583	18,370
Total Personal Services	15,889	16,573	13,583	18,370
Contractual Expenses				
54055 Professional Services	22,836	21,648	23,000	16,200
54505 K9 Services	463	0	500	500
54605 Telephone Services	219	221	400	400
Total Contractual Expenses	23,518	21,869	23,900	17,100
Employee Benefits				
58010 FICA	1,216	1,268	1,039	1,405
58020 Worker's Compensation	0	0	4,014	2,112
Total Employee Benefits	1,216	1,268	5,053	3,517
TOTAL:	40,622	39,710	42,536	38,987

**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 2022 Goals:

Housing has a direct impact 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**

Performance Metric	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Amount of Contractors Licensed	286	205	351	355
Amount of Permits:				
Single Family Home	1	2	3	3
Fence	105	62	106	107
Roofing	164	103	177	178
Driveway	76	62	106	107
Residential Additions	2	1	2	2
Residential Alt/repairs	85	49	84	85
Non-Residential Add/Repair	25	18	31	31
Garage Carport	2	6	10	10
Sheds (360 SQ or Less)	31	14	24	24
Above Ground Pool	11	22	38	38
In Ground Pool	0	2	3	3
Decks and Porches	52	30	51	52
Sewer and Water Lateral	5	4	7	7
Water Lateral	24	15	26	26
Sewer Lateral	36	45	77	78
Plumbing Fixtures	30	20	34	35
Hot Water Tank	59	26	45	45
Furnace	24	30	51	52
Generator	2	2	3	3
Signs, Permanent	17	14	24	24
A Frame Signs	14	1	2	2
Temporary Signs	1	1	2	2
Demolition Other Buildings	4	1	2	2
Demolition Res. Accessory	3	3	5	5
Parking Lot Patch	8	9	15	16
Solar Panels	10	1	2	2
Total Permits	791	543	931	940

**Code and Safety Inspection
A.3620**

Performance Metric	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Permit Valuations:				
Single Family Home	\$ 270,000	\$ 400,000	\$ 685,714	\$ 692,571
Fence	\$ 347,147	\$ 286,190	\$ 490,611	\$ 495,518
Roofing	\$ 1,176,308	\$ 942,942	\$ 1,616,472	\$ 1,632,637
Driveway	\$ 333,058	\$ 302,045	\$ 517,791	\$ 522,969
Residential Additions	\$ 70,000	\$ 20,000	\$ 34,286	\$ 34,629
Residential Alt/repairs	\$ 1,173,725	\$ 996,319	\$ 1,707,975	\$ 1,725,055
Non-Residential Add/Repair	\$ 2,324,558	\$ 3,994,414	\$ 6,847,567	\$ 6,916,043
Garage Carport	\$ 23,000	\$ 113,500	\$ 194,571	\$ 196,517
Sheds (360 SQ or Less)	\$ 83,030	\$ 76,254	\$ 130,721	\$ 132,028
Above Ground Pool	\$ 13,875	\$ 41,250	\$ 70,714	\$ 71,421
In Ground Pool	\$ -	\$ 60,800	\$ 104,229	\$ 105,271
Decks and Porches	\$ 343,877	\$ 190,967	\$ 327,372	\$ 330,646
Sewer and Water Lateral	\$ 61,000	\$ 28,100	\$ 48,171	\$ 48,653
Water Lateral	\$ 113,830	\$ 55,923	\$ 95,868	\$ 96,827
Sewer Lateral	\$ 159,339	\$ 225,573	\$ 386,697	\$ 390,564
Plumbing Fixtures	\$ 228,050	\$ 190,700	\$ 326,914	\$ 330,183
Hot Water Tank	\$ 169,685	\$ 68,625	\$ 117,643	\$ 118,819
Furnace	\$ 104,352	\$ 207,748	\$ 356,139	\$ 359,701
Generator	\$ 14,150	\$ 15,955	\$ 27,351	\$ 27,625
Signs, Permanent	\$ 73,050	\$ 59,850	\$ 102,600	\$ 103,626
Demolition Other Buildings	\$ 46,000	\$ 7,850	\$ 13,457	\$ 13,592
Demolition Res. Accessory	\$ 3,500	\$ 11,500	\$ 19,714	\$ 19,911
Parking Lot Patch	\$ 100,478	\$ 85,677	\$ 146,875	\$ 148,344
Solar Panels	\$ 252,125	\$ 33,989	\$ 58,267	\$ 58,850
Total Permit Valuation	\$ 7,484,137	\$ 8,416,171	\$ 14,427,722	\$ 14,571,999

**Code and Safety Inspection
A.3620**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Chief Building Inspector	1.00	\$78,169	1.00	\$79,342
Sr. Building Inspector	1.00	\$55,268	1.00	\$60,816
Building Inspector	0.00	\$0	1.00	\$45,486
Inspection Data Coord./Zoning	1.00	\$47,015	1.00	\$54,251
Code Compliance Technician	1.00	\$34,636	0.00	\$0
Sr. Account Clerk	1.00	\$34,636	1.00	\$37,840
Subtotal:	5.00	\$249,724	5.00	\$277,735
Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	5.00	\$249,724	5.00	\$277,735

**Code and Safety Inspection
A.3620**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	240,302	239,117	246,008	277,735
51040 Part Time Wages	14,585	8,985	0	0
51100 Overtime	3,107	1,933	3,500	10,000
51120 Longevity	2,050	2,050	2,050	2,050
51130 Out of Grade	0	0	0	350
51170 Other Compensation	4,600	4,000	4,000	10,000
51185 Allowances	500	500	1,550	850
Total Personal Services	265,145	256,586	257,108	300,985
Equipment and Capital Outlay				
52030 Motor Vehicle Equipment	660	0	0	0
Total Equipment and Capital Outlay	660	0	0	0
Contractual Expenses				
54003 Office Furniture	0	0	0	0
54005 Office Supplies	1,792	1,528	1,800	2,500
54010 Office Equipment	489	0	0	700
54033 Licensing and Certifications	470	0	0	0
54035 Training and Education	820	420	900	1,800
54040 Assoc / Membership Dues	470	415	155	370
54041 Publications	0	1,733	0	0
54045 Travel Related Costs	1,150	353	600	660
54055 Professional Services	80	0	600	1,000
54065 Equipment Rental / Lease	3,181	9,873	14,940	14,940
54075 Maintenance Contracts	0	0	3,250	3,250

**Code and Safety Inspection
A.3620**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Contractual Expenses (Continued)				
54076 Property Repairs	15,414	7,275	30,000	30,000
54077 Const. and Main. Supplies	0	51	0	500
54083 Misc. Support Services	0	0	0	20,000
54085 Clothing and Uniforms	1,051	0	0	800
54515 Special Supplies	264	129	150	150
54605 Telephone Services	1,845	1,843	1,680	1,900
Total Contractual Expenses	27,025	23,621	54,075	78,570
Employee Benefits				
58010 FICA	20,254	19,525	19,397	21,555
58020 Worker's Compensation	18,703	20,772	20,070	25,349
58040 Medical Insurance	60,700	65,352	64,907	110,286
58050 Retirement	35,357	35,459	41,076	32,775
Total Employee Benefits	135,013	141,107	145,450	189,965
TOTAL:	427,842	421,313	456,633	569,520

**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 2022 Goals:

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

**Street Maintenance
A.5110**

Performance Metric	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Highway A.5110				
Cold Patching tons	90	36	90	90
Hot Patching tons	900	160	900	900
Contract Milling tons	7989	2627	8000	8000
Resurface Paving tons	8243	1867	8000	8000
Chip Sealing miles	2.1	2.99	2.5	2.5
Fall Leaf Pickup Cycles around city	2.5	0	2.5	2.5
Sweeping Curb Miles (Entire City 150 Miles)	270	91	300	300
Signs Replaced	40	77	45	45
Centerline painted lines , Contractor miles	20	0	20	20
Crosswalk Painting/parking spaces/ misc Gallons	80	70	80	80
Road Salt tons used	3000	2300	3000	3000
Electronic Recycling Cubic Yards	180	83	200	200
Garbage and Recycle totes Maintained/Exchanged	200	212	150	150

**Street Maintenance
A.5110**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Public Works Supervisor	1.00	\$57,325	1.00	\$60,810
Street Crew Leader	1.00	\$48,256	1.00	\$51,663
Heavy Equipment Oper. - Streets	8.00	\$353,488	8.00	\$365,211
Sign Maintenance Worker	1.00	\$43,950	1.00	\$45,049
Municipal Worker - Streets	2.00	\$77,886	2.00	\$80,952
Subtotal:	13.00	\$580,905	13.00	\$603,685
Temporary Services	FTE	Rate	FTE	Rate
Seasonal Assistance	4.00	\$17,500	4.00	\$18,000
Subtotal:	4.00	\$17,500	4.00	\$18,000
Grandtotal:	17.00	\$598,405	17.00	\$621,685

**Street Maintenance
A.5110**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	637,240	641,399	592,446	603,685
51040 Part Time Wages	38,802	44,637	0	0
51060 Temporary / Seasonal	38,462	0	17,500	18,000
51100 Overtime	125,356	72,493	90,000	90,000
51120 Longevity	9,450	11,750	11,800	10,350
51130 Out of Grade	4,261	5,114	1,500	5,000
51150 Holiday Pay	0	0	3,970	4,200
51160 Shift Differential	5,747	6,315	5,200	6,500
51170 Other Compensation	2,192	1,800	30,000	0
51185 Allowances	8,125	8,475	7,850	700
Total Personal Services	869,634	791,984	760,266	738,435
Equipment and Capital Outlay				
52035 Public Works Equipment	12,179	24,225	12,400	15,000
Total Equipment and Capital Outlay	12,179	24,225	12,400	15,000
Contractual Expenses				
54005 Office Supplies	316	352	200	350
54007 Janitorial Supplies	495	432	500	500
54033 Licensing and Certifications	263	200	205	300
54035 Training and Education	0	0	325	250
54040 Assoc / Membership Dues	150	150	0	0
54045 Travel Related Costs	178	185	0	0
54050 Equip. Maint. / Repairs	10,686	6,051	7,000	7,000
54065 Equipment Rental / Lease	8,927	17,393	34,302	41,822

