

# City of Meadville



2021

Adopted Budget

## **2021 Budget Adoption Schedule**

November 4, 2020 Wednesday	Regularly Scheduled Council Meeting City Manager Presentation of Draft 2021 Budget	6:00 P.M.
November 11, 2020 Wednesday	First Public Hearing Special Council Study Session on the 2021 Budget Recreation Authority Police Fire Parking Fund	5:45 P. M. 6:00 P.M.
November 18, 2020 Wednesday	Second Public Hearing Regularly Scheduled Council Meeting Special Council Study Session on the 2021 Budget Public Works Treasurer, City Clerk, City Manager Council, Solicitor, Finance General Government/Revenues Special Funds	5:45 P. M. 6:00 P. M. 6:45 P. M.
November 24, 2020 Tuesday	Special Council Study Session on the 2021 Budget	6:00 P. M.
December 2, 2020 Wednesday	Regularly Scheduled Council Meeting First & Second Reading of Ordinance Levying Taxes for 2021 First & Second Reading of Ordinance Adopting 2021 Budget	6:00 P. M.
December 16, 2020 Wednesday	Regularly Scheduled Council Meeting Third & Final Reading of Ordinance Levying Taxes for 2021 Third & Final Reading of Ordinance Adopting 2021 Budget	6:00 P. M.

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## City of Meadville Pennsylvania

November 4, 2020

Dear Mayor Stearns and Council:

The Third Class City Code charges the City Manager, working alongside the Finance Director, with preparing an annual operating budget for City Council's review and approval. The task is daunting and made more difficult each year as we battle the structural imbalance in which the City perpetually finds itself and as highlighted recently by the Pennsylvania Economy League's recent presentation with respect to the Strategic Management Planning Program. Finance Director Debbie Oldakowski has worked hard to construct a budget document that is transparent and based on past history, projections and reasonable assumptions.

By definition and best practice, a balanced budget is one with reoccurring revenues that meet reoccurring expenses. The budget document presented today does not meet this definition.

**The 2021 preliminary draft budget is out of balance by \$653,371.**

This imbalance already reflects savings from the refinancing of existing debt earlier in 2020, resulting in a reduced debt service payment for 2021 (with additional debt service reduction forecasted in the 2022 budget.) Among other increased expenses, the imbalance is also reflective of increased wages pursuant to collective bargaining agreements with the City's three unions, increased health care costs (9%), and a much needed increased investment in the City's technology infrastructure. On the revenue side, the draft budget anticipates no real estate tax increase and is reflective of declining revenue among most of our various revenue centers, including the loss of rental income from the leasing of the former City Building at 984 Water Street.

The City derives approximately 37% of its General Fund revenue from the real estate tax, the primary source of revenue, other than certain fees, over which Council has direct local control. Other sources of revenue—Earned Income (wage) Tax and Local Services Tax, for example—are set or capped by state law. As the City serves as the seat of Crawford County government and the hub of our rural region, we are home to government and school facilities, churches, an award-winning medical center, a prestigious college, as well as many social service agencies. Though providing valuable services, the real estate owned by these tax-exempt entities comprises nearly 45% of the overall assessed value of the City. The remaining real estate taxpayers are left to shoulder the overwhelming burden of paying for municipal services.

On top of this tax-exempt challenge, the total taxable assessed value of real estate in the City, upon which the real estate tax millage rate is applied, has remained virtually stagnant for nearly 35 years. The real estate tax revenue budgeted in 2021 is based on a taxable assessed valuation that is again expected to decline from the previous fiscal year.

Underlying this is arguably an unfair assessed valuation of real estate in the City and across Crawford County. In many instances, a high tax millage rate is applied to an artificially inflated assessed value that has many taxpayers carrying an unfair share of the overall burden of local, county and school district taxes. A county-wide revaluation is necessary to more fairly and accurately distribute the overall burden to our citizens. This might result in real estate sales in the City being more competitive and ultimately making the City a more desirable choice in which to live, work, play and pray. I again recommend that the City takes steps in 2021 to attempt to remedy this unfair burden.

Seventy percent of the General Fund expenses are invested in our greatest asset, our employees. Over the long term, the City has and continues to struggle to control personnel costs, yet provide adequate staffing levels to deliver quality municipal services. Council has made difficult decisions over many years to consolidate or eliminate positions and shrink staffing by attrition. The City's three collective bargaining units have also participated in cost-saving measures. Council is annually confronted with the difficult task of balancing the need for revenue while maintaining the safety and quality of life our citizens have come to enjoy.

Council has stewarded the City's resources wisely and has been mindful of our citizens' and business' ability to shoulder the tax burden necessary to deliver these quality services. In the past 11 years, real estate tax rates have been raised only 1 mil. The last tax increase was in 2015, following two years of reduced taxes after the implementation of the Stormwater Program User Fee. Council has largely maintained the service levels that citizens expect while continuing to reinvest in the City's infrastructure. There is reason to be proud. But there is also reason for caution, as driven home in the Pennsylvania Economy League's recent presentation on historical finances and future projections. The 2018, 2019 and 2020 budgets were balanced by relying upon one-time monies taken from the City's Rate Stabilization Fund, a "rainy day" savings account, to the tune of nearly a half million dollars over the past three fiscal years. Infrastructure, vehicle and equipment reinvestments were made during this same period using borrowed capital funds totaling over \$5,000,000, for which revenue has not been increased to cover the increased debt service.

The difficult task of balancing the 2021 lies ahead. City staff stands ready to work with Council to close this gap through the forthcoming budget deliberations. Again with this year's budget document are augmented notes that accompany nearly every primary departmental expenditure and source of revenue. It is our intent and hope that this effort makes the document more user-friendly and accessible to both members of Council and the citizens of Meadville.

Lastly, preparing this budget document is no small feat. I wish to thank Finance Director Debbie Oldakowski for the many long hours she's committed to preparing and improving the budget document and process. Executive Assistant Debbie Corll was instrumental in preparing the budget presentation and Deputy City Clerk Katie Wickert's technical and organizational skills have been invaluable in assembling the document for your review and that of the general public. It takes a village; we have a good one.

Sincerely,

*Andrew J. Walker*

Andrew J. Walker  
City Manager

**City of Meadville**  
**Adopted Budget - 2021**

**Major Changes Compared to the 2020 Budget:**

Total Revenue Increase (Decrease) --

Transfer in from Rate Stabilization	(97,857)
Real Estate Taxes	(75,539)
Local Services Tax	(30,000)
Rentals	(175,200)
Interest Rate Stabilization	(20,000)
State Aid for Pensions	(29,285)
Cable Fees	(22,000)
Refuse Collection Fees	(10,632)
School/X-Guards/SRO	(8,173)
Electrician Services	(5,000)
Various	(23,220)
Police Stop Grant	37,500
Fiscal Management Fees	16,000
Real Estate Tax - Del	10,000
Real Estate Transfer	7,000

Total Revenue Increase (Decrease)	<hr/> (426,406)
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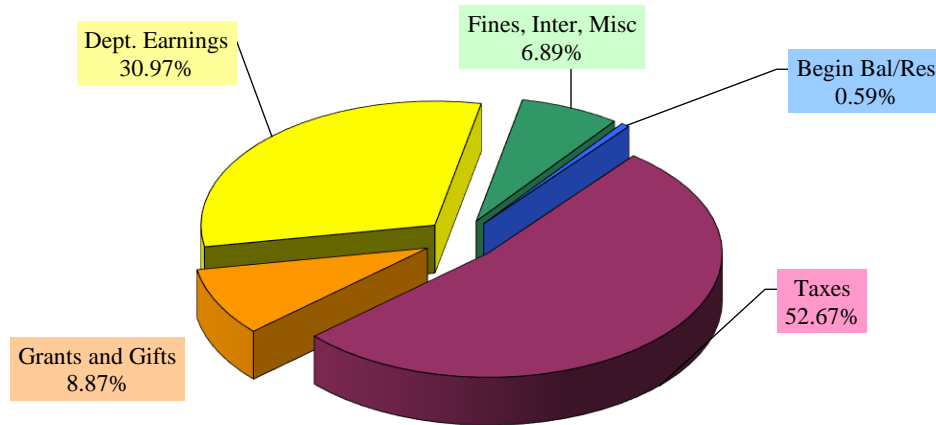
Total Expenditure Increase (Decrease) --

Wage Adjustments	87,787
Fringe Benefits - Medical and Pension	133,937
Uniforms	7,038
Materials & Supplies	14,400
Contract Services	50,111
Maintenance of Equipment	65,620
Insurances	17,229
Various	29,040
Water St Taxes	(47,000)
Debt Service	(83,097)
General Expense	(48,100)

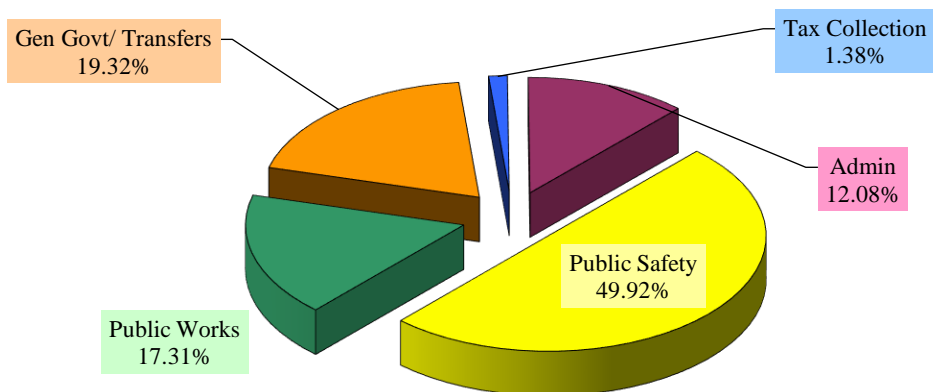
Total Expenditure Increase (Decrease)	<hr/> 226,965
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<b>Budget Shortfall</b>	<b>(653,371)</b>
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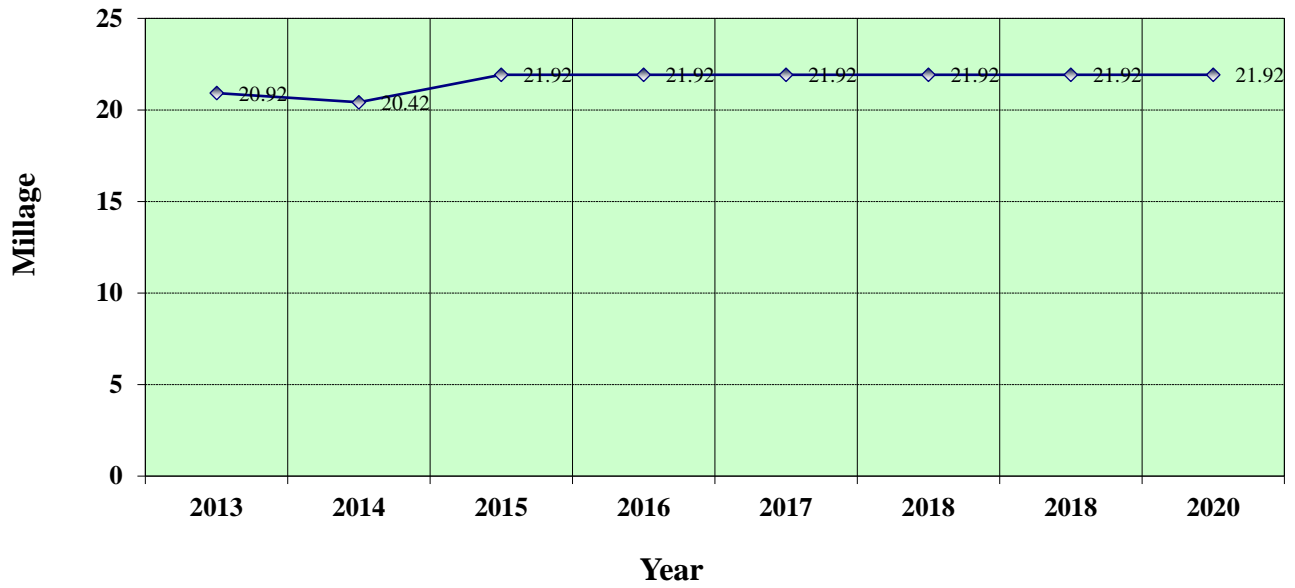
## City of Meadville General Fund Revenues



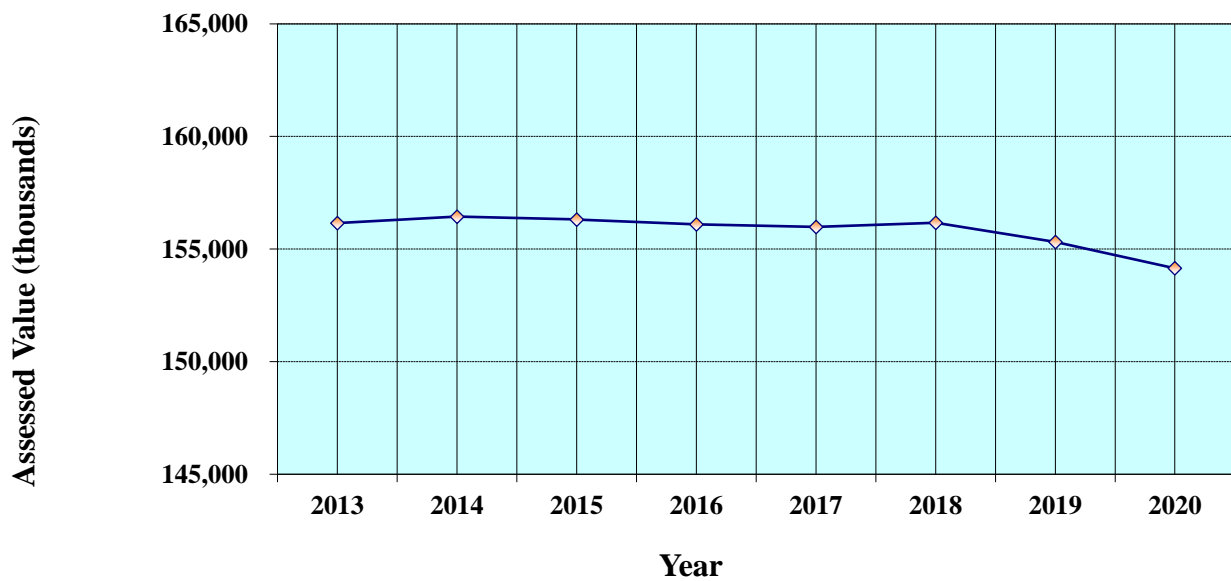
## City of Meadville General Fund Expenditures



### City of Meadville Tax Rate

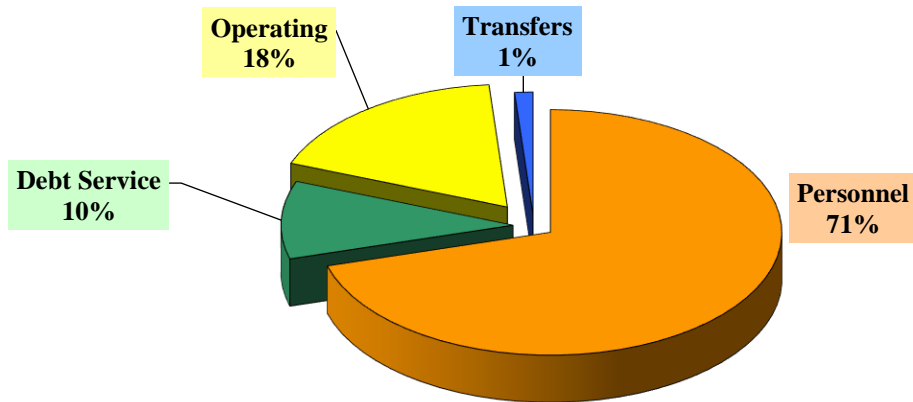


### City of Meadville Assessed Values

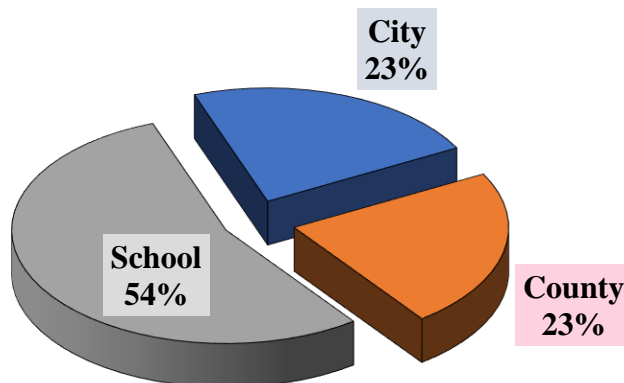




### City of Meadville Total General Fund Cost

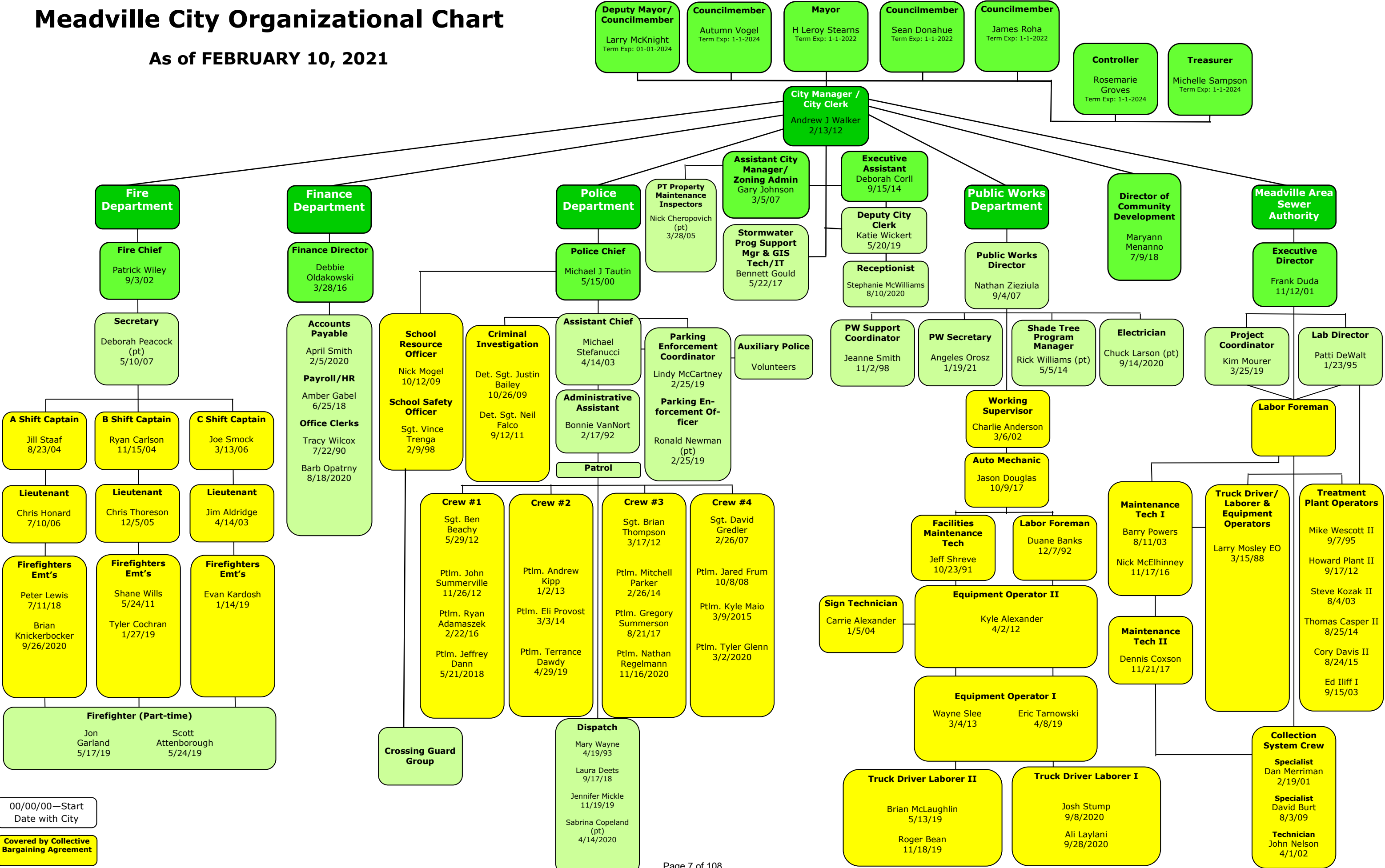


### Real Estate Tax Allocation



# Meadville City Organizational Chart

As of FEBRUARY 10, 2021



## 2021 AUTHORIZED PERSONNEL COMPLEMENT - FULL TIME

DEPARTMENT			TOTAL
DIVISION	PARTIAL FUND	PARTIAL FUND	ADOPTED
TITLE	COMPLEMENT	COMPLEMENT	COMPLEMENT
<b><u>GENERAL GOVERNMENT</u></b>			
<b>CITY MANAGEMENT</b>			
City Manager-City Clerk	0.75	0.25	1
Assistant Manager-Zoning Admin	0.50	0.50	1
Administrative Assistant			1
Community Development Director			1
	<b>TOTAL</b>		<b>4</b>
<b>FINANCE DEPARTMENT</b>			
<b>Finance Divison</b>			
Finance Director			1
Accounts Payable			1
Payroll/Human Resources			1
	<b>TOTAL</b>		<b>3</b>
<b>Treasurer's Divison</b>			
Clerk III & Parking Fund	0.65	0.35	1
Clerk II & Parking Fund	0.75	0.25	1
	<b>TOTAL</b>		<b>2</b>
<b><u>PUBLIC SAFETY</u></b>			
<b>POLICE DEPARTMENT</b>			
Police Chief			1
Assistant Chief			1
Sergeant Investigator			2
Sergeant			4
Safety Officer			1
School Resource Officer			1
Patrolman			12
C. D. Operator			3
Administrative Secretary			1
Meter Mechanic/Parking Enforcement	0.50	0.50	1
	<b>TOTAL</b>		<b>27</b>