**Street Maintenance
A.5110**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Contractual Expenses (Continued)				
54076 Property Repairs	13,398	2,650	6,000	8,000
54077 Const. and Maint. Supplies	50,639	32,357	47,000	50,000
54083 Misc. Support Supplies	15,684	2,948	16,088	35,000
54440 Fees and Permits	493	253	260	260
54500 Medical Fees and Services	486	0	0	0
54515 Special Supplies	15,578	17,585	2,100	1,500
54560 Salt	174,440	208,185	190,000	190,000
54605 Telephone Services	839	683	840	1,200
54610 Internet Services	0	2,819	6,312	6,000
Total Contractual Expenses	292,571	292,242	316,132	342,182
Employee Benefits				
58010 FICA	66,669	60,212	55,265	56,716
58020 Worker's Compensation	52,858	58,655	52,182	54,922
58040 Medical Insurance	252,224	250,942	219,180	248,921
58050 Retirement	113,983	108,294	114,196	86,001
Total Employee Benefits	485,734	478,102	440,823	446,560
TOTAL:	1,660,117	1,586,553	1,529,621	1,542,177

**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 2022 Goals:

Goals include continuing to provide effective service and being responsive to situations where street lighting can be improved for safety. FY 2022 marks our first year into NYSEG LED conversion as well.

**Street Lighting
A.5182**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
Total Personal Services	0	0	0	0
Contractual Expenses				
54050 Equip. Maintenance / Repair	7,903	1,708	8,000	0
54623 Utilities - Electricity	301,345	300,229	275,000	234,042
Total Contractual Expenses	309,248	301,937	283,000	234,042
Employee Benefits				
Total Employee Benefits	0	0	0	0
TOTAL:	309,248	301,937	283,000	234,042

**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 2022 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 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
Total Personal Services	0	0	0	0
Contractual Expenses				
54130 Tourism and Promotion	102,761	62,714	85,000	85,000
Total Contractual Expenses	102,761	62,714	85,000	85,000
Employee Benefits				
Total Employee Benefits	0	0	0	0
TOTAL:	102,761	62,714	85,000	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 2022 Goals:

Our goals include continuing to provide a meaning service within both budgetary constraints and safety guidelines. In addition, the Common Council approved \$10k to be used for the reintroduction of a City tennis program.

**Parks Department
A.7110**

Performance Metric	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Parks A.7110				
Acreage Mowed	200	200	200	200
Ballfield Maintenance	10	10	10	10
Pools Open/Winterized	0	1	0	0
Park Buildings Open/Winterize/Maintained	11	11	11	11
Marina Docks Installed/ Fall Removed	12	12	12	12

**Parks Department
A.7110**

PERSONAL SERVICE DETAIL

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Position	FTE	Rate	FTE	Rate
Heavy Equipment Oper. - Parks	1.00	\$45,739	1.00	\$46,883
Municipal Worker - Parks	3.00	\$123,667	3.00	\$126,768
Parks Maintainer	1.00	\$40,061	1.00	\$42,342
Subtotal:	5.00	\$209,467	5.00	\$215,993

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Temporary Services	FTE	Rate	FTE	Rate
Seasonal Assistance	3.50	\$22,500	0.00	\$0
Tennis Instructors	0.00	\$0	3.00	\$10,000
Subtotal:	3.50	\$22,500	0.00	\$0
Grandtotal:	8.50	\$231,967	5.00	\$215,993

**Parks Department
A.7110**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	207,272	211,397	209,477	215,993
51060 Temporary / Seasonal	4,007	0	22,500	10,000
51100 Overtime	20,011	9,703	10,000	10,000
51120 Longevity	3,400	3,550	3,550	4,250
51150 Holiday Pay	0	0	0	1,600
51160 Shift Differential	251	936	0	0
51170 Other Compensation	41	0	15,000	0
51185 Allowances	3,125	3,125	3,125	3,125
Total Personal Services	238,107	228,711	263,652	244,968
Equipment and Capital Outlay				
52025 Building and Ground Equip.	0	934	1,490	1,000
Total Equipment and Capital Outlay	0	934	1,490	1,000
Contractual Expenses				
54007 Janitorial Supplies	1,259	1,438	1,675	1,675
54030 Small Tools	1,209	0	0	0
54050 Equip. Maintenance / Repair	3,114	1,428	2,000	1,500
54055 Professional Services	299	299	300	300
54076 Property Repair	18,904	23,771	19,510	21,500
54077 Const. and Maint. Supplies	398	155	0	0
54083 Misc. Support Services	0	0	0	0
54110 Landscape Materials	183	0	1,500	1,500
54515 Special Supplies	1,285	99	215	0
54520 Chemicals	0	0	485	1,000
Total Contractual Expenses	26,651	27,190	25,185	27,475

**Parks Department
A.7110**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Employee Benefits				
58010 FICA	18,292	17,445	18,783	19,689
58020 Worker's Compensation	16,651	19,524	20,070	21,124
58040 Medical Insurance	89,115	93,091	92,187	101,406
58050 Retirement	31,142	31,510	36,130	29,855
Total Employee Benefits	155,198	161,570	167,170	172,074
TOTAL:	419,957	418,405	457,497	445,517

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 2022 Goals:

Re-Connect with the City youth through the Summer Youth and Recreation Program, through the use of the Parks and Community Pool.

**Playground and Recreation Centers
A.7140**

PERSONAL SERVICE DETAIL

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Position	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Temporary Services	FTE	Rate	FTE	Rate
Director	2.00	\$7,200	2.00	\$7,200
Recreation Leaders	9.00	\$19,800	10.00	\$23,100
Subtotal:	11.00	\$27,000	12.00	\$30,300
Grandtotal:	11.00	\$27,000	12.00	\$30,300

Playground and Recreation Centers
A.7140

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51060 Temporary / Seasonal	58,542	0	27,000	30,300
51100 Overtime	156	0	0	0
Total Personal Services	58,698	0	27,000	30,300
Contractual Expenses				
54065 Equipment Rental / Lease	4,339	8,622	8,640	8,640
54076 Property Repairs	0	0	0	1050
54500 Medical Fees and Services	0	0	200	150
54510 Program Expenses	1,889	935	1,500	4,000
54515 Special Supplies	895	0	730	495
Total Contractual Expenses	7,123	9,557	11,070	14,335
Employee Benefits				
58010 FICA	4,490	0	2,050	2,678
58020 Worker's Compensation	17,160	0	0	0
58050 Retirement	10,167	1,971	3,791	4,060
Total Employee Benefits	31,817	1,971	5,841	6,738
TOTAL:	97,638	11,528	43,911	51,373

**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 Niagara Aquatics summer youth program.

FY 2022 Goals:

Provide a safe environment for the Community to gather and enjoy the benefits of a community pool with family and friends.

**Community Pool
A.7180**

PERSONAL SERVICE DETAIL

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Position	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Temporary Services	FTE	Rate	FTE	Rate
Supervisor	3.00	\$21,000	3.00	\$21,000
Lifeguards	7.00	\$10,500	8.50	\$14,000
Subtotal:	10.00	\$31,500	11.50	\$35,000
Grandtotal:	10.00	\$31,500	11.50	\$35,000

**Community Pool
A.7180**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51060 Temporary / Seasonal	34,941	0	31,500	35,000
51100 Overtime	385	0	0	0
Total Personal Services	35,326	0	31,500	35,000
Contractual Expenses				
54050 Equip. Maintenance / Repair	935	24	6,488	8,000
64076 Property Repairs	0	0	1,000	1,000
54085 Clothing and Uniforms	0	0	789	800
54440 Fees and Permits	215	0	250	220
54500 Medical Fees and Services	0	0	200	200
54510 Program Expenses	0	0	200	1,200
54515 Special Services	1,305	0	341	1,500
54520 Chemicals	2,906	0	3,012	3,200
Total Contractual Expenses	5,361	24	12,280	16,120
Employee Benefits				
58010 FICA	2,703	0	2,410	2,678
58020 Worker's Compensation	9,963	0	0	0
58050 Retirement	0	0	0	2,535
Total Employee Benefits	12,666	0	2,410	5,213
TOTAL:	53,353	24	46,190	56,333

**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 2022 Goals:

After reductions in appropriations due to COVID-19, the City is eager to continue operations within the department.

Marina
A.7185

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Temporary Services Seasonal Assistance	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
	1.00	\$6,666	3.00	\$21,000
Subtotal:	1.00	\$6,666	3.00	\$21,000
Grandtotal:	1.00	\$6,666	3.00	\$21,000

**Marina
A.7185**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51060 Temporary / Seasonal	20,435	0	6,666	21,000
51100 Overtime	58	0	0	0
Total Personal Services	20,493	0	6,666	21,000
Contractual Expenses				
54050 Equip. Maintenance / Repair	0	299	500	500
54055 Professional Services	5000	0	0	0
54077 Construction Supplies	0	0	1,500	1,250
54078 Gasoline, Oil, Diesel Fuel	3,486	0	7,000	5,000
54515 Special Supplies	5303	549.68	2000	5000
Total Contractual Expenses	13,789	849	11,000	11,750
Employee Benefits				
58010 FICA	1,568	0	510	1,530
58020 Worker's Compensation	4,548	0	0	0
58050 Retirement	0	0	0	0
Total Employee Benefits	6,116	0	510	1,530
TOTAL:	40,398	849	18,176	34,280

**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 ensure 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 2022 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 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Community Development Director	1.00	\$71,910	1.00	\$78,170
Community Development Specialist	1.00	\$38,766	1.00	\$43,305
Subtotal:	2.00	\$110,676	2.00	\$121,475

Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	2.00	\$110,676	2.00	\$121,475
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**Community Development
A.8021**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	99,110	110,176	113,133	122,493
Total Personal Services	99,110	110,176	113,133	122,493
Contractual Expenses				
54040 Assoc / Membership Dues	60	0	0	0
54055 Professional Services	20,000	17,500	0	0
54075 Maintenance Contracts	0	0	30,000	0
Total Contractual Expenses	20,060	17,500	30,000	0
Employee Benefits				
58010 FICA	7,582	8,428	8,655	9,371
58020 Worker's Compensation	6,289	7,809	8,028	8,450
58040 Medical Insurance	41,838	43,295	42,331	47,167
58050 Retirement	12,945	14,768	18,328	14,497
Total Employee Benefits	68,655	74,301	77,342	79,485
TOTAL:	187,824	201,977	220,475	201,978

**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 2022 Goals:

The goal is to continue beautification efforts in the City and to make Lockport a wonderful place to live.

**Community Beautification
A.8510**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed	FY 2021 Proposed
Personal Services				
Total Personal Services	0	0	0	0
Contractual Expenses				
54075 Maintenance Contracts	5,000	2,500	5,000	5,000
54130 Tourism and Promotion	0	0	0	0
54510 Program Expenses	18,313	5,651	14,550	17,000
54510.HH Hometown Hero Expenses	2,692	0	0	0
54510.VB Veterans Brick Expenses	0	0	0	0
Total Contractual Expenses	26,005	8,151	19,550	22,000
Employee Benefits				
Total Employee Benefits	0	0	0	0
TOTAL:	26,005	8,151	19,550	22,000

**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 2022 Goals:

The FY 2021 budget included Treekeeper software to help the Department's operations. The FY 2022 budget expands on this and contains an inventory project that would utilize said software and provide a fresh tree inventory for the City.

Forestry
A.8730

Performance Metric	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Trees Trimmed	23	15	25	25
Trees Removed	113	72	125	125
Stumps Ground	93	96	120	125
Trees Planted	11	6	10	12

**Forestry
A.8730**

PERSONAL SERVICE DETAIL

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Position	FTE	Rate	FTE	Rate
Tree Crew Leader	1.00	\$48,256	1.00	\$51,663
Municipal Worker - Forestry	1.00	\$41,226	1.00	\$42,257
Tree Trimmer	3.00	\$119,349	3.00	\$134,208
Subtotal:	5.00	\$208,831	5.00	\$228,128

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Temporary Services	FTE	Rate	FTE	Rate
Seasonal Assistance	0.00	\$0	0.00	\$0
Subtotal:	0.00	\$0	0.00	\$0

Grandtotal:	5.00	\$208,831	5.00	\$228,128
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**Forestry
A.8730**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	202,288	210,661	212,784	228,128
51060 Temporary / Seasonal	6,782	0	0	0
51100 Overtime	24,451	22,379	20,000	20,000
51120 Longevity	4,150	2,150	2,150	2,700
51130 Out of Grade	0	1,147	0	0
51170 Other Compensation	81	0	15,000	0
51185 Allowances	2,500	3,125	3,125	3,125
Total Personal Services	240,252	239,462	253,059	253,953
Contractual Expenses				
54030 Small Tools	3,558	978	0	2,500
54050 Equip. Maintenance / Repair	2,450	3,756	3,000	3,000
54055 Professional Services	0	0	0	18,000
54110 Landscape Materials	5,947	1,636	1,625	2,000
54115 Computer Software	0	0	2,500	2,500
54151 Special Supplies	1,379	990	0	0
54610 Internet Services	0	102	375	480
Total Contractual Expenses	13,335	7,461	7,500	28,480
Employee Benefits				
58010 FICA	18,377	18,218	17,972	19,427
58020 Worker's Compensation	16,413	19,590	20,070	21,124
58040 Medical Insurance	67,283	65,491	64,907	63,120
58050 Retirement	33,984	32,738	38,059	29,459
Total Employee Benefits	136,056	136,037	141,008	133,130
TOTAL:	389,643	382,960	401,567	415,563

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 2022 Goals:

Retirement leave buyout is budgeted in this department. 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 and FY 2022.

**Employee Benefits
A.9000**

	FY 2019 Actual	FY 2020 Working	FY 2021 Proposed	FY 2021 Proposed
Personal Services				
51120 Longevity	3,550	3,450	3,500	0
51165 Breifing Pay	1,204	6,327	0	0
51170 Additional and Other Compensation	42,383	4,370	-242,224	0
Total Personal Services	47,137	14,148	-238,724	0
Contractual Expenses				
	0	0	0	0
Total Contractual Expenses	0	0	0	0
Employee Benefits				
58010 FICA	44,611	44,461	38,250	40,000
58030 Unemployment Insurance	8,758	14,000	5,000	5,000
58040 Medical Insurance	20,652	21,371	15,000	0
58041 Medical Insurance In Lieu Of	0	0	15,000	29,100
58042 HRA Employer Contribution	111,820	122,271	129,094	130,000
58045 Medical Insurance - Retirees	1,443,995	1,512,371	1,550,000	1,761,899
58047 Medical Insurance - Medicare	950,000	904,970	725,800	877,823
58052 Retirement Leave Payout	474,466	655,328	500,000	500,000
58055 Benefits to Disabled Fire	65,236	80,344	70,000	85,000
Total Employee Benefits	3,119,538	3,355,116	3,048,144	3,428,822
TOTAL:	3,166,675	3,369,264	2,809,420	3,428,822

**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 2022 Goals:

Goals for FY 2022 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	FY 2021 Proposed
Debt Principal				
56000 Bond Principal	734,330	749,845	795,350	717,240
56300 Bond Anticipation Note Principal	0	70,400	0	0
Total Debt Principal	734,330	820,245	795,350	717,240
Debt Interest				
56000 Bond Interest	103,635	83,677	82,373	62,462
56300 Bond Anticipation Note Interest	22,856	23,344	0	0
Total Debt Interest	126,491	107,021	82,373	62,462
TOTAL:	860,821	927,266	877,723	779,702

**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 represent fund transfers to other funds, whether they Water, Sewer, Refuse, or Capital.

FY 2022 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	FY 2021 Proposed
<hr/>				
Interfund Transfers				
59000.H Interfund Transfer to Capital	178,991	158,009	1,946,635	113,750
Total Interfund Transfers	178,991	158,009	1,946,635	113,750
<hr/>				
TOTAL:	178,991	158,009	1,946,635	113,750

**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 2022 Goals:

For FY 2022, our goal is to maintain smooth trash and recycling collections in our City.

**Refuse and Recycling
CL.8160**

Performance Metric	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Amount of Residential Accounts	6298	6298	6298
Amount of Commercial Accounts	812	812	812
Average Residential Fee	173	173	189
Average Commercial Fee	235	235	256
Amount of Containers Used:			
35 Gallon	1525	1525	1525
64 Gallon	2009	2009	2009
96 Gallon	2160	2160	2160
Double 35 Gallon	249	249	249
Double 64 Gallon	260	260	260
Double 96 Gallon	554	554	554
Triple 96 Gallon	167	167	167
Quadruple 96 Gallon	145	145	145
Recycle 64 Gallon	5494	5494	5494
Recycle 96 Gallon	1747	1747	1747

**Refuse and Recycling
CL.8160**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Working	FY 2022 Proposed
Equipment and Capital Outlay				
52035 Public Works Equipment	36,337	25,455	25,211	25,000
Total Equipment and Capital Outlay	36,337	25,455	25,211	25,000
Contractual Expenses				
54001 Printing / Copying	832	880	1,000	1,000
54057 Admin Expenses General	74,041	73,906	90,507	75,000
54775 Contingency	0	0	0	4,405
54120 Refunds and Cancellations	75	0	0	0
54625 Garbage Collection	650,000	673,700	650,000	730,000
54635 Refuse Disposal	265,200	284,591	275,000	305,000
54640 Recycling Collection	224,801	226,118	230,000	252,000
Total Contractual Expenses	1,214,949	1,259,195	1,246,507	1,367,405
TOTAL:	1,251,286	1,284,650	1,271,718	1,392,405

**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 2022 Goals:

Goals for FY 2022 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	FY 2021 Proposed
Debt Principal				
56000 Bond Principal	27,200	28,515	29,825	31,465
Total Debt Principal	27,200	28,515	29,825	31,465
Debt Interest				
56000 Bond Interest	9,242	7,882	6,457	4,966
Total Debt Interest	9,242	7,882	6,457	4,966
TOTAL:	36,442	36,397	36,282	36,431

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 2022 Goals:

Contingency funds are budgeted in this department. If needed, this will support costs that are unforeseen and not anticipated in the City.

**Special Items
FX.1900**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Working	FY 2022 Proposed
Personal Services				
Total Personal Services	0	0	0	0
Contractual Expenses				
54070 Insurance	35,131	38,303	37,000	38,000
54078 Gasoline, Oil, and Fuel	16,532	18,118	20,000	18,000
54775 Contingency	0	0	130,684	139,298
Total Contractual Expenses	51,663	56,421	187,684	195,298
Employee Benefits				
Total Employee Benefits	0	0	0	0
TOTAL:	51,663	56,421	187,684	195,298

**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 2022 Goals:

The FY 2022 goals for the Water Administration Department are to complete all requirements for operating the department in the most efficient and cost effective manner possible. The Department will also verify vacant status for all meter accounts reflecting as inactive on the KVS system. This will support appropriate and accurate actions are taken to maximize billing revenue for the City.