## 2021 AUTHORIZED PERSONNEL COMPLEMENT - FULL TIME

DEPARTMENT			TOTAL
DIVISION	PARTIAL FUND	PARTIAL FUND	ADOPTED
TITLE	COMPLEMENT	COMPLEMENT	COMPLEMENT
<hr/>			
<b>FIRE DEPARTMENT</b>			
Fire Chief			1
Captain			2
Lieutenant			3
Firefighter			7
	<b>TOTAL</b>		<hr/> <b>13</b>
	<b><u>PUBLIC WORKS</u></b>		
<b>ADMINISTRATION</b>			
Public Works Director			1
Engineer Technician			1
City Electrician			1
Stormwater Program Support			1
<b>LABORERS</b>			
Working Supervisor			1
Automotive Mechanic II			1
Equipment Operator			3
Laborer Foreman			2
Sign Tech II			1
Truck Driver/Laborer II			4
	<b>TOTAL</b>		<hr/> <b>16</b>
<b>PARKING FUND</b>			
Meter Mechanic/Parking Enforcement	0.50	0.50	1
	<b>TOTAL</b>		<hr/> <b>1</b>

## 2021 AUTHORIZED PERSONNEL COMPLEMENT - FULL TIME

DEPARTMENT									TOTAL
DIVISION	Manager	Finance	Treasurer	Clerk	Police	Fire	Public Works	Parking	ADOPTED
TITLE									COMPLEMENT
<hr/>									
<b><u>GENERAL GOVERNMENT</u></b>									
<b>CITY MANAGEMENT</b>									
City Manager-City Clerk	0.75			0.25					1
Assistant Manager-Zoning Admin	1.00								1
Administrative Asst	1.00								1
Deputy City Clerk	1.00								1
Community Development Director	1.00								1
	<b>TOTAL</b>								<hr/> <b>5</b>
<b>FINANCE DEPARTMENT</b>									
<b>Finance Divison</b>									
Finance Director		1.00							1
Accounts Payable		1.00							1
Payroll/Human Resources		1.00							1
	<b>TOTAL</b>								<hr/> <b>3</b>
<b>Treasurer's Divison</b>									
Clerk III & Parking Fund			0.65					0.35	1
Clerk II & Finance		0.25	0.75						1
	<b>TOTAL</b>								<hr/> <b>2</b>

## 2021 AUTHORIZED PERSONNEL COMPLEMENT - FULL TIME

DEPARTMENT									TOTAL
DIVISION	Manager	Finance	Treasurer	Clerk	Police	Fire	Public Works	Parking	ADOPTED
TITLE									COMPLEMENT
<hr/>									
<b><u>PUBLIC SAFETY</u></b>									
<b>POLICE DEPARTMENT</b>									
Police Chief					1.00				1
Assistant Chief					1.00				1
Sergeant Investigator					2.00				2
Sergeant					4.00				4
Safety Officer					1.00				1
School Resource Officer					1.00				1
Patrolman					12.00				12
C. D. Operator					3.00				3
Administrative Secretary					1.00				1
Meter Mechanic/Parking Enforcement					0.50			0.50	1
<b>TOTAL</b>									<hr/> <b>27</b>
<b>FIRE DEPARTMENT</b>									
Fire Chief					1.00				1
Captain					2.00				2
Lieutenant					3.00				3
Firefighter					7.00				7
<b>TOTAL</b>									<hr/> <b>13</b>

## 2021 AUTHORIZED PERSONNEL COMPLEMENT - FULL TIME

DEPARTMENT									TOTAL
DIVISION	Manager	Finance	Treasurer	Clerk	Police	Fire	Public Works	Parking	ADOPTED
TITLE									COMPLEMENT
<hr/>									
 <u>PUBLIC WORKS</u>									
 ADMINISTRATION									
Public Works Director							1.00		1
Engineer Technician							1.00		1
City Electrician							1.00		1
Stormwater Program Support							1.00		1
 LABORERS									
Working Supervisor							1.00		1
Automotive Mechanic II/Foreman							1.00		1
Equipment Operator							3.00		3
Laborer Foreman							2.00		2
Sign Tech II							1.00		1
Truck Driver/Laborer II							4.00		4
TOTAL									<hr/>
									16

## 2020 AUTHORIZED PERSONNEL COMPLEMENT - PART TIME

DEPARTMENT			TOTAL
DIVISION	PARTIAL FUND	PARTIAL FUND	ADOPTED
TITLE	COMPLEMENT	COMPLEMENT	COMPLEMENT
<b><u>GENERAL GOVERNMENT</u></b>			
<b>CITY SOLICITOR'S OFFICE</b>			
City Solicitor			1
	<b>TOTAL</b>		<b>1</b>
<b>CODE ENFORCEMENT</b>			
Building Inspector			2
			<b>2</b>
<b>CITY CLERK</b>			
Telephone Operator/Receptionist			1
	<b>TOTAL</b>		<b>1</b>
<b><u>PUBLIC SAFETY</u></b>			
<b>POLICE DEPARTMENT</b>			
Civil Dispatch Operator			3
Parking Enforcement Officer			1
Crossing Guards			21
	<b>TOTAL</b>		<b>25</b>
<b>FIRE DEPARTMENT</b>			
Administrative Secretary			1
Firefighter			3
	<b>TOTAL</b>		<b>4</b>
<b><u>PUBLIC WORKS</u></b>			
<b>ADMINISTRATION</b>			
Development			1
Administrative Secretary			1
City Electrician			1
	<b>TOTAL</b>		<b>3</b>
"Seasonal" Hours			3,250



**General Fund  
Revenue Budget Summary  
Adopted Budget - 2021**

***Revenues:***

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Begin Balance - Carry Over	1,324,272	1,377,261	0	1,499,496	0	0
Begin Balance - Restricted	56,469	56,889	56,533	57,409	56,533	0
Total Begin Balance	1,380,741	1,434,150	56,533	1,556,905	56,533	0
Taxes	5,255,688	5,023,145	5,119,139	5,007,618	5,169,764	50,625
Licenses & Permits	129,666	62,268	68,725	67,469	68,000	(725)
Fines & Forfeits	187,976	153,863	168,872	122,792	165,500	(3,372)
Interest & Rents	245,912	245,772	240,700	246,178	224,450	(16,250)
Grants & Gifts	754,235	796,516	851,553	775,166	846,595	(4,958)
Departmental Earnings	2,768,064	2,937,764	2,984,786	2,925,668	2,959,581	(25,204)
Other	368,825	372,744	382,650	520,045	372,750	(9,900)
Transfers In	0	275,887	97,857	97,857	249,136	151,279
Total Operating Revenues	9,710,366	9,867,959	9,914,282	9,762,793	10,055,776	141,494
Total Cash Available	11,091,107	11,302,109	9,970,815	11,319,698	10,112,309	141,494

**General Fund  
Expense Budget Summary  
Adopted Budget - 2021**

***Expenditures:***

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Police	2,958,765	3,022,094	3,348,312	3,287,089	3,395,890	47,578
Fire	1,403,592	1,491,789	1,553,148	1,512,767	1,622,210	69,062
Management & Development	356,606	417,373	490,412	427,741	513,950	23,538
Finance	469,635	330,997	307,761	312,518	421,413	113,653
Treasurer	143,178	126,933	118,335	121,884	139,978	21,643
City Clerk	105,345	129,775	134,261	112,625	137,647	3,386
City Council	88,761	89,047	97,378	79,878	90,585	(6,794)
City Solicitor	77,104	75,738	85,300	77,987	80,300	(5,000)
Public Works	1,563,252	1,631,986	1,675,095	1,720,864	1,724,633	49,537
General Govt	2,490,718	2,429,472	2,104,281	2,082,390	1,929,172	(175,110)
<hr/>						
Total Expenditures	9,656,957	9,745,204	9,914,284	9,735,745	10,055,777	141,493
Operating Revenues Less Exp	53,409	122,755	(2)	27,048	0	
Fund Balance	1,434,150	1,556,905	1,439,739	1,583,953	1,583,952	144,213

**General Fund  
Revenues  
Adopted Budget - 2021**

<i>Description</i>	<i>2018 Actual Revenues</i>	<i>2019 Actual Revenues</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Prior Year Balance	1,324,272	1,377,261	0	1,499,496	0	0
Begin Balance Restricted	56,469	56,889	56,533	57,409	56,533	0
<i>Taxes (000's)</i>						
Property-Assessed Value	156,175	155,316	157,000	154,900	154,146	(2,854)
	156,175	155,316	157,000	154,900	154,146	(2,854)
Millage	21.92	21.92	21.92	21.92	22.92	1.00
Percentage Collected	91.09%	91.16%	93.00%	92.03%	92.49%	
Real Estate Tax	3,118,220	3,103,716	3,200,539	3,124,942	3,267,564	67,025
Real Estate Tax - Del	317,785	280,161	261,000	268,316	271,000	10,000
Per Capita	43,197	41,890	45,000	39,642	45,000	0
Per Capita - Del	10,944	10,694	9,500	9,283	9,500	0
Mechanical	75	1,855	100	1,736	1,700	1,600
Real Estate Transfer	97,416	94,967	88,000	101,308	95,000	7,000
Earned Income Tax	1,203,726	1,028,544	1,035,000	1,017,611	1,030,000	(5,000)
LST (EMST) (OPT)	464,325	461,318	480,000	444,780	450,000	(30,000)
Total	5,255,688	5,023,145	5,119,139	5,007,618	5,169,764	50,625
<i>Licenses &amp; Permits</i>						
Construction Permits	121,940	56,872	61,750	61,294	62,000	250
Various Licenses	1,927	796	1,175	1,575	1,400	225
Liquor Licenses	5,800	4,600	5,800	4,600	4,600	(1,200)
Total	129,666	62,268	68,725	67,469	68,000	(725)

**General Fund  
Revenues  
Adopted Budget - 2021**

<i>Description</i>	<i>2018 Actual Revenues</i>	<i>2019 Adopted Budget</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
<b><i>Fines &amp; Forfeits</i></b>						
Magistrate	64,271	55,268	65,000	56,588	65,000	0
Motor Code Violations	123,704	98,595	103,872	66,204	100,500	(3,372)
Total	187,976	153,863	168,872	122,792	165,500	(3,372)
<b><i>Interest &amp; Rents</i></b>						
Interest - Operating	13,893	17,920	13,000	17,107	16,500	3,500
Interest - GF Reserves	620	781	750	751	750	0
Interest - Assessments/Liens	0	0	250	0	0	(250)
Interest - Special Reserves	20,000	20,000	20,000	20,000	0	(20,000)
Rentals	211,399	207,071	206,700	208,320	207,200	500
Total	245,912	245,772	240,700	246,178	224,450	(16,250)
<b><i>Grants &amp; Gifts</i></b>						
State Aid - Pension	480,658	524,691	566,580	515,979	537,295	(29,285)
Utility Tax	5,079	4,834	5,100	4,850	5,100	0
State Contracts/Grants	61,297	56,693	55,700	45,717	50,700	(5,000)
Police Stop Grant	0	0	0	0	37,500	37,500
School/X-Guards/SRO	205,209	210,298	224,173	208,620	216,000	(8,173)
Total	754,235	796,516	851,553	775,166	846,595	(4,958)
<b><i>Other</i></b>						
Housing Authority Pilot	14,951	15,206	15,000	16,747	16,500	1,500
Sale Equip/Property	7,411	4,711	12,000	3,015	7,000	(5,000)
Impact Fees	62,402	69,763	69,000	69,762	69,000	0
Other/Capital Reimb	284,061	283,064	286,650	274,364	280,250	(6,400)
Cares Act				156,157		
Total	368,825	372,744	382,650	520,045	372,750	(9,900)

**General Fund  
Revenues  
Adopted Budget - 2021**

<i>Description</i>	<i>2018 Actual Revenues</i>	<i>2019 Actual Revenues</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
<b><i>Departmental Earnings</i></b>						
Payments in Lieu of Tax	170,604	173,769	177,746	176,873	180,927	3,181
Municipal Contributions	150,000	150,000	150,000	150,000	150,000	0
Cable Fees	169,151	159,482	172,000	150,047	150,000	(22,000)
Refuse Collection Fees	1,318,848	1,320,111	1,352,142	1,324,693	1,341,510	(10,632)
Fiscal Management Fees	345,559	405,821	406,137	427,678	422,137	16,000
Inspection Services	114,087	112,023	115,754	113,500	117,697	1,943
Storm Water Program	190,000	190,000	205,000	205,000	205,000	0
Storm Water - Public Works	135,000	185,000	185,000	185,000	185,000	0
Equipment Rental	3,658	5,438	3,000	4,123	3,500	500
Maintenance Fees	50,780	51,280	51,795	51,792	52,310	515
Treasurer Office	75,248	78,123	75,000	75,000	75,000	0
Electrician Services	3,990	5,265	5,000	4,767	0	(5,000)
Misc Fire Fees	19,833	17,650	16,000	7,460	16,000	0
Repair of Street Openings	11,550	68,673	60,712	40,501	51,000	(9,712)
Garage Services	9,756	15,129	9,500	9,234	9,500	0
Total	2,768,064	2,937,764	2,984,786	2,925,668	2,959,581	(25,204)
Total Operating Revenues	9,710,366	9,592,072	9,816,425	9,664,936	9,806,640	(9,785)
<b><i>Transfers In</i></b>						
Transfers In	0	275,887	97,857	97,857	249,136	151,279
Total Revenues Available	11,091,107	11,302,109	9,970,815	11,319,698	10,112,309	141,494

<b>Description</b>	<b>2020 Adopted Budget</b>	<b>2021 Adopted Budget</b>	<b>Revenue Description</b>
<b><i>Taxes</i></b>			
Real Estate Tax	\$3,200,539	\$3,125,000	Reduced from 2020 budget; real estate tax revenue/assessed value has slowly declined. Assumes a collection rate of 92%. Based on taxable assessed value of \$154,900,000.
Real Estate Tax – Del	\$261,000	\$271,000	Delinquent real estate taxes collected by City and County Treasurer.
Per Capita	\$45,000	\$45,000	Per capita tax (9.90/person) collection (collected by Berkheimer).
Per Capita – Del	\$9,500	\$9,500	Delinquent per capita tax collection (Collected by Berkheimer).
Mechanical	\$100	\$1,700	Mechanical device fee and state tavern tax.
Real Estate Transfer	\$88,000	\$95,000	Tax (1%) collected by County and transmitted to City on sale of property within the City.
Earned Income Tax (EIT)	\$1,035,000	\$1,030,000	Wage tax collection (0.5% of earned income).
LST	\$480,000	\$450,000	Local Services Tax (\$52/person). \$480,000 budgeted for 2020 was an unrealistic budget number.
<b>Total:</b>	<b>\$5,119,139</b>	<b>\$5,027,200</b>	
<b><i>Licenses &amp; Permits</i></b>			
Construction Permits	\$61,750	\$62,000	Construction permit and plumber licensing fees.
Various Licenses	\$1,175	\$1,400	Bed & Breakfast, Solicitor permits, etc.
Liquor Licenses	\$5,800	\$4,600	Annual revenue received from Commonwealth of PA.
<b>Total:</b>	<b>\$68,725</b>	<b>\$68,000</b>	
<b><i>Fines &amp; Forfeits</i></b>			
Magistrate	\$65,000	\$65,000	Fines collected from parking, non-traffic and city ordinance citations issued by the Police Department and Property Maintenance staff that have been adjudicated by the District Magisterial Judge.
Motor Code Violations	\$103,872	\$100,500	Parking meter fines and traffic code citations issued by the Police Department.
<b>Total:</b>	<b>\$168,872</b>	<b>\$165,500</b>	
<b><i>Interest &amp; Rents</i></b>			
Interest – Operating	\$13,000	\$16,500	Interest earned on cash accounts.
Interest – GF Reserves	\$750	\$750	Interest earned on cash accounts.
Interest – Assessments/Liens	\$250	\$0	
Interest – Special Reserves	\$20,000	\$0	Historically, we had been budgeting \$20,000 of the interest earned on the Rate Stabilization Fund. This fund no longer has assets sufficient to generate interest to bring in as revenue to the General Fund. Actual 2020 YTD is \$1,000.
Rentals	\$206,700	\$31,000	Ainsworth/Smucker rental of \$176,200 removed, Firing Range (\$2,500), District Judge (\$28,500).
<b>Total:</b>	<b>\$240,700</b>	<b>\$48,250</b>	