**Water Administration
FX.8310**

Performance Metric	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Meter Reads	15,632	31,242	31,242
Meter Repair Investigations / Replacements	532	562	500
Bills Issued	15,632	31,242	31,242
Customers Serviced via Phone / Counter / Email	5813	8293	8200
Customer Detail Updates	337	637	600
Misc Fee Processing	73	103	100
Annual Fireline Billing	54	54	54
Split / Merge	0	15	5
Delinquent Letters	1180	1923	1923
Mail Processing	0	120	220

**Water Administration
FX.8310**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Water Billing and Service Coord	1.00	\$43,922	1.00	\$48,788
Water Meter Service Worker	1.00	\$44,845	1.00	\$45,048
Sr Account Clerk	1.00	\$40,823	1.00	\$43,305
Subtotal:	3.00	\$129,589	3.00	\$137,141
Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	3.00	\$129,589	3.00	\$137,141

**Water Administration
FX.8310**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	115,698	123,252	130,618	137,141
51100 Overtime	0	0	0	0
51120 Longevity	1,500	1,650	1,650	1,800
51130 Out of Grade	4,494	43	0	0
51170 Other Compensation	750	833	3,000	0
51885 Allowances	625	625	625	625
Total Personal Services	123,067	126,403	135,893	139,566
Equipment and Capital Outlay				
52015 Technical Equipment	0	0	28,328	0
Total Equipment and Capital Outlay	0	0	28,328	0
Contractual Expenses				
54001 Printing / Copying	1,004	920	1,250	1,500
54003 Office Furniture	360	0	500	0
54005 Office Supplies	1,227	339	1,200	1,000
52015 Office Equipment	0	0	0	0
54020 Postage Expenses	12,000	14,500	15,000	16,000
54030 Small Tools	92	16	150	100
54033 Licenses and Certifications	0	0	400	0
54035 Training and Education	0	0	500	0
54050 Equip. Maintenance / Repair	0	0	0	250
54055 Professional Services	0	0	0	250
54057 Admin Expenses General Fund	170,464	176,639	254,113	200,000

**Water Administration
FX.8310**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Contractual Expenses (Continued)				
54060 Legal Notices	0	0	500	500
54065 Equipment Rental / Lease	0	0	0	5,356
54075 Maintenance Contracts	1,489	0	500	500
54077 Cons. And Maint. Supplies	40	0	400	50
54300 Vehicle Maint. And Repair	0	0	850	100
54605 Telephone Services	1,071	682	1,500	500
Total Contractual	187,746	193,096	276,863	226,106
Employee Benefits				
58010 fica	9,303	9,540	10,119	10,677
58020 Worker's Compensation	8,149	8,203	12,394	9,979
58040 Medical Insurance	32,168	30,709	49,856	54,842
58050 Retirement	16,598	17,213	21,427	16,190
Total Employee Benefits	66,218	65,665	93,796	91,688
TOTAL:	377,031	385,164	534,880	457,360

**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 2022 Goals:

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

**Pump Stations
FX.8320**

Performance Metric	FY 2019 Actual	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Filter Plant Honeywell Meter, Gallons	2,318,396,000	2,109,724,000	1,113,853,000	2,227,706,000	2,227,706,000
Plant Loss and Consumption, Gallons	62,248,000	62,072,000	33,456,000	66,912,000	66,912,000
Available Water, Gallons	2,256,148,000	2,047,652,000	1,080,397,000	2,160,794,000	2,160,794,000
Niagara County Water, Gallons	164,123,196	-	-	-	-
Pumped to City, Gallons	2,254,921,920	2,047,223,220	1,080,453,718	2,160,907,436	2,160,907,436

**Pump Stations
FX.8320**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Equipment and Capital Outlay				
52411 Building Improvements	70,471		0	0
Total Equipment and Capital Outlay	70,471	0	0	0
Contractual Expenses				
54030 Small Tools	0	263	0	0
54050 Equip. Maintenance / Repair	612	0	600	5,500
54075 Maintenance Contracts	3,920	4,015	4,500	4,000
54076 Property Repairs	4,276	4,800	2,000	1,000
54077 Const. and Maint. Supplies	0	0	1,000	1,000
54100 Real Property Tax	201,646	203,506	206,000	210,000
54440 Fees and Permits	520	262	550	550
54520 Chemicals	7,900	8,150	9,000	11,000
54540 Utility System Reform	480	21,478	0	0
54605 Telephone Services	807	469	1,000	1,000
54620 Utilities - Natural Gas	852	739	1,000	1,200
54623 Utilities - Electricity	79,756	77,919	77,000	80,000
Total Contractual Expenses	300,768	321,601	302,650	315,250
Employee Benefits				
58020 Worker's Compensation	12	13		
Total Employee Benefits	12	13	0	0
TOTAL:	371,251	321,614	302,650	315,250

**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 2022 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**

Performance Metric	FY 2019 Actual	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Polyaluminum Chloride, Pounds	97,582	122,064	62,488	124,976	124,976
Flouride HSF Acide, Pounds	50,956	48,735	15,206	30,412	30,412
Chlorine Filter Plant, Pounds	18,952	20,884	9,409	18,818	18,818
Chlorine North Tonawanda, Pounds	19,143	19,541	8,234	16,468	16,468

**Filtration
FX.8330**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Chief Water Treatment Plant Oper	1.00	\$87,319	1.00	\$93,059
Sr. Water Treatment Plant Operator	4.00	\$186,955	4.00	\$195,782
Water Treatment Plant Operator	3.00	\$162,023	3.00	\$169,963
Water Operator Trainee	2.00	\$67,184	2.00	\$70,164
Electrician	0.33	\$18,422	0.33	\$20,270
Sr Account Clerk	0.33	\$17,047	0.33	\$18,084
Subtotal:	10.66	\$538,950	10.66	\$567,322
Grandtotal:	10.66	\$538,950	10.66	\$567,322

**Filtration
FX.8330**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	533,066	465,308	521,732	566,594
51100 Overtime	79,243	80,260	60,000	71,000
51120 Longevity	6,417	2,967	5,083	6,500
51130 Out of Grade	7,803	23,388	5,000	1,000
51160 Shift Differential	30,244	28,770	32,000	31,000
51170 Other Compensation	228	500	24,000	0
51185 Allowances	5,626	5,625	5,892	6,367
Total Personal Services	662,628	606,818	653,707	682,461
Equipment and Capital Outlay				
52015 Technical Equipment	5,687	883	0	0
52035 Public Works Equipment	0	0	0	0
52060 Computer Equipment	0	0	600	0
Total Equipment and Capital Outlay	5,687	883	600	0
Contractual Expenses				
54003 Office Furniture	0	0	600	0
54005 Office Supplies	1,528	567	1,100	900
54007 Janitorial Supplies	776	0	500	700
54030 Small Tools	0	0	290	0
54035 Training and Education	770	1,350	3,841	4,400
54040 Assoc/Membership Dues	2,079	2,203	2,269	2,300
54050 Equip. Maintenance / Repair	20,784	9,455	19,500	19,500
54055 Professional Services	4,884	4,909	10,000	10,000
54060 Legal Notices and Advt.	985	1,008	1,200	1,200

**Filtration
FX.8330**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Contractual Expenses (Continued)				
54065 Equipment Rental / Lease	0	10,053	10,968	10,968
54075 Maintenance Contracts	17,548	19,126	12,500	20,000
54076 Property Repairs	2,360	280	2,500	2,000
54077 Const. and Maint. Supplies	0	699	2,000	1,000
54085 Clothing and Uniforms	0	0	500	250
54200 Lab Supplies and Services	15,941	29,430	26,000	26,000
54300 Vehicle Maint. And Repair	396	1,190	1,000	700
54440 Fees and Permits	1,322	625	1,650	1,800
54510 Program Expenses	0	15,458	0	0
54520 Chemicals	57,869	67,620	65,000	87,400
54605 Telephone Services	2,261	1,918	1,500	1,500
54610 Internet Services	1,445	4,798	8,500	8,500
54620 Utilities - Natural Gas	24,881	26,502	27,000	27,000
54623 Utilities - Electricity	97,385	96,766	90,000	88,000
Total Contractual Expenses	253,213	293,956	288,418	314,118
Employee Benefits				
58010 FICA	49,026	46,050	47,722	54,244
58020 Worker's Compensation	29,664	29,759	44,143	38,807
58040 Medical Insurance	169,784	178,662	184,431	219,298
58050 Retirement	85,740	84,427	101,058	82,252
Total Employee Benefits	334,215	338,898	377,354	394,601
TOTAL:	1,255,743	1,240,555	1,320,079	1,391,180

**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 2022 Goals:

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

**Distribution
FX.8340**

Performance Metric	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Fire Hydrants Flushed	600	74	600	600
FireHydrants repaired	6	14	5	5
FireHydrantsreplaced	3	13	3	3
Main Waterlines Repaired	25	30	20	20
Feet Main Waterlines Replaced	150	55	150	150
Main Water Line Valves repaired or replaced	2	4	2	2
811 Dig Safely Water/Sewer lines marked	2000	774	1800	1800

**Distribution
FX.8340**

PERSONAL SERVICE DETAIL

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Position	FTE	Rate	FTE	Rate
Public Works Supervisor	1.00	\$51,142	1.00	\$56,441
Sr. Water & Sewer Maint. Worker	3.00	\$130,030	3.00	\$135,830
Heavy Equipment Oper. - Water	2.00	\$76,494	2.00	\$81,165
Water & Sewer Maint. Worker	3.00	\$111,796	3.00	\$116,706
Subtotal:	9.00	\$369,462	9.00	\$390,142
	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Temporary Services	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	9.00	\$369,462	9.00	\$390,142

**Distribution
FX.8340**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	300,560	339,313	374,421	390,142
51100 Overtime	17,044	32,382	20,000	20,000
51120 Longevity	1,550	1,550	2,550	2,050
51130 Out of Grade	34,844	39,011	3,000	10,000
51170 Other Compensation	591	461	24,000	0
51185 Allowances	4,375	5,625	5,625	4,725
Total Personal Services	358,965	418,343	429,596	426,917
Equipment and Capital Outlay				
52015 Technical Equipment	0	3,267	0	0
52035 Public Works Equipment	76,278	5,978	71,578	0
52200 Utility Replacement	0	3,420	0	0
Total Equipment and Capital Outlay	76,278	12,665	71,578	0
Contractual Expenses				
54001 Printing / Copying	316	0	300	300
54005 Office Supplies	237	27	300	300
54007 Janitorial Supplies	1,422	1,105	1,500	1,500
54030 Small Tools	3,158	0	2,700	1,500
54035 Training and Education	700	1,275	1,500	1,500
54050 Equip. Maintenance / Repair	9,297	2,200	16,614	8,000
54065 Equipment Rental / Lease	11,851	6,397	5,520	5,520
54075 Maintenance Contracts	400	0	0	0
54076 Property Repairs	2,174	981	2,500	2,000

**Distribution
FX.8340**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Contractual Expenses (Continued)				
54077 Const. and Maint. Supplies	25,400	18,500	27,000	25,000
54078 Gasoline, Oil, Diesel Fuel	580	0	750	0
54083 Misc. Support Services	180	5,317	0	0
54085 Clothing and Uniforms	1,333	78	300	0
54110 Landscape Materials	0	0	0	0
54117 Computer Materials	0	0	0	0
54300 Vehicle Maint. and Repair	3,936	3,037	7,000	0
54440 Fees and Permits	964	200	1,000	1,000
54515 Program Expenses	0	15,458	0	0
54515 Special Supplies	1,922	586	0	0
54540 Utility System Reform	40,065	25,705	36,000	30,000
54605 Telephone Services	2,561	2,283	2,640	2,640
54620 Utilities - Natural Gas	4,426	4,258	4,500	4,500
Total Contractual Expenses	110,921	87,407	110,124	83,760
Employee Benefits				
58010 FICA	27,359	31,595	30,598	32,707
58020 Worker's Compensation	22,411	25,511	37,182	29,937
58040 Medical Insurance	120,504	184,159	178,492	212,550
58050 Retirement	46,504	54,933	64,795	49,595
Total Employee Benefits	216,778	296,198	311,067	324,789
TOTAL:	762,941	814,641	922,365	835,466

**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 2022 Goals:

Retirement leave buyout is budgeted in this department. 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 Actual	FY 2021 Working	FY 2022 Proposed
Employee Benefits				
58010 FICA	2,576	0	1,530	1,530
58030 Unemployment Insurance	0	2,678	1,000	1,200
28041 Medical In Lieu Of	0	0	0	1,800
58042 HRA Employer Contribution	11,127	15,825	20,000	25,000
58045 Medical Insurance - Retirees	139,726	130,375	140,000	159,139
58047 Medical Insurance - Medicare Retirees	175,000	171,751	137,747	183,678
58052 Retirement Leave Payout	25,120	0	20,000	20,000
Total Employee Benefits	353,549	320,629	320,277	392,347
TOTAL:	353,549	320,629	320,277	392,347

**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 2022 Goals:

Goals for FY 2022 include continued management and oversight of our debt and any possible issuance.

Debt Service
FX.9700

	FY 2019 Actual	FY 2020 Actual	FY 2021 Working	FY 2022 Proposed
Debt Principal				
56000 Bond Principal	429,445	402,360	550,290	545,195
Total Debt Principal	429,445	402,360	550,290	545,195
Debt Interest				
56000 Bond Interest	84,843	103,206	156,965	139,903
57300 Bond Anticipation Note Interest	9,768	31,121	0	0
Total Debt Interest	94,611	134,327	156,965	139,903
TOTAL:	524,056	536,687	707,255	685,098

**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 represent fund transfers to other funds, such as capital.

FY 2022 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 Actual	FY 2021 Working	FY 2022 Proposed
Interfund Transfers				
59000.H Interfund Transfer to Capital	0	0	170,000	78,470
Total Interfund Transfers	0	0	170,000	78,470
TOTAL:	0	0	170,000	78,470

**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 2022 Goals:

Contingency funding is budgeted for in this department. If needed, this will support costs that are unforeseen and not anticipated in the City.

**Special Items
G.1900**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Working	FY 2022 Proposed
Contractual Expenses				
54070 Insurance	35,131	38,303	38,000	38,000
54078 Gasoline, Oil, and Fuel	10,973	8,871	15,000	15,000
54775 Contingency	0	94,000	-58,608	131,486
Total Contractual Expenses	46,104	141,174	-5,608	184,486
TOTAL:	46,104	141,174	-5,608	184,486

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 2022 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**

Performance Metric	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Storm Receivers Cleaned	400	215	350	400
Storm Receivers repaired/rebuilt	30	21	25	30
Man Holes repaire/reset/ raised	40	32	30	40
Feet of Main Sewers cleaned with Sewer Vac	10,600	16042	10,000	11,000

**Wastewater Systems
G.8120**

PERSONAL SERVICE DETAIL

Position	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Heavy Equipment Oper. - Sewer	1.00	\$45,739	1.00	\$46,883
Water & Sewer Maint. Worker	1.00	\$43,098	1.00	\$44,175
Municipal Worker - Sewer	1.00	\$41,226	1.00	\$42,256
Subtotal:	3.00	\$130,062	3.00	\$133,314
Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	3.00	\$130,062	3.00	\$133,314

**Wastewater Systems
G.8120**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	97,708	132,577	130,062	133,314
51100 Overtime	18,726	21,062	25,000	21,000
51120 Longevity	2,550	2,550	2,250	2,400
51130 Out of Grade	0	0	500	0
51160 Shift Differential	59	224	100	0
51170 Other Compensation	0	0	9,000	0
51185 Allowances	1,250	1,875	1,875	1,875
Total Personal Services	120,293	158,288	168,787	158,589
Equipment and Capital Outlay				
52035 Public Works Equipment	2,625	0	0	0
52200 Utility Replacements	79,283	0	20,000	10,000
Total Equipment and Capital Outlay	81,908	0	20,000	10,000
Contractual Expenses				
54050 Equip. Maintenance / Repair	6,943	0	4,000	2,000
54055 Professional Services	43,323	45,101	38,384	44,000
54065 Equipment Rental / Lease	0	0	5,000	0
54077 Const. and Maint. Supplies	6,314	3,386	10,000	7,500
54120 Refunds and Cancellations	570	0	0	0
54440 Fees and Permits	2,284	1,173	1,200	1,200
54515 Special Supplies	0	180	0	0
54540 Utility System Reform	0	1,000	0	0
54610 Internet Services	2,415	0	5,616	5,700
Total Contractual Expenses	61,849	50,840	64,200	60,400

**Wastewater Systems
G.8120**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Employee Benefits				
58010 FICA	9,354	11,973	12,080	12,438
58020 Worker's Compensation	6,666	9,350	13,065	10,362
58040 Medical Insurance	48,246	63,149	63,496	69,846
58050 Retirement	17,349	20,160	25,582	18,860
Total Employee Benefits	81,615	104,631	114,223	111,506
TOTAL:	345,666	313,759	367,210	340,495

**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 discharged 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 2022 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 Plant
G.8130**

Performance Metric	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
DMRs Collected	543	1095	1095
Process Collected and Analyzed	181	365	365
Filter Building: Hours Run	666.25	1332.5	1332.5
Filter Building: Total Gallons of Sludge	1397252	2794504	2794504
Mixing Trucks: Number of Loads	790	1580	1580
Mixing Trucks: Tons of Sludge	1567.1	3134.2	3134.2
Laboratory Analysis: TKN / TP / NH3	285	570	570
Laboratory Analysis: TSS / TS / TVS	1135	2270	2270
Laboratory Analysis: BOD (INF, PE, FE, VDM)	632	1264	1264
Industry Inspections	0	0	0
Industry Sampling	7	14	14
Facility Operation Report	6	12	12
Discharge Monitoring Reprt	6	12	12
Payrolls Processed	883	1766	1766
Invoices Entered for Payment	1119	2238	2238
Invoices Issued	75	150	150

**Wastewater Treatment
G.8130**

PERSONAL SERVICE DETAIL

	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
Position	FTE	Rate	FTE	Rate
Chief Wastewater Treat Plant Op	1.00	\$87,319	1.00	\$80,388
Asst Chief Treatment Plant Oper	1.00	\$56,299	1.00	\$56,441
Wastewater PreTreatment Coord	1.00	\$51,142	1.00	\$56,441
Sr. Lab Technician	1.00	\$48,256	1.00	\$49,462
Wastewater Treatment Operator	4.00	\$172,863	4.00	\$179,972
Lab Technician	2.00	\$87,167	2.00	\$90,537
Wastewater Treatment Mechanic	1.00	\$40,176	1.00	\$42,555
Municipal Worker - Sewer	1.00	\$41,222	1.00	\$42,256
Wastewater Treatment Oper Trainee	2.00	\$75,655	2.00	\$77,541
Electrician	0.33	\$18,423	0.33	\$20,270
Sr Account Clerk	0.33	\$18,084	0.33	\$18,084
Subtotal:	14.66	\$696,606	14.66	\$713,947
 Grandtotal:	 14.66	 \$696,606	 14.66	 \$713,947