Description	2020 Adopted Budget	2021 Adopted Budget	Revenue Description
<b>Grants &amp; Gifts</b>			
State Aid – Pension	\$566,580	\$537,295	Formulary funding received from Commonwealth of PA for pension relief. These are monies from a surcharge on foreign and fire casualty insurance and is used to help pay for pension costs.
Utility Tax	\$5,100	\$5,100	Formulary funding received from Commonwealth of PA for property tax relief re: tax-exempt utilities.
State Contracts/Grants	\$55,700	\$50,700	PennDOT Winter Services Agreement for plowing state routes.
Police STOP Grant	\$0	\$37,500	STOP grant for prevention of domestic violence
School/X-Guards/SRO	\$224,173	\$216,000	Reimbursement from Crawford Central School District for Crossing Guards and portions of School Resource Officer and School Safety Officer. Increase due to natural escalation of wages.
<b>Total:</b>	<b>\$851,553</b>	<b>\$846,595</b>	
<b>Other</b>			
Housing Authority PILOT	\$15,000	\$16,500	Formulary funding (Payment in Lieu of Taxes) for Housing Authority units.
Sale Equip/Property	\$12,000	\$7,000	Estimated revenue from annual auction
Impact Fees	\$69,000	\$69,000	Fees received from occupants of the Crawford Business Park (former Avtex property). Fees are based on the difference in real estate tax rate between the City and Vernon Township. Fee agreement ends in 2024.
Other/Capital Reimb	\$286,650	\$280,250	Loan/Guarantee fees from MASA & MAWA (\$213,000), restitution, license fees, and other miscellaneous revenue.
<b>Total:</b>	<b>\$382,650</b>	<b>\$372,750</b>	

Description	2020 Adopted Budget	2021 Adopted Budget	Revenue Description
<b><i>Departmental Earnings</i></b>			
Payments in Lieu of Tax	\$177,746	\$180,927	Parking Fund (\$49,235), MASA (\$130,942) and CATA (\$750).
Municipal Contributions	\$150,000	\$150,000	Allegheny College (\$75,000) and Meadville Medical Center (\$75,000).
Cable Fees	\$172,000	\$150,000	Cable Franchise Fee under agreement with Armstrong Cable. Revenue slowly declining over time. Prior budget figure has been overstated.
Refuse Collection Fees	\$1,352,142	\$1,341,510	Refuse collection revenue from user fees, Prior budget figure has been overstated.
Fiscal Management Fees	\$406,137	\$422, 137	Revenue earned from fiscal management fees from MASA (\$245,000), RDA (\$85,000), Market Authority (\$2,750), Recreation Authority (\$24,075), Parking Fund (\$32,312) and CDBG Program (\$33,000). Management fee revenue is allocated as follows: Finance (70%), Management/Development (25%) and City Clerk (5%).
Inspection Services	\$115,754	\$117,697	CDBG reimbursement for fire and property maintenance code inspections (\$42,697). \$75,000 transferred from the Capital Fund to the General Fund to pay for Public Works Support Coordinator wage for capital project inspections. Note: Capital funds will not be available for 2022 budget
Storm Water Program Management	\$205,000	\$205,000	Funds transferred from Stormwater Fund for program management, compliance, mapping, and engineering. See Stormwater Fund Expenditure Budget for detail.
Storm Water – Public Works	\$185,000	\$185,000	Revenue from Stormwater Fund to cover Public Works personnel expenses.
Equipment Rental	\$3,000	\$3,500	Funds transferred from Parking Fund to General Fund for vehicle rental, rental of equipment/services to outside municipalities
Maintenance Fees	\$51,795	\$52,310	Funds transferred from Parking Fund to General Fund for maintenance of parking lots, parking garage, meter maintenance, and maintenance of equipment.
Treasurer Office	\$75,000	\$75,000	Funds reimbursed by County and School District for tax collection.
Electrician Services	\$5,000	\$0	Revenue earned from services billed to outside municipalities. No longer providing this service with recent retirement of City Electrician.
Miscellaneous Fire Fees	\$16,000	\$16,000	Revenue received from miscellaneous Fire Department fees.
Repair of Street Openings	\$60,712	\$51,000	Revenue earned from utilities to repair street openings. Revenue down in 2020 due to COVID. Annual revenue is inconsistent.
Garage Services	\$9,500	\$9,500	Revenue earned from vehicle maintenance charged to other departments/funds.
<b>Total:</b>	<b>\$2,984,786</b>	<b>\$2,959,581</b>	
<b>Total Operating Revenues:</b>	<b>\$9,816,425</b>	<b>\$9,487,876</b>	
<b><i>Transfers In</i></b>			
Transfers In	\$97,857	\$0	Transfer in from Rate Stabilization Fund. Balance of Rate Stabilization Fund after 2020 budgeted transfer is \$76,302.
<b>Total Revenues Available:</b>	<b>\$9,970,815</b>	<b>\$9,544,409</b>	



**General Fund Summary**  
**Adopted Budget - 2021**

<b>Expenditures:</b>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	6,291,666	6,412,390	6,897,701	6,822,151	7,112,308
Operating	1,740,196	1,745,602	1,769,970	1,658,438	1,779,953
Transfer to Auth/Boards	225,500	125,500	125,500	125,000	125,500
Debt Service	1,399,595	1,461,712	1,121,113	1,130,155	1,038,016
<b>Total Operating Expenses</b>	<b>9,656,957</b>	<b>9,745,204</b>	<b>9,914,284</b>	<b>9,735,745</b>	<b>10,055,777</b>

**City of Meadville**  
**General Fund Summary**  
**Expenditures**  
**Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>	
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>	<i>Percentage</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>	<i>Change</i>
710 Personnel	3,528,055	3,629,205	3,839,115	3,760,681	3,926,477	87,363	2.28%
710 Overtime/Other pay	252,652	127,534	150,100	116,578	135,600	(14,500)	-9.66%
720 Employee Benefits	2,566,210	2,702,284	2,941,507	3,004,167	3,073,822	132,315	4.50%
720 Uniforms	24,912	41,040	47,650	37,243	41,488	(6,162)	-12.93%
810 Contracted Services	182,856	158,244	198,242	180,911	219,284	21,042	10.61%
810 Engineering Services	17,033	19,991	15,000	3,149	10,000	(5,000)	-33.33%
810 MANP Services	0	0	1,000	0	5,500	4,500	450.00%
810 Legal	77,104	75,738	85,000	77,987	80,000	(5,000)	-5.88%
810 Shade Trees	48,401	39,680	40,000	38,613	40,000	0	0.00%
820 Materials & Supplies	104,271	105,251	114,750	99,144	129,150	14,400	12.55%
831 Travel	3,056	4,774	7,900	1,751	5,900	(2,000)	-25.32%
831 Training	14,832	9,712	25,250	4,560	20,850	(4,400)	-17.43%
832 Postage	12,318	11,033	11,075	9,052	11,300	225	2.03%
832 Radio Equipment	13,624	13,075	14,125	12,864	14,198	73	0.52%
833 Gas & Oil	57,818	56,485	49,750	39,626	48,750	(1,000)	-2.01%
834 Advertising	14,121	17,688	15,000	8,757	15,000	0	0.00%
834 Printing	2,056	946	3,000	745	3,000	0	0.00%
835 Insurances	108,596	104,434	107,185	112,775	124,414	17,229	16.07%
835 Insurance Claims	26,979	11,438	25,000	6,044	20,000	(5,000)	-20.00%
836 Utilities	322,364	321,188	326,468	315,141	328,168	1,700	0.52%
836 Refuse Collection	881,950	881,096	880,158	881,630	874,614	(5,544)	-0.63%
836 Trash Cart Reimb	7,830	9,175	10,000	11,711	10,000	0	0.00%
837 Maint of Equipment	180,875	243,015	161,300	195,689	236,220	74,920	46.45%
842 Membership Dues	2,711	3,171	3,910	2,820	3,535	(375)	-9.59%
842 Periodicals	639	451	1,195	184	700	(495)	-41.42%
842 Code Updates	2,377	2,156	1,855	1,796	255	(1,600)	-86.25%
885 General Expense	112,948	103,716	132,965	92,760	54,865	(78,100)	-58.74%
895 Transfers to Auth/Boards	135,850	136,050	129,750	134,290	129,750	0	0.00%
xxx Pension Amort Savings	(545,078)	(545,078)	(545,078)	(545,078)	(545,078)	0	0.00%
896 Debt Service	1,399,595	1,461,712	1,121,113	1,130,155	1,038,016	(83,097)	-7.41%
885 Contingency	0	0	0	0	0	0	
Grand Total	9,656,957	9,745,204	9,914,284	9,735,745	10,055,777	141,493	1.43%



## CITY COUNCIL

### **Objective**

To initiate, promulgate, and define policies, programs, and general activities which provide for the general welfare of all residents of the City of Meadville. The City Council consists of a Mayor and four Councilmembers, all of whom are elected at large for four years in overlapping terms. Included with this element are provisions for the City Controller, who is also elected for a four-year term.

### **Council:**

Mayor LeRoy Stearns

Deputy Mayor Larry McKnight

Councilmember Autumn Vogel

Councilmember Sean Donahue

Councilmember James Roha

### **Term:**

2018 – 2021

2020 – 2023

2020 – 2023

2018 – 2021

2018 – 2021

### **City Controller**

Rosemarie Martinez Groves

2020 – 2023

**City Council**  
**Adopted Budget - 2021**

<b>Revenues:</b>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
General Fund	88,761	89,047	97,378	79,878	90,585
<b>Total Operating Revenues</b>	<b>88,761</b>	<b>89,047</b>	<b>97,378</b>	<b>79,878</b>	<b>90,585</b>

<b>Expenditures:</b>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	83,415	83,772	89,928	77,399	84,085
Operating	5,346	5,275	7,450	2,480	6,500
<b>Total Operating Expenses</b>	<b>88,761</b>	<b>89,047</b>	<b>97,378</b>	<b>79,878</b>	<b>90,585</b>

**City Council  
Expenditures  
Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>	
710 Personnel	8,100	8,100	8,100	7,827	8,100	0
720 Employee Benefits	75,316	75,672	81,828	69,572	75,985	(5,844)
831 Travel	0	11	1,000	0	500	(500)
831 Training	0	342	500	84	500	0
842 Membership Dues	250	250	950	475	500	(450)
885 General Expense	2,073	992	2,500	1,406	2,500	0
885 Special Projects	3,023	3,249	2,500	515	2,500	0
<hr/>						
Total	88,761	89,047	97,378	79,878	90,585	(6,794)

<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>	<b>Adopted Budget 2021</b>	<b>Expense Description</b>
<b>710</b>	<b>PERSONNEL</b>	<b>\$8,100</b>	<b>\$8,100</b>	Council and Controller wages per City ordinance and Third Class City Code. Mayor (\$1,800), Councilmember (\$1,200), Controller (\$1,500).
<b>720</b>	<b>EMPLOYEE BENEFITS</b>	<b>\$81,828</b>	<b>\$88,619</b>	Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Travel Allowance
<b>831</b>	<b>TRAVEL</b>	<b>\$1,000</b>	<b>\$500</b>	Travel related to training, workshops, etc.
<b>831</b>	<b>TRAINING</b>	<b>\$500</b>	<b>\$500</b>	Conference or training registration fees.
<b>842</b>	<b>MEMBERSHIP DUES</b>	<b>\$950</b>	<b>\$500</b>	Chamber of Commerce, PA Boroughs Association
<b>885</b>	<b>GENERAL EXPENSE</b>	<b>\$2,500</b>	<b>\$2,500</b>	General expenses; special recognitions, ceremonies, miscellaneous supplies, annual Chamber dinner, etc.
<b>885</b>	<b>SPECIAL PROJECTS</b>	<b>\$2,500</b>	<b>\$2,500</b>	Special projects as designated by Mayor Council.



# CITY SOLICITOR

## **Department Objective**

To provide legal counsel to the City Council, City Manager, and all officers and departments of the City in matters relating to their official duties, and to prosecute and defend all suits for and in behalf of the City.

## **Areas of Focus:**

- Civil claims against the City
- Criminal – prosecute misdemeanors and violations
- Real estate

## **Includes:**

- City Solicitor: Shafer Law Firm
- Labor Relations: Campbell, Durant & Beatty
- Special Legal (e.g. draft responses, EEOC claims)

**City Solicitor**  
**Adopted Budget - 2021**

<b>Revenues:</b>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
General Fund	77,104	75,738	85,300	77,987	80,300
<b>Total Operating Revenues</b>	<b>77,104</b>	<b>75,738</b>	<b>85,300</b>	<b>77,987</b>	<b>80,300</b>

<b>Expenditures:</b>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Operating	77,104	75,738	85,300	77,987	80,300
<b>Total Operating Expenses</b>	<b>77,104</b>	<b>75,738</b>	<b>85,300</b>	<b>77,987</b>	<b>80,300</b>



**City Solicitor  
Expenditures  
Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>	
810 Legal - Solicitor	71,652	69,881	70,000	68,498	70,000	0
810 Legal - Labor/Other	5,452	5,857	15,000	9,489	10,000	(5,000)
842 Membership/Travel	0	0	300	0	300	0
<hr/>						
Total	77,104	75,738	85,300	77,987	80,300	(5,000)

<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>	<b>Adopted Budget 2021</b>	<b>Notes</b>
<b>810</b>	<b>LEGAL-SOLICITOR</b>	<b>\$70,000</b>	<b>\$70,000</b>	Monthly retainer and miscellaneous legal fees related to non-standard litigation or coordination with outside counsel.
<b>810</b>	<b>LEGAL-LABOR/OTHER</b>	<b>\$15,000</b>	<b>\$10,000</b>	Legal fees for outside labor counsel related to personnel matters or specialty legal counsel
<b>842</b>	<b>MEMBERSHIP/TRAVEL</b>	<b>\$300</b>	<b>\$300</b>	Labor law training conference.



# CITY MANAGER

## **Department Objective:**

To provide for the effective, professional management of the City of Meadville. Activities of Management & Development include:

- Developing programs and providing the City Council with advice;
- Implementing Council policies through effective programs;
- Administering Property Maintenance and Code Enforcement;
- Providing personnel services for the City, including recruitment, promotion, training opportunities, labor relations, collective bargaining, discipline, grievance handling, and personnel selection.

The City Manager represents the interest of the City on a number of committees, boards, and organizations. The City Manager serves as a communication link, establishing communications and public relations between the City and the general public, the news media, and all appointed authorities, boards, commissions, and committees. The City Manager is primarily responsible for the City's program budget, its preparation and implementation.

**City Manager**  
**Adopted Budget - 2021**

<b>Revenues:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Fiscal Management Fees	78,877	78,955	79,034	84,420	84,284
Sub-Total	78,877	78,955	79,034	84,420	84,284
General Fund	277,729	338,418	411,378	343,321	429,665
<b>Total Operating Revenues</b>	<b>356,606</b>	<b>417,373</b>	<b>490,412</b>	<b>427,741</b>	<b>513,950</b>

<b>Expenditures:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	280,163	345,789	420,747	378,304	445,900
Operating	76,443	71,584	69,665	49,437	68,050
<b>Total Operating Expenses</b>	<b>356,606</b>	<b>417,373</b>	<b>490,412</b>	<b>427,741</b>	<b>513,950</b>

**City Manager  
Expenditures  
Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>	
710 Personnel	146,174	181,575	200,501	201,277	208,089	7,588
710 Personnel - Code Enforce	57,544	59,570	62,586	34,374	64,436	1,850
720 Employee Benefits	76,446	104,644	157,660	142,654	173,375	15,715
810 Engineering Services	17,033	19,991	15,000	3,149	10,000	(5,000)
810 Consulting Services	0	0	1,000	0	5,500	4,500
810 Shade Tree Mant/Removal	48,401	39,680	40,000	38,613	40,000	0
810 Zoning Hearings	1,171	2,262	1,400	1,255	1,400	0
820 Material & Supplies	330	108	500	195	500	0
820 Safety Committee	1,489	1,358	1,500	1,127	1,500	0
831 Travel	1,323	1,497	2,000	243	2,000	0
831 Training	2,150	2,307	2,000	1,551	2,000	0
832 Postage	320	356	500	365	400	(100)
842 Membership Dues	1,070	1,695	1,250	1,190	1,250	0
842 Periodicals	256	0	765	0	250	(515)
885 Civil Service Testing	758	605	2,000	650	1,500	(500)
885 Medical Exams	1,600	1,425	1,250	600	1,250	0
885 General Expense	542	300	500	499	500	0
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Total	356,606	417,373	490,412	427,741	513,950	23,538

<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>	<b>Adopted Budget 2021</b>	<b>Expense Description</b>
<b>710</b>	<b>PERSONNEL</b>	<b>\$200,501</b>	<b>\$208,089</b>	Wages: 75% City Manager (Walker), 50% Assistant City Manager (Johnson), Executive Assistant (Corll), Director of Community Development (Menanno)
<b>710</b>	<b>PERSONNEL – CODE ENFORCEMENT</b>	<b>\$62,586</b>	<b>\$64,436</b>	Part-time Code Enforcement Officers (2) (Cheropovich, Boyce)  Zoning Administrator/Building Code Official-50% (Johnson)
<b>720</b>	<b>EMPLOYEE BENEFITS</b>	<b>\$157,660</b>	<b>\$173,375</b>	Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Retirement (Defined Benefit and Defined Contribution)
<b>810</b>	<b>ENGINEERING SERVICES</b>	<b>\$15,000</b>	<b>\$10,000</b>	Fees to third-party City Engineer (PCE), other engineering consultants and bridge inspection firm.
<b>810</b>	<b>CONSULTING SERVICES</b>	<b>\$1,000</b>	<b>\$1,000</b>	Consulting services related to personnel and employee benefits.
<b>810</b>	<b>SHADE TREE MANAGEMENT</b>	<b>\$40,000</b>	<b>\$40,000</b>	Tree removal and trimming budget. Annual need for tree removal far outstrips the resources available. Tree removal costs for the past two years have exceeded \$35K.
<b>810</b>	<b>ZONING HEARINGS</b>	<b>\$1,400</b>	<b>\$1,400</b>	Court reporter expenses for zoning hearings
<b>820</b>	<b>MATERIALS AND SUPPLIES</b>	<b>\$500</b>	<b>\$500</b>	General materials and supplies, as needed.
<b>820</b>	<b>SAFETY COMMITTEE</b>	<b>\$1,500</b>	<b>\$1,500</b>	Budget for Safety Committee projects and employee incentives.
<b>831</b>	<b>TRAVEL</b>	<b>\$2,000</b>	<b>\$2,000</b>	Travel and lodging fees associate with conferences, trainings, meetings, etc.
<b>831</b>	<b>TRAINING</b>	<b>\$2,000</b>	<b>\$2,000</b>	Conference and training registration fees.
<b>832</b>	<b>POSTAGE</b>	<b>\$500</b>	<b>\$400</b>	General postage.
<b>842</b>	<b>MEMBERSHIP DUES</b>	<b>\$1,250</b>	<b>\$1,250</b>	Association of PA Municipal Managers, PA Association of Boroughs, PA Downtown Center, PELRAS, ASCAP
<b>842</b>	<b>PERIODICALS</b>	<b>\$765</b>	<b>\$250</b>	Code Enforcement updates
<b>885</b>	<b>CIVIL SERVICE TESTING</b>	<b>\$2,000</b>	<b>\$1,500</b>	Consulting fee for civil service testing.
<b>885</b>	<b>MEDICAL EXAMS</b>	<b>\$1,250</b>	<b>\$1,250</b>	Psychological testing fees for new police and firemen and independent medical exams for personnel matters.
<b>885</b>	<b>GENERAL EXPENSE</b>	<b>\$500</b>	<b>\$500</b>	General expense.



## CITY CLERK

### **Department Objective**

To maintain the official records of the business of the City in a safe and retrievable manner. The City Clerk is appointed by Council and maintains the records of Council, as well as giving notice of Council meetings and recording Council proceedings. The City Clerk's Office also maintains the records of the Authorities, Boards, Commissions, and Committees; ensures appropriate signatures on resolutions, ordinances, and contracts; oversees the proper filling of all City documents; oversees permit applications and the issuing of permits for events, races, parades, and sales within the City of Meadville.

**City Clerk**  
**Adopted Budget - 2021**

<b>Revenues:</b>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Business Licenses	0	0	75	0	0
Solicitor Licenses	227	296	200	700	500
Fiscal Management Fees	15,775	15,791	15,807	16,884	16,857
Sub-Total	16,002	16,087	16,082	17,584	17,357
General Fund	89,343	113,688	118,180	95,041	120,291
<b>Total Operating Revenues</b>	<b>105,345</b>	<b>129,775</b>	<b>134,261</b>	<b>112,625</b>	<b>137,647</b>

<b>Expenditures:</b>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	88,013	109,933	113,561	101,206	115,647
Operating	17,332	19,842	20,700	11,418	22,000
<b>Total Operating Expenses</b>	<b>105,345</b>	<b>129,775</b>	<b>134,261</b>	<b>112,625</b>	<b>137,647</b>



**City Clerk**  
**Expenditures**  
**Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>	
710 Personnel	60,673	77,789	78,260	72,020	77,557	(704)
720 Employee Benefits	27,339	32,144	35,301	29,186	38,091	2,790
810 Contracted/Prof Service	2,668	480	2,700	1,950	4,500	1,800
820 Materials & Supplies	42	324	400	216	400	0
831 Travel	0	0	250	0	250	0
831 Training	0	692	1,500	0	1,000	(500)
832 Postage	61	120	150	145	150	0
834 Advertising	14,121	17,688	15,000	8,757	15,000	0
842 Membership Dues	0	0	150	0	150	0
842 Periodicals	252	275	250	0	250	0
885 General Expense	189	263	300	350	300	0
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Total	105,345	129,775	134,261	112,625	137,647	3,386

<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>	<b>Adopted Budget 2021</b>	<b>Expense Description</b>
<b>710</b>	<b>PERSONNEL</b>	<b>\$78,260</b>	<b>\$77,557</b>	City Clerk (25% Walker), Deputy City Clerk (Wickert), Part-time Receptionist
<b>720</b>	<b>EMPLOYEE BENEFITS</b>	<b>\$35,301</b>	<b>\$38,091</b>	Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Retirement (Defined Benefit and Defined Contribution)
<b>810</b>	<b>CONTRACTED/ PROFESSIONAL SERVICE</b>	<b>\$2,700</b>	<b>\$4,500</b>	Fees to Code Publishing for annual codification of ordinances (\$1950), Social Media Archiving (\$2388) WebEx subscription for remote meetings (\$162)
<b>820</b>	<b>MATERIALS AND SUPPLIES</b>	<b>\$400</b>	<b>\$400</b>	Various materials and supplies (ordinance books, specialty paper, etc.) related to City Clerk duties.
<b>831</b>	<b>TRAVEL</b>	<b>\$250</b>	<b>\$250</b>	Travel budget related to training.
<b>831</b>	<b>TRAINING</b>	<b>\$1,500</b>	<b>\$1,000</b>	Training budget for new Deputy City Clerk
<b>832</b>	<b>POSTAGE</b>	<b>\$150</b>	<b>\$150</b>	General postage.
<b>834</b>	<b>ADVERTISING</b>	<b>\$15,000</b>	<b>\$15,000</b>	Advertising and publication costs for public meetings, hearings, ordinances, zoning hearing board meetings, etc.
<b>842</b>	<b>MEMBERSHIP DUES</b>	<b>\$150</b>	<b>150</b>	Pennsylvania Association of Notary Officials (PANO)
<b>842</b>	<b>PERIODICALS</b>	<b>\$250</b>	<b>250</b>	Meadville Tribune subscription
<b>885</b>	<b>GENERAL EXPENSE</b>	<b>\$300</b>	<b>300</b>	General expense



# CITY TREASURER

## **Department Objective**

The City Treasurer is elected for a four-year term and is responsible for the collection, receiving, safekeeping, and payment of public monies including City, County, and School District taxes. The Treasurer is responsible for the following functions:

- Real Estate Tax Collection
- Per Capita Tax Collection
- Refuse Receipt Collection
- Collection of Permits, License, and Official Document Receipts
- The filing and calculation of municipal liens, receiving payment, and billing of said liens

## **City Treasurer**

Michelle Sampson

## **Term**

2020-2023

**City Treasurer**  
**Adopted Budget - 2021**

<b>Revenues:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Interest Earned - Assessments/Li	0	0	250	0	0
Treasurer Office	75,248	78,123	75,000	75,000	75,000
Sub-Total	75,248	78,123	75,250	75,000	75,000
General Fund	67,930	48,810	43,085	46,884	64,978
<b>Total Operating Revenues</b>	<b>143,178</b>	<b>126,933</b>	<b>118,335</b>	<b>121,884</b>	<b>139,978</b>

<b>Expenditures:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	135,090	118,024	107,970	112,115	129,813
Operating	8,088	8,909	10,365	9,769	10,165
<b>Total Operating Expenses</b>	<b>143,178</b>	<b>126,933</b>	<b>118,335</b>	<b>121,884</b>	<b>139,978</b>

**City Treasurer**  
**Expenditures**  
**Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>	
710 Personnel	83,159	65,088	53,689	58,907	61,306	7,617
720 Employee Benefits	51,931	52,936	54,282	53,208	68,507	14,226
820 Materials & Supplies	2,473	1,812	2,500	2,803	2,500	0
831 Training	0	0	100	0	100	0
832 Postage	5,575	7,057	7,000	6,766	7,000	0
837 Maint of Equipment	0	0	200	0	0	(200)
842 Filing Fees	0	0	500	200	500	0
885 General Expense	40	40	65	0	65	0
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Total	143,178	126,933	118,335	121,884	139,978	21,643

<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>	<b>Adopted Budget 2021</b>	<b>Notes</b>
<b>710</b>	<b>PERSONNEL</b>	<b>\$53,689</b>	<b>\$61,306</b>	City Treasurer (Sampson), Finance Clerk (Wilcox, 65%) Finance Clerk (Opatrny, 75%)  Note: 67% of the Treasurer's office wages are offset by funds received from billing Crawford County and Crawford Central School District to cover the cost of the Real Estate and Per Capita Tax billing, collection and reconciliation of taxes each year.
<b>720</b>	<b>EMPLOYEE BENEFITS</b>	<b>\$54,282</b>	<b>\$68,507</b>	Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Pension (Defined Benefit and Defined Contribution)
<b>820</b>	<b>MATERIALS AND SUPPLIES</b>	<b>\$2,500</b>	<b>\$2,500</b>	67% of our supplies for tax forms and envelopes are covered by Crawford County and Crawford Central School District to cover the Real Estate and Per Capita Tax bills, delinquent bills and bill reprints
<b>831</b>	<b>TRAINING</b>	<b>\$100</b>	<b>\$100</b>	Required training for City Treasurer.
<b>832</b>	<b>POSTAGE</b>	<b>\$7,000</b>	<b>\$7,000</b>	Mailing of tax bills. Note: 50% of our postage cost is reimbursed by Crawford County and Crawford Central School District to cover the Real Estate and Per Capita Tax bills.
<b>837</b>	<b>MAINTENANCE OF EQUIPMENT</b>	<b>\$200</b>	<b>\$0</b>	
<b>842</b>	<b>FILING FEES</b>	<b>\$500</b>	<b>\$500</b>	Filing fees for insufficient funds, liens, etc.
<b>885</b>	<b>GENERAL EXPENSE</b>	<b>\$65</b>	<b>\$65</b>	Membership fee for City Treasurer.



# FINANCE DEPARTMENT

## **Department Objective**

To provide an equitable basis for the levy of taxes needed to finance City programs and activities, to provide for the collection of revenues, and to provide for the keeping of necessary information and accounts of both revenues and disbursements of the City.

**Finance Department  
Adopted Budget - 2021**

<b>Revenues:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
<i>Description</i>	<i>Actual Revenues</i>	<i>Actual Revenues</i>	<i>Adopted Budget</i>	<i>Projected Revenues</i>	<i>Adopted Budget</i>
Interest Earned - GF Operating	13,893	17,920	13,000	17,107	16,500
Interest Earned - GF Reserves	620	781	750	751	750
Fiscal Management Fees	250,906	311,075	311,296	326,375	320,996
Sub-Total	265,420	329,776	325,046	344,232	338,246
General Fund	204,215	1,221	(17,285)	(31,714)	83,167
<b>Total Operating Revenues</b>	<b>469,635</b>	<b>330,997</b>	<b>307,761</b>	<b>312,518</b>	<b>421,413</b>

<b>Expenditures:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
<i>Description</i>	<i>Actual Expend</i>	<i>Actual Expend</i>	<i>Adopted Budget</i>	<i>Projected Expend</i>	<i>Adopted Budget</i>
Personnel	376,653	191,900	212,946	203,806	233,678
Operating	92,982	139,097	94,815	108,712	187,735
<b>Total Operating Expenses</b>	<b>469,635</b>	<b>330,997</b>	<b>307,761</b>	<b>312,518</b>	<b>421,413</b>



**Finance Department  
Expenditures  
Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>	
710 Personnel	241,072	141,289	156,734	153,091	168,312	11,579
720 Employee Benefits	135,581	50,611	56,212	50,716	65,366	9,154
810 Audit	18,500	27,900	23,500	28,000	33,000	9,500
810 Mangt Services/Contractor	4,368	0	3,000	1,650	9,500	6,500
820 Materials & Supplies	512	221	400	381	400	0
831 Travel	230	404	500	0	500	0
831 Training	348	494	750	60	750	0
832 Postage	1,181	795	1,000	939	1,000	0
837 Maint of Equip/Software	62,053	100,743	59,875	73,892	137,895	78,020
842 Membership Dues	190	190	190	190	190	0
885 Bank Bond Fees	5,600	8,350	5,600	3,600	4,500	(1,100)
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Total	469,635	330,997	307,761	312,518	421,413	113,653

<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>	<b>Adopted Budget 2021</b>	<b>Notes</b>
<b>710</b>	<b>PERSONNEL</b>	<b>\$156,734</b>	<b>\$168,312</b>	Wages: Finance Director (Oldakowski), Payroll/HR Admin (Gabel), Accounts Payable (Smith), Finance Clerk (Opatrny, 25%)
<b>720</b>	<b>EMPLOYEE BENEFITS</b>	<b>\$56,212</b>	<b>\$65,366</b>	Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Retirement (Defined Contribution).
<b>810</b>	<b>AUDIT</b>	<b>\$23,500</b>	<b>\$28,000</b>	Annual fiscal audit. Increased expense in 2021 due to new pension reporting requirements.
<b>810</b>	<b>MANAGEMENT SERVICES/CONTRACTS</b>	<b>\$3,000</b>	<b>\$9,500</b>	GASB 45 & 68 reports (Cowden & Associates) Database consulting services
<b>820</b>	<b>MATERIALS AND SUPPLIES</b>	<b>\$400</b>	<b>\$400</b>	Materials and supplies, as needed.
<b>831</b>	<b>TRAVEL</b>	<b>\$500</b>	<b>\$500</b>	
<b>831</b>	<b>TRAINING</b>	<b>\$750</b>	<b>\$750</b>	
<b>832</b>	<b>POSTAGE</b>	<b>\$1,000</b>	<b>\$1,000</b>	Postage to mail accounts payable checks, invoices, etc.
<b>837</b>	<b>MAINTENANCE OF EQUIPMENT/SOFTWARE</b>	<b>\$59,875</b>	<b>\$128,595</b>	Fund accounting software maintenance (\$45,000) Photocopier leases (\$1,750) Tax software (\$1,950) Postage Meter (\$1,300) Door security system (\$1,327) HBM Managed Network Services (\$41,940) HBM Special Cyber Security Monitoring (\$16, 920) Firewall Equipment Lease (\$2,160) Office365 Software Subscription (\$11,880) Adobe Software Subscription (\$2,568) Miscellaneous
<b>842</b>	<b>MEMBERSHIP DUES</b>	<b>\$190</b>	<b>\$190</b>	Government Finance Officers Association
<b>885</b>	<b>BANK BOND FEES</b>	<b>\$5,600</b>	<b>\$4,500</b>	Bank service fees for bonds. Digital Assurance Certification (DAC) bond compliance fees.



# POLICE DEPARTMENT

## Department Objective

To establish and maintain an ongoing partnership with the citizens of the community that promotes, preserves, and delivers a presence of security, safety, and quality services and to fulfill partnership with courtesy, integrity, and respect.

- The City of Meadville employs 22 fulltime police officers, a K-9 Unit, 3 dispatchers, 2 parking enforcement personnel, 24 crossing guards and currently has 15-20 auxiliary police volunteers.
- The fulltime officer's roster consists of Police Chief, Assistant Police Chief, 2 Sergeant Investigators, 4 Sergeants, a Safety Resource Officer, a School Safety Sergeant, 12 Patrolmen, and 1 K-9.
- The police department currently has a fleet of 10 police vehicles, K-9-unit vehicle, parking enforcement van.

## List of vehicles:

Year	Vehicle No.	Description	Use	Mileage
2009	#11	Ford Escape	School Safety Officer	58,000
2009	#15	Ford Escape	School Resource Officer	39,000
2011	#17	Crown Victoria – Police Interceptor	K9	90,000
2013	#19	Ford Taurus Interceptor - Unmarked	Detective	58,000
2014	#13	Ford Taurus Interceptor	Patrol	141,000
2014		Dodge Ram Van	Parking Enforcement	83,000
2020	#16	Ford Explorer Police Interceptor	Patrol	24,000
2017	#20	Ford Taurus Interceptor	Patrol	100,000
2017	#14	Ford Explorer Police Interceptor	Patrol	80,000
2019	#18	Ford F-150 Police Responder	Patrol	39,000

**Police Department  
Adopted Budget - 2021**

<b>Revenues:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Magistrate	64,271	55,268	65,000	56,588	65,000
Motor Vehicle Violations	123,704	98,595	103,872	66,204	100,500
Rental - John Holt Range	0	0	2,500	4,500	2,500
Police Stop Grant	0	0	0	0	37,500
Crossing Guards	121,468	124,518	127,000	122,840	128,000
Safety Resource Officer	83,741	85,780	97,173	85,780	88,000
Police Services	6,365	9,760	8,000	6,133	8,000
Restitution & Costs	2,449	6,218	5,000	2,663	5,000
Sub-Total	401,999	380,139	408,545	344,708	434,500
General Fund	2,556,766	2,641,955	2,939,766	2,942,381	2,961,390
<b>Total Operating Revenues</b>	<b>2,958,765</b>	<b>3,022,094</b>	<b>3,348,312</b>	<b>3,287,089</b>	<b>3,395,890</b>

<b>Expenditures:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	2,833,647	2,887,765	3,179,543	3,163,972	3,232,088
Operating	125,119	134,329	168,768	123,118	163,801
<b>Total Operating Expenses</b>	<b>2,958,765</b>	<b>3,022,094</b>	<b>3,348,312</b>	<b>3,287,089</b>	<b>3,395,890</b>

**Police Department  
Expenditures  
Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>	
710 Personnel	1,623,537	1,618,673	1,759,724	1,692,841	1,773,499	13,776
710 Court Pay	12,085	16,626	16,000	14,250	16,000	0
710 Overtime/Holiday	62,007	47,686	54,100	52,895	54,100	0
720 Employee Benefits	1,136,018	1,204,780	1,349,720	1,403,986	1,388,489	38,769
720 Uniforms	11,466	21,222	27,115	19,038	20,953	(6,162)
810 Contracted Services	20,506	22,011	26,632	23,303	26,990	358
820 Materials & Supplies	12,509	11,295	19,150	11,762	19,150	0
831 Travel	872	0	500	0	500	0
831 Training	7,405	4,860	16,900	1,525	13,000	(3,900)
832 Postage	400	569	1,500	592	1,500	0
832 Radio Equipment	5,379	5,380	7,625	5,383	7,698	73
833 Gas & Oil	31,480	28,343	30,000	22,677	30,000	0
834 Printing	2,056	946	3,000	745	3,000	0
835 Insurance	14,300	13,972	14,391	18,129	19,035	4,644
837 Maint of Equipment	8,656	15,141	17,000	10,747	17,000	0
839 Auxillary Police Support	9,100	9,300	3,000	8,040	3,000	0
842 Membership Dues	80	395	275	140	275	0
842 Periodicals	131	176	180	184	200	20
885 General Expense	779	719	1,500	853	1,500	0
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Total	2,958,765	3,022,094	3,348,312	3,287,089	3,395,890	47,578

Obj. No.	Description	Adopted Budget 2020	Adopted Budget 2021	Expense Description
710	PERSONNEL	\$1,759,724	\$1,788,423	<p>Police Chief (Tautin), Assistant Chief (Stefanucci), Records Admin/Secretary (Vannort)</p> <p>Part-time Parking Enforcement Officers (2) (McCartney, Newman)</p> <p>Full-time Dispatchers (3) (Wayne, Deets, Mickel), Part-time Dispatchers (2)</p> <p>Part-time Crossing Guards (20).</p> <p>Full-time Officers (20)</p> <p>Note: Crawford Central School District reimburses \$216,000 for Crossing Guards, portion of School Safety Officer (Trenga) and portion of School Resource Officer (Mogel)</p> <p>*Collective Bargaining Agreement wage increase = 2.5%</p>
710	COURT PAY	\$16,000	\$16,000	Overtime generated by state regulations which require that court hearings be scheduled within a certain timeframe. While Judge Pendolino's staff attempts to coordinate with the charging officer's schedule, it cannot always be accommodated.
710	OVERTIME/HOLIDAY	\$54,100	\$54,100	<p>Normal \$28,600 Overtime generated by sickness, vacation, personal time, bereavement leave, etc. to maintain safe staffing levels.</p> <p>Holiday-related \$15,000 Overtime generated by the scheduling of holidays. The increase is due to higher officer salaries per the collective bargaining agreement.</p> <p>TASER Training \$1,650 Overtime generated by mandatory TASER training and recertification (2 hours/officer).</p> <p>Firearms Training &amp; Qualification \$4,950 Overtime generated by mandatory firearms training and annual qualification (6 hours/officer)</p> <p>First Aid/CPR \$2,900 All officers due for recertification in November 2021.</p> <p>K9 Officer \$1,000 Overtime generated by training and call-out of K9 officer.</p>
720	EMPLOYEE BENEFITS	\$1,349,720	\$1,395,067	Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Pension (Defined Benefit and Defined Contribution), Post-Retirement Health Care
720	UNIFORMS	\$27,115	\$25,753	<p>Clothing Allowance \$8,800 Annual allowance to replace uniforms per the Collective Bargaining Agreement.</p> <p>Boot Allowance \$3,300 Annual allowance to replace footwear per the Collective Bargaining Agreement.</p> <p>Dispatcher Uniforms \$500 Dispatchers do not receive an annual allowance. Amount reflects what we have been spending annually, on average, to replace worn out uniforms.</p> <p>Bullet Proof Vests \$1,863 Replacement of four vests due to the five-year replacement schedule. This cost matches an annual grant. Note: This annual cost has not been included in prior budgets.</p> <p>Miscellaneous \$1,000 Replacement of worn out duty gear as required by the Collective Bargaining Agreement.</p> <p>New Officer Uniform &amp; Equipment \$9,691 New uniforms for four new officers due to anticipated staff turnover.</p> <p>Crossing Guard Uniforms \$600 Safety gear and uniforms for crossing guards.</p>

Obj. No.	Description	Adopted Budget 2020	Adopted Budget 2021	Expense Description
<b>810</b>	<b>CONTRACTED SERVICES</b>	<b>\$26,632</b>	<b>\$31,059</b>	
	In-Synch		\$4,950	Annual maintenance fee for Mobil-Synch, the department's reporting & record keeping system.
	Parking In-Synch		\$4,069	Maintenance and licensing fees for parking enforcement software and 3 handheld devices.
	NCIC Scope		\$5,100	Annual maintenance fee for the NCIC Scope, our direct-connect computer to access state and federal databases for license plate checks, driver's license checks, wanted persons, etc.
	Live Scan Fee Central Booking Fee		\$1,250	City's annual share of fee to Crawford County for participation in central booking station.
	YIS/Cowden		\$690	YIS/Cowden is the company that certifies our V-Spec speed timing devices for speed enforcement in our patrol cars. The yearly fee for calibrations is \$765. I need to have V-Spec installed in the new cruiser at a fee of \$500.
	Animal Control		\$15,000	Annual fee paid to the Crawford County Humane Society for animal control services, kennel services (strays), pet ordinance enforcement, temporary pet housing during emergencies, K9 veterinary care
<b>820</b>	<b>MATERIALS AND SUPPLIES</b>	<b>\$19,150</b>	<b>\$19,150</b>	
	TASER X26P CEW		\$2,792	Replacement of two TASERS
	TASER Duty Cartridges (5)		\$172	
	TASER Training Cartridges (54)		\$1,525	Each officer is required to fire two TASER cartridges per year to maintain certification.
	TASER Batteries (7)		\$476	
	Handgun Ammunition		\$1,376	Required by Collective Bargaining Agreement
	A.R. 15 Ammunition		\$445	
	Qualification Ammo – Duty Fire arm 9mm		\$559	
	General Police Administration		\$150	
	K9 Program		\$1,000	Uniform, required equipment and dog food for K9 officer. Routine veterinary care is donated.
	Miscellaneous		\$13,147	Video cards, CD's and DVD's, minor electronic equipment, batteries, first aid supplies, fingerprint supplies, evidence supplies, crime scene supplies, posting stakes, staples, printer and scanner ink cartridges, etc., as needed.
<b>831</b>	<b>TRAVEL</b>	<b>\$500</b>	<b>\$500</b>	Mileage related to warrant service or prisoner transport.