**Wastewater Treatment
G.8130**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	629,645	615,537	674,150	713,219
51100 Overtime	15,187	11,573	20,000	20,000
51120 Longevity	9,767	9,067	9,533	11,750
51130 Out of Grade	22,409	54,465	3,000	25,000
51150 Holiday Pay	0	0	4,300	4,300
51160 Shift Differential	2,517	2,367	3,000	3,000
51170 Other Compensation	5,455	5,400	27,000	2,000
511850 Allowances	6,250	6,675	7,142	7,692
Total Personal Services	691,230	705,084	748,125	786,961
Equipment and Capital Outlay				
52015 Technical Equipment	10,891	5,936	10,000	11,000
52035 Public Works Equipment	27,159	8,019	10000	0
Total Equipment and Capital Outlay	38,049	13,955	20,000	11,000
Contractual Expenses				
54003 Office Furniture	0	0	0	800
54005 Office Supplies	1,964	1,888	2,000	2,000
54007 Janitorial Supplies	601	0	750	650
54020 Postage Expenses	11	0	100	20
54030 Small Tools	0	581.38	500	100
54033 Licensing and Certification	160	104	500	500
54035 Training and Education	2,558	4,911	6,000	5,000
54040 Assoc/Membership Dues	0	0	265	250
54041 Publications	0	0	85	0
54045 Travel Related Costs	2,885	2,705	4,500	4,500

**Wastewater Treatment
G.8130**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Contractual Expenses (Continued)				
54050 Equip. Maintenance / Repair	32,522	19,531	28,496	55,000
54055 Professional Services	21,810	24,630	34,500	35,000
54057 Admin Expenses General	171,544	170,277	242,386	215,000
54057 Admin Expenses Water	104,000	134,565	139,524	128,680
54065 Equipment Rental / Lease	10,225	22,737	18,748	17,376
54075 Maintenance Contracts	10,688	22,388	28,400	20,000
54076 Property Repairs	26,386	23,098	25,000	20,000
54077 Const. and Maint. Supplies	9,678	10,477	10,000	10,000
54078 Gasoline, Oil, Diesel Fuel	1,853	0	2,000	1,500
54083 Misc. Support Services	310	0	0	0
54085 Clothing and Uniforms	6,719	6,966	5,500	7,000
54200 Lab Supplies and Services	15,037	26,073	36,500	32,500
54300 Vehicle Maint. and Repair	3,007	2,288	5,000	3,000
54440 Fees and Permits	30,026	33,810	35,000	35,000
54515 Special Supplies	2,277	11,217	3,000	3,000
54520 Chemicals	54,656	45,878	60,000	65,000
54540 Utility System Reform	0	13,578	133,349	9,000
54605 Telephone Services	6,331	5,245	8,000	5,000
54610 Internet Services	0	2,836	10,000	6,500
54620 Utilities - Natural Gas	46,552	42,053	50,000	50,000
54623 Utilities - Electricity	91,392	99,812	100,000	105,000
54635 Refuse Disposal	7,172	7,087	7,500	7,500
Total Contractual Expenses	660,363	734,734	997,603	844,876

**Wastewater Treatment
G.8130**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Employee Benefits				
58010 FICA	52,979	53,801	55,301	60,807
58020 Worker's Compensation	37,328	38,272	61,622	50,660
58040 Medical Insurance	176,105	177,466	203,705	262,610
58050 Retirement	90,818	96,096	116,839	92,204
Total Employee Benefits	357,229	365,635	437,467	466,281
TOTAL:	1,746,871	1,819,408	2,203,195	2,109,118

**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 2022 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 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Chief Compost Plant Operator	1.00	\$55,266	1.00	\$58,626
Heavy Equipment Oper. - Compost	2.00	\$75,150	2.00	\$77,349
Subtotal:	3.00	\$130,416	3.00	\$135,975
Temporary Services	<u>FY 2021 Budget</u>		<u>FY 2022 Budget</u>	
	FTE	Rate	FTE	Rate
Subtotal:	0.00	\$0	0.00	\$0
Grandtotal:	3.00	\$130,416	3.00	\$135,975

**Wastewater Compost
G.8135**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Personal Services				
51010 Full Time Wages	87,866	96,334	131,768	135,975
51100 Overtime	23,179	10,279	20,000	20,000
51120 Longevity	2,800	1,650	800	800
51130 Out of Grade	24,388	0	0	4,000
51170 Other Compensation	350	0	6,000	0
51185 Allowances	0	975	1,600	1,600
Total Personal Services	138,583	109,237	160,168	162,375
Contractual Expenses				
54001 Printing / Copying	0	0	500	500
54007 Janitorial Supplies	0	0	100	0
54030 Small Tools	0	0	500	100
54033 Licensing and Certification	160	100	400	400
54035 Training and Education	119	0	500	250
54050 Equip. Maintenance / Repair	22,133	12,476	25,000	25,000
54055 Professional Services	500	600	700	700
54076 Property Repairs	0	1,502	2,900	1,500
54077 Const. Maint. and Repair	0	251	1,500	750
54078 Gasoline, Oil, Diesel Fuel	0	2,040	1,000	1,500
54085 Clothing and Uniform	0	432	1,500	1,500
54300 Vehicle Maint. and Repair	4,014	674	7,500	4,000
54440 Fees and Permits	160	160	200	200
54515 Special Supplies	104,400	109,560	110,000	110,000
54540 Utility System Reform	0	0	1,000	500

**Wastewater Compost
G.8135**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended	FY 2022 Proposed
Contractual Expenses (Continued)				
54605 Telephone Services	1,139	373	1,500	250
54615 Supply of Water	380	749	450	700
54623 Utilities - Electricity	10,627	10,917	10,000	11,000
Total Contractual Expenses	143,632	139,833	165,250	158,850
Employee Benefits				
58010 FICA	10,634	8,340	11,671	12,422
58020 Worker's Compensation	6,347	6,106	13,065	10,362
58040 Medical Insurance	20,779	17,825	15,246	40,053
58050 Retirement	18,324	16,121	24,716	18,835
Total Employee Benefits	56,084	48,391	64,698	81,672
TOTAL:	338,299	297,461	390,116	402,897

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 20212 Goals:

Retirement leave buyout is budgeted in this department. 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 Actual	FY 2021 Working	FY 2022 Proposed
Employee Benefits				
58010 FICA	542	0	1,913	1,913
58030 Unemployment Insurance	0	2,678	1,000	1,000
58041 Medical In Lieu Of	0	0	0	3,600
58042 HRA Employer Contribution	17,127	18,585	22,500	20,000
58045 Medical Insurance - Retirees	141,678	130,505	134,000	152,319
58047 Medical Insurance - Medicare Retirees	185,000	170,137	136,453	181,953
58052 Retirement Leave Payout	0	0	25,000	25,000
Total Employee Benefits	344,347	321,905	320,866	385,785
TOTAL:	344,347	321,905	320,866	385,785

**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 2022 Goals:

Goals for FY 2022 include continued management and oversight of our debt and any possible issuance.

**Debt Service
G.9700**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Working	FY 2022 Proposed
Debt Principal				
56000 Bond Principal	653,025	487,280	579,747	596,015
56300 Bond Anticipation Note Principal	0	100,000	0	0
Total Debt Principal	653,025	587,280	579,747	596,015
Debt Interest				
56000 Bond Interest	98,610	80,758	95,192	87,293
57300 Bond Anticipation Note Interest	26,028	34,666	0	0
Total Debt Interest	124,638	115,424	95,192	87,293
TOTAL:	777,663	702,704	674,939	683,308

**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 represent transfers to other funds, such as capital.

FY 2022 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 Actual	FY 2021 Working	FY 2022 Proposed
Interfund Transfers				
59000.H Interfund Transfer to Capital	0	6,046	170,000	38,000
Total Interfund Transfers	0	6,046	170,000	38,000
TOTAL:	0	6,046	170,000	38,000

Health 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 2022 Goals:

The goal of this fund is to maintain operations of City-sponsored health insurance with no interruptions to service.

**Health Self-Insurance Administration
MS.1710**

Performance Metric	FY 2019 Actual	FY 2020 Actual	FY 2021 YTD Actual	FY 2021 Estimated	FY 2022 Projected
Amount of Members (Active and Retired)	271	271	276	276	276
Medical Claims as a Percent of Spending	64.9%	68.0%	86.1%	75.0%	75.0%
Pharmacy Claims as a Percent of Spending	25.3%	25.7%	20.2%	23.0%	23.0%
Admin Fees as a Percent of Spending	3.6%	4.1%	3.3%	3.3%	3.3%
Stop Loss as a Percent of Spending	8.3%	9.7%	8.0%	8.0%	8.0%
High Cost Claimants as a Percent of Claims	21.0%	33.7%	14.5%	17.0%	17.0%
Medicare Part B Co-Pay Reimbursements	216	192	115	197	200

**Note - 'Percent of Spending' metrics are not net of reimbursements, rebates, and other factors, and as such, do not equal 100%.*

**Health Self-Insurance Administration
MS.1710**

	FY 2019 Actual	FY 2020 Actual	FY 2021 Working	FY 2022 Proposed
Employee Benefits				
54055 Professional Services	7,300	2,100	7,500	7,500
54057.HI Admin Expenses Health	624,989	650,629	750,000	750,000
54057.HRA Admin Expenses HRA	16,997	16,782	20,000	20,000
54071 Medical Insurance - Medicare Part B	1,067,273	1,115,033	1,000,000	1,313,448
54120 Refunds and Cancellations	505	0	0	0
54700 Medical Claims	4,128,392	3,710,345	4,345,736	4,906,809
Total Employee Benefits	5,845,456	5,494,889	6,123,236	6,997,757
TOTAL:	5,845,456	5,494,889	6,123,236	6,997,757

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 2022 Goals:

The goal for this fund for FY 2022 is to maintain operations for our worker's compensation cases.