<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>	<b>Adopted Budget 2021</b>	<b>Expense Description</b>
<b>831</b>	<b>TRAINING</b>  Street Survival  Computer Voice Stress Analyzer (C.V.S.A.)  Powerphone Dispatch Training & Certification  Travel/Other Training	<b>\$16,900</b>	<b>\$17,000</b>     <b>\$4,844</b>  <b>\$12,156</b>	Standard entry level training for officer safety, applicable to new and seasoned officers. Training for four (4) officers.  Training and certification for second detective to use CVSA in both criminal investigations and background investigations of new hires.  Training, certification and recertification for dispatchers.  K-9 training, non-local training, travel and accommodations.
<b>832</b>	<b>POSTAGE</b>	<b>\$1,500</b>	<b>\$1,500</b>	General mailing and shipping expenses, including postage to mail evidence to the Crime Lab in Northeast via certified mail or blood kits to Greensburg lab.
<b>832</b>	<b>RADIO EQUIPMENT</b>  Radio Tower Rent  Radio Contracted Services  Radio Maintenance  Radio Equipment  Portable Radio Batteries  Portable Radio Holders	<b>\$7,625</b>	<b>\$7,698</b>  \$3,184  \$1,600  \$1,000  \$950  \$728  \$236	
<b>833</b>	<b>GAS AND OIL</b>	<b>\$30,000</b>	<b>\$30,000</b>	Fuel for cruisers.
<b>834</b>	<b>PRINTING</b>	<b>\$3,000</b>	<b>\$3,000</b>	Parking ticket paper, envelopes, citations, meter bags and various "No Parking" signs.
<b>835</b>	<b>INSURANCE</b>	<b>\$14,391</b>	<b>\$19,035</b>	Allocation of relevant portion of general property and liability insurance, auto and professional liability insurance.
<b>837</b>	<b>MAINTENANCE OF EQUIPMENT</b>	<b>\$17,000</b>	<b>\$17,000</b>	Vehicle and bicycle maintenance.



<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>	<b>Adopted Budget 2021</b>	<b>Expense Description</b>
<b>839</b>	<b>AUXILIARY POLICE SUPPORT</b>  Meadville Auxiliary Police	<b>\$3,000</b>	<b>\$3,000</b>	Training, equipment, supplies and recognition for Auxiliary Police volunteers. A.P's are a valuable asset and perform functions that free up officers and save numerous hours of overtime in traffic control and criminal investigations. If this department did not have them as an asset, I would be paying out numerous hours of overtime.
<b>842</b>	<b>MEMBERSHIP DUES</b>  NASRO  PA Chiefs of Police Association  K9 Membership	<b>\$275</b>	<b>\$275</b>	National Association of School Resource Officers (NASRO)  PA Chiefs of Police Association  American Police Dog Association.
<b>842</b>	<b>PERIODICALS</b>	<b>\$180</b>	<b>\$200</b>	Updated vehicle/crimes code (paperback versions and digital license version accessible to officers in the patrol cars.
<b>885</b>	<b>GENERAL EXPENSES</b>	<b>\$1,500</b>	<b>\$1,500</b>	Background checks for Crossing Guards, prisoner lunches, etc.



## FIRE DEPARTMENT

### Department Objective

To provide a high level of fire prevention, protection, and EMS service to the citizens of Meadville. These benchmarks shall be achieved through continued training and education, utilizing the most cost effective means possible.

- The City of Meadville employs 12 full-time firefighters and 2 part-time firefighters.
- The full-time firefighters roster consists of the Fire Chief, 3 Shift Captains, 3 Lieutenants, and 6 Firefighter EMT's.
- The Fire department currently has a fleet of 6 vehicles.

### List of vehicles:

Year	Description	Use	Mileage
1991	Grumman Pump SC/H	Emergency Response	44,937
1993	100' Telescoping Aerial-Sutphen	Emergency Response	25,620
2004	Smeal Rescue Pumper – HME	Emergency Response	62,665
2004	Ford F-150	Emergency Response Utility Vehicle	66,080
2008	Chevy Suburban	Emergency Response	53,677
2016	Ford Explorer	Emergency Response Chief Vehicle	32,590

**Fire Department  
Adopted Budget - 2021**

<b>Revenues:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Misc Fire Fees	19,833	17,650	16,000	7,460	16,000
Code Inspections	39,087	37,023	40,754	38,500	42,697
Bed & Breakfast Licenses	1,700	500	900	875	900
Plumbing Permits&Licenses	4,200	625	1,750	2,300	2,000
Sub-Total	64,820	55,798	59,404	49,135	61,597
General Fund	1,338,772	1,435,991	1,493,744	1,463,632	1,560,613
<b>Total Operating Revenues</b>	<b>1,403,592</b>	<b>1,491,789</b>	<b>1,553,148</b>	<b>1,512,767</b>	<b>1,622,210</b>

<b>Expenditures:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	1,307,287	1,369,910	1,432,534	1,410,831	1,501,667
Operating	96,305	121,879	120,614	101,936	120,543
<b>Total Operating Expenses</b>	<b>1,403,592</b>	<b>1,491,789</b>	<b>1,553,148</b>	<b>1,512,767</b>	<b>1,622,210</b>

**Fire Department  
Expenditures  
Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>	
710 Personnel	676,159	814,140	858,172	854,864	882,115	23,943
710 Overtime	161,674	51,493	55,000	36,000	55,000	0
720 Employee Benefits	469,453	504,277	519,361	519,968	564,552	45,191
720 Uniforms	8,045	13,032	16,535	14,325	16,535	0
810 Contracted Services	0	3,680	4,240	5,454	4,344	104
820 Materials & Supplies	4,792	6,205	8,450	3,861	8,600	150
820 Medical Supplies	2,596	2,559	2,600	2,807	2,600	0
831 Travel	572	2,732	3,500	1,508	2,000	(1,500)
831 Training	4,930	387	2,500	675	2,500	0
832 Postage	671	373	750	225	750	0
832 Radio Equipment	2,881	2,719	3,500	3,009	3,500	0
833 Gas & Oil	7,680	7,125	8,000	5,887	7,000	(1,000)
835 Insurance	9,900	8,849	9,114	12,180	12,789	3,675
837 Maint Equipment	35,368	48,226	40,325	36,319	40,425	100
837 Maint Facilities	14,960	22,451	17,900	12,591	17,900	0
842 Memberships	783	635	595	550	595	0
842 Code Updates	2,377	2,156	1,855	1,796	255	(1,600)
839 Scuba Team	750	750	750	750	750	0
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Total	1,403,592	1,491,789	1,553,148	1,512,767	1,622,210	69,062

Obj. No.	Description	Adopted Budget 2020	Adopted Budget 2021	Notes
710	PERSONNEL  Admin  Firefighters*	\$858,172	\$882,115	Fire Chief (Wiley), Part-time Secretary (Peacock)  Full-Time Firefighters, Part-time Firefighters (3,120 hours). *Collective Bargaining Agreement wage increase = 2.5%
710	OVERTIME	\$55,000	\$55,000	It is hopeful that part-time firefighters will supplement staffing and fill known vacancies in the schedule. The Collective Bargaining Agreement, however, does not allow part-time firefighters to drive vehicles, thereby limiting the use of part-time firefighters to fill all shift vacancies.  Annual mandatory training also contributes to overtime costs. When possible, personnel receive their training while on duty, but overtime is sometimes required due to instructor schedules and class length.
720	EMPLOYEE BENEFITS	\$519,361	\$564,552	Workers Comp, Medical, Life, Dental, Vision, Health Reimbursement Account (HRA), Pension (Defined Benefit and Defined Contribution), Post-retirement healthcare.
720	UNIFORMS  Gear Replacement  Clothing Allowance  Duty Uniforms, Shoes, Accessories  Turnout Gear For New Hires	\$16,535	\$24,935  \$7,135  \$2,600  \$6,800  \$8,400	Each firefighter is issued two sets of turnout gear and three sets of station wear per the Collective Bargaining Agreement.  Replacement of gloves, boots, helmets, etc.  Per Collective Bargaining Agreement.  Replacement as necessary, per Collective Bargaining Agreement  New turnout gear for new hires.
810	CONTRACTED SERVICES  Firehouse Software Program Subscription  Penn-Care Public Safety EMS Software Renewal	\$4,240	\$4,344  \$3,554  \$790	Software for tracking and reporting all fire responses and code violations.  Annual fee for EMS data reporting software required by PA Department of Health

<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>	<b>Adopted Budget 2021</b>	<b>Notes</b>
<b>820</b>	<b>MATERIALS AND SUPPLIES</b>	<b>\$8,450</b>	<b>\$8,600</b>	
	Fire Prevention Materials		\$2,000	Fire Prevention Week classroom supplies, printed materials, etc. (expense moved from Training below)
	Miscellaneous/Office Janitorial Supplies		\$5,950	
	Flag Maintenance		\$650	Replacement of U.S., State and City Flags at all flagpole locations
<b>820</b>	<b>MEDICAL SUPPLIES</b>	<b>\$2,600</b>	<b>\$2,600</b>	Replacement gloves, oxygen tubes, gauze and other EMS supplies.
<b>831</b>	<b>TRAVEL</b>	<b>\$3,500</b>	<b>\$2,000</b>	Travel and accommodation expenses, as needed, for continuing education, certifications and additional training. Most training opportunities are local, but others require travel and overnight stay.
<b>831</b>	<b>TRAINING</b>	<b>\$2,500</b>	<b>\$2,500</b>	Continuing education, certifications and additional training for firefighters, officers, etc.
<b>832</b>	<b>POSTAGE</b>	<b>\$750</b>	<b>\$750</b>	Postage for general departmental mailings and notices of violations
<b>832</b>	<b>RADIO EQUIPMENT</b>	<b>\$3,500</b>	<b>\$4,000</b>	
	Radio Maintenance Contract		\$2,000	Annual contract fee for radio system maintenance.
	Parts/Repair		\$2,000	Parts/repairs not covered by annual maintenance contract.
<b>833</b>	<b>GAS &amp; OIL</b>	<b>\$8,000</b>	<b>\$8,000</b>	Fuel for all department vehicles, field generators, station emergency generator and equipment (rescue saws/tools, ventilation fans, portable pumps, etc.)
<b>835</b>	<b>INSURANCE</b>	<b>\$9,114</b>	<b>\$12,789</b>	Property and liability insurance premium allocated for Fire Department station, vehicles and equipment.
<b>837</b>	<b>MAINTENANCE OF EQUIPMENT</b>	<b>\$40,325</b>	<b>\$40,425</b>	
	Annual Aerial Service Contract		\$1,500	Annual service contract and inspection fee.
	Breathing Air Compressor Maintenance Contract		\$1,500	Annual service contract.
	Self-Contained Breathing Apparatus		\$1,200	Annual certification testing and necessary upgrades.
	ISO Testing & Annual Pump Services		\$1,800	
	Aerial Ladder & Ground Ladder Load Recertification		\$1,800	
	General Maintenance for Apparatus and Equipment		\$32,625	Fleet is aging: 29-year-old pumper, a 16 year-old pumper and a 27-year old aerial. Apparatus require continuous maintenance and parts are becoming difficult to find.

<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>	<b>Adopted Budget 2021</b>	<b>Notes</b>
<b>837</b>	<b>MAINTENANCE OF FACILITIES</b>	<b>\$17,900</b>	<b>\$17,900</b>	
	Fire Alarm System		\$1,000	Annual testing and maintenance.
	Sprinkler System		\$2,100	Annual sprinkler and stand pipe testing for Central Fire Station
	Emergency Generator System		\$800	Annual Central Fire Station generator service contract.
	Elevators		\$3,500	Elevator preventative maintenance and inspection contract.
	EVAC System (Truck Exhaust System) System		\$4,000	System maintenance and testing to maintain Central Fire Station air quality.
	General Maintenance/Repair		\$6,500	Roof, HVAC, etc., as needed.
<b>842</b>	<b>MEMBERSHIPS</b>	<b>\$595</b>	<b>\$595</b>	
	International Association of Fire Chiefs		\$225	
	National Fire Protection Agency		\$200	
	PA Career Fire Chiefs Association		\$125	
	Crawford County Fire Association		\$25	
	PA Firemen's Association		\$20	
<b>842</b>	<b>CODE UPDATES</b>	<b>\$1,855</b>	<b>\$255</b>	
	NFPA Regulation Updates		\$0	No planned update for 2021.
	Trade Publications		\$255	
<b>839</b>	<b>SCUBA TEAM</b>	<b>\$750</b>	<b>\$750</b>	Donation to Crawford County SCUBA Team



# PUBLIC WORKS DEPARTMENT

## Department Objective

To maintain City roads, buildings, signs, and parks. This includes mowing, tree trimming, building maintenance, street sweeping, fall leaf collection, snow removal, and regular maintenance of the stormwater system.

- The City of Meadville Public Works Department employs a Public Works Director, a Support Coordinator, a part-time Shade Tree Program Manager, a part-time electrician, a Working Supervisor, an auto mechanic, a labor foreman, a facilities maintenance technician, 2 equipment operators, 5 truck drivers, and a sign technician.
- Public Works has a fleet of 37 vehicles.

## List of vehicles:

Year	Vehicle #	Description	Mileage
2003	4	Ford F-250 Pickup Truck	49,505
2006	5	International 4400 Dump Truck	N/A
2004	6	Internantional 4400 Dump Truck	49,985
2019	7	International MV607 SBA Dump Truck	6,523
2016	8	International 4900 Dump Turck	15,406
1997	9	International 4900 Dump Truck	76,195
2012	10	JCB 426ZX High Lift	2,352
2016	11	Ford Vactor 210 Plu Truck	6,248
2019	12	Kabota RTV	162
2020	15	International 4900 Dump Truck	2,559
2012	16	JCB 205 Skid Steer Loader	1,265
2012	17	Nissan El Whirlwind Street Sweeper	58,840



1996	18	International 4900 Flatbed/Tiltbed Truck	47,400
2013	19	International 7400 2x2 Dump Truck	21,652
2013	20	International 4700 Dump Truck	22,451
2013	21	International 4900 Dump Truck	19,232
1995	22	Case High Lift (Wheel Loader)	5,537
N/A	23	Lee Boy Roller	N/A
2013	25 A	X-Treme Vac Leaf Loader (New)	N/A
1995	25 B	Tarco Leaf Loader (Old)	N/A
2019	26	Case Excavator	150
2000	31	Ford F-350 Utility/Sign Truck	66,379
2001	33	Ingersal Rand Air Compressor	N/A
2001	36	Ford 4x4 F-350 Pickup Truck	23,768
2002	38	Ford F-250 Pickup Truck	80,213
2003	42	Ford F-450 Stake Bed Truck	30,370
2007	43	Winston Trailer/Serial #235764	N/A
	44	Homesteader Trailer	N/A
2004	54	Komatsu Excavator/Track Hoe	N/A
2006	56	Case 435 Skid Steer Loader	2,168
2018	PW 1	Dodge Ram 2500S 4x4 Pickup Truck w/ Plow	15,040
2014	PW 2	Ford F-250 Pickup Truck w/ 9 ft. Plow	24,758
2016	PW 3	Dodge Ram 2500 4x4 Pickup Truck w/ Plow	37,056
2009	PW 13	Chevy Colorado Pickup Truck	43,444
1997	Parks 2	Ford F-350 Dump Truck	44,567
2009	Engineering 1	Ford Ranger Pickup	66,584
2014	Engineering 13	International Bucket Truck	21,006

**Public Works Department  
Adopted Budget - 2021**

<b>Revenues:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
State Grants - Snowplowing	61,297	47,693	55,000	45,717	50,000
Maint Fees - Parking Fund	50,780	51,280	51,795	51,792	52,310
Capital Proj - Inspector	75,000	75,000	75,000	75,000	75,000
Electrician Services	3,990	5,265	5,000	4,767	0
Repairing Paved Streets	11,550	68,673	50,712	40,501	51,000
Garage Services	9,756	15,129	9,500	9,234	9,500
Sub-Total	212,373	263,040	247,007	227,011	237,810
General Fund	1,350,879	1,368,946	1,428,089	1,493,853	1,486,823
<b>Total Operating Revenues</b>	<b>1,563,252</b>	<b>1,631,986</b>	<b>1,675,095</b>	<b>1,720,864</b>	<b>1,724,633</b>

<b>Expenditures:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	1,187,399	1,305,297	1,340,471	1,374,518	1,369,430
Operating	375,854	326,689	334,624	346,346	355,203
<b>Total Operating Expenses</b>	<b>1,563,252</b>	<b>1,631,986</b>	<b>1,675,095</b>	<b>1,720,864</b>	<b>1,724,633</b>