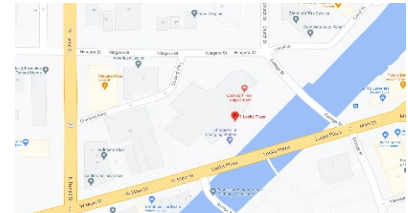
Self-Insurance Administration
S.1710

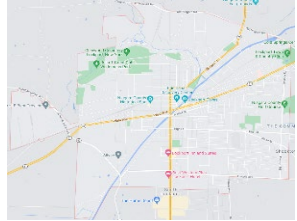
	FY 2019 Actual	FY 2020 Actual	FY 2021 Working	FY 2022 Proposed
Employee Benefits				
54055 Professional Services	9,176	72,037	10,000	15,400
54057 Admin Expenses	131,617	129,982	150,000	147,953
54070 Insurance	76,097	85,426	90,000	97,000
54440 Fees and Permits	3,000	45	3,500	3,500
54700 Medical Claims	134,333	93,707	140,000	137,612
54750 Awards	669,571	292,089	467,000	459,035
Total Employee Benefits	1,023,794	673,286	860,500	860,500
TOTAL:	1,023,794	673,286	860,500	860,500

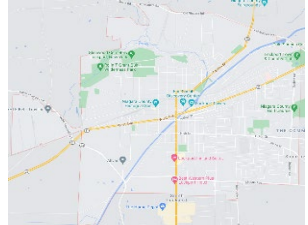
Proposed Capital Projects


PROJECT TITLE EQUITY IMPROVEMENT PROGRAM								Requested Year 2019	COUNCIL DISTRICT(S) All	
DEPARTMENT A.1355 City Assessor					PROJECT STATUS ON-GOING			PROJECT NO(S). H198	ACCOUNT NO(S). H.198.35031.A, 52490	
PROJECT DESCRIPTION The project is a comprehensive assessment improvement project to enhance the quality of the Assessors property inventory in an effort to eliminate inequitable assessments and an efficient assessment roll. Major goals of the project include: 1) Equalization Rate will be 100% leading to a more transparent assessment roll 2) Updated inventory and condition assessment leading to a more accurate assessment roll (additional inventory also reduces the tax rate) 3) Exemptions will be valued at 100% rather than the equalized amount 4) Transparent assessments lead to a reduction in Article 7 court cases. It is recommended beginning in FY 2023 to begin annual assessments to minimize costs moving forward.								PROJECT MAP		
										
IMPACT ON OPERATING BUDGET for 2022 Will Impact <input checked="" type="checkbox"/> Annual Cost (Savings): Will Not Impact <input type="checkbox"/> Personnel: \$ - # of Positions 0 Operations: \$ 20,000 Other: \$ - Total: \$ 20,000			IMPACT EXPLANATION Article 7 court cases are expected to have impact on the FY 2022 operating budget in the amount of \$20,000. No anticipated costs exist outside of this.					ASSOCIATED RESOLUTIONS 120419.7 070120.6		
*PROJECT COSTS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total	FUNDING SOURCE(S) Interfund from General Fund \$400,500 TOTAL FUNDED \$ 467,000 UNFUNDED \$ - PROJECT TOTAL \$ 467,000
Design	133,500	133,500	133,500	66,500					467,000	
Land/Right-of-Way									-	
Construction									-	
Equip. & Furnish.									-	
Other									-	
TOTAL COSTS	\$133,500	\$133,500	\$133,500	\$66,500	\$-	\$-	\$-	\$467,000		
*SOURCE OF FUNDS	Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total		
Current Funds									-	
General Fund Transfer	133,500	133,500	133,500	66,500					467,000	
GO's Unissued									-	
RB's/Com. Paper									-	
Certificates of Obligation									-	
Other									-	
Unfunded									-	
TOTAL SOURCES	\$133,500	\$133,500	\$133,500	\$66,500	\$-	\$-	\$-	\$467,000		

SCHEDULE	START	FINISH
Design	12/1/2019	7/1/2022
Land		
Construction		
TOTAL	12/1/2019	7/1/2022

PROJECT TITLE IT Infrastructure Improvements							Requested Year 2020		COUNCIL DISTRICT(S) All			
DEPARTMENT A.1680 Department of Information Technology Services					PROJECT STATUS On-Going			PROJECT NO(S). H203		ACCOUNT NO(S). 32801.A, FX, G 52490		
PROJECT DESCRIPTION This project will be an ongoing capital project that will fund IT infrastructure improvements in the City. Each year, the City will contribute general funds, water funds, and sewer funds towards this capital project. The Network Coordinator will utilize funds to 1) expand on IT inventory and equipment that is required for various departmental requirements, 2) to improve on information technology infrastructure and utility systems, and 3) for related costs (non-maintenance). 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/less 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 infrastructure and equipment. This fund will not be used for annual software/costs.
*PROJECT COSTS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total	FUNDING SOURCE(S)		
Infrastructure				5,000	30,000	35,000	10,000	11,750	91,750	General Funds \$ 87,250		
Equipment				15,000	35,000	30,000	50,000	30,000	160,000	Water Funds \$ 82,250		
									-	Sewer Funds \$ 82,250		
									-			
TOTAL COSTS		\$-	\$-	\$20,000	\$65,000	\$65,000	\$60,000	\$41,750	\$251,750			
*SOURCE OF FUNDS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total			
General Funds				25,000	17,250	15,000	15,000	15,000	87,250	TOTAL FUNDED \$ 251,750		
Water Funds				20,000	17,250	15,000	15,000	15,000	82,250	UNFUNDED \$ -		
Sewer Funds				20,000	17,250	15,000	15,000	15,000	82,250	PROJECT TOTAL \$ 251,750		
Unfunded												
TOTAL SOURCES		\$-	\$-	\$65,000	\$51,750	\$45,000	\$45,000	\$45,000	\$251,750			
										SCHEDULE	START	FINISH
										- Design		
										- Land		
										- Construction		
TOTAL										Ongoing	Ongoing	

PROJECT TITLE Water Infrastructure Improvements							Requested Year 2020	COUNCIL DISTRICT(S) All			
DEPARTMENT 8398 - Water Equipment and Capital Outlay				PROJECT STATUS On-Going			PROJECT NO(S). H204	ACCOUNT NO(S). 32801.FX 52480			
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 water funds to promote this project. Funds will be promoted to be utilized in the fiscal year for utility system reforms, infrastructure improvements, or various related costs. 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. That being said, regular use of the committed funds are recommended to be utilized each year.							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 112420.7			
*PROJECT COSTS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total	FUNDING SOURCE(S) General Funds \$ - Water Funds \$ 466,220 Sewer Funds \$ - TOTAL FUNDED \$ 466,220 UNFUNDED \$ - PROJECT TOTAL \$ 466,220	
Infrastructure			55,000	110,000	130,220	86,000	85,000	466,220			
								-			
								-			
								-			
								-			
TOTAL COSTS	\$-	\$-	\$55,000	\$110,000	\$130,220	\$86,000	\$85,000	\$466,220			
*SOURCE OF FUNDS	Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total			
Water Funds			150,000	61,220	85,000	85,000	85,000	466,220			
								-			
								-			
								-			
Unfunded											
TOTAL SOURCES	\$-	\$-	\$150,000	\$61,220	\$85,000	\$85,000	\$85,000	\$466,220			
									SCHEDULE	START	FINISH
									- Design		
									- Land		
									- Construction		
									TOTAL	Ongoing	Ongoing

PROJECT TITLE Sewer Infrastructure Improvements							Requested Year 2020	COUNCIL DISTRICT(S) All			
DEPARTMENT G.8197- Sewer Equipment and Capital Outlay				PROJECT STATUS On-Going			PROJECT NO(S). H205	ACCOUNT NO(S). 32801.G 52481			
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 sewer funds to promote this project. Funds will be promoted to be utilized in the fiscal year for utility system reforms, infrastructure improvements, or various related costs. 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. That being said, regular use of the committed funds are recommended to be utilized each year.							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 112420.6			
*PROJECT COSTS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total	FUNDING SOURCE(S) General Funds \$ - Water Funds \$ - Sewer Funds \$ 345,750 TOTAL FUNDED \$ 345,750 UNFUNDED \$ - PROJECT TOTAL \$ 345,750	
Infrastructure			50,000	120,750	50,000	75,000	50,000	345,750			
								-			
								-			
								-			
								-			
TOTAL COSTS	\$-	\$-	\$50,000	\$120,750	\$50,000	\$75,000	\$50,000	\$345,750			
*SOURCE OF FUNDS	Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total			
Sewer Funds			150,000	20,750	50,000	75,000	50,000	345,750			
								-			
								-			
								-			
Unfunded											
TOTAL SOURCES	\$-	\$-	\$150,000	\$20,750	\$50,000	\$75,000	\$50,000	\$345,750			
									SCHEDULE	START	FINISH
									- Design		
									- Land		
									- Construction		
									TOTAL	Ongoing	Ongoing

PROJECT TITLE ELECTRIC VEHICLE CHARGER PROGRAM								Requested Year 2022	COUNCIL DISTRICT(S) All		
DEPARTMENT A.8021 Community Development					PROJECT STATUS REQUESTED			PROJECT NO(S).	ACCOUNT NO(S).		
PROJECT DESCRIPTION Electric Vehicle (EV) Charging is a relatively new need for the City of Lockport. As technology continues to develop and produce more environmentally friendly options, the citizens of Lockport can expect to see more options for EV in the marketplace. This multi-year project will provide funds to be used to ensuring that our citizens have access to EV chargers in public parking lots, spaces, parks, and etc... We anticipate to utilize existing programs (such as NYSEG Make-Ready Programs) to ensure that we can maximize grant proceeds and continue development of EV chargers in the City at minimum costs to citizens. The first year City-sponsored General Funds will be utilized for matching funds and/or funds required as down payments per project requirements.								PROJECT MAP			
											