**Public Works Department  
Expenditures  
Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>	
710 Personnel	436,150	436,660	427,505	429,398	414,973	(12,532)
710 Personnel - Admin	195,488	226,321	233,844	256,083	268,090	34,246
710 Overtime	16,886	11,729	25,000	13,433	10,500	(14,500)
720 Employee Benefits	533,474	623,801	650,123	671,724	671,867	21,745
720 Uniforms	5,401	6,786	4,000	3,880	4,000	0
810 Contracted Services	133,285	99,881	133,520	118,049	136,800	3,280
820 Materials & Supplies	37,010	46,977	44,250	41,863	57,000	12,750
820 M&S - Electrician	21,553	4,598	12,000	2,094	12,000	0
820 Refuse & Recycling	0	990	3,500	0	6,500	3,000
820 Tools	4,432	3,165	3,500	10,123	0	(3,500)
831 Travel	58	130	150	0	150	0
831 Training	0	630	1,000	665	1,000	0
832 Postage	23	165	175	520	500	325
832 Radio Equipment	5,365	4,976	3,000	4,472	3,000	0
833 Gas	16,962	19,574	10,000	9,924	10,000	0
833 Gas - Electrician	1,696	1,443	1,750	1,138	1,750	0
835 Insurance	19,800	17,698	18,229	24,360	25,578	7,349
836 Gas Heat	16,456	15,765	16,850	15,766	19,450	2,600
836 Power & Light	58,413	53,810	59,000	53,809	56,700	(2,300)
837 Maint of Equip/Facilities	59,603	55,114	25,000	60,143	21,500	(3,500)
837 Maint - Electrician	235	1,340	1,000	1,996	1,500	500
842 Membership/Dues	338	6	200	275	275	75
885 Meals - OT	625	427	1,500	1,148	1,500	0
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Total	1,563,252	1,631,986	1,675,095	1,720,864	1,724,633	49,537

**City of Meadville**  
**Public Works Summary - General Fund, Liquid Fuels, Storm Water**  
**Expenditures**  
**Adopted Budget - 2021**

<i>Obj</i>	<i>General</i>	<i>Liquid</i>	<i>Storm Water</i>	
<i>No. Description</i>	<i>Fund</i>	<i>Fuels Fund</i>	<i>Fund</i>	<i>Total</i>
710 Personnel	414,973	175,000	185,000	774,973
710 Personnel - Admin	268,090			268,090
710 Overtime	10,500	32,000		42,500
720 Employee Benefits	671,867			671,867
720 Uniforms	4,000			4,000
810 Contracted Services	136,800			136,800
810 Program			110,000	110,000
810 Regulatory Compliance			50,000	50,000
810 Mapping-GIS			45,000	45,000
810 Education & Outreach			10,000	10,000
810 Existing Conditions Assessment			55,000	55,000
820 Materials & Supplies	57,000	183,619	125,000	365,619
820 M&S - Electrician	12,000			12,000
820 Refuse & Recycling	6,500			6,500
820 Tools			5,000	5,000
831 Travel	150			150
831 Training	1,000			1,000
832 Postage	500			500
832 Radio Equipment	3,000			3,000
833 Gas	10,000		30,000	40,000
833 Gas - Electrician	1,750			1,750
835 Insurance	25,578			25,578
836 Gas Heat	19,450			19,450
836 Power & Light	56,700			56,700
837 Maint of Equip/Facilities	21,500	65,000	17,000	103,500
837 Maint - Electrician	1,500			1,500
842 Membership/Dues	275			275
885 Meals - OT	1,500			1,500
999 Capital Items - SWF/LF		50,000	645,000	695,000
Grand Total	1,724,633	505,619	1,277,000	3,507,252

Obj. No.	Description	General Fund		Liquid Fuels Fund		Storm Water Fund		Expense Description
		Adopted 2020	Adopted 2021	Adopted 2020	Adopted 2021	Adopted 2020	Adopted 2021	
710	PERSONNEL*	\$427,505	\$414,973	\$165,000	\$175,000	\$185,000	\$185,000	Unionized Public Works Department Staff (12) *Collective Bargaining Agreement wage increase = 2.5%, Seasonal/Part-time hours
710	PERSONNEL - ADMINISTRATIVE	\$233,844	\$268,090					Public Works Director (Zieziula), Public Works Support Coordinator (Smith), Part-time Secretary (New Hire), City Electrician (New Hire), Part-time Electrician (Larson, 6 mos.) Stormwater Program Support Manager (Gould), Part-time Shade Tree Program Manager (Williams)
710	OVERTIME	\$25,000	\$10,500	\$30,000	\$32,000	\$0	\$0	Overtime, as needed.
720	EMPLOYEE BENEFITS	\$650,123	\$671,867					Workers Comp, Medical, Life, Dental, Vision, Health Reimbursement Account (HRA), Retirement (Defined Benefit and Defined Contribution)
720	UNIFORMS	\$4,000	\$4,000					Boot and clothing allowance per Collective Bargaining Agreement (\$240/person) and gloves, safety vests, etc.
810	CONTRACTED SERVICES	\$133,520	\$166,800					
	General Admin		\$5,100					Consulting fees for electric and natural gas procurement and photocopier lease
	General Maintenance		\$8,250					Parkway mowing, fire extinguisher maintenance, floor mats
	City Hall Maintenance		\$19,100					Janitorial services, elevator preventative maintenance/inspections, floor mats, window cleaning, pest control, turf maintenance
	Parks Maintenance		\$60,500					Mowing—parks, small parcel mowing, weed control spraying, portable toilets, landscape maintenance, tree removal
	Snow Removal		\$43,000					Snow removal-parking lots and sidewalks
	ADA Ramp Maintenance		\$30,000					Replacement of ADA ramps at various locations, as needed.
	General Maintenance Market House		\$850					Miscellaneous maintenance at Market House.
810	PROGRAM					\$110,000	\$110,000	Funds advanced to the General Fund for Stormwater Program administration, project management and project-based engineering

Obj. No.	Description	General Fund		Liquid Fuels Fund		Storm Water Fund		Expense Description
		Adopted 2020	Adopted 2021	Adopted 2020	Adopted 2021	Adopted 2020	Adopted 2021	
810	REGULATORY COMPLIANCE					\$50,000	\$50,000	Funds advanced to the General Fund for annual MS4 permit compliance, including all Minimum Control Measures and relevant plans, BMP inventory and inspection, outfall inventory and inspection and illicit discharge investigation.
810	MAPPING-GIS					\$45,000	\$45,000	Funds advanced to the General Fund to cover GIS mapping costs: annual software licensing fees, field equipment, personnel, student interns.
810	EDUCATION & OUTREACH					\$10,000	\$10,000	Educational materials for MS4 permit compliance, annual report design and printing
810	EXISTING CONDITIONS ASSESSMENT					\$55,000	\$55,000	Funds budgeted for large-scale engineering-based planning and evaluation studies, video, etc.
820	MATERIALS AND SUPPLIES Street Patching Inlets & Grates Stormwater Pipe Sand & Gravel General Supplies Street Openings Driveway/Ditch General Maint. Signs & Signals City Hall Maint. Leaf Pickup Parks Maint. Barricades Salt/Anti-Skid	\$44,250	\$57,000	\$369,767	\$183,619	\$125,000	\$125,000	
							\$45,000 \$57,500	
			\$15,000 \$25,000				\$10,000 \$2,500	
			\$3,000 \$4,000				\$10,000	
			\$10,000					
820	MATERIALS & SUPPLIES-ELECTRICIAN	\$12,000	\$12,000					General materials and supplies for city-wide electrical maintenance at buildings, parks and grounds.
820	REFUSE & RECYCLING	\$3,500	\$6,500					Design, printing and postage of refuse and recycling program materials.
820	TOOLS	\$3,500	\$0			\$5,000	\$5,000	Mechanic tool repair, replacement, purchase as needed. Tools and equipment expenses related to stormwater system repair and maintenance
831	TRAVEL	\$150	\$150					
831	TRAINING	\$1,000	\$1,000					Training
832	POSTAGE	\$175	\$500					General mailing expense.
832	RADIO EQUIPMENT	\$3,000	\$3,000					Radio maintenance service contract fee and replacement.
836	POWER & LIGHT	\$59,000	\$56,700					Electricity for City Building, Public Works buildings, Fire Station, Parks (shelters, lighting)

Obj. No.	Description	General Fund		Liquid Fuels Fund		Storm Water Fund		Expense Description
		Adopted 2020	Adopted 2021	Adopted 2020	Adopted 2021	Adopted 2020	Adopted 2021	
833	GAS	\$10,000	\$10,000	\$0	\$0	\$30,000	\$30,000	Fuel for all Public Works activities
833	GAS - ELECTRICIAN	\$1,750	\$1,750					Fuel for City Electrician activities
833	GAS - ELECTRICIAN	\$1,750	\$1,750					Fuel for City Electrician activities
835	INSURANCE	\$18,229	\$25,578					Property and liability insurance premium allocated for Public Works building, parks, vehicles and equipment.
836	GAS HEAT	\$16,850	\$19,450					Natural gas for City Building, Public Works buildings, Fire Station
836	POWER & LIGHT	\$59,000	\$56,700					Electricity for City Building, Public Works buildings, Fire Station, Parks (shelters, lighting)
837	MAINTENANCE OF EQUIPMENT	\$25,000	\$21,500	\$30,000	\$65,000	\$17,000	\$17,000	
	Various Tools				\$5,000		\$5,000	Purchase of various tools and equipment.
	Vehicle Maintenance				\$20,000		\$10,000	Public Works vehicle parts and maintenance.
	General Equipment Repair				\$40,000		\$7,000	Equipment parts and repair, as needed.
837	MAINTENANCE – ELECTRICIAN	\$1,000	\$1,500					City Electrician bucket truck maintenance and inspection.
842	MEMBERSHIP DUES	\$200	\$275					PA Public Works Association
885	MEALS – OT	\$1,500	\$1,500					Meals provided during overtime winter snow maintenance per Collective Bargaining Agreement.
	CAPITAL				\$50,000	\$670,000	\$645,000	
	Asset Management Software					\$70,000	\$70,000	Funds reserved for asset management software. Product research underway.
	Curb replacement					\$250,000	\$250,000	Concrete curb replacement associated with brick or asphalt street paving.
	Various Major Projects					\$350,000	\$250,000	Various stormwater line and catch basin replacement projects.
	Future Equipment Purchase				\$50,000		\$75,000	



# STORMWATER MANAGEMENT FUND

## Department Objective

The Stormwater Management Fund was created under the auspices of Ordinance No. 3707 of 2012, when the City created the Stormwater Management Program and User Fee. This program provides a dedicated funding mechanism for a comprehensive menu of stormwater services devised to maintain and reinvest in critical stormwater infrastructure. This infrastructure is fundamental to the public health, safety, welfare, and the protection of the residents of the City of Meadville, their property, resources, and the environment in order to control flooding, erosion, and pollution.



**StormWater Fund**  
**Adopted Budget - 2021**

<b>Expenditures:</b>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	135,000	185,000	185,000	185,000	185,000
Operating	279,478	277,153	447,000	280,438	447,000
Capital	398,560	555,262	670,000	267,059	645,000
Other	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>813,038</b>	<b>1,017,415</b>	<b>1,302,000</b>	<b>732,497</b>	<b>1,277,000</b>

**StormWater Fund  
Revenue/Expenditures  
Adopted Budget - 2021**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenues</i>	<i>2019 Actual Revenues</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Stormwater Fees	775,838	926,324	770,000	805,615	795,000	25,000
Interest Earned	7,802	9,219	7,500	7,498	7,500	0
Total Revenues	783,640	935,543	777,500	813,113	802,500	25,000
Add: Advance Add: Begin Cash	525,346	495,948	560,325	414,076	494,692	
Total Cash Available	1,308,986	1,431,491	1,337,825	1,227,188	1,297,192	
Less: Expenses	813,038	1,017,415	1,302,000	732,497	1,277,000	
Ending Cash Balance	495,948	414,076	35,825	494,692	20,192	25,000

**StormWater Fund**  
**Revenue/Expenditures**  
**Adopted Budget - 2021**

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
710 Personnel - Public Works	135,000	185,000	185,000	185,000	185,000	0
810 Program	110,000	110,000	110,000	110,000	110,000	0
810 Regulatory Compliance	50,000	50,000	50,000	50,000	50,000	0
810 Mapping-GIS	30,000	30,000	45,000	45,000	45,000	0
810 Education & Outreach	7,434	19,227	10,000	10,000	10,000	0
810 Existing Conditions Assessn	1,910	2,363	55,000	4,637	55,000	0
820 Tools	0	0	5,000	0	5,000	0
833 Gas & Oil	23,840	23,455	30,000	15,606	30,000	0
837 Maint of Equipment	1,776	11,752	17,000	13,537	17,000	0
837 Materials & Supplies	54,518	30,356	125,000	31,659	125,000	0
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Total Operating Expenditure	414,478	462,153	632,000	465,438	632,000	0
 <b>CAPITAL:</b>						
Asset Managt Software	0	0	70,000	0	70,000	
Curbs	1,350	315,600	250,000	28,431	250,000	
Various Major Projects	56,254	66,231	350,000	54,910	250,000	
Dump Truck - w/plow	68,355	69,965	0	0	0	
Truck	0	17,841	0	0	0	
HYD Compactor	6,905	0	0	0	0	
Brick Street Curbs	265,696	0	0	0	0	
Lift	0	17,046	0	0	0	
Track Hoe	0	68,579	0	0	0	
Leaf Truck	0	0	0	183,718	0	
Future Capital Purchase	0	0	0	0	75,000	
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Total Capital Expenditures	398,560	555,262	670,000	267,059	645,000	
675 Startup Costs			0	0	0	
675 Advance Repayment			0	0	0	
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Total Other	0	0	0	0	0	
Grand Total Expenditures	813,038	1,017,415	1,302,000	732,497	1,277,000	



## LIQUID FUELS FUND

**Department Objective:**

In 1956, Act 655 was enacted by the General Assembly. This legislation provided municipal governments with a portion of the state's Liquid Fuels Tax. Liquid Fuel Tax Payments are allocated to municipalities for highway construction and maintenance programs.

**Liquid Fuels**  
**Adopted Budget - 2021**

<b>Expenditures:</b>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	204,698	163,985	195,000	157,581	207,000
Operating	245,251	228,051	369,767	202,456	183,619
Operating Capital	0	29,970	30,000	74,674	65,000
<b>Total Operating Expenses</b>	<b>449,949</b>	<b>422,006</b>	<b>594,767</b>	<b>434,711</b>	<b>455,619</b>

**Liquid Fuels  
Revenue/Expenditures  
Adopted Budget - 2021**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenues</i>	<i>2019 Actual Revenues</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
State Allocation	430,254	440,435	440,000	428,285	385,972	(54,028)
State Turnback	3,160	3,160	3,160	3,160	3,160	0
Interest	2,094	2,640	2,000	1,925	2,000	0
Total Revenues	435,508	446,235	445,160	433,370	391,132	(54,028)
Begin Cash	208,090	193,649	149,607	115,828	114,487	(35,120)
Total Cash Available	643,598	639,884	594,767	549,198	505,619	(89,148)

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
710 Personnel	169,197	143,302	165,000	135,376	175,000	10,000
710 Overtime	35,501	20,683	30,000	22,205	32,000	2,000
820 Materials & Supplies	245,251	228,051	369,767	202,456	183,619	(186,148)
885 Maint of Equipment	0	29,970	30,000	74,674	65,000	35,000
999 Capital Purchases	0	102,050	0	0	50,000	
Total Expenditures	449,949	524,056	594,767	434,711	505,619	(139,148)
Ending Cash Balance	193,649	115,828	(0)	114,487	0	50,000



# GENERAL GOVERNMENT

## Department Objective

To provide for administration of programs that are not a direct program of any other General Fund Department, including street lights, abatement, refuse collection, and stormwater fees.

**General Govt**  
**Adopted Budget - 2021**

<b>Expenditures:</b>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Operating	865,623	842,260	857,668	827,235	765,656
Transfer to Auth/Boards	225,500	125,500	125,500	125,000	125,500
Debt Service	1,399,595	1,461,712	1,121,113	1,130,155	1,038,016
<b>Total Operating Expenses</b>	<b>2,490,718</b>	<b>2,429,472</b>	<b>2,104,281</b>	<b>2,082,390</b>	<b>1,929,172</b>



**General Govt**  
**Adopted Budget - 2021**

<b>Revenues:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Real Estate	3,118,220	3,103,716	3,200,539	3,124,942	3,267,564
Real Estate Del - County	293,853	278,350	260,000	268,216	270,000
Real Estate Del - Treasurer	23,932	1,811	1,000	100	1,000
Per Capita	43,197	41,890	45,000	39,642	45,000
Per Capita - Del	10,944	10,694	9,500	9,283	9,500
Mechanical	75	1,855	100	1,736	1,700
Real Estate Transfer	97,416	94,967	88,000	101,308	95,000
Wage Tax	1,203,726	1,028,544	1,035,000	1,017,611	1,030,000
Local Services Tax	464,325	461,318	480,000	444,780	450,000
Liquor Licenses	5,800	4,600	5,800	4,600	4,600
Rental - City Hall	175,323	177,836	176,200	176,200	176,200
Rental - Magistrate Offices	26,076	29,235	28,000	27,620	28,500
Arterial Lighting	1,993	0	0	0	0
Act 13	0	9,000	700	0	700
State Aid - Pension	480,658	524,691	566,580	515,979	537,295
Utility Tax	5,079	4,834	5,100	4,850	5,100
Housing Authority	14,951	15,206	15,000	16,747	16,500
Building Permits&Surcharge Fees	117,740	56,247	60,000	58,994	60,000
Sale of Property/Equip	3,512	2,605	10,000	2,500	5,000
Sale of Materials	3,899	2,106	2,000	515	2,000
Impact Fees	62,402	69,763	69,000	69,762	69,000
Interest Earned - Trf In Rate Stab	20,000	20,000	20,000	20,000	0
Loan Fees	231,410	217,790	225,000	213,012	213,100
Cares Act	0	0	0	156,157	0
Other Income	43,836	49,296	48,650	52,556	54,150
Storm Water Program Mgmt	325,000	375,000	390,000	390,000	390,000
Payments in Lieu of Tax	170,604	173,769	177,746	176,873	180,927
Municipal Contributions	150,000	150,000	160,000	150,000	150,000
Cable Fees	169,151	159,482	172,000	150,047	150,000
Refuse Collection Fees	1,318,848	1,320,111	1,352,142	1,324,693	1,341,510
Vehicle Rental	3,658	5,438	3,000	4,123	3,500
Transfer In/Out	0	275,887	97,857	97,857	249,136
Sub-Total	8,595,627	8,666,041	8,703,914	8,620,704	8,806,982
General Fund	(6,104,908)	(6,236,569)	(6,599,633)	(6,538,313)	(6,877,811)
<b>Total Operating Revenues</b>	<b>2,490,718</b>	<b>2,429,472</b>	<b>2,104,281</b>	<b>2,082,390</b>	<b>1,929,172</b>

**General Govt  
Expenditures  
Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>No. Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>
720 UC/Other	56,278	53,419	37,020	63,154	27,590	(9,429)
820 Materials & Supplies	16,534	25,639	16,000	21,912	18,000	2,000
832 Telephone	44,974	47,894	50,900	52,894	55,800	4,900
835 Insurance	55,597	53,428	54,923	47,320	55,686	763
835 Insurance Claims	26,979	11,438	25,000	6,044	20,000	(5,000)
835 Public Officials Liability	8,999	10,221	10,528	10,786	11,325	798
836 Street Lighting	163,920	163,113	160,000	152,066	155,000	(5,000)
836 Parkway Lighting	4,314	5,421	5,000	5,422	5,500	500
836 Refuse Collection	881,950	881,096	880,158	881,630	874,614	(5,544)
836 Other Refuse Services	7,830	9,175	10,000	11,711	10,000	0
836 Traffic Signals Power	13,570	14,467	14,000	14,467	15,000	1,000
836 Stormwater Fee	20,717	20,718	20,718	20,718	20,718	0
839 Historical Society	500	500	500	500	500	0
842 Abatement	21,777	5,352	40,000	7,829	10,000	(30,000)
885 Earned Income Fees	73,391	84,146	78,000	76,361	31,000	(47,000)
895 Recreation Authority	125,000	125,000	125,000	125,000	125,000	0
895 Halloween Parade	500	500	500	0	500	0
xxx Pension Amort Savings	(545,078)	(545,078)	(545,078)	(545,078)	(545,078)	0
896 Debt	1,399,595	1,461,712	1,121,113	1,130,155	1,038,016	(83,097)
<hr/>						
Total	2,490,718	2,429,472	2,104,281	2,082,390	1,929,172	(175,110)

<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>	<b>Adopted Budget 2021</b>	<b>Expense Description</b>
<b>720</b>	<b>UC/OTHER</b>	<b>\$37,020</b>	<b>\$10,000</b>	
	Unemployment Comp	\$10,000	\$10,000	Estimated cost for annual self-funding of unemployment claim
	Transition/Consulting	\$29,729		Transition/consulting fee agreements
<b>820</b>	<b>MATERIALS &amp; SUPPLIES</b>	<b>\$16,000</b>	<b>\$18,000</b>	General materials and supplies, including office supplies, printer toner cartridges, document shredding, etc.
<b>832</b>	<b>TELEPHONE</b>	<b>\$50,900</b>	<b>\$55,800</b>	City-wide telephone, internet and cell phone service.
<b>835</b>	<b>INSURANCE</b>	<b>\$54,923</b>	<b>\$55,686</b>	Portion of umbrella property and liability and automobile insurance not allocated to specific departments or funds. New cyber security insurance (est.)
<b>835</b>	<b>INSURANCE CLAIMS</b>	<b>\$25,000</b>	<b>\$20,000</b>	Funds budgeted to liability insurance deductible. The deductible for these types of claims is per incident/claim
<b>835</b>	<b>PUBLIC OFFICIALS LIABILITY</b>	<b>\$10,528</b>	<b>\$11,325</b>	Public Officials liability insurance coverage.
<b>836</b>	<b>STREET LIGHTING</b>	<b>\$160,000</b>	<b>\$155,000</b>	Annual cost to operate Penelec-owned streets and for City-owned decorative lighting.
<b>836</b>	<b>PARKWAY LIGHTING</b>	<b>\$5,000</b>	<b>\$5,500</b>	City has an Operations and Maintenance Agreement with PennDOT to light the French Creek Parkway.
<b>836</b>	<b>REFUSE COLLECTION</b>	<b>\$880,158</b>	<b>\$874,614</b>	Fee to TriCounty Industries for refuse/recycling Collection. Reimbursed by user fees. Revenue found in Departmental Earnings within General Fund Revenue.
<b>836</b>	<b>OTHER REFUSE SERVICES</b>	<b>\$10,000</b>	<b>\$10,000</b>	Tagged item pick up service per contract with TriCounty, dumpsters for special projects, clean-up day, etc.
<b>836</b>	<b>TRAFFIC SIGNALS POWER</b>	<b>\$14,000</b>	<b>\$15,000</b>	Electricity costs to operate traffic signals city-wide
<b>836</b>	<b>STORMWATER FEE</b>	<b>\$20,718</b>	<b>\$20,718</b>	Stormwater fee for City-owned properties.
<b>839</b>	<b>HISTORICAL SOCIETY</b>	<b>\$500</b>	<b>\$500</b>	Annual donation to the Crawford County Historical Society for acceptance and maintenance of old municipal records.
<b>842</b>	<b>ABATEMENT</b>	<b>\$40,000</b>	<b>\$40,000</b>	Cost to abate sidewalk and property maintenance code violations when not corrected by property owner. Attempt to recover expenses via billing and filing liens.

<b>Obj. No.</b>	<b>Description</b>	<b>Adopted Budget 2020</b>		<b>Expense Description</b>
<b>885</b>	<b>EARNED INCOME FEES</b>	<b>\$78,000</b>	<b>\$31,000</b>	
	Real Estate Taxes	41,000	\$0	Real estate taxes on former City Building. Expense moved to Real Estate Fund, 984 Water Street
	Earned Income Collection	\$29,000	\$30,000	Fee paid to Berkheimer for earned income tax collection.
	Other	\$8,000	\$1,000	
<b>895</b>	<b>RECREATION AUTHORITY</b>	<b>\$125,000</b>	<b>\$125,000</b>	Annual operating support to the Meadville Area Recreation Complex.
<b>895</b>	<b>HALLOWEEN PARADE</b>	<b>\$500</b>	<b>\$500</b>	Annual contribution to Crawford Area Young Chamber of Commerce for expenses related to annual Halloween parade.
<b>XXX</b>	<b>PENSION AMORTIZATION SAVINGS</b>	<b>(\$545,078)</b>	<b>(\$545,078)</b>	The City issued debt in 2010 to fund the various pension plans. The debt expense related to the bond issue is included in the Debt figure below in line 896. However this expense is allocated to the various pension funds. As such, it is reflected here as a credit against the debt service figure below.
<b>896</b>	<b>DEBT</b>	<b>\$1,121,113</b>	<b>\$1,038,016</b>	Annual debt service payment to cover prior bond issues. This figure includes savings from the refinancing of bonds in 2020 (portion of savings allocated to fiscal year 2021)



## PARKING FUND

### **Department Objective**

To acquire, hold, construct, improve, maintain, operate, and lease, either in the capacity of lessor or lessee, parking spaces for the use of the public generally to park automobiles in return for a charge or fee that may be fixed in each instance, from time to time.

**Parking Fund**  
**Adopted Budget - 2021**

<b>Expenditures:</b>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	64,018	66,243	71,451	25,741	53,241
Operating	204,422	192,623	209,202	192,276	206,191
Operating Capital / Transfers	0	0	0	0	0
Debt Service	128,220	173,440	173,047	173,047	105,524
<b>Total Operating Expenses</b>	<b>396,660</b>	<b>432,306</b>	<b>453,701</b>	<b>391,065</b>	<b>364,956</b>

**Parking Fund**  
**Revenues**  
**Adopted Budget - 2021**

<i>Description</i>	<i>2018 Actual Revenues</i>	<i>2019 Actual Revenues</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Meters - In Lots	15,982	17,097	17,000	9,505	17,000	0
Meters - On Street	106,166	110,336	115,000	61,390	110,000	(5,000)
Meters - Market Sq Ramp	11,098	10,604	10,000	5,917	10,000	0
Rentals - Lots	54,874	55,227	55,000	48,949	71,575	16,575
Rentals - Market Sq Ramp	55,828	56,653	56,000	46,269	64,721	8,721
Rentals - DEP Garage/Lots	132,678	132,660	132,660	132,660	132,660	0
Special Rentals	2,625	3,975	4,000	3,625	3,900	(100)
Parking Bag Permits	350	2,560	500	186	500	0
Other	4,684	5,120	5,260	4,758	5,035	(225)
Interest - Operating	2,053	2,373	2,000	1,876	2,000	0
<hr/>						
Total Operating Revenue	386,337	396,605	397,420	315,134	417,391	19,971
Less: Operating Expenses	268,440	258,866	280,654	218,018	259,433	(21,221)
Less: Debt Service	128,220	173,440	173,047	173,047	105,524	(67,524)
<hr/>						
Net Income	(10,323)	(35,701)	(56,281)	(75,931)	52,435	108,715
Add: Begin Cash Balance	216,073	205,750	282,259	170,049	94,119	
<hr/>						
Ending Balance	205,750	170,049	225,978	94,119	146,553	

**Parking Fund  
Expenditures  
Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>No. Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>
<b><i>General Administration</i></b>						
710 Personnel	41,344	41,928	44,582	6,342	30,085	(14,497)
720 Employee Benefits	22,674	24,315	26,869	19,400	23,157	(3,713)
810 Contracted Services	5,040	5,128	6,179	5,679	6,231	52
820 Gen M&S / Postage	2,587	892	750	2,815	2,500	1,750
885 General Expense	0	541	250	0	250	0
842 Pay/Lieu of Taxes	47,784	48,264	48,747	48,748	49,235	488
842 Management Fees	31,680	31,992	32,312	32,312	32,312	0
Total	151,109	153,060	159,689	115,295	143,770	(15,919)
<b><i>General Maintenance</i></b>						
838 Vehicle Rental	1,600	1,600	1,600	1,600	1,600	0
837 Maint - Equipment	4,095	4,069	4,100	4,829	5,000	900
837 Maint - General	0	40	2,000	62	1,500	(500)
837 Maint - Meters	0	0	2,500	0	1,500	(1,000)
Total	6,415	5,709	10,200	6,490	9,600	(600)
<b><i>Lot Maintenance</i></b>						
810 Contracted Services	15,480	15,384	15,538	15,538	15,693	155
622 Lot Lighting	4,453	4,651	4,700	4,651	4,700	0
837 Maintenance	2,099	384	5,000	0	3,000	(2,000)
885 General Expense	0	0	200	0	200	0
Total	22,032	20,419	25,438	20,189	23,593	(1,845)



**Parking Fund  
Expenditures  
Adopted Budget - 2021**

<i>Obj</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2020</i>	<i>2021</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
<i>No. Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2020 Budget</i>
<b><i>Mill Run Lot</i></b>						
810 Contracted Services	14,450	12,820	12,949	12,948	13,077	128
837 Maintenance	32	2,573	3,000	1,861	3,000	0
885 General Exp/Temp Rentals	10,500	150	200	0	200	0
Total	24,982	15,543	16,149	14,809	16,277	128
<b><i>Market Square Garage</i></b>						
810 Contracted Services	17,640	17,948	18,128	18,127	18,308	180
836 Power & Light	10,883	9,991	12,100	9,991	10,000	(2,100)
837 Maintenance	11,865	6,429	10,000	4,179	7,500	(2,500)
Total	40,388	36,029	40,228	32,297	35,808	(4,420)
<b><i>Insurance</i></b>						
835 Umbrella	1,800	1,808	1,862	2,207	2,317	455
835 Multi-Peril Insurance	21,715	26,298	27,087	26,730	28,067	980
Total	23,515	28,106	28,949	28,937	30,384	1,435
Total Operating Expenses	268,440	258,866	280,654	218,018	259,433	(21,221)
<b><i>Debt Service/Transfers to Capital Fund</i></b>						
896 Debt	108,220	153,440	153,047	153,047	105,524	(47,523)
896 Reimb to LTC Fund (Lights)	20,000	20,000	20,000	20,000	0	(20,000)
Total	128,220	173,440	173,047	173,047	105,524	(67,523)
Grand Total Expenses	396,660	432,306	453,701	391,065	364,956	(88,744)

**City of Meadville**  
**984 Water Street -**  
**Former City Building**  
**Adopted Budget - 2021**

**Revenues:**

	<i>2020</i>	<i>2021</i>
	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Budget</i>
Beginning Cash	500,633	357,105
Interest Earned	1,630	1,550
Total Revenues	502,263	358,655

**Expenditures:**

	<i>2020</i>	<i>2021</i>
	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Budget</i>
City Rent	117,867	176,200
Management Fee	4,598	11,250
General M & S	1,111	2,500
Gas Heat	3,985	6,500
Power & Light	8,347	8,500
Maint - Equipment	5,077	6,500
Maint - Facilities	4,173	5,000
Taxes	0	44,877
Total Expenditures	145,158	261,327
Ending Cash Balance	357,105	97,328

City of Meadville  
 Adopted Budget - 2021  
 230 Chestnut Street -  
 DEP NW Regional Office

Revenues:

<i>Description</i>	<b>2017 <i>Actual Revenue</i></b>	<b>2018 <i>Actual Revenue</i></b>	<b>2019 <i>Actual Revenue</i></b>	<b>2020 <i>Adopted Budget</i></b>	<b>2020 <i>Projection Revenue</i></b>	<b>2021 <i>Adopted Budget</i></b>	<b><i>Change From 2020 Budget</i></b>
Rent - Base	1,002,078	1,017,428	1,005,000	1,029,790	1,029,791	1,222,234	192,444
Parking	0	0	0	0	0	60,000	60,000
Interest Earned	2,818	3,122	2,500	3,600	3,630	3,750	150
Other - Lighting	0	0	0	0	0	36,477	36,477
Trf From Reserve	37,765	50,000	48,908	50,000	0	50,000	0
<b>Total Income</b>	<b>1,042,661</b>	<b>1,070,550</b>	<b>1,056,408</b>	<b>1,083,390</b>	<b>1,033,422</b>	<b>1,372,461</b>	<b>289,071</b>
Less: Operating Expenditures	696,056	708,596	738,945	723,529	671,432	759,300	35,771
Less: Debt Service - City	200,000	200,000	200,000	200,000	200,000	200,000	0
Less: Debt Service - Capital	0	0	0	75,000	57,095	76,000	1,000
Less: Cash Capital Items Transfer to	37,765	50,000	48,908	50,000	0	50,000	0
Less: Structural Reserve	75,000	75,000	75,000	75,000	75,000	75,000	0
Less: Debt Reserve Fund	0	0	0	0	0	130,000	130,000
<b>Total Expenses &amp; Trf</b>	<b>1,008,821</b>	<b>1,033,596</b>	<b>1,062,853</b>	<b>1,123,529</b>	<b>1,003,527</b>	<b>1,290,300</b>	<b>166,771</b>

**City of Meadville**  
**Adopted Budget - 2021**  
**230 Chestnut Street -**  
**DEP NW Regional Office**

**Expenditures:**

<i>Description</i>	<i>2017 Actual Expend</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Actual Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Management Services	67,656	64,174	20,100	30,150	30,145	30,150	0
Onsite Personnel	0	0	13,575	18,000	13,270	15,000	(3,000)
Contracted Services	24,368	18,750	30,154	30,757	17,368	32,000	1,243
Telephone	2,590	2,750	2,510	2,560	2,943	3,000	440
Postage/M&S	5,286	8,829	3,740	3,778	15	3,816	38
Insurances	12,137	12,653	11,743	11,978	13,078	13,731	1,753
Utilities	77,996	80,206	76,720	80,205	76,795	78,859	(1,346)
Maintenance - General	27,970	37,519	32,718	33,699	16,950	34,710	1,011
Maintenance - Janitorial	75,249	70,674	73,361	74,828	76,684	76,825	1,997
Rental - Parking	125,424	132,660	132,660	137,484	132,660	132,660	(4,824)
Taxes	277,380	280,381	288,549	300,091	288,549	288,550	(11,541)
Insurance Claim	0	0	53,115	0	0	0	0
DEP Upgrade	0	0	0	0	2,975	0	0
Lease Negotiation Fee			0	0	0	50,000	
<b>Total Operating Expenses</b>	<b>696,056</b>	<b>708,596</b>	<b>738,945</b>	<b>723,529</b>	<b>671,432</b>	<b>759,300</b>	<b>(14,229)</b>
Debt Service	200,000	200,000	200,000	200,000	200,000	200,000	0
Debt Service - Capital				75,000	57,095	76,000	1,000
Cash Capital Items	37,765	50,000	48,908	50,000	0	50,000	0
Transfer to Structural Reserve	75,000	75,000	75,000	75,000	75,000	75,000	0
Debt Reserve Fund	0	0	0	0	0	130,000	130,000
<b>Grand Total Expenses</b>	<b>1,008,821</b>	<b>1,033,596</b>	<b>1,062,853</b>	<b>1,123,529</b>	<b>1,003,527</b>	<b>1,290,300</b>	<b>166,771</b>

**City of Meadville**  
**Adopted Budget - 2021**  
**900 Market Street - Kepler Commercial Rental Fund**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Interest Earned	62	134	65	241	150	85
Rent - Tenants	99,468	97,363	100,000	100,989	100,000	0
Total Operating Revenues	99,530	97,497	100,065	101,230	100,150	
Add: Prior Yr Balance	1,180	16,255	27,106	29,538	45,288	
Total Cash Available	100,710	113,752	127,171	130,768	145,438	

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Condo Fees	49,295	51,396	52,000	51,396	52,000	0
Parking Rental	3,780	3,780	3,780	3,780	3,780	0
Legal	0	180	750	0	750	0
Materials & Supplies	2,758	0	3,200	0	3,200	0
Insurance	3,083	3,609	3,700	3,791	3,700	0
Utilities	5,079	4,741	3,200	4,529	3,200	0
Maint - Facilities/Bld Out	2,445	2,644	3,500	2,689	3,000	(500)
Current Taxes	17,092	17,560	17,500	18,560	19,000	1,500
General Expenses	923	304	750	734	750	0
Total Expenditures	84,455	84,214	88,380	85,480	89,380	1,000
Net Operating Income (Loss)	15,075	13,284	11,685	15,750	10,770	(1,000)
Less: Advance Repayment	0	0	0	0	0	
Ending Cash Balance	16,255	29,538	38,791	45,288	56,058	

Note: This fund was established in 2013 when the City foreclosed on the Kepler Commercial Condo space in order to secure a prior \$500,000 loan to the project developer. The City staff oversees the rental and maintenance of commercial spaces.

**City of Meadville**  
**Special Revenue Funds**  
**Adopted Budget - 2021**

**Summary**

**Available Cash:**

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Balizet Estate	10,520	10,616	10,701	10,704	10,789	88
Barco Fund	26,292	26,504	19,906	19,867	20,067	161
Kenneth A. Beers Bicentennial P	3,190	2,966	3,204	194	404	(2,800)
Bulen Band Shell	134,456	136,808	127,971	125,475	130,358	2,387
Mary DeArment Park	8,904	7,493	7,665	7,459	7,665	0
Beautification Committee Fund	82,693	86,162	81,744	86,892	89,740	7,997
Shippen Fountain Fund	13,788	14,495	15,049	15,162	15,717	668
Sub-Total	279,843	285,043	266,239	265,753	274,740	8,501
Memorial Day Committee	4,076	4,142	4,450	4,712	5,793	1,343
Memorial Tree Fund	4,573	6,571	9,247	2,578	4,665	(4,582)
Kepler Rental Fund	100,710	113,752	127,171	130,768	145,438	0
Sub-Total	109,359	124,465	140,868	138,058	155,896	(3,239)
Total Revenues	389,202	409,508	407,108	403,811	430,636	5,262

**City of Meadville**  
**Special Revenue Funds**  
**Adopted Budget - 2021**

**Summary**

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Balizet Estate	0	0	0	0	0	0
Barco Fund	0	6,800	1,200	0	1,200	0
Kenneth A. Beers Bicentennial P	1,426	2,781	500	0	500	0
Bulen Band Shell	1,817	15,344	10,000	8,117	9,500	(500)
Mary DeArment Park	1,479	95	0	0	0	0
Beautification Committee Fund	5,008	2,325	16,000	551	5,500	(10,500)
Shippen Fountain Fund	39	54	5,000	60	7,500	2,500
Sub-Total	9,769	27,398	32,700	8,729	24,200	(8,500)
Memorial Day Committee	2,144	1,642	2,850	934	1,500	(1,350)
Memorial Tree Fund	0	5,853	2,400	0	1,500	(900)
Kepler Rental Fund	84,455	84,214	88,380	85,480	89,380	1,000
Sub-Total	86,599	91,709	93,630	86,414	92,380	(1,250)
Total Expenditures	96,368	119,107	126,330	95,143	116,580	(9,750)
Ending Cash Balance	292,834	290,401	280,778	308,668	314,056	15,012

**City of Meadville**  
**Special Revenue Funds**  
**Adopted Budget - 2021**

**Balizet Estate**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	10,442	10,520	10,616	10,616	10,704	88
Interest Earned	78	96	85	88	85	0
<hr/>						
Total Revenues	10,520	10,616	10,701	10,704	10,789	88

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
General Expenses	0	0	0	0	0	0
<hr/>						
Total Expenditures	0	0	0	0	0	0
<hr/>						
Ending Cash Balance	10,520	10,616	10,701	10,704	10,789	88

Note: Fund Balance must be kept at \$10,000 dollars minimum.  
Interest from this amount is to be used by the Shade Tree Commission as they see fit to beautify the City.