IMPACT ON OPERATING BUDGET for 2022 Will Impact <input checked="" type="checkbox"/> Annual Cost (Savings): Will Not Impact <input type="checkbox"/> Personnel: \$ - # of Positions 0 Operations: \$ 2,500 Other: \$ - Total: \$ 2,500			IMPACT EXPLANATION Minor costs associated to upkeep of the chargers can be anticipated (which will grow depending on the amount of chargers built.)					ASSOCIATED RESOLUTIONS			
*PROJECT COSTS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total	FUNDING SOURCE(S)	
Design		-	-	-	15,000	35,000	40,000		90,000	Interfund from General Fund \$55,000	
Land/Right-of-Way									-	Grant Funding 35,000	
Construction									-		
Equip. & Furnish.									-		
Other									-		
TOTAL COSTS		\$-	\$-	\$-	\$15,000	\$35,000	\$40,000	\$-	\$90,000		
*SOURCE OF FUNDS		Thru 12-2019	2020	2021	2022	2023	2024	2025 to completion	Total		
Current Funds									-	TOTAL FUNDED \$ 90,000	
General Fund Transfer		-	-	-	30,000	15,000	10,000		55,000	UNFUNDED \$ -	
Grant Funding						15,000	20,000		35,000	PROJECT TOTAL \$ 90,000	
RB's/Com. Paper									-	SCHEDULE	
Certificates of Obligation									-	START	FINISH
Other									-	Design	6/1/2022 6/1/2025
Unfunded									-	Land	
									-	Construction	
TOTAL SOURCES		\$-	\$-	\$-	\$30,000	\$30,000	\$30,000	\$-	\$90,000	TOTAL	6/1/2022 7/1/2022

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	200,000	Indirect Cost Allocation
General	Sewer	215,000	Indirect Cost Allocation
General	Refuse	75,000	Indirect Cost Allocation
General	Debt Service	65,170	Excess Capital Funds to Pay Debt Services
Water	Sewer	128,680	Indirect Cost Allocation
Water	Debt Service	51,231	Excess Capital Funds to Pay Debt Services
Sewer	Debt Service	82,736	Excess Capital Funds to Pay Debt Services
Capital	General	66,500	Equity Improvement Project
Capital	General	30,000	EV Infrastructure Project
Capital	General	17,250	IT Infrastructure Project
Capital	Water	17,250	IT Infrastructure Project
Capital	Sewer	17,250	IT Infrastructure Project
Capital	Water	61,220	Water Infrastructure Project
Capital	Sewer	20,750	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	10,000	Year-End Financial Services
A.1310 Finance and Accounting	3,000	Payroll Tax Consultant
A.1325 Treasurer	10,000	Bond Services
A.1355 Assessor	21,000	Appraisals
A.1355 Assessor	2,600	Board of Assessment Review
A.1420 City Attorney	85,000	External Attorney Assistance
A.1430 Personnel	14,021	Physicals and Tests
A.1440 Engineering	30,000	Engineering Support
A.1440 Engineering	30,000	Donner Creek Survey / Report
A.1440 Engineering	55,000	18 Mile Creek Cleanup Efforts
A.1490 Public Works Administration	10,000	Department Head Training / Turnover
A.1620 Building Maintenance	250	Fire Extinguisher Inspections
A.1680 Information Technology	15,000	Consultation for Email/ Phone Migration
A.1900 Special Items	45,000	Comprehensive Zoning Project
A.3120 Police	8,000	Tests for Applicants
A.3410 Fire	5,000	Medical Direction
A.3510 Control of Dogs	16,200	Sheltering Contract
A.3620 Code and Safety Inspection	1,000	Plumbing Exam Fees
A.7110 Parks	300	Alarm Monitoring
A.8730 Forestry	18,000	Tree Inventory Project
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	700	Annual Waterline Inspection
MS.1710 Self-Insurance Admin.	7,500	GASB 75 Financial Service
S.1710 Worker's Compensation	10,000	External Attorney Assistance

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

Bond Issue	Due Date	Principal	Interest
\$700,000 Public Improvement (Serial) Bonds, 2012	6/1/2022	0	180
\$700,000 Public Improvement (Serial) Bonds, 2012	12/1/2022	15,000	180
\$650,000 Public Improvement (Serial) Bonds, 2014	5/15/2022	70,000	3,120
\$650,000 Public Improvement (Serial) Bonds, 2014	11/15/2022	0	2,175
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	4/15/2022	0	10,435
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	10/15/2022	132,240	10,435
\$6,588,571 Public Improvement (Serial) Bonds, 2017	5/15/2022	440,000	11,369
\$6,588,571 Public Improvement (Serial) Bonds, 2017	11/15/2022	0	6,969
\$7,215,000 Public Improvement (Serial) Bonds, 2020	4/1/2022	60,000	9,100
\$7,215,000 Public Improvement (Serial) Bonds, 2020	10/1/2022	0	8,500
	Subtotal	717,240	62,462

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	3/1/2022	35,000	788
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	4/15/2022	0	15,008
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	10/15/2022	190,195	15,008
\$6,588,571 Public Improvement (Serial) Bonds, 2017	5/15/2022	195,000	6,550
\$6,588,571 Public Improvement (Serial) Bonds, 2017	11/15/2022	0	4,600
\$7,215,000 Public Improvement (Serial) Bond, 2020	4/1/2022	125,000	49,600
\$7,215,000 Public Improvement (Serial) Bond, 2020	10/1/2022	0	48,350
	Subtotal	545,195	139,903

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	3/1/2022	15,000	338
\$700,000 Public Improvement (Serial) Bonds, 2012	6/1/2022	0	600
\$700,000 Public Improvement (Serial) Bonds, 2012	12/1/2022	50,000	600
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	4/15/2022	0	9,950
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	10/15/2022	126,100	9,950
\$1,392,363 CWSRF Revenue Refunding Bond Series 2015D (Bar Screen)	3/1/2022	43,000	8,170
\$1,392,363 CWSRF Revenue Refunding Bond Series 2015D (Bar Screen)	9/1/2022	0	7,091
\$1,392,363 CWSRF Revenue Refunding Bond Series 2015D (Bar Screen)	8/15/2022	1,915	0
\$6,588,571 Public Improvement (Serial) Bonds, 2017	5/15/2022	265,000	11,047
\$6,588,571 Public Improvement (Serial) Bonds, 2017	11/15/2022	0	8,397
\$7,215,000 Public Improvement (Serial) Bond, 2020	4/1/2022	95,000	13,550
\$7,215,000 Public Improvement (Serial) Bond, 2020	10/1/2022	0	17,600
	Subtotal	596,015	87,293

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	4/15/2022	0	2,483
\$3,945,000 Deficit Financing (Serial) Bonds, 2014	10/15/2022	31,465	2,483
	Subtotal	31,465	4,965

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".

Appendix 6. Common Council Changes and Rationale

Detail Pertaining to the Changes that the Common Council made to the Mayor's Recommended Budget Proposal

Line Item	Line Item Description	Altered Amount	Rationale
A.1010.54035	Common Council - Training and Education	\$ (6,000)	Utilize in-house training and free online tools (NYS OSC webinars and pre-recorded NYCOM training).
A.1310.51010	Finance - Full Time Wages	\$ 14,092	Rescind resolution 040120.9C and restore Finance Director to similar level of department head grade 9 step 2.
A.1310.58010	Finance - FICA	\$ 1,078	
A.1310.58050	Finance - Retirement	\$ 1,550	
A.1440.51010	Engineer - Full Time Wages	\$ (5,059)	Technical correction to make City Engineer step correct as per contract amount.
A.1440.58010	Engineer - FICA	\$ (387)	
A.1440.58050	Engineer - Retirement	\$ (556)	
A.1620.51010	Building Maintenance - Full Time Wages	\$ 33,750	To fulfill request for additional employee.
A.1620.58010	Building Maintenance - FICA	\$ 2,582	
A.1620.58050	Building Maintenance - Retirement	\$ 3,713	
A.3120.54035	Police - Training and Education	\$ (37,604)	Technical correction - police training costs are primarily personnel related (wages and overtime) and not an AP check to vendors, as was previously assumed. Reduction is to reflect duplicative budget and not to minimize any trainings in the police department.
A.3620.51010	Code and Safety - Full Time Wages	\$ (6,584)	Technical correction to adjust the salary of the Building Inspector position (was budgeted at a senior level).
A.3620.58010	Code and Safety - FICA	\$ (504)	
A.3620.58050	Code and Safety - Retirement	\$ (724)	
A.7110.51060	Parks Department - Seasonal Employee	\$ (24,000)	Remove seasonal assistance as the Department has been unable to secure employees in recent years.
A.7110.51060	Parks Department - Seasonal Employee	\$ 10,000	Add in \$10k in costs to reinstate the City's Tennis Program.
A.7140.51060	Playground and Rec - Seasonal Employees	\$ (4,700)	Reduce 12 recreation leaders to 10.
A.9000.51120	Employee Benefits - Longevity	\$ (3,500)	Error in accounting system should be resolved to not result in this line item being used.
A.9000.58030	Employee Benefits - Unemployment	\$ (4,000)	All recent year costs have been reimbursed. FY 2021 unemployment is low and can be expected to remain at lower amounts.
A.9000.58040	Employee Benefits - Medical Insurance	\$ (15,000)	Amount is duplicative of 58041 (In Lieu Of Payments) and can be eliminated.
A.9000.58047	Employee Benefits - Medicare	\$ (89,993)	Revised Medicare Advantage Rates came in much lower than anticipated.
A.0000.30599	General Fund Revenue - Fund Balance	\$ 131,847	Remove fund balance funding for all police/fire department recommended items.
A.0000.30599	General Fund Revenue - Fund Balance	\$ 129,748	Utilize fund balance to buy-down the property tax rate to a 1% increase.
A.0000.31001	General Fund Revenue - Property Tax	\$ (129,748)	Utilize fund balance to buy-down the property tax rate to a 1% increase.