**City of Meadville**  
**Special Revenue Funds**  
**Adopted Budget - 2021**

**Barco Fund**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	26,098	26,292	19,706	19,704	19,867	161
Interest Earned	194	212	200	163	200	0
<hr/>						
Total Revenues	26,292	26,504	19,906	19,867	20,067	161

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beautification Projects	0	6,800	1,200	0	1,200	0
<hr/>						
Total Expenditures	0	6,800	1,200	0	1,200	0
<hr/>						
Ending Cash Balance	26,292	19,704	18,706	19,867	18,867	161

Note: Funds are used for City planting of grass, shrubs and trees and general beautification in the right of way or public areas.  
Original principal was \$200,000 from the estate of George J. Barco to establish the Emmaline D. Barco Beautification Fund.

**City of Meadville**  
**Special Revenue Funds**  
**Adopted Budget - 2021**

**Kenneth A. Beers Bicentennial Park**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	330	1,764	2,594	185	194	(2,400)
Interest Earned	10	17	10	9	10	0
Donations	2,850	1,185	600	0	200	(400)
<hr/>						
Total Revenues	3,190	2,966	3,204	194	404	(2,800)

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beautification/Maint	800		500	0	500	0
Cabin Repair	626	2,781	0	0	0	
<hr/>						
Total Expenditures	1,426	2,781	500	0	500	0
<hr/>						
Ending Cash Balance	1,764	185	2,704	194	(96)	(2,800)

Note: The fund was established after the David Mead log cabin was built in 1988. A 2014 fund drive raised over \$10,000 in which to repair the cabin.

**City of Meadville**  
**Special Revenue Funds**  
**Adopted Budget - 2021**

**Bulen Band Shell**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	130,482	132,639	124,121	121,464	117,358	(6,763)
Interest Earned	974	1,169	850	1,011	10,000	9,150
Trust Transfers	3,000	3,000	3,000	3,000	3,000	0
<hr/>						
Total Revenues	134,456	136,808	127,971	125,475	130,358	2,387

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
General Maint/Improvements	1,817	15,344	10,000	8,117	9,500	(500)
<hr/>						
Total Expenditures	1,817	15,344	10,000	8,117	9,500	(500)
<hr/>						
Ending Cash Balance	132,639	121,464	117,971	117,358	120,858	2,887

Note: The City receives \$3,000 annually from the Dexter A. Bulen Trust Estate.  
For the care and maintenance of the band stand (Gazebo)

**City of Meadville**  
**Special Revenue Funds**  
**Adopted Budget - 2021**

**Mary DeArment Park**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	8,839	7,425	7,600	7,398	7,600	0
Interest Earned	65	67	65	61	65	0
<hr/>						
Total Revenues	8,904	7,493	7,665	7,459	7,665	0

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
General Maintenance	1,479	95	0	0	0	0
<hr/>						
Total Expenditures	1,479	95	0	0	0	0
Ending Cash Balance	7,425	7,398	7,665	7,459	7,665	0

Note: Fund Balance must be kept at \$9,000 dollars minimum.  
Funds are to be used for upkeep and replanting at the park.

**City of Meadville**  
**Special Revenue Funds**  
**Adopted Budget - 2021**

**Judith P. Eells Fund**  
**Beautification Committee Fund**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	73,613	77,685	78,494	83,837	86,340	7,847
Interest Earned	573	722	500	701	650	150
Donations	0	500	500	150	500	0
Trust Transfers	8,507	7,255	2,250	2,204	2,250	0
<hr/>						
Total Revenues	82,693	86,162	81,744	86,892	89,740	7,997

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
General Maintenance	5,008	2,325	15,000	150	5,000	(10,000)
General Expense	0		1,000	401	500	(500)
<hr/>						
Total Expenditures	5,008	2,325	16,000	551	5,500	(10,500)
Ending Cash Balance	77,685	83,837	65,744	86,340	84,240	18,497

Note: Fund was established in 2001 from the estate of Judith P. Eells. The City receives annual proceeds from this bequest. Monies are to be used for trees and shrubs in the public right of way.

**City of Meadville**  
**Special Revenue Funds**  
**Adopted Budget - 2021**

**Shippen Fountain Fund**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	13,189	13,749	14,464	14,441	15,102	638
Interest Earned	99	129	85	121	115	30
Donations	500	617	500	600	500	0
Total Revenues	13,788	14,495	15,049	15,162	15,717	668

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
General Maint/Restoration	39	54	5,000	60	7,500	2,500
Total Expenditures	39	54	5,000	60	7,500	2,500
Ending Cash Balance	13,749	14,441	10,049	15,102	8,217	(1,832)

Note: Fund was established in 2010. Oversight committee members are Lori A Soff, City Mayor and the City Finance Director. The purpose of the fund is to generate private donations in order to maintain the Shippen Fountain & the fencing to its original state. A brick sidewalk around the fountain has been installed and donations from the sale of engraved bricks will be used for on-going maintenance of the fountain.

**City of Meadville**  
**Special Revenue Funds**  
**Adopted Budget - 2021**

**Memorial Tree Fund**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	1,162	4,573	6,910	718	2,578	(4,332)
Interest Earned	21	46	12	13	12	0
Donations	486	400	325	230	325	0
Trust Transfers	2,904	1,552	2,000	1,617	1,750	(250)
<hr/>						
Total Revenues	4,573	6,571	9,247	2,578	4,665	(4,582)

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Planting/General	0	5,853	2,400	0	1,500	(900)
<hr/>						
Total Expenditures	0	5,853	2,400	0	1,500	(900)
<hr/>						
Ending Cash Balance	4,573	718	6,847	2,578	3,165	(3,682)

Note: Fund was established by Louise E Sturdevant Estate in 1985.  
Funds are used for general tree planting throughout the City.

**City of Meadville**  
**Special Revenue Funds**  
**Adopted Budget - 2021**

**Memorial Day Committee**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenue</i>	<i>2019 Actual Revenue</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	2,322	1,932	2,635	2,500	3,778	1,143
Interest Earned	19	25	15	27	15	0
Donations	1,735	2,185	1,800	2,185	2,000	200
<hr/>						
Total Revenues	4,076	4,142	4,450	4,712	5,793	1,343

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
General Expense	2,144	1,642	2,850	934	1,500	(1,350)
Donations Made						
<hr/>						
Total Expenditures	2,144	1,642	2,850	934	1,500	(1,350)
<hr/>						
Ending Cash Balance	1,932	2,500	1,600	3,778	4,293	2,693

Note: This committee was formed to organize and run the Memorial Day Parade and other related festivities.



**City of Meadville**  
**City Debt**  
**Adopted Budget - 2021**

<i>Year</i>	<i>Amount Borrowed</i>	<i>@12-31-2019 Outstanding Principal</i>	<i>2020 Principal Payment</i>	<i>Interest Rate</i>	<i>Comments</i>	<i>End Date</i>
<b>2006 RHS Notes:</b>						
Parking Fund	820,000	682,821	13,822	4.50%	40 yr issue. Used for the construction of the Market Sq parking garage.	2046
<b>2010 Series Bonds:</b>						
General Fund Pension	5,500,000	3,070,000	385,000	4.59%	Taxable issue to fund pension unfunded liability	2030
<b>2014 Series A Bonds:</b>						
General Fund	5,315,000	3,750,000	385,000	1.0% - 2.5%	Refunded 2009 & 2009A Bonds - GF Capital Projects	2028
<b>2014 Series B Bonds:</b>						
General Fund	1,105,000	1,105,000	0	1.0% - 2.5%	Refunded 2009 B Bonds - GF Capital Projects	2031
<b>2015 Series B Bonds:</b>						
General Fund	2,150,000	2,046,000	100,500	1.0% - 3.0%	3 yr capital fund projects	2030
Parking Fund	1,050,000	999,000	49,500			
<b>2017 Series B Bonds:</b>						
General Fund	9,502,950	9,295,650	4,550	1.6% - 3.375%	Refunded 2012 and 2012 A	2039
Parking Fund	922,050	919,350	450			
<b>2018 Series Bonds:</b>						
General Fund	6,840,000	6,830,000	5,000	2.0% - 2.75%	Refunded 2013 A Bonds - 3 yr GF Capital Projects	2041
<hr/>						
Grand Total	<u>33,205,000</u>	<u>28,697,821</u>	<u>943,822</u>			

**City of Meadville  
City Authority Debt  
Adopted Budget - 2021**

<i>Year</i>	<i>Amount Borrowed</i>	<i>@12-31-2019 Outstanding Principal</i>	<i>2020 Principal Payment</i>	<i>Interest Rate</i>	<i>Comments</i>	<i>End Date</i>
<b>2012 Series B Bonds:</b>						
MASA Note	3,110,000	2,910,000	170,000	1.0% - 3.05%	New monies 3 yr construction projects	2027
<b>2013 Series B Bonds:</b>						
MASA Note	1,585,000	1,520,000	25,000	1.0% - 2.60%	New monies for capital projects	2028
<b>2013 Series C Bonds:</b>						
MAWA Note	7,465,000	2,525,000	815,000	.61% - 3.25%	Refunded 2004 Bonds	2022
<b>2014 Series C Bonds:</b>						
MASA Note	1,930,000	1,400,000	115,000	2.0% - 4.0%	Refunded 2009 C which were new projects	2037
<b>2015 Series A Bonds:</b>						
MASA Note	9,410,000	3,610,000	530,000	1.0% - 3.0%	Refunded 1995 A Note - MASA for sewer plant and extensions.	2030
<b>2017 B Series Bonds:</b>						
MASA Note	2,000,000	1,275,000	145,000	1.6% - 3.375%	Refunded 2012 and 2012 A	2025
<b>2019 Series Bonds:</b>						
MAWA Note	8,420,000	8,415,000	10,000	2.0% - 4.0%	New monies for capital projects - Refunded 2013 D Bonds	2027
 Grand Total	 33,920,000	 21,655,000	 1,810,000			

**City of Meadville  
Debt Service Summary  
Adopted Budget - 2021**

<i>Year</i>	<i>Amount Borrowed</i>	<i>@12-31-2019 Outstanding Principal</i>	<i>2020 Principal Payment</i>	<i>Interest Rate</i>	<i>Comments</i>	<i>End Date</i>
<b>2006 RHS Notes:</b>						
Parking Fund	820,000	696,041	12,646	4.50%	40 yr issue. Used for the construction of the Market Sq parking garage.	2046
<b>2010 Series Bonds:</b>						
General Fund Pension	5,500,000	3,445,000	675,000	4.59%	Taxable issue to fund pension unfunded liability	2030
<b>2014 Series A Bonds:</b>						
General Fund	5,315,000	4,120,000	370,000	1.0% - 2.5%	Refunded 2009 & 2009A Bonds - GF Capital Projects	2028
<b>2014 Series B Bonds:</b>						
General Fund	1,105,000	1,105,000	0	1.0% - 2.5%	Refunded 2009 B Bonds - GF Capital Projects	2031
<b>2015 Series B Bonds:</b>						
General Fund	2,150,000	2,139,800	93,800	1.0% - 3.0%	3 yr capital fund projects	2030
Parking Fund	1,050,000	1,045,200	46,200			
<b>2017 Series B Bonds:</b>						
General Fund	9,502,950	9,318,400	22,750	1.6% - 3.375%	Refunded 2012 and 2012 A	2039
Parking Fund	922,050	921,600	2,250			
<b>2018 Series Bonds:</b>						
General Fund	6,840,000	6,835,000	5,000	2.0% - 2.75%	Refunded 2013 A Bonds - 3 yr GF Capital Projects	2041
<b>2012 Series B Bonds:</b>						
MASA Note	3,110,000	3,080,000	170,000	1.0% - 3.05%	New monies 3 yr construction projects	2027
<b>2013 Series B Bonds:</b>						
MASA Note	1,585,000	1,540,000	20,000	1.0% - 2.60%	New monies for capital projects	2028
<b>2013 Series C Bonds:</b>						
MAWA Note	7,465,000	3,315,000	790,000	.61% - 3.25%	Refunded 2004 Bonds	2022
<b>2019 Series Bonds:</b>						
MAWA Note	8,420,000	8,415,000	10,000	2.0% - 4.0%	New monies for capital projects - Refunded 2013 D Bonds	2027
<b>2014 Series C Bonds:</b>						
MASA Note	1,930,000	1,510,000	110,000	2.0% - 4.0%	Refunded 2009 C which were new projects	2030
<b>2015 Series A Bonds:</b>						
MASA Note	9,410,000	4,115,000	505,000	1.0% - 3.0%	Refunded 1995 A Note - MASA for sewer plant and extensions.	2025
<b>2017 B Series Bonds:</b>						
MASA Note	1,660,000	1,380,000	135,000	1.6% - 3.375%	Refunded Series 2007 A&B Bonds	2027
<b>Grand Total</b>	<u>66,785,000</u>	<u>52,981,041</u>	<u>2,967,646</u>			

**City of Meadville**  
**Special Revenue Funds**  
**Debt & Capital Funds**  
**Adopted Budget - 2021**

**Summary**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenues</i>	<i>2019 Actual Revenues</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	3,180,282	3,167,360	2,750,092	2,746,381	3,045,518	295,426
Interest Earned	30,717	34,206	39,917	33,756	43,399	3,482
Transfers In/Due From	200,080	200,000	225,405	200,000	430,405	225,000
Total Revenues	3,411,079	3,401,566	3,015,413	2,980,136	3,519,321	523,908

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Expenses/Transfers	97,442	751,360	498,520	305,000	829,799	331,279
Ending Cash Balance	3,313,637	2,650,206	2,516,893	2,675,136	2,689,522	192,629

City of Meadville  
Debt & Capital Funds  
Adopted Budget - 2021

**Debt Retirement Reserve**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenues</i>	<i>2019 Actual Revenues</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	355,502	544,089	475,112	474,465	474,465	(647)
Interest Earned	3,507	5,376	4,751	4,585	4,745	(6)
Transfers In/Due From	200,080	200,000	200,000	200,000	425,000	225,000
<hr/>						
Total Revenues	559,089	749,465	679,863	679,050	904,210	224,347

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Debt Service	15,000	275,000	275,000	275,000	475,000	200,000
<hr/>						
Total Expenditures	15,000	275,000	275,000	275,000	475,000	200,000
<hr/>						
Ending Cash Balance	544,089	474,465	404,863	404,050	429,210	24,347

Note: Fund was established in 1992 with the proceeds of the sale of the water system to MAWA in the amount of \$5,011,001.  
In 1993, \$2,910,707 in debt service was paid. In 1997 \$2,000,000 was put in this fund from the proceeds of the sale of the sewer system. This fund was established to help offset the yearly cost of the City's debt service.

City of Meadville  
Debt & Capital Funds  
Adopted Budget - 2021

**Long Term Capital Reserve**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenues</i>	<i>2019 Actual Revenues</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	2,119,917	2,104,931	2,082,212	2,078,825	2,118,509	36,297
Interest Earned	23,732	25,193	33,765	27,728	34,128	363
Transfer In Parking Fund (Deck Light I	18,911	19,290	20,000	16,551	0	(20,000)
Rec Auth Loan (Pool Liner 10 yr term	4,812	4,885	5,405	5,405	5,405	0
Total Revenues	2,167,373	2,154,298	2,141,382	2,128,509	2,158,042	16,660

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Trf to General Fund Capital	10,000	10,000	10,000	10,000	10,000	0
City/RDA Redevelopment Fund	52,442	65,473	95,663	0	95,663	
Total Expenditures	62,442	75,473	105,663	10,000	105,663	0
Ending Cash Balance	2,104,931	2,078,825	2,035,719	2,118,509	2,052,380	16,660

Note: Fund was established in 1992 with the proceeds of the sale of the water system to MAWA in the amount of \$3,018,000. The interest earned is used for capital projects.

**City of Meadville**  
**Debt & Capital Funds**  
**Adopted Budget - 2021**

**Rate Stabilization Fund**

**Revenues:**

<i>Description</i>	<i>2018 Actual Revenues</i>	<i>2019 Actual Revenues</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Revenues</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Beginning Cash	704,862	518,340	192,768	193,091	452,544	259,776
Interest Earned	3,478	3,637	1,400	1,443	4,525	3,125
Other Revenues	100,000	72,000	72,000	278,010	0	
Total Revenues	808,340	593,978	266,168	472,544	457,069	262,901

**Expenditures:**

<i>Description</i>	<i>2018 Actual Expend</i>	<i>2019 Actual Expend</i>	<i>2020 Adopted Budget</i>	<i>2020 Projected Expend</i>	<i>2021 Adopted Budget</i>	<i>Change From 2020 Budget</i>
Trf to GF - Interest Earned	20,000	20,000	20,000	20,000	0	(20,000)
Transfer to GF - Principal		275,887	97,857	0	249,136	151,279
Claims Expense	0	105,000	0	0	0	0
Total Expenditures	20,000	400,887	117,857	20,000	249,136	131,279
Ending Cash Balance	788,340	193,091	148,311	452,544	207,933	131,622
Payroll Fund Advance	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)	
GF Advance						
Debt Service Fd Advance						
RDA Loan - Land	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	
RDA Loan - Kepler						
Parking Fund Loan	0	0	0	0	0	
Parking Capital Fund Loan	0	0	0	0	0	
Total	(550,000)	(550,000)	(550,000)	(550,000)	(550,000)	
Adjusted Cash Balance	1,338,340	743,091	698,311	1,002,544	757,933	

Note: Fund was established in 1997 with monies from the sale of the sewer system in the amount of \$1,940,125.

Principal and interest from this fund can be transferred to the General Fund for budget short falls at the direction of City Council.

The City loaned \$500,000 in 2008 to RDA, which in turn loaned to Yoder for completion of the Kepler

Commercial space project. In 2013 the City took the deed to the property in lieu of foreclosure.

\$350,000 has been advanced to the Payroll Fund to cover payroll and health cost payments until paid by other funds.

In 2008 the city loaned RDA \$200,000 for Kepler project expenses. The loan is secured by a mortgage on land parcel.